

Council Activity Briefings

Date: Wednesday 10 February 2020
Time: 9.30am-12pm
Venue: Council Chamber
137 Havelock Street, Ashburton

Attendees:

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

Executive Team:

Chief Executive	Hamish Riach
GM Business Support	Paul Brake
GM Community Services	Steve Fabish
GM Infrastructure Services	Neil McCann
GM Strategy & Compliance	Jane Donaldson
Manager People & Capability	Sarah Mosley

3 February 2020

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1. Community Services

1.1 EA Networks Centre

Learn to swim

The Learn to Swim programme is gearing up for a busy term one with approximately 800 registrations for lessons leading into the term. The Learn to Swim team has welcomed a few new team members for this term. As a result, the team has undertaken training over the holiday period and will continue with team training into the term. A Coastguard Boating Water Safety programme was held in January. The programme was very well received by the community, developing and building on life skills in open bodies of water.

Gym

A programme titled “New Year New You” has begun focusing on helping members and non-members with their new year’s resolutions and a healthier 2021. This programme works with a body scanning company, nutritionist and other support services to help members achieve their goals. The programme has been well taken up and is fully booked.

The end of 2020 boot camp was successful and fully booked once again. A new boot camp programme will kick off in February. Interest is being expressed by several sports teams for pre-season fitness support including the Ashburton College First XV rugby team.

Aquatics

The aquatics team has undertaken recent upskilling, which included emergency medical scenario training in the facility. This type of training is designed to emulate real-life emergencies, giving the participants practical opportunities to implement their skills. The team has also refreshed their first-aid and oxygen delivery training. This training has provided new skills to the team and built their confidence to keep the customer safe and provide care when needed.

The Tinwald Pool continues to prove popular – particularly on the exceptionally recent hot days.

Throughout the month of December the Aquatics team hosted a large number of school end of year parties, which resulted in pool attendance numbers increasing for the month in comparison to the previous year. This trend has continued into January with the school holidays and additional inflatable and activity days in the pool.

Recreation events and stadium

The summer holiday programme has proven to be popular again, with its highest booking numbers to date. A wide range of activities were completed including kite colouring and giant kites, trips to Geraldine and Christchurch, visits to the Plains Museum and an array of recreational and sporting activities.

The stadium inflatable is continuing to be popular along with a high level of casual users shooting hoops.

The stadium hosted a NZ Netball camp for 25 aspiring secondary school netballers. The camp stayed at the Tinwald Campground Lodge and used the aquatic facilities at the EANC for recovery. The feedback received is that NZ Netball were very pleased with the facilities and will consider as well as promote EANC for future camps and events.

General

LED Lighting is being installed in the stadium in the first week of February which will result in a more consistent lighting and reflections outcome for stadium users. The project will take 5 days to complete.

1.2 Library

Children's Library

A Christmas craft week beginning 18 December included activities including making festive pompoms, Christmas cards and gift bags. These sessions were well attended, with 35 children and 15 parents to one event. On 18 December an evening family Christmas storytime was held, with music provided by Lanae and Bruce Hill.

Throughout the holidays we have been running the Burty Challenge, which engages children with the different Council recreational facilities. This has been popular. It finished on 31 January.

123 entries have been received for the children's library I-Spy competition, a static activity involving identifying items in a display case.

The Summer Reading Challenge finished on 27 January, with a celebratory party and games, and a prize draw for the readers who had taken part in the programme. Reading 20 books gained a small prize, and an entry in the prize draw for one of 10 Whitcoulls book vouchers worth \$25. There were 82 entries in the draw, representing 1640 read by the children entering the challenge over the holidays.

New Zealand Libraries Partnership Programme

The first two staff appointed under this National Library programme arrived on 25 January, and have begun training. In their first few weeks they will concentrate on Council corporate and library services, after which they can focus more on their specific roles of Digital Access and Community Engagement Co-ordinator.

1.3 Museum

Sharing collections

The museum has continued to be busy over the summer with our exhibitions and programmes.

We have been pleased to be able to share local film footage as part of our Reel Life of Ashburton Exhibition. To date we have shown the Regent Theatre's last days, Mulligan Family of Maronan film footage of farming life, The Snowline is their Boundary and On the Move – Church of Christ move to Trotts Garden, all from the Museum Archive with more planned. Activities developed by staff have been tailored in conjunction with the film and theatre theme and have proved very popular with our summer visitors.

Research queries for a wide range of assorted groups continued to keep the Archives Officer busy in the research room, a number from visitors passing through Ashburton on holiday who use the opportunity to research family and local history.

Caring for collections

Object collections staff with the aid of a summer student have made good progress in the assessment of objects awaiting for acceptance into the collection. Those items not accepted are being returned to donors with an explanation letter.

Archives have received a large panoramic photo of Ashburton High School site including pupils. This has been scanned in sections, saved and processed into the collection. Other smaller items continue to arrive for assessment.

Burty Challenge

The format of this summer's Burty Challenge changed to reward participants in smaller achievable steps, while finishing all tasks puts them into the big prize draw. This has been a popular holiday programme once again to encourage children and families to get out exploring our Council facilities and fun way to enjoy their summer holidays. Challenge venues this year have included Tinwald Domain, Tinwald Pool, Ashburton Museum, Library, Domain and EA Networks Centre and concludes on the 31 January 2021

Holiday Programmes

The annual Santa Hunt opening night in December once again attracted a large crowd of happy families with torches and a plan to find the 38 Santa's helpers. Santa Hunt fever has continued to into the New Year with many families and visitors enjoying the hunt with varying degrees of success and determination.

Public book in programmes were well supported.

1.4 Open Spaces

Biodiversity

A lizard management plan and wildlife permit has been submitted to the Department of Conservation for the proposed motorcycle track at Ashton Beach. Some weed control work has also been undertaken in the fenced biodiversity area.

Weed and pest control work has also been completed at Lake Camp. The reserve area between the huts at Lake Clearwater has also been tidied up with trees lifted or removed and the area mowed to reduce fire risk.

Parks and Reserves

Mowing staff have been busy trying to keep up on top of a great grass growing season. A recent wind event caused some damage to trees.

A large number of young street trees located on the median strip along Walnut Ave, Ashburton were either destroyed or damaged by what appears to be a 4WDS.

Ashburton Domain

Closure of the Ashburton Domain aviary (Project 4 Ashburton Domain Development Plan) is on track for the end of March with the subsequent removal of the buildings scheduled for the end of April 2021.

Open Spaces are in the process of engaging a project manager to assist with Project 5 – new entry and access road (Project 5).

Vandals managed to destroy the vehicle gate at the top end of the Ashburton Domain carpark.

Public conveniences

The delivery date for the new toilets at Wakanui Beach and Bowyers Stream have been pushed out until March/April 2021 due to manufacturing delays.

1.5 Economic Development

Economic Development Group

Focus has been on evaluating the Economic Development (ED) activities and their alignment with the ED strategy. This has involved mapping the activities against the strategic pillars within the strategy, and identifying areas where value can be added, and strengthen the linkage between the activities and the strategy.

Economic Impact Analysis

The economic impact report was presented to Council and it was accepted. After much discussion, it was agreed that a follow up report should be commissioned. Council agreed that the follow up report should focus on the freshwater soluble nitrate issue.

Youth Council

There are 15 Youth Councillors for 2021, two induction sessions were held in January. AYC 2021 are made up of a mix of ethnicities, ages from 12 to 23 years, Mt Hutt College, Ashburton College, Ashburton Intermediate School, correspondence school and full time employment.

Welcoming Communities

Four new councils have joined the existing group of ten councils participating in Welcoming Communities across New Zealand. The new councils are; Hamilton City, Horowhenua District, Central Otago District and Queenstown Lakes District.

In collaboration with stakeholders, development of a new Welcoming Plan is underway. The new Welcoming Plan is being developed with the intention of the Council applying for 'Advanced' accreditation status from MBIE and with stronger links to Council's Economic Development Strategy, particularly in terms of labour force attraction and retention.

My Next Move Mid-Canterbury

Nigel Latta has been confirmed for the Youth and Careers Exchange in May. This event is the first in a sequence of events aimed at increasing the information exchanged between youth, parents and employers. Funding of \$9,000 from the Ministry of Education has been obtained to support the event.

1.6 Memorial Halls and Reserve Boards

Playground audit

A playground audit that was contracted by the Council for all playgrounds in this area has now been completed. This is being taken to each reserve board to discuss the issues raised on each playground and the next steps. We are also looking into the best way to manage this process. For this we are working with Open Spaces and the relevant reserve board to get feedback.

Pool audit

A pool audit is currently underway on all Council owned pools. This will give the Council an indication on what the needs will be over the coming years to keep these pools available to our community.

Ealing reserve

Ealing Hall property transfer has now been completed. A meeting of the Society and Reserve Board will be scheduled in the coming months to wind up the Society and move forward as a reserve board. Thank you to the Ealing Hall & Library Society and the Reserve Board for all their hard work to get to this point.

Mayfield reserve

The Mayfield pool developed major leaks just before Christmas; this combined with the Mayfield water reserves dropping prevented the committee from keeping the pool topped up from the town supply. The Mayfield Pool Committee tried to fix these leaks with a special epoxy when the pool was full. This was not successful and the committee ended up having to empty the pool to complete the repairs. The committee was able to contact Fonterra and get support from them to re-fill the pool. This was a massive undertaking by Fonterra and the committee needing five tanker loads to complete the job. We are very thankful to the Mayfield Swimming Pool Committee for the work they have put in over the last month; this has been no mean feat. Also thanks and appreciation to Fonterra for the support to re-fill the pool with water that would have otherwise been unattainable.

Reserve activity plans

Reserve activity plans are being developed to gain an understanding of who does what at each reserve, along with lease and insurance information. This will give Council and the reserves boards greater understanding of the work flow at each reserve.

Ruapuna reserve

The Ruapuna Reserve Board have developed an online pool registration. This has been working well for the Board and community. It is hoped this will bring in more income to the reserve and removes the struggles and issues that they have experienced with pool keys and manual registration.

Seafield hall

The Provincial Growth Fund project of cladding the Seafield Hall is now complete. Special thanks to Chris Keenan, the Reserve Board and the Property team for getting this project completed. Planning is now underway for the painting of the hall.

Tinwald reserve

Tinwald Reserve have added a new BBQ to the camp ground. Bookings are coming back for March and the next few months look to be busy with group bookings. A highlight for the camp managers has been hosting the NZ Netball development camp at the Lodge.

Mt Hutt hall

Mt Hutt Memorial Hall is benefiting from a new staff initiative to lease out small retail areas. This has increased the income for the i-Site space and is working well.

Mt Hutt and Mt Somers are underway with their Provincial Growth Fund projects.

2. Strategy & Compliance

2.1 Building Services

Building consents/amendments

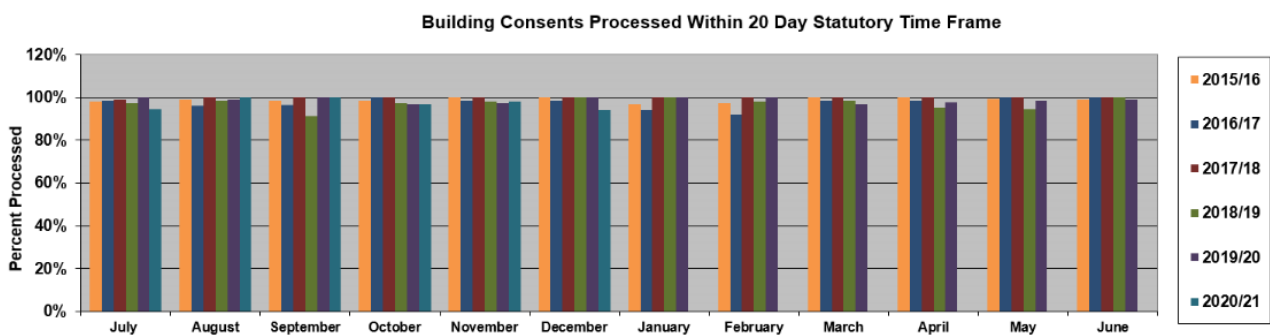
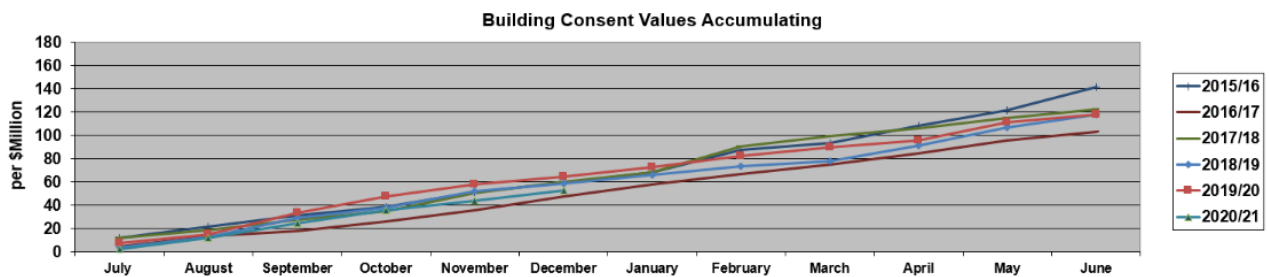
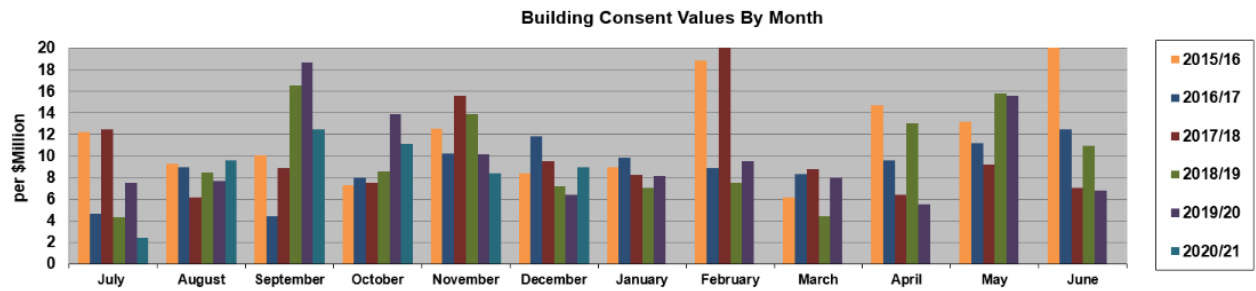
Month	Building Consents Received	Building Consents Received YTD	Building Consents Issued	Building Consents Issued YTD	% Processed within 20 Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
Jul	71 (77)	71 (77)	51 (71)	51 (71)	94.1%	311 (2)	98.8%
Aug	46 (48)	117 (125)	66 (51)	117 (122)	100%	330 (2)	100%
Sep	65 (48)	182 (173)	41 (37)	158 (159)	100%	261 (2)	100%
Oct	45 (42)	227 (215)	50 (46)	208 (205)	96%	249 (2)	100%
Nov	60 (46)	287 (261)	44 (49)	252 (254)	97.7%	284 (2)	100%
Dec	45 (33)	332 (294)	40 (35)	292 (289)	92.5%	222 (3)	100%

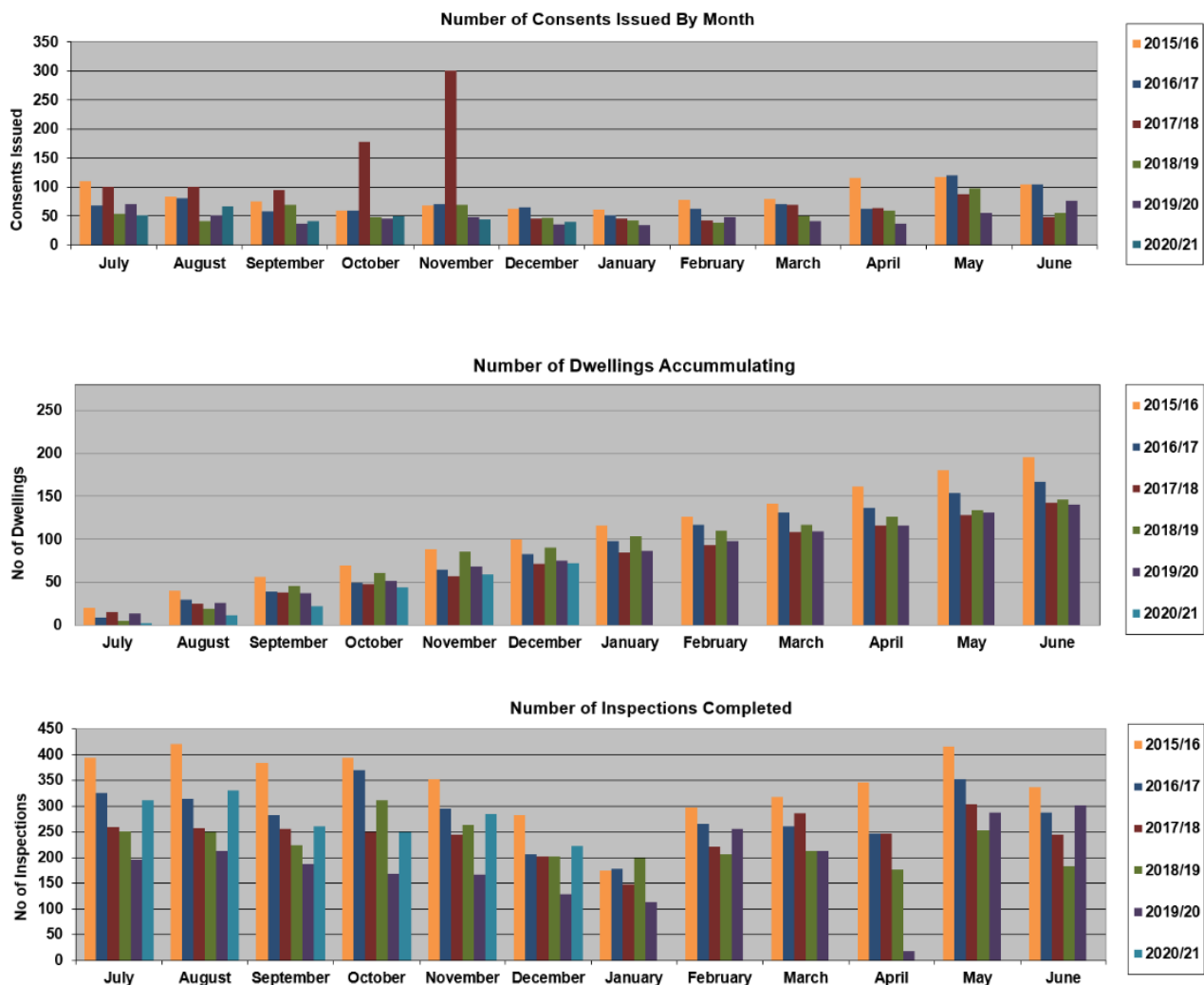
Note: figures in brackets are for the corresponding month the previous year

Month	BC Value of Work Received	BC Value of Work Received YTD	BC Value of Work Issued	BC Value of Work Issued YTD
Jul	\$6,314,658 (\$9,342,323)	\$6,314,658 (\$9,342,323)	\$2,439,526 (\$7,542,127)	\$2,439,526 (\$7,542,127)
Aug	\$7,326,623 (\$7,294,390)	\$13,641,281 (\$16,636,713)	\$9,576,211 (\$7,719,745)	\$12,015,736 (\$15,261,872)
Sep	\$19,133,403 (\$14,919,147)	\$32,774,683 (\$31,555,860)	\$12,506,942 (\$18,699,431)	\$24,522,678 (\$33,961,303)
Oct	\$52,632,650 (\$12,252,808)	\$85,407,333 (\$42,964,668)	\$11,122,222 (\$13,940,033)	\$35,644,901 (\$47,901,336)
Nov	\$15,828,544 (\$8,980,066)	\$101,417,067 (\$51,944,734)	\$8,397,120 (\$10,157,602)	\$44,042,021 (\$58,058,938)
Dec	\$21,338,010 (\$10,466,708)	\$122,755,077 (\$62,411,442)	\$8,950,562 (\$6,392,402)	\$52,992,583 (\$64,451,340)

Note: figures in brackets are for the corresponding month the previous year

Month	Building Amendment Received	Building Amendment Received YTD	Building Amendment Issued	Building Amendment Issued YTD	% Processed within 20 Days
Jul	24 (22)	24 (22)	22 (23)	22 (23)	100%
Aug	27 (27)	51 (49)	21 (29)	43 (52)	100%
Sep	13 (25)	64 (74)	20 (21)	63 (73)	100%
Oct	16 (29)	80 (103)	16 (21)	79 (94)	100%
Nov	15 (19)	95 (122)	14 (25)	93 (119)	100%
Dec	14 (16)	109 (138)	11 (19)	104 (138)	100%





2.2 Civil Defence Emergency Management

During December the Council's new VHF Radio repeater on Mt Hutt was commissioned by Signals NZ Ltd. The new radio repeater is now accommodated in the Canterbury CDEM Radio Hut on Mt Hutt. The original radio repeater will be decommissioned and removed from the Phillip Waring Hut. There is a cost saving for the Council as Canterbury CDEM Group will not charge ADC for accommodation and power.

The EMO and FENZ representatives completed a draft emergency plan for the Lake Clearwater Hut Holders Association before the Christmas break. This plan was discussed at the Hut Holders annual meeting on 2 January. Once accepted by the Hut Holders Association the plan will be published and each holiday bach will receive a copy.

The EMO & Welfare Manager met with the Canterbury CDEM Group Welfare Manager to discuss the development of an Animal Welfare plan. As there is currently no established protocols for animal welfare management in Canterbury it was decided to expand this meeting to include all TAs. A workshop will now be held on this matter at the next EMO forum on 17 February 2021.

2.3 Alcohol Licensing

Breakdown of licensing activity for the reporting period is as follows:

Month	On/OFF/Club new applications	On/OFF/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
August	0	1	6	14	1
September	0	1	7	15	2
October	2	2	6	17	1
November	2	0	8	11	0
December	0	0	0	10	0

2.4 Animal Control

Breakdown of animal control activities for the reporting period is as follows:

Month	Dogs currently registered	Known unregistered dogs	Percentage of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
August	5972	949	84%	3	9	1	1	5	10
September	6126	738	88%	5	8	0	2	11	9
October	6322	522	91.7%	2	7	0	0	9	8
November	6375	491	92.3%	3	11	0	0	7	8
December	6414	495	93%	3	5	0	2	15	8

2.5 Planning

Resource Consents	November 2019	November 2020
No. of resource consent applications decided ₁	25	18
No. of resource consents decided within statutory timeframe	25	18
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	6	8
No. of 224 Certificates processed	7	10
No. of building consents reviewed against District Plan ₂	19	16

Resource Consents	December 2019	December 2020
No. of resource consent applications decided ₁	13	25
No. of resource consents decided within statutory timeframe	13	25
Notified/ Limited notified applications decided	0	1
Other		
No. of 223 Certificates processed	1	5
No. of 224 Certificates processed	1	7
No. of building consents reviewed against District Plan ₂	19	16

Land information memoranda	November 2019	November 2020
LIMs Produced	95	134
LIMs Produced within 10 working days	95	134

Land information memoranda	December 2019	December 2020
LIMs Produced	79	90
LIMs Produced within 10 working days	79	90

2.6 Strategy & Policy

Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Long-Term Plan 2021-31	October 2019	30 June 2021	Yes	Drafting of the LTP and consultation documentation underway. Audit NZ begin mid-February.
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	Officers continue to meet regularly with AEC. Current topics of discussion include three waters projects, policy reviews and planning matters.
Bylaws & Policies	Ongoing		Yes	LTP financial policies under review (Treasury Management, Rates Remission, Rates Postponement) Significance & Engagement Policy under review, Property Leases & Licenses Policy out for pre-engagement
Strategies	Ongoing		Yes	Review schedule underway for Council strategies. This will include rolling reporting on progress and prioritisation of full strategy reviews. A new Parking Strategy is under development currently.
Annual Residents Survey	August 2020	July 2021	Yes	2/4 rounds of the 2020/21 survey completed (n=417). Interim results will be reported to Council through the interim performance measure report.
Consultation	Ongoing		Yes	Schedule of consultation for the year under development. LTP engagement is the top priority for the first half of the year.

External submissions

Organisation	Submission Summary	Process	Due Date
NZ Parliament – Health Committee Water Services Bill	<p>This omnibus bill will implement the Government's decision to reform the drinking water regulatory system, with targeted reforms to improve the regulation and performance of wastewater and stormwater networks.</p>	<p>The Bill is technical in nature, therefore it is being drafted using in-house expertise. Council will receive the draft submission at the 17 February Council meeting. The following organisations are also making submissions: SOLGM, LGNZ, Canterbury Mayoral Forum and officers will align the Council submission with these.</p>	<p>2 March 2021</p>

3. Infrastructure Services

3.1 3 Waters Projects

Project	Description	Progress
Ashburton relief sewer – Part 1 - ACL	This project covers the construction of a new 3,035m pipeline from Bridge Street to Wakanui Road. Project value is \$5.1M.	Some of the required pipes and manholes have been manufactured. Currently awaiting resource consent approval from ECan before construction can commence.
Ashburton relief sewer – Part 2 - Seipp	This project covers the construction of a new 2,114m pipeline from Wakanui Road to Milton Road South. Project value is \$4.0M.	Some of the required pipes and manholes have been manufactured. Currently awaiting resource consent approval from ECan before construction can commence.
Ashburton town centre revitalisation	This project involves replacing and upgrading three-waters infrastructure; constructing new road and footpath surfaces; and constructing urban landscape features. Project value is approx. \$15m.	Tancred St – footpath works at the northern bottom end is being completed. Cass St – the contractor will be addressing outstanding items. East St – works on the western side of East Street commenced in early January. TLC have been making good progress with the shared footpath/cycleway and rain garden. The main stormwater pipeline on East St is also being laid. Kerbing works is anticipated to commence in early February. 48% of the project has been completed.
Hinds Water Pipeline Renewal	This project involves replacing 700m of water pipeline on Rhodes, Bennett and Rogers Street. Project value is \$250k.	The contract was awarded to ACL and works commenced in December 2020. The project is expected to be completed by mid-February.
Hakatere WTP works and Lower Hakatere water supply connection	This project involves minor upgrades at the Hakatere treatment plant and water supply connection to Lower Hakatere. Project value is \$25k.	ACL will be laying the water supply pipeline to Lower Hakatere starting mid-February. The project is expected to be completed by mid-March.
Mill Creek Vegetation Control	This project involves vegetation control along Mill Creek from Farm Road to Braebrook.	ACL will be undertaking vegetation control works along Mill Creek as part of the new operations and maintenance contract. The work will commence in early February and is expected to take four weeks to complete.

Bore head raising	This project involves raising eight bore heads to above ground. This will then achieve compliance with DWSNZ bore water security. Project value is \$0.8M.	Seven of the eight bore heads have been completed and we received the sign off from Beca. Work on the remaining bore in Rakaia was scheduled for 29 October but has now been postponed till April 2021 school holidays.
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3.2 3 Waters Review Request for Information

As part of the work being carried out by Central Government on the Three Waters Review, the Department of Internal Affairs (DIA) has issued a request for information (RFI) to all local authorities for detailed information about the three waters activities (drinking water, wastewater and stormwater).

As elements of the information were assembled, drafts were submitted for progressive review and feedback. Our final completed spreadsheet and supporting documentation was submitted to the DIA on 27 January.

3.3 Drinking Water

Water safety plans

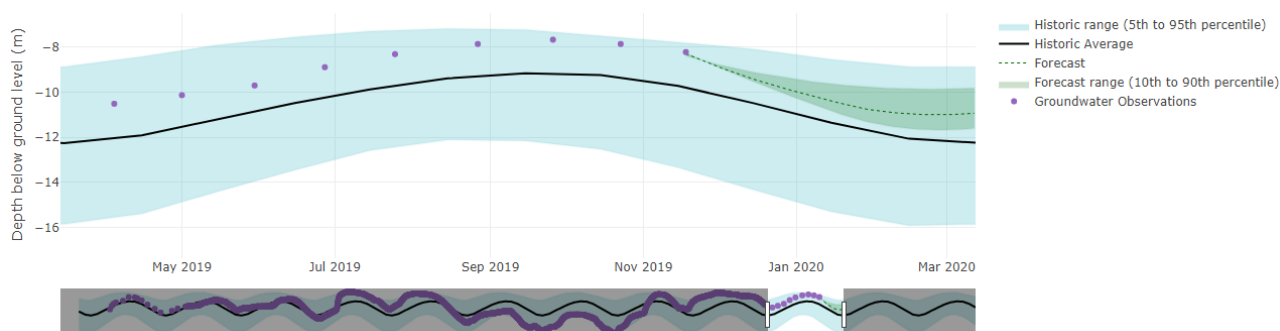
Beca has been engaged to assist with the development of the Methven water safety plan. The new plan has to be prepared to conform to a new framework released by the Ministry of Health. The new framework means that the new plans are significantly more detailed, and demand highly explicit supporting documentation e.g. O&M manuals, SOPs, etc.

Beca staff ran a risk workshop with Assets, Project & Operations and Ashburton Contracting staff on 18 January. While the main focus of the work is for the Methven WSP, many of the final deliverables will be transferable to other plans.

In tandem with this work, Assets staff are progressing the development of an emergency response plan, which is another key supporting document.

Forecasting Tool

Officers have been shown a forecasting tool that may assist in supply management. The concept of the forecasting tool is to develop a localised groundwater model for a subject bore (we are considering the Mayfield bore). Once the model is in place, the forecasting tool is continuously updated with climate and bore level data and then shows a range trace of where the water levels in the subject bore are heading.



Officers believe that this would be useful information to predict issues with the supply bore earlier and therefore allow an earlier and more subtle demand management response.

3.4 District Water Management

Cracroft intake

The consent application was lodged with Environment Canterbury on 13 October. This application has been impacted by recent legislative changes arising from the Freshwater Reforms. This resulted in the application being returned with advice that a number of additional matters needed to be considered within the planning assessment. This additional work has taken some time to compile and the application was resubmitted to Environment Canterbury on 25 January.

3.5 Stormwater

Network-wide stormwater consents

A project brief has been prepared covering the preparation of resource consent applications for network-wide resource consents (stormwater discharge) for Methven and Rakaia networks. A price proposal has been sought from WSP consultants, who successfully completed the work for the Ashburton consents. It is envisaged that much of the Ashburton work will be transferable to these consents and yield some savings. The deadline for lodging the applications is 30 June 2021.

3.6 Solid Waste Management

Changes to recycling – Bin Audits

The contamination rate for recycling going to EcoSort in Christchurch was 4.1% over December and January. This is a great result.

As of 22 January we have:

- 1545 properties being monitored (13.7%)
- 287 properties on their third warning (2.5%)
- 121 properties have had their bins removed (1.0%)

Projects for 2021

The only project left to complete for 2020/21 is the roof for the cardboard bunker at the Ashburton Recovery Park. This is a carry-over from 2019/20, as the project was delayed due to competing priorities and the Covid-19 lockdowns. A tender for this work was released in the first week of February.

Waste and water sustainability education services contract (RR-BA 17/18)

The above contract has been extended until 30 June 2021. This was done to allow more information to be gathered on recycling auditing costs and for the contract start dates to align better with the start of the new financial year. This also allows for the cardboard bunker roof tender to be released ahead of this one.

3.7 Roads and Footpaths

Maronan Road bridge guardrail

Design for the guardrail to replace the existing handrail has been completed. Downers have been awarded the tender for this work and intend to be on site by 3 February with work planned to be completed by end of February 2021.

Currently a 30kph temporary speed limit is in place as side rails have been damaged.

District speed limit review

HEB will be installing the second stage of the new speed limit signs. The tentative date for the second stage is early April 2021 but is subject to agreement with Waka Kotahi.

Ashburton walking and cycling strategy

The public hearing for the strategy was held on 20 January 2021. Ten submitters presented their case to Council. The strategy will be updated based on the Council deliberation and the revised strategy will proceed to the Council meeting on 3 March 2021 for approval.

Ashburton Resurfacing Contract

ACL are progressing well with the resurfacing programme which is currently 60% completed. The remainder of the sites are expected to be completed by the end of February 2021.

Road works – Mid Canterbury State Highways

State Highway roadworks that have the potential to cause delays on the Mid Canterbury region State Highways for this week are listed below.

NOTE: Weather and late programme changes may cause some planned road work to be postponed to the next suitable day or night.

For daily updates and real-time travel information:

Visit: <http://www.journeys.nzta.govt.nz/traffic/>

- Phone: 0800 44 HIGHWAYS (0800 44 44 49)
- Follow: www.nzta.govt.nz/contact-us/connect-with-us

	Site Location	Programme
SH1	Tinwald – 1275m section between Hassal St and Thews Rd	Works completed
SH77	Ashburton - 200m section between Walker St and Smallbone Drive on Alford Forest Road	Scheduled for Thursday 4 February
SH77	Methven – Main St from Methven Chertsey Road to McDonald St	Scheduled for Thursday 4 February
SH77	Methven – Arundel Rakaia Gorge Road from Mt Hutt Station Road to Blackford Road	Scheduled for Friday 5 February

Drivers are able to plan ahead by using NZTA's Journey Planner

<http://www.journeys.nzta.govt.nz/home> which provides travel time information, access to traffic cameras, and updates on delays, roadworks and road closures.

Maintenance and renewal contracts

All contract MSQA (Management, Supervision and Quality Assurance) is being undertaken in-house.

Project	Description	Progress
C640 Road Network Operations and maintenance 2015-2020	Maintain the Ashburton District transportation network	Contract has been completed. Fulton Hogan to complete identified remedial work and are liable under warranty for some works for a year.

Road Network Operations and Maintenance 2020- 2025	Network Operations and Maintenance contract 2020 – 2025	HEB are fully established and positive feedback has been received.
C657 Road Resurfacing Ashburton District 2018-20	Design and construct proposed resurfacing sites within the Ashburton District over the two seasons 2018/19 and 2019/20	All sites for both year 1 and 2 are completed. A further 12 months until the 2 year defects period expires.
CON00109 Bridge Replacements Arundel Rakaia Gorge Road	Replacing three RDR bridges on the Arundel Rakaia Gorge Road	Work on all three bridges was substantially completed prior to Christmas with all bridges open to traffic. Minor seal defects and a second coat for line marking to be undertaken.
ROAD 0129 CON00114 Seal Back at Intersections	Seal back 100m at unsealed intersections with sealed roads.	Contract awarded to Fulton Hogan. Separable portion completed in 2019/20. Minor remedial work to complete contract should be undertaken by mid-February.
ROAD0145 Road Resurfacing – Ashburton District 2020-22	Resurfacing district sealed roads over the coming two seasons	Tender closed on 11 August 2020. Council awarded this contract to ACL on 10 September. ACL have commenced the physical work of this contract and work is progressing as expected.

Line Road realignment

Initially this work was to be actioned within the road maintenance contract. However, final design has indicated greater earthworks than originally envisaged meaning that estimate is now greater than expected. Tenders for the work have closed, and as the prices are greater than budget the roading engineers are now considering how to proceed.

Ashburton second urban bridge – detailed business case

Part B of the Detailed Business Case is aimed for completion by the end of March. Stantec have prepared a short-list of possible options which will be discussed at a workshop in February effectively completing what is known as a “multi criteria analysis”. Results will be report to NZTA and if approved then site investigations and indicative design work will be undertaken.

3.8 Contracts Awarded / Upcoming Tenders

Tender/contract	Awarded to:
WATE0190 Hinds Water Pipeline Renewal 2020	ACL
Tender/contract	To be tendered:
ARRP Cardboard Bunker Roof	February 2021

4. Business Support

4.1 Information Systems

Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
Business Improvement Application Enhancement and development	BAU Activity		N/A	N/A	No	Ongoing development of new and existing processes and support tools to support business improvement across Council Business Groups within Council's ERP and other core applications. Work underway in the areas of ; Debt Management, Payroll processing, Service Connection, Security Categories, Water Consent Management, Planning , CRM Rooding, Traffic Management Plans Recent delivery include process development of cemetery burials
Health & Safety management system	August 2019	September 2020	No	Yes	Yes	Solution delivered and operational
Stadium management system	November 2019	July 2021	Yes	Yes	No	Replacement of existing solution. Contracts confirmed and signed. Implementation plan being confirmed with all stakeholders
Aerial imagery	December 2019	March 2021	No	Yes	Yes	Aerial imagery capture of Ashburton District urban and rural areas. Contract in collaboration with ECan and Timaru District Councils. Urban imagery complete and accessible. Rural capture underway
INFOR IPS	February 2020	June 2020	No	Yes	No	GIS integration with water supply, waste and storm water assets within INFOR IPS solution. Continuing to work with supplier on enablement.
Spatial Plan	October 2020	June 2021	Yes	N/A	No	Development of GIS strategic planning work identifying planning consent activity, constraints and location across the district.
Mobile Spatial Capture	January 2021	February 2021	Yes	N/A	No	Development of spatial mobile applications to capture data on berms and street trees

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
Dryland Survey Spatial Presentation	December 2020	March 2021	Yes	N/A	No	Recreation of vegetation survey for internal and public reference
Systems Site (Disaster) Recovery	BAU Activity		No	Yes	No	Design, scope and application of the disaster recovery systems. Activity in developing and documenting disaster recovery protocols, processes and supporting business continuity functions. Migration to new cloud based data backup service has been completed.
Telephony	July 2019	June 2021	No	Yes	Yes	Renewal of current telephony and call centre solution. Preferred cloud based solutions have been identified with work continuing to verify technical requirements, functionality and service. Delivery timeline to be confirmed but targeted for this financial year.
Microsoft M365 application suite	September 2020	June 2021	Yes	Yes	No	Application of this office suite version. The application is cloud based and includes Office products such as Email, Word and Excel, but also includes a number of other productivity applications that could benefit Council operation. Current activity in migration of our email on premise to cloud service and use of office products as part of desktop pilot
Desktop	September 2020	August 2022	Yes	Yes	No	First of three phases to renew identified desktop devices. The first phase will involve the replace of 60 units through this financial year. Deployment underway
Network	August 2020	May 2021	Yes	Yes	No	Renewal of network firewalls and core network switches. Firewall replacement completed. Core network switch work commenced
Email and Web Protection	December 2020	March 2021	Yes	Yes	No	Replacement of current email and web protection services
Web Security Audit	February 2021	March 2021	Yes	Yes	No	3 rd party audit and assessment of internet facing connection points

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
Information Management Physical Record Management	BAU Activity		N/A	N/A	N/A	<p>Ongoing work to identify, record and appraise Council physical records and disposal if applicable, that are held within Council operational locations. Current focus in Rooding, Assets and Governance areas.</p> <p>Each appraisal includes classification against Council's adopted retention and disposal schedule as part of the management of the life of that record including that of protected or permanent retention under the Public Records Act.</p> <p>Off-site storage transfer plan to be confirmed with identified provider to hold Council protected and those classified with longer retention physical records.</p>
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	<p>Ongoing EDRMS development working with Council Teams to review original spaces and functionality delivered in 2018 to provide solution improvement and use of.</p> <p>Current redevelopment activity is in the areas of Finance and P&C</p> <p>Migration of records from retired file shares to the EDRMS.</p>
Internal Digitalisation	October 2020	December 2020	Yes	Yes	No	<p>Delivery of internal solution and capability.</p> <p>Solution delivered and support in place initially within the building and planning consent management functions.</p> <p>Complete. Future works (BAU) will see process development to cover all areas of Council.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
Data Management – Name Amalgamation	BAU Activity		N/A	N/A	N/A	Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system. First of 3 phases of interrogation complete, second by end of January.
Data Management – Deceased Persons	BAU Activity		N/A	N/A	N/A	Assessment of current state, development of immediate actions and future management.
Data Management – Addressing	BAU Activity		N/A	N/A	N/A	Assessment of current state, development of immediate actions and future management
Information Management Audit Workplan	BAU Activity		N/A	N/A	N/A	Identified priority work items from the completed external service audit. Current activity in development of Information Management strategy and policy development and end user training programs. Future work to include digital record monitoring, appraisal and life cycle management across Council systems.
Digital Record Management	BAU Activity		N/A	N/A	N/A	Ongoing retention and disposal activities for digital records held within the EDRMS and other digital repositories against Council's retention schedule. Current activity on assessment of migration between older digital storage solutions and data management of Museum records.

4.2 Communications

New ADC Website is now LIVE

Local government services and resources are now available to Mid Canterbury residents on a new and improved ADC website that went live on Monday, 1 February 2021.

We have upgraded Ashburton District Council's website to a modern platform (Squiz) with the ability to implement functions and capabilities commonly expected of today's websites.

The platform's simple content creation features make it quicker and easier for the Council to develop content for residents that is also more user-friendly for people to access from their mobile phones.

With the help of an intuitive search function and improved homepage options, residents will also be able to navigate to the information they need with greater ease.

The website address remains the same as previously (ashburtondc.govt.nz) and visitors do not need to do anything differently in order to access it.

ADC now joins a raft of other local governments using the Squiz platform, including Dunedin City Council, Wellington City Council, Timaru District Council, and Selwyn District Council.

The Communication Team is continuing to roll out the new website features in the phased approach, as well as curating content to ensure accuracy throughout.

4.3 Commercial Property

Projects

Current	
Geoff Geering Drive	The sale is unconditional and settlement has taken place on 29 January 2021.
Ashburton Business Estate	Awaiting completion of covenant agreements to be completed before titles can be obtained. Street names have been approved. Comprehensive marketing campaign is being developed along with appropriate signage.
Elderly persons housing	Twenty three people on the waiting list with thirteen people wanting single units, ten wanting double units. Two units are currently being redecorated. Methven and Friendship Lane. One unit at Kitchener Street is vacant as it is not suitable for tenants due to the expenditure required to meet the minimum required standard. All units are currently being inspected following the required notice to tenants.
Ng King Bros Chinese Market Garden Settlement	Meeting organised with Family and work is commencing on rehabilitation.

Airport	Meeting held with airport users who raised concerns with respect to concrete apron and charging for this. Fuel facility installation is underway and expected completed and operational by 3 March 2021. Mid Canterbury Aeroclub clubrooms currently undergoing pre-wiring and pre piping.
Property Inspections	All Council gravel reserves and leased land as well as forestry is currently being inspected using Council's app which was developed between the Roding and Commercial Teams.
Ex ACL Yard South Street	New occupiers have been found for several of the buildings with ACL continuing to occupy some areas for themselves as well as an area for equipment for Council's infrastructure.
Lake Clearwater	Council has received the scope for the survey work and will go out for tender and discuss the matter further with the Hut Holders Association prior to this.
Earthquake Strengthening	Mt Somers - builder has been commenced work with renovation. Rakaia Memorial Hall - currently scoping the repair strategy with Engineer and Builder. Mayfield - engineer looking at previous preliminary reports and developing a repair strategy.

4.4 Forestry

Log Sales & Harvesting

Strong winds during January have damaged the Council plantation between Company Road and Singletree Road. This wind damage was the consequence of development work on the neighbouring land formerly owned by Silver Fern Farms. This work included the removal of trees along the northern boundary of the Council trees which has left the 19 year Radiata pines exposed. The wind damage has been assessed by the Forester as requiring action, along with salvage harvesting of the windblown trees and clearfelling of the remaining trees. Log procurement company Forest Management has also assessed the trees and expect to be able to get an appropriate mechanised logging crew to the site within a month. The damaged trees are all generally still rooted to the ground and therefore their timber quality should not deteriorate too quickly. The total area of trees in this plantation is 24.9 hectares. The trees have been waste thinned and are generally good quality trees.

Operational activity

Mechanical land preparation, windrowing, has been completed at the Mackenzies Road plantation that was harvested in 2020. This plantation will also be desiccate sprayed to control weeds prior to planting later this year. Silvicultural work continues at various plantations, mainly waste thinning operations.

4.5 Finance

Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
LTP 21/31		30 June 2021	Yes	Yes	NA	Financials are currently being prepared for the audit of the consultation document
Water Meter invoicing for Res D / Rural A properties	Jan-2021			No	N/A	Issue with system set up when water meters are replaced. Automatically issues invoice to settle the old meter. Need to get TechOne help with this, or agree that invoices in this situation are acceptable