

# **Ashburton District Council**

## **AGENDA**

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### **Notice of Meeting:**

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

**Date:**           **Wednesday 4 May 2022**

**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
	Public Forum <i>(if required)</i>
4pm	Ashburton Contracting Ltd

## 1 Apologies

## 2 Extraordinary Business

## 3 Declarations of Interest

Members are reminded of the need to be vigilant and 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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## Reports

5	Trail Funding	7
6	Mayor's Report	12

## Business Transacted with the Public Excluded

7	Council – 20/04/22		PE 1
	<ul style="list-style-type: none"> <li>Library &amp; Civic Centre 12/04/22</li> <li>Executive Committee 18/03/22</li> </ul>	Section 7(2)(h) Commercial activities Section 7(2)(a) Protection of privacy of natural persons	
8	Ashburton Contracting Ltd <i>Quarterly report</i>	Section 7(2)(h) Commercial activities	Verbal

## **4. Council Minutes – 20 April 2022**

Minutes of the Council meeting held on Wednesday 20 April 2022, commencing at 1pm in the Council Chamber, 137 Havelock Street, Ashburton.

### **Present**

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

### **In attendance**

Jane Donaldson (GM Strategy & Compliance), Steve Fabish (GM Community Services), Neil McCann (GM Infrastructure Services), Dan Huisman (Senior Communications Advisor) and Carol McAtamney (Governance Support).

Staff present for the duration of their reports: Mark Chamberlain (Roading Manager), Rhys Roberts (Technical Support Officer – Roading), Richard Mabon (Senior Policy Advisor), Colin Windleborn (Commercial Manager), Janice McKay (Corporate Planner), Simon Worthington (Economic Development Manager) and Clare Harden (Community Administration Officer).

Via MS Teams: Hamish Riach (CE) and Paul Brake (GM Business Support)

### **1 Apologies**

Nil.

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

Nil.

### **Order of Agenda**

#### **Ashburton Car Club Road Closure**

**That** Item 14, being the Ashburton Car Club road closure, be brought forward on the agenda and considered as the next item of business.

Cameron/McKay

Carried

### **Ashburton Car Club Road Closure - Deputations**

#### **Objector: Brent McLaren – (1.04pm – 1.37pm)**

Objection is in two parts:

- 1) Financial - cannot afford to close down for a weekend, when it is their busiest time. Estimate a loss of turnover of \$2 - \$3k, plus paying of staff wages who cannot work. Previous years the business was accessible through Rainer's property. This is not viable this year as silage wrap will be stacked in that part of the yard, which will be being baled during that weekend.
- 2) Car Club's attitude –club members coming onto the property without permission, contacting neighbouring businesses to discuss Wastebusters' business and the expectation that they can

impact a business in this way. Doesn't affect other businesses in the area as Wastebusters are the only seven day a week business.

Mr McLaren suggested an alternative course that would not impact his business.

**Applicant: Ashburton Car Club: Wayne Muckle and Kym Adams – Club Secretary – (1.37pm – 2.07pm)**

The Street Sprints is the Car Club's largest event and has been held for 32 years. This event is held in high regard with Motorsport NZ who use this event to govern what happens at other events. Have only received one objection since its inception which was resolved amicably.

The cost of hosting the event is in excess of \$30,000, of which approximately \$28,000 were payments to local businesses as well as schools, scout groups and rural fire for services to the event.

Income comprises of approximately \$16,500 from entry fees, \$13,400 sponsorship from local businesses, BBQ sales - \$3k, gate takings \$2k (this is a gold coin entry which is donated to local organisations). It is estimated that visitors to the district for the event spend on average \$1k per person on accommodation, meals and hospitality during their stay – this year there are 42 competitors registered from outside the district.

The Club is sympathetic to Mr McLaren's situation but disputes the attitude claims. If an alternative course was to be used a new proposal would need to be approved by Motorsport NZ.

**That** Council permits the following roads in the Riverside Industrial Park to be closed from 7.30pm Friday 6 May 2022 until 8.00pm Sunday 8 May 2022 to allow the Street Sprints to be held:

**Smallbone Drive**, from River Terrace to Robinson Street

**Robinson Street**, from Smallbone Drive intersection to McNally Street

**Watson Street**, from Range Street to Robinson Street

**McNally Street**, from Range Street to end of the street

**Range Street**, from Robinson Street to Watson Street

Braam/McKay

Carried

**Amendment**

**That** the Car Club make arrangements to mitigate alternative access to Mr McLaren's business.

Cameron/Rawlinson

Lost

A show of hands gave 3 for and 7 against and the amendment was lost.

The original motion was put and on a show of hands (7 for and 3 against) became the substantive motion and was carried.

**4 Confirmation of Minutes – 06/04/22**

**That** the minutes of the Council meeting held on 6 April 2022, be taken as read and confirmed.

Wilson/McMillan

Carried

**5 Confirmation of Minutes – 13/04/22**

**That** the minutes of the Extraordinary Council meeting held on 13 April 2022, be taken as read and confirmed.

Lovett/Falloon

Carried

**6 Heritage Mid Canterbury Working Group**

**That** the minutes of the Heritage Mid Canterbury Working Group held on 9 February 2022 and 9 March 2022, be received.

Rawlinson/Cameron

Carried

**7 Hinds Reserve Board Water Charges Write-off**

It was advised that there had been an error in the calculations and the write-off amount should have been stated as \$18,470 (GST exclusive).

**That** Council approves the write-off of \$18,470 (GST exclusive) of excess water charges that have been charged to the Hinds Reserve Board.

McKay/Cameron

Carried

**8 Draft Play, Active Recreation and Sport Strategy**

Amendments:

- Include YMCA to Youth Engagement group
- Include Lake Hood activities in the strategy
- Acknowledgment list - Coldstream Cricket Club mentioned twice and Croziers Turkeys to be renamed to Mid Canterbury Tennis

**That** Council adopts the draft Play, Active Recreation and Sport Strategy for public consultation.

McMillan/Lovett

Carried

Council adjourned for afternoon tea from 3.14pm until 3.30pm.

**9 Draft submission to MPI – Managing exotic afforestation incentives – changes to the ETS**

**That** Council approves the draft submission to the Ministry for Primary Industries' consultation document Managing exotic afforestation incentives.

Falloon/Braam

Carried

**10 Appointment of CDEM Local Controllers**

**That** Council appoints Ian Hyde and Ian Soper as local Civil Defence Emergency Management Controllers.

Rawlinson/McMillan

Carried

**11 Economic Development quarterly report – January, February and March 2022**

Further information to be provided on:

- The number of workshops that are being held on the refresh of the Economic Strategy.
- The make-up of the Mid Canterbury Catchment Group and the benefit to Council in assisting the group.
- How to further advance the project of a pedestrian count being undertaken in the CBD as per the Council resolution from 19 December 2019.
- Participants on the Farmer Focus groups and the Resilient Farmers group.

**That** Council receives the Economic Development quarterly update.

McMillan/Braam

Carried

**12 Allocation of Sport NZ Rural Travel Fund 2021/22**

**That** Council allocates \$18,115 in Sport NZ Rural Travel Fund funding for 2021/22 as set out in the report.

Falloon/Braam

Carried

**13 Road Closure – Ashburton RSA, ANZAC Day**

**That** Council permits the following roads to be closed between 6.00am – 8.30am and 10.00am – 12.30pm Monday, 25 April 2022 to allow the ANZAC Day Ceremony to be held:

**Havelock Street**, from Park Street to East Street intersection

**Baring Square West**, from Havelock Street to Cameron Street

**SH1 (West Street)**, from Wills Street to Burnett Street

**Cameron Street**, from West Street to Park Street

McKay/Lovett

Carried

**15 Deputy Mayor's Report**

**That** Council receives the Deputy Mayor's report.

McMillan/Wilson

Carried

Cr McMillan departed the meeting at 4.10pm

**16 Mayor's Report**

All available Councillors visited the RDR fish screen site on Monday 4 April 2022.

**That** Council receives the Mayor's report.

Brown/Braam

Carried

**Business transacted with the public excluded – 4.15pm.**

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:	
17	Council 6/04/22 • Award of Contract WATE0220.1	Section 7(2)(h)	Commercial activities
18	Council 13/04/22 • Award of Contract WATE0220.1	Section 7(2)(h)	Commercial activities
19	Library & Civic Centre – 12/04/22 • Te Pātaka o Kā Tuhituhi – Te Waharoa a Hine Paaka	Section 7(2)(h)	Commercial activities
20	Executive Committee – 18/03/22 • CE Review	Section 7(2)(a)	Protection of privacy of natural persons

Mayor/Braam

Carried

The meeting concluded at 4.55pm.

Confirmed 4 May 2022

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MAYOR

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## 5. Trail Maintenance Fund Allocation 2021/22

Author *Clare Harden, Community Administration Officer*  
General Manager *Steve Fabish, Group Manager - Community Services*

### Summary

- The purpose of this report is to allocate the Trail Maintenance fund for 2021/22.
- This grant fund has a balance of approximately \$102,443.00 and is to be used over a 10 year period for the purpose of the repair and maintenance of the walking, hiking, cycling and mountain biking trails in Mid Canterbury.
- The 10 year period will provide an annual grants pool of approximately \$10,000.
- All officer recommendations on the allocation of the grants have been made based on the application's eligibility and the funds available.

### Recommendation

1. **That** Council allocates \$9,600 in Trail Maintenance funding for 2021/22, as set out in this report.

### Attachment

**Appendix 1** Summary of funding applications

## Background

### Grant applications and fund criteria

1. The trail project must be a volunteer-led walking, hiking, cycling and mountain biking trail/trails in Mid Canterbury.
2. The applicant group must be not-for-profit and be an incorporated society or trust; ideally with charitable status.
3. Funds must be used for maintenance of existing trails.
4. The trail project must be “publicly accessible” meaning a trail which is on public land, or accessible to the public under reasonable conditions.
5. The trail must be within the Ashburton District.
6. Funds are available only for:
  - Materials e.g. retaining materials, bridging materials, concrete, geo-matting, gravel, etc.
  - Tools e.g. spades, rakes, grubbers, wheelbarrows, etc.
  - Equipment hire e.g. compactors, power barrows, etc.
  - Labour costs and contractors.
7. Applications for funding were open in March 2022 to any walkway or cycle trail open to the public in the Ashburton district, with the funds to be paid out in May 2022.

### Funding recommendations

8. The following table is a summary of the recommendations made by officers. For a full summary of the applications, please see the attached appendix 1.
9. Officers have recommended funding based on the following:

Group	Project	Funding requested	Funding recommended
Ashburton Motorcycle Park	Maintenance & Improvements	\$4600	Nil
Mountain Bike Ashburton	Trail surfacing, drainage work, weed control, safety improvements and fencing	\$5,000	<b>\$3,000</b>
Bike Methven	The purchase of a Motorbike	\$5,000	Nil
Mt Somers Walkway Society	Resurfacing and levelling a 120 metre boardwalk	\$2,500	<b>\$2,500</b>
Methven Lions Club	Lime chip	\$5,000	<b>\$3,000</b>
Ashburton Lions Club	Fill Holes and Grade	\$2,200	<b>\$1,100</b>



Group	Project	Funding requested	Funding recommended
<b>TOTAL</b>		<b>\$22,100</b>	<b>\$9,600</b>

## Options analysis

### Option one

10. To allocate the Trail Maintenance Fund for 2021/2022 as per the recommendations made above.

### Option two

11. Council may choose to allocate the funds differently to that recommended by officers.

## Legal/policy implications

12. Officers have assessed the grants against the Community Grants and Funding Policy. Commentary on the eligibility of each applicant is noted in the appended document.

## Financial implications

Requirement	Explanation
What is the cost?	\$9,900
Is there budget available in LTP / AP?	Yes \$10,000 per year from the Trail maintenance Fund.
Where is the funding coming from?	Funding of approximately \$102,443.00, from an external Trust, was gifted to Council and is to be used over a 10 year period
Are there any future budget implications?	No
Reviewed by Finance	Erin Register; Finance Manager

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Level of engagement selected	Inform – one way communication.
Rationale for selecting level of engagement	Communication will occur with the applicants, and the community will be notified through a press release detailing the successful applicants in May 2021.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

## Next steps

13. There are no further steps for Council. Once Council adopts the recommendations, applicants will be notified and paid their grant straight away.

Appendix 1

Max funding per application = \$5,000. No more than 50% of the total project cost (applicant's share can include in kind work or materials).															Budget has \$10,000 with 10 year total of \$100,000									
Organisation details			Eligibility			About the project					Financials				Council involvement		Officer recommendation							
Organisation	Previous funding requests + reporting	Located in Ash district?	Legal entity	Non profit orgn	Indiv, School, Serv G.	Central Gov	Project details	What is the benefit for the Ashburton Community	50% of Funding secure	What is the main outcome	Org bank acc?	Other funders	Voluntary / donations	\$ requested	Project total	Effect of not funding	Reputational risk	Discrete / ongoing	Points to consider	Officer recommendation	Council recommendation			
Ashburton Motorcycle Park	\$4,000 19/20 reporting outstanding	Y	Y	Y	Y	N	Maintenance & Improvements on all 3 tracks, more repairs to the flood damaged pee wee tracks and noise barriers and plantings.	This provides a safe and fun place to come and ride for motorcycle riders and families		To keep our tracks in the most pristine and safe condition and in line with health and safety.	Y	Ashburton District Council, \$5,000	We get donated Clay ad soils from local contractors who help support the track and volunteers that help with our working bees from time to time.	\$4,600	\$ requested	We will struggle to keep the track up to a safe standard and are unable to rely on donations alone to cover the costs.	N	Ongoing	Not eligible due to not a cycle or walkway. Funding in LTP available to the river trail group.	\$0				
Mountain Bike Ashburton	20/21 \$6500 (Complete) 21/22 \$3,000 (reporting due June 2022) 21/22 LTP \$7,000 (Complete)	Y	Y	Y	Y	N	Mountain Bike Ashburton 2022 maintenance. We seek funding to help us with our annual trail maintenance of 11km of MTB track, 3kw of Walkway and our Skills Park. Jobs will include trail surfacing, drainage work, weed control, safety improvements and fencing.	The local users of our free facilities (between 5000-10,000 total) will benefit from being able to walk or cycle on more days of the year due to less water on the track surface and having a clear path through the growth on either side. It will also mean their experience will be safer and more enjoyable. This grant would also take some of the load off our already stretched volunteers and free up time for them to enjoy the areas they have worked so hard to create.	Yes in terms of volunteer labour and donated goods we will more than exceed a 50% contribution to this years maintenance..	Migrate water off the track surfaces - Prevent excess weed growth - Remediate any potentially dangerous areas - Help the native plants get ahead of the weeds	Y	ECan / ADC	Our club members annually contribute around 2000 hours towards trail work. This year will be no different. We will take care of most of the spraying, weed-eating and hand work while D&E Track and Trail would do more of the machine work.	\$5,000	\$7,500	We will just do what we can without the grant. This will likely mean some areas of the track will no work this year, particularly the River Walkway.	N	Ongoing	Eligible (most used tracks in the Ashburton district) lower amount as funding in LTP available to the river trail group	\$3,000				
Bike Methven	19/20 \$5,000 (Complete) 21/22 \$3,000 (reporting due June 22)	Y	Y	Y	Y	N	The purchase of a Motorbike and Spray unit	This bike will give the Club assess to 95% of Trails meaning that tracks will be kept in a more user friendly condition keeping the tracks safer and attracting people to our area. The bike will also be available to hire out to other Clubs in the district.	Yes, The Club will cover the cost of the spray unit and extra funding needed for the total cost of the bike.	To reduce time spent weed eating tracks giving volunteers more time to develop new tracks, maintain and upgrade existing tracks.	Y	No	Club members time Spray from local farmers, the Club will cover the cost of the Spray unit.	\$5,000	\$10,000	Members time will be spent weed eating tracks and we will not be able to develop the park as planned.	N	Ongoing	Nil, due to a capital item purchase	\$0				
Mt Somers Walkway Society	20/21 \$5,000 Shrplin Falls track (ongoing) 21/22 \$4206 (Reporting due June 22)	Y	Y	Y	Y	N	Resurfacing and levelling a 120 metre boardwalk (Corduroy)on the Bus stop track on Mt Somers. The Corduroy is 600 mm long, half round posts laid crosswise in very boggy terrain ,flat side up and with a no 8 wire stapled each side and mesh stapled on top. The members are already doing a shorter section of the same track but this is beyond their resources	Mt Somers and Staveley are within easy travelling distance from Ashburton we would expect many of the thousands of people that walk the tracks in these areas will come from or stay in Ashburton. We know that the Mt Somers Holiday Park, Stronechrubie Motels and the iconic Staveley Store owners are enthusiastic about the reinstating of the Sharplin falls Track and they appreciate the benefits these tracks bring to local businesses. Improvements on these tracks adds to attractiveness of the district to tourism and the overall amenities the wider district has to offer.	Yes - they would utilise their own funds and donated material.	It will improve the accessibility and safety of the track and hence more attractive to walkers.	Y	N/A	volunteers do around 300 hours a month maintaining the existing Mt Somers tracks (Woolshed Creek, Pinnacles Hut and the South face of Mt Somers) Walkways members will be doing all the work building and placing the board walk themselves. Walkways members will have a 600 m climb to assemble the boardwalk	\$2,500	\$5,000	It will be funded by further donations from members.	N	Ongoing	This maintenance is not covered by DOC Recommend Funding	\$2,500				
Methven Lions Club	21/22 \$8,500 (reporting due June 22) MCB walkway funding 21/22 MCB walkway funding \$25,000 (Report complete)	Y	Y	Y	Y	N	This application is for lime chip to maintain the existing track at Mt Harding Road, Methven.	Benefit for Ashburton Community The Walkway is designed to help people build and maintain good levels of physical and mental fitness. The desire is to have as much of it as possible accessible to many levels of capability. The section at Mt Harding Road is perhaps the best illustration of this dream with the track being accessible for not only walking and cycling but also usable by wheelchairs, pushchairs and electric mobility scooters. For us, it's a mandatory to have the Walkway available to as many capabilities as possible. Renovating and resurfacing this section of the Walkway with lime chip will make it usable in just about any weather condition, so it's an important part of the dream.	Yes	The over-riding outcome is to make this asset available to as many people as possible for as long as possible. For walkers, bikers, and runners, but also wheelchairs, pushchairs, mobility devices. Its aim is to encourage everyone and to exclude no one. In this way it can offer people the chance to build/maintain physical and mental fitness, to relax and to unwind from the pressures of the unusual world we live in. There's also the opportunity to be more social by doing it all in groups. In summary, the Walkway is a valuable community asset.	Y		Voluntary effort The Lions commitment to this project is to organize the funding and then to implement the construction. All of this is on a voluntary basis. We apply for the funds. If successful, we purchase the required materials and install them into the project by means of countless working bees. Clearing the land. Removing unwanted vegetation and preparing the site. And then creating the walkway surface with hundreds of tonnes of shingle and chip. Laying. Compacting Shaping. Rolling. Fencing where it's needed. All of this is at no cost to the community. By doing all this voluntarily we are able to complete the mission at a fraction of the commercial cost.	\$5,000		The project would have to be curtailed in scope, and funding sought from other sources. Native biodiversity will suffer and an opportunity to engage the community missed.	N	Ongoing	This is a high use track in our district. Lower amount due to MCB funding.	\$3,000				
Ashburton Lions Club	N/A	Y	Y	Y	Y	N	To fill Holes and Grade Milton Road to Cochne Road River Track including track rolling	This is a multi use walkway, the better the surface them more enjoyable and safe it will be to our community	Yes the club would supply a driver & Labourers for the work.	A safer and more used track	Y	N/A	Any work that can be done by the club.	\$2,200	\$2,200	The Project would be put on hold until funding found.	N	Ongoing	Lower amount due to funding in LTP also available to the river trail group, smaller area of trail.	\$1,100				

## 6. *Mayor's Report*

### 6.1 ANZAC Day

I attended three ceremonies on ANZAC Day; the Dawn parade at 6.30am, Hakatere Marae service at 7.30am and the wreath laying ceremony at the Cenotaph at 11.00am. It was pleasing to see such large turnouts at all three ceremonies with representative from all walks of life.

Council's 2022 Tuia representative, Shyan Hughes, gave an address at the Hakatere Marae service.

### 6.2 Coroner's Report

A Coroner's report into the triple fatality at the intersection of Hepburns and Mitcham Roads three years ago has been released.

The Coroner concluded that it's probable the driver of one the cars did not see the existing give way sign before failing to give way and driving into the path of another vehicle on Mitcham Road. Although the give way sign was not obstructed, evidence presented to the Coroner suggested it may have visually 'blended' into the surrounding rural environment.

Included in this report were recommendations to review safety at similar rural intersections throughout the district and check whether the existing combination of road signs and markings were adequate for the purpose of providing the safest possible environment.

Council's Infrastructure Group Manager has confirmed that the give way signs at the intersection had already been replaced with stop signs and the Council would be immediately implementing the Coroner's recommendations including installing additional signs to make the intersection more visible and reviewing similar rural intersections across the district.

#### Recommendation

1. **That** Council requests a review of the rural intersections and a report outlining the findings as to ways to improve intersection safety.

### 6.3 Meetings

- **Mayoral calendar**

#### April 2022

- 22 April: Hokonui Radio Interview
- 25 April: Hakatere Marae ANZAC Ceremony with Deputy Mayor Liz McMillan
- 25 April: ANZAC Cenotaph Ceremony
- 26 April: Plenary Group meeting – Better Off Funding Advice (via Zoom)
- 26 April: Advance Ashburton
- 27 April: Canterbury Mayoral Forum – Regional Leadership Group meeting (via MS Teams)
- 27 April: Arts, Culture, Heritage Workshop
- 27 April: Trail Maintenance Funding Workshop
- 27 April: Library and Civic Centre building site visit

- 27 April: Environment Canterbury's draft annual plan hearings (via MS Teams)
- 28 April: Canterbury Mayoral Forum – Regional Leadership Group (via MS Teams)
- 28 April: Lake Clearwater site visit
- 28 April: LGNZ – Reforms update (via Zoom)
- 29 April: Lincoln University visit – The Per-Urban Conundrum – farming in a contested landscape workshop with CE Hamish Riach
- 29 April: Age Concern AGM – Deputy Mayor Liz McMillan deputised
- 30 April: Ashburton Indian Multicultural Charitable Trust office opening

### May 2022

- 2 May: Methven Community Board
- 2 May: Master Builder Annual Members meeting
- 4 May: Canterbury Mayoral Forum – Regional Leadership Group meeting (via MS Teams)
- 4 May: 2<sup>nd</sup> Bridge Workshop
- 4 May: Council Meeting
- 4 May: 3Waters Workshop

### Recommendation

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

**Mayor**