

Ashburton District Council

AGENDA

Notice of Meeting:

A meeting of the Ashburton District Council will be held on:

Date: Thursday 29 October 2020

Time: 1.00pm

Venue: Council Chamber

Membership

Mayor	Neil Brown
Deputy Mayor	Liz McMillan
Members	Leen Braam
	Carolyn Cameron
	John Falloon
	Rodger Letham
	Lynette Lovett
	Angus McKay
	Diane Rawlinson
	Stuart Wilson

Meeting Timetable

Time	Item
1pm	Meeting commences
1pm	Public Forum: Lisa Anderson & 24/7 Youth Workers
2.30pm	Zoe Clulee (MTFJ Outward Bound Scholarship)
2.50pm	Welcome to new and long-serving staff
3.45pm	Andrew Schulte – Cavell Leitch [Public excluded]
4.15pm	EA Networks – Phil McKendry, Ian Cullimore and Roger Sutton [Public excluded]

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Minutes

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6	Community Services Committee – 8/10/20	13
7	Infrastructure Services Committee – 8/10/20	15
	- Recommendation – Pressure Sewer Systems Policy	
	- Recommendation – Walking & Cycling Strategy consultation	
8	Audit, Risk & Finance Committee – 13/10/20	45
	- Recommendation – Ng King Bros Chinese Market Garden Settlement funding	
9	Methven Community Board – 28/09/20	47
	- Recommendation – MCB Delegations	
	- Recommendation – MCB Rating map	

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Business Transacted with the Public Excluded

21	Council – 24/09/20	PE 1
	<ul style="list-style-type: none"> • Eastfield Investments JV Section 7(2)(h) Commercial activities • Glasgow lease Section 7(2)(h) Commercial activities • ACL Director appointment Section 7(2)(a) Protection of privacy of natural persons • CE Performance review 2019-20 Section 7(2)(a) Protection of privacy of natural persons 	
	[Now in open meeting]	
	• Standing grass removal contract WWAT0176	
22	Council (extraordinary) – 8/10/20	PE 3
	<ul style="list-style-type: none"> • Library & Civic Centre PCG – 5/10/20 Section 7(2)(h) Commercial activities • Library & Civic Centre Main contract works procurement plan Section 7(2)(h) Commercial activities 	
	[Now in open meeting]	
	Library & Civic Centre - Main contract works procurement plan	
23	Community Services Committee – 8/10/20	PE 4
	<ul style="list-style-type: none"> • C-19 Economic Recovery Advisory Group Section 7(2)(h) Commercial activities • Caring for Communities Group Section 7(2)(a) Protection privacy natural persons • CCTV contract Section 7(2)(h) Commercial activities 	
24	Audit, Risk & Finance Committee – 13/10/20	PE 5
	<ul style="list-style-type: none"> • Health & Safety report • 2010-2020 Audit 	
25	Ashburton Relief Sewer – contract tender process	PE 6
	Section 7(2)(h) Commercial activities	
26	Land Purchase	PE 11
	Section 7(2)(h) Commercial activities	
27	Land Purchase	PE 17
	Section 7(2)(h) Commercial activities	
28	Proposed Plan Change 3 to Ashburton District Plan – Farmers Corner	PE 23
	Section 7(2)(g) Maintain legal professional privilege	
29	EA Networks	Verbal
	Section 7(2)(h) Commercial activities	
30	CE Performance Agreement 2020-21	PE 72
	Section 7(2)(a) Protection of privacy of natural persons	

4. Council Minutes – 24 September 2020

Minutes of the Council meeting held on Thursday 24 September 2020, commencing at 1.00pm, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Carolyn Cameron, John Falloon, Rodger Letham, Lynette Lovett, Angus McKay, Liz McMillan and Stuart Wilson.

In attendance

Hamish Riach (Chief Executive), Paul Brake (GM Business Support), Steve Fabish (GM Community Services), Neil McCann (GM Infrastructure Services), Sarah Mosley (Manager People & Capability), Jane Donaldson (GM Strategy & Compliance), Toni Durham (Strategy & Policy Manager) and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Andrew Guthrie (Assets Manager), Brian Fauth (Roading Manager), Bevan Rickerby (Economic Development Manager), Colin Windleborn (Commercial Manager), Richard Mabon (Senior Policy Advisor), Mel Neumann (Policy Advisor), Tania Paddock (Legal Counsel) and Clare Harden (Community Administration Officer).

Presentations

- Waitaha Primary Health Organisation (1.20pm - 1.26pm)
- Experience Mid Canterbury / ChChNZ (2pm – 2.30pm)

1 Apologies

Crs Leen Braam and Diane Rawlinson (absence), John Falloon (early departure) Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

Acknowledgement of former Borough Councillor Russell Anstiss

Council observed a moment's silence for former Councillor Russell Anstiss who served two terms as a Borough Councillor from 1974 until his retirement in 1980.

4 Confirmation of Minutes – 13/08/20

That the minutes of the Council meeting held on 13 August 2020, be taken as read and confirmed.

McMillan/Lovett

Carried

5 Confirmation of Minutes – 27/08/20

That the minutes of the Extraordinary Council meeting held on 27 August 2020, be taken as read and confirmed.

Wilson/Cameron

Carried

6 Confirmation of Minutes – 10/09/20

That the minutes of the Extraordinary Council meeting held on 10 September 2020, be taken as read and confirmed.

Cameron/McMillan

Carried

7 Community Services Committee – 27/08/20

That the minutes of the Community Services Committee meeting held on 27 August 2020, be received.

McKay/Cameron

Carried

- **Ashburton Domain vehicle access**

That the Ashburton Domain entrance at 337 West Street be closed to vehicles from 11pm to 6am year round.

McKay/Lovett

Carried

- **Festive lighting**

1. **That** Council agrees the fairy lights shall remain in the trees along the west side of East Street, from Cameron Street to Moore Street, on a permanent basis with an annual “health check”; and
2. **That** if turned on for every night of the year, it be for a 12 month trial period, after which staff report back to Council on the cost, impact on the trees and community feedback. At that stage Council will provide direction on the future arrangements for this activity.

McKay/Cameron

Carried

8 Environmental Services Committee – 27/08/20

That the minutes of the Environmental Services Committee meeting held on 27 August 2020, be received.

Letham/Lovett

Carried

9 Infrastructure Services Committee – 27/08/20

That the minutes of the Infrastructure Services Committee meeting held on 27 August 2020, be received.

Wilson/Letham

Carried

- **Wastewater pipeline, Main Street, Methven**

- 1) **That** Council approves making a financial contribution toward the construction of the Main Street wastewater pipeline subject to the following:
 - a) The contribution shall be limited to 28% of the pipeline construction cost only of the section of pipeline located between Allen Street and Forest Drive, Methven (being approximately 360 metres);
 - b) No contribution shall be made toward the cost of construction of manholes, connections to existing network, modifications to other infrastructure, or construction variations;
- c) Payment of the contribution shall only fall due upon vestment of the pipeline.

McMillan/Wilson

Carried

- **Lower Hakatere Huts water servicing**

1. **That** Council approves supplying the Hakatere Hutholders Society Incorporated through the public water supply at Hakatere subject to the following:

- a) Transfer of all existing water supply assets owned by the Hakatere Hutholders Society Incorporated to Ashburton District Council, including tanks, treatment equipment and pumps;
- b) Payment of the prevailing water supply rate for each and every separately habitable dwelling unit on the Hakatere Hutholders Society Incorporated's title (Lot 2 DP 47727), being 50 units;
- c) First year payment for the service shall be on a pro-rata basis (of annual water rates) from the date the new supply arrangement is commissioned, and invoiced separately;
- d) Council will construct and commission at its cost the new supply main from the existing water treatment plant to the private schemes main pipeline, and all associated appurtenances;
- e) From commissioning, Council will assume responsibility for all existing pipework up to the point of supply to each dwelling and undertake to programme the replacement and upgrade of the pipe network as part of its future renewals planning.

Falloon/Lovett

Carried

10 Audit, Risk & Finance Committee – 3/09/20

That the minutes of the Audit, Risk & Finance Committee meeting held on 3 September 2020, be received.

Falloon/McMillan

Carried

- **Development contribution postponement – SCMT Holdings Ltd**

That Council declines the postponement of the development contribution of \$11,392.17 (GST exclusive) payable by SCMT Holdings Limited on the development at 39 Tancred Street.

Wilson/Falloon

Carried

- **Development contribution postponement – Sheppard/Spittal**

That Council declines the postponement of the development contribution of \$6,929 (GST inclusive) payable by Liam Sheppard and Lily Spittal on the residential development at 25 Memorial Crescent, Methven.

Falloon/Wilson

Carried

- **Carry-over of funding from 2019/20 to 2020/21**

That the Council approves the request to carry over the unspent funds from the 2019-2020 year into the 2020-2021 Annual Plan, as detailed in this report.

Falloon/McMillan

Carried

11 Town Centre Subcommittee

That the minutes of the Town Centre Subcommittee meeting held on 17 September 2020, be received.

Cameron/Lovett

Carried

- **Christmas tree**

The Economic Development Manager reported that further information has been received which reinforces the need for the Christmas tree to remain in Baring Square East this year; an engineer's report would be required before the tree could be relocated, and the relocation of the i-Site building will include removal of the rail walkway, resulting in this area being fenced off as a construction zone.

In response to concerns that the CBD may lack in festive atmosphere, Mr Rickerby spoke about work being undertaken by local representatives of six different ethnic groups who are proposing to put Christmas displays in shop windows.

That Council agrees to the Christmas tree being moved to the chessboard for Christmas 2020.

McKay/Cameron (Lost)

Division

For: Crs McKay & Cameron

Against: Mayor & Crs Falloon, Letham, Lovett, McMillan & Wilson

Waitaha Primary Health Organisation

Georgie McLeod, appointed to the Board as Ashburton's representative, provided a brief update on the Waitaha programmes being delivered in Ashburton District:

- Wellbeing model – attached to GP practices with additional staff employed to help with this.
- Youth Hype programme.
- GP practices – a number of practices are actively recruiting GPs.
- Covid testing took over a lot of 'business as usual' work but is now being managed at much reduced levels.
- The Health & Disability review is one of the biggest concerns in the health sector currently (uncertainty for the Board and other PHOs). This is a key focus for the Board.
- Whanau Ora programme – Maori navigators have been employed to help with this programme which is going well.

Georgie's role is to work as a two-way conduit and she will continue to liaise with the Council and community.

The presentation concluded at 1.26pm.

12 Creative Communities Grants Assessment

That Council receives the minutes of the Creative Community Fund Assessment Committee meeting held on 14 September 2020.

Falloon/McMillan

Carried

Cr Falloon left the meeting at 1.30pm.

13 Methven Community Board

That Council receives the minutes of the Methven Community Board meeting held on 17 August 2020.

McMillan/Letham

Carried

15 Development & Financial Contributions Policy

That Council adopts the Development and Financial Contributions Policy 2020.

McKay/Lovett

Carried

That Council declines to do further work on a discounted development contributions for retirement villages, for the reasons noted in the report.

Lovett/Cameron

Carried

That Council agrees to do further work on the definition of non-residential development, for the reasons noted in the report.

McMillan/Cameron

Carried

16 Revenue & Funding Policy 2020

That Council adopts the Revenue and Financing Policy to take effect 1 July 2021.

McKay/Letham

Carried

17 Section 17A Review of Open Spaces

The Chief Executive referred to the separate recommendation for increased resourcing, noting this would be considered alongside other staff resourcing matters as part of the Long Term Plan.

Councillors opposing this suggested it would pre-empt the need for additional resources. Those speaking in support accepted that the intention is to allow Council to look at efficiencies and any proposal for increased resources would be supported by a business case.

1. **That** Council, under the legislative requirements of Section 17A of the Local Government Act 2002, concludes that the preferred option for service delivery is to deliver the Open Spaces services in-house as the most cost effective and lowest risk option available to Council, and
2. **That** Council, as part of the LTP process, consider staff resourcing be increased in public conveniences by one part-time position, cemeteries/open spaces by two full-time positions.

McKay/Lovett

Amendment

That Council, under the legislative requirements of Section 17A of the Local Government Act 2002, concludes that the preferred option for service delivery is to deliver the Open Spaces services in-house as the most cost effective and lowest risk option available to Council.

Wilson/Cameron

Carried

A show of hands gave 5 for and 2 against, and the amendment became the substantive motion.

That Council, as part of the LTP process, consider staff resourcing be increased in public conveniences by one part-time position, cemeteries/open spaces by two full-time positions.

Letham/Lovett

Carried

14 Experience Mid Canterbury

EMC Board Member Gary Lee and Christchurch NZ representatives Loren Heaphy and Bruce Moffat were welcomed to the meeting. Apologies were received from James Urquhart (EMC) and Joanna Norris (ChChNZ CEO).

- Gary Lee reported on the major changes that have taken place with EMC. The 2019 Audit is now finalised and the Board is continuing to work with Council's Chief Executive on the decommissioning of Experience Mid Canterbury.
- Bruce Moffat presented EMC's quarterly reports and responded to questions about the domestic marketing campaign.
- Loren Heaphy spoke about the process for ChChNZ to bring EMC on board, which included recruitment of Bruce Moffat as the Mid Canterbury Marketing Manager. Loren presented on the South Island Destination Management Plan, created to drive visitation from the North Island to Christchurch and Mid Canterbury and linking with Mackenzie, Selwyn, Banks Peninsula and Waimakariri districts.
- Ashburton district has received a portion of the \$50m regional events fund (approximately \$300k across four years). ChChNZ, as the lead agency for Canterbury, will establish an independent panel to allocate this funding. (Panel will have \$7m across four years to invest).
- ChChNZ will work with Council to help develop an event portfolio to drive domestic tourism.

The presentation concluded at 2.30pm.

That Council receives the Experience Mid Canterbury quarterly report.

McMillan/Lovett

Carried

18 Ashburton Zone Water Management Committee

- 1. That** Council receives the report.
- 2. That** Council approves the letter of shared priorities with Environment Canterbury to the Ashburton Zone Committee, and requests that reporting be six monthly.

Wilson/Lovett

Carried

19 Three Waters Stimulus Funding – delivery plan

That Council,

- 1.** approves the Ashburton relief sewer pipeline project to be the primary subject of the ADC Delivery Plan (with the second IL4 reservoir at Methven as a contingency project); and
- 2.** authorises the Chief Executive to approve the draft Delivery Plan, and subsequent minor amendments to the draft Delivery Plan post lodgement as necessary to finalise the Delivery Plan and secure approval.

McMillan/Cameron

Carried

20 Hekeao/Hinds Water Enhancement Trust – Managed Aquifer Recharge

That Council confirms its ongoing support for managed aquifer recharge and agrees in principle to:

- a. providing access to up to the current allocation of 500 litres/second of consented unused stockwater associated with the Cracroft Intake beyond 25 February 2021;
- b. consideration of access to other volumes of consented unused stockwater where identified in conjunction with officers;
- c. extending access to the land parcel RES 1959 BLK XI WESTERFIELD SD beyond 1 October 2020; and
- d. consideration of access to other land parcels owned by Council where identified in conjunction with officers.

Wilson/Lovett

Carried

Welcome to new and long-serving staff (2.47pm)

The Manager People & Capability introduced Richard Fitzgerald, recently appointed as Agricultural Portfolio Advisor.

Council acknowledged the long service of Chetan Nayyar (Business Improvement Team Leader – 5 years), Susan Philpott (Museum Assistant – 5 years), Ann Smith (Property Officer – 5 years) and Tony Durham (Strategy & Policy Manager – 5 years).

Council adjourned for afternoon tea from 2.52pm until 3.13pm.

21 Offer to acquire Ealing Hall

That Council accepts the gift of the Ealing Library Hall Society Incorporated's assets to Council, including the transfer to Council of the land and buildings contained within Record of Title CB325/145 (being Lot 1 Deposited Plan 5389).

Lovett/Wilson

Carried

22 Reserve and Hall Boards – triennial meetings

- 1. That** Council receives the report.
- 2. That** Council approves the appointments submitted by the Ealing, Ruapuna and Chertsey Reserve Boards, as detailed in the report.

McKay/Letham

Carried

23 Ashburton East-West connectivity – Business Case (second urban bridge)

That Council approves the Ashburton – Tinwald Connectivity Business Case Strategic Case and supports it being forwarded for review and approval by Waka Kotahi NZ Transport Agency.

McMillan/Cameron

Carried

24 Ashton Beach Motorbike track feasibility

- 1. That** Council supports further work to enable the establishment of an alternative area for recreational motorbike riding on Council owned land within the Ashton Beach area.
- 2. That** Council funds up to a maximum of \$27,000 for the biodiversity requirements of this project from the rural beautification reserve should alternative funding sources not be successful.

Lovett/Letham

Carried

25 Community Grants and Funding (Round 2)

That Council allocates **\$21,340** in community grants and funding for 2020/21 as per the following categories:

Economic Development – Community Events Grant - \$11,340

Natural & Built Environment – Heritage Grant, round 1 - \$1,000

McKay/Letham

Carried

26 Mayor's Report

• Mayoral Forum

Mayoral Forum agendas will be made available to all Councillors via Stellar Library. The next forum is scheduled 3-4 December 2020.

• RDR Management Ltd – Annual General Meeting

That Council appoints the Deputy Mayor as proxy to vote on Council's behalf at the RDR Management Limited AGM on 6 October 2020, with the Chief Executive as the alternative representative.

Wilson/Letham

Carried

That Council appoints the Deputy Mayor as Council's representative on the RDRML Remuneration Committee.

Mayor/Wilson

Carried

• Canterbury Biodiversity Strategy Group

That the Councillor Lovett be appointed as Council's representative on the Canterbury Biodiversity Strategy group.

McKay/McMillan

Carried

That Council receives the Mayor's report.

Mayor/McMillan

Carried

Business transacted with the public excluded – 3.53pm

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
27	Council 13/08/20	Sections 7(2)(h) & (a)	Commercial activities & protection of privacy of natural persons
28	Extraordinary Council 27/08/20	Section 7(2)(a)	Protection of privacy natural persons
29	Extraordinary Council 10/09/20	Section 7(2)(h)	Commercial activities
30	Community Services Committee 27/08/20	Section 7(2)(h)	Commercial activities
31	Environmental Services Committee 27/08/20	Section 7(2)(j)	Maintain legal professional privilege
32	Audit, Risk & Finance Committee 3/09/20	Sections 7(2)(h) & (a)	Commercial activities & protection of privacy of natural persons
33	Contract WWAT0176 Standing grass removal – Ocean Farm	Section 7(2)(h)	Commercial activities
34	Request to purchase Glasgow lease improvements	Section 7(2)(h)	Commercial activities
35	Ashburton Contracting Ltd Director appointment	Section 7(2)(a)	Protection of privacy natural persons
36	Executive Committee 2/09/20 – CE Performance Review	Section 7(2)(a)	Protection of privacy natural persons

Mayor/McMillan

Carried

Business transacted with the public excluded now in open meeting

- **Contract WWAT0176 – Standing grass removal, Ocean Farm**

That Council accepts the tender for WWAT0176 Standing Grass Removal Ocean Farm from Quigley Contracting at the price of 11 cents/kg dry matter for harvest year 2020/21; with the option to extend the contract for harvest year 2021/22 and 2022/23.

Wilson/Letham

Carried

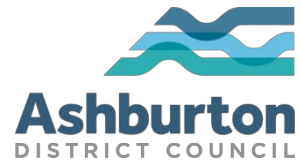
The meeting concluded at 4.24pm.

Confirmed 29 October 2020

MAYOR

Council – Extraordinary Meeting

8 October 2020



5. Extraordinary Council Meeting – 8/10/20

Minutes of the Extraordinary Council meeting held on Thursday 8 October 2020, commencing at 1.00pm, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Leen Braam, Carolyn Cameron, John Falloon, Lynette Lovett, Angus McKay, Liz McMillan, Diane Rawlinson and Stuart Wilson.

In attendance

Hamish Riach (Chief Executive), Steve Fabish (GM Community Services), Neil McCann (GM Infrastructure Services), Jane Donaldson (GM Strategy & Compliance), Sarah Mosley (Manager People & Capability), and Phillipa Clark (Governance Team Leader).

1 Apologies

Cr Rodger Letham

Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

Business transacted with the public excluded – 1pm

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
4	Ashburton Library & Civic Centre PCG 5/10/20	Section 7(2)(h)	Commercial activities
5	Ashburton Library & Civic Centre – Main Contract Works Procurement Plan	Section 7(2)(h)	Commercial activities

Mayor/McMillan

Carried

Business transacted with the public excluded now in open meeting

- Ashburton Library & Civic Centre – Main Contract Works Procurement Plan**

That Council approves the main contractor procurement plan.

Falloon/McMillan

Carried

The meeting concluded at 1.41pm.

Confirmed 29 October 2020

MAYOR

6. Community Services Committee – 8/10/20

Minutes of the Community Services Committee meeting held on Thursday 8 October 2020, commencing at 9.30am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Angus McKay (Chair), Carolyn Cameron, Leen Braam, Lynette Lovett and Diane Rawlinson.

Also present:

Councillors Liz McMillan, Stuart Wilson.

In attendance:

Hamish Riach (Chief Executive), Steve Fabish (GM Community Services), Jane Donaldson (GM Strategy & Compliance), Bert Hofmans (Open Spaces Planner), and Aisling O'Reilly (Governance Officer).

Presentation:

Sarah Wylie (Independent Researcher) – 9.35am

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

That the minutes of the Community Services Committee meeting held on 27 August 2020, be taken as read and confirmed.

Rawlinson/Cameron

Carried

5 Ashburton Youth Council

That the minutes of the Ashburton Youth Council meeting held on 2 September 2020, be received.

Lovett/Rawlinson

Carried

6 Ashburton Community & Social Sector Research Report

Sarah Wylie presented an overview of the report.

That the Community Services Committee receives the report of Sarah Wylie – “Community and Social Recovery Needs and Capacities in Ashburton District in Covid-19 Times”.

Cameron/Brown

Carried

7 Ashburton Domain Development Plan

Due to concern that there had not been enough time for the Committee to see the revised Domain Development Plan it was suggested that the Plan and further debate be deferred until there had been sufficient time to review.

That the recommendation to Council for adoption of the Ashburton Domain Development Plan be referred back to the Community Services Committee.

McKay/Cameron (Lost)

That the Ashburton Domain Development Plan and report be referred to the Council meeting on 29 October 2020.

Braam/Rawlinson

Carried

Business transacted with the public excluded – 10:27am

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
8	Minutes 27/08/20	Section 7(2)(h)	Commercial activities
9	Covid-19 Economic Recovery Advisory Group 1/09/20	Section 7(2)(h)	Commercial activities
10	Caring for communities Welfare Recovery Group 1/09/20	Section 7(2)(a) & (h)	Protection of privacy of natural persons and Commercial activities
11	CCTV Contract	Section 7(2)(h)	Commercial activities

McKay/Lovett

Carried

The meeting concluded at 10.41am.

7. Infrastructure Services Committee - 8/10/20

Minutes of the Infrastructure Services Committee meeting held on Thursday 8 October 2020, commencing at 11.00am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Stuart Wilson (Chair), Leen Braam, Lynette Lovett and Diane Rawlinson.

Also present:

Councillors Carolyn Cameron, Angus McKay and Liz McMillan.

In attendance

Hamish Riach (Chief Executive), Neil McCann (GM Service Delivery), Jane Donaldson (GM Strategy & Compliance), Brian Fauth (Roading Manager), Andy Guthrie (Assets Manager), Martin Lo (Graduate Engineer), Toni Durham (Strategy & Policy Manager), Mel Neumann (Policy Advisor) and Carol McAtamney (Governance Officer).

1 Apologies

Cr Rodger Letham

Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

That the minutes of the Infrastructure Services Committee meeting held on 27 August 2020, be taken as read and confirmed.

Lovett/Braam

Carried

5 Pressure Sewer Systems Policy

Recommendation to Council

That Council adopts the Pressure Sewer Systems Policy as contained in Appendix One.

Braam/Lovett

Carried

6 Walking and Cycling Strategy

Recommendation to Council

That Council approves the draft Ashburton Walking and Cycling Strategy to proceed to public consultation.

Braam/Rawlinson

Carried

Concerns were raised in regard to the safety and usability of the eastern side of the bridge walkway. This side is the responsibility of Council and this should be a high priority and not a medium priority as currently categorized as in the draft Ashburton Walking and Cycling Strategy.

That a report be prepared on the safety and usability of the eastern (downstream) walkway of the Ashburton SH1 river crossing.

Brown/Lovett

Carried

The meeting concluded at 11.32am.

Policy

DRAFT PRESSURE SEWER SYSTEMS

TEAM:	Assets
RESPONSIBILITY:	Assets Manager
ADOPTED:	Day Month Year
REVIEW:	Initially three years then every five years or as required
CONSULTATION:	None required
RELATED DOCUMENTS:	Council documents <ul style="list-style-type: none">• Ashburton District Plan• Pressure Sewer Systems Customer Guide• Revenue and Financing Policy 2018• Trade Waste Bylaw 2013• Waste Water Drainage Bylaw 2016 Legislation <ul style="list-style-type: none">• Building Act 2004• Local Government Act 2002• NZ Building Code Clause G13• Public Works Act 1981

Policy objective

The objective of this policy is to detail the use of pressure sewer systems as a wastewater reticulation, the ownership of on-property equipment, responsibilities for installation and for operation and maintenance.

This policy should be read alongside the Council document *Pressure Sewer Systems Customer Guide*.

Definitions

Council means Ashburton District Council.

Dwelling has the same meaning as the definition of ‘residential unit’ as defined in the Ashburton District Plan.

On-property equipment collectively refers to a grinder pump, collection tank, electrical & control system and individual discharge pipe up to the boundary kit.

Pressure sewer system, for the purposes of this policy, is defined as: a wastewater reticulation system where individual pumps and associated collection tanks located on private property at every residence or connection in the pressure sewer network convey wastewater to a common

discharge point.

The term 'Pressure Sewer System' collectively refers to the on-property equipment and the conveyance pipework network located in public road reserves.

Public pressure sewer network refers to the conveyance pipework network located in public road reserves including all appurtenances, from (and including) the boundary kit to the common discharge point.

Single-property pumped systems and 'pump ups' are not pressure sewer systems for the purposes of this policy and are therefore excluded from this policy.

Pump ups are defined as properties that have (or are planned to have) public gravity wastewater reticulation at or adjacent to the property boundary, but for whatever reason cannot discharge to that gravity reticulation by means of a gravity lateral connection and require a pump to discharge wastewater to the gravity reticulation.

'Smart' control equipment refers to a control system that communicates to a centralised monitoring system (via the cloud) and allows for remote control and monitoring of each pump station and wider network.

Policy statement

1. Introduction

- 1.1 Pressure sewer systems are alternatives to conventional gravity sewer systems. There may be advantages to a pressure sewer system over a conventional gravity sewer system in areas with geotechnical and technical constraints.
- 1.2 Council's preference is for gravity sewer systems to be utilised, however acknowledges there are circumstances where pressure sewer may be more appropriate.
 - 1.2.1 Where pressure sewer systems are utilised for residential development, Council must own and control the on-property collection tank, pump, and 'smart' control equipment;
 - 1.2.2 Where pressure sewer systems are utilised for commercial or industrial development, the private property owner shall own and operate all on-property equipment, excluding the 'smart' control equipment.
- 1.3 This policy should be read alongside the Pressure Sewer Systems Customer Guide, available on Council's website ashburtondc.govt.nz.
- 1.4 This policy contains guidance for those wishing to apply, and details the roles and responsibilities of both Council and the property owner in the ownership, installation, and maintenance of pressure sewer.
- 1.5 Applications for the use of pressure sewer systems must be made in writing to Council's Assets Manager who will assess them against the requirements in this policy. The form is included in the Customer Guide.
- 1.6 This policy only applies to systems approved after the commencement date of this policy, or as otherwise determined by Council.

2. Use of pressure sewer

- 2.1 Pressure sewer systems may only be installed within the Wastewater Service Areas as defined in the Revenue and Financing Policy.
- 2.2 Applications for the use of pressure sewer will only be approved where there is a clear demonstrable benefit to Council of using pressure sewer in lieu of gravity reticulation, accounting for financial, technical (e.g. hydraulic), environmental and safety-related attributes. Assessments of the benefits of pressure sewer shall incorporate a whole of life assessment of costs and benefits.
- 2.3 Appendix One contains the criteria which will be considered when assessing applications. The process for assessment is detailed in the Customer Guide.

3. Ownership

3.1 Residential Development,

- 3.1.1 Council shall own all on-property equipment, and all public pressure sewer network assets.
- 3.1.2 Delineation of private and Council ownership shall be at the point of entry of the household drain into the collection tank.
- 3.1.3 The property developer, body corporate and/or property owner must hand over to Council ownership of the equipment identified above as Council assets as vested assets at the time of subdivision or upon satisfactory completion.

Commercial / Industrial Development

- 3.1.4 The landowner shall own all on-property equipment excluding the 'smart' control equipment which shall be owned by Council along with the public pressure sewer network assets.
- 3.1.5 Delineation of private and Council ownership shall be at the property side connection to the boundary kit.
- 3.1.6 The property developer, body corporate and/or property owner must hand over to Council ownership of the equipment identified above as Council assets as vested assets at the time of subdivision or upon satisfactory completion.

4. Installation responsibility

- 4.1 The installation of on-property pressure sewer equipment shall be the responsibility of the private property owner, including where applicable, the property developer, builders or other entities deemed to be the private property owner's agent.
- 4.2 Only pressure sewer on-property equipment pre-approved by Council shall be installed and discharge wastewater to the public pressure sewer network.
- 4.3 All on-property installations shall include provision of smart control equipment compatible with Council's prevailing systems.

5. Operational and maintenance responsibility

- 5.1 The private property owner shall be responsible for:

- the cost and supply of power to the pressure sewer equipment;
- maintaining adequate access to the pressure sewer equipment for maintenance as required;
- complying with Council's Wastewater and Trade Waste Bylaw, and;
- complying with the pressure sewer equipment supplier's guidelines for use of the pressure sewer equipment, with specific regard to not putting prohibited items (including wet wipes and sanitary products) into the pressure sewer equipment, toilets, or down the sewer drain.

5.2 Operation and maintenance of Council owned parts of the pressure sewer system, including the on-property equipment (where applicable), will be undertaken by Council or authorised agents.

5.3 Council may monitor pumped volumes and/or pump run hours to determine appropriate use of the pressure sewer system. Council may make modifications to operating parameters as deemed necessary for efficient operation of the public pressure sewer network.

6. Private pump stations and pumps ups

6.1 Private pump stations and pump ups, as per the definition in this policy, shall be treated as private and are not considered pressure sewers for the purposes of this policy.

7. Swimming pools and other high flow connections

7.1 Swimming pool and spa pool installations can produce high flows during filter backwash and cleaning cycles. The private property owner shall be responsible for designing, installing and maintaining a suitable means of ensuring that high flows do not inundate or otherwise adversely impact on pressure sewer on-property equipment.

7.2 Generally, it is expected that high flows will be attenuated in a buffer tank. Details of the method of attenuating high flows shall be submitted in writing to the Assets Manager, or approved representative. Approval from the Assets Manager, or approved representative, shall be obtained.

8. Number of connections to pressure sewer equipment

8.1 The number of connections of single residential lots to on-property pressure sewer equipment is limited to one.

8.2 For multi-unit title residential dwellings, commercial, industrial and other non-residential connections, the requirements for the on-property equipment will be determined on a case by case basis, by the Assets Manager, or approved representative.

8.3 The general principles for determining the requirements of non-standard, non-residential connections will be to use duplex or quad (2 or 4 pump) installations and to size the required operational and emergency storage volumes of the collection tank as appropriate to the specifics of the site.

8.4 The private property owner shall be responsible for determining the requirements of non-standard, non-residential connections, to the satisfaction of the Assets Manager, or approved representative.

9. Modifications to properties

9.1 Changes to wastewater flow from a property, for example due to changes in land use or building extensions, may require review and upgrade of the pressure sewer pumping unit and associated

equipment. Also, this may require review of the wastewater development contribution.

- 9.2 Responsibility for meeting any costs associated with a review and any necessary upgrades or modifications lies with the property owner, and ownership of any modified or upgraded equipment is to be determined in accordance with Section 3.

DRAFT

Appendix One

Criteria which will be considered when assessing applications shall include, but not necessarily be limited to:

- Availability of an appropriate gravity solution e.g. can development be served by gravity;
- Number of network pump stations that might otherwise be required;
- Ground conditions, e.g. height of water table, presence of rock;
- Topography, e.g. relatively flat land, undulating etc.;
- Compatibility with existing servicing, e.g. impacts from the ultimate discharge;
- Population density / zoning (i.e. areas with a higher development density than currently permissible under Residential D are unlikely to be considered);
- Risk, e.g. operational risks associated with proposed infrastructure;
- Staging, and impacts from future growth;
- Whole of life cost analysis.

Note:- Council reserves the right to consider other factors relevant to the proposal when undertaking assessments of the acceptability of a low pressure sewer solution for a given development.

Appendix 1

Draft Ashburton District Walking and Cycling Strategy

Foreword

From the Mayor

The Strategy

What is our walking and cycling network?
Why is our walking and cycling network important?
What does this strategy include?
Why do we need a strategy?
How has this strategy been prepared?
What do we have now?
What do we have to think about?

Action Plan

What are our goals?
What do we want to achieve?

Appendices

Maps of proposed projects
Monitoring and review
Glossary of terms

FROM THE MAYOR

Our vision - More people, more active, more often

Walking and cycling are both enjoyed by many in our district. The benefits of these activities are vast, from the health benefits of increased exercise, through to creating more lively and connected communities. With the largely flat Canterbury Plains through to the hills in the west providing more challenging terrain, our district provides a range of opportunities to suit all.

Since the 2008 Walking and Cycling Strategy was introduced, much has been done to support these two popular recreational activities in our district.

Ashburton township has been a hive of activity, with new cycle lanes being added and the creation of the Braided River Trail from Tinwald to Lake Hood. The Ashburton/Hakatere River trail to Hakatere on the north side of the Ashburton River has been completed, and the River Trail Loop which encloses this trail has also been developed.

We are also very fortunate to have motivated local volunteer groups who have taken the lead on developing and improving trails, such as the ACL Skills Park, Braided Waters Cycle Trail, the Methven Walkway and the Rakaia River Terrace Walkway.

With such momentum, we thought it timely to review the 2008 Strategy to reflect the progress made and to signal our focus for the future. Our Strategy is formed around the vision of *more people, more active, more often*, and includes an action plan to achieve this over the next ten years.

We look forward to hearing your thoughts on this strategy.

Neil Brown (image)

THE STRATEGY

What is our walking and cycling network?

Our district has a walking and cycling network that assists people to explore Mid Canterbury and its many natural attractions. Some of this network is for walking only, some is for cycling only and some allows for both.

Our walking network

We maintain 233km of footpath that is suitable for walkers. This is mostly located within Ashburton township but there are also footpaths in parks and recreational areas. Our walking network needs to cater for the needs of all users and different levels of ability. This ensures that footpaths can be used by people with mobility scooters, wheelchairs and recreational devices, such as skateboards and scooters. A community survey, undertaken when developing this Strategy, found that people walked primarily for recreational, social and health reasons.

Our district has a wide range of walking infrastructure including:

- Urban footpaths/shared paths (sealed)
- Urban area walking tracks (usually unsealed and shared with cyclists)
- Rural walkways (unsealed and mostly shared with cyclists)
- Pedestrian crossings (zebra, islands, raised platforms and traffic signals)

Footpaths enable people to move around their communities and offer an alternative to driving. Footpath condition is measured from data collected during rating surveys. This is important for planning renewal and maintenance programmes. We also co-ordinate the streetlight renewal and upgrades programme in urban areas to help make walking at night safer.

Our cycling network

People cycle for different reasons including:

- On-road cycle training/racing – Cyclists who do this complete long distance road circuits mainly on the wider major road network. They tend to cycle at speeds of around 30km/h and seek good road surfaces.
- Leisure – This involves people who cycle for enjoyment and general exercise, usually on recreational tracks and in parks or reserves.
- Mountain biking – To do this, residents and visitors to our district use challenging or rough cycling routes, usually after work hours or on weekends.
- Transport – To reach a destination such as work or school.

Feedback from the community survey (mentioned above) indicated there were many people who were interested in cycling but felt concerned about a lack of separation between them and traffic on busy roads. The survey found that like walking, the most common motives for cycling in the district were recreational, social and health reasons.

Our district offers a range of cycling opportunities and infrastructure, including:

- Urban shared paths (sealed)
- Urban area cycling lanes on the road
- Sealed roads with low traffic volumes
- Rural shared cycleways/walkways (unsealed)

There is about 5.5km of separated urban cycleways in the district. These are all shared pedestrian/cycle paths. There is also about 9km of cycle lanes painted on roads. This is all in the Ashburton township.

Why is our walking and cycling network important?

Our district's flat terrain is ideal for walking and cycling within urban centres. However, the large distances between towns limits the use of walking or cycling as transport. Many of the roads within the rural network have narrow carriageways, little or no shoulders, and high speed limits. Travel by private car is the main form of transport in our district and between the townships within the district. There is no public transport.

Our walking and cycling network is important for a number of reasons.

- It gives people the opportunity to walk or cycle,
- enables an ageing population to move around easily, including using mobility devices,
- improves health and well-being,
- reduces carbon emissions by reducing the number of vehicles on the road, and
- supports economic outcomes such as tourism

What does this strategy include?

This strategy identifies the objectives, actions and projects that will help us achieve our vision for walking and cycling in our district.

The strategy:

- provides information on the walking and cycling network that we manage and the work we undertake;
- sets out how we will work with our community and stakeholders; and
- provides information on our plan to make our district a more active transport friendly area over the next 10 years

This strategy is designed to guide Council decision making on our district's walking and cycling network. It is structured as follows:

- Strategy - outlines the goals and objectives for our walking and cycling network
- Action Plan - explains how and when objectives will be achieved
- Appendices - contains relevant background information

The 2008 Ashburton Walking and Cycling Strategy focused on the urban area of Ashburton. Our Sports and Recreation Strategy (2010) recommended the Strategy be extended to include Methven and Rakaia. Many of this Strategy's objectives are also relevant to the smaller towns of Mayfield, Mt Somers and Hinds but specific infrastructure projects for these towns have not been included at this time and may be considered in the future. The Strategy is a living document and projects can be added over time.

This document has focused on the highest priority areas and improvements to the existing network. It is expected that future revisions of this document will incorporate the outcomes of the Future Development Strategy (FDS) for which is currently under development.

Why do we need a strategy?

The Strategy provides a framework for making walking and cycling (for transport and recreation) safer and more attractive, with the aim of increasing the number of people using the walking and cycling network. In the context of this strategy, walking includes the use of mobility aids and devices such as scooters and skateboards.

The development of an improved walking and cycling network requires investment over time. This Strategy provides well considered direction and sets priorities for Council and other parties, including the NZ Transport Agency and community organisations, for future investment. It also provides the context and support to develop business cases for funding.

How has this strategy been prepared?

This Strategy was prepared after reviewing walking and cycling amenities, surveying the community, reviewing other plans and strategies for alignment, and running a workshop with key stakeholders. The key stakeholders included representatives from: Ashburton District Council, NZ Police, Tinwald Cycling Club, Bike Methven, Safer Mid Canterbury, Sport Mid Canterbury, Mobility Solutions Centre, Braided Rivers Cycle Trust, NZ Transport Agency, Mid Canterbury Principals' Association, Rakaia Community Association, Mid Canterbury Mountain Bike Club, Run and Walk Ashburton, and Experience Mid Canterbury.

- **A review of relevant strategies and plans**

The Walking and Cycling Strategy needs to align with national, regional and local strategies and plans. This includes the **Government Policy Statement (GPS)** on Land Transport, the **Regional Land Transport Plan (RLTP)** that sets out regional land transport priorities, the **Long-Term Plan (LTP)** that specifies Council's intentions for the next 10 years and how we will fund them, and the **Ashburton District Plan** that provides the planning framework for our district.

- **A review of current amenities and use in the townships**

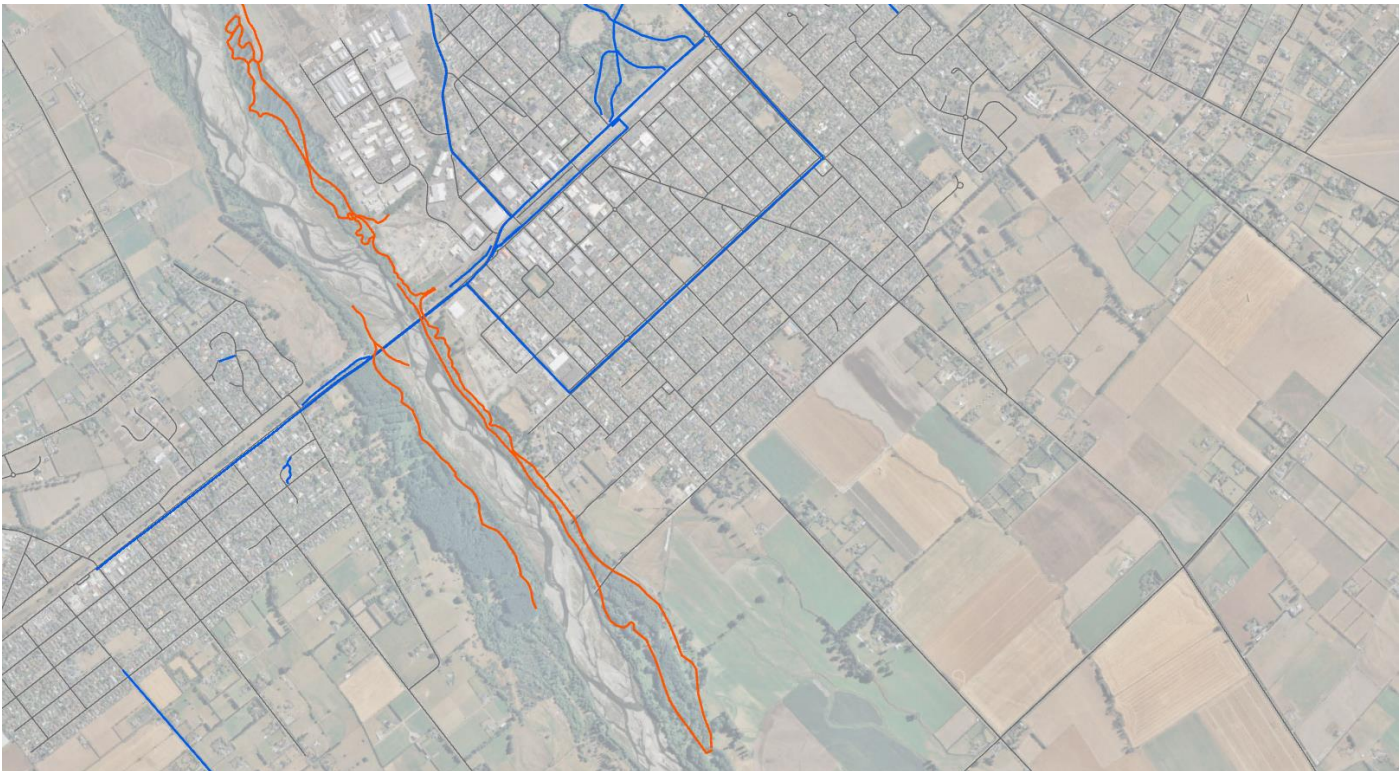
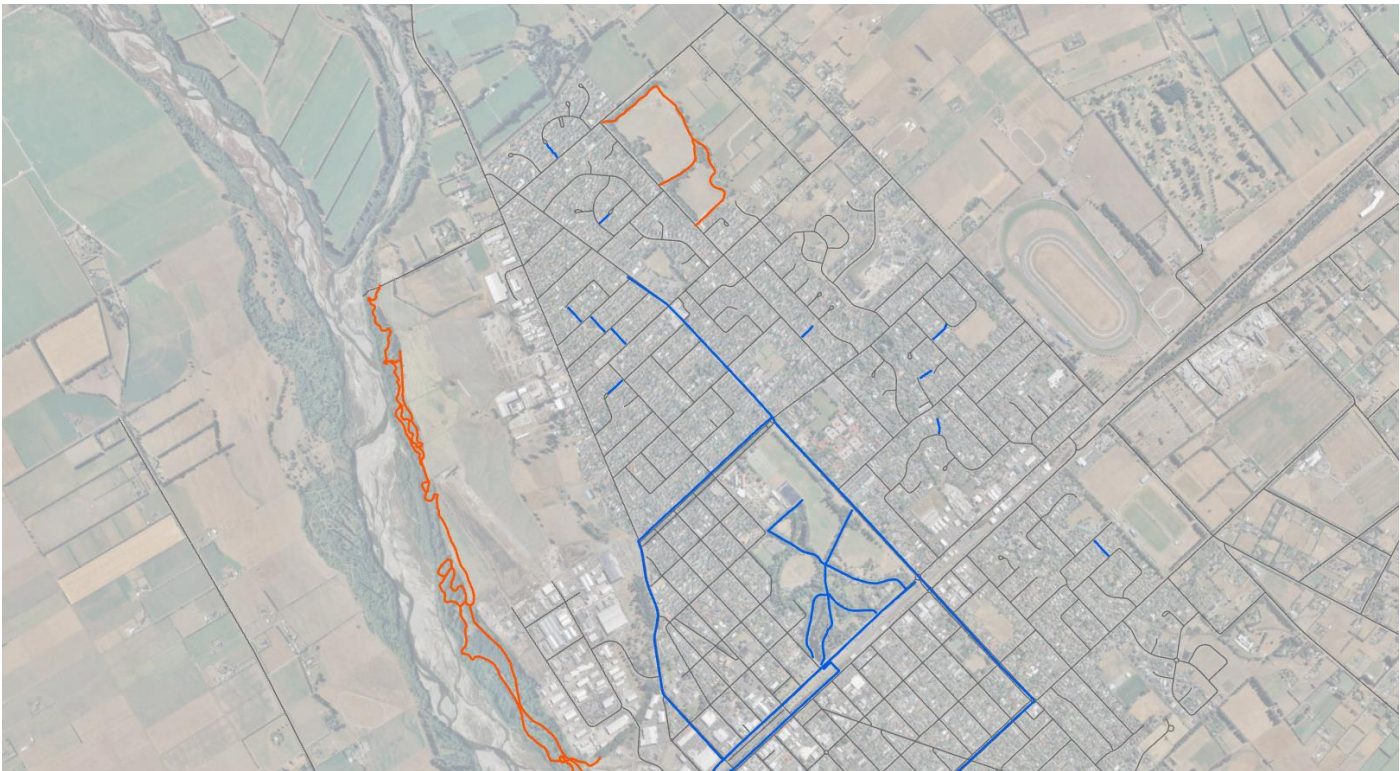
Site observations and traffic counts were done in the district's townships. These identified issues that were discussed at the stakeholder workshop.

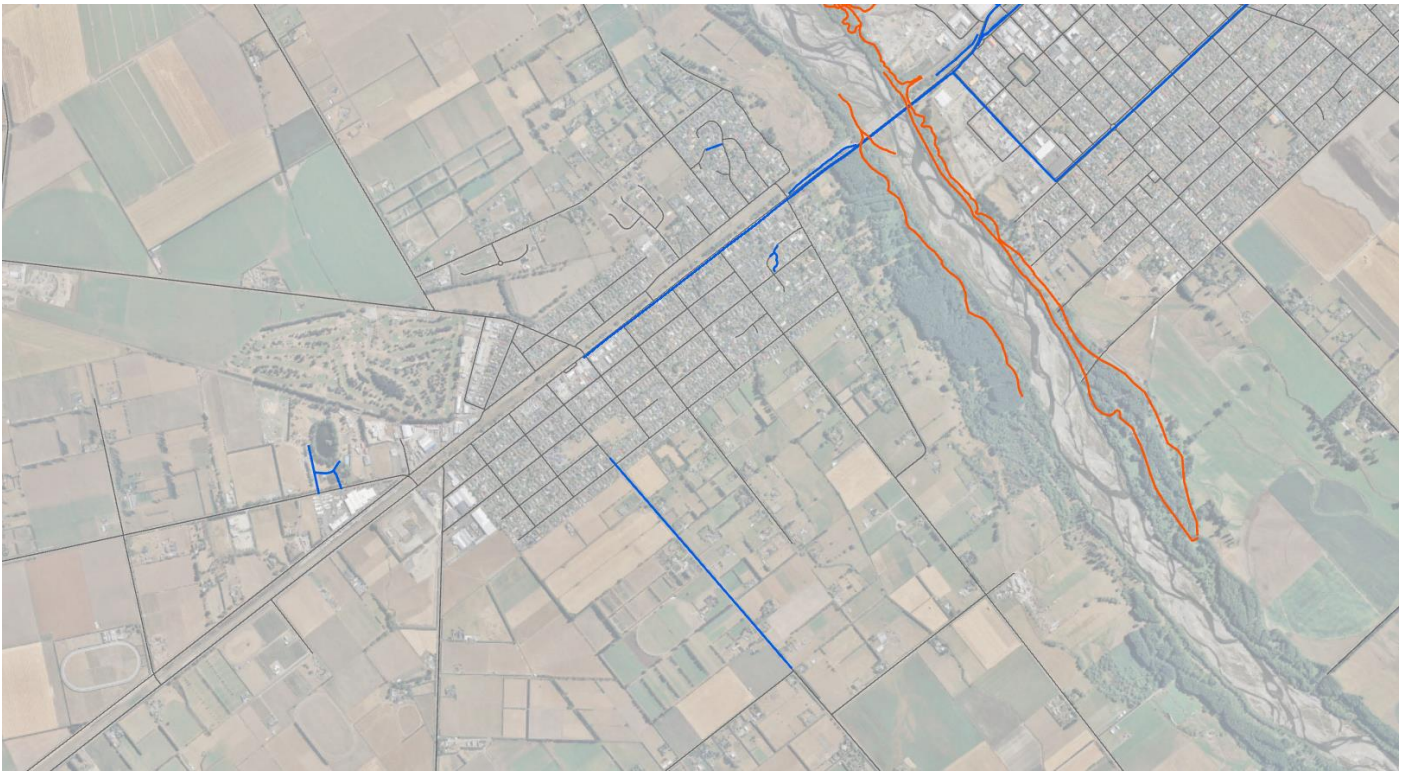
- **Survey of the community**

An online survey was posted on our Facebook page. The survey asked people why they walked or cycled and how often. It also asked what challenges they experienced when walking or cycling.

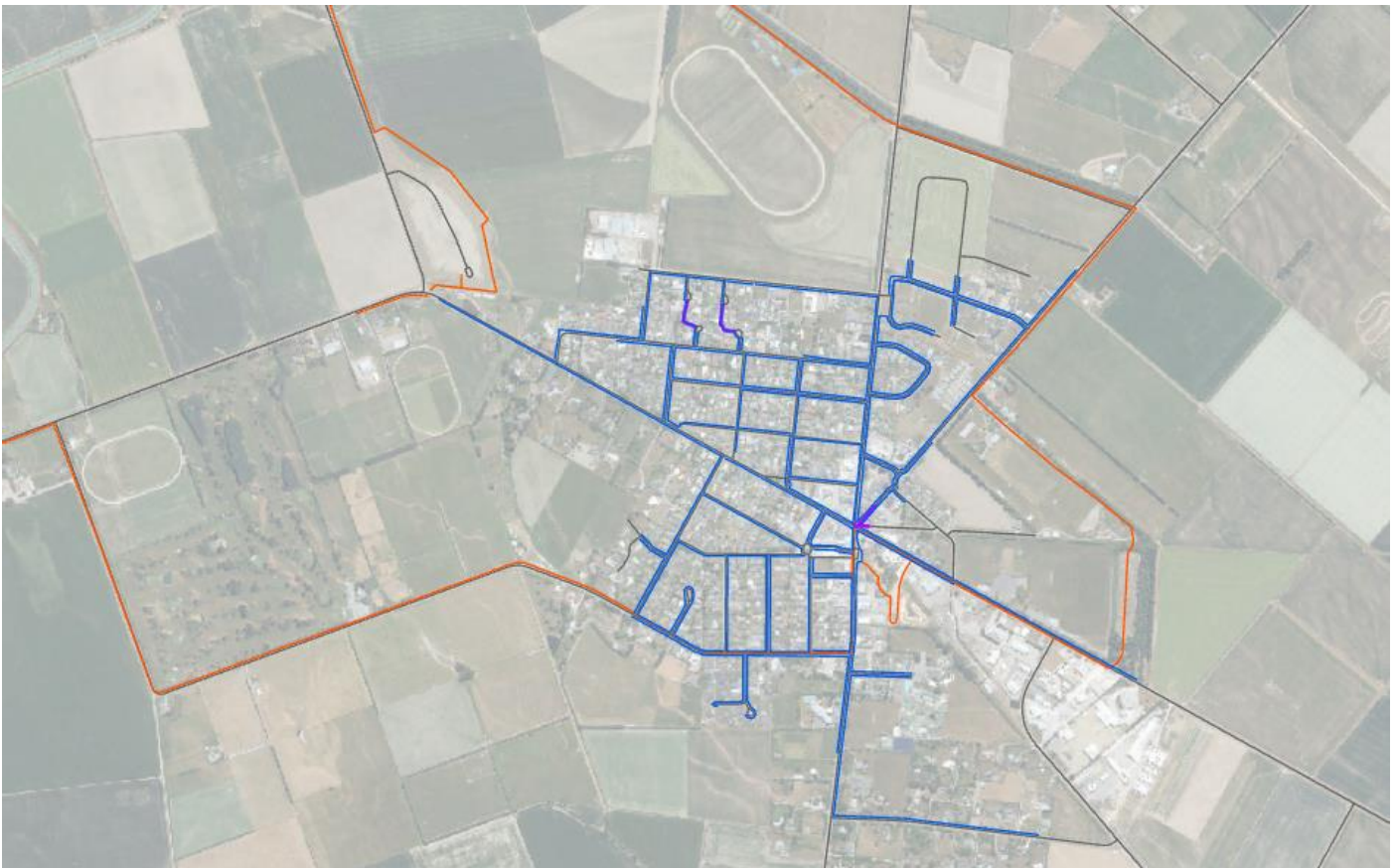
What do we have now?

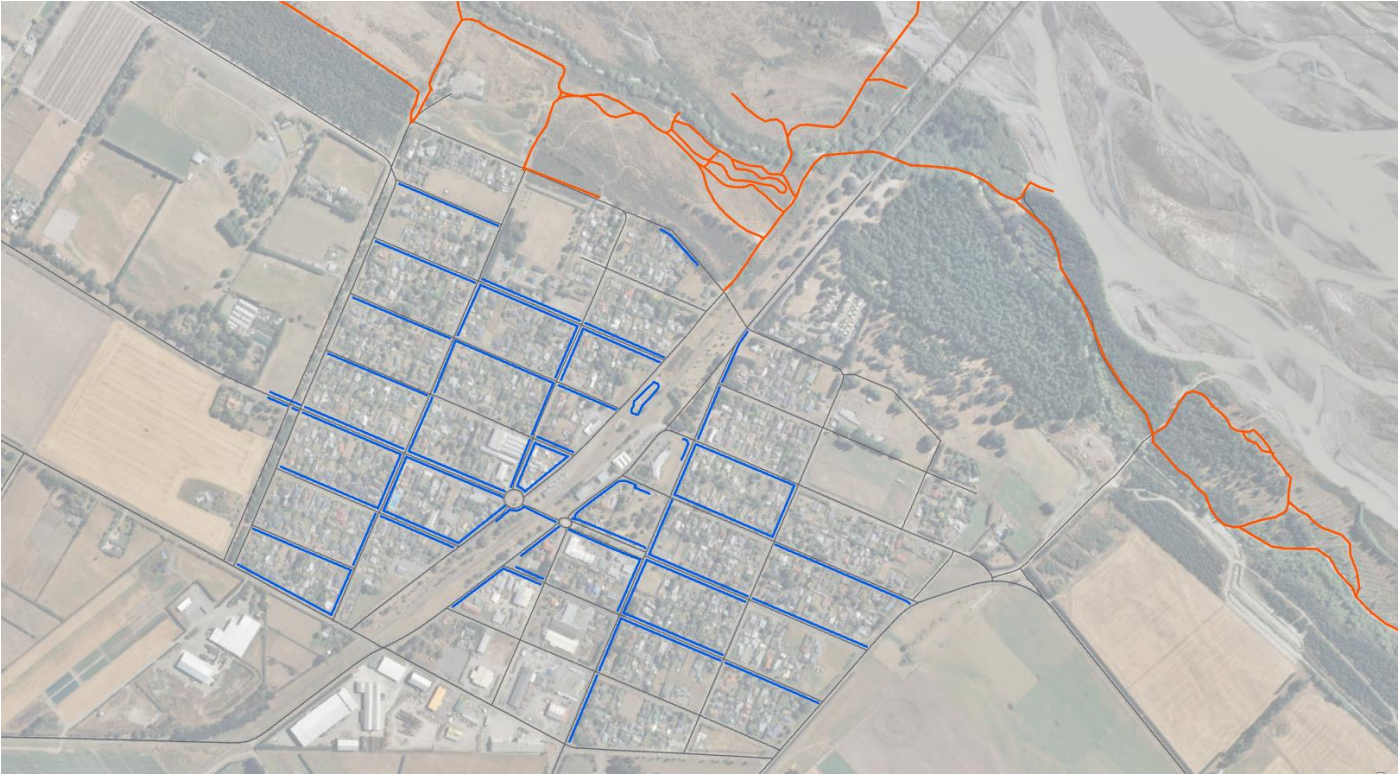
Ashburton





Methven





What do we have to think about?

- Accessibility
- Safety
- Urban growth and development
- Participation

Accessibility

In the context of this Strategy, accessibility measures how easy it is for someone to participate in a desired activity or to get to a particular destination. The walking and cycling network contributes to making our district's destinations more accessible to residents and visitors, particularly those who use mobility aids such as scooters or walking frames.

Safety

People walking and cycling can encounter safety issues including falls, crashes between pedestrians and people on bicycles, crashes with motor vehicles, fear of using active transport beside vehicles and problems with personal security. These concerns can be addressed by ensuring walking surfaces and cycle lanes are of good quality, having adequate crossings, managing traffic speed and using a “Crime Prevention through Environmental Design” approach to create naturally safer environments.

Urban growth and development

Our District Plan provides the planning framework for the district. It encourages the development of pedestrian areas, walking tracks, and cycleways to improve the accessibility of amenities for residents. The plan recognises that the connectivity of the cycling and walking network is an important aspect of urban growth and development. The location, design and layout of such connections also need to consider the safety of people using these spaces. For new residential areas, an Outline Development Plan forms the basis for us to shape how walking and cycling can be supported.

Participation

Increasing the number of people walking and cycling requires a holistic approach that encourages people to walk or cycle for health and wellbeing, and economic, and environmental benefits.

A lack of participation can be addressed through an approach that includes skills development and safety and participation programmes, along with providing accessible information and physical infrastructure. This generally involves council and other parties working together.

ACTION PLAN

What are our goals?

Collaboration with key stakeholders and reviewing policies at a local and national level has led to four main goals for our Walking and Cycling Strategy.

1. A coherent, safe and connected urban walking and cycling environment

This means:

- developing facilities that meet the needs of people in urban and rural areas
- networks that are easy to use and link to key destinations
- people feel safe using the walking and cycling networks

2. A quality, fit for purpose recreational walking and cycling network that connects to key destinations

This means:

- networks meet the needs of people with varying abilities and allow for the use of different mobility devices
- networks are good quality for their purpose
- people using the networks can travel between key destinations

3. Ensuring the urban and rural walking and cycling networks integrate to create an accessible district

- there is adequate wayfinding signage and map information available for networks
- rural and urban networks are unified including linkages

4. A district committed to walking and cycling for health, well-being, safety, environmental and economic reasons

This means:

- encouraging travel behaviour changes through strong leadership and collaboration with key stakeholders
- promotion of walking and cycling in our district
- reviewing funding and resource prioritisation for walking and cycling amenities

What do we want to achieve?

To achieve these goals, 14 objectives have been identified. They are set out in the following table.

Our vision: **More people, more active, more often**

Goal 1: A coherent, safe and connected urban walking and cycling environment.

Objectives:

- 1.1 Improve facilities to increase pedestrian accessibility
- 1.2 Reduce gaps in the footpath network
- 1.3 Improve continuity and quality issues on roads with cycle lanes
- 1.4 Investigate separation of urban cycle facilities from traffic
- 1.5 Investigate State Highway/railway/river severance issues for communities
- 1.6 Review standards such as footpath width
- 1.7 Improve street lighting to increase personal security

Goal 2: A quality, fit for purpose recreational walking and cycling network that connects to key destinations.

Objectives:

- 2.1 Improve wayfinding signage for recreational networks
- 2.2 Develop resources such as track specifications that can be shared with community groups

Goal 3: Ensuring the urban and rural walking and cycling networks integrate to create an accessible district.

Objectives:

- 3.1 Identify gaps in the footpath and cycle networks connecting urban and rural areas
- 3.2 Improve wayfinding signage to recreational networks from urban areas

Goal 4: A district that is committed to walking and cycling for health, well-being, safety, environmental and economic reasons.

Objectives:

- 4.1 Co-ordinate the promotion of walking and cycling to increase participation
- 4.2 Develop information resources on cycling routes in the district
- 4.3 Align development planning through the District Plan, using best practice methods

Our Action Plan

Short term – 2021 - 2023

Medium term – 2024-2027

Long term 2027 - 2031

OBJECTIVES	ACTIONS	RESPONSIBLE FOR DELIVERY	PRIORITY/TIMEFRAME
1.1 Improve facilities to increase pedestrian accessibility	A. Fix localised pedestrian accessibility issues. Involves an audit of sites identified in the strategy field work and forming a list of jobs. The work could be undertaken as maintenance/minor works tasks.	ADC	High priority; Short term
	B. Develop a Moore Street crossing between West Street and Park Street (also SH77).	ADC and NZTA	Medium priority; Short to medium term
1.2 Reduce gaps in the footpath network	A. Ensuring there is a footpath on at least one side of each street in Methven and Rakaia to provide better walking connections. Installation of new footpaths in Methven and Rakaia when the EA undergrounding is complete.	ADC	Medium priority; Short to medium term
1.3 Improve continuity and quality issues on roads with cycle lanes	A. Improving cycle lane continuity/quality on Walnut Ave, Ashburton by connecting gaps and increasing the width of the existing cycle lane routes. This will also involve coloured surfacing across side road intersections, additional crossing facilities etc.	ADC	Medium priority; Short to medium term
	B. Improving cycle lane continuity on SH77, Ashburton by connecting gaps in the existing routes. This will require removal of some parking.	ADC and NZTA	Medium priority; Short to medium term
	C. Improving cycle lane safety on Chalmers Ave, Ashburton by providing coloured surfacing across side road intersections and sharrow markings at Beach Road roundabout.	ADC	Medium priority; Short to medium term
1.4 Investigate separation of urban	A. Developing a shared path on Racecourse Road as an important recreational link.	ADC	Low priority; Medium term

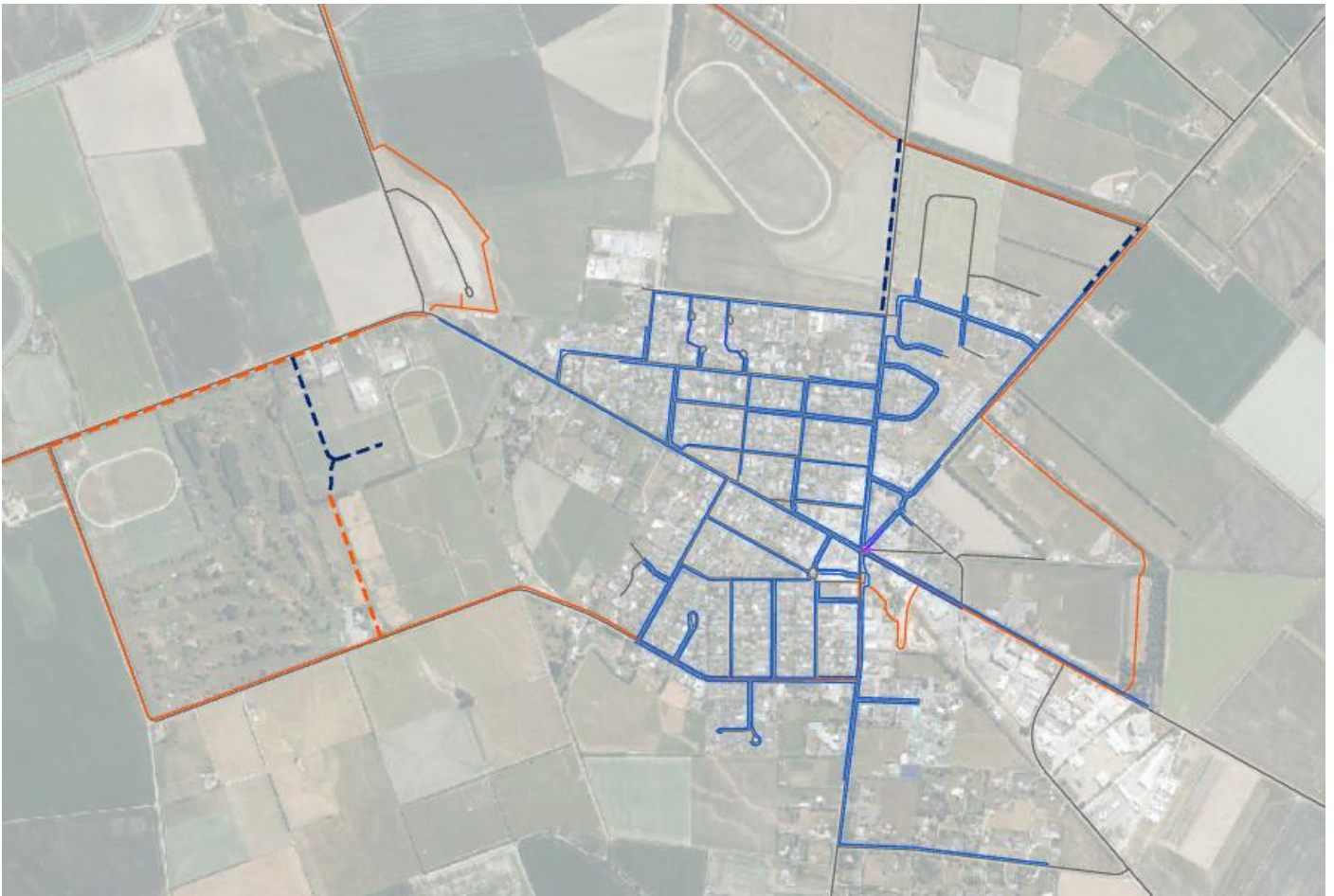
cycle facilities from traffic	B. Confirming an Ashburton urban cycling network and developing a business case for funding.	ADC	Medium priority; Medium to long term
	C. Improving pedestrian and cyclist safety at Walnut Ave/Oak Ave intersection.	ADC	High priority; Medium to long term
	D. Improving pedestrian and cyclist safety at Walnut Ave/Chalmers Ave intersection.	ADC	High priority; Medium to long term
1.5 Investigate State Highway/railway/river severance issues for communities	A. Providing a SH77 crossing in Methven, most likely a pedestrian refuge island opposite the public toilets and park.	ADC and NZTA	Medium priority; Short to medium term
	B. Reducing severance by improving crossings over SH1 in Rakaia.	ADC and NZTA	Medium priority; Medium term
	C. Reducing severance by improving crossings over SH1 in Tinwald.	ADC and NZTA	Medium priority; Medium term
	D. Installing traffic signals at Walnut Ave/West and East Street intersections. This project is being developed by NZTA and is programmed for completion early 2021.	NZTA	Low priority; Short term
	E. The proposed Ashburton Second Bridge and associated upgrades on Chalmers Avenue and in Tinwald provides an opportunity for improved walking and cycling facilities.	ADC	Low priority; Medium to long term
1.6 Review standards such as footpath width	A. Reviewing footpath widths to cater for a more diverse range of users and devices. Best practice is 1.8m as this allows two wheelchairs or mobility scooters to pass each other.	ADC	High priority; Short term
	B. Kerb cut downs by developing assessment and rating system for inclusion in the Transportation Asset Management Plan. This would require maintenance funding allocation.	ADC	High priority; Short term
1.7 Improve street lighting to increase personal safety	A. Conducting street lighting audits, investigating where pedestrians feel unsafe and creating a priority approach for street lighting renewals.	ADC	High priority; Ongoing

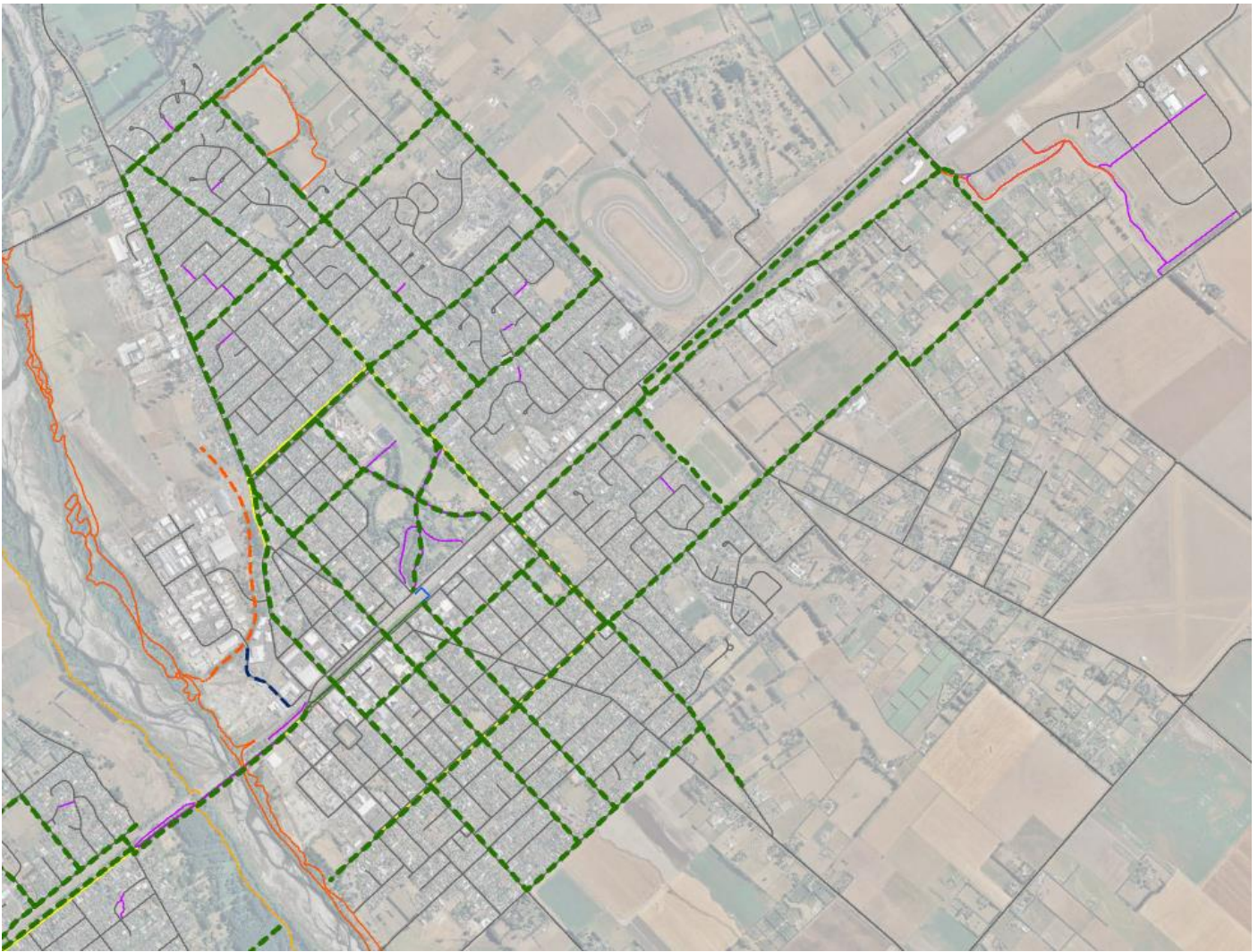
2.1 Improve wayfinding signage for recreational networks	A. Establishing wayfinding guidelines/signage for urban cycling and key walking networks that integrate with recreational and rural paths.	ADC	High priority; Short term
2.2 Develop resources such as track specifications that can be shared with community groups	A. Liaising with the Braided Rivers Cycleway Trust to establish if any standards have been developed. If not, ADC to facilitate the development of standards.	ADC	High priority; Short term
	B. Identifying where additional cycle parking is required and implement with best practice guidance from NZTA	ADC	Medium priority; Medium to long term
3.1 Identify gaps in the footpath and cycle networks connecting urban and rural areas	A. Developing a new footpath connection on Dobson Street West to the ACL Skills Park.	ADC	Medium priority; Short term
	B. Investigating a cycling link to the Skills Park from Moore Street. This may be complex as it passes through an industrial area. An alternative is to use the trail identified in the Draft Ashburton Domain Plan.	ADC	Medium priority; Short term
	C. Developing a pedestrian/cycle path around the EA Networks Centre.	ADC	Medium priority; Short term
3.2 Improve wayfinding signage to recreational networks from urban areas	A. Developing recreational wayfinding guidance by establishing a guideline for recreational cycling and walking networks that integrates with the urban networks.	ADC	High priority; Short term
4.1 Co-ordinate the promotion of walking and cycling to increase participation	A. Introducing School Travel Plans and supporting initiatives. These could include local safety improvements, car parking/drop-off management and crossing volunteers. A programme including training, helmet use and riding tracks can teach kids how to ride safely.	ADC	High priority; Short term
	B. Preparing an information pack for businesses on travel planning and available schemes that could support their goals such as the NZTA	ADC	High priority; Short term

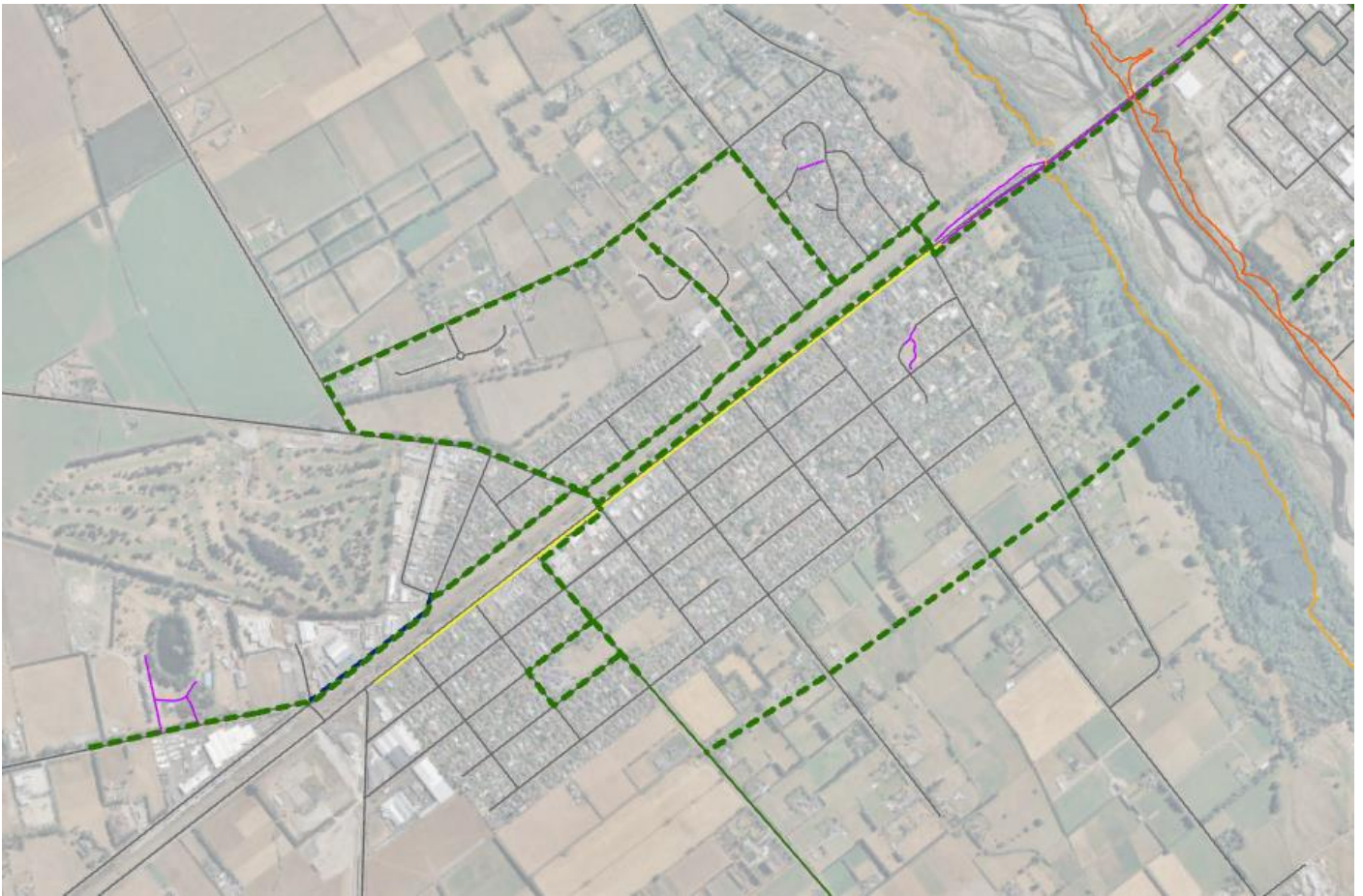
	<p>Employer e-bike purchase support schemes. Information could also include the NZTA workplace cycling guide and the cycle parking supply and design guidance.</p> <p>C. Promoting events that encourage walking and cycling including Walk2Work Day, Aotearoa Bike Challenge or September.</p>	ADC	High priority; Ongoing
4.2 Develop information resources on cycling routes in the district	A. Establishing a cycling information tab on the ADC website and include maps and links to resources or initiatives.	ADC	High priority; Short term
4.3 Align development planning through the District Plan, using best practice methods	A. Ensuring land use planning and transport rules consider walking and cycling outcomes in the District Plan, e.g. introducing planning requirements that promote a more walkable town, and increase cycle parking.	ADC	High priority; Short to medium term

Appendix A - Maps of proposed projects









Appendix B - Monitoring and review

A Walking and Cycling Working Group will be formed to undertake the monitoring and review of this Strategy. The group will be made up of Council staff and elected members. A Council staff member to co-ordinate and take ownership of the Strategy may be required.

Monitoring and reporting

The progress of actions and projects outlined in the Implementation Plan will be monitored. If any actions or projects become unfeasible, they may be removed. New actions and projects can be added by the Working Group and approved by Council as required. Progress and monitoring information will be reported through the Working Group, as and when that information is available. A brief report on progress on the Strategy's implementation will be prepared as part of Council's overall annual reporting.

In addition to the actions and projects, several key aspects will be monitored. These relate to uptake and participation, progress on cycling infrastructure (as this is where the most effort is required) and community satisfaction.

Uptake and participation

Monitoring uptake and participation will enable Council to identify overall walking and cycling trends, predict future trends and provide evidence-based funding applications. It allows the vision of 'More people, more active, more often' to be monitored. This will be achieved by:

1. Adding the latest Household Travel Survey results to the historical database and showing this visually. The aim should be to reduce the current downward trend and an upward target can be established once the 2019 results are published by Statistics NZ.
2. A survey of residents every two years (using the same questions as the 2019 survey) to measure time spent walking and cycling and frequency.
3. A School Travel Survey every two years to monitor active travel to school (a 2020 baseline survey is required as the last survey of this scale was 2006). A target can be set from the baseline survey.
4. Undertake annual walking and cycling counts at key locations during the same time periods used in this Strategy.

Progress on the cycling infrastructure development

A plan to ensure there is a footpath on one side of each street in Rakaia and Methven is straight forward to implement within the existing renewals budget. Urban cycle infrastructure is desired by the community but funding will need to be obtained.

5. Keep a running total of the length of urban cycling infrastructure (the baseline is 5.5km off-road and 9km cycle lanes).

Community satisfaction

Understanding how people feel about the walking and cycling environment will also provide a good basis for monitoring the Strategy progress.

6. A survey of residents every two years (using the same questions as the 2019 survey) to measure satisfaction with the district's walking and cycling provision.

It is recommended that a question about footpath satisfaction is added to the Annual Residents Survey to capture more data.

Review

The Walking and Cycling Strategy will be reviewed every five years. The Implementation Plan will be reviewed on a three-year cycle coinciding with Council's LTP. This review cycle reflects the need to maintain alignment with the national funding programmes and related projects regionally and locally.

Appendix C- Glossary of terms

Accessibility – The measure of how easy it is for someone to participate in a desired activity or to get to a particular destination.

Arterial – A major route in a system of roads.

Collector roads – Larger urban roads that link to arterial roads. In rural areas, these are smaller roads linking smaller communities to arterial roads.

Severance - Separation of people from facilities, services and social networks they wish to use within their community; changes in comfort and attractiveness of areas; and/or people changing travel patterns due to the physical, traffic flow and/or psychological barriers created by transport corridors and their use.

Sharrow markings – Markings that indicate a cyclist can share a traffic lane with other vehicles.

Walkability - The extent to which walking is readily available as a safe, connected, accessible and pleasant mode of transport.

Wayfinding - The process or activity of determining someone's position and planning and following a route.

Audit, Risk & Finance Committee

13 October 2020



8. Audit Risk & Finance Committee – 13/10/20

Minutes of the Audit, Risk & Finance Committee meeting held on Thursday 13 October 2020, commencing at 1.30pm, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

Councillors Leen Braam (Chair), John Falloon, Liz McMillan and Stuart Wilson; Murray Harrington (external appointee).

Also present:

Councillors Rodger Letham, Lynette Lovett and Diane Rawlinson.

In attendance

Hamish Riach (Chief Executive), Paul Brake (GM Business Support), Jane Donaldson (GM Strategy & Compliance), Neil McCann (GM Infrastructure Services), Sarah Mosely (Manager People & Capability), Steve Fabish (GM Community Services), Rachel Sparks (Finance Manager) and Phillipa Clark (Governance Team Leader).

1 Apologies

Mayor Neil Brown and Cr Carolyn Cameron

Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes 3/09/20

That the minutes of the Audit, Risk & Finance Committee meeting held on 3 September 2020, be taken as read and confirmed.

Harrington/Wilson

Carried

5 Ng King Bros Chinese Market Garden Settlement – additional funding

The Group Manager Business Support advised that receiving \$50,000 from Heritage NZ was a good outcome despite the \$15,000 shortfall that now exists before Council can complete the building restoration work at the Settlement. The Category 1 listing reflects the importance of this site to Heritage NZ.

This will be the last of the funding required to remedy the buildings although there will be additional costs to develop the walkway and install signage.

Recommendation to Council

That Council approves an additional budget of \$15,000 from the property reserve to make up the shortfall in the funds required to complete the restoration of the Ng King Bros Chinese Market Garden Settlement buildings.

McMillan/Falloon

Carried

6 Financial Variance Reports – June 2020

The preliminary financial variance report for the period ended 31 August 2020 was received for discussion.

- Clarification sought on the -\$176,478 shown in the income & expenditure (finance) actuals. It was noted that a reversal has been put through but accruals for interest earned in July and August haven't been.
- District promotion expenditure (76%) reflects the lump sum now paid to ChristchurchNZ. The EMC loan is likely to be written off and this will be the subject of a separate report to the Committee.
- Permanent variances will be shown in the September report (where obvious delays in work, or over/under expenditure is obvious).
- Receivables summary – October report will be changed to show the total rates outstanding for 90 days or more and what action has been taken on collecting those rates. Clarification was also sought on the graphs to distinguish between the 2019 and 2020 debtor amounts.
- Council's Treasury Management Policy requires risk to be spread. The GM Business Support advised that the maximum amount allowable has been reached with Westpac and another bank account is currently being opened.

That the Audit, Risk & Finance Committee receives the Financial Variance Report – August 2020.

Wilson/McMillan

Carried

Business transacted with the public excluded – 2pm

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
7	Minutes 3/09/20	Sections 7(2)(h) & 7(2)(a)	Commercial activities Protection of privacy of natural persons
8	Health & Safety	Section 7(2)(a)	Protection of privacy of natural persons
9	2020 Interim Audit Progress Report	Sections 7(2)(h)	Commercial activities

Wilson/McMillan

Carried

The Committee resumed in open meeting and concluded at 2.18pm.

9. Methven Community Board – 28/09/20

Minutes of the Methven Community Board meeting held on Monday 28 September 2020, commencing at 10.30am, in the Mt Hutt Memorial Hall Boardroom, 160 Main Street, Methven.

Present

Dan McLaughlin (Chairman), Kelvin Holmes, Ron Smith, Sonia McAlpine, Richie Owen and Cr Liz McMillan.

In attendance

Steve Fabish (Group Manager Community Services), Toni Durham (Strategy and Policy Manager), Bevan Rickerby (Economic Development Manager) and Clare Harden (Community Administration Officer).

1 Apologies

Mayor Neil Brown and Cr Rodger Letham.

Smith/McAlpine

Carried

2 Extraordinary Business

That pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 the following item be introduced as extraordinary business and taken with item 9.1

- Email from Dave Curbie

McMillan/Holmes

Carried

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

That the minutes of the Methven Community Board meeting held on 17 August 2020, be taken as read and confirmed.

Holmes/Smith

Carried

5 Methven Community Board Delegations

Recommendation to Council

Terms of reference appended

1. **That** the Methven Community Board delegations report be received.
2. **That** the Methven Community Board terms of reference be approved and included in Council's Delegations Manual.

McAlpine/Holmes

Carried

6 Amendment to Methven Community Board Rating Map

The Board added the South West corner of Hobbs Road to the amended map (in addition to the Thyme Stream and Kakariki View developments).

Recommendation to Council

1. **That** Council approves the proposed minor amendment to the Methven Community Board rating map, as attached in Appendix 1, and directs officers to send this to the Local Government Commission for the final determination.

McMillan/Holmes

Carried

6 Activity Reports

That the reports be received.

McAlpine/Holmes

Carried

9.1 • Roothing

- Extraordinary Business – Dave Curbie

An email has been received from Dave Curbie regarding concern about vehicle speeds on McMillan Street around the new skate park.

The ADC roading team have advised that there have been zero crashes recorded on McMillan Street in the last five years and that the average operating speed, from the NZTA database, is recorded as below 40 km/h.

These statistics will be relayed to Mr Curbie with a suggestion that any incidents he witnesses should be reported directly to the Police.

10.5 Discretionary Grant

That the Board approves funding of \$2,000 for maintenance of the walkway from the Thyme Stream boundary to the Racecourse.

Smith/Holmes

Carried

That the Board approves capital expenditure for Mt Harding Road walkway to the value of \$600.

Smith/Owen

Carried

The next meeting is scheduled for Monday 9 November.

The meeting concluded at 11.55am.

----- **Chairman**

Methven Community Board

(Draft) Terms of Reference

Purpose

The purpose of the Methven Community Board is to represent the Methven community's interests in Council decision-making in a manner that promotes the current and future interests of the community. The Board's role is as set out in Section 52 of the Local Government Act 2002, to give effect to the purpose of local government in Section 10 of the Local Government Act 2002.

Membership

Membership of the Committee comprises:

- Dan McLaughlin (Chair)
- Sonia McAlpine (Deputy Chair)
- Kelvin Holmes
- Ron Smith
- Richie Owen
- Cr Liz McMillan (Western Ward Councillor)
- Cr Rodger Letham (Western Ward Councillor)

The quorum is four members.

Meeting Frequency

The Methven Community Board will meet on a six (6) weekly cycle, or more frequently on an as-required basis as determined by the Board and Council.

Committee members shall be given not less than 5 working days' notice of meetings.

Meeting and administrative support will be provided by Council's governance and community services staff.

Roles and Function

The Methven Community Board's functions, duties and powers are set by statute as well as delegated by Council. The Board's delegations are as set out in the Local Government Act 2002 (s52) –

- represent, and act as an advocate for, the interests of its community
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
- maintain an overview of services provided by the territorial authority within the community
- prepare an annual submission to the territorial authority for expenditure within the community
- communicate with community organisations and special interest groups within the community
- undertake any other responsibilities that are delegated to it by the territorial authority.

Delegation

1. Council shall consult with the Board on issues that impact on Methven community's area and allow sufficient time for the Board's comments to be considered before a decision is made.
2. Consider matters referred by Council officers, and Council, including reports relating to the provision of Council services within the Methven Community Board area, and make submissions or recommendations in response to those matters as appropriate.
3. Represent the interests of the Methven Community at Council, committee or subcommittee meetings when a motion under debate relates to a matter that the Board considers being of particular interest to Methven residents.
4. Monitor the Board's budget and approve criteria for, and disbursement of, discretionary funding as approved through the LTP or annual plan.
5. Promote and identify opportunities for Methven to support economic growth.
6. Appoint representatives to the Mt Hutt Memorial Hall Board and the Methven Reserve Board.

This will include:

- a) monitoring and keeping Council informed of Methven community aspirations and the level of satisfaction with Council provided services through proactive engagement with residents;
- b) providing input in to Council's Long Term Plan and Annual Plan, giving a local perspective on the levels of service, expenditure, rate impacts and priorities;
- c) providing input into strategies, policies, bylaws and plans that impact on the Board's area;
- d) providing input into proposed District Plan changes.

Communications

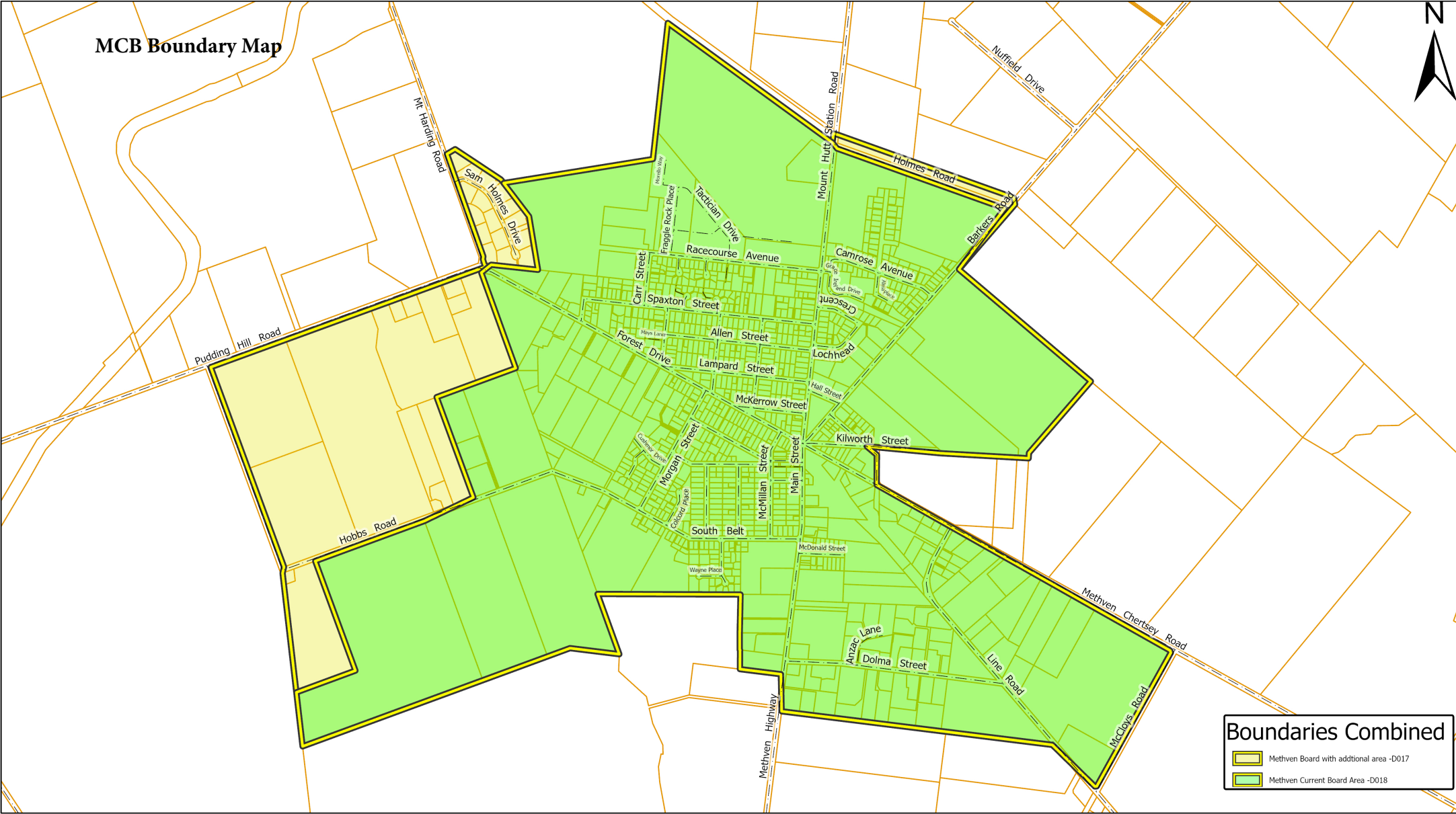
- The Methven Community Board Chair will, on behalf of the Board, undertake to meet regularly with the Mayor and/or Council's Chief Executive (or nominated officer) to provide two-way updates on what the Council and the Board have been and propose to be involved in.
- All information released to the media on behalf of the Methven Community Board shall be through the Chair, or his nominee, with assistance from Council's Communications resources.

Reporting

The Methven Community Board will report to Council.

Adopted

Council 29/10/20 (TBC)



10. Ashburton Domain Development Plan

Author	<i>Bert Hofmans; Open Spaces Planner</i>
Activity Manager	<i>Toni Durham; Strategy & Policy Manager</i>
GM Responsible	<i>Steve Fabish; GM Community Services</i> <i>Jane Donaldson; GM Strategy & Compliance</i>

Summary

- The purpose of this report is for Council to adopt the Ashburton Domain Development Plan (ADDP).
- The draft plan has been prepared over the past 2 years by Canopy Landscape Architects and has been the subject of extensive public consultation.
- Future improvement projects will be price checked prior to inclusion and consideration in the LTP 2021-31 process.

Recommendation

1. **That** Council adopts the Ashburton Domain Development Plan, and
2. **That** improvement projects will be price checked prior to inclusion and consideration in the LTP 2021-31 process, and
3. **That** this year's (2020/21) funding for Ashburton Domain related projects be re-prioritised for the following projects:
 - a. Project 5 - New entry and access road;
 - b. Project 8 - waterway enhancement; and
 - c. Project 7 - Walnut Ave promenade.

Attachment

Ashburton Domain Development Plan (previously circulated)

Background

1. The Ashburton Domain Development Plan (ADDP) is a non-statutory document designed to:
 - provide strategic direction and coordination of future expenditure in the Ashburton Domain over the next 30 years;
 - maximise the value of the domain;
 - capture the public thoughts, wishes and ideas about the future direction of the domain.
2. It identifies four long-term goals:
 - establish a new hub focal point;
 - celebrate the waterway;
 - create a cohesive play environment;
 - strengthen connections between the domain and the township.
3. Twenty five (25) improvement projects are identified.
4. The development plan differs from a reserve management plan which is a statutory document that only provides guidance on the day-to-day operation of the domain.
5. On 22 February 2018 Council resolved:

“That Council approves the expenditure of up to \$30,000 and \$15,000 from the reserve contribution fund for the Ashburton and Tinwald Domain Development Plans, respectively.”
6. Canopy Landscape Architects were commissioned to prepare the draft Ashburton Domain Development Plan.
7. The path to prepare the Ashburton Domain Development Plan has involved the following stages:
 - Workshop with Open Spaces staff (late 2018)
 - Internal managers workshop (late 2018)
 - Initial Elected Member workshop (late 2018)
 - Discussion with iwi about the draft ADDP (early 2019)
 - Ashburton Youth Forum (May 2019)
 - Second workshop with Elected Members (June 2019)
 - Council receives the draft plan and refers it to the incoming council for adoption and public consultation (August 2019)
 - Council adopts the plan for public consultation (February 2020)
 - Public consultation (February - July 2020)
 - Hearings and deliberations (August 2020)

8. The consultation process was delayed and interrupted due to consultation on the Ashburton Library and Civic Centre projects taking precedence and because of local body elections late 2019.

Key Changes to the ADDP from consultation

9. As a result of submissions, hearings, and deliberations, the plan has been amended as follows:

Central Hub (Project 1, page 21)

10. The plan recognises that the domain lacks a central focal point for activity and information. Instead of locating it where the bowling club is, the plan now shows the central hub located on the northern side of the carpark adjacent to the playground and waterplay area. This hub will contain a small pavilion sitting within a broad overhead canopy structure. It will be a starting point for people visiting the domain with the area providing a place for information, refreshments, community activities, education and display.

Aviary (Project 4, page 24)

11. The plan now shows the removal of the existing aviary structure and the expansion of the wildlife garden into this area. In the longer term, a new modern walkthrough aviary is proposed that can be incorporated into the wildlife garden.

New Entry and Access (Project 5, page 25)

12. The draft plan recommends a new entry and access road into the domain from Walnut Avenue. This project is now more urgent because of the impending changes to the Walnut Ave and West Street intersection.

Other changes (various pages)

13. Other changes include an expanded pump track, inclusion of sensory and edible gardens, and the current use of the curators house to remain unchanged. The band rotunda on the southern corner has been scaled back to a waterside shelter, a new flying fox has been included in the plans, and the plan now also includes a 5 year review period.

Timeline (page 42)

14. The proposed timelines for each of the projects are shown on page 42 of the plan. They have been amended to reflect feedback from Council during the hearings and deliberations. If the ADDP is adopted by Council, and the preferred timing of projects are confirmed, each of the projects will be price checked prior to inclusion and consideration in the LTP 2021-31 process.

Options analysis

Option One: Do not adopt the ADDP

15. Under this option, Council does not adopt the plan and instead relies on past processes to guide future development and expenditure in the Domain. This would go against a previous decision made by Council in February 2018.

Benefits:

- There are no benefits with this option.

Risks:

- This option increases the likelihood of an un-coordinated approach to future development in the Domain.
- There is also a greater chance that expenditure is not used in the most effective and efficient manner and/or that the domain is under-utilised and under-appreciated by the public.
- Council would have wasted money on the consultant who has prepared the ADDP, in addition to staff time and resources.
- Reputational risk – submitters and members of the community are likely to feel that Council has wasted their time.

Option Two – Adopt the ADDP (recommended option)

16. Under this option Council adopts the plan.

Benefits:

- The domain is developed in a coordinated and strategic manner that is more likely to encapsulate the community's aspirations for this significant public space.

Risks:

- The plan is not implemented because other funding priorities mean Council is not able to allocate funding for some or all of the ADDP projects in the LTP.

Legal/policy implications

Legislation

17. Domain development plans are non-statutory documents, therefore, there are no statutory obligations.

Council strategies, plans, policies and bylaws

18. The ADDP is consistent with the goals and objectives of Council's Open Spaces Strategy (2016-26).

Financial implications

Requirement	Explanation
What is the cost?	The draft ADDP provided an indicative total cost of \$10,510,000 for implementing all projects over the life of the plan.
Is there budget available in LTP / AP?	Yes, for some projects.
Where is the funding coming from?	Refer below.
Are there any future budget implications?	Yes – outlined in the commentary below
Finance review required?	Yes

19. The plan adopted for public consultation included indicative cost of \$10,510,000 to implement all projects over its 30 year lifespan (\$350,333/year). The 2018 -2028 LTP already includes \$1, 620,000 for Ashburton Domain related projects.

20. Available this current financial year is:

- \$209,000 - ‘Pond edge, paddling pool, and driveway’ and;
- \$204,000 – ‘Ashburton Domain playground upgrade’ (carry over from 2019/20).

It is proposed to re-prioritise this funding, and the subsequent years budget (Yr1 LTP 2021-2031), to complete the following top priority projects:

- Project 5 - New Entry and Access Road - design, tendering and construction;
- Project 7 – Walnut Ave Promenade - design, tendering and construction;
- Project 8 - Waterway Enhancement - design, tendering and construction of pond edging

21. A small portion of this funding will also be used to confirm the design of other interrelated projects where it makes good planning and financial sense to combine them.

22. All projects will be price checked prior to their inclusion and consideration in the Long Term Plan process.

23. It is anticipated that the projects would be funded through a mixture of capital projects, capital renewals, reserve contributions, and possibly from external funding sources such as NZTA. Requests for additional expenditure would be sought through the Long-Term Plan process.

Significance and engagement assessment

24. Adoption of the ADDP is considered to be of moderate significance when assessed under Council's Significance and Engagement Policy. A comprehensive consultation process has been undertaken and a significant number of submissions were received. The most contentious issue was the proposed relocation of the bowling club and this is no longer included in the plan.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium – not significant
Level of engagement selected	Inform – One-way communication
Rationale for selecting level of engagement	It is likely that the community will have a high level of interest in the in the final ADDP as the Ashburton Domain is a prominent area for residents and visitors to Ashburton. The consultation undertaken has been appropriate given the high level of community interest.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

Next steps

Date	Action / milestone
October 2020	Price check projects for LTP process and commence detailed design of this year's projects.

11. Baring Square East Rejuvenation Consultation

Author *Toni Durham; Strategy & Policy Manager*
Group manager *Jane Donaldson; Strategy & Compliance*

Summary

- The purpose of this report is for Council to consider the community feedback it received to the Baring Square East (BSE) concept plan that was out for community consultation in August – September 2020.
- The decisions made by Council will feed into the final design brief for Athfield Architects as they develop the detailed designs for Baring Square East.

Recommendations

- 1. That** Council approves the final design brief for Baring Square East, taking into account the following:
 - 1.1 Three concrete arbours are removed from the site with the remaining retained as a key vertical feature of the square.
 - 1.2 The John Grigg statue and Llew Summers 'Love' sculpture are retained within Baring Square East.
 - 1.3 Retaining the Legion of Frontiersmen and Boer War memorials in the current locations on Baring Square East.
 - 1.4 Continue with lifting the water feature pavers, the basalt paving and seating as per the concept plan, and include shaded areas for some seats.
 - 1.5 Continue with the concept plan proposal for a one-way traffic flow along Baring Square East, with entry from Cameron Street and exit onto Havelock Street. The final design must include 45° angle parking and an allowance for bollards at the Baring Square East and Cameron Street / Havelock Street intersections.
 - 1.6 The final design retains the current layout of Baring Square East and uses the existing established exotic plants for structure and natives in the lower-lying plant form to reflect the district well and simplify the design.
 - 1.7 The final design reflects the concept plan for the civic plaza and allows for future use with power and lighting in relevant locations.
 - 1.8 The final design reflects the concept plan for the civic plaza and allows for future use with input sought from Council's Events team and the Ashburton Trust Event Centre team on power and lighting needs.

2. **That** Council officers undertake a condition assessment of the John Grigg statue and incorporate remedial work, if required, into future budgets.
3. **That** Council brings forward the review of the Mobile Shops and Hawkers Bylaw to 2022.

Attachments

Appendix1: Baring Square East consultation – summary of feedback

Appendix2: Baring Square East concept plan

Background

The current situation

25. Council plans for the new library and civic centre are well progressed, with tenders currently being called for. To complement this facility, Council plans to rejuvenate Baring Square East (BSE).
26. BSE sits opposite the new library and civic centre. It is already used for community events and Council wants to support more use of the public space by members of the community and to encourage more pedestrian movement between BSE and the new building.
27. Council has engaged Athfield Architects to develop a concept plan for what this rejuvenation could look like. It was this concept plan that formed the basis of the conversation with the community through consultation.
28. The consultation with the community focused on the following key changes:
 - Development of BSE as a one-way slow street (30km/hour) with pedestrian-friendly access and short-term parking for visitors
 - Creating a civic plaza linkage between BSE and the entrance to the Ashburton Library and Civic Centre
 - Retaining the clocktower and existing statues and monuments in BSE
 - Replacing the existing mix of different types of paving with basalt paving to enhance the look of the area
 - Raising the water feature stepping slabs so they are the same level as the surrounding paving
 - Upgrading the existing timber seats to blend in with the Library and Civic Centre
 - Simplifying the planting in BSE.

Consultation Process

29. Council received 26 submissions to the BSE concept plans. The summary of these can be found in Appendix 1. This summary document was used as the basis of discussion with elected members during the workshop held on Monday 5 October. The matters discussed at this workshop are presented in this report for Council decision.

Options analysis

Issue 1 – Concrete Arbours (aka Whalebones)

30. The concept plan proposed to retain the concrete arbours in BSE. The arbours were a key feature of the Ashburton centennial project in 1978. One set of arbours were

removed in 2019 due to structural issues; however, the remaining arbours are structurally sound.

31. Feedback to the concept plan was split between submitters who would like to see the arbours removed, versus those who believed they should be retained and incorporated into the final design.
32. Athfield Architects have proposed that if the concrete arbours are in the final detailed design that three additional arbours should be removed to improve the symmetry and sightlines of BSE. They are suggesting that with appropriate lighting and planting in and around the arbours that they could be a key feature of the final design.

Option one – Retain the concrete arbours in the final design as they currently stand (status quo option)

<i>Advantages</i>	<i>Disadvantages</i>
Acknowledges the historic importance of the arbours to the square.	Less symmetrical and visually appealing than option 2 below.

Option one – Three concrete arbours are removed with the remaining retained as a key vertical feature of the square (recommended option).

<i>Advantages</i>	<i>Disadvantages</i>
Acknowledges the historic importance of the arbours to the square.	There is not unanimous support for the retention of the arbours.

Option three – Remove all remaining concrete arbours from the site

<i>Advantages</i>	<i>Disadvantages</i>
Presents the architects with a 'clean slate' for the final design	There is not a strong justification for removing an historic feature of BSE.

Issue 2 – Sculptures and Statues

33. The concept plan did not propose to shift existing statues or sculptures from within BSE.
34. Submitters commented on the importance of the existing John Grigg statue and the Llew Summers sculpture in BSE.
35. In particular, submitters wanted to see the John Grigg statue well maintained, with its current condition being questioned. One submitter suggested that it could be shifted out of BSE and another suggesting that it be turned to face south towards Longbeach.

Option one – Retain the John Grigg Statue and Llew Summers ‘love’ sculpture in BSE (recommended option)

<i>Advantages</i>	<i>Disadvantages</i>
Acknowledges the value of the statues and sculptures to the square and wider community.	The final design plan will need to incorporate locations for existing statues and sculptures.

Option two – Remove the John Grigg Statue and Llew Summers ‘love’ sculpture from BSE

<i>Advantages</i>	<i>Disadvantages</i>
Presents the architects with a ‘clean slate’ for the final design	There is not a strong justification for removing existing features of BSE.

Issue 3 - Legion of Frontiersmen and Boer War memorials

36. The concept plan did not propose to shift the existing Legion of Frontiersmen and Boer War memorial from within BSE.
37. Submitters provided mixed feedback on the retention of the memorials within BSE, with several suggesting that all war memorials should be relocated to the Baring Square West site.
38. Officers have noted that to further any proposal to move the Legion of Frontiersmen and Boer War memorials from BSE to Baring Square West would require extensive community consultation and concept planning.
39. It is our understanding that there are a number of protocols and processes to follow and we would anticipate that the Returned Services Association would need to be a key partner in progressing any proposal further. No budget has been allocated for the redevelopment in the Long-Term Plan 2018-28.

Option one – Retain the Legion of Frontiersmen and Boer War memorials in the current locations on BSE (recommended option)

<i>Advantages</i>	<i>Disadvantages</i>
Acknowledges the value and importance of the memorials to the square and wider community.	The final design plan will need to incorporate locations for existing memorials.

Option two – Further the proposal to relocate the Legion of Frontiersmen and Boer War memorials to Baring Square West

<i>Advantages</i>	<i>Disadvantages</i>
Presents the architects with a 'clean slate' for the final design.	There is not a strong justification for removing existing historic memorials from BSE. Additional budget would need to be allocated before any relocation proposal could proceed. Working through a relocation proposal would inevitably delay the BSE rejuvenation.

Issue 4 – Water feature, paving and seating

40. The concept plan proposed to lift the water feature pavers so they were the same height as the adjacent paved area, replace the current mix of type of pavers with basalt paving and upgrading timber seating to blend in with the Library and Civic Centre.
41. Submitters provided supportive feedback to these improvements and suggested that access to shade should be considered in seating areas.
42. The Methodist Church requested financial assistance from Council to re-pave the entrance to the Church to match the paving throughout the square. The architects are going to provide Council with an estimate of the cost of this.

Option one – Continue with lifting the water feature pavers, the basalt paving and seating as per the concept plan, and include shaded areas for some seats (recommended option)

<i>Advantages</i>	<i>Disadvantages</i>
Simple to implement and protects the health and wellbeing of users of the area. Sympathetic design to the Library and Civic Centre	Nil

Option two – Do not include any of the planned improvements to the water feature, paving or seating areas in the final design.

<i>Advantages</i>	<i>Disadvantages</i>
No change to what currently exists in BSE.	Missed opportunity to enhance BSE.

Issue 5 – BSE parking and roading

43. The concept plan proposed to create a one-way traffic flow along BSE, with 90° angle parking in front of the Library and Civic Centre.
44. Submitters either supported the proposal or suggested that Council should reduce parking on BSE to make the area more pedestrian friendly.
45. While the removal of all carparking in and around the site would be aesthetically pleasing, officers consider it is unlikely to garner widespread community support.
46. It is proposed that the one-way traffic along BSE should flow from Cameron Street to Havelock Street. Council has already decided that the speed will be 30km/hour along BSE through the 2020 speed limit review.
47. Council indicated a preference at the workshop for the angle-parking to be 45° instead of 90° and for the design to allow for bollards at both the BSE and Cameron Street / Havelock Street intersections.

Option one – Continue with the concept plan proposal for a one-way traffic flow along BSE, (entry from Cameron Street, exit onto Havelock Street. The final design must include 45° angle parking and an allowance for bollards at the BSE and Cameron Street / Havelock Street intersections (recommended option)

<i>Advantages</i>	<i>Disadvantages</i>
One-way traffic flow will allow for a safe, pedestrian-friendly area. 45° angle parking is likely to be easier for users of the area. Allowing for bollards will assist when community events are held in BSE.	The one-way traffic flow could become a source of confusion for drivers initially. Signage and clear communication will be important to ensure residents and visitors are informed.

Option two – Retain BSE as a two-way traffic flow, with 90° angle parking .

<i>Advantages</i>	<i>Disadvantages</i>
No change to traffic flow for residents and visitors.	Missed opportunity to ensure the area is pedestrian friendly and has safe access into the Library and Civic Centre.

Issue 6 – Landscape and planting of BSE

48. The concept plan was developed on the basis of utilising the existing landscape structure of BSE. The details of the types of planting was focused at the highest level and the intention was to simplifying the planting with ornamental trees and decorative planting beds.

49. Submitter feedback was exceptional with detailed submissions lodged regarding the landscape and planting features of BSE. The general themes from these submissions focused on the importance of reflecting plant species from the wider district and utilising the existing mature trees as a part of the landscape and planting plans.
50. Suggestions were also made to remove all kerbing from around the area for easy pedestrian flow and to consider a braided rivers structure for the design of BSE.
51. The Methodist Church expressed concern that the rain garden shown is in front of the church entrance. Athfield Architects have agreed to ensure this isn't the case in the final design.

Option one – That the final design retains the current layout of BSE and uses the existing established exotic plants for structure and natives in the lower-lying plant form to reflect the district well and simplify the design (recommended option)

<i>Advantages</i>	<i>Disadvantages</i>
Ensure that the landscape design retains the current structure thus reducing the final cost. Planting that reflects the local district will reduce ongoing maintenance costs.	Some community members may wish to see the existing planting types remain.

Option two – Retain the existing landscape plan and plantings.

<i>Advantages</i>	<i>Disadvantages</i>
Reduced cost	Missed opportunity to ensure the area is modern and inviting for residents and visitors.

Issue 7 – Central Plaza and community space

52. The concept plan proposed creating a civic plaza linkage between BSE and the entrance to the Ashburton Library and Civic Centre.
53. Submitter feedback raised a number of suggestions and comments, including:
 - Ensuring that power and lighting were incorporated into the final design at appropriate locations, with the Ashburton Trust Event Centre offering to provide advice for the final design
 - Having a dedicated staging area within the design
 - Designing the space to allow for future markets and events
 - Incorporating water fountains, additional rubbish and recycling bins, temporary fencing around the water feature and accessible public toilets

54. Concern was also expressed by a local food cart that the operation of the café inside the Library and Civic Centre could affect their business. This is covered under Council's Mobile Shops and Hawkers Bylaw which is next due for review in 2026. Council could decide to bring this review forward to 2022 in line with the planned completion of the Library and Civic Centre and BSE rejuvenation projects.
55. Council discussed at the workshop the purpose of the space and agreed that it was for community use and events on occasion, but did not want to see accessible public toilets and a dedicated stage area in the final design.

**Option one – The final design reflects the concept plan for the civic plaza and allows for future use with input sought from Council's Events team and the Ashburton Trust Event Centre team on power and lighting needs.
(recommended option)**

<i>Advantages</i>	<i>Disadvantages</i>
Ensures that the civic plaza and community space meets current and future needs.	Some community members may wish to see the layout remain.

Option two – Do not include a civic plaza in the final design.

<i>Advantages</i>	<i>Disadvantages</i>
Reduced cost	Missed opportunity to ensure the area is modern and inviting for residents and visitors.

Legal/policy implications

56. Council has followed the principles of consultation as per Section 82 of the Local Government Act 2002.

Financial implications

Requirement	Explanation
What is the cost?	\$112,00 for preliminary design
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Loan funded
Are there any future budget implications?	Yes – the cost of finalising the design and implementing it will be included in the LTP 2021-31 budgets
Reviewed by Finance	Not required

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium; not significant
Level of engagement selected	3. Comment
Rationale for selecting level of engagement	While the matter is not significant, Council considered it would be of interest to some in the community. It is for this reason that a consultation process was undertaken.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager
Requirement	Explanation

Appendix 1: Baring Square East Consultation – Summary of Feedback

- 26 submissions received

Statues, features and memorials		
Submitter	Comment	Staff & Architect Response
Concrete Arbours (aka whalebones)		
Aitken, Rob & Anna	Remove the ghastly ‘whale bones’ and replace with a small feature to represent farming	The options to enhance the arbours with planting and a lighting plan has merit and will be investigated further by the landscape architect.
Ashburton Youth Council	Supports refurbishing of ‘whale bones’	
Mulligan, Lal	Retain ‘whale bones’	
Smith, Edith	‘Whale bones’ don’t seem to have a significant connection	
John Grigg Statue		
Aitken, Rob & Anna	Remove or relocate John Grigg statue	Council staff will investigate the condition of the John Grigg statue to determine if remedial work is needed.
Clemens, Val Historic Places MC	Retain John Grigg statue	
Mulligan, Lal	Re-orientate John Grigg statue south to over-look town	

Quaid, Tony Smith, Edith Thomas, Bill & Penny	Retain and restore John Grigg statue	It is not recommended that the statue be 'turned' to face the south and Longbeach Estate.
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Memorials		
Clemens, Val	Good opportunity to move the Ashburton Legion of Frontiersmen and Boer War memorial to BSW alongside the cenotaph	While the sentiment to remove the war memorials is understood, the concept plan has not been prepared on this basis. Moving memorials such as these would require new consultation with the community and the development of a plan for Baring Square West.
Historic Places MC	Retain Boer War memorial	
Mulligan, Lal	Relocate all war memorials to BSW	
Smith, Edith	Relocate the Boer War and Legion of Frontiersmen memorials to BSW	
Llew Summers ‘Love’ sculpture		
Clemens, Val	Relocate the Llew Summers ‘Love’ statue to a more prominent place	The Llew Summers sculpture is not proposed to be moved from the Baring Square East site. Detailed design plan will show the sculpture.
Quaid, Tony	Llew Summers sculpture must have a place in the square	
Smith, Edith	Relocate the Llew Summers ‘Love’ statue to a more prominent place	

Water Feature Slabs		
Mabon, Richard Mulligan, Lal Quaid, Tony Thomas, Bill & Penny	Supports raising water feature slabs	Noted.
General		
Ashburton Youth Council	Add more sculptures by local artists	Noted.
Reid, Rob	It's great to see statue and memorials remain along with the water feature	Noted.
Smith, Edith	History is important – John Grigg, clock tower, Llew Summers 'love me tender' sculptures	Noted.

Parking/roading		
Submitter	Comment	Staff & Architect Response
Aitken, Rob & Anna	Reduce parking on BSE, they will be full all day and reduce pedestrian flow. Perhaps increase parking at rear of building.	While the removal of all car parking in and around the site would be aesthetically pleasing, it is unlikely to garner community support. The current proposal shows restricted parking on Baring Square East and officers suggest that this is continued.
Ashburton Youth Council	Supports making roads more pedestrian friendly	
Hopwood, Malcolm		
Mabon, Richard	Supports 30 km/h and short-term parking along BSE and pedestrian friendly space	

Richie, Victoria	Less parking in front of new building for cars to make more pedestrian friendly	
Waters, Evan	Completely remove vehicle access in front of Library to improve pedestrian safety and integrate BSE	

Community space		
Submitter	Comment	Staff & Architect Response
Aitken, Rob & Anna	Area ideal for community gatherings/public meetings, perhaps include a stage (permanent or temporary)	Noted.
	Extend grass area over to Methodist Church, locals can enjoy lunch, musicians can play music	The concept plans include adequate grass area.
Ashburton Trust Event Centre	More thought needs to be given to how the area can be utilised for community performances and events. BSE ideal place for lunch, evening, performances (busking, yoga, fitness, poetry), anything which encourages people to come into CBD.	Noted. In the detailed design phase, the architects will meet and discuss these ideas with ATEC representatives if Council supports this.
Ashburton Youth Council	Would be great to have another public meeting/events venue	Noted.
Events Team, ADC	Suggestions for power, water feature – temporary fencing, staging, drinking water fountains, rubbish bins, accessible public toilets for events.	The concept plan was prepared with the primary focus of integrating BSE and the Library and Civic Centre as a community spaced rather than being a dedicated space for community events. As such, it is not proposed that the ideas of temporary fencing around the water feature, lounging lawn, public toilet

		<p>access and additional rubbish bins will be incorporated into the detailed design.</p> <p>Officers propose that the staging capacity, water fountain and power in the central paved area will be investigated by the architects through the detailed design phase.</p>
Wood, James	Space could be used as a live performance area for community events, concerts, movies etc.	Noted.

Landscape ideas		
Submitter	Comment	Staff & Architect Response
Clemens, Val	Ideas should be based on the places and landscapes of the Ashburton District that aren't obvious to visitors (high country, foothills, high and low plains, coast, major and minor rivers)	Noted.
Methodist Church Committee	Move the raingarden on the plan away from Methodist Church entrance and towards Cameron Street.	The raingarden (shown as 11 on the concept plan) is indicative only and will be moved on the detailed design plan.
Mulligan, Lal	Remove all kerbing from around area so you can walk freely in the garden Cultural walk passing various 'historic sites'	Noted.
Smith, Edith	The theme that 'Native plants are important for our heritage and natural environment' should be a basis for the BSE design Braided rivers feature – similar to Oamaru	Noted.

Plantings		
Submitter	Comment	Staff & Architect Response
Anonymous 1	Beautiful plantings to offset square (not perennials)	<p>The concept of speaking to the wider region from the high country to the plains through plants has merit. The concept plan has been developed from the basis of retaining the formal structure of BSE, however the use of the existing established exotic plants for structure and natives in the lower-lying plant form could reflect the district well and simplify the design. The concept plan had not considered plant species in a detailed way.</p>
Clemens, Val	Lizard garden, rare plant garden, include names of plants	
Ashburton Youth Council	Supports more 'greenery'	
Mabon, Richard	<p>Supports simplifying plantings</p> <p>Ivy or flowering plants would soften the appearance of the arbours – perhaps add lighting to these as well</p>	
Mulligan, Lal	<p>Remove all existing plantings except mature evergreen magnolias</p> <p>Plant swathes of tussocks in naturalistic way around grassed plots with meandering gravel paths to follow around the area.</p> <p>Bold shrub plantings of Corokias, Coprosmas Toe, and Kanuka</p> <p>Group plantings of Cabbage trees</p> <p>Use Kowhai for colour</p> <p>Flax plantings at base of John Grigg statue</p>	
Smith, Edith	Use native plantings	

Civic Plaza		
Submitter	Comment	Staff & Architect Response
Yes Chef; Events & Catering	Could an area in Plaza be set up for food and Coffee carts to operate? Café in new centre is ridiculous idea as there are a lot in CBD.	Council's current Mobile Shops and Hawkers Bylaw would not allow the plaza to have food and coffee carts within 100 metres of the café located in the Library and Civic Centre.
Ashburton Youth Council Hopwood, Malcolm Mabon, Richard, Thomas, Bill and Penny	Supports pedestrian friendly and civic plaza linkage	Noted.
Ashburton Youth Council	Supports alfresco dining and cafe	
Crossen, Ruth	Create a space for craft markets to sell their products	The central paved area could allow for 6-8 craft market stalls.

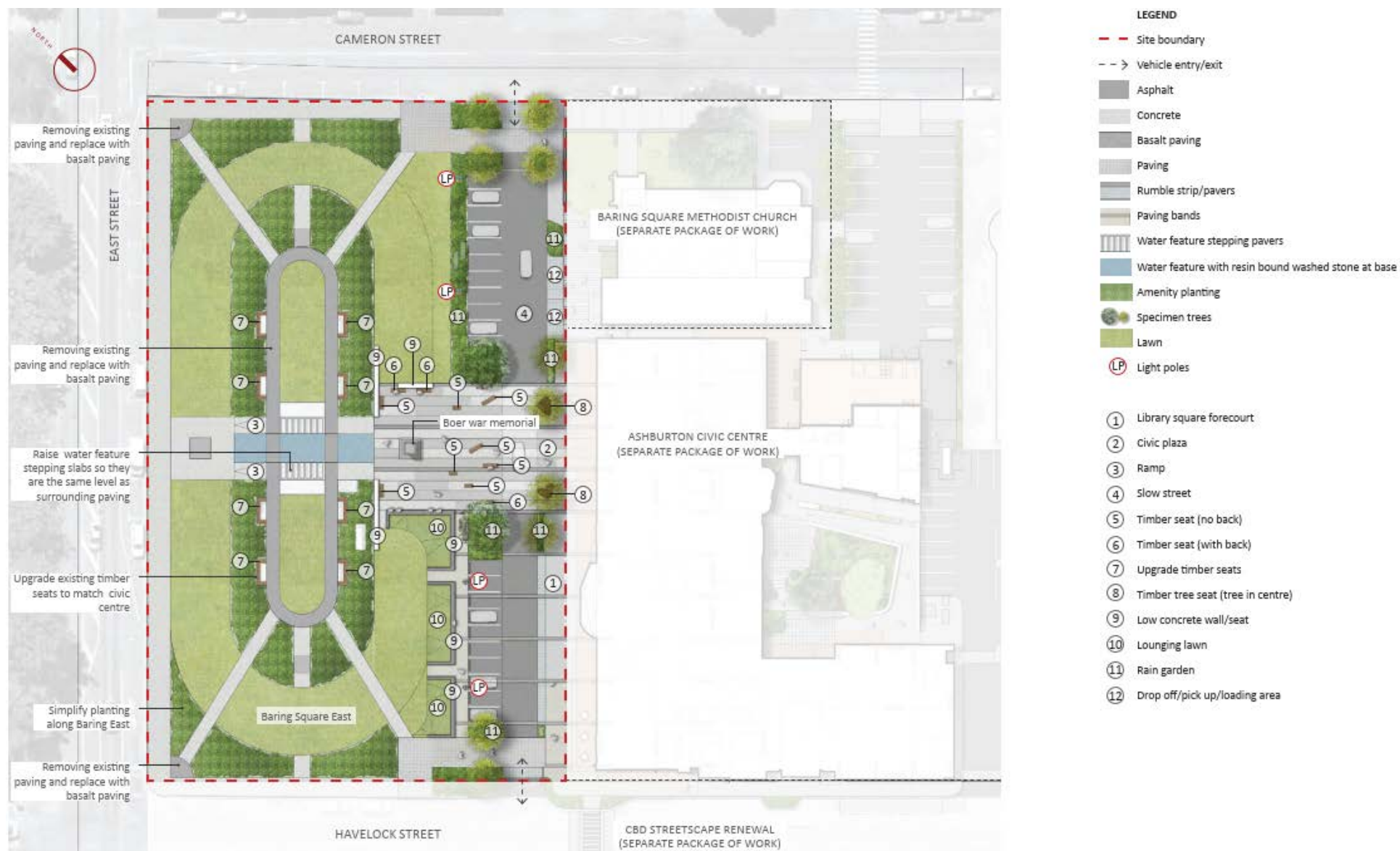
Paving		
Submitter	Comment	Staff & Architect Response
Methodist Church Committee	Methodist Church requests financial support from Council to re-pave the entrance to the church to match other paving.	The landscape architect will provide Council with an estimate of paving this area.

Mabon, Richard	Supports new paving	Noted.
Thomas, Bill and Penny	Supports basalt paving – make sure it isn't too white (bright and glaring)	
Skilling, Justin	Nice to see the paving tying in with Civic Centre and Library	

Seating		
Submitter	Comment	Staff & Architect Response
Ashburton Youth Council Mabon, Richard Thomas, Bill & Penny	Supports upgrading seating	Noted.
Quaid, Tony	Retain current seating, seating in plan seems excessive	
Reid, Rob	Supports upgrading seating Perhaps some covered seating for shade and light rain Tables for eating lunch	
Skilling, Justin	Looks inviting for public to use seating	

Other		
Submitter	Comment	Staff & Architect Response
Anonymous 2	At this time, money should be focussed on paying existing debts or upgrade roading No over-expenditure from allocated budget.	Noted.
Ashburton Trust Event Centre	ATEC encourages ADC to seek advice from them in the development of the area and infrastructure, technical sound, lighting, audio and visual services for events held in the square.	Noted. In the detailed design phase, the architects will meet and discuss these ideas with ATEC representatives if Council supports this.
Ashburton Youth Council	No aspects they don't support, perhaps clock tower could have a new feature in the rebuild	Noted. At this stage the concept plan does not propose to include any additional features in the rejuvenation of BSE.
Historic Places MC	Perhaps include early photographs of the area to show history	Noted. The concept plan was prepared with the primary focus of integrating BSE and the Library and Civic Centre as a community space. It does not include early photographic interpretive panels.
Hopwood, Malcolm	Does not think concept is exciting enough to attract people – suggests they have a project to share that would make BSE unique. 5 senses proposal	Noted. The '5 senses' proposal could form the basis of future use of BSE. It is not proposed to include this in the detailed design.
Methodist Church Committee	The exit from the rear of the Methodist Church does not appear to line up with the footpath to the carpark – please align	This is a separate issue to Baring Square East. This feedback will be passed on to Council's Property team.

O'Connor, Graham	In the current economic climate the Council needs to be reducing unnecessary spending	Noted.
Quaid, Tony	Preliminary draft is bland	Noted.
Stewart, David	Plaques showing the historic buildings – like Motueka CBD A large illuminated 'Welcome to Ashburton' sign	Noted. The concept plan was prepared with the primary focus of integrating BSE and the Library and Civic Centre as a community space. It does not include historic buildings interpretive panels.





12. Notification of Proposed Plan Change 4 to Ashburton District Plan – CBD Revitalisation

Author *Ian Hyde, District Planning Manager*
Activity manager *Ian Hyde, District Planning Manager*
Group manager *Jane Donaldson, Group Manager Strategy and Compliance*

Summary

- The purpose of this report is to request the approval of Council to commence formal notification of proposed Plan Change 4 to the Ashburton District Plan. This Plan Change involves amendments to rules and definitions associated with the Business zones in the Ashburton District. The aim of the proposed change is to reinforce the primacy of Business A zones for retail and associated uses.
- The Plan Change was workshopped with Councillors on 20 August 2020, following which consultation was undertaken with required statutory parties (Iwi and Runanga, MfE and neighbouring councils) with responses requested before 1 October 2020. No amendments or alterations were requested by these parties.

Recommendation

- 1. That** Council notifies proposed Plan Change 4 to the Ashburton District Plan relating to amendments and alterations to the Business and Definitions Sections of the District Plan as proposed in the document accompanying this report, in accordance with the requirements of Schedule 1 of the Resource Management Act 1991.

Attachments

Appendix 1 *[Refer to Planz Consultants document circulated with this agenda]*

Background

The current situation

1. As a result of recent resource consent decisions and state of the environment monitoring, staff engaged independent economic and resource management consultants to undertake a review of the suitability of District Plan rules relating to retail and other activities in Business Zones.
2. This assessment revealed that the District Plan does not sufficiently prioritise or encourage retail investment in the retail centres of Ashburton District and instead may assist in their dilution and poor health. This is of particular concern within the Ashburton CBD. The proposed Plan Change seeks to address these concerns by making changes to rules and definitions within the District Plan.

Options analysis

3. The amendments have been identified and discussed at a Council Workshop on 20 August of this year. The Section 32 analysis of options and risks associated with the proposed changes is attached as Appendix 1.

Legal/policy implications

4. Section 73(1) of the Resource Management Act 1991 states:

There shall at all times be 1 district plan for each district prepared by the territorial authority in the manner set out in Schedule 1.

5. Section 73(1A) of the Act states:

A district plan may be changed by a territorial authority in the manner set out in Schedule 1.

6. Part 1 of Schedule 1 of the Act provides the mechanism for alterations to the Plan. In particular, section 5 of Part 1 states:

(1) A local authority that has prepared a proposed policy statement or plan must—

(a) prepare an evaluation report for the proposed policy statement or plan in accordance with section 32 and have particular regard to that report when deciding whether to proceed with the statement or plan; and

(b) publicly notify the proposed policy statement or plan if the local authority decides to proceed with the policy statement or plan.

7. This report includes a copy of the Section 32 analysis and proposes the notification of the Plan Change in accordance with Schedule 1 of the Resource Management Act.

Financial implications

Requirement	Explanation
What is the cost?	The final cost is difficult to calculate at this time as it will depend upon the level of consultation response, hearings and appeals, however it is likely to be circa \$15,000.
Is there budget available in LTP / AP?	Yes, budget is available for this work in the District Plan cost centre through unfilled staff positions.
Where is the funding coming from?	The District Plan is funded from the general rate.
Are there any future budget implications?	There may be implications for future budgets if appeals run into the next financial year. This will also be covered by existing budgets.
Reviewed by Finance	Not required as funds are already in place for this work as part of business as usual.

Significance and engagement assessment

Public notice is part of the statutory process under Schedule 1 of the Resource Management Act (RMA). Initial consultation has occurred with statutory parties including Iwi, the Regional Council and other potentially affected parties. The proposed changes may affect some members of the community, however they will have the opportunity to comment on the proposals through the public notification process under the RMA.

The Council's Significance and Engagement Policy is overridden by the requirements of the RMA.

13. Millibrook Place Trees

Author *Toni Durham; Strategy & Policy Manager*
Group manager *Jane Donaldson; Strategy & Compliance*

Summary

- The purpose of this report is for Council to decide if the trees on Council's road reserve on Millibrook Place should be removed and replaced, or not.
- The current trees are creating a nuisance for neighbouring properties; therefore Council has undertaken localised engagement with residents in and around Millibrook Place to gauge community support or otherwise for the removal and replacement of the trees.

Recommendation

1. **That** Council approves the removal of the six oak trees on Council's road reserve at the entrance to Millibrook Place and the replacement of these trees with ten flowering dogwoods.

Summary

Appendix 1: Letter sent to residents

Background

The current situation

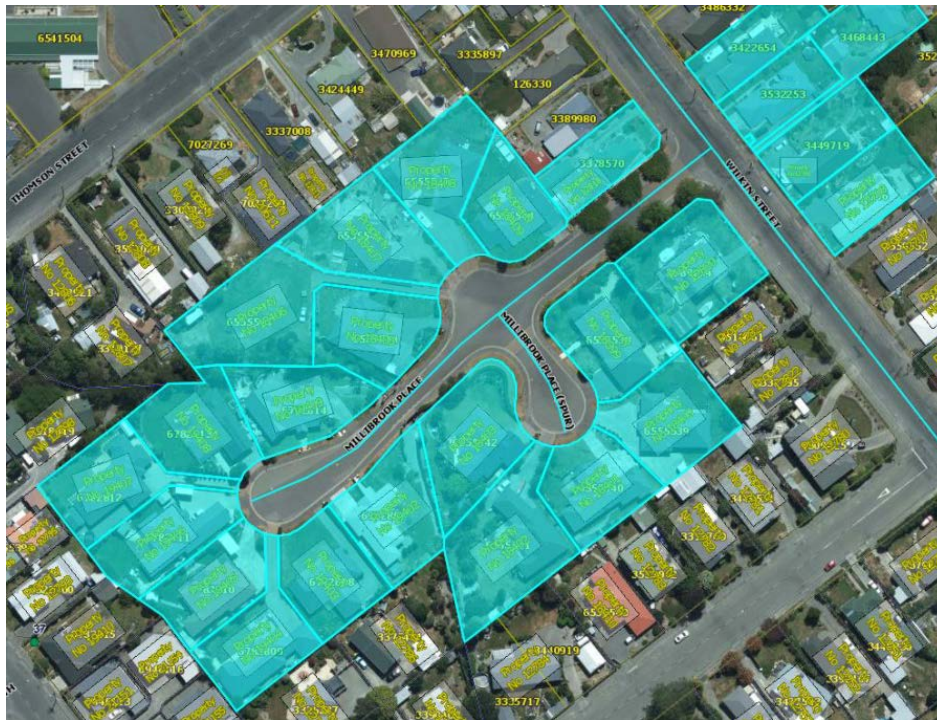
1. In September 2018, a neighbouring property to the oak trees planted on Council's road reserve on Millibrook Place, contacted Council expressing concern with the tree roots affecting the property, kerb and channel, and footpath, as well as leaf fall and acorns creating a nuisance.
2. Council's Open Spaces team have previously removed six of the twelve oaks (three from each side of the road). A tree root barrier was installed along the boundary fence line in late 2018 and regular pruning of the branches overhanging the boundary fence has continued.
3. In early 2020, the owner raised concerns with the trees again and spoke to numerous elected members and Council officers.

Millibrook Place Subdivision

4. The developers applied for subdivision of the land (now known as Millibrook Place) in 2001 and included plans for signage, plantings and the proposed bridge to go over Carters Creek.
5. While Council approved these plans at the time, once the road reserve (and associated trees) were vested in Council, it took over responsibility for the maintenance and care of the road reserve going forward. The oak trees were not a requirement of the subdivision approval and are not protected.

Engagement

6. The Open Spaces team proposed to remove the trees from Council's road reserve and replace them with ten flowering dogwoods in July 2020.
7. Using the Council's Significance and Engagement Policy, officers assessed that this was not a significant proposal but that for those living in and around Millibrook Place, it could be of significance to them.
8. Accordingly, officers undertook localised engagement with the 24 neighbouring properties, as shown in the map over the page, by sending a letter outlining the proposal. (Attached as Appendix One)



9. On August 10, a request was received from a resident on Millibrook Place requesting an additional 28 days to state their case for the oak trees to be saved.
10. A second letter was sent to the same 24 households on August 12 informing them of the extension request. Council officers agreed to the request for additional time and extended the consultation period to September 7.
11. By the end of the consultation period, ten households had contacted the Council regarding the removal of the trees.
 - Eight households supported the removal of the oaks and the planting of the dogwoods
 - Two households opposed the removal of the oaks entirely.
12. One petition was submitted with 25 signatures, representing 14 households. One household changed their mind and asked to be removed from the petition. The original developer also signed the petition but was not included in the analysis as they do not live at Millibrook Place.

Support removal of trees	Oppose removal of trees	Total households contacted
8 households	13 households	24 households

13. When considered on-balance, the feedback shows that generally, the properties most affected by the oak trees are supportive of their removal. In contrast, properties least affected by the trees would like to see them retained.

Options analysis

Option one – Leave the existing trees on the road reserve on Millibrook Place (status quo)

14. This is the status quo option and is not the recommended option by officers.
15. This option would be recognising that the trees are important for some residents of Millibrook Place and that the effect on the neighbouring properties was less important than the view of the majority.

Option 1– Leave the existing trees on the road reserve on Millibrook Place (status quo)	Advantages	Disadvantages
	<ul style="list-style-type: none">No immediate cost to Council in removing trees and planting new	<ul style="list-style-type: none">Directly affected neighbouring properties will be left with an unresolved issueOn- going maintenance costs for Council
	Risks <ul style="list-style-type: none">Reputational risk to Council by leaving the issue unresolved for affected property owners.Moderate community safety risk for users of the footpaths when leaves and acorns fall from the existing trees.	

Option two – Remove the existing trees on the road reserve on Millibrook Place and replace with the proposed flowering dogwoods

16. This is the recommended option by officers.
17. This option recognises that the existing trees are causing a nuisance for neighbouring properties and have affected neighbouring properties. The tree roots are likely to affect the footpaths, kerb, channelling, and road in time, which will come with a maintenance cost for Council.
18. Officers are mindful not to treat the engagement as a referendum or poll, instead to weight it accordingly with other considerations. While the majority of households in Millibrook Place who responded to the engagement have indicated that they would like to see the existing trees remain, many of these residents are unaffected parties.

Option 2 – Remove the existing trees on the road reserve on Millibrook Place and replace with the proposed flowering dogwoods	Advantages	Disadvantages
	<ul style="list-style-type: none"> Directly affected properties will see an immediate improvement to the issues they are facing Reduced maintenance costs to Council in the future. 	<ul style="list-style-type: none"> Immediate cost to Council of removal of the existing trees and replacement with the new trees
	Risks <ul style="list-style-type: none"> Reputational risk – in making this decision Council may inadvertently cause a fracture within the Millibrook Place community 	

Legal/policy implications

Legislation

19. In making this decision, Council is not in breach of its obligations under the Resource Management Act or the Local Government Act.

Council Strategies, plans, policies, bylaws

20. Council may wish to consider programming the development of a Local Tree Plan and / or a Local Tree Maintenance Guideline (or equivalent) to give clarity for residents in the future when issues arise with trees planted on Council reserves.

Financial implications

Requirement	Explanation
What is the cost?	~\$5,000
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Open Space budget
Are there any future budget implications?	No
Reviewed by Finance	Not required

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium; not significant
Level of engagement selected	21. Comment
Rationale for selecting level of engagement	While the matter is not significant, it is likely to be of significance to the properties in and around Millibrook Place. It is for this reason that a targeted engagement was undertaken.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

Appendix one – Letter sent to residents

August 6 2020

Name
Address

Dear Sir/ Madam

Replacement of the Millibrook Place entranceway trees

It has been brought to our attention that the trees planted on our road reserve, at the entrance to Millibrook Place, are creating a nuisance for neighbouring properties.

The purpose of this letter is to inform you that we propose to remove the trees on our road reserve and replace these with 10 flowering dogwoods (*Cornus Eddies White Wonder*).

These trees have large white showy flower bracts in spring and a red and orange autumn colour. We propose to plant 5 dogwood trees on each side of the road reserve as shown overleaf. We plan to remove the trees in late winter, with the new trees to be planted as soon as possible afterwards. We appreciate that the removal of the existing trees will alter the look of the entrance to Millibrook Place, however we believe this is a pragmatic solution.

If you have any suggestion, concerns or would like to discuss this proposal further, please contact Rhonda Gallagher by Monday August 24 (rhonda.gallagher@adc.govt.nz or phone 03 307 9632).

Yours faithfully



Paul Wilson
Acting Open Spaces Manager



Flowering dogwood (*Cornus Eddies White Wonder*).



Proposed location of the 10 flowering dogwoods.

14. Naming of Road – 54 West Town Belt, Rakaia

Author	<i>Ian Hyde, District Planning Manager</i>
Activity manager	<i>Ian Hyde, District Planning Manager</i>
Group manager	<i>Jane Donaldson, Group Manager Strategy and Compliance</i>

Summary

- The purpose of this report is to name a road proposed as part of a 14 lot residential subdivision consent at 54 West Town Belt, Rakaia. A site plan of the approved development is attached to this report for information.
- As the road is to vest in Council, the consent holder was requested to provide options for names. These have been provided and checked against the Council's adopted Naming Policy and the Australian/ New Zealand Addressing Standard. The applicants' primary choice is the recommended option.

Recommendation

- 1. That** the road to vest in Council under Subdivision Consent SUB20/0003 at 54 West Town Belt be named Eliza Way.

Attachments

Appendix 1: Plan of subdivision

Appendix 2: Application

Background

The current situation

1. The subdivision application was initially approved under decision SUB16/0054. This was subsequently varied by SUB20/0003 and approved a multi lot residential development (14 units) served by a cul-de-sac style access road from West Town Belt as well as pedestrian access into the Rakaia Domain beyond.
2. The applicants have provided a request for naming of the road in a formal application attached to this report.
3. The applicants have provided three options for names for the road, these have been assessed against the Council's naming policy and the Australian/New Zealand Rural and Addressing Standard (AS/NZS 4819/2011).
4. The applicants initially preferred a suffix of "Drive" for two of the preferred options. This is not an acceptable option as the Standard excludes it from use in naming cul-de-sacs and is intended to refer to a "wide main roadway without many cross streets". The applicants proposed use of "View" for preference 3 is not specified as an option in the NZ naming Appendix.
5. The applicant was provided the appendix to the Standard by staff and was asked their opinion on an alternative. The applicant chose "Way" as an amendment to their application. The names are otherwise acceptable under the Standard and Council's adopted policy and have been checked and confirmed to not duplicate or potentially cause confusion with existing names within the District
6. Name choices are as follows:

Option one – Eliza Way (Preferred Choice)

The applicants justify this as meaning "...bountiful soils in reference to the farming area where the subdivision is located". The applicant subsequently clarified that the reference to "bountiful" comes from the history of the name in different languages.

A further explanation provided is that this is also the name of one of the developers children.

Option two – Riverstone Way

The justification provided for this is that the "Subdivision name is Riverstone Park in relation to the location and Rakaia River".

Option three – Domain Way

The justification for this choice is “because of the location of the subdivision and connection with the domain.”

As discussed above, with clarification of the name suffix, all the names would be appropriate choices for the road to vest and comply with Council’s Policy and relevant addressing standards.

Options analysis

Option One - Do nothing

7. This is not a practical option as there is currently no adopted name for the road.

Option Two - Name the road – (Preferred option)

8. While any of the three proposed names would be appropriate for naming, it is recommended that option 1 “Eliza Way” be adopted, primarily because it is the applicants choice and because of its relationship with the developers.

Legal/policy implications

Legislation (Statutes & Regulations)

9. The Local Government Act 1974 [Clause 319\(j\)](#) which relates to the powers of councils in respect to roads and includes naming responsibilities.
10. Accordingly, there are no statutory implications other than to inform LINZ and other affected stakeholders of the new name.

Council Strategies, Plans, Policies, Bylaws

11. Ashburton District Council has adopted a policy on road naming, the relevant sections of this policy can be found [here](#).

Financial implications

Requirement	Explanation
What is the cost?	Infrastructure Services staff have advised that they will recover any costs associated with the new name, including road name blades, from the developer.
Is there budget available in LTP/AP?	No budget required.
Where is the funding coming from?	The developer
Are there any future budget implications?	No
Finance Review Required?	No – there are no financial implications for Council.

Significance and engagement assessment

Requirement	Explanation
Requirement	Explanation
Is the matter considered <u>significant</u> ?	No
Level of <u>significance</u>	Low
Level of <u>engagement</u> selected	Inform – 1-way communication
Rationale for selecting level of engagement	The applicant owns all of the land surrounding the road and there is no existing name. Because the proposal does not require changes to existing addressing details for any neighbour or other party who might be affected, further engagement is not considered to be required.

Appendix 1, Approved Plan.

The boundaries, dimensions & areas shown on this plan are subject to survey.

A full assessment of easements will be undertaken after the survey has been completed. This may result in additional easements to those shown.

Comprised in RT CB450/65

Total Area 1.9278ha

Res 4638

ASHBURTON DISTRICT COUNCIL
This plan shall be read as part of
Resource consent no: 54BA20/0003
Sheet: 1 of 1
Date 24/3/20 Planner PWZ
DP 8262



BASELINE GROUP



Proposed Subdivision of
Lots 2 & 3 DP 6234

Scale 1:600 (A1)
Date 26/11/2019
Client: KB Properties 2004 Ltd
Drawn: AL
Review: JH

A 29/1/19 for discussion
B 29/1/19 altered turning circle
C 05/2/20 updated plan title

Rev. Date Amendment

Revision C

Sheet 100

Appendix 2 - Application

Please note that road signs are to be supplied and installed by the applicant in accordance with Council specifications.

Address of site:

54 Westtown belt Rakaia

Council reference:

Date of application:

16/10/20

Contact Details:

Name:

Kieran Breakwell

Address:

10 Torbay Ave Ashburton

Phone:

0272230391

Mob:

0

Email:

kbproperties2004@gmail.com

Signature of applicant:



Please use the following table to list three alternative names for each of the roads you wish to name.

Choice 1 (primary choice)	Choice 2	Choice 3
ELIZA Drive	Riverstone Drive	Domain view

Please use this box to provide a brief justification for each of the names, or a summary as to why they have been chosen.

Eliza drive - means bountiful soils in reference to the farming area where the subdivision is located.

Riverstone drive - Subdivision Name is riverstone park in relation to the location + Rakaia River

Domain view - Because of the location of the subdivision + Connection with the domain.

If you have needed additional space for names and/or supporting information, please attach the documents to this application form and check this box.

15. Hinds Reserve Board – Leases and Licences to Occupy

Author *Colin Windleborn; Commercial Manager*
GM Responsible *Paul Brake; Group Manager – Business Support*

Summary

- The purpose of this report is seek Council approval for the granting of three long term leases for the Hinds Domain.
- No formal lease arrangements have been in place for a number of years for the Hinds Bowling Club Incorporated, Hinds Rifle Club and Southern Rugby Club (Mid-Canterbury) Incorporated. The Hinds Reserve Board propose that all three are granted long term leases.

Recommendation

- 1. That** Council approves the granting of leases under section 54(1) of the Reserves Act 1977 to the Hinds Bowling Club Incorporated, the Hinds Rifle Club and the Southern Rugby Club (Mid-Canterbury) Incorporated for part of the Hinds Domain (as contained within Rural Section 41165) for a term of up to 33 years.

Attachment

Appendix 1: Hinds Domain Plan

Background

Hinds Domain

1. The Hinds Domain is a recreation reserve vested in the Ashburton District Council. The Hinds Reserve Board is responsible for managing the Hinds Domain on behalf of Council.
2. There are a number of different users of the Domain, including the Hinds Bowling Club Incorporated, Hinds Rifle Club, Southern Rugby Club (Mid-Canterbury) Incorporated and Plunket. These users have occupied the Hinds Domain for a number of years, without having formal lease or licence to occupy arrangements in place. They have however all been paying rent for their occupation of the Hinds Domain.
3. It is proposed that three users of the Hinds Domain (Southern Rugby Club, Hinds Bowling Club and Hinds Rifle Club) are all granted long term leases. Granting long term leases gives these parties certainty that they can remain on the Hinds Domain, given all three own their own buildings on the reserve.
4. The Hinds Domain is a recreation reserve under the Reserves Act 1977 (“the Act”). The Act places restrictions on the types of activities that can be undertaken on a reserve, with activity predominantly to be linked to a ‘recreation’ type purpose. The Act also places constraints on the types of leases that be granted and the length of such leases.
5. All three proposed leases fall within the types of activities that are considered appropriate to be undertaken on recreation reserve land (section 54 of the Act). Further, the Hinds Domain Reserve Management Plan anticipates that all three users will continue to occupy the Domain.
6. The Reserve Board does not have delegation under its Constitution to grant long term leases. Therefore, it is proposed that Council (on behalf of the Reserve Board) will grant these leases, subject to obtaining Council approval. Council, as administering authority for the Hinds Domain, has delegated authority from the Minister of Conservation to grant leases over recreation reserve land under section 54(1) of the Act (by way of delegation dated 1 July 2013).
7. The Royal New Zealand Plunket Trust are being granted a licence to occupy for a 10 year term. Plunket’s use of the Hinds Domain, on a recreation reserve, does not fall within the uses for which a long term lease can be granted under the Act. Council officers have delegation to grant licences to occupy for terms of up to 10 years. Therefore, Council approval for this licence to occupy is not sought through this report.

Proposed Leases

8. The key terms of the proposed three leases are:
 - a. Term: 11 year initial term, with two rights of renewal of 11 years each (as the maximum lease term on recreation reserve under the Act is 33 years).
 - b. Rental: Based on existing rentals set by the Reserve Board:
 - a. Southern Rugby Club: \$626.33 including GST per annum.
 - b. Hinds Rifle Club: \$100.00 including GST per annum.
 - c. Hinds Bowling Club: \$229.70 including GST per annum.
 - c. Rent Reviews: Undertaken annually, with rentals set by the Hinds Reserve Board.
 - d. Outgoings: Paid by respective lessees.
 - e. Maintenance: Lessee's responsibility.
 - f. Expiry of Lease: At the lease expiry (if the lessee does not wish to renew), the parties shall, in good faith, discuss and agree what shall happen to the ownership of the lessee's building/s on the Hinds Domain. If no agreement can be reached, the parties must go through the disputes resolution process in the lease.
9. Each lessee is given exclusive occupation of the Hinds Domain for their respective building footprint areas. These building footprint areas are shown in the plan in **Appendix 1**. Through its lease, Southern Rugby Club also has use of the rugby grounds on the Hinds Domain.
10. Outside of their building footprints, the lease terms state the respective lessees cannot limit or restrict the public from using the Hinds Domain.
11. The Reserve Board has discussed these lease terms with each of the Domain users and the leases are now in a position to be finalised and signed, subject to Council approval.

Options analysis

Option 1 – Approve the granting of the three leases on the Hinds Domain (Recommended Option)

Advantages

12. This option will ensure formal lease arrangements are finally put in place with the occupiers of the Hinds Domain.

13. This option also clarifies ownership of buildings on the Hinds Domain, which gives the respective lessees long term security for their existing occupation. No other uses for the Hinds Domain have currently been identified. The leases also clarify both lessor and lessee responsibilities, which provides more certainty for all parties.
14. Finally, this option assists the Hinds Reserve Board as it resolves a longstanding issue for the Hinds Reserve Board that there are no formal leases in place for the reserve.

Disadvantages

15. Granting long term leases ties up the use of the Hinds Domain for the building footprint areas. The Reserve Management Plan does however anticipate these respective rugby, bowls and rifle shooting uses will continue on the Domain.

Option 2 – Decline to grant the three leases on the Hinds Domain

Advantages

16. Council may wish to decline the granting of these leases and either require the buildings to be removed, or require shorter term leases be granted so as to not tie up the use of the Domain for a 33 year term. This option would provide the Reserve Board and Council more flexibility with the use of the Hinds Domain.

Disadvantages

17. This option will not resolve the ongoing issue that no formal lease arrangements are in place for occupiers of the Hinds Domain.
18. Further, as the Reserve Management Plan for the Hinds Domain anticipates these three users will remain, declining to grant these leases would be inconsistent with the Reserve Management Plan.

Legal/policy implications

Reserves Act 1977

19. Council has delegated authority from the Minister of Conservation under section 54(1) of the Act to grant leases over recreation reserve land. This includes leases for buildings associated with and necessary for the use of the reserve for sports and other recreational activities. This delegated authority is relied on for the purposes of granting the three proposed leases.

Reserves Management Plan

20. The Hinds Domain Reserve Management Plan was created under section 41 of the Act. The Management Plan provides for ensures the use, enjoyment, maintenance, protection, and preservation of the Domain as a recreation reserve.
21. The Management Plan requires leases to be granted where organisations have erected a building on the Domain, with these leases to be granted by Council, on recommendation from the Reserve Board. Further, the Management Plan requires any lease must not unreasonably impede or restrict public access to the Domain and associated facilities or be seen as a detriment to rights of the public.
22. The proposed leases are considered to be consistent with the Management Plan.

Financial implications

Requirement	Explanation
What is the cost?	Nil
Is there budget available in LTP / AP?	Not applicable.
Where is the funding coming from?	Not applicable.
Are there any future budget implications?	No, other than providing the Reserve Board will more security around undertaking rent reviews. The Reserve Board can then budget for this lease revenue to be used for the maintenance and improvement of the Domain.
Finance review required?	No, as no financial implications.

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low, not significant.
Level of engagement selected	2. Comment – Informal two way communication
Rationale for selecting level of engagement	The Reserve Board has consulted with individual lessees on the terms of their respective leases. No public notice of these proposed leases is required under the Act, as each of the leases is anticipated by the Hinds Domain Reserve Management Plan.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

Appendix 1: Hinds Domain Plan



16. Rakaia Reserve Board – Leases and Licences to Occupy

Author *Colin Windleborn; Commercial Manager*
GM Responsible *Paul Brake; Group Manager – Business Support*

Summary

- The purpose of this report is seek Council approval for the granting of four long term leases for the Rakaia Domain.
- No formal lease arrangements have been in place for a number of years for the Rakaia Bowling Club Incorporated, Rakaia Squash Club, the Rakaia Pony Club and Rakaia Rugby Club Incorporated. The Rakaia Reserve Board propose that all four are granted long term leases.

Recommendation

- 1. That** Council approves the granting of leases under section 54(1) of the Reserves Act 1977 to the Rakaia Bowling Club Incorporated, the Rakaia Pony Club the Rakaia Squash Club and the Rakaia Rugby Club Incorporated for part of the Rakaia Domain (as contained within Rural Section 41165) for a term of up to 33 years.

Attachment

Appendix 1: Rakaia Domain Plan

Appendix 2: Rentals

Background

Rakaia Domain

1. The Rakaia Domain is a recreation reserve vested in the Ashburton District Council. The Rakaia Reserve Board is responsible for managing the Rakaia Domain on behalf of Council.
2. There are a number of different users of the Domain, including the Rakaia Bowling Club Incorporated, Rakaia Squash Club, Rakaia Rugby Club Incorporated, Rakaia Pony Club, Rakaia Netball Club, Rakai Hockey Club and the Rakaia Soccer/Football Club. These users have occupied the Rakaia Domain for a number of years, without having formal lease or licence to occupy arrangements in place. They have however all been paying rent for their occupation of the Rakaia Domain.
3. It is proposed that four users of the Rakaia Domain (Rakaia Rugby Club, Rakaia Pony Club, Rakaia Bowling Club and Rakaia Squash Club) are all granted long term leases. Granting long term leases gives these parties certainty that they can remain on the Rakaia Domain, given all three own their own buildings on the reserve.
4. The Rakaia Domain is a recreation reserve under the Reserves Act 1977 (“the Act”). The Act places restrictions on the types of activities that can be undertaken on a reserve, with activity predominantly to be linked to a ‘recreation’ type purpose. The Act also places constraints on the types of leases that be granted and the length of such leases.
5. All four proposed leases fall within the types of activities that are considered appropriate to be undertaken on recreation reserve land (section 54 of the Act). Further, the Rakaia Domain Reserve Management Plan anticipates that all four users will continue to occupy the Domain.
6. The Reserve Board does not have delegation under its Constitution to grant long term leases. Therefore, it is proposed that Council (on behalf of the Reserve Board) will grant these leases, subject to obtaining Council approval. Council, as administering authority for the Rakaia Domain, has delegated authority from the Minister of Conservation to grant leases over recreation reserve land under section 54(1) of the Act (by way of delegation dated 1 July 2013).
7. The Netball Club, Hockey Club and Soccer/Football Clubs are being granted a lease for a 5 year term. Council officers have delegation to grant leases for terms of up to 10 years. Therefore, Council approval for these leases is not sought through this report.

8. One of the parameters which determines the length of the lease being offered to clubs is the capital which a group has or needs to invest in infrastructure on the reserve – i.e the more capital invested the longer the term of the lease which will encourage investment and also provides funders of the capital with confidence that their money will provide facilities for a long term.

Proposed Leases

9. The key terms of the proposed three leases are:
 - g. Term: 11 year initial term, with two rights of renewal of 11 years each (as the maximum lease term on recreation reserve under the Act is 33 years).
 - h. Rental: Based on existing rentals set by the Reserve Board:
 - a. Rakaia Rugby Club: \$3500.00 including GST per annum.
 - b. Rakaia Squash Club: \$575.00 including GST per annum.
 - c. Rakaia Bowling Club: \$500 including GST per annum.
 - d. Rakaia Pony Club: \$650 including GST per annum.
 - i. Rent Reviews: Undertaken annually, with rentals set by the Rakaia Reserve Board.
 - j. Outgoings: Paid by respective lessees.
 - k. Maintenance: Lessee's responsibility.
 - l. Expiry of Lease: At the lease expiry (if the lessee does not wish to renew), the parties shall, in good faith, discuss and agree what shall happen to the ownership of the lessee's building/s on the Rakaia Domain. If no agreement can be reached, the parties must go through the disputes resolution process in the lease.
10. Each lessee is given exclusive occupation of the Rakaia Domain for their respective building footprint areas. These building footprint areas are shown in the plan in Appendix 1. Through its lease, Rakaia Rugby Club and Rakaia Pony Club also has use of the grounds on the Rakaia Domain.
11. Outside of their building footprints, the lease terms state the respective lessees cannot limit or restrict the public from using the Rakaia Domain.
12. The Reserve Board has discussed these lease terms with each of the Domain users and the leases are now in a position to be finalised and signed, subject to Council approval.

Options analysis

Option 1 – Approve the granting of the three leases on the Rakaia Domain (Recommended Option)

Advantages

13. This option will ensure formal lease arrangements are finally put in place with the occupiers of the Rakaia Domain.
14. This option also clarifies ownership of buildings on the Rakaia Domain, which gives the respective lessees long term security for their existing occupation. No other uses for the Rakaia Domain have currently been identified. The leases also clarify both lessor and lessee responsibilities, which provides more certainty for all parties.

Disadvantages

15. Granting long term leases ties up the use of the Rakaia Domain for the building footprint areas. The Reserve Management Plan does however anticipate these respective rugby, bowls and Squash Club uses will continue on the Domain.

Option 2 – Decline to grant the three leases on the Rakaia Domain

Advantages

16. Council may wish to decline the granting of these leases and either require the buildings to be removed, or require shorter term leases be granted so as to not tie up the use of the Domain for a 33 year term. This option would provide the Reserve Board and Council more flexibility with the use of the Rakaia Domain.

Disadvantages

17. This option will not resolve the ongoing issue that no formal lease arrangements are in place for occupiers of the Rakaia Domain.
18. Further, as the Reserve Management Plan for the Rakaia Domain anticipates these three users will remain, declining to grant these leases would be inconsistent with the Reserve Management Plan.

Legal/policy implications

Reserves Act 1977

19. Council has delegated authority from the Minister of Conservation under section 54(1) of the Act to grant leases over recreation reserve land. This includes leases for buildings associated with and necessary for the use of the reserve for sports and other recreational activities. This delegated authority is relied on for the purposes of granting the four proposed leases.

Reserves Management Plan

20. The Rakaia Domain Reserve Management Plan was created under section 41 of the Act. The Management Plan provides for ensures the use, enjoyment, maintenance, protection, and preservation of the Domain as a recreation reserve.
21. The Management Plan requires leases to be granted where organisations have erected a building on the Domain, with these leases to be granted by Council, on recommendation from the Reserve Board. Further, the Management Plan requires any lease must not unreasonably impede or restrict public access to the Domain and associated facilities or be seen as a detriment to rights of the public.
22. The proposed leases are considered to be consistent with the Management Plan.

Financial implications

Requirement	Explanation
What is the cost?	Nil
Is there budget available in LTP / AP?	Not applicable.
Where is the funding coming from?	Not applicable.
Are there any future budget implications?	No, other than providing the Reserve Board will more security around undertaking rent reviews. The Reserve Board can then budget for this lease revenue to be used for the maintenance and improvement of the Domain.
Finance review required?	No, as no financial implications.

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low, not significant.
Level of engagement selected	2. Comment – Informal two way communication
Rationale for selecting level of engagement	The Reserve Board has consulted with individual lessees on the terms of their respective leases. No public notice of these proposed leases is required under the Act, as each of the leases is anticipated by the Rakaia Domain Reserve Management Plan.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

Appendix 1: Rakaia Domain Plan



Appendix 2: Rentals

Club	Rental Fee	GST	Total Rental
Rakaia Rugby Club	\$3043	\$456.52	\$3500
Rakaia Pony Club	\$565.22	\$84.78	\$650
Rakaia Squash Club	\$500	\$75	\$575
Rakaia Bowling Club	\$434.78	\$65.22	\$500
Rakaia Netball Club	\$326.09	\$48.91	\$375
Rakaia Hockey Club	\$130.44	\$19.56	\$150
Rakaia Soccer/Football	\$130.44	\$19.56	\$150

17. Mt Somers Hall – earthquake strengthening

Author *Zane Adam, Property Officer*
Activity Manager *Colin Windleborn, Commercial Manager*
General Manager *Paul Brake, Group Manager*

Summary

- The purpose of this report is to request that funding of \$85,000 incl. GST, for the earthquake strengthening work at Mt Somers Hall, be made available so that Provincial Growth Fund approved works and earthquake strengthening may be completed.
- This will allow both projects to run concurrently providing efficiencies of effort and minimise the chance of completed work being damaged or compromised.

Recommendation

- 1. That** Council approves funding of \$85,000 including GST for earthquake strengthening and redecoration of the Mt Somers Memorial Hall in the 2020-2021 financial year to enable provincial growth funded repair and redecoration work to run concurrently; and
- 2. That** funding for the repairs be loan funded.

Background

The current situation

1. A business case requesting \$150,000 in the 2021-22 financial year for the purpose of conducting earthquake strengthening and other required works to the Mount Somers Hall was presented to Council.
2. In the meantime a funding grant of \$89,353.13 plus GST has been made available from the Provincial Growth Fund in order to remove a potentially dangerous brick chimney, replace ceilings, and perform much needed redecoration and remodelling at the hall – i.e paint exterior and front entrance, 2 foyers and toilets, dining room and kitchen interior hall, ceiling and walls, gib meeting room and kitchen, demolish chimney and repair roof, ceiling floor/walls, repair dining room and kitchen.
3. Prices for the earthquake strengthening work have been obtained and \$85,000 including GST is required to complete the strengthening and redecoration - i.e. install additional foundations, remove roof cladding for installation of steelwork, supply and install steelwork, line upstairs/possible asbestos removal and install cover plates to ceilings.
4. For efficiencies to take place it would be prudent to complete both projects at the same time to minimise disruption to the hall users and lessen the chance of completed work being damaged or compromised.
5. Council's consent is requested to bring the business case forward to this financial year to complement the completion of the Provincial Growth Funding work.

Options analysis

Option one – Allow funding to be made available before the current 2021 – 2022 financial year (recommended option)

6. This will mean less disruption to hall operations as both projects will be able to run concurrently.
7. Will enable ADC property team to comply with timeframe requirements of Provincial Growth Fund contract. This would mean the project wouldn't need to be conducted in two separate parts meaning a far more efficient project and minimised disruption to hall users and the local community.

Option 1–Allow funding to be made available before the current 2021 – 2022 financial year.	Advantages	Disadvantages
	<ul style="list-style-type: none"> The work can be undertaken concurrently with the PGF work. 	<ul style="list-style-type: none"> May need to redecorate or rehabilitate work if need to complete earthquake strengthening work.
	Risks <ul style="list-style-type: none"> Financial as it will cost more to undertake work twice. 	

Option two – Continue to fund the project in 2021-22 through the Long-Term Plan 2021-31 (status quo)

8. ADC staff managing the project will have difficulty in meeting the requirements of the Provincial Growth Fund contract and associated timeframes meaning a much longer project.
9. This will mean a longer overall timeframe on the project resulting in longer than required disruption to the operating activities at the hall.

Option 2 – Continue to fund the project in 2021-22 through the Long-Term Plan 2021-31 (status quo)	Advantages	Disadvantages
	<ul style="list-style-type: none"> Funding will be in next financial year 	<ul style="list-style-type: none"> May need to redecorate or rehabilitate work if need to complete earthquake strengthening work.
	Risks <ul style="list-style-type: none"> Financial as it will cost more to undertake work twice. 	

Legal/policy implications

Provincial Growth Fund

10. There is an opportunity to utilise the funding which has been made available from the PGF fund in conjunction with the earthquake strengthening work.
11. The Building Act requires strengthening of buildings above 34% NBS with both programmed works ensuring the building will meet this standard.

Financial implications

Requirement	Explanation
What is the cost?	Quote received for work of \$63,000 + 15% Contingency + GST = \$83,317 in additional PGF are funding \$89,353.13 plus GST
Is there budget available in LTP / AP?	No. A business case for \$150,00 has been prepared for the 2021-22 financial year through the LTP 2021-31 process
Where is the funding coming from?	Loan funded
Are there any future budget implications?	No. If the recommended option is supported work will be completed in 2020-21
Reviewed by Finance	Rachel Sparks, Finance Manager

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Level of engagement selected	2. Comment
Rationale for selecting level of engagement	If the recommended option is supported, Council officers will work with the Mt Somers Hall Committee for the renovation project.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

18. South Rakaia Bach Owners Association – emergency siren funding

Author *Clare Harden, Community Administration Officer*
GM Responsible *Steve Fabish Group Manager Community Services*

Summary

- The purpose of this report is to consider the funding request from the South Rakaia Bach Owners' Association from the Council discretionary fund.
- The South Rakaia bach owners need to replace the emergency siren.

Recommendation

- 1. That** Council approves funding of \$5,000 from the discretionary grant fund for the South Rakaia Bach owners to replace the emergency siren.

Background

The current situation

1. The South Rakaia Bach owners Association (SRBOA) have written in requesting monies from the Ashburton District Council for replacing the emergency siren.
2. 15 years ago SRBOA procured and completely restored an old emergency siren for use at the South Rakaia Huts settlement. They felt this was necessary to protect residents and home owners from the range of potential events that could impact the settlement and require alerting our people. The siren has become impacted by the harsh environment and is no longer working. The association have had it checked and it is not able to be repaired. South Rakaia Huts are now without an emergency siren.
3. The Association have been working through updating their Emergency Management Plan with James Lamb from ADC - this has been most helpful given his recent similar process with the Hakatere settlement area and their Emergency Plan. This process has highlighted/re-confirmed the ongoing need for an emergency siren to warn residents and any members of the public (e.g. those using the ADC camping ground facilities etc).
4. The SRBOA appreciate this request falls outside of the grants calendar timing; however they are not in a position to wait until the next round of funding due to the emergency nature of the siren.

Options analysis

Option one – Agree to the Request

5. This would allow the implementation of new emergency siren for the South Rakaia Huts. This is the recommended option

.

Option two – Decline the Request

6. This will result in the Association having to find funds of \$5,041.83 this may take longer leaving residents at risk. This not the recommended option.

Legal/policy implications

Community Grants and Funding

7. The grant aligns with the Community Grants and Funding Policy. The SRBOA have received funding from the Ashburton District Council for:

School holiday programmes 2016 to 2020 = \$2,175

Heritage Grant 2019 = \$7,000

Biodiversity 2018 \$5,000

8. All reporting for the previous grants is up to date. The SRBOA will be expected to report back with receipts within 12 months, in line with the other community grants.

Financial implications

Requirement	Explanation
What is the cost?	\$5,000
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Council discretionary grant
Are there any future budget implications?	Yes, this will use the total of the discretionary grant for the 2020/2021 Year.
Reviewed by Finance	Not required and this is an approved fund.

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low, not significant
Level of engagement selected	<ol style="list-style-type: none">1. Inform – one-way communication4. If Council supports the recommended option, the community will be informed of the grant allocation via the Council's website. <p>○</p>

19. Services provided over Christmas and New Year 2020-21

Author	<i>Sarah Mosley, Manager People & Capability</i>
Activity Manager	<i>Sarah Mosley, Manager People & Capability</i>
Manager responsible	<i>Hamish Riach, Chief Executive</i>

Summary

- The purpose of this report is to inform elected and community members of the services provided by Council over the Christmas - New Year period.
- The Executive team has confirmed the dates and hours of operation over this period. In doing so, they take into account both the demands on our services at this time of year and the mutual benefit to Council and its employees in taking Annual Leave over this period to spend with family and friends.
- All phone calls to Council continue to be answered by our service provider (Timaru Answering Service – TAS), who then forward urgent matters onto assigned/on-call employees. No concerns have ever been raised about reducing our hours of operation/capacity over this period.
- The Administration building will follow custom and practice, and close down at 1pm on Christmas Eve, with the building reopening on Tuesday 5 January 2021. The Museum, Library, EA Networks Centre, Tinwald Pool, and Open Spaces will operate reduced hours with appropriate levels of employees during the Christmas – New Year period (see Appendix 1).

Recommendation

- 1. That** Council receives the report.

Attachment

Appendix 1: Table of operating hours

Background

Previous Council decisions

1. Management's processes and measures to manage customer demands over this period have been well tried and tested over many years. Accordingly, this report has always been received by Council.

Interested and affected parties

2. As the decision for reduced hours over the Christmas - New Year period follows custom and practice, and adheres to contractual and legislative provisions, employees have been advised of the changes. If a change to our custom and practice or contractual terms was proposed, we would have consulted with employees first.

What do others do?

3. Operating reduced services over the Christmas – New Year period is very similar to the approach most other councils follow nationwide. However, some councils 'gift' the 3 days between Christmas & New Year in addition to an employee's Annual Leave. Our Council does not currently do this, however we do 'gift' early finishes on Christmas and New Year's Eve.

Details

4. The Administration building will close at 1pm on 24 December and full services will commence at 8.30am on 5 January 2021.
5. Open Spaces will operate as normal with the exception of a 1pm close 24 December and 31 December. Employees in core cleaning roles will continue to perform their duties every day, with other team members either electing to take Annual Leave or working on 29-31 December. The Open Spaces depot will be closed on all public holidays (actual and observed).
6. The Library will close at 5pm on 24, 29, 30 and 31 December and will be closed on public holidays (actual and observed). Sunday hours remain the same during this period, with normal hours resuming on 5 January 2021.

7. The Museum will be closed on all public holidays (actual and observed), with normal operating hours (10am – 4pm) on the remaining days throughout the Christmas and New Year period, except for Sunday 27 December and 3 January when the Museum will operate with reduced hours.
8. The EA Networks Centre will be closed on 25 December and 1 January, with public holiday opening hours (10am – 5pm) on 26 and 28 December, as well as 2 and 4 January 2021. They will close early on 24 and 31 December (3pm) and 29 and 30 December (5pm). Sunday hours remain the same and normal hours for the whole facility will resume on 5 January 2021.
9. The Tinwald Swimming Pool will be closed on 25 December and operate with an early finish of 5pm on 24, 31 December and 1 January. Otherwise the pool will be open from 12 – 7pm daily.

Legal/policy implications

Legislation and Contractual Obligations

10. Given the changes in the days and hours of operation across Council, employees affected by a closedown have traditionally been provided with notice well in excess of legislative requirement ([s32 Holidays Act](#)).
11. All employment agreements contain provisions about closedowns (where appropriate), and public holiday entitlements (if an employee is required to work, be on-call or receives a day of leave as per the Holiday's Act).

Financial implications

Requirement	Explanation
What is the cost?	<p>Council will gift the difference between the normal and reduced operating hours to employees with standard working hours, subject to them not taking leave on this day.</p> <p>Benefits of operating a closedown period of the Administration building are a reduction in both operating costs and Council's leave liability.</p> <p>A reduction in employee morale would likely occur if our custom and practice of closing early on Christmas Eve and New Year's Eve did not continue where it had previously.</p>
Is there budget available in LTP/AP?	Operating budgets take into account the financial requirements of this period.
Where is the funding coming from?	Operating budgets.
Are there any future budget implications?	No
Finance review required?	No

Significance and engagement assessment

Requirement	Explanation
Is the matter considered <i>significant</i> ?	No
Level of significance	Low
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	Council will communicate our operating hours over the Christmas – New Year period in the coming weeks to our community via various mediums.
Reviewed by Strategy & Policy	No

Date	Tinwald Pool	EA Networks Centre	Museum	Ashburton Public Library	Open Spaces	Administration Building
Thursday 24 December	5pm Close (Normal 7pm)	3pm Close (Normal 9pm)	4pm Close (Normal 4pm)	5pm Close (Normal 8pm)	1pm Close (Normal 4.30pm)	1pm Close (Normal 5pm)
Friday 25 December PUBLIC HOLIDAY	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
Saturday 26 December PUBLIC HOLIDAY	12pm to 7pm (Normal hours)	10am to 5pm	CLOSED	CLOSED	-	-
Sunday 27 December	12pm to 7pm (Normal hours)	7am to 7pm (Normal hours)	1pm to 4pm	1pm to 4pm (Normal Hours)	-	-
Monday 28 December (Public Holiday Observed)	12pm to 7pm (Normal hours)	10am to 5pm	CLOSED	CLOSED	CLOSED	CLOSED
Tuesday 29 December	12pm to 7pm (Normal hours)	5.45am to 5pm	10am to 4pm (Normal Hours)	9am to 5pm	7.30am to 4.30pm (Normal Hours)	CLOSED
Wednesday 30 December	12pm to 7pm (Normal hours)	5.45am to 5pm	10am to 4pm (Normal Hours)	9am to 5pm	7.30am to 4.30pm (Normal Hours)	CLOSED
Thursday 31 December	12pm to 5pm	5.45am to 3pm	10am to 4pm (Normal Hours)	9am to 5pm	7.30am to 1pm	CLOSED
Friday 1 January PUBLIC HOLIDAY	12pm to 5pm or as numbers dictate	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
Saturday 2 January PUBLIC HOLIDAY	12pm to 7pm (Normal hours)	10am to 5pm	CLOSED	CLOSED	-	-
Sunday 3 January	12pm to 7pm (Normal hours)	7am to 7pm (Normal hours)	1pm to 4pm	1pm to 4pm (Normal Hours)	-	-
Monday 4 January (Public Holiday Observed)	12pm to 7pm (Normal hours)	10am to 5pm	CLOSED	CLOSED	CLOSED	CLOSED
Normal hours resume	Saturday 2 January	Tuesday 5 January	Tuesday 5 January	Tuesday 5 January	Tuesday 5 January	Tuesday 5 January

20. Mayor's Report

1. Local Government New Zealand

- **Zone 5 & 6**

The LGNZ Zone 5 & 6 Conference was held, for the first time in Ashburton, on 15/16 October 2020 and was attended by myself and Deputy Mayor Liz McMillan, along with Crs Carolyn Cameron, Lynette Lovett, Diane Rawlinson, Stuart Wilson and CE Hamish Riach. This conference was originally scheduled for March but was postponed due to Covid.

There was a good mix of Mayors, Councillors and Chief Executives in attendance and it was a good opportunity to catch up with them all as many had not had contact since November 2019.

Of particular interest was the bus trip to the MAR site which gave the attendees a good idea of what is trying to be achieved with this project. It proved very thought provoking for many as a way of doing something to solve a problem with water that was established up to 100 years ago.

The district was well showcased and of particular note was Lake Hood. The attendees were very impressed with the whole settlement, with many commenting that they had never visited the area before and some didn't know of its existence.

Presentations were given on:

- National Council reporting
- Tourism
- Central and Local Government partnerships
- 3 Waters
- RMA review
- Economic update
- Transport

Councillors have commented on the value of elected members being able to share experiences of similar issues councils face through attending conferences such as this. Their observations from the sessions they participated in are reported below:

- Brad Olsen from Infometrics presented on the impact of Covid on the New Zealand economy. It is satisfying to see that our local economy is holding up as well, if not better, than much of the rest of New Zealand.
- Local leadership is going to become more and more important as we embark on life post-Covid and endeavour to rebuild our local economies and ensure that Council is available to support cultural, environmental, economic and person well-being in Ashburton.
- Tourism and South Island destinations. A chance to reboot and rethink the industry. Experiences and quality versus numbers.

- The Department of Conservation presented on Tourism and Conservation. Their new vision was announced as ‘protect, connect and thrive’. There was no mention of new infrastructure in parks e.g. toilets.

The comment was made that we all need to work together for the greater benefit of the country and focus on New Zealand citizens for the next several years as overseas travellers will need to gain confidence to travel.

- 3 Waters - one comment that came through was “don’t tell us what to do, let us do it our way and in time to meet requirements”. It was suggested that a “one size approach” does not suit all. The timeframe for this project is very short and there’s not enough time for councils and the public to absorb this information, collect data or undertake public consultation. These are our assets and if we lose our asset base how do we borrow money in the future. There seems to be too many unknowns, what is the future role for local government and Councils if our assets are taken off us?
- Transport - there is not enough money in the system for roads. The focus is on safety, travel, economic and climate change. The three speakers from KiwiRail outlined the forward programme.
- Rural vs urban - their different needs, ideas and issues. There’s a concern that councils need to be funded appropriately to fulfil the role and to function.
- Social media – ongoing concern about the impact on private and professional lives of elected members and council staff, especially around election time if there’s bad press and bias. The expectation is this will get worse.
- It seems central government has lost appreciation and connection. Local government needs a stronger voice in Parliament for decision-making and policy. Central government policy is often not practical, workable and not reflecting community needs.
- Gary Kircher, Mayor of Waitaki District, suggested that LGNZ should be able to work more with central government rather than just being the service provider is inspirational but would not be easily achieved.
- The transport session was informative and the value of having speakers from Christchurch Airport, Lyttelton Port Co, KiwiRail and NZTA provided some interesting learnings around the four modes of transport. It is pleasing to learn that they have started to collaborate their ideas, as they are the transportation network providers to the entire South Island.
- Marie Black, Mayor of Hurunui District, made a good comment by saying that in regard to Freshwater NPS, councils should think slow, pause and then engage and educate our communities to ensure understanding.
- The Friday morning session with Lyttelton CEO, KiwiRail Manager, and Jim Harland NZTA, was very valuable and informative. They all had a great vision for their particular area of responsibility and are promising to work together – hopefully this will come to fruition. Jim provided interesting statistics in regard to freight movement in the South Island, rail – 7%, shipping – 1% and road – 92%. This shows why our roads struggle to handle the volume of heavy trucks and what a big challenge KiwiRail have to provide a more feasible option.
- MBIE advised our spending has changed – more food and DIY supplies.
- Domestic tourism is sitting at 60%.
- Future of local government is a concern – LGNZ to keep us informed.

2. Rangitata Election Results

Congratulations must be extended to our new MP for the Rangitata electorate, Jo Luxton, who was successfully elected in the parliamentary elections. We did have the pleasure of having two MPs representing our district last term and building up a close working relationship with Jo will be one of my focusses going forward.

3. Canterbury Water Management Strategy Regional Committee

Councillor Angus McKay attended the Canterbury Water Management Strategy Regional Committee meeting on 6 October. Cr McKay has reported on the discussions held on options being considered to refresh the CWMS and the intention to transition the committee to a smaller advisory panel. The panel would monitor progress of the implementation of the CWMS across the Canterbury region and provide advice to Environment Canterbury on regional issues associated with the implementation of the CWMS with regular reporting to the Mayoral Forum (in addition to Environment Canterbury)

The size of the committee is reduced by removing Zone Committee and Territorial Authority members, with the expectation this will ensure more support from Environment Canterbury for cross-zone committee engagement through regular Zone Committee Chair and Deputy forums. In addition there would be more invitations issued to Zone Committees for joint field trips, meetings and community engagements.

4. Community Honours Awards

The 2020 Community Honours Awards, which recognise the contributions and achievements of individuals and organisation in our district, have been awarded.

The Mayor's Award for Public Service is an award given to people who have made a significant and sustained contribution to the district. The Award recognises the recipients as stewards of the district and as people of special note.

This year there are five recipients:

- John Fleming – John was recognised for his contribution to the Ashburton District, in particular the Lismore and Mayfield districts.
- Maxine Hooper – contribution to the Ashburton District, in particular to Riding for Disabled and Community House Mid Canterbury
- Robin Kilworth – contribution to the Ashburton District.
- David McKimmie – contribution to the Ashburton District, in particular the Dorie and Rakaia districts.
- Darryl Nelson – contribution to the Ashburton District.

There were three recipients of a Civic Award. This award is given to recognise substantial service, usually of a voluntary nature or beyond normal employment, benefiting the Ashburton District and its people.

- Litter-Free Ashburton – contribution to litter collection and keeping Ashburton tidy
- Yvonne Lister – contribution to the Ashburton District
- Judy Skevington – contribution to social services.

I was thrilled with the high calibre of the nominations for this year's awards. It is such a pleasure to see all of the hard work happening in our community, thanks to the selfless efforts of volunteers who carry out their duties in a very humble manner. They are all very worthy recipients. A presentation ceremony will be held on Friday 30 October, commencing 2pm at the Ashburton Trust Event Centre.

5. Outward Bound Scholarship

The Mayors' Taskforce for Jobs (MTFJ) and Outward Bound have partnered to provide mayors across New Zealand the opportunity to nominate youth for Outward Bound scholarships. The MTFJ identified the importance of developing 'soft skills' when it comes to increasing the employability of young people. Skills such as communication, resilience and team work are what employers are looking for when hiring young people. These skills can't always be taught in the classroom and that's where Outward Bound and different community providers can play a critical role in the transitions of young people.

I was pleased to be able to support the nomination for Zoe Clulee, a Year 11 student at Mt Hutt College and our district's scholarship recipient. I look forward to hearing Zoe share her experiences as an Outward Bounder following her recent participation in the "Mind, Body & Soul" course.

6. Meetings

Below is the Mayoral Calendar, since the last Mayor's report:

September 2020

- 28 September: Methven Community Board
- 28 September: Sir John Hansen – Chair, Canterbury District Health Board with Canterbury Mayors (via Zoom)
- 28 September: Lions Club of Ashburton Pakeke
- 29 September: David Geddes and Grant Reith with CE Hamish Riach
- 29 September: Library and Civic Centre – tender evaluation

October 2020

- 2 October: Hokonui radio interview
- 2 October: Community Honours Awards – evaluation committee
- 2 October: Hekeao Hinds Water Enhancement Trust
- 2 October: ADC Bite Night Reimagined
- 5 October: Eastfields Investments Committee and AGM
- 5 October: Baring Square East Planning Workshop
- 5 October: Federated Farmers
- 6 October: RDR Board Meeting and AGM
- 6 October: Rotary Club of Ashburton
- 7 October: Ashburton Art Gallery – Hakatere Ceramic and Pottery Elements Exhibition opening
- 8 October: Community Services, Environmental Services, Infrastructure Services meetings
- 8 October: ADC Extraordinary Council meeting
- 8 October: Ashburton Cemetery extension official opening
- 9 October: Rakaia Salmon Site facilities official opening
- 9 October: Jasaiah Claydon-Wade – TUIA representative
- 9 October: Richard McArthur – Pendarves Fire Brigade 25 year gold star presentation
- 12 October: BCI/Ashburton Community Water Trust
- 12 October: Community Trust Mid and South Canterbury AGM
- 13 October: Council Workshop
- 14 October: M. Bovis Advisory Group
- 14 October: Megan Hands with CE Hamish Riach

- 14 October: Ashburton Art Gallery Christmas Card competition judging
- 14 October: Covid 19 Economic Recovery Group
- 14 October: LGNZ Zone 5 & 6 Conference Welcome Dinner, Ashburton
- 15/16 October: LGNZ Zone 5 & 6 Conference, Ashburton along with Crs Cameron, Lovett, McMillan, Rawlinson and Wilson and CE Hamish Riach
- 19 October: Airport Authority Subcommittee
- 19 October: Council Activity Briefings
- 19 October: LTP Workshop
- 19 October: Ashburton Society of Arts 56th Annual Exhibition
- 22 October: Chairing and Meeting Processes training – Mayor and Councillors
- 24 October: Diwali/Festival of Lights Celebrations
- 27 October: Bernice Marra – CDHB, Manager Ashburton Health Services
- 27 October: Ashburton Waters Management Zone Committee
- 29 October: Council Meeting
- 29 October: Sir John Hansen – Chair, Canterbury District Health Board with Canterbury Mayors (via Zoom)
- 29 October: Presbyterian Support AGM
- 29 October: Advance Ashburton AGM

Recommendation

<p>That Council receives the Mayor's report.</p>

Neil Brown
Mayor