

Council Activity Briefings

Date: Wednesday 22 September 2021

Time: 9am

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

16 September 2021

Activity Reports

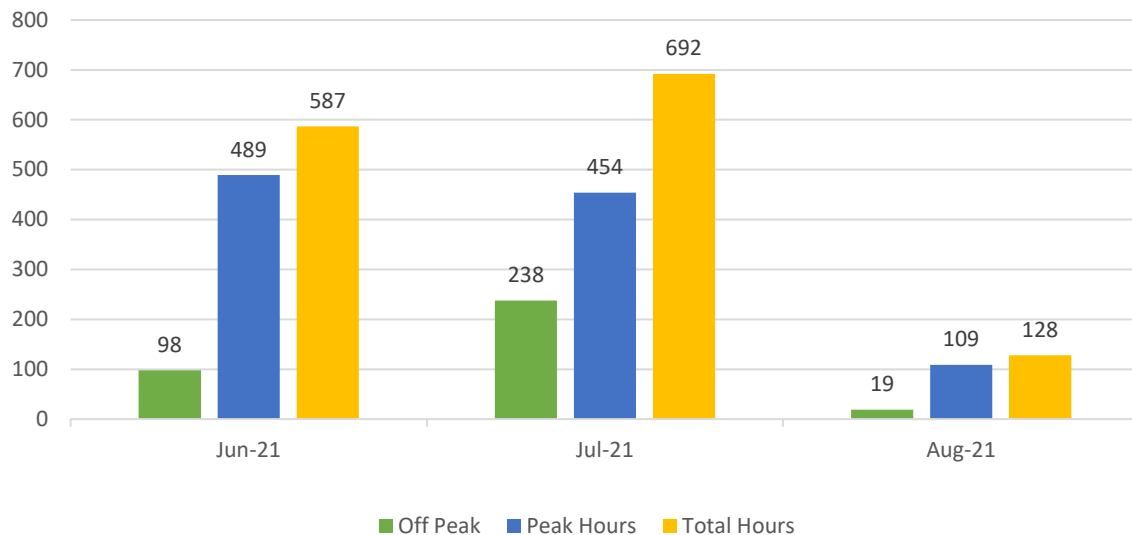
1	Community Services	9.00		<i>Page</i>
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1.3	Ashburton Museum & Art Gallery	9.10	Shirin Khosraviani	17
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1.6	Memorial Halls and Reserve Boards	9.25	Clare Harden	31
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3.1	3Waters Projects	10.30	Shyamal Ram	44
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4.5	Finance	11.35	Paul Brake	63

1. Community Services Group

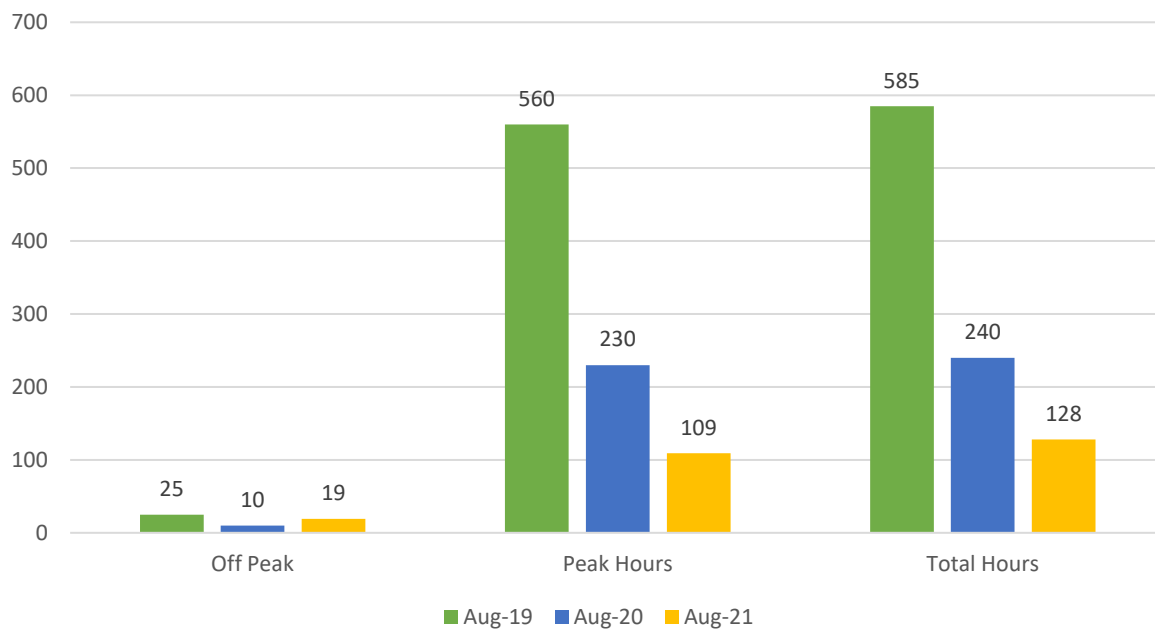
1.1 EA Networks Centre

1.1.1 Stadium

Stadium Utilisation Jun-Aug 2021

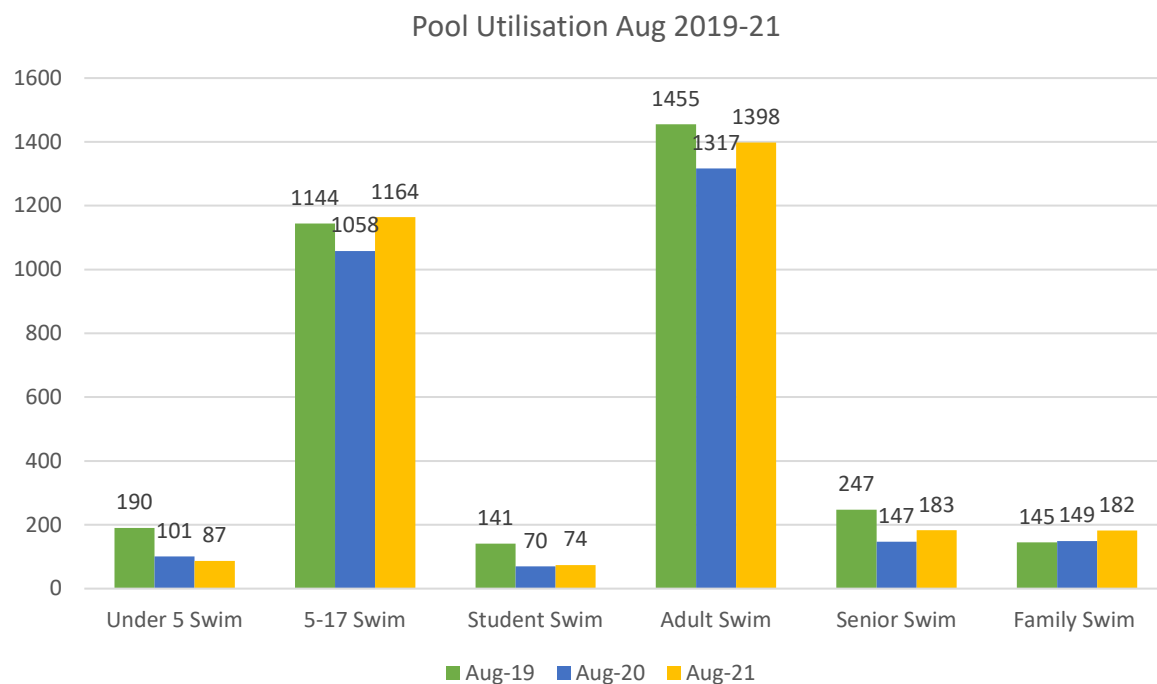
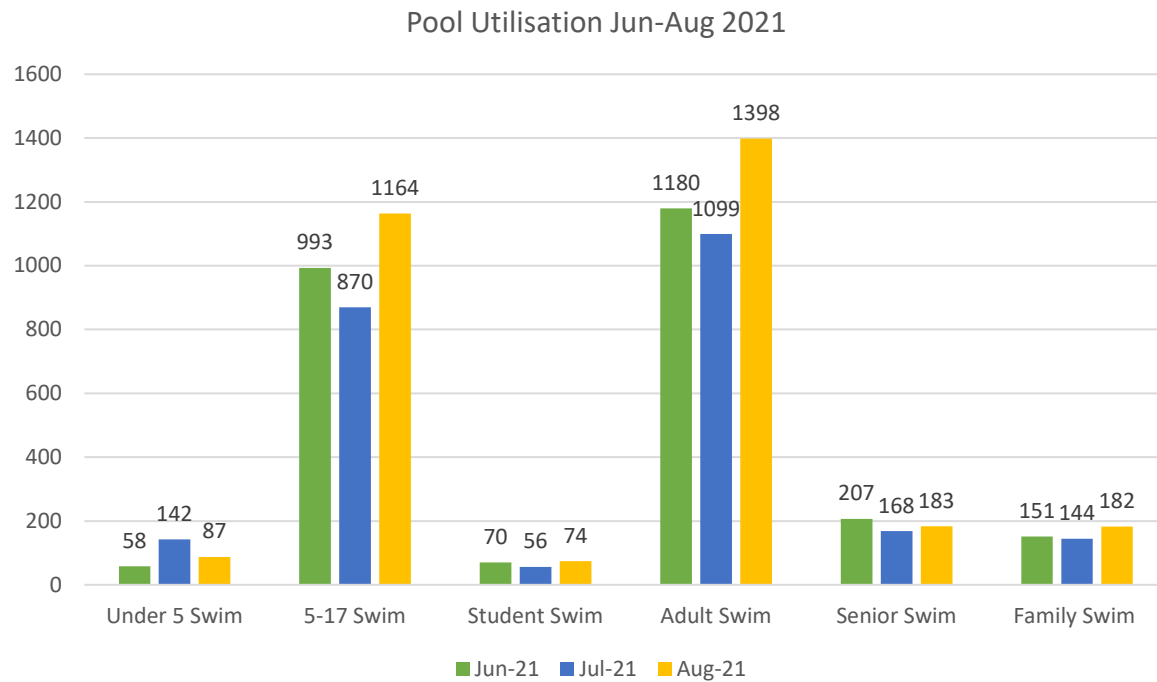


Stadium Utilisation Aug 2019-21



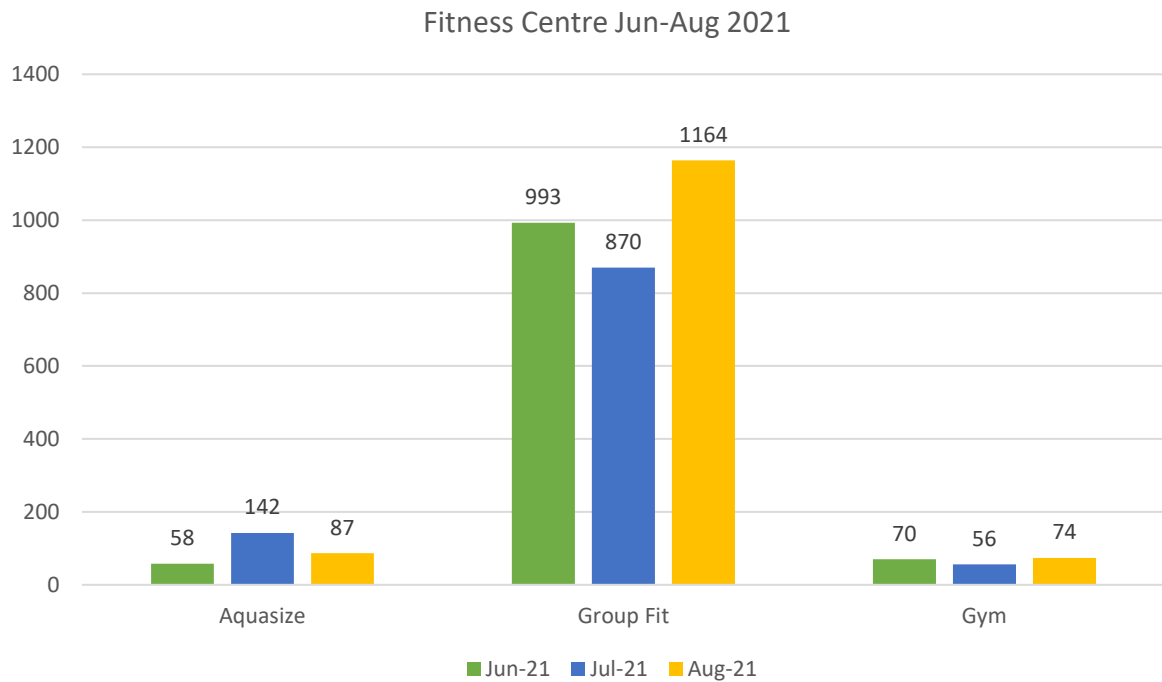
Comments: Stadium utilisation in August has been heavily impacted by the COVID 19 lockdown as well as a projected change to the structure of netball seasons resulting in a shortened playing season.

1.1.2 Pool



Comments: Pool usage changes can be influenced by school holidays and other community activities. August had been on track before COVID 19 lockdown.

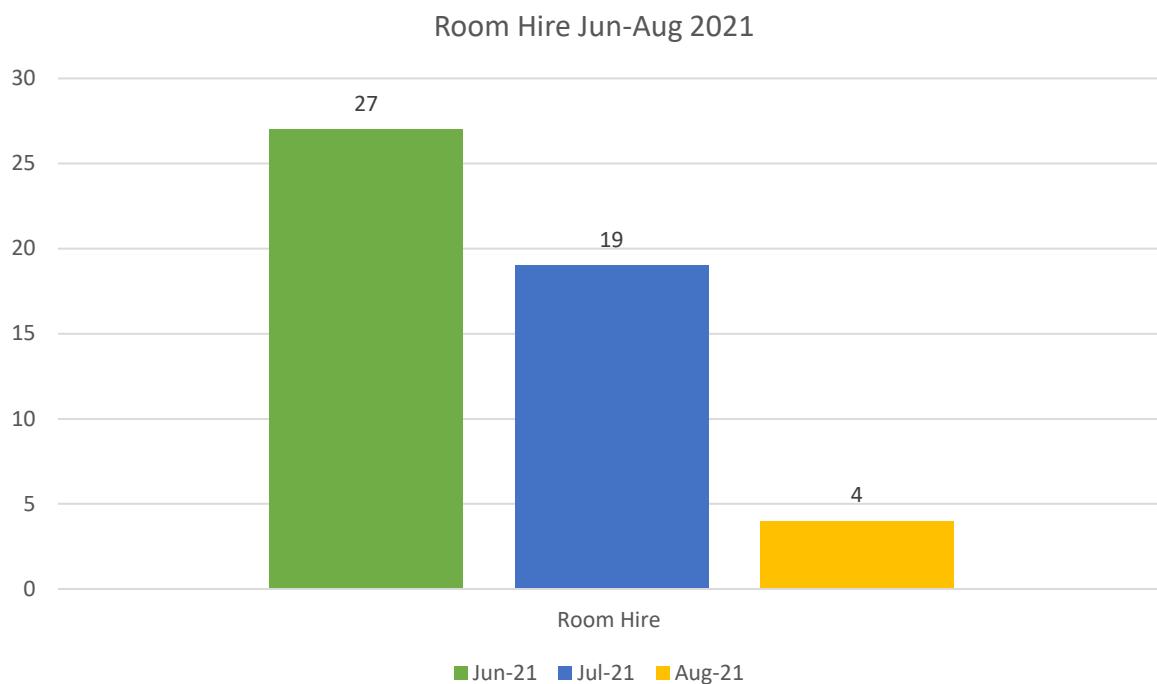
1.1.3 Fitness Centre

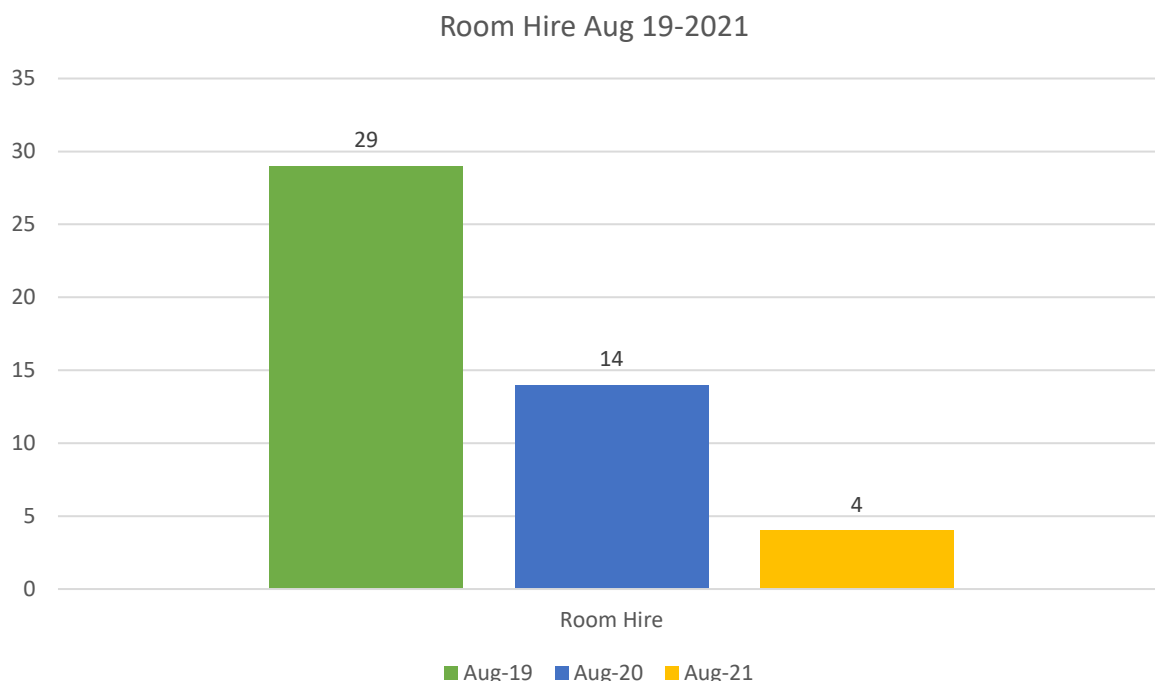


Comments:

Data shows consistent utilisation for the Fitness Centre with an increase in Group Fitness bookings in August. Note this was intended bookings without the lockdown impact.

1.1.4 Community and meeting room hire





Comments: As expected the impact of COVID 19 lockdown has undone all bookings. Additionally Sports House users have been using an alternative space for some meetings.

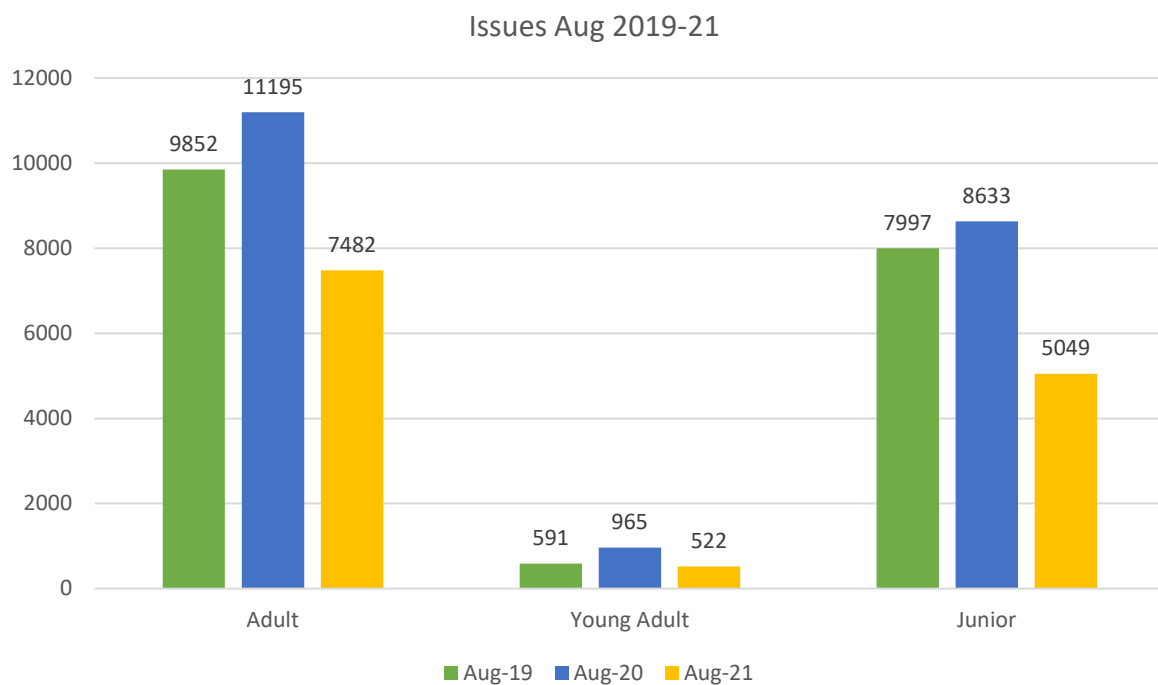
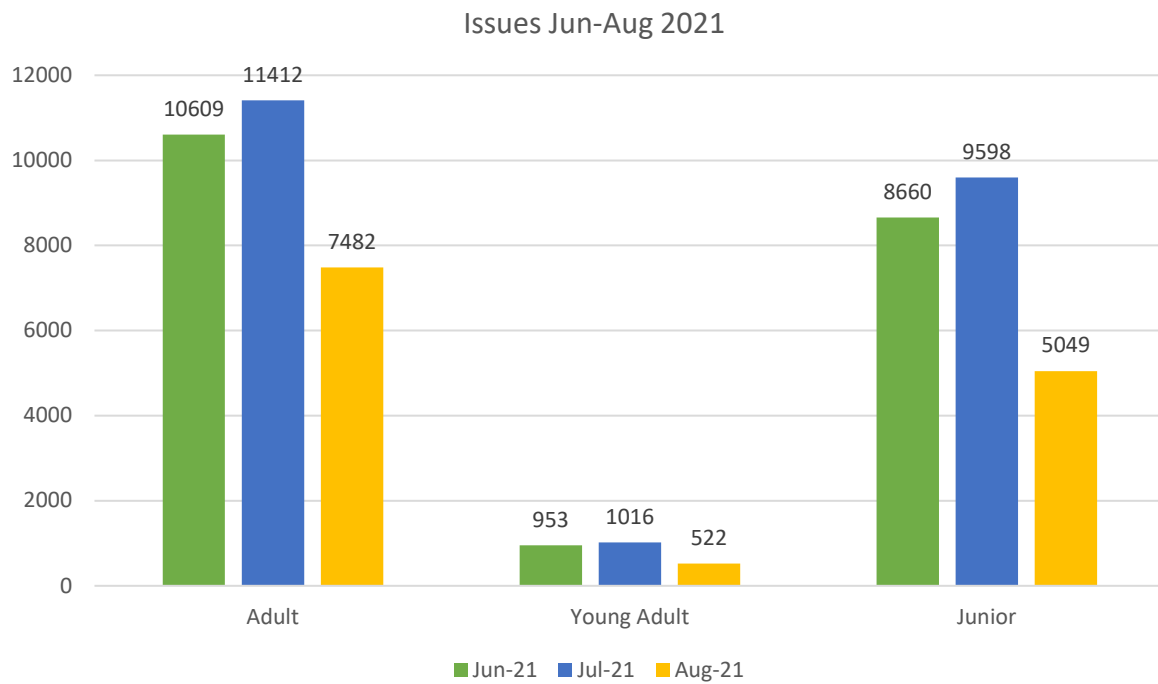
Activities:

Stadium		
Activity/Programme	Description	Date
Stadium Bookings	<p>During late July and early August stadium space was booked most evenings as winter competitions reached their culmination. Unfortunately seasons were cut short for netball players for the second season in a row.</p> <p>During August time it was good to see schools using the stadium to learn Pickleball and an increase of players joining badminton, Pickleball and walking netball.</p> <p>Due to current restrictions both basketball and junior netball have postponed the start of their summer season to the start of Mid October</p>	July/ Aug 2021
Comments:		
Pool		
Activity/Programme	Description	Date
Aquatics Activities	The Aquatics team enjoyed a busy school holidays supporting the activities in the pool area, regular inflatable sessions and continued to support users	July/ Aug 2021

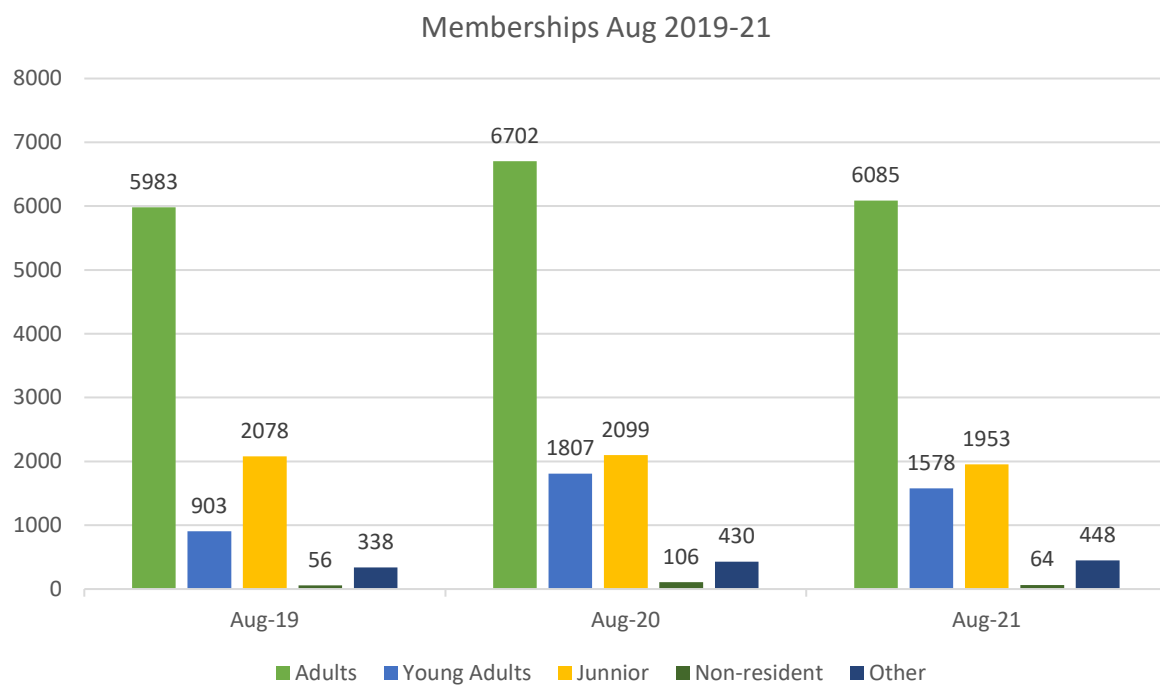
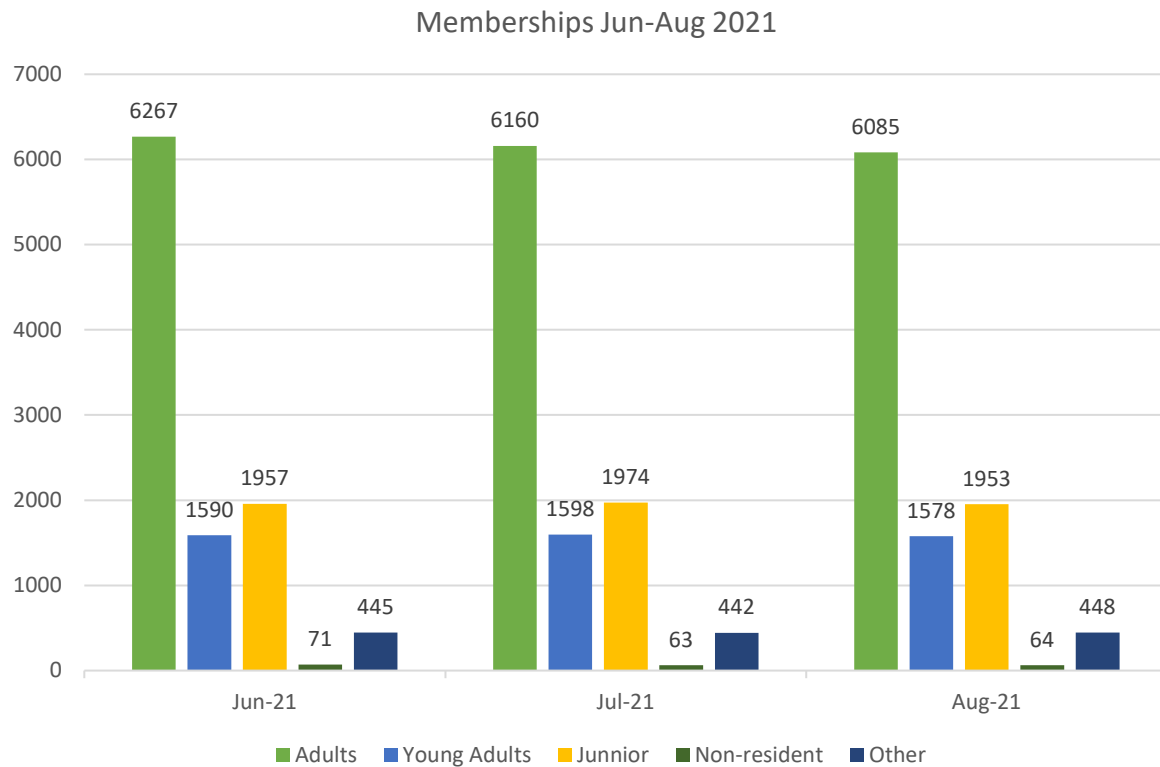
	experience in the stadium. During lockdown the team support Civil Defence by participating in pharmacy deliveries as well as undertaking considerable upskilling and procedural improvement exercises.	
Comments:		
Fitness Centre		
Activity/Programme	Description	Date
Gym Programmes – Special Populations	The gym continues to move from strength to strength with its targeted special populations programmes. Following the success of Hospice and Prost-Fit, we have been selected as one of 4 facilities in the South Island to support a Breast Cancer rehab class in partnership with the Breast Cancer Foundation	Aug 2021
Comments:		
Swim School		
Activity/Programme	Description	Date
Swim School	Swim School participation was tracking on target for Term 3 before lockdown. With the rollout of the new software system customer enrolment processes are now considerably smoother. With lockdown the team undertook Civil Defence support tasks as well as programme review and training activities with an eye on programme development opportunities.	Aug 2021
Comments:		

1.2 Library

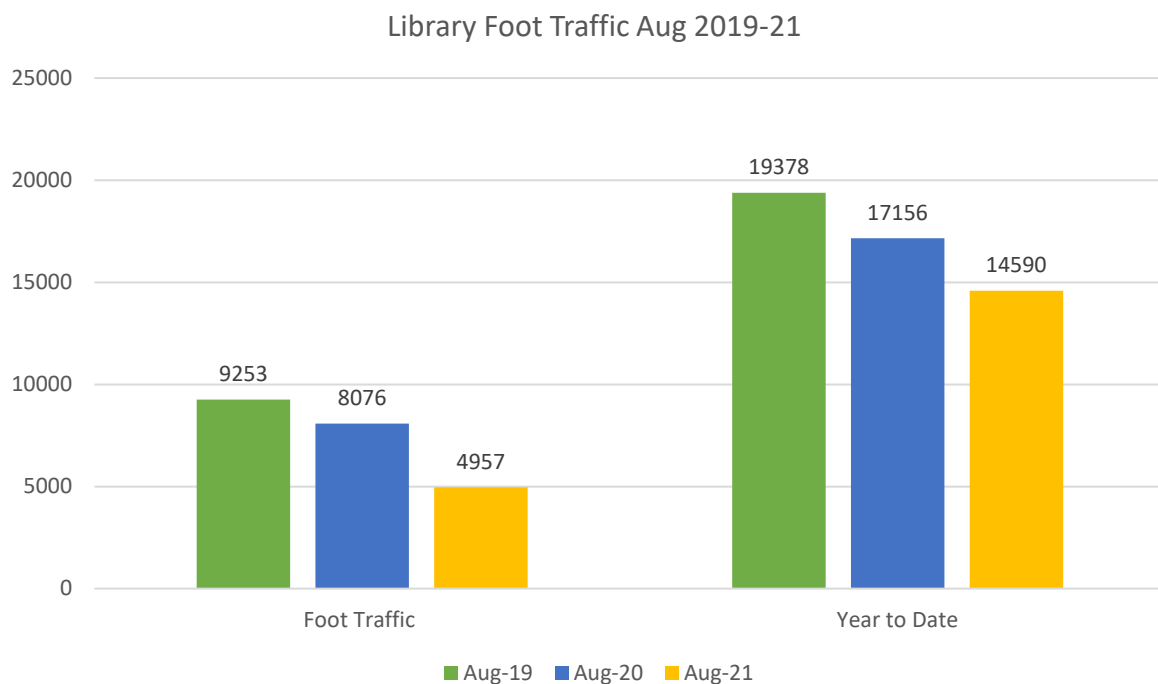
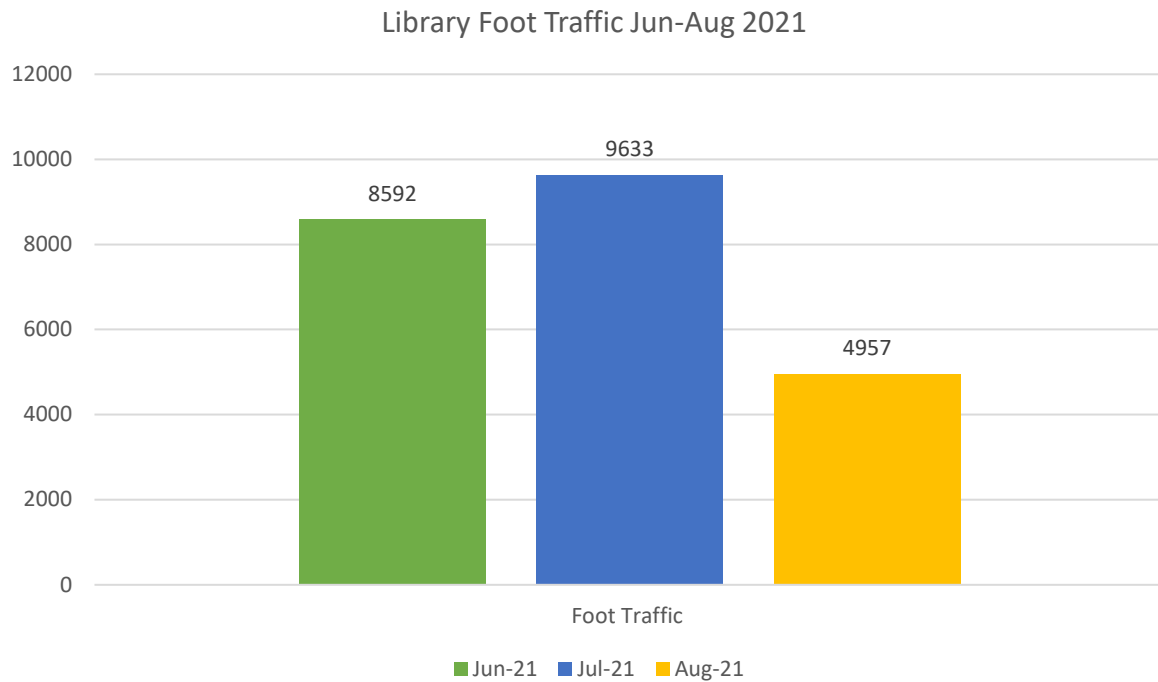
1.2.1 Issues



1.2.2 Memberships



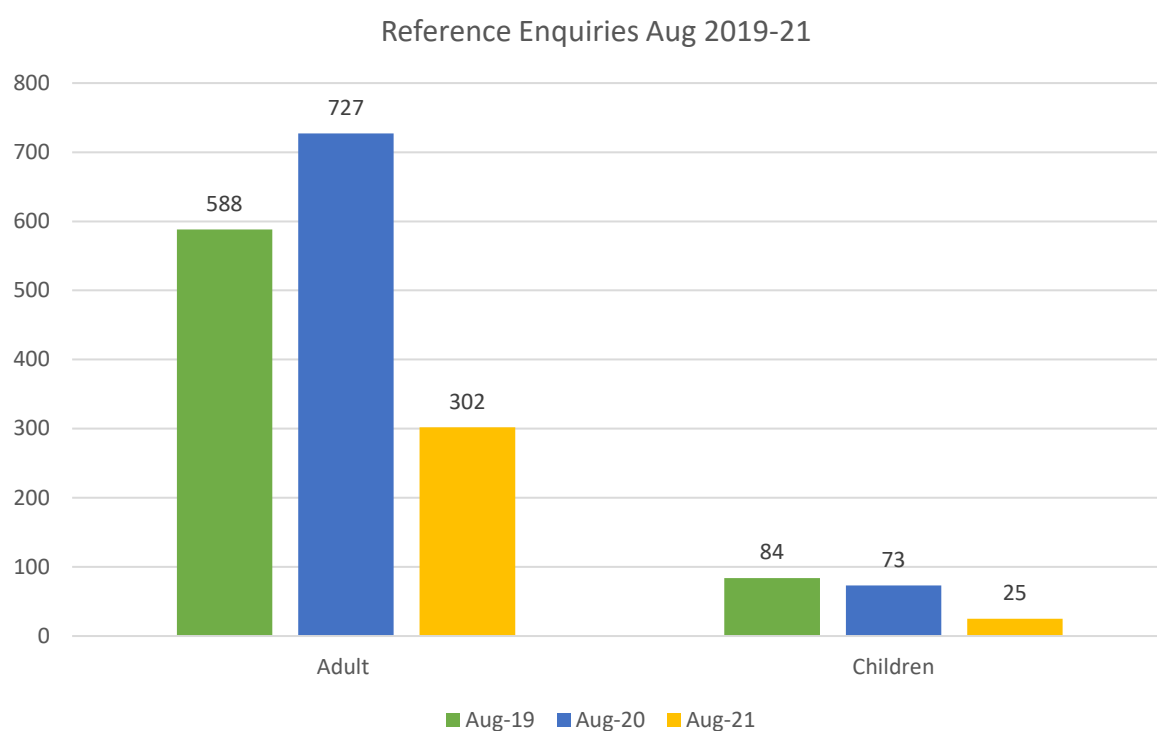
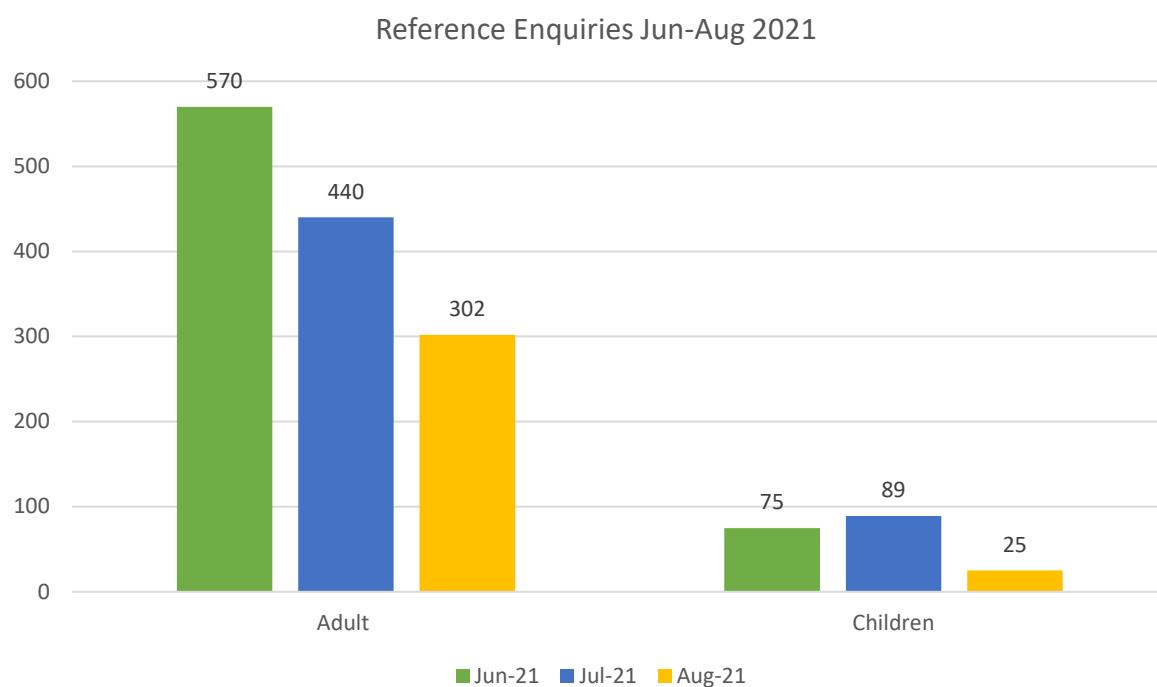
1.2.3 Library Foot Traffic



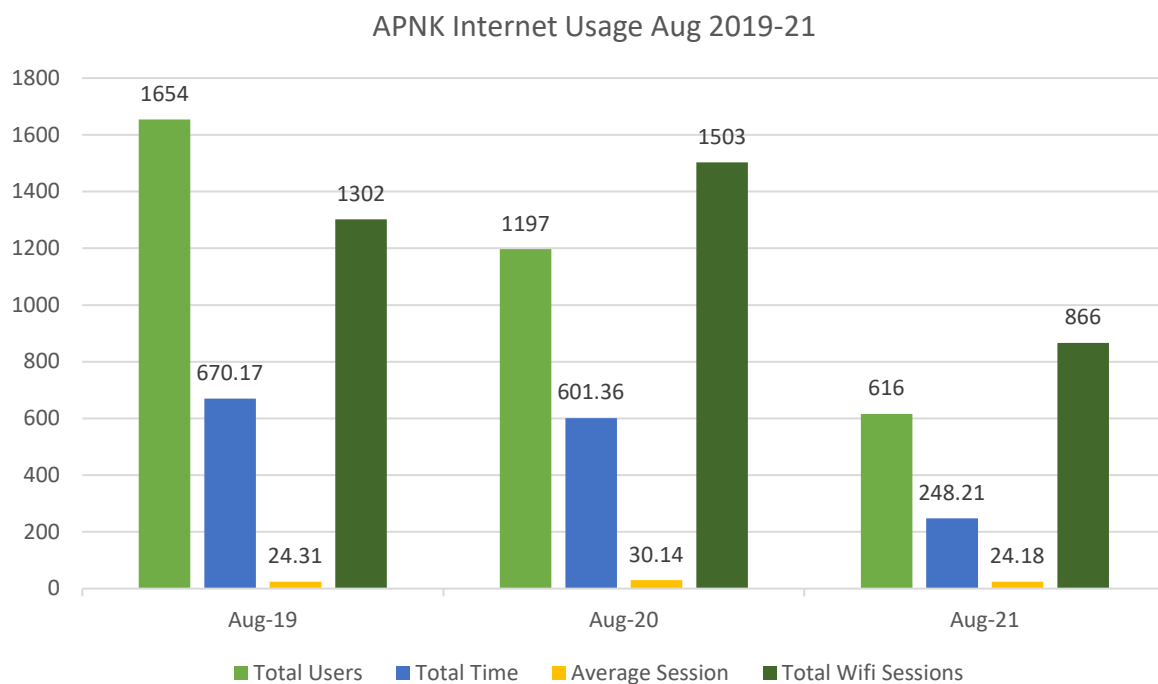
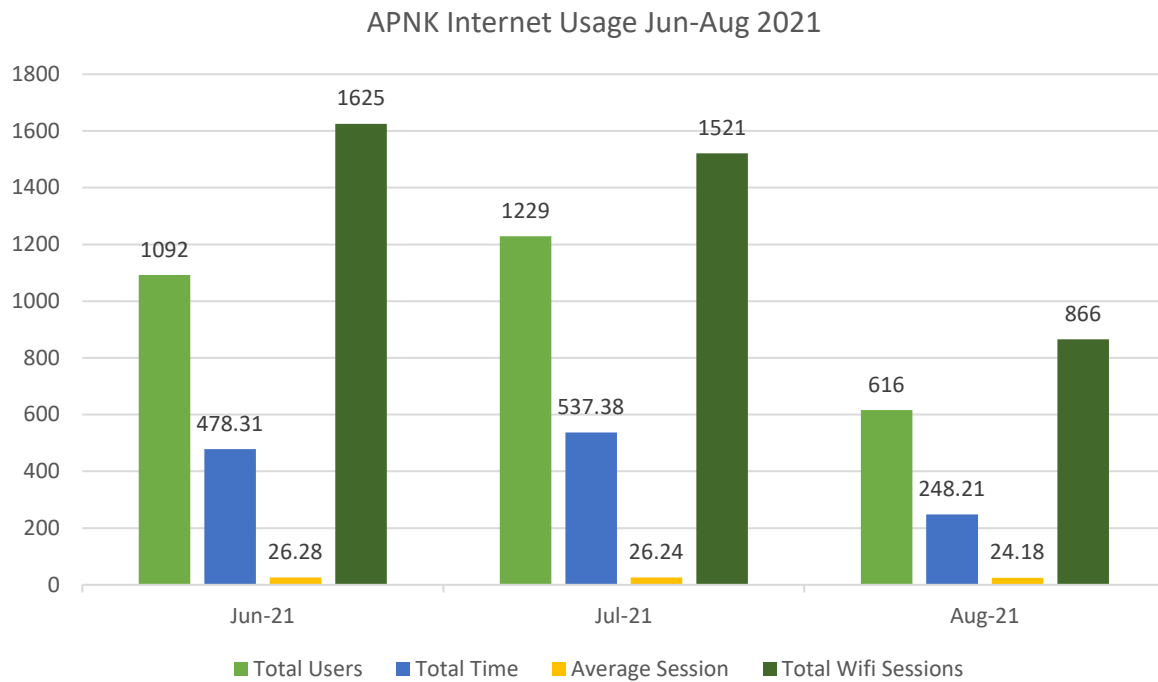
Comments:

Foot traffic into the library are significantly down over the last 2 August years due to the effects of COVID 19 .

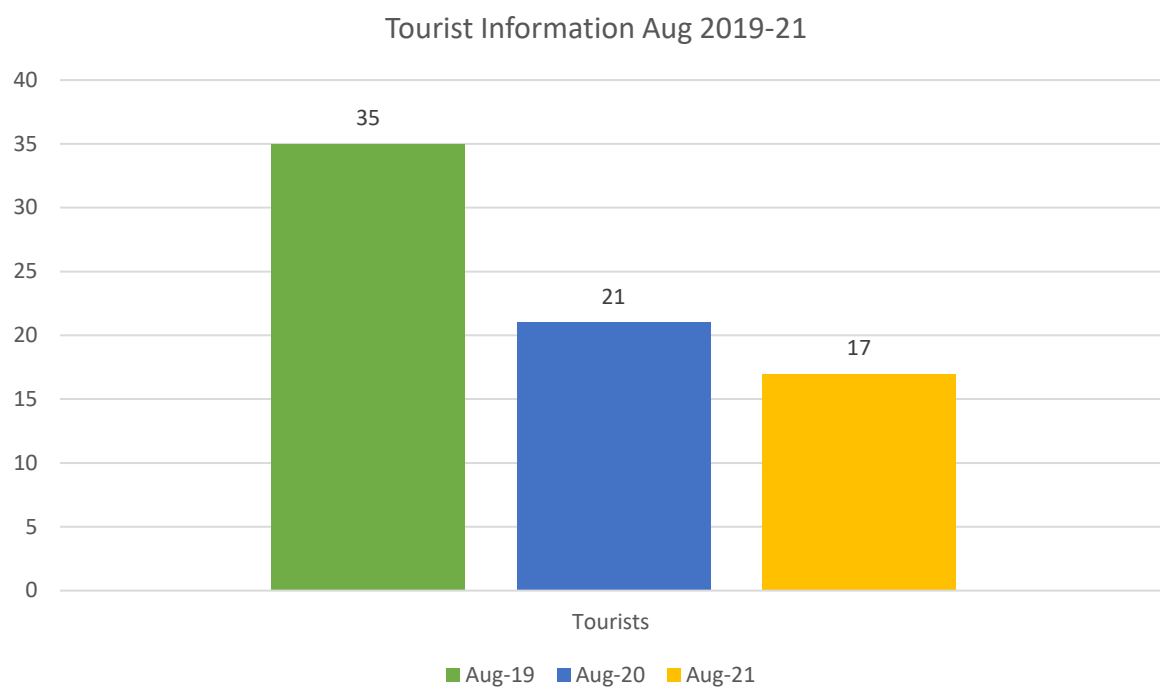
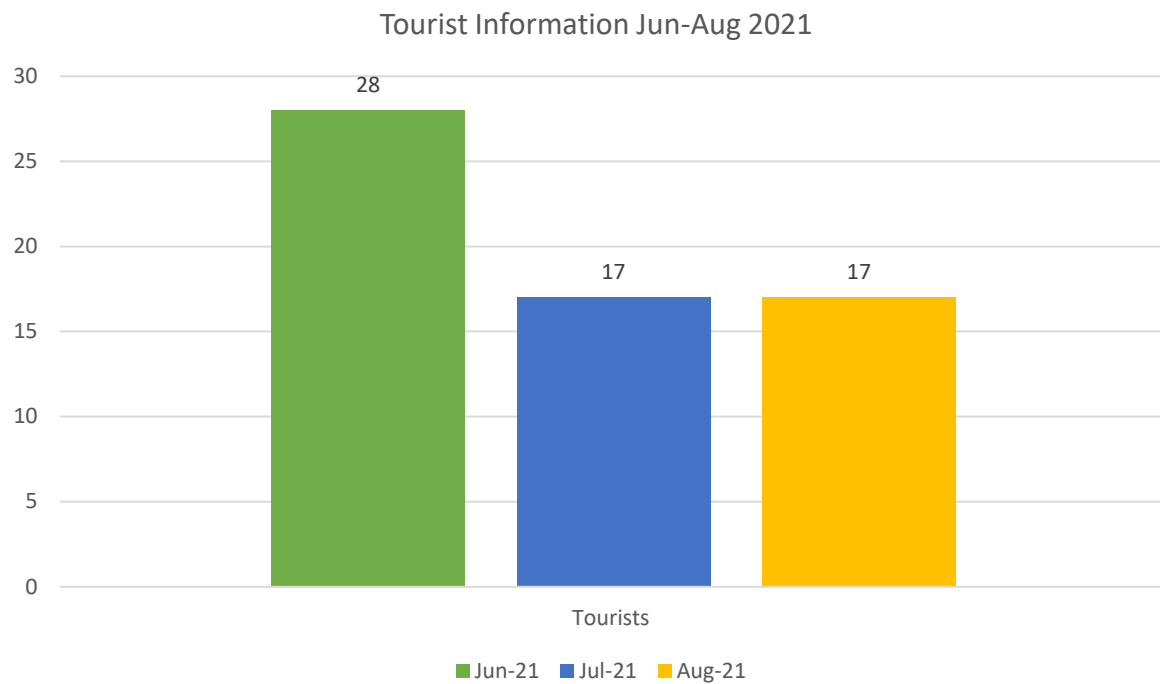
1.2.4 Reference Enquiries



1.2.5 APNK Internet Usage



1.2.6 District Tourism Information Requests



Activities:

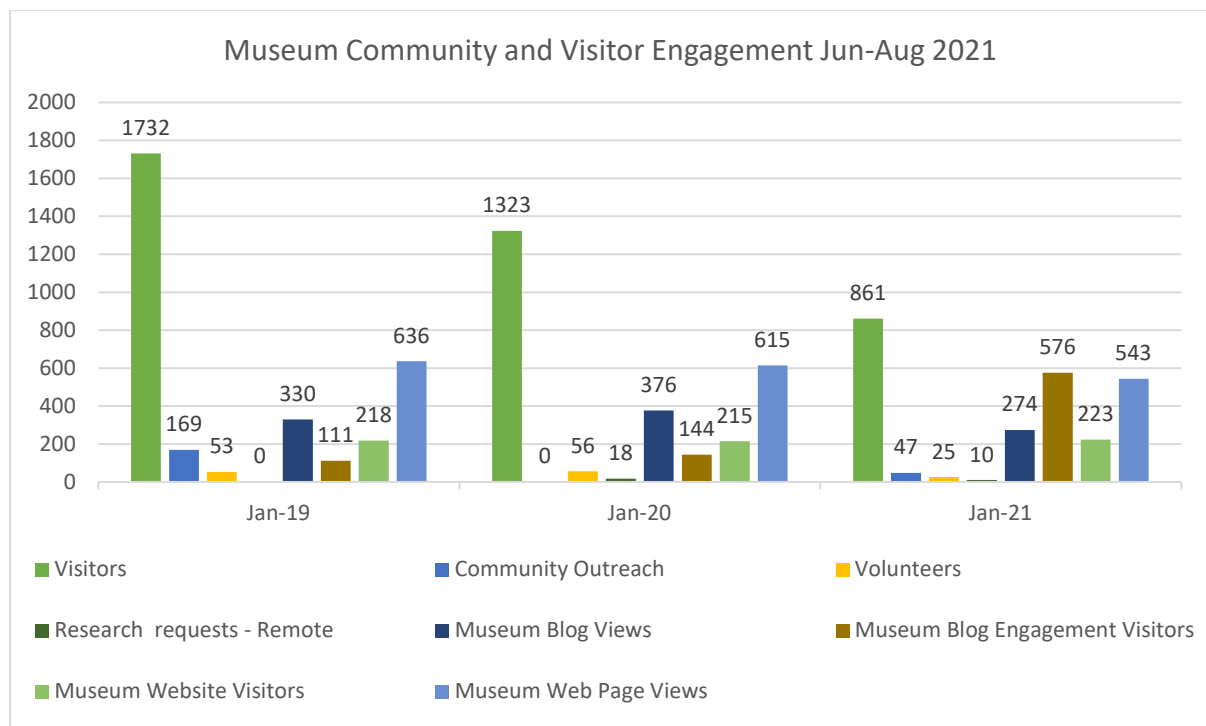
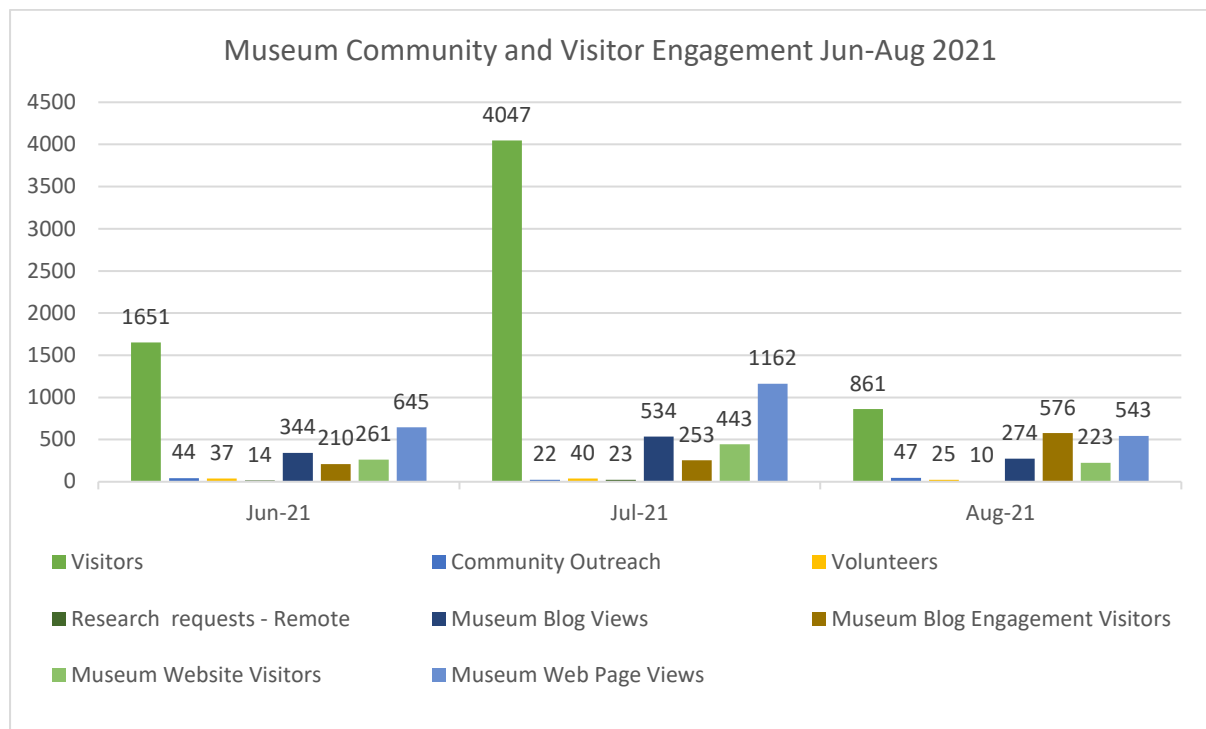
Community Engagement Activities		
Activity/Programme	Description	Date
Click & Collect	Contactless Book Issue.	Jul-Aug
Comments:	The development and implementation of Click & Collect to assist in public access took place and was initiated at Covid-19 level three. The service will continue during Covid-19 level two 110 Books issued over the period.	
Activity/Programme	Description	Date
Meeting Spaces	Community use of meeting rooms.	Jul-Aug
Comments:	There were 9 bookings through the period with 290 people attending. Groups who utilised meeting spaces included Anglican Advocacy, Art & Creativity in the Community, Greg Dunne – Counsellor, Explore.org, Mid Canterbury Rugby Union and Kanuka Mid Canterbury Regeneration Trust and Ara.	
Activity/Programme	Description	Date
Presentations	Library promotion.	Jul-Aug
Comments:	There were 15 presentations during the period with 153 people attending. Groups presented to included CDHB Social Work Team, Hakatere Marae and Community Whanua Hui, Wellbeing Opuke and the Ashburton Pasifika Covid-19 Vaccination Clinic.	
Activity/Programme	Description	Date
Elderly Outreach	Reading and activities.	Jul-Aug
Comments:	Three sessions were held with 60 people attending.	
Activity/Programme	Description	Date
Book Club	Community book club.	July
Comments:	Seven people attended Book Club during the period. Book Club was not held in August due to Covid-19 lockdown.	
Activity/Programme	Description	Date
World Knit in Public day	Community knitting celebration.	June
Comments:	19 People attended World Knit in Public Day.	
Activity/Programme	Description	Date
Literacy Workshops	BOOST and Logical Literacy.	Jul-Aug
Comments:	38 People attended the programmes during the period.	
Digital Access Projects		
Activity/Programme	Description	Date

Stepping Up	Better Digital Futures and Digital Steps Programmes held Thursday's 10-12pm and Tuesdays 1-3pm respectively, in the Newspaper Reading Room. Classes aimed at 65 years and older include introduction, essentials, engagement, safety and one off sessions are held for all age groups.	Jun-Aug
Comments:	56 people attended Stepping Up classes during the period.	
Activity/Programme	Description	Date
CV Help	CV cover letters and applications.	August
Comments:	Six people attended the sessions over the period. The library continues to offer assistance outside of programme hours to those requiring assistance. The feedback for the services offered from both Work and Income NZ and those accessing the service continue to give positive feedback.	
Activity/Programme	Description	Date
Device Drop In	One on one assistance with devices.	Jul-Aug
Comments:	Nine people received assistance with devices over the period.	
Activity/Programme	Description	Date
Ebook Sessions	One on one assistance with Ebooks.	Jul-Aug
Comments:	Two people received assistance with Ebooks during the period.	
Activity/Programme	Description	Date
Skinny Jump Wi Fi Modem	Low cost broadband	Jul-Aug
Comments:	Four people accessed Skinny Jump during the period. During Covid-19 lockdown levels four and three online sign-up was promoted and assistance was made available by library staff where required. The library's demo modem was distributed to a staff member during Covid-19 level four to enable them to work from home.	
Children's Library		
Activity/Programme	Description	Date
Wriggle & Read 2 sessions	Movement to music for ages 0-3	July
Comments:	39 Children+35 Adults=74 Total	
Activity/Programme	Description	Date
Story & Ryme Time 2 sessions	Stories and Rhymes	July
Comments:	8 Children + 8 Adults = 16 total	
Activity/Programme	Description	Date
School Class Visits 6 sessions	Story and browsing	July

Comments:	101 children + 7 adults = 108 total	
Activity/Programme	Description	Date
Coding Club	Game development	July
Comments:	20 children	
Activity/Programme	Description	Date
July Holiday programme	STEM: Science, Technology, Engineering, Mathematics	July
Comments:	250 children + 120 adults = 380 total	
Activity/Programme	Description	Date
Wriggle & Read 3 sessions	Movement to music for ages 0-3	Aug
Comments:	51 Children+46 Adults = 97 Total	
Activity/Programme	Description	Date
Story & Rhyme Time 1 session	Stories and Rhymes	Aug
Comments:	4 Children + 4 Adults = 8 total	
Activity/Programme	Description	Date
School Class Visits 6 sessions	Story and browsing	Aug
Comments:	112 children + 7 adults = 119 total	
Activity/Programme	Description	Date
Coding Club	Game development	Aug
Comments:	38 children	
Activity/Programme	Description	Date
Coding Club Game development presentation session	Presentation session at Heritage centre with Connor Lysaght and Alex Tomov	Aug
Comments:	25 Children + 14 adults = 39 total	
Activity/Programme	Description	Date
Coding outreach 10 classes	Visits to schools and teaching coding	Aug
Comments:	200 children + 10 adults = 210 total	

1.3 Ashburton Museum and Art Gallery

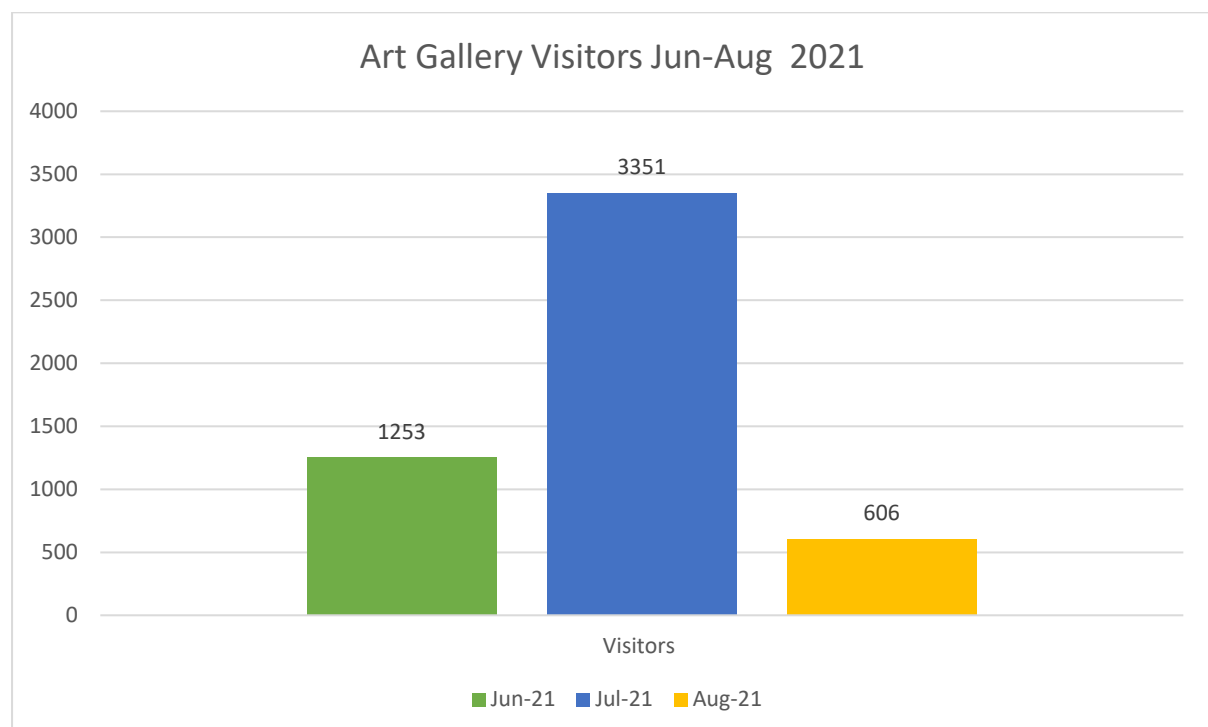
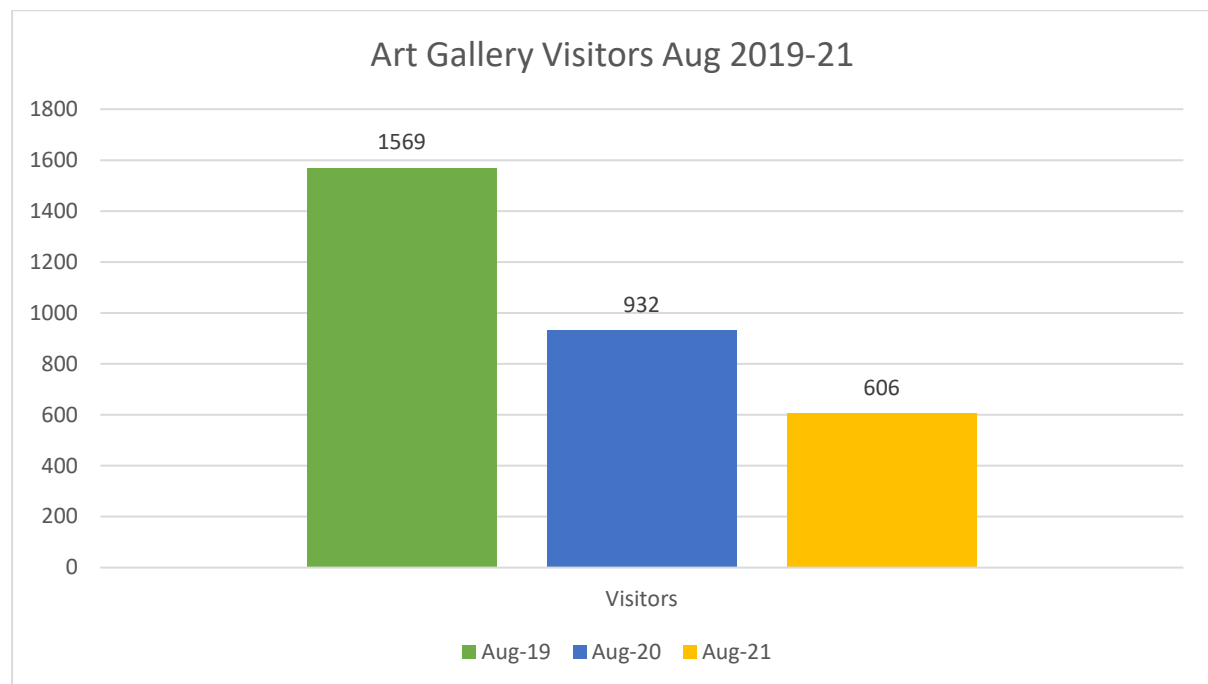
1.3.1 Museum Community and Visitor Engagement



Comments:

July 2021 increased visitation figures reflect the variety of programmes running during that month including Hakatere Home & Heritage exhibition opening, July School holiday programmes, Ashburton Writers Group prize giving and the Annual Teddy Bear Sleepover and picnic.

1.3.2 Art Gallery Visitors



Comments:

Visitation fluctuates on the popularity of the Gallery's exhibition programmes. The downward trend in visitor numbers across the three-year period is consistent with a drop in visitation due to Covid restrictions. The increase in July is attributed to the local Art Society exhibition and the school holiday. The Gallery was open for seventeen days in August 2021.

Activities:

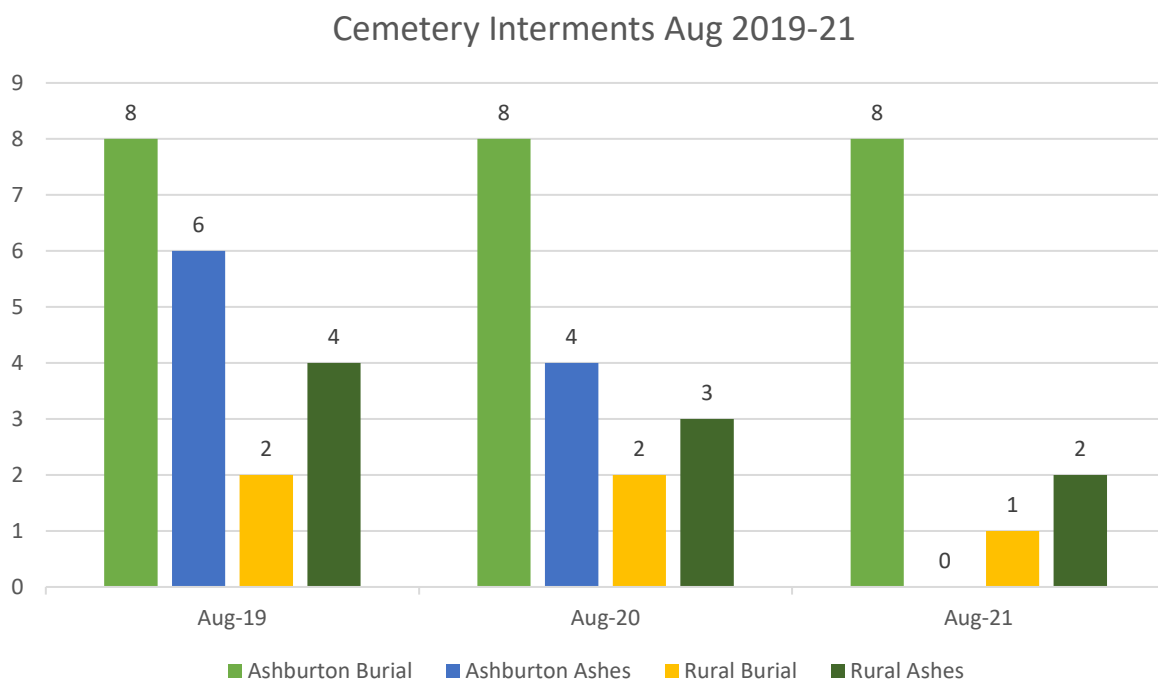
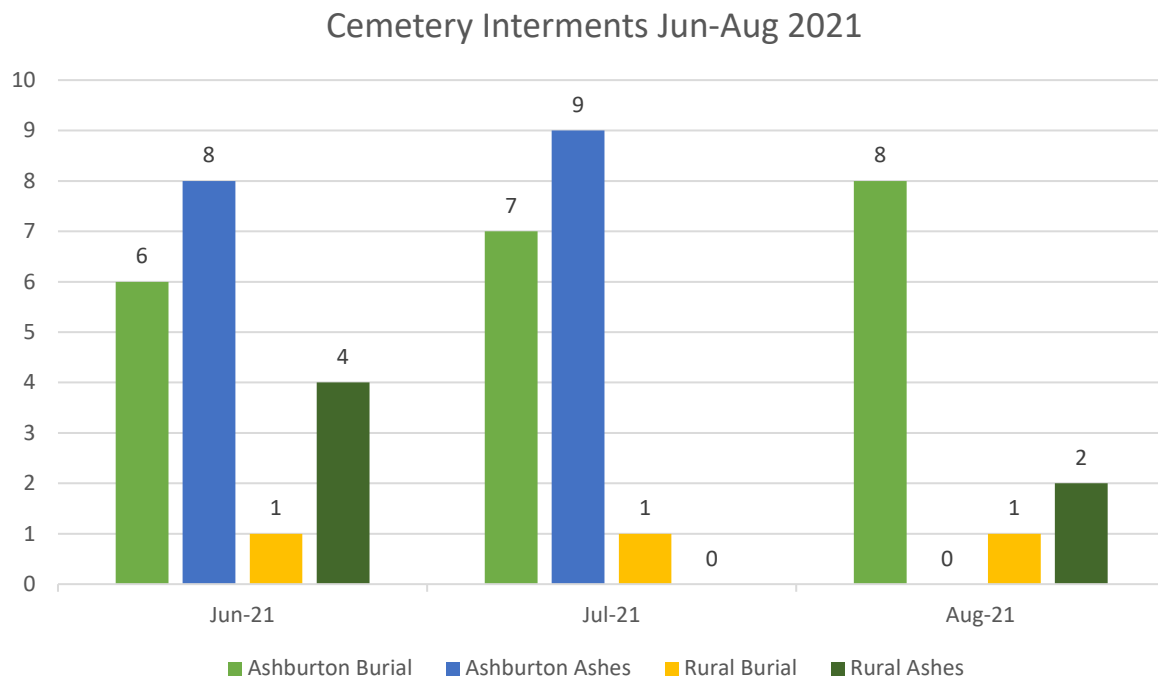
Museum		
Activity/Programme	Description	Date
Education visits	School visits	1-31 Aug
Comments:	Mt Somers - Springburn School Hampstead School. Booked for August - Cancelled due to COVID restrictions: Hampstead School Mt Somers – Springburn School. Rakaia Playcentre visited to view our exhibitions and to create in the children's activity area. A Virtual Museum Tour visit from Yokoso, Japan with 41 students and 6 adults, included discussion about exhibition contents and the Ashburton District.	
Activity/Programme	Description	Date
Community Engagement:	Library Micro Bytes Coding Club.	16-17 August
Comments	Two separate groups visited for their prize giving and a presentation on our Hakatere Hack game which was made to accompany an exhibition.	
Activity/Programme	Description	Date
Outreach:	Millstream and Elizabeth St	24-26 August
Comments:	Cancelled	
Activity/Programme	Description	Date
Collection Care	Care in the Archives, Object & Photo store	N/A
Comments:	Continues.	
Activity/Programme	Description	Date
Research Visit	NZ Sock Factory	9/8 August

Comments	Sparrow's Oral History /Object research visit was made to interview Euan Sparrow in regards to Sparrow family business history. This information will strengthen Catalogue descriptions and gave the staff members an insight to early Ashburton History	
Activity/Programme	Description	Date
Research Request	District Plans.	N/A
	Archives officer has been consulting with ADC regarding plans that have been requested.	
Activity/Programme	Description	Date
Current	Hakatere Home & Heritage.	9 July -
	Delaying the end of this exhibition due the interruption by Covid-19 restrictions TBC.	
Art Gallery		
Activity/Programme	Description	Date
Duration Exhibition	Solo exhibition by film artist and farmer Gaylene Barnes.	1 – 27 August
Comments	The 9-channel video installation explores a day in the life of nine animals connected to the artist. The installation is coupled with a series of meditative drawings on paper commenting on the human connection with the ecosystems we are a part of. Note: due to the recent Covid lockdown, Gallery staff have negotiated the extension of this show until 27 September.	
Activity/Programme	Description	Date
Cellular Memory Exhibition	Survey exhibition of Elizabeth Thomson	14 Aug – 24 Oct
Comments	Much celebrated touring exhibition of Wellington-based sculptor Elizabeth Thomson. For over 30 years her work has looked at areas of scientific knowledge such as botany, micro-biology, oceanography and mathematics. The ground-breaking new suite of works entitled Lateral Theories were specifically completed to be shown the Ashburton. This exhibition is curated by Gregory O'Brien and presented with the support of Creative New Zealand and the Ashburton Creative Communities Grant.	
Activity/Programme	Description	Date
AAG Collection	Transitional progress	Ongoing
Comments	Gallery staff are working with the AAG Inc on the process of accessioning gifts to the collection and how best this work can be done while staff transition to Council employment.	

Activity/Programme	Description	Date
ADC Collection	Care and storage	Ongoing
Comments	Gallery staff continue to maintain the database and condition reports of the ADC Collection. A full valuation of the collection is now complete.	
Activity/Programme	Description	Date
Art Addicts	Weekly family drop in sessions	4 & 11 August
Comments	In the August sessions children explored the techniques of Papier-mâché, and the practice of Line. Both sessions were well attended and had volunteer support.	
Activity/Programme	Description	Date
Jub Jub Club	Junior membership programme	Monthly
Comments	<p>Our members looked at Mark Soltero's artwork on the foyer wall called Cinéma of the Rorschach to create their own stencil art. The artist led the session and provided great insight on his practice and process for the children.</p> <p>This session was originally scheduled for May, but was postponed due to the flooding event.</p>	
Activity/Programme	Description	Date
In-Colour	Colour and craft group	13 Aug
Comments	Monthly facilitated programme which combines art with social and mental well-being principles. Attendees enjoy the benefit of a supportive and calm space to create and make connections.	
Activity/Programme	Description	Date
School Visits	Facilitated and structured school sessions on art.	16 Aug
Comments	<p>The Gallery hosted the Rakaia Early Childhood Centre on 16 August and Hampstead School on 17 August. Both groups were given tours of the exhibitions and hand-on activities relating to the content of shows.</p> <p>Additional school bookings from Hampstead School, Carew Peel Forest School, Ashburton Christian School and St Joseph's in August have been cancelled due to the recent lockdown.</p>	

1.4 Open Spaces

1.4.1 Cemeteries



Activities:

Cemeteries
Items of Importance:
<p>It has been a challenging and busy month in the Cemeteries division. The Level 4 lockdown made it a challenging time for local families suffering a bereavement. Council staff, officers, and the Manager dealt at length with undertakers who were in turn dealing with grieving family questions surrounding what was allowable and what was not under the relevant Government decree.</p> <p>Construction of a new memorial wall is underway at the Ashburton Cemetery. This work is scheduled as part of the overall Cemetery expansion project. When complete, it shall allow for 352 individual memorial plaques to be installed and sold as another option for bereaved families.</p> <p>Additional seating for the Ashburton Cemetery is proposed to be installed at a rate of three or four per annum. The seats of choice are grey steel framed with timber slats which are replaceable. Staff will work through exact locations at the New Cemetery over the coming months.</p>
Stock Water Races
Items of Importance:
<p>The stockwater activity continues to operate at full capacity over lockdown, being an essential service. Office processes have slowed down due to the resignation of the Stockwater Administrator in August. Recruitment is pending, currently with People and Capability. The Open Spaces Supervisor Stockwater, Horticulture and Health & Safety, is now dedicated to this activity to maintain service delivery.</p> <p>Currently there are 36 open requests for race closures. All are tracking through the Council-defined bylaw process, of which there are 36 steps to go through to enact water race closure. These 36 steps are laid out in the Standard Operating Procedure 2019, which reflects the requirements of the Ashburton District Council Water Races Bylaw 2019. Appendix 1</p> <p>A summary of the race closures work in progress is appended for information. Appendix 2</p> <p>Overseeing of the reinstatement of the flood-destroyed Blair's Road siphon under the Hinds River is ongoing by staff. The contractor, Fulton Hogan is progressing well with all reinstatement materials onsite at the start of September.</p>

Gardens
Items of Importance:
Methven Harmony Gardens have had a spring tidy and is looking more open and tidier.
Ashburton Domain
Items of Importance:
<p>The Domain has once again proven to be a magnet for the community over lockdown. Many residents have been using the Domain for exercise and outdoor activity. While most toilets and all play facilities have been closed, people have embraced the opportunity to walk, run and cycle around the various tracks and trails that the Domain offers.</p> <p>The Great Moscow Circus was also locked down on the Domain. The situation was unfortunate for this enterprise as it was only just set up and starting to operate when the country was plunged into lockdown. Open Spaces staff have been in regular contact with Circus management and they do have a desire to deliver some shows to the community, especially those who have paid, at the conclusion of lockdown. Timing with other events shall determine if that is possible – or not.</p> <p>Other events that have been scheduled for late August and September are also in limbo at the time of writing, mainly because of the changing Government rules around gatherings.</p> <p>The new driveway project is progressing through the planning phase. This work is in tandem with the request to the Council at its meeting on 15 September relating to insufficient funding being allocated now that the project scope is defined.</p>
Recreation
Items of Importance:
Nothing of significance to report on.
Trees
Items of Importance:
Council officers have been working with the Tinwald Domain Board on Domain tree issues. Once we retrenched to Level 3, contractors were able to enter the site and start work along the Northern boundary of the Pony Club grounds on the Tinwald Domain.
Public Conveniences
Items of Importance:
Over Level 4 lockdown, staff maintained public convenience service provision on the major freight routes in accordance with Government expectations. These are Rakaia, Ashburton Domain, Hinds, Methven, and Alford Forest. Initially, we had Mayfield Domain as the second option on the top road, but a water provision issue necessitated this facility being closed. Staff opened the Alford Forest facilities as a replacement.

Over the first weekend in September there was an arson event on the Domain toilets at the paddling pool on Saturday night. This meant the facility was closed until early the following week when the men's toilet was opened as unisex. The women's toilets remain closed as repairs and commercial cleaning take place to repair the fire damage. There is melted plastic sticking to most surfaces within the facility after various combustible toilet components were ignited, resulting in significant damage. New internal walls will be required.

Biodiversity

Activity/Programme	Description	Date
Harris Reserve	Planting Open Day	26/09
Comments:	The August lockdown has impacted on this project and the scheduled Harris Reserve planting day has been postponed until 26 September. This will be dependent on the level of COVID 19, we are in.	
Planting Natives 101	Information session for public wishing to plant native trees and shrubs	15/10
Comments:	The Planting Natives 101 Event, which was scheduled for Friday 17 September, has been postponed until 15 October due to the lockdown restriction on indoor participant numbers.	
Items of Importance:		
<p>Further work planned at Lake Camp to remove more trees (Pinus Contorta) which pose a wilding species risk, has occurred. While some trees were removed last year, staff have in conjunction with DoC and ECan, identified more trees in need of removal. Progress was aided by available ECan funding for this work. Staff have been keen to take advantage of the ECan funding opportunity.</p> <p>The logging activity is being overseen by the Council's Forester, with logs being sold. Council officers expect a positive revenue stream from the works and log sales. It is envisaged that further enhancement works and revegetation plantings of natives will be able to be achieved with these funds on the Lake Camp reserve.</p>		

Appendix 1– Steps in processing a stock-water race closure

Phase	<i>One</i> Application Received	<i>Two</i> Information Gathering, Internal, External, and Consultancy	<i>Three</i> Review of Significance and Scope of Initial Application/Proposal	<i>Four</i> Review Reporting and Decision-Making	<i>Five</i> Conclusion Reporting and Landowner Implementation
Quantity of Steps in the process (36)	1-3	4-12	13-18	19-33	34-36

These 36 individual process steps are as laid out in the Stock-water Standard Operating Procedure 2019

1.5 Economic Development

Activities:

Economic Developments		
Activity/Programme	Description	Date
Comments:	<p>Officers continue to coordinate conversations with developers, potential investors and stakeholders.</p> <p>Staff are continuing to have conversations with local businesses about the constraints the current government immigration policy is having on their ability to find staff. These constraints are further exacerbated by availability of affordable housing and employers reporting that potential employees from other areas of New Zealand have a poor perception of the district.</p> <p>Council staff will begin a process this month to review the effectiveness of the current Economic Development Strategy, this plan was written in 2017 in a pre COVID 19 world and it would seem sensible to assess how this plan relates to current issues and opportunities.</p>	
Events		
Comments:		
Activity/Programme	Description	Date
Regional Event Fund	<p>Work is continuing with community events with the beginning of the Spring/Summer event season. Due to Covid-19 alert level restrictions there have been a number of events that have been impacted, this may continue as alert levels change.</p> <p>The government has announced new regulations for events going forward, specifically in relation to QR scanning/manual record keeping. The DPMC have confirmed that outdoor events will NOT be subject to mandatory record keeping, which will be a significant relief for un-ticketed outdoor events.</p>	
Comments:	<p>Round 2 of the Regional Event Fund opened on 1 September and runs until 30 September. This is for events between 1 February and 30 June 2022.</p> <p>The Winter Whiteout Festival and Pickleball Tournaments have been successfully held, both received funding from round 1.</p>	

Activity/Programme	Description	Date
ANZ Business of the Year		Feb 2022
Comments:	Work is continuing on the ANZ Business of the Year Awards. 18 registrations have been received covering four of the eight categories, a further seven are due in.	
Activity/Programme	Description	Date
Nights of Lights Festival		
Comments:	Work is continuing on the Nights of Lights Festival with Light up the Night still planned to be held on East Street on Saturday 27 November.	
Items of Importance:		
<p>Work is continuing with community events with the beginning of the Spring/Summer event season. Due to Covid-19 alert level restrictions there have been a number of events that have been impacted, this may continue as alert levels change.</p> <p>The government has announced new regulations for events going forward, specifically in relation to QR scanning/manual record keeping. The DPMC have confirmed that outdoor events will NOT be subject to mandatory record keeping, which will be a significant relief for unticketed outdoor events.</p>		
Youth Council		
Activity/Programme	Description	Date
Mountain Film Festival		
Comments:	A successful NZ Mountain Film Festival fundraising event was held on 7 August. This is the third year the event has run, and it continues to grow in attendance and funds for Bite Nite.	
Activity/Programme	Description	Date
NZ Bite Nite		
Comments:	<p>This event is planned and ready to take place on 25 September. An exciting line up of acts and activities is planned, however, as at the time of writing (13 September) the Government has announced that Auckland will remain in a level 4 lockdown until 21 September and it is their intent to drop to level 3 on midnight of that day. This means that the headline act will need to be replaced.</p> <p>Covid restrictions continue to create uncertainty as to the likelihood of this event taking place. The event can only run at Covid level 1, government have indicated that the South Island will be at level 2 until at least 21 September.</p> <p>Council staff in consultation with the Ashburton Youth Council have decided to postpone Bite Nite until 6 November 2021, this will enable the headline act to travel from Auckland and to allow time for Covid levels to hopefully return to level 1.</p>	

Activity/Programme	Description	Date
Mental Health Week		
Comments:	<p>The joint venture with Selwyn Youth Council is continuing for Mental Health Awareness Week, a planned social media campaign will run on AYC and SYC channels during the week.</p> <p>All colleges in Selwyn and Mid Canterbury will be running purple shirt or purple activities with the aim of fundraising for the Mental Health Foundation. Selwyn District Council have also come on board, this is being driven by Mayor and Councillors. They have a whole week of activities planned for staff. Discussions are continuing within ADC to see what can be done with staff during this week.</p>	
Welcoming Communities		
Activity/Programme	Description	Date
Cultural Proficiency app		
Comments:	<p>Progress of a cultural proficiency app with iwi has reached a milestone with the first draft completed and a name for the app proposed. Reporting back to key funders MBIE (Ministry of Business, Innovation and Employment) and MEC (Ministry of Ethnic Communities) were completed in the last period. A workshop to develop the new welcoming plan in August has been postponed indefinitely due to lockdown. Concerns about the welfare of foreign nationals due to Covid-19 issues has been signalled to Immigration New Zealand.</p>	
Refugee Resettlement		
Activity/Programme	Description	Date
Comments:	<p>The lockdown and crisis situation in Afghanistan is challenging for positive resettlement of the families. The lead agency however is still able to operate and provide face-to-face support for the families albeit limited.</p> <p>The provision of the Refugee Drivers Licensing programme in Ashburton District has been signalled as a priority with MBIE and connections between contract holders and service providers have been made. The August Steering Group meeting has been postponed indefinitely.</p>	

Agricultural Portfolio		
Activity/Programme	Description	Date
<i>Resilient business</i>		
Comments:	Resilient Business - Meetings have been held with prospective funders with strong alignment to the SFFF investment objectives. This programme will be based on a three year project term with delivery through a collaborative stakeholder group. ADC would facilitate the process. The SFFF project development process, if successful, may take 12 months to formulate and confirm.	
Activity/Programme	Description	Date
<i>Our Land & Water</i>		
Comments:	An application to the Rural Professionals Our Land and Water fund was submitted for resourcing farmer focus groups and an evaluation of climate change research. The funding decision has been delayed because of Covid. We are currently awaiting whether the application has been successful or not.	
Activity/Programme	Description	Date
<i>Freshwater Nitrate</i>		
Comments:	The Freshwater Nitrate follow up report is nearing completion with both the farm systems and budget analysis and the economic impact analysis complete. A summary paper is now being prepared, along with a stakeholder engagement plan (still to be drafted). Arowhenua and the Mayoral Forum will be consulted with as part of the process to finalise the report.	

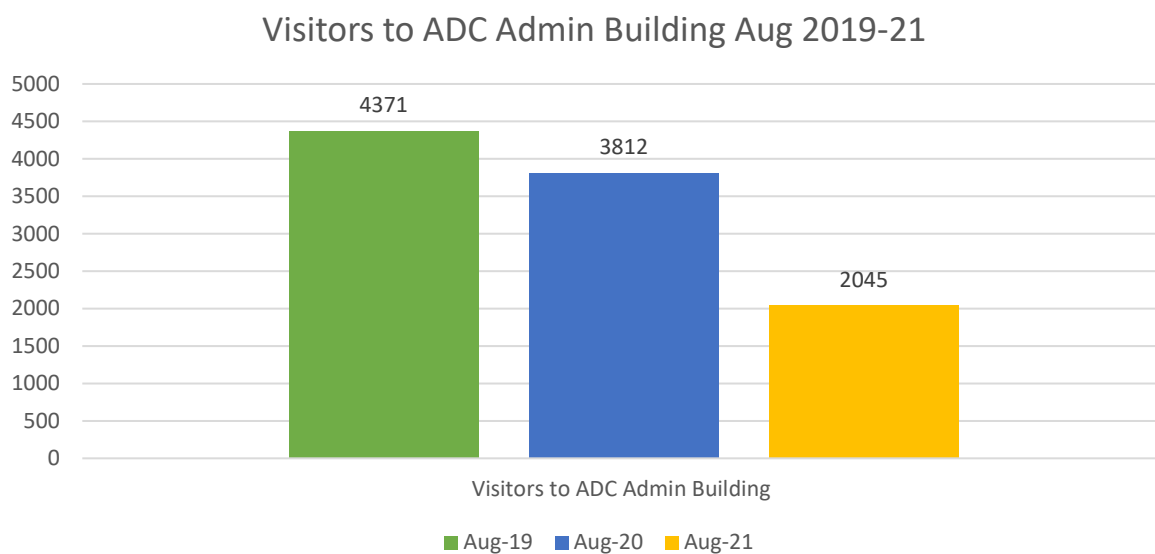
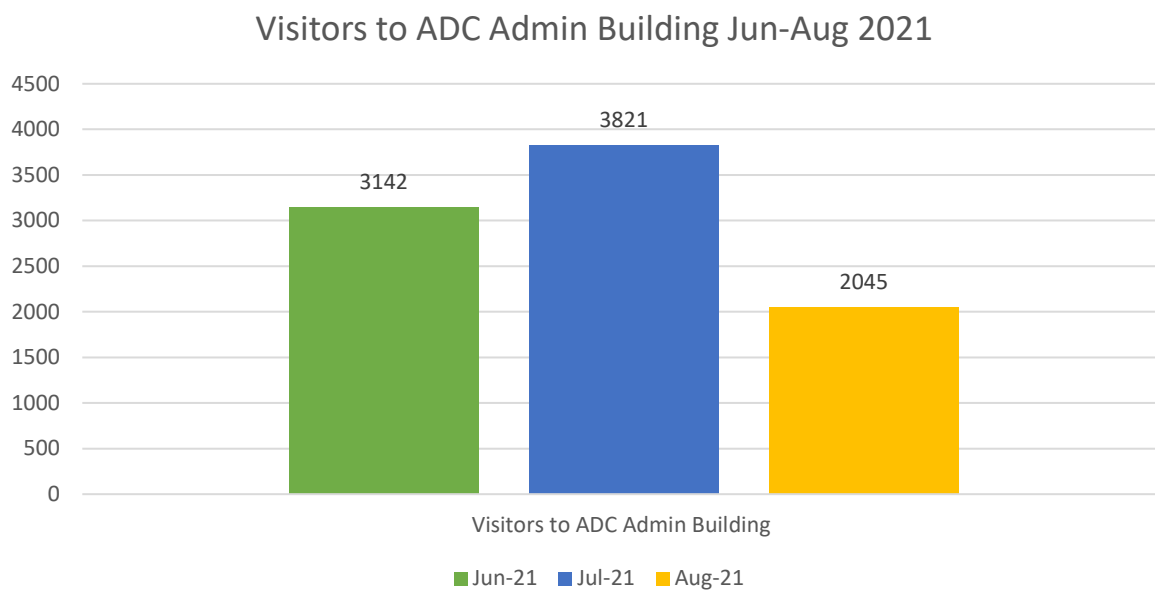
1.6 Memorial Halls and Reserve Boards

Activities:

Items of Importance:
Reserve and Halls have been closed in Alert Levels 3 and 4. Support is being given to the Boards around planning for Alert Level 2.
Mt Somers Reserve Board
Items of Importance:
The Mt Somers Reserve Board have an afternoon tea scheduled for Sunday 12 September where Board members plan to showcase the recent upgrades and have a general community get-together.
Hinds
Items of Importance:
The Hinds Reserve Board have now replaced the bark at the playground and is fully operational. A fault with the lighting on the Hinds Reserve has also been fixed.
Reserve Hall Board Minutes
Links:
Please refer to the following links to view minutes of Hall and Reserve Board meetings held over the last three months: Tinwald Reserve Board Minutes July 2021 Methven Reserve Board Minutes May 2021 Mt Somers Reserve Board Minutes June 2021

1.7 Customer Services

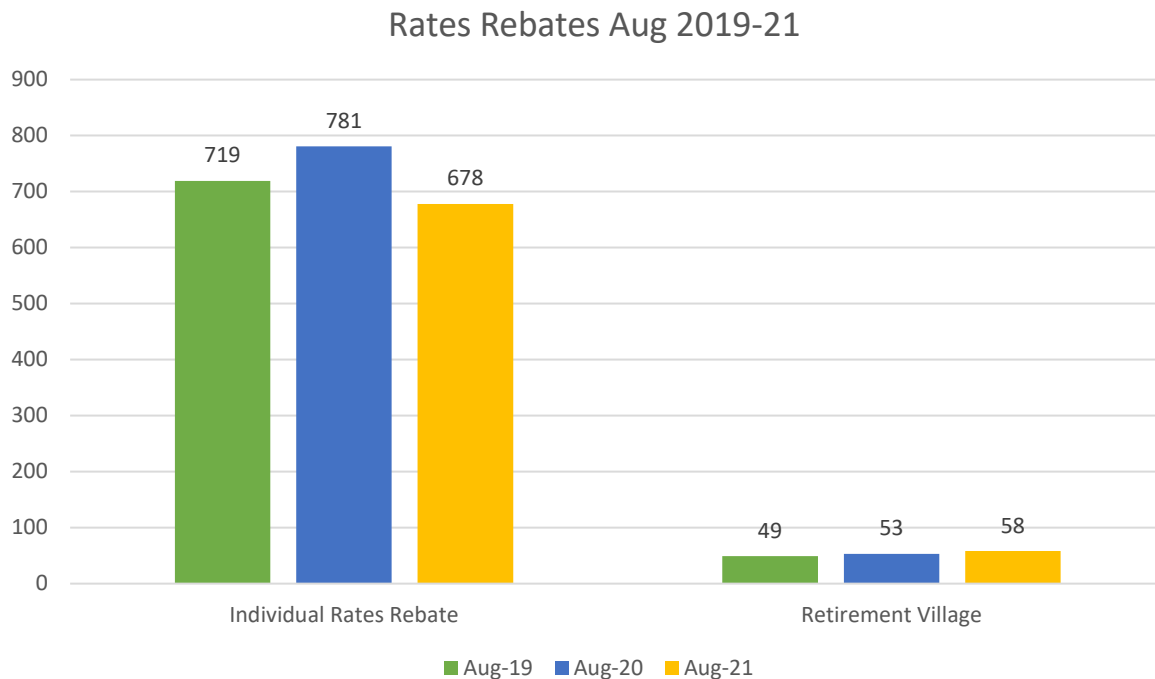
1.7.1 Visitors to ADC Administration Building



Comments:

June has seen a steady increase of foot traffic leading up to the end of Council's financial year. Dog registration keeps reception busy with steady flows of visitors. August 2021 numbers will reflect moving to Covid-19 Alert Level 4 from 18 August as in previous years, this was leading up to rates being due period.

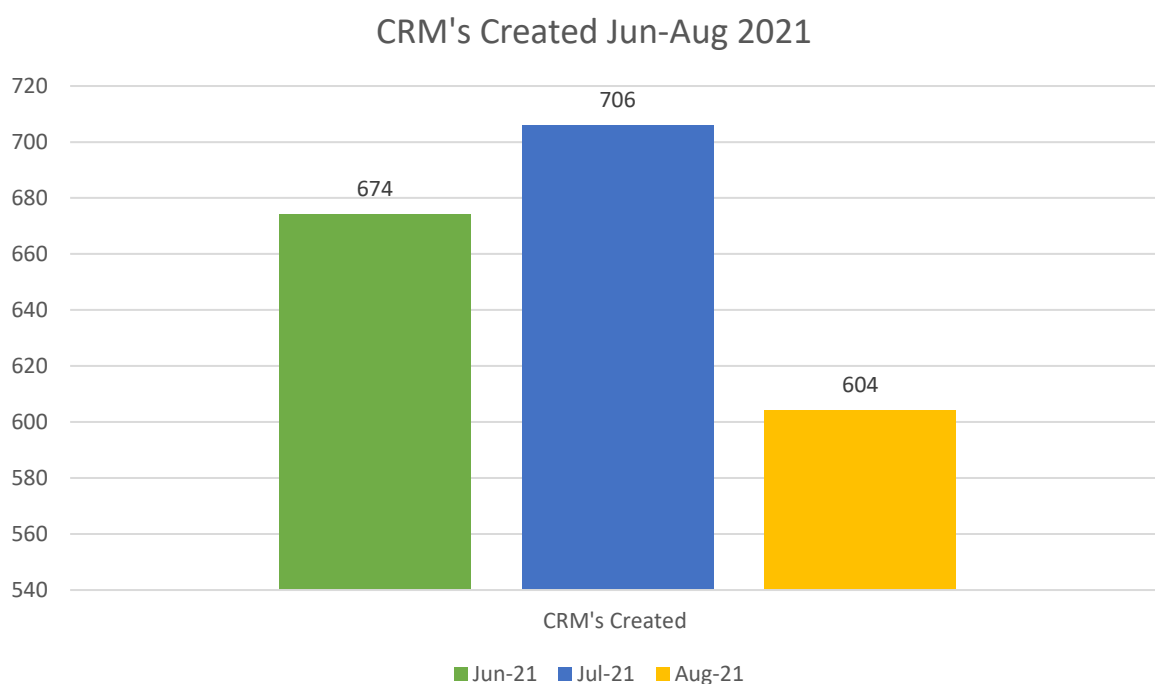
1.7.2 Rate Rebates

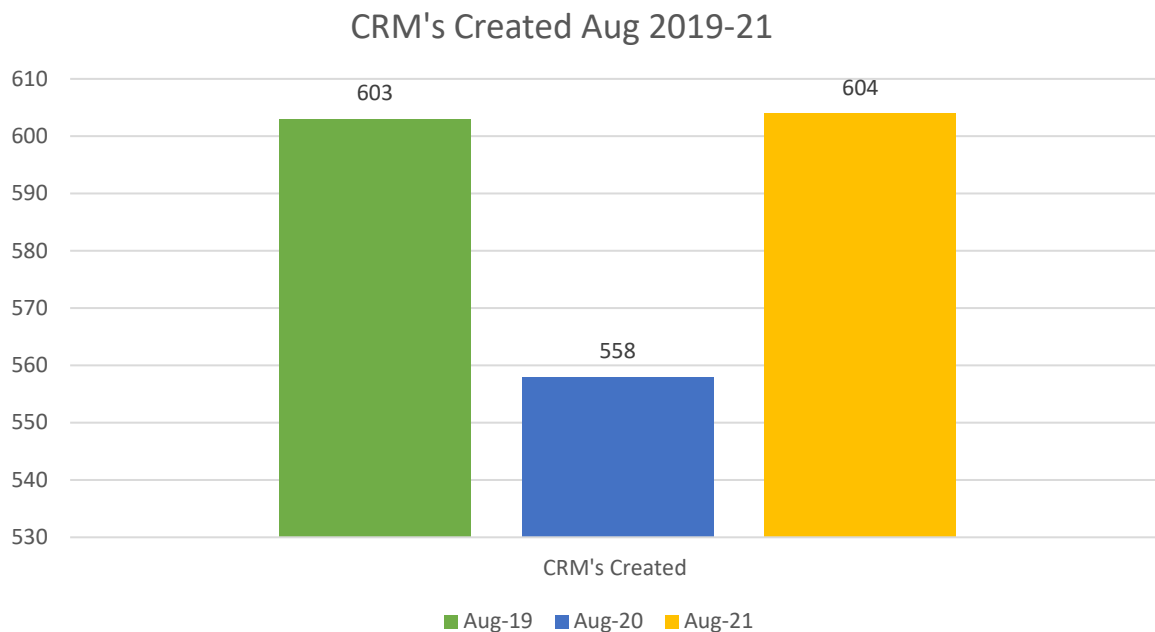


Comments:

June being the end of the previous rating year saw us complete 678 rebates for individual / couples and 58 for retirement village individual / couples. In July we do not process any rebates as waiting for rates to be struck.

1.7.3 CRMs Created





Comments:

August has the main requests for roading (193), water supply (86), kerbside (85), animals (61), and information requests and noise both on 35.

In July, after the major flooding event, the main requests were for roading (242), water supply (128), kerbside (76), information requests (34), noise (29), and property maintenance (28).

Activities:

Customer Services
Items of Importance:
<p>Tuesday 17 August 4pm – Alert 4 from midnight Wednesday 18 August, phone contact lists updated, telephony system was updated with teams' cell numbers which meant the customer services team were able to take calls on their cell phones but all other processes were done through software on computers.</p> <p>Call levels have been half of what they normally are. Calls for the first two days were about rates due and rubbish and recycling collections. The public have been very appreciative of the time to pay rates once we get to level 2.</p> <p>After hours providers are reminding callers to sign up for 4196 text alert, refer to ADC website and social media pages.</p>

2. Strategy & Compliance Group

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
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%
Jan	37 (41)	369 (335)	33 (34)	325 (323)	84.8%	142 (2)	100%
Feb	55 (41)	424 (376)	45 (49)	370 (372)	86.7%	227 (5)	100%
Mar	84 (56)	508 (432)	74 (41)	444 (413)	67.6%	275 (5)	100%
Apr	74 (29)	582 (461)	59 (37)	503 (450)	66.1%	234 (3)	100%
May	98 (67)	680 (528)	74 (55)	577 (505)	59.5%	330 (8)	98.6%
Jun	71 (65)	751 (593)	72 (77)	649 (582)	58.3%	259 (5)	100%
Jul	76 (71)	76 (71)	64 (51)	64 (51)	39.1%	307 (5)	100%
Aug	48 (46)	124 (117)	38 (66)	102 (117)	39.4%	159 (5)	100%

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

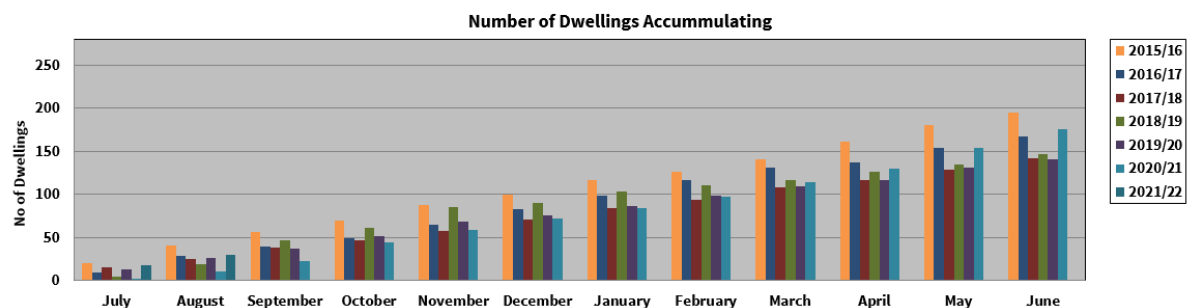
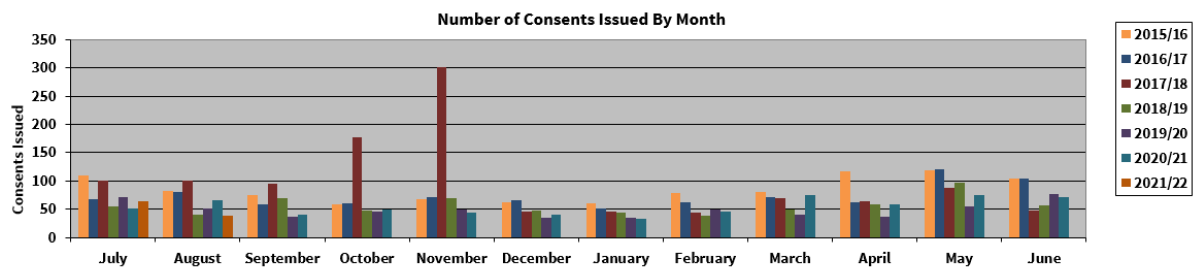
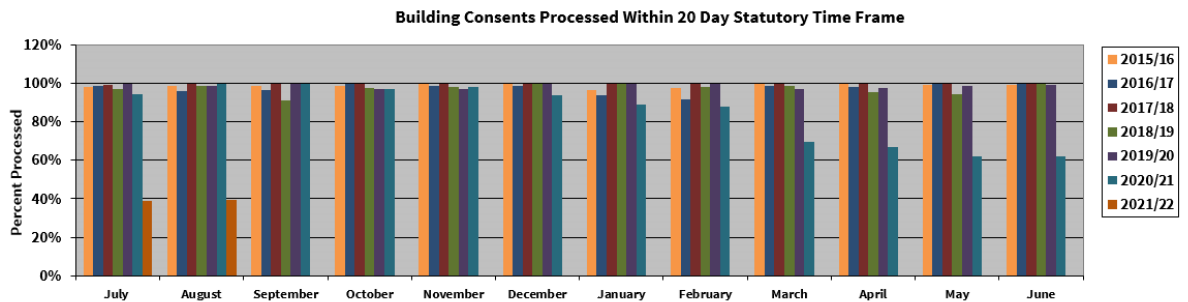
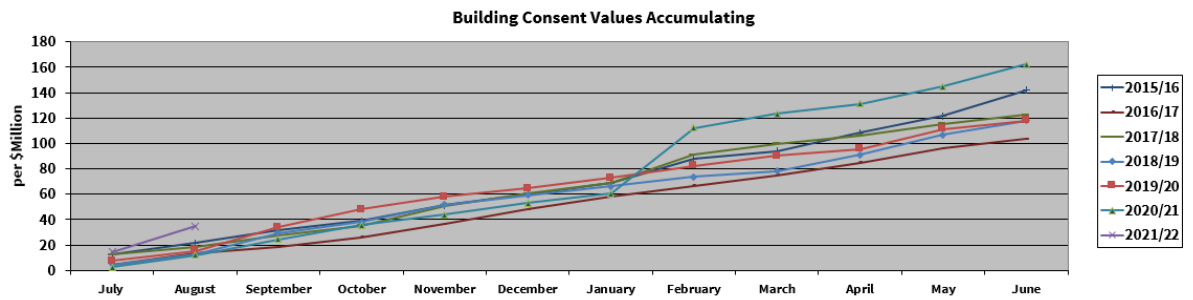
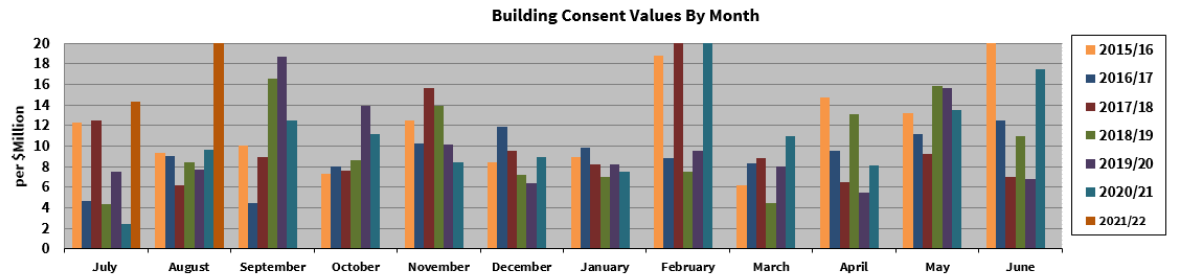
Month	BC Value of Work Received	BC Value of Work Received YTD	BC Value of Work Issued	BC Value of Work Issued YTD
Sep	\$19,133,403 (\$14,919,147)	\$32,774,683 (\$31,555,860)	\$12,506,942 (\$18,699,431)	\$24,522,678 (\$33,961,303)
Oct	\$52,632,650 (\$12,252,808)	\$85,407,333 (\$42,964,668)	\$11,122,222 (\$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)
Jan	\$7,035,638 (\$6,203,650)	\$129,808,715 (\$68,615,092)	\$7,547,388 (\$8,205,672)	\$60,539,971 (\$72,657,012)

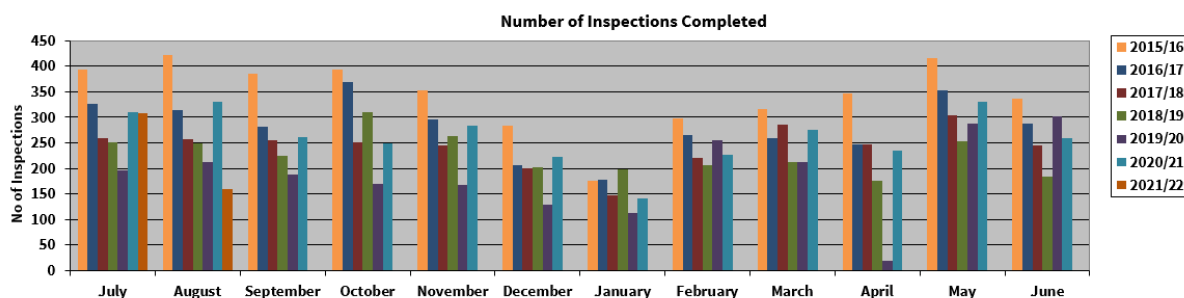
Feb	\$9,439,315 (\$11,882,201)	\$139,248,030 (\$80,497,293)	\$51,680,937 (\$9,533,290)	\$112,220,907 (\$82,190,302)
Mar	\$17,169,668 (\$9,402,041)	\$157,317,698 (\$89,899,334)	\$11,000,853 (\$7,970,336)	\$123,221,760 (\$90,160,638)
Apr	\$13,709,442 (\$4,894,424)	\$171,052,141 (\$94,793,758)	\$8,142,678 (\$5,473,792)	\$131,364,438 (\$95,634,430)
May	\$22,420,108 (\$8,114,287)	\$193,472,249 (\$102,908,045)	\$13,538,179 (\$15,562,527)	\$144,902,617 (\$111,196,957)
Jun	\$19,195,465 (\$7,781,874)	\$212,667,714 (\$110,689,918)	\$17,509,197 (\$6,791,796)	\$162,411,814 (\$117,988,753)
Jul	\$19,080,527 (\$6,314,658)	\$19,080,527 (\$6,314,658)	\$14,325,251 (\$2,439,526)	\$14,325,251 (\$2,439,526)
Aug	\$11,668,552 (\$7,507,813)	\$30,749,079 (\$13,822,471)	\$20,293,764 (\$9,576,211)	\$34,619,015 (\$12,015,736)

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
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)	114 (138)	11 (19)	109 (138)	100%
Jan	10 (12)	124 (150)	13 (13)	122 (151)	100%
Feb	13 (20)	137 (170)	12 (16)	134 (167)	100%
Mar	14 (20)	151 (190)	13 (24)	147 (191)	100%
Apr	8 (4)	159 (194)	4 (6)	151 (197)	100%
May	21 (21)	181 (215)	25 (16)	176 (213)	76%
Jun	12 (22)	192 (237)	10 (22)	186 (235)	100%
Jul	25 (29)	25 (29)	26 (27)	26 (27)	81%
Aug	11 (27)	36 (56)	12 (21)	38 (48)	92%

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





The last two months have seen an even bigger increase in consents being received, and the value of consents for the financial year ended up being the highest on record. Contractors and other councils nationwide are experiencing the same issues so are unable to help. We had two additional staff start at the end of May which is helping to get the processing list down to a manageable level. Supply chain issues are also affecting building projects which is actually helping us as the builders are not wanting to get their consents out in some cases.

2.2 Civil Defence Emergency Management

The Civil Defence flood recovery operations officially ended Friday 13 August. Flood protection work was still being carried out by ECan but within a business as usual capacity. There is an intention by Council to hold additional community meetings regarding this work and update flood zone modelling and its possible impact to properties when the current Covid Alert Levels allow. Ashburton District Council's Recovery Manager returned to business as usual role but will continue to undertake flood recovery work as required.

On 17 August the Prime Minister announced the Covid-19 Delta variant had been detected in the Auckland community. All of New Zealand was placed into Alert Level 4 (AL4) lockdown with Auckland required to lockdown initially for seven days and the South Island for 3 days. The AL4 lockdown was extended for the rest of the month after additional cases were identified in Auckland and Wellington. On 31 August all areas south of Auckland were moved to Alert Level 3. There was no community transmission detected in the South Island during this lockdown period. During the lockdown Civil Defence, with assistance from EANC staff completed 166 pharmacy deliveries, in addition there were three pharmacy deliveries completed by the Methven Community Response team. There were four needs assessments completed during lockdown, two of which resulted in food delivery support. Council staff from Open Spaces assisted with cleaning at the Ashburton Hospital CBAC, while other team members continued to clean the public toilets on the State Highways. The Civil Defence Welfare Committee met online weekly during the lockdown. All organisations reported less calls for assistance than during the 2020 Covid AL4 lockdown.

A small (KiwiRail) culvert at Hinds contributed to some of the flooding in the Hinds township.

In an email response from KiwiRail they advised that during the flooding event there were washouts in the rail yard in Hinds, and at Swamp culvert north of Hinds. All their repair work was like for like.

Kiwirail are not aware that the cause of flooding was a blocked culvert. They have asked that if Council has information then they would greatly appreciate receiving it. From Kiwirail's observations there was a significant amount of debris brought down the rivers by the floodwaters which subsequently caused some of the scouring/washouts observed.

2.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/OFF/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
September	0	1	7	15	2
October	2	2	6	17	1
November	2	0	8	11	0
December	0	0	0	10	0
January	0	0	5	15	0
February	1	1	7	7	0
March	3	1	10	19	1
April	1	1	3	12	0
May	1	0	6	15	1
June	0	7	8	21	0
July	2	5	5	19	0
August	0	4	4	12	0

2.4 Animal Control

The following is a breakdown of animal control activities for the reporting period:

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
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
January	6451	478	92.6%	1	5	0	2	15	5
February	6495	472	92.7%	1	12	0	2	9	7

March	6558	458	93%	1	10	0	0	6	2
April	6585	451	93.2%	11	18	0	1	12	12
May	6619	441	93.3%	15	8	0	1	6	5
June	6728	332	95.1%	3	11	0	0	5	3
July	4708	2321	49.3%	2	14	0	0	5	5
August	5951	1135	80%	0	6	0	0	15	2

- **Unregistered dogs**

Five Notices to Register were issued for August 2021.

2.5 Environmental Health

The following is a breakdown of Environmental Health activities for the reporting period:

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
September	13	13	0	0	5
October	10	10	2	0	0
November	9	9	0	0	0
December	8	8	0	2	0
January	5	5	0	1	0
February	7	9	3	0	0
March	11	11	0	0	0
April	10	10	0	0	0
May	20	20	0	0	0
June	20	20	0	0	0
July	11	11	3	0	1
August	10	10	0	0	0

2.6 Planning

Resource Consents	July 2020	July 2021
No. of resource consent applications decided ¹	16	16
No. of resource consents decided within statutory timeframe	16	16
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	8	10
No. of 224 Certificates processed	9	8
No. of building consents reviewed against District Plan ²	24	27

Land information memoranda	July 2020	July 2021
LIMs Produced	81	64
LIMs Produced within 10 working days	81	64

Resource Consents	Aug 2020	Aug 2021
No. of resource consent applications decided ¹	15	30
No. of resource consents decided within statutory timeframe	15	30
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	5	4
No. of 224 Certificates processed	8	5
No. of building consents reviewed against District Plan ²	51	38

Land information memoranda	Aug 2020	Aug 2021
LIMs Produced	80	78
LIMs Produced within 10 working days	80	78

The above tables show statistics for Planning Team activity over the reporting period:-

2.7 Strategy & Policy

- **Current projects**

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Annual Report	1 July 2021	30 October 2021	Yes	Officers have commenced work on the 2020/21 Annual Report. Audit NZ begin auditing from 27 September.
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	Officers continue to meet regularly with AEC. Current topics of discussion include three waters projects, river management issues, policy reviews and planning matters.
Bylaws & Policies	Ongoing		Yes	Open Spaces Bylaw – complete Wastewater Bylaw – under review Mobile Shops Bylaw – under review Dog Control Bylaw and Policy – pending Council adoption Backflow Prevention Policy – complete Sensitive Expenditure Policy – complete Elected Members Allowance & Reimbursement Policy – under review Fraud Policy – under review External Appointments Policy – under review
Strategies	Ongoing		Yes	Parking Strategy – out for consultation Open Spaces Strategy – action plan under review Surface Water Strategy – progress review underway Sport & Recreation Strategy – scoping
Annual Residents Survey	August 2021	July 2022	Yes	Round 1 underway
Consultation	Ongoing		Yes	Grove Street Engagement Parking Strategy & CBD Plan Three Waters Reform Proposal
Transfer of water races to Acton Farmers Irrigation Co-op	October 2020	December 2021	Yes	Officers working with Acton to provide Council-held information for transfer proposal.

- **External Submissions**

Organisation	Submission Summary	Process	Due Date
Ministry for the Environment	Natural and Built Environments Bill – Exposure Draft.	Technical submission led by the Planning Manager.	29 July 2021 Submission linked
Ministry of Business, Innovation & Employment	Freedom camping – bylaw making criteria	Technical submission led by the Senior Policy Advisor	11 August 2021
Department of Internal Affairs	Three Waters Reform Proposal. Council is currently seeking feedback from the community on the proposals, this will be incorporated into the draft submission.	Draft submission will be considered by Council 29.9.21	30 September 2021

3. *Infrastructure Services Group*

3.1 3Waters Projects

Project	Description	Progress
Ashburton relief sewer – Part 1 - ACL	This project covers the construction of a new 3,020m pipeline from Bridge Street to Wakanui Road. Project value is \$5.1M.	<p>The contractor has installed 1,850m of DN 600 & 700 PE pipe. The average depth of the pipeline so far is 3-4.5m.</p> <p>All works on site stopped during the Covid Alert Level 4. Covid and lockdown related variations are expected.</p> <p>Programme completion – 61% Financial completion – 56% Finance spend - \$2,882,617.64</p>
Ashburton relief sewer – Part 2 - Seipp	This project covers the construction of a new 2,189m pipeline from Wakanui Road to Milton Road South. Project value is \$4.2M.	<p>The contractor has installed 834m of DN 800 & 700 PE pipe. The average depth of the pipeline so far is over 4.5m.</p> <p>All works on site stopped during the Covid Alert Level 4 but good progress has been made since we established on site under Alert Level 3. The intersection of Beach Road and Milton Road South is currently closed and will reopen in mid-October. Covid and lockdown related variations are expected.</p> <p>Programme completion – 38% Financial completion – 52% Finance spend - \$2,408,345.07</p>
Ashburton town centre revitalisation	This project involves replacing and upgrading 3-waters infrastructure, constructing new road and footpath surfaces, and constructing urban landscape features. Project value is approx. \$15m.	<p>Burnett St - The remaining garden planting and streetlight installation is underway.</p> <p>East St – The contractor recommenced work during Level 3 lockdown. East Street was closed to enable road construction with the new road surface programmed for completion on 20 September and the street will then fully reopen for traffic. Work has commenced on the shop frontage footpaths with completion expected in mid/late October. Parking sensors to be installed in October. The grass seeding in the green belt is due to commence.</p> <p>Upgrade of Moore Street intersection was delayed due to the Level 4 lockdown. This intersection is now expected to be completed on 23 September.</p> <p>Havelock St – tree pits are being constructed. Road resurfacing and footpaths will commence in October.</p> <p>Tancred St – the contractor will be addressing outstanding items.</p> <p>Cass St – the contractor will be addressing outstanding items.</p> <p>Programme completion – 85% Financial completion – 79% Finance spend - \$13,859,084.40</p>

Methven Water Reservoir	This work involves constructing two reservoirs, associated pipe works, valves, meters, fencing and access track. Project value is \$1.7M.	<p>Reliant Solutions Limited are currently designing the reservoirs before an order from the United Kingdom is placed.</p> <p>During the design, it was identified that an incorrect earthquake factor was specified by the Consultants. The revised design requires taller reservoirs that will result in higher costs. While this is a major variation, it will be covered within the approved budget and contingency sum but there will be less contingency sum remaining for any unforeseen circumstances encountered during construction.</p>
Methven and Mt Somers Membrane Water Treatment Plant	This project involves the construction of two new membrane water treatment plants to service Methven, Methven-Springfield, and Mt Somers schemes. Estimated project value is \$10-15m.	<p>The preliminary specifications for the membrane filters are currently being prepared. These specifications will be used to shortlist three potential suppliers. Once the specifications are finalised, a price-quality tender will be let to procure and install the membrane filters. A separate tender may be let for the civil and building portion of the project.</p> <p>To provide economy of scale, both the treatment plants will be combined into one contract.</p>

**Estimated figures for August*

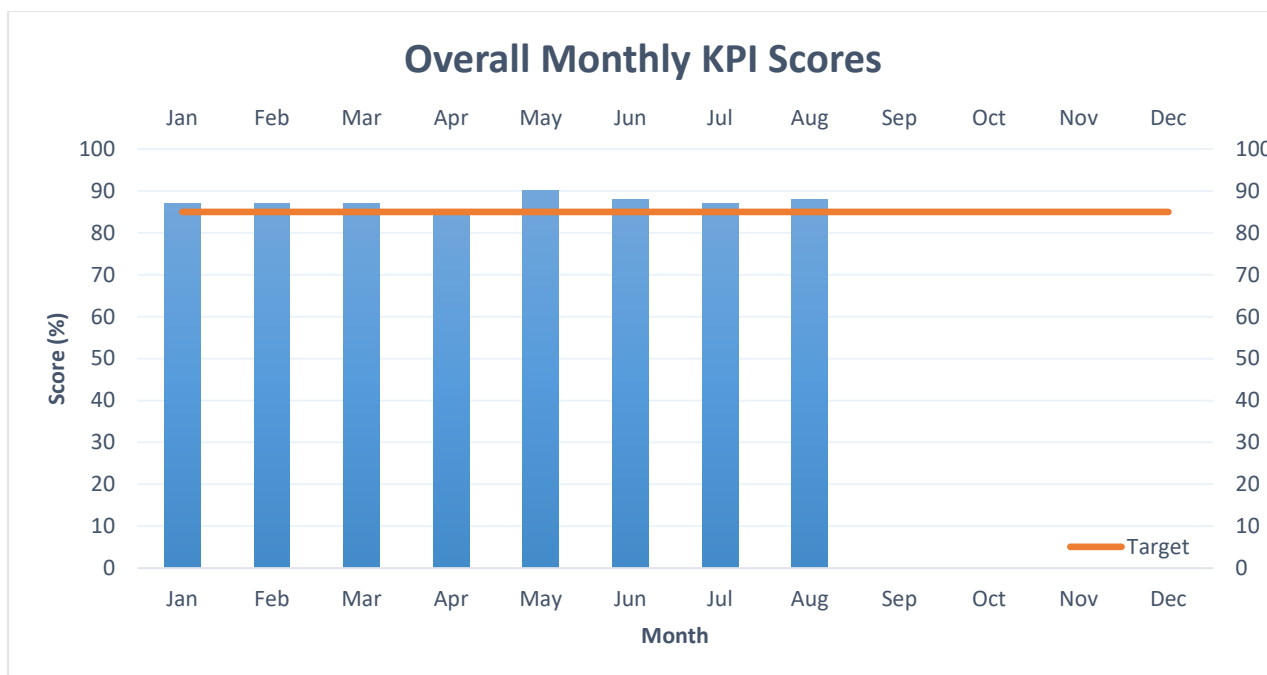
3.2 3Waters Operations

- 3 Waters CRMs

Water	J	F	M	A	M	J	J	A	S	O	N	D
P1	13	9	11	10	8	12	13	11				
P2	69	52	67	41	34	38	34	28				
P3	3	5	1	1	3	0	4	6				
P4	12	8	14	10	18	7	5	4				
Total	97	74	93	62	63	57	56	49				
Wastewater												
P1	7	4	5	7	6	5	7	5				
P2	9	9	6	3	0	2	3	2				
P3	3	1	5	0	0	1	2	2				
P4	6	4	4	0	6	5	7	4				
Total	25	18	20	10	12	13	19	13				
Stormwater												
P1	2	0	1	3	2	0	0	0				
P2	1	1	2	1	3	1	0	2				
P3	0	0	0	0	0	0	0	0				
P4	0	0	0	0	0	0	3	0				
Total	3	1	3	4	5	1	3	2				
Overall Total	125	93	116	76	80	71	78	64				

• **Monthly KPI Measures – August 2021**

Water KPIs	KPI Achieved	Actual % Achieved	Overall % Of At Risk Sum
WS1 – Priority 1 work on site within 1 hour - urgent reactive	No	78	0
WS2 – Priority 1 restore service within 4 hours	No	88	0
WS3 – Priority 1 full reinstatement of site with 5 working days	No	72	0
WS4 - Priority 2 work carried out within 5 working days	Yes	85	3
WS5 - Priority 3 work carried out within 10 working days	Yes	100	2
WS6 - Priority 4 work carried out within 20 working days	Yes	100	2
WS7 - Customer satisfaction	Yes	100	3
WS8 - Contractor's reports are accurate and complete	Yes	100	4
WS9 - All accidents investigated and reported	Yes	100	3
WS10 - Complete safety audits planned for month	Yes	100	3
WS11 - Compliance with DWSNZ and WSP	Yes	100	3
Total			23
Wastewater KPIs			
WS1 – Priority 1 work on site within 1 hour - urgent reactive	Yes	100	5
WW2 - Priority 1 restore service within 4 hours	Yes	100	5
WW3 - No repeat sewer blockages within a 2 year period	Yes	100	3
WW4 - Priority 1 full reinstatement of site with 5 working days	Yes	100	3
WW5 - Priority 2 work carried out within 5 working days	Yes	100	3
WW6 - Priority 3 work carried out within 10 working days	Yes	100	3
WW7 - Priority 4 work carried out within 20 working days	Yes	100	2
WW8 - Customer satisfaction	Yes	100	3
WW9 - Contractor's reports are accurate and complete	Yes	100	4
WW10 - Notify Council of all significant overflow	Yes	100	3
WW11 - All accidents investigated and reported	Yes	100	3
WW12 - Complete safety audits planned for month	Yes	100	3
Total			40
Stormwater KPIs			
SW1 - Priority 1 work on site within 1 hour - urgent reactive	Yes	100	4
SW2 - Priority 1 restore service within 4 hours	Yes	100	4
SW3 - Priority 1 full reinstatement of site with 5 working days	Yes	100	2
SW4 - Priority 2 work carried out within 5 working days	Yes	100	2
SW5 - Priority 3 work carried out within 10 working days	Yes	100	2
SW6 - Priority 4 work carried out within 20 working days	Yes	100	2
SW7 - Customer satisfaction	Yes	100	2
SW8 - Contractor's reports are accurate and complete	Yes	100	2
SW9 - All accidents investigated and reported	Yes	100	3
SW10 - Complete safety audits planned for month	Yes	100	2
Total			25
Overall Total			88



The number of reported 3-waters CRMs for August was lower than the past few months. In August, there were 64 CRMs reported. The low number of reported CRMs could be attributed to the lockdown.

In August, the maintenance contractor received an overall KPI score of 88%. For the past eight months, the contractor has always achieved the minimum target of 85%.

3.3 Drinking Water

- **Water Safety Plans**

Officers are continuing with the development of water safety plans for Methven, Mayfield, Mount Somers and Fairton. This work has been reliant on external assistance from Beca Consultants. An initial draft of the Methven WSP has been lodged with our drinking water assessor in March. Feedback is yet to be received. The other three plans are also now at a similar level.

- **Hydrant Testing**

In last year's National Performance Review (WaterNZ), ADC was singled out for not undertaking routine hydrant testing. To address this officers have reintroduced this work in the current year. Best practice is to carry out testing on a representative sample of hydrants on the networks. We have settled on 10% of our hydrant assets.

Hydrant survey and testing commenced in July by Aon. A total of 242 hydrants are being tested, 192 in Ashburton, 33 Methven, and 17 Rakaia. The contractor is required to identify obvious maintenance issues e.g. paint marking, surface box, internal accessibility, leaks etc., and carry out pressure and flow testing. Work has been interrupted by the lockdown and has now resumed under Level 2. Interim results are still being analysed.

3.4 Wastewater

- **North-west Ashburton wastewater servicing**

The detailed design is progressing. Levels, depths and a layout for the pump station has been confirmed. Details of connections and a flushing system for Farm Road are currently being finalised. The consultant will facilitate a Safety in Design and Hazardous Operations workshop with ADC and maintenance contractor staff in the week commencing 13 September.

- **Wastewater Compliance**

During recent consideration of the Annual Performance Report (18 August Council meeting), a request was made for more detail reporting on consent compliance for the wastewater activity. Officers have prepared a summarised report compiled from compliance monitoring reports received from Environment Canterbury. **Appendix 3**

As reported previously, and evident in the summary, there are a number of ongoing compliance issues being worked through. Officers are endeavouring to test the validity of some requests being made by the consent authority. Any actions that need to be advanced either ahead of current budget timing, or where no budget exists will be directed to Council for consideration.

- **CCTV Inspection**

Officers are progressing this year's CCTV inspection programme. This consists of inspections of pipelines on the relining programme (to identify potential structural defects that need physical repair prior to the reline works), and inspections of randomly selected sample of the network for condition & performance monitoring purposes.

- **Modelling and Capacity Assessment**

WSP has been engaged to update the Ashburton wastewater network hydraulic model, and then run scenarios to assess the impact of bringing Residential D zoned areas into the wastewater scheme. The capacity of the wastewater treatment system will also be assessed in tandem with the modelling works.

3.5 Stormwater

- **Network-wide stormwater consents**

Work on assembling supporting and baseline data for the Methven and Rakaia consent application has commenced. The monitoring requirements and other supporting tasks relating to the Ashburton consent have now been delegated to the Projects and Operations team.

3.6 District Water Management

- **Surface Water Strategy Reporting**

A reporting format has been developed and is currently being populated at present. It was unable to be finalised in time for this briefing and will be held over until the next briefing in November.

- **ALIL Stockwater Provision Trial**

Ashburton Lyndhurst are finalising a report on the stockwater provision trial. Indications are the trial was relatively successful from their perspective. The report will be the subject of discussion by the Water Race Network Advisory Group. A meeting of the WRNAG is to be scheduled for 1 October.

- **Managed Aquifer Recharge**

Officers are continuing discussions with HHWET (via Dr Brett Painter, ECan). The primary topic in recent times is exploring the concept of dual use races, whereby consented stockwater, and consented MAR water, will be delivered through the same network, and in the latter case delivered to future MAR locations.

A letter from HHWET was received on 13 September formalising a request to consider this approach. This is currently under review.

3.7 Solid Waste Management

- **Recycling – bin audits**

For August we have:

- 1,000 properties being monitored
- 573 properties on their second warning
- 121 properties have had their bins removed
- 55 properties have had removed bins returned
- No recycling loads were rejected at the Christchurch sorting facility

- **Operation Covid 19 Alert levels**

During the different alert levels, the level of service provided had to be adjusted. The key change under Alert Level 4 was that glass bins were not collected and the resource recovery park was only open for essential businesses. During Alert Level 3, glass collection commenced and limited public access was allowed to the resource recovery parks. In the first week of Covid Alert Level 3, between 150 to 250 vehicles visited the Ashburton resource recovery park each day. The visits were mostly for disposing general rubbish, green waste, recycling, disposing black bags, cardboards and glass.

- **Projects for 2021**

The cardboard bunker building and pavement project has been completed and a practical completion certificate issued.

3.8 Roads and Footpaths

	NZTA Budget	Revised Budget	ADC Budget	Expenditure @ 31/8/21	Balance
Emergency Works					
Rain Event July 2021	\$ 34,304		\$ 50,000		
Rain Event July 2021	\$ 212,679				
Rain Event May 2021	\$ 623,496				
Rain Event May 2022	\$ 439,324			\$ 2,104,127	
	\$ 1,309,803	\$ -	\$ 50,000	\$ 2,104,127	-\$ 794,324
Road Maintenance					
Sealed Maintenance	\$ 1,600,000		\$ 1,639,749	\$ 86,177	\$ 1,513,823
Unsealed Maintenance	\$ 750,000		\$ 758,218	\$ 114,782	\$ 635,218
Drainage Maintenance	\$ 428,196		\$ 428,196	\$ 27,995	\$ 400,201
Structures Maintenance	\$ 50,000		\$ 50,000	\$ 4,951	\$ 45,049
Environmental maintenance	\$ 483,401		\$ 483,401	\$ 231,638	\$ 251,763
Network Services	\$ 878,884		\$ 878,885	\$ 330,866	\$ 548,018
Network Operations	\$ 17,069		\$ 17,069	\$ -	\$ 17,069
Cycle Path Maintenance	\$ 3,500		\$ 4,000	\$ -	\$ 3,500
Footpath Maintenance	\$ 325,000		\$ 329,700	\$ 25,920	\$ 299,080
Level Crossings	\$ 39,100		\$ 40,900	\$ 1,540	\$ 37,560
Minor Events	\$ 60,000		\$ 104,917	\$ 4,530	\$ 55,470
Network & Asset Manage	\$ 1,042,000		\$ 1,110,450	\$ 209,228	\$ 832,772
	\$ 5,677,150	\$ -	\$ 5,845,485	\$ 1,037,626	\$ 4,639,524
Local Road Renewals					
Unsealed Metalling	\$ 1,100,000		\$ 1,118,132	\$ 387,048	\$ 712,952
Seal Resurfacing	\$ 2,703,387		\$ 2,703,387	\$ 17,191	\$ 2,686,196
Drainage Renewals	\$ 586,860		\$ 586,860	\$ 26,371	\$ 560,489
Seal Rehabilitation	\$ 2,058,000		\$ 2,058,080	\$ 2,700	\$ 2,055,300
Structure Components	\$ 33,500		\$ 33,500	\$ -	\$ 33,500
Bridge & Structures Renewals	\$ -		\$ -	\$ -	\$ -
Environmental Renewals	\$ -		\$ -	\$ -	\$ -
Traffic Services Renewals	\$ 150,313		\$ 150,343	\$ 68,689	\$ 81,624
Cycle path Renewal	\$ -			\$ -	\$ -
Footpath Renewal	\$ 683,000		\$ 683,730	\$ 229,908	\$ 453,092
	\$ 7,315,060	\$ -	\$ 7,334,032	\$ 731,907	\$ 6,583,153
Total Maintenance Prog.	\$ 12,992,210	\$ -	\$ 13,179,517	\$ 1,769,533	\$ 11,222,677
Safety Promotion, Education & Advertising	\$ 135,800		\$ 145,800	\$ 7,917	\$ 127,883
Investment Management					
Ashburton Urban Walking & Cycling Programme	\$ 51,480		\$ -	\$ -	\$ 51,480
Low Cost Low Risk					
Walking and Cycling improvements	\$ 50,000		\$ 337,285	\$ -	\$ 50,000
Local Road improvements	\$ 2,439,393		\$ 3,432,626	\$ 321,707	\$ 2,117,686
Road to Zero	\$ 242,200		\$ 792,200	\$ -	\$ 242,200
	\$ 2,731,593	\$ -	\$ 4,562,111	\$ 321,707	\$ 2,409,886
ASUB - DBC	\$ 141,397		\$ 500,000	\$ 125,058	\$ 16,339
Total Investment Prog	\$ 2,924,470	\$ -	\$ 5,062,111	\$ 446,765	\$ 2,477,705
Unsubsidised Road Works					
Street Cleaning			\$ 191,500	\$ 28,889	\$ 162,611
Seal extension					\$ -
Work for NZTA			\$ 41,200	\$ 16,455	\$ 24,745
Subdivision Contribution			\$ 15,000	\$ 1,350	\$ 13,650
Projects			\$ 474,920	\$ 341,371	\$ 133,549
Minor Investigation					\$ -
	\$ -	\$ -	\$ 722,620	\$ 388,065	\$ 334,555
Total	\$ 17,362,283	\$ -	\$ 19,160,048	\$ 4,716,407	\$ 13,368,496

Note: Approximately \$1.3m of the CBD unspent budget has been carried forward as commitment into the 2021/22 financial year.

Carry forward budget for unsubsidised work is yet to be calculated and is therefore not shown.

- **Monthly Achievements**

A quote from ACL was accepted to undertake footpath renewals in Methven and Hinds. The value of the work is \$58,765.02. This work has now been completed.

The 2021-2023 rehabilitation work to be undertaken on Thompsons Track and Arundel Rakaia Gorge Road will commence in October.

Footpath lichen spraying has been completed for the season, although any CRMs received will be attended to.

The current All Faults Survey is 90% complete for this financial year and data is being reviewed by Council staff. The all faults survey is to be actioned annually from now on. The survey identifies specific faults and condition information of our carriageways and is intended to provide an annual snapshot of the overall state of the network. This then guides the planning and programming of activities going forward.

The Night Time Survey has been completed. This survey focuses on signs and delineation. The survey resulted in the updating of 1997 asset records. To address the faults that were found, 557 dispatches have been created of which 108 have been completed. This will be an ongoing activity until all faults have been addressed. The Night Time Survey is to be carried out twice during the contract period. The next survey will not commence before 1 January 2024.

HEB has completed validation inspections of approximately 1,158 of the 3,163 known culverts in the district. This allows us to update and confirm asset condition improving our knowledge and understanding of our assets and assists us in preparing a repair programme and most importantly calculation of the value of this asset class.

Water cutting programme started 6 September and is ongoing. Sites include Seafield Road, Racecourse Road, Ashburton Staveley Road and Arundel Rakaia Gorge Road at the single lane bridges.

HEB has commenced base course renewals on several roads in the Westerfield area.

Stantec have included resilience effects highlighted by the recent flood event and undertaken additional traffic analysis in finalising their DBC report on the Ashburton Tinwald Connectivity project. This report will go to Council on 6 October.

- **Tinwald corridor upgrade**

Waka Kotahi have updated the business case based upon feedback from consultation.

The recommended scheme is largely unchanged since what was consulted, except for the removal of the raised safety platforms at the Agnes/Lagmhor signals and other minor refinements.

It is worth re-iterating that the right-turn bay into Grahams Street will be enhanced, and the traffic signals will provide breaks in the southbound traffic to make access to Lake Hood easier from the south.

Waka Kotahi are finalising the scheme approval and will update their consultation website shortly.

In the meantime, negotiations have commenced with the consultant to undertake the detailed design, which is expected to commence in October. This phase will complete consenting, property agreements and finalisation of the design with ADC and Kiwirail.

Whilst working to accelerate timeframes for the above, current construction start is estimated to be mid-2023.

3.9 Contracts Awarded / Upcoming Tenders

Contract/Tender

Date awarded/tendered

No contracts have been tendered in this period.

4. *Business Support Group*

4.1 Information Systems

- Projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	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 continues in the areas of; Purchase Cards (Procurement), Debt Management (Rates), Security Categories (system delegations), Request Management (Planning and Solid Waste), Traffic Management Plans (Open Spaces), Stock Water Race (closure management), Approved Contractor Application (Health & Safety), Liquor (online applications), Cemetery Management
Aerial imagery	December 2019	March 2021	No	Yes	No	Rural aerial imagery (flown 2020/21) updated on internal and external GIS applications. Tenders for refresh of current urban aerials (last flown in 2019/20) under review.
Spatial Plan	October 2020	August 2021	No	N/A	No	Development of GIS strategic planning work identifying planning consent activity, constraints, and location across the district. Revised delivery October 2021.
Census Data	September 2021	November 2021	Yes	N/A	No	Design of spatial analysis tool exposing population statistical data from key census data.
Building Information Map	August 2021	September 2021	Yes	N/A	No	Consolidation of GIS and other data into a single map representation for building team

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Mobile Spatial Capture	January 2021	February 2021	No	N/A	No	Development of spatial mobile applications to capture data on street trees. Delayed pending available resource. Recommencing October 2021, with delivery December 2021
Dryland Survey Spatial Presentation	December 2020	March 2021	No	N/A	No	Recreation of district vegetation survey for internal and public reference (map view). Delayed pending available resource. Recommencing October 2021, with delivery December 2021
Microsoft M365 application suite	September 2020	June 2022	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 several other productivity applications that could benefit Council operation. Current activity includes the migration of our email system to the cloud equivalent, application of Office products and introduction to the business
Transformation to Technology One Cloud	May 2021	December 2021	Yes	Yes	No	Transfer of property, financial and payroll systems to hosted cloud service.
Systems						
Desktop	September 2020	August 2022	Yes	Yes	Yes	Renewal of desktop devices. Selection, design, and deployment methods confirmed. Deployment complete to Assets, Strategy & Policy, Planning P&C, and Governance teams. Underway with Finance and Information Systems. Tablet devices to support Stock Water activities deployed to all rangers
Network	June 2021	October 2021	Yes	Yes	Yes	Site switches at EANC, Museum and Open Spaces to be replaced. Ready for installation. Replacement of Wi-Fi solution across EANC, Open Spaces and Art Gallery\Museum
	August 2021	February 2022	Yes	Yes	Yes	

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Cyber Security	June 2021	July 2021	Yes	N/A	N/A	Overview of current protection methods and identification of any action.
Mobile Phone Renewal	June 2021	November 2021	Yes	Yes	Yes	Cyclic renewal of corporate mobile phones.
New Library and Civic Centre	May 2021	December 2021	Yes	N/A	No	Confirmation of ICT fit out for new building equipment including as network, desktop, AV and library services. Continuing.
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.</p> <p>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 underway to 3rd party storage facility to hold Council protected and long retention physical records. 200 of approximately 750 storage boxes transferred to date. 300 ready for transfer.</p>
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	<p>Ongoing EDRMS development working with Council Teams to define new areas and improvements</p> <p>Current development activity is in the areas of Museum, Mayor and Councillors</p>
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. Continuing work but to date over 9,500 name records have been updated

Information Management Audit Work plan	BAU Activity		N/A	N/A	N/A	<p>Identified priority work items from the completed external service audit.</p> <p>Developed end user training programs are now in place with inductions, video guides and refresher sessions.</p> <p>Complete Developed suite of digital record monitoring reports across Council systems to support information management activities.</p>
Digital Record Management	BAU Activity		N/A	N/A	N/A	<p>Ongoing retention and disposal activities for digital records held within the EDRMS and other digital repositories against Council's retention schedule.</p> <p>Assessment of migration between older digital storage solutions and data management of Museum records, asset cctv record storage, and disposal of expired records.</p>

- **Other Activities**

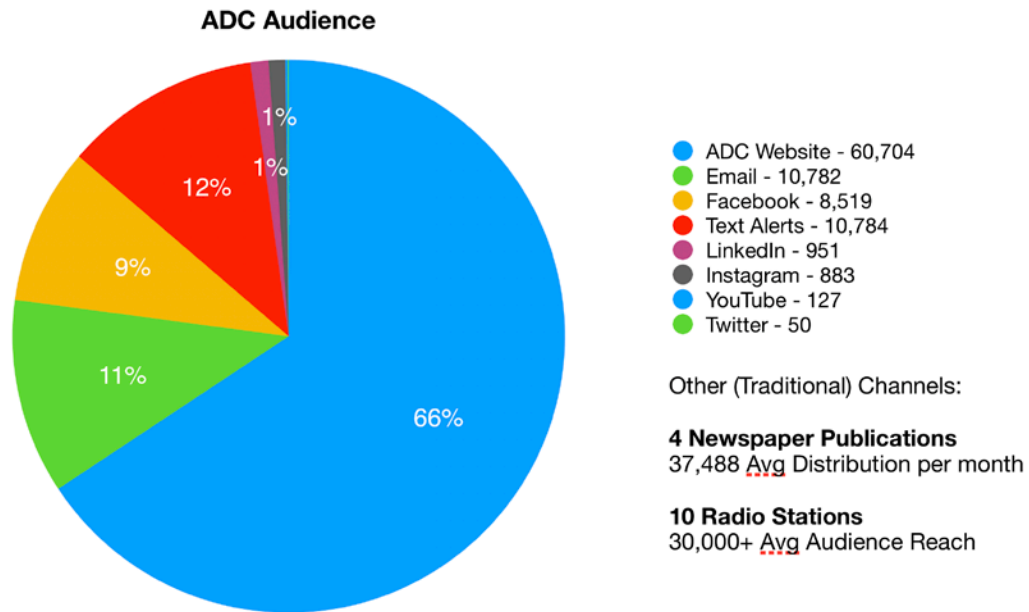
Microsoft three-year licence renewal. Optimisation of licensing of both server and desktop software complete with agreements signed. Licensing secured through All of Government agreement negotiated by the Department of Internal Affairs.

Art Gallery. Activities across Information Systems to transfer ICT services into Council environment. Audit of current network, server, desktop and information management practices commenced.

4.2 Communications

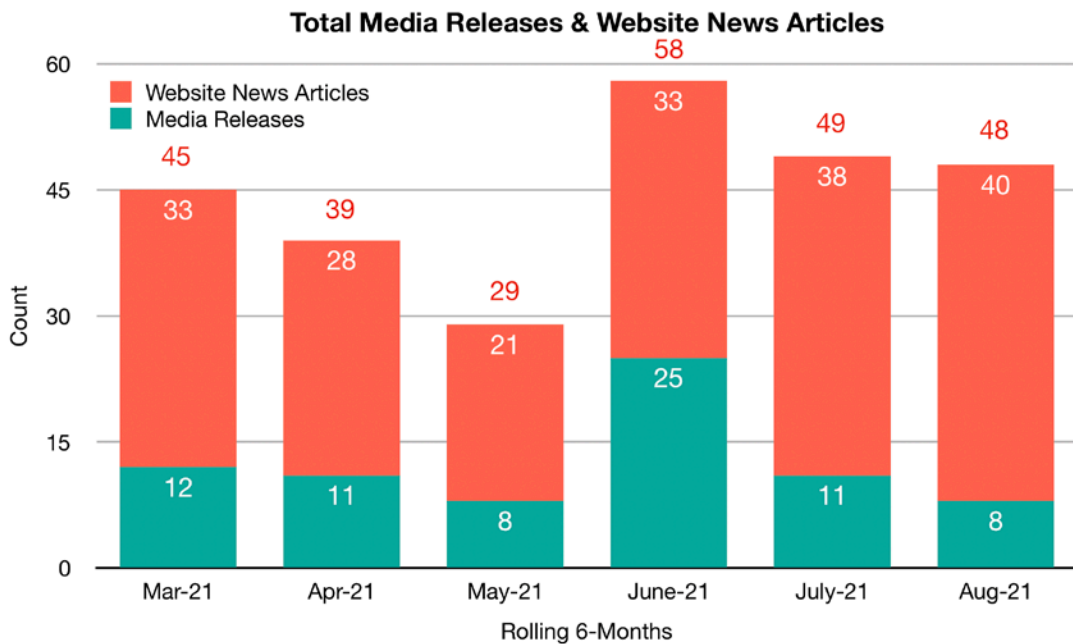
- **Key Performance Indicators**

ADC Audience – This graph shows ADC's current *total audience* distribution across multiple digital channels; data represents unique contacts. Traditional channels (newspaper and radio) are noted separately as data represents *average* distributions and audience reach.



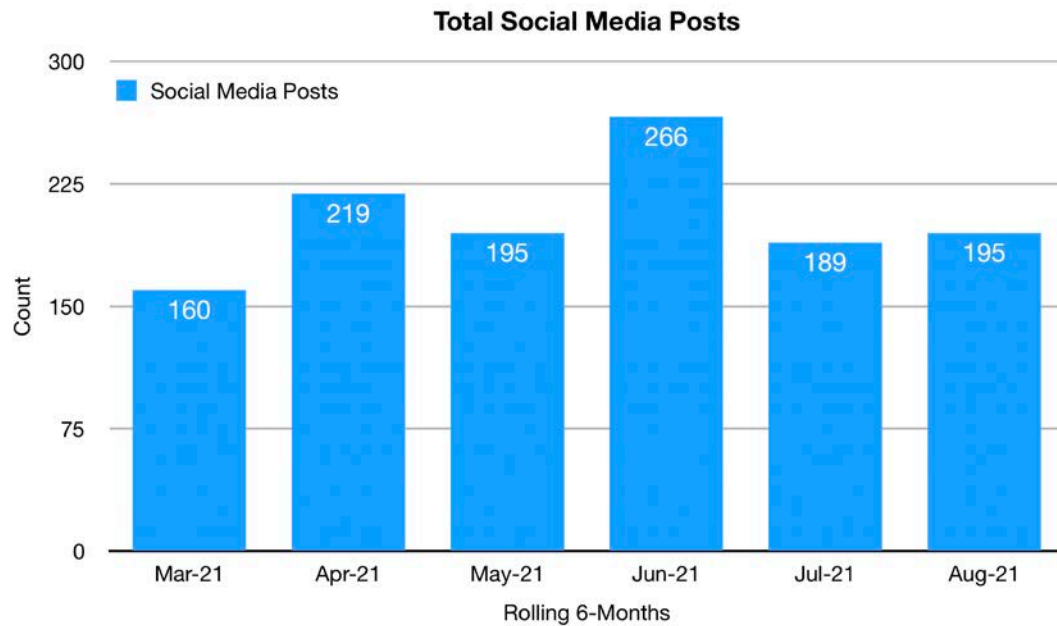
• Total Media Releases & Website News Articles

The total number of unique editorial pieces written for ADC's website and media distribution (email). Not all website news content results in a media release.



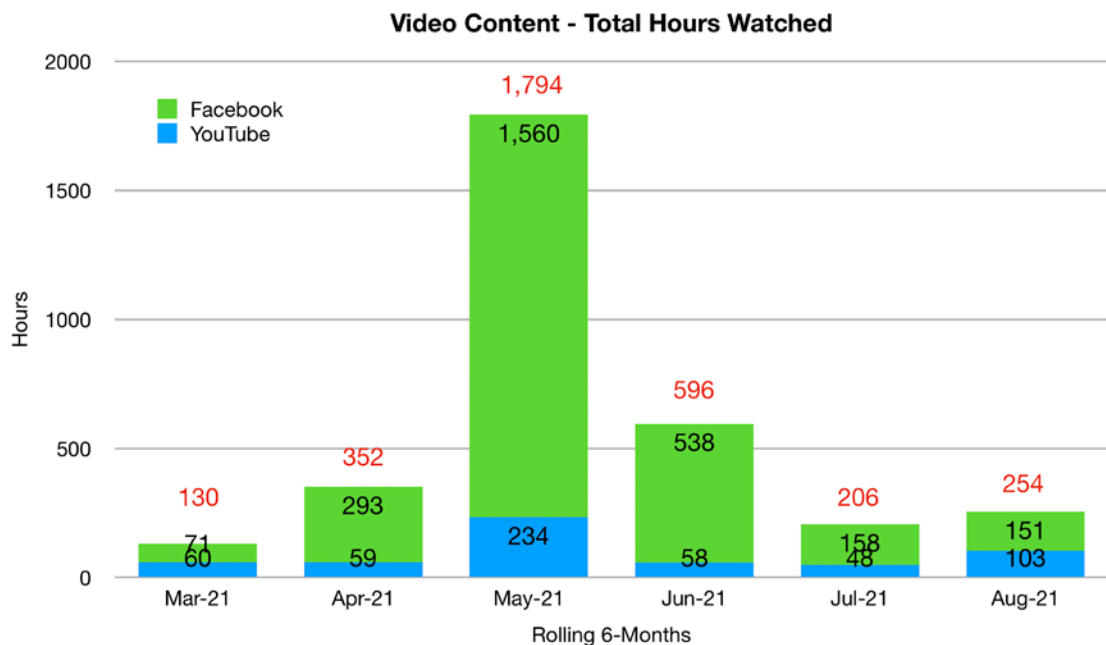
• Total Social Media Posts

Total number of posts shared across multiple ADC-managed social media accounts, including Facebook, LinkedIn, Twitter, Instagram, and YouTube.



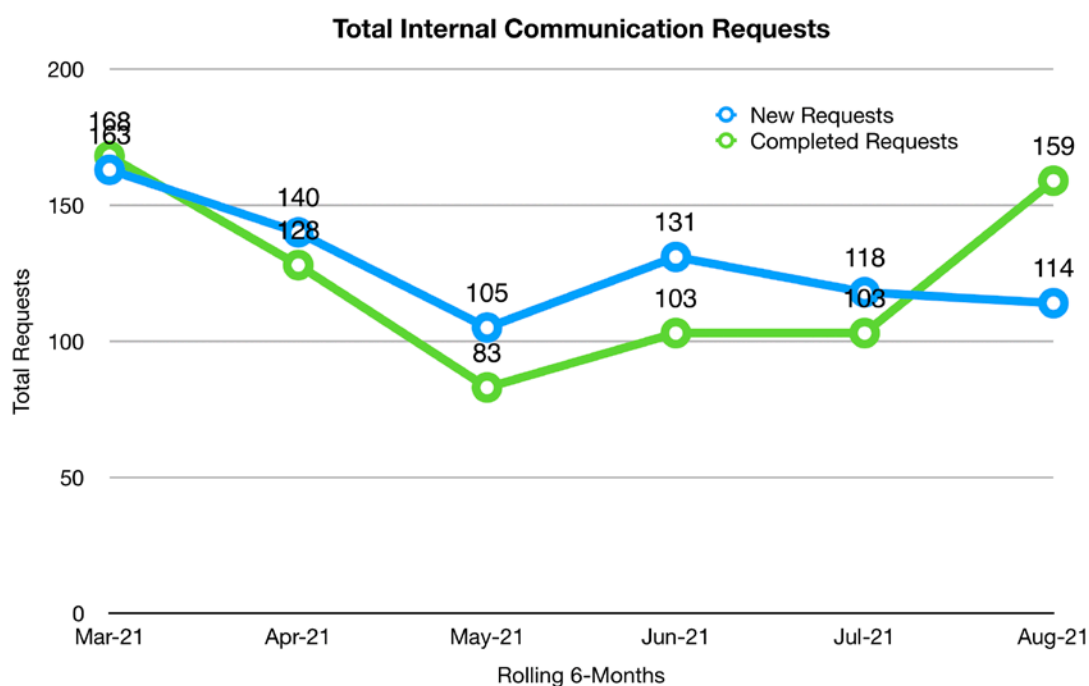
- **Video Content – Total Hours Watched**

Total number of hours watched of ADC-produced video content on both Facebook and YouTube platforms. Videos primarily consist of live coverage of Council meetings.



- **Total Internal Communication Requests**

All work produced by ADC's Comms Team is managed through a request system. This graph shows the total number of new requests for service submitted by ADC internal departments, and total number of requests completed by the Comms Team, by month.



- **Major Projects / Updates**

ADC News and Google

Communications Manager Ruben Garcia will provide a verbal update regarding Council's website news indexing on Google and other search engines.

4.3 Commercial Property

Current	Brief Project Description / progress
Ashburton Business Estate	<p>We are making progress with obtaining titles for the Estate with LINZ having approved the plans and we are waiting for consent from Silver Fern Farms and EA Networks before we can proceed any further.</p> <p>There are three sections under contract awaiting titles with another awaiting due diligence.</p> <p>There are three sections on hold with potential purchasers working through design of building and waste/water issues.</p> <p>The new pricing schedule recommendations will be going to Council on 15 September 2021.</p>
Elderly persons housing	<p>Ashburton: 25 people on the waiting list with 16 people wanting single units nine wanting double units.</p> <p>Scoping of the redecoration of the Friendship Lane Units 1-16 is currently underway.</p> <p>Four vacant units are currently being redecorated with one being offered to a current tenant in anticipation of redecoration of units.</p>

	<p>Methven has one person on the waiting list. The two units at Kitchener Street are now vacant with a report to be presented to Council on the properties future in October.</p>
Ng King Bros Chinese Market Garden Settlement	<p>Work is continuing on the buildings with an expected finish date late spring.</p> <p>A working bee is being organised late November to paint/stain the buildings.</p> <p>The landscape and planting plans have been completed.</p> <p>The interpretive panels are underway with a draft text for eight panels written and with the families for comment.</p>
Airport	<p>The new online system for collecting landing fees has seen \$139.16 received for this financial year. We are currently in the process of putting an audit system in place to monitor non payers.</p> <p>Mid Canterbury Aero Club clubrooms are currently completing the upgrade to their building.</p> <p>Work has commenced on the development plan and a stakeholders meeting was organised which provided input into:</p> <ol style="list-style-type: none"> 1. areas for future development 2. suitable locations access location given the present one will not be available when the Aviation Museum construct their new building 3. Provision of services to current and future hangers.
Property inspections	<p>Inspections of properties are continuing as and when needed with remedial work for sites planned. All Council gravel reserves and leased land, as well as forestry, have been inspected using Council's app which was developed between the Roding and Commercial Teams.</p>
Ex ACL Yard South Street	<p>The workshop and all outbuildings are currently leased, negotiations with the potential tenant for the office space have not progressed at this stage.</p>
Lake Clearwater	<p>We are in the process of corresponding with the Hut Holders Association and lessees with respect to the aerial imagery which has individual leases super imposed over.</p> <p>Bach owners are contacting us with respect to compliance with the requirement to disestablish their long drops by 31 December 2021.</p> <p>We are looking demolishing the toilets adjacent to the water sports club and possible replacement of these facilities with a more appropriate structure.</p>
Earthquake strengthening and condition assessments of halls	<p>Mt Somers Hall completed.</p> <p>Rakaia Memorial Hall – we have received a scope for this work with a report to Council being prepared as the works will exceed the original estimate.</p> <p>Mayfield – completed.</p>

	<p>Swimming pool changing rooms – an engineer has been engaged to undertake an assessment of three buildings which we should have by end of October.</p> <p>Mt Hutt Memorial Hall And Heritage Centre – a consultant has been engaged to provide a condition assessment of the Hall. This has been delayed until after we are out of current COVID lockdown.</p>
Glasgow leases	<p>Apart from completing possible freeholding requests these are on hold until a review of the policy for freeholding has been approved.</p> <p>Rent reviews and renewals are completed as and when the leases require.</p>
Medical centre upgrades	<p><i>Methven</i> – Methven Medical Centre – meeting with the Medical Centre management staff identified a number of issues the current site and the limitation regarding a potential extension.</p> <p>Further work is required around costs and other potential sites for a new purpose built medical centre, Council will also need to consider what the current building would be used for if it a new building was built.</p> <p><i>Rakaia</i> – Meeting held with Architect, Consultant and Medical Centre staff to confirm exterior design to enable the consultant to prepare the documentation for the resource consent application. Medical Centre staff to confirm interior design to enable the architect to complete final plans.</p>

4.4 Forestry

- **Log Sales & Harvesting**

Logging at Milton North and Company Roads - Fairton will be concluded by the 10 September. Decisions regarding the future of this land now need to be made with the land either restocked with trees or sold, status checks confirm the land can be sold without any impediments. The sale of the plantation land will though require the purchaser to surrender carbon credits if the land does not continue to be managed as a forest. The current total cost of these carbon credits will be $288 \text{ NZU/ha} \times 23.9 \text{ ha} \times \$60.30/\text{NZU} = \$415\text{K}$ (\$16,470/ha). The sales report below for July includes a period when no harvesting operations were being undertaken as the logging contractor changed;

SALES INFORMATION REPORT - Forest SUMMARY			
Compartment:	005 & 016		
Customer:	Forest Management	Period:	1/7/2021 to 30/7/2021
Products	Quantity	Unit	Net Value
PRAD M30 sawlogs	45.22	tonnes	\$3,398.74
PRAD M20 SRS	439.53	tonnes	\$29,958.36
KIS Export (Small Industrial)	313.576	JAS	\$15,402.03
KX Export Pulp	173.656	JAS	\$8,266.67
PRAD chip (LED<55cm)	193.16	tonnes	\$1,838.88
Forest Total	1165.142		\$58,864.68

The budgeted log sales commenced in August at Baxters Road, Ruapuna with the logging of this Douglas fir plantation. Unfortunately as soon as the logging contractor established their machinery at the job the Covid-19 level four lock down commenced and actual harvesting did not start until we went to level three. It is expected that the Baxters Rd plantation will completed by 20 September. The crew will then move to Westerfield where three small Radiata pine plantations will be logged. Although the export log market has dropped recently sales into the domestic log market will mean returns to the Council will still be good.

- **Establishment**

This winter's planting programme is almost complete with only a small area for the Mt Somers Reserve Board to be completed. Aerial release spraying of this year's plantings are still expected to be completed in September with the additional release spraying of last year's plantings completed in October.

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
20/21 Annual Report		29 October 2021	Yes	Yes	NA	Work is ongoing with the aim of finishing the annual report per the original timetable.
Vehicle Replacements	Current	Unknown	Unknown	Yes		While some orders have been placed we have been advised there are extensive delays in delivery, with no reliable delivery dates at this stage.
Purchase card Implementation		Late 2021	No	Yes	NA	The final part of the procure-to-pay project was the introduction of purchase cards for small miscellaneous purchases. Due to Covid levels, the September site visit by TechnologyOne consultants was cancelled. The next available time is November 2021.

APPENDIX 2

Date Application Received	Stock Water Application Number	Location	Progress step (out of 36)
29/05/2020	SKW/001/20	437 Lyndhurst Road	30
22/07/2020	SKW/002/20	424 McCrorys Road	30
04/06/2020	SKW/004/20	38 Chertsey Road	29
05/08/2020	SKW/005/20	721 Chertsey Road	30
19/05/2020	SKW/007/20	527 Stranges Road	30
16/05/2020	SKW/009/20	33 Waymouth Street	31
09/09/2020	SKW/011/20	1393 Methven Highway	29
01/10/2020	SKW/014/20	Hendersons Road	29
01/10/2021	SKW/015/20	226 Frasers Road	29
29/01/2021	016/20	430 Pole Road	17
17/09/2020	SKW/017/20	344 Longbeach Road	10
20/07/2020	SKW/018/20	8 Chertsey Kyle Road	17
25/01/2021		2017 Boundary Road	17
18/12/2020	SKW/020/20	342 Company Road	17
02/03/2021	SKW/021/20	261 Annetts Road	17
22/01/2021	SKW/022/20	587 Pole Road	17
08/03/2021	SKW/023/20	1440 Arundel Rakaia Gorge Road	30
09/03/2021	SKW/024/20	Tinwald Westerfield Mayfield Road	17
17/03/2021	SKW/025/20	104 Milton Road South	29
29/03/2021	SKW/026/20	4393 Arundel Rakaia Gorge Road	29
10/03/2021	SKW/027/20	3260 Rakaia Barrhill Methven Road	34
17/03/2021	SKW/028/20	967 Hinds Lismore Road	17
11/05/2021	SKW/029/20	893 Tramway Road	17
11/05/2021	SKW/030/20	893 Tramway Road	17
20/05/2021	SKW/031/20	Ruapuna School Road	17
26/05/2021	SKW/032/20	212 Company Road	29
02/06/2021	SKW/033/20	146 Allens Road	9
05/07/2021	SKW/034/20	861 Gardiners Road	4
07/07/2021	SKW/035/20	638 Chertsey Kyle Road	4
08/07/2021	SKW/036/20	850 Westerfield School Road	5
03/08/2021	SKW/037/20	290 Sommerville Rd Ashburton	3
04/08/2021	SKW/001/21	204 Winslow Willowby	11
04/08/2021	SKW002/21	407 Company Road	3
04/08/2021	SKW003/21	Ruapuna School Road	3
05/08/2021	SKW/004/21	941 Hinds Highway Ashburton	1
05/08/2021	SKW/005/21	40 Ashburton Gorge Rd	5

Compliance Report - Wastewater Resource Consents

As at 30 August 2021

Number	Site	Purpose	Consent Issued	Consent Expiry	CMR Date	Total No: of Conditions	Condition Status							% NON-COMPLIANCE ¹	Issue/s	Potential Implications / Actions ²
							Not Operational	Not Monitored	Complies	Unable to Determine Compliance	Minor Non-compliance	Non-compliance No Action Required	Non-compliance - Action Required			
CRC031148	Ashburton, WWTP Ocean Farm	Odour and aerosols.	18/10/2004	03/06/2039	26/02/2021	11	2	1	8	0	0	0	0	0%	No issues identified.	
CRC030999.1	Ashburton, WWTP Ocean Farm	Irrigation of treated wastewater.	05/09/2012	13/06/2039	26/05/2021	31	2	7	10	3	0	2	7	29%	Data gaps; lab testing error; wetland performance; irrigation set back at coast; monitoring bore location & screening depth; and discharge area and volume recording.	- Investigation into wetland operation/performance. - Isolate sprinklers in coastal setback. - Install new monitoring bores (6). - Subzone metering across all 41 farm areas.
CRC031001.1	Ashburton, WWTP Ocean Farm	Wetland seepage.	05/09/2012	03/06/2039	26/05/2021	5	2	0	2	1	0	0	0	0%	Wetland lining.	- Verification of wetland liner performance.
CRC093639	Ashburton, WWTP Ocean Farm	Storage pond emergency overflow.	05/09/2012	03/06/2039	26/05/2021	14	3	8	3	0	0	0	0	0%	No issues identified.	
CRC031000.1	Ashburton, WWTP Ocean Farm	Wetland bypass overflow channel.	05/09/2012	03/06/2039	26/05/2021	16	3	9	4	0	0	0	0	0%	No issues identified.	
CRC030474	Ashburton WWTP Wilkins Road	Oxidation pond seepage.	04/06/2004	03/06/2039	26/05/2021	10	2	0	7	0	0	0	1	10%	Monitoring bore location and screening depth.	- Install new monitoring bores (3).
CRC031002	Ashburton WWTP Wilkins Road	Aeration pond seepage.	04/06/2004	03/06/2039	26/05/2021	4	2	0	2	0	0	0	0	0%	No issues identified.	
CRC031003	Ashburton WWTP Wilkins Road	Odour and aerosols.	04/06/2004	03/06/2039	26/05/2021	8	2	1	5	0	0	0	0	0%	No issues identified.	
CRC991241	Methven WWTP Line Road	Rapid infiltration basin discharge.	09/07/1999	08/07/2034	26/05/2021	15	2	4	4	3	0	0	2	13%	Discharge volume measurement; DO monitoring; and disposal basin operation.	- Install meter on discharge pipework. - Install distribution pipework across floor of basins. - Install continuously telemeteed dissolved oxygen monitoring.
CRC980564.1	Rakakia WWTP Acton Road	Irrigation of treated wastewater, and sludge.	16/02/2012	11/03/2033	10/12/2020	27	2	13	7	1	0	0	4	15%	Effluent records; FC level exceedance; sludge disposal; and provision of management plan.	- Upgrade site metering and reporting systems. - Cease disposing of sludge onsite (dewater & remove). - Prepare updated management plan.
CRC980564.1	Rakakia WWTP Acton Road	Irrigation of treated wastewater, and sludge.	16/02/2012	11/03/2033	13/04/2021	27	4	10	2	6	0	1	4	19%	Insufficient data; irrigator performance; reporting format; sludge loading exceedances; nitrogen removal calcs; FC exceedance; and sludge application.	As per previous CMR.
CRC980564.1	Rakakia WWTP Acton Road	Irrigation of treated wastewater, and sludge.	16/02/2012	11/03/2033	26/07/2021	27	2	21	0	3	0	0	1	4%	Reporting format; nitrogen removal calcs; and data format.	As per previous CMR.

Abbreviations:-
CMR - Compliance monitoring report.
WWTP - Wastewater Treatment Plant
DO - Dissolved oxygen.
FC - Faecal coliforms

Notes:-
1. ADC derived assessment for comparison purposes only.
2. Actions indicated have not been committed to and may not yet have budget provision to progress.