

Council Activity Briefings

Date: Wednesday 11 August 2020
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

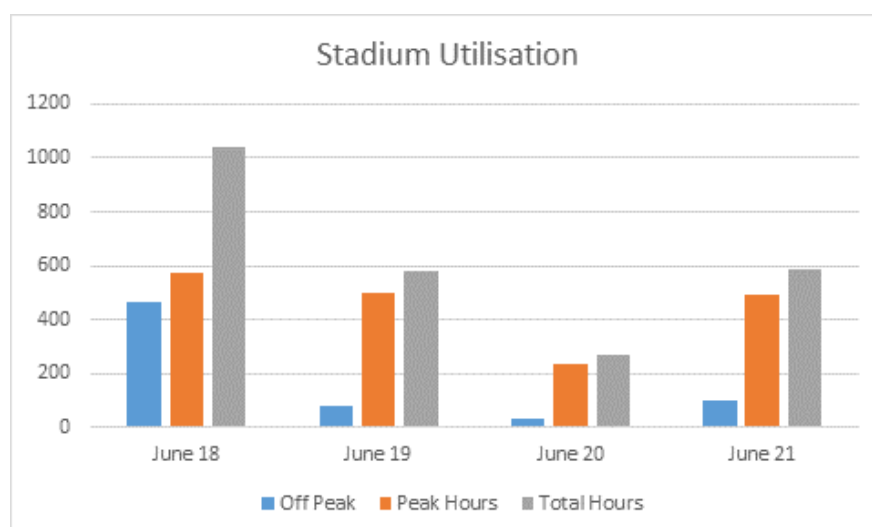
5 August 2021

Activity Reports

1	Community Services	9.00		<i>Page</i>
1.1	EA Networks Centre	9.00	Kate Fowler	3
1.2	Ashburton Library	9.05	Jill Watson	4
1.3	Ashburton Museum	9.10	Maryann Cowen	8
1.4	Open Spaces	9.15	Ian Soper	10
1.5	Economic Development	9.20	Simon Worthington	13
1.6	Memorial Halls and Reserve Boards	9.25	Clare Harden	14
2	Strategy & Compliance	9.30		
2.1	Building Services	9.30	Michael Wong	16
2.2	Civil Defence Emergency Management	9.35	James Lamb	19
2.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	9.40	Rick Catchpowle	21
2.4	Animal Control	9.45	Rick Catchpowle	21
2.5	Environmental Health	9.50	Rick Catchpowle	22
2.6	Planning	9.55	Ian Hyde	23
2.7	Strategy & Policy	10.00	Toni Durham / Richard Mabon	23
	<i>Morning tea</i>	10.00		
3	Infrastructure Services	10.20		
3.1	3Waters Projects	10.20	Shyamal Ram	26
3.2	3Waters Operations	10.25	Shyamal Ram	28
3.3	Drinking Water	10.30	Andy Guthrie	30
3.4	Wastewater	10.35	Andy Guthrie	30
3.5	Stormwater	10.40	Andy Guthrie	31
3.6	District Water Management	10.45	Andy Guthrie	31
3.7	Solid Waste Management	10.50	Craig Goodwin	31
3.8	Roads and Footpaths	10.55	Brian Fauth	32
3.9	Contracts Awarded / Upcoming Tenders	11.00	Neil McCann	34
4	Business Support	11.05		
4.1	Information Systems	11.05	Gordon Tupper	35
4.2	Communications	11.10	Ruben Garcia	39
4.3	Commercial Property	11.15	Colin Windleborn	40
4.4	Forestry	11.20	Terry O'Neill	44
4.5	Finance	11.25	Rachel Sparks	46

1. Community Services Group

1.1 EA Networks Centre



Stadium Utilisation is as expected for 2021 when reflected against 2019. Stadium utilisation in 2018 is inflated due to a significant tournament that took up considerable off-peak time.

The facility held the largest pickle ball tournament in NZ to date from 16-18 July.

Description	Jun 19	Jun 20	Jun 21
Adult Swim	1180	1099	1398
Casual Stadium Use	374	464	285
Child 5-17 Swim	993	870	1164
Child Under 5 Swim	58	142	87
Family Swim	151	144	182
Senior Swim	207	168	183
Student Swim	70	56	74
Total	3033	2943	3373

Casual visitation is up for 2021 – particularly in casual swims. This is demonstrating a rebound from Covid-Impacted 2020.

Description	Jun 19	Jun 20	Jun 21
Group Fitness	225	231	319
Room Hire	29	14	27
Stadium	143	119	115
Total	397	364	461

June 2021 shows a significant increase in Group Fitness from previous years. The volume of stadium bookings are down and a number of cancellations in June have impacted the outcome here.

1.2 Ashburton Library

◆ Statistics for June 2019-2021

Issues	June 2021	June 2020	June 2019
Adult	10609	9726	9427
Young Adult	953	1018	528
Junior	8660	7564	8031
TOTAL	20222	18308	17986

<u>Memberships</u>	Total at end June 2021	June 2020	June 2019	Added during June 2021
Adults	6267	6720	6009	51
Young Adults	1590	1786	912	2
Junior	1957	2062	2094	39
Non-resident	71	113	57	1
Other	445	443	336	6
TOTAL	10330	11124	9536	99

<u>Foot Traffic</u>		June 2021	June 2019	June 2020
		8592	7475	8488
<u>Year To Date</u>		97402	108966	109979
<u>Reference Enquiries</u>		June 2021	June 2020	June 2019
	Adult	570	419	492
	Children	75	2	67
	Total	645	421	559

APNK Internet - June 2021

Total Users	Total Time	Average Session	Wifi Total Sessions
1092	478.31	26.281	1625

APNK Internet - June 2020

Total Users	Total Time	Average Session	Wifi Total Sessions
1185	505.60	25.600	1134

APNK Internet - June 2019

Total Users	Total Time	Average Session	Wifi Total Sessions
1272	468.76	22.111	1917

Tourist Information - June 2021

28

- **Library Statistics**

The annual issue total for 2020-2021 was 229,354, up from 204,669 for 2019-2020, that figure showing the effects from the March/April Covid shutdown. The annual issue figure for 2018-2019 had been 221,723.

The fall in foot traffic shows the result of fewer school class visits, as several schools which were using the library have regained their own libraries.

Reference enquiry totals were 7718 for 2020-21, as against 5492 for 2019-20 and 7277 for 2018-19.

- **Community Engagement Activities and Projects**

The following activities have been carried out or planned by the Community Engagement Co-ordinator:

Groups Using Library Meeting Spaces

Anglican Advocacy
 ARA Pasifika Trades
 Art & Creativity in the Community
 Keep Learning Mid Canterbury
 Star Jam
 YMCA

Presentations & Groups Met

S.E.E.D.S volunteers
Rakaia Friendship Group
Refugee Settlement Support Service Mtg
Whanau Hui
CDHB Volunteer Training Day
Grandparents Raising Grandchildren
Hakatere Marae Komiti
Speed Networking @ MSA
Elder Care Canterbury- Mid Canterbury Forum
CDHB Volunteer Training Day
Anglican Advocacy
Refugee Resettlement Stakeholder Meeting
2x Book Club Sessions
Logical Literacy Workshop in Library
BOOST TRUGS (Teaching reading using games) 2 sessions in Library during holidays
BOOST Parent information workshops 3 sessions in Library during holidays
AshBearton Teddy Bear Club Teddy activity session in Library during holidays
Assessing interest in a Chess Club
Elderly Outreach - 2 x Elizabeth St Daycare, 1x Methven House
Wellbeing Opuke – planning for October School Holiday outreach
Knit in Public Day

Upcoming

Art & Creativity Exhibition in Library 10 – 23 August
Local Lives – a human library in Library Sept 27th for Mental Health Awareness week

• Digital Access Projects

The following activities have been carried out or planned by the Digital Access Co-ordinator.

Stepping Up Classes (started 8 June)

- Located in the Newspaper/Reading Room at the Library. The Better Digital Futures programme consists of 4 pathways (Introductory, Essentials, Engagement and Safety) of 4 x 2 sessions aimed at those 65+ in age, at an absolute beginner level.
 - o These classes are running every Thursday 10am to 12pm.
 - o To date we have run 7 Better Digital Futures classes with 3 or 4 attendees for each session.
- The Digital Steps programme of beginner sessions depending on interest, aimed at any age group, providing one-off sessions about various topics. They run on Tuesdays 1-3pm.
 - o To start we have chosen a weekly rotation of Computer Basics, Email 1, Smart Phones, Real Me and MyMSD including Banking and Internet Safety (like the DORA classes) on the first Tuesday of every month.
 - o These classes have been running every Tuesday 1-3pm, starting 8 June

- The most popular session was the introductory smartphone class, with 11 participants. Most sessions have had 3 or 4 participants.

Skinny Jump

- We have now received the Skinny Jump modems and staff are trained in the sign up process. Three modems have been distributed so far. Some areas of the District are not suitable because of poor broadband coverage.
- As part of this service, we will be able to have a demo modem which we will also be able to use for future outreach opportunities, especially bringing Stepping UP classes to locations outside of the Library, such as retirement homes, and the Hakatere Marae.

HOOPLA

- Hoopla Digital (down-loadable movies, music, audiobooks and comics), has been added to the library electronic resources, and should be up and running soon.

CV Help Sessions

- We have had 7 adults attend 1 on 1 scheduled CV help sessions during June/July, as well as assistance given “on the fly” to help with CVs and employment and immigration letters in the APNK internet room.
- We have had great feedback from these sessions both from those who attend and from Work and Income NZ who refer clients to us for assistance.

• Children’s Library

School holiday programme

The 12 to 23 July school holiday programme had a STEM theme (Science, Technology, Engineering and Mathematics). It was well attended. It began with Marble Madness, building marbles down runways through cardboard tubes and other obstacles designed by 60 children and their parents. Next session was a “Minute to Win It” game show format, with challenging balance and dexterity tasks to complete under pressure. Contestants were drawn by lot, about half of the 30 children competing. This format was very popular, so will be fine-tuned and re-cycled, allowing wider participation in the future.

Friday 16 July saw 28 children take part in a Robot Rampage coding based activity, also making battle robots with our Edison Robots and Lego library resources. A family board game evening was also held.

The following week Engineering Excellence featured making the tallest working crane from straws, string and a marble wrecking ball. 25 children and some highly inventive and involved parents attended that session.

The busiest session was “Let it snow!” With about 70 children making fun fluffy snow out of shaving foam and cornflour, on disposable plastic drop sheets.

On Friday 23 July we hosted Imagination Station from Turanga (central) Library in Christchurch, who over two sessions taught children to create Lego contraptions with Technic Lego and Lego Robots using a programme called Lego WeDO 2.0. This is a resource we will look into purchasing, as it was a very successful and engaging activity for the 39 registered attendees.

Youth programming

This has started with an Instagram account for the library, with hashtag: #ashburtonlibrary4youth. This is where we will be advertising all things library for youth of the Ashburton District. In the next few months we are going to be running some ongoing programme events these are:

- Monthly book Club
- Comic/Manga Club
- Creative Space night- craft activities

These ideas were part of a feedback form that was taken to the Youth Council and Ashburton College Executive committee. We also met with a group of Mt Hutt College Students and had a digital feedback form that people could fill in on our website and that link was shared to a teacher at the Ashburton Intermediate.

1.3 Ashburton Museum

- **Community & Visitor Engagement**

	2021	2020	2019
	31 May – 11July	31 May – 11July	31 May – 11July
Visitors	2195	1773	3050
Remote Research Requests	24	19	-
Volunteers	49	64	-
Community Outreach	44	0	-
Ashburton Museum Blog Engagement Visitors	358	324	278
Blog Views	441	387	347
Blog Page views	1082	1061	931
Total	4193	3628	4606

- **Community Engagement & Programmes**

Staff were able to provide a successful outreach programme in June to Methven Primary School after a planned visit to the Museum was cancelled due to the May 30 weather event.

The Museum hosted a pot luck tea for participants, families and contributors for the book launch of Hakatere Home & Heritage. Families and museum staff each supplied their own cultural food to share, which was a great success. This was our first opportunity to meet the participants and to discuss the planned exhibition of the book.

Pippins, Brownies and Guides have visited separately as part of their programmes to learn about Matariki and WWII, including rationing.

Four groups of Mindplus children over four days spent their time at the museum working on their current subject, Systems. They applied their ideas to build a board game during the day after being given a tour of our Collection stores and exhibitions to view and learn about different type of objects the museum has in its collection that are also systems.

An Ashburton College class visited in early July for information for their study of migration.

- **Collections**

Work continues as normal again for the Collections Team as they get back into routine after assisting with de-install of Critters, Creatures & Curiosities exhibition.

The collections team assisted with the cultural clothing loaned to the museum for the Hakatere Home & Heritage exhibition, also assisting with dressing of mannequins in the correct manner, filling out loan forms, writing text panels and assisting with the opening night event.

- **Exhibitions**

Critters, Creatures & Curiosities exhibition visitation was good in its last weeks as four local Play Centres Groups, Mayfield, Methven, Mt Somers and Longbeach took advantage of meeting up as groups on different days to visit the children's activity area before it was packed away again. The adults appeared to be very involved with the craft activities while the young ones played happily with wheelbarrows, garden tools and vegetables.

A most successful evening was enjoyed by all at the Hakatere Home & Heritage Exhibition opening on 9 July. Most participants, their families and friends were in attendance along with invited guests including ADC Councillors and staff, Community Groups and school representatives. This exhibition has received fabulous feedback from our visitors since opening.

- **Heritage Mid Canterbury Working Group**

This newly formed working group are working towards the concept of providing four interpretation panels with historic information on parts of the Ashburton town centre.

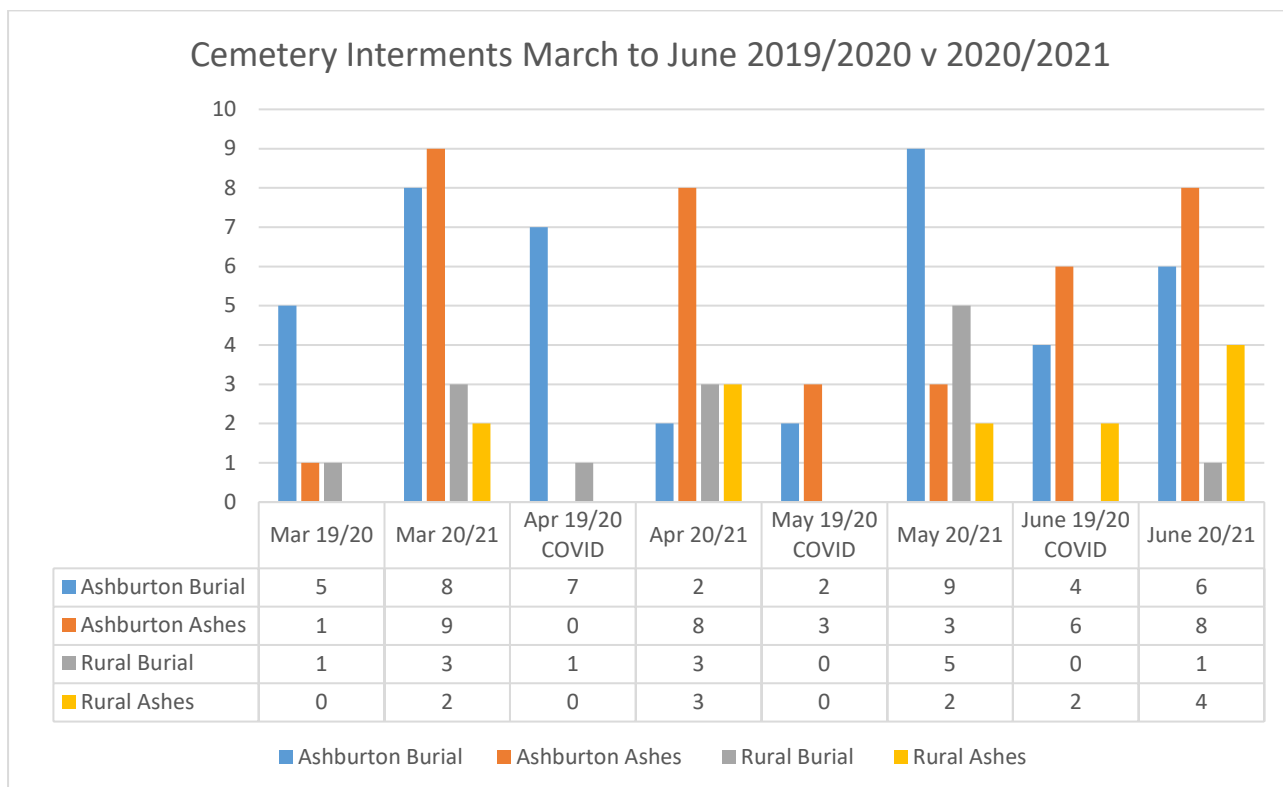
These will be at key points along East Street, showcasing historic buildings – past and present – via historic photos from the Museum collection and text. So far, the group have been drafting, facilitating, and providing guidance these panels which will give locals and visitors a chance to learn more about the town of Ashburton and its CBD. The current area of focus is bounded by East, Havelock, Cass, and Moore streets.

An update report to Council, seeking any required permission, will be presented shortly.

Further projects such as heritage walking trails and further interpretation panels in the town and district have been proposed for future discussion.

1.4 Open Spaces

• Cemeteries



It has been a busy month in the Cemeteries division. Winter maintenance such as hedge trimming has also occurred. Work has also commenced installing the memorial wall at the new Ashburton Cemetery extension area.

• Stockwater races

Currently, there are 34 open requests for race closures. All are tracking well, with staff making a concerted effort in getting timely responses to applicants with feedback. A summary of race closure applications is appended for information.

There were two major stock water scheme disruptions due to the recent flooding event. Staff can report as follows:

1. The Methven Auxiliary supply has been reconstructed and is now working as designed. We have received a further burden of heavy silt in the intake during the latest fresh. Access to the site is compromised and is a work in progress with ACL undertaking reinstatement. It is a dual access way to both town supply and stock water intakes.
2. Staff are currently overseeing the reinstatement of the Blair's Road siphon under the Hinds River with a contract being let to Fulton Hogan. The siphon was completely destroyed during the May flood event. At the time of writing, materials have been identified as being available in the second week of August. Work is expected to take several weeks thereafter and will be weather-dependent. Materials are ordered, and there is a several-week delay in supply.

3. The Dry Creek Siphon, which was holed, has been repaired and is back fully operational.

Recent freshes through rivers have tested reinstated intakes—all held up after the latest test. A Large number of springs are evident around the district. Springs do cause confusion by the community assuming it is stock water flowing when in fact, the Council has no control over spring water flows.

Also notable of mention is the degree of movement in the watercourses of rivers recently. Typical of braided rivers, braid movement is not uncommon. However, it does cause disruption to the instream water extraction infrastructure.

Recent procedural amendments to the Stock Water Closure process are starting to reap rewards. Staff are now able to determine exactly where in the process a closure request is at. It is visual, and answers are readily available. Most questions being received by staff relate to current status or what step in the process is required next.

- **Biodiversity**

Ashton Beach vandalism has recently decreased. After the initial spate of vandalism shortly after the fences were first installed last year, there has been no vandalism except for last month when a couple of fencing wires were cut. These have since been repaired. Staff will maintain vigilance over the area for any untoward activity.

- **Ashburton Domain**

The new driveway project is progressing. Subsequent to the drilling of test pits, a draft driveway line has been formulated. This included an onsite discussion on exactly where the entry off Walnut Avenue and into the existing carpark shall be. It shall also confirm where and how stormwater off the driveway shall be treated. The draft concept design determines there will be one tree to come out at the Walnut Avenue entrance and up to five at the Domain carpark. Replanting shall occur adjacent to the new driveway as a remedial offset. It will allow for consideration of a new avenue of a single tree species to create another amenity feature.

Work is continuing on cost estimates and designs.

In the coming months, there will be several events in the Ashburton Domain. The Great Moscow Circus, the E.A. Networks light show, and The Extravaganza Fair are all booked. These events are welcomed as they allow the community to utilise the Domain as well as showcasing it to all.

- **Recreation**

A stakeholders meeting of the Hakatere River Trails group has been called to ascertain the overall state of assets following the flood event. Reports have been received from most groups clarifying the current situation. The meeting is scheduled to occur on Tuesday 3 August. It is planned to discuss the options available to groups as well as possible funding sources.

Council officers, including Animal Control staff, have agreed upon a plan to rebuild the Ashburton Dog Park. The rebuild programme timeline is:

- July/August - planning and procurement, approvals (resource consent for removal of trees over 10m in height)
- September – bank contouring; tree removal;
- October – fencing, grassing, and planting; Cass Street carpark construction. (Part of the Kmart development)
- November/December – landscaping planting, path construction, and furniture.

All work is subject to the weather and ground conditions.

• **Trees**

Council officers are working with the Tinwald Domain Board on Domain tree issues. Quotations are being sought, and these along with advice shall be given to the board for its consideration.

Some tree trimming is scheduled for trees on East Street fronting the railway line and getting too close to the main trunk line.

• **Public conveniences**

The replacement of public toilets at Wakanui Beach and Bowyers Stream is underway. The project work has been delayed due to the recent weather events, which has further delayed completion.

On a positive note, the Council's application for Tourism Infrastructure Funding Round 5 for new public conveniences and landscaping enhancements at Awa Rata Reserve and Taylors Stream Reserve was successful. MBIE has agreed to contribute \$158,328+ GST to this project which has a total overall cost of \$320,729 + GST. The project is scheduled for completion by October 2022. There will be a standalone report provided to the Council in relation to the LTP scheduled Council contribution towards this project, currently flagged for year three of the LTP.

• **Gardens**

Open Spaces has been recruiting for staff recently. There will be at least four new staff starting work in the month of August. Operational teams will be back up to full strength, which is timely with Spring rapidly approaching.

Open Spaces has replaced four mowing units over the winter months. The new locally-sourced machinery will complement existing units and allow for some rationalisation in the methodologies employed. The new machinery will be visible to the community more so in the coming month as grass growth starts to occur and mowing cycles are required to progress.

Replacement Cenotaph stone has arrived, and work has commenced in replacing specific stones at the Baring Square West Cenotaph flagpoles. The maintenance has been scheduled for some time, and we have seen shipping delays with materials from overseas. Now underway, the repairs are expected to be complete in October.

In the coming month, staff will become more visible out and about as spring growth starts to kick in. Gardens will also be receiving more regular attention from staff in the coming month.

Horticultural staff are currently planning for the replanting of the East Street Fountain. This replanting and fountain refurbishment shall be timed to coincide with the reopening of the Central Business District redevelopment project in November.

1.5 Economic Development

Brief Project Description	Start Date	Est. Completion Date	On track	Comments
Economic Development	Ongoing	Yes		<p>Officers continue to coordinate conversations with developers, potential investors and stakeholders. The recent floods have necessitated a need to focus on recovery as well as business as usual activities.</p> <p>Work is progressing on the options paper for a new Ashburton Slogan, this will be presented at the 1st September 2021 Council meeting.</p> <p>A paper recommending contracting ChristchurchNZ to undertake District Promotion activity has been completed and will be presented at the next Council meeting.</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.</p>
Events	Ongoing	Yes		<p>Work is continuing with community events with August seeing the beginning of the Spring/Summer event season.</p> <p>Work is beginning on the next funding round for the Regional Event Fund.</p> <p>Work is continuing on the ANZ Business of the Year Awards with 9 entries received to date. A networking event was held on Friday 6 August with the aim of providing more information to businesses on the awards and assisting them through the registration process.</p>
Youth Council	Ongoing	Yes		<p>AYC July meeting included training by the Electoral Commission on Civic Engagement, YMCA provided some team building activities. Both organisations are partnering with AYC to help deliver Bite Nite.</p> <p>AYC now have a regular radio interview with Hoops, this will be on the first Monday following the meeting.</p> <p>Work has been continuing on delivering the NZ Mountain Film Festival Fundraiser, Bite Nite and a joint project with Selwyn Youth Council for Mental Health Awareness Week.</p>

Welcoming Communities	Ongoing	Yes	The Welcoming Mural and Hakatere: Home & Heritage book and museum exhibition launch were both completed within the last reporting period. Workshops of the new Welcoming Plan development have progressed.
Refugee Resettlement	Ongoing	Yes	The inaugural meeting of the Ashburton Refugee Resettlement Steering Group was chaired by Cr Cameron on June 30. The first project for the group is around addressing barriers to self-sufficiency and participation due to a lack of public transport.
Agriculture Portfolio	Ongoing	Yes	<p>The Resilient Business project proposal has been reviewed by the working group and discussion with prospective funders are underway. Next steps are to submit the project for funding to the appropriate agency/ funder.</p> <p>The Freshwater Nitrate follow up report has been supplied to Council and forwarded to Infometrics for their development of the community economic impact part of the report.</p>

- **Update on Light up the Night**

Staff will give Council a brief update on the Light up the Night and official celebration of the CBD completion.

1.6 Memorial Halls and Reserve Boards

Mt Hutt Memorial Hall Board - the Board have worked with Council to move the management of staff over to the Council. We are working through supporting the Hall with HR, IT and staff management. The Property team are working on a building report for the Hall to understand budgeting needs for the hall in the future.

Mt Somers Reserve Board - the Board have been working on developing a more efficient plan for the Holiday Park layout. The Hall has now been re-opened to the public after the PFG upgrades. The Board is getting good feedback around the upgrades and hope to see an increase of users due to these upgrades.

Mayfield Reserve & Hall Board - the Board is working with the Council on EQ repairs. Board have been working through Planting where trees have been removed.

Hinds - The Board have had to replace the bark in the Hinds playground due to the June flood washing most of the bark away. They have also had to use a blower truck to replace this due to the field being too soft to drive trucks onto.

Reserve and Hall Board Minutes

Please refer to the links below to read minutes of Hall & Reserve Board meetings over the last three months:

[Tinwald Reserve Board](#)

[Tinwald Memorial Hall Board](#)

[Mt Hutt Memorial Hall Board](#)

[Mt Somers Reserve Board](#)

[Hinds Reserve Board](#)

[Mayfield Reserve & Hall Board](#)

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
Jul	71 (77)	71 (77)	51 (71)	51 (71)	94.1%	311 (2)	98.8%
Aug	46 (48)	117 (125)	66 (51)	117 (122)	100%	330 (2)	100%
Sep	65 (48)	182 (173)	41 (37)	158 (159)	100%	261 (2)	100%
Oct	45 (42)	227 (215)	50 (46)	208 (205)	96%	249 (2)	100%
Nov	60 (46)	287 (261)	44 (49)	252 (254)	97.7%	284 (2)	100%
Dec	45 (33)	332 (294)	40 (35)	292 (289)	92.5%	222 (3)	100%
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%

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

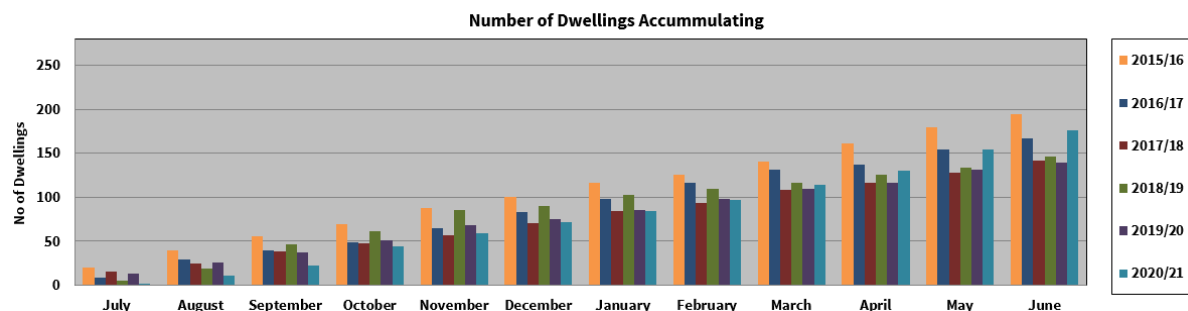
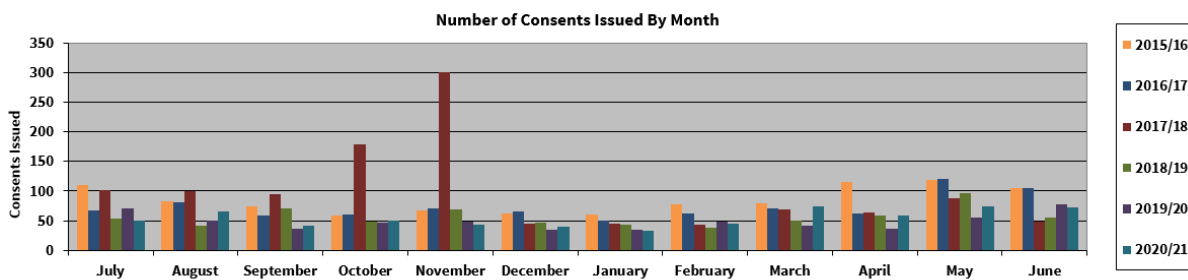
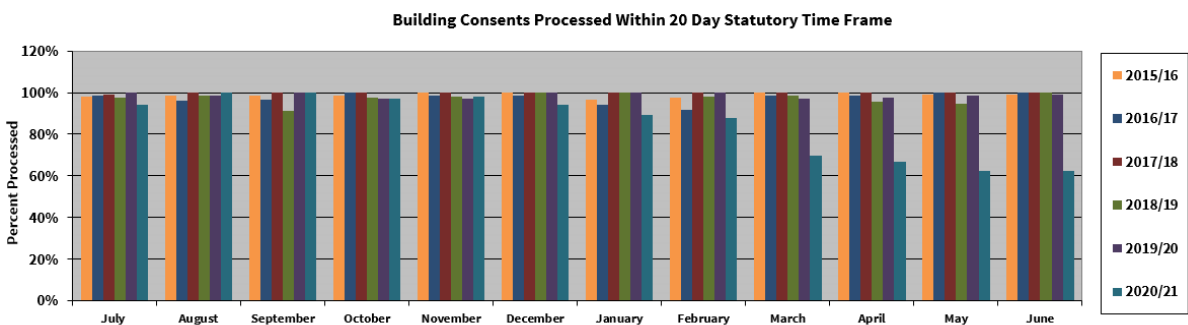
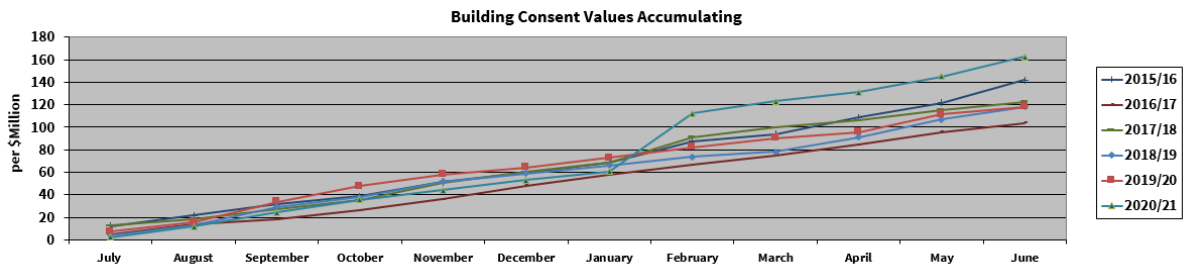
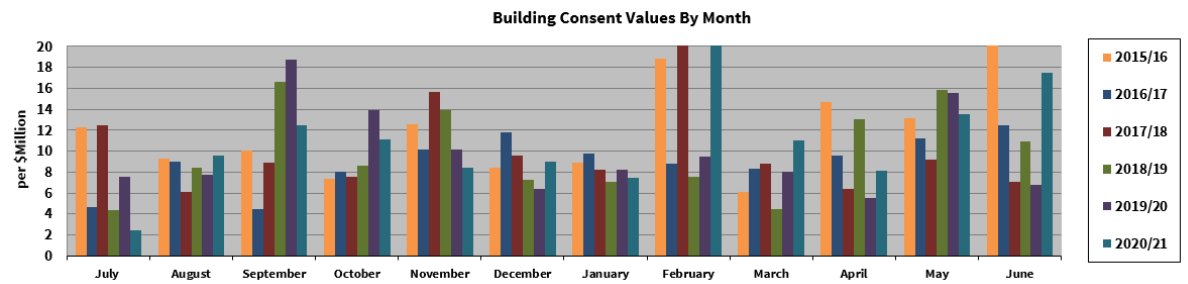
Month	BC Value of Work Received	BC Value of Work Received YTD	BC Value of Work Issued	BC Value of Work Issued YTD
Jul	\$6,314,658 (\$9,342,323)	\$6,314,658 (\$9,342,323)	\$2,439,526 (\$7,542,127)	\$2,439,526 (\$7,542,127)
Aug	\$7,326,623 (\$7,294,390)	\$13,641,281 (\$16,636,713)	\$9,576,211 (\$7,719,745)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

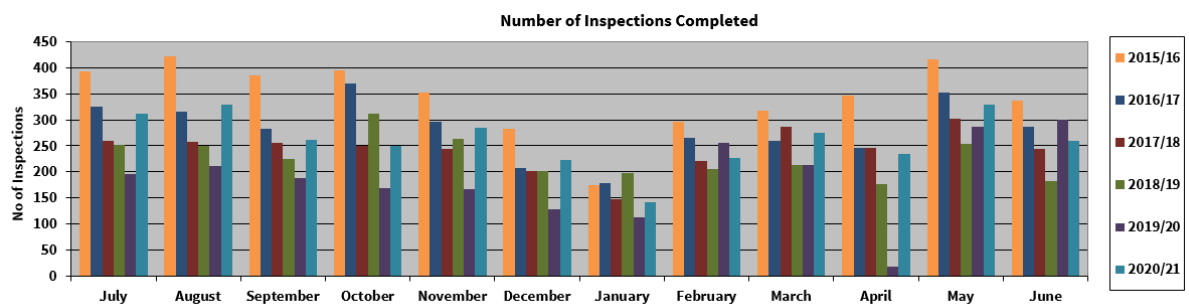
Dec	\$21,338,010 (\$10,466,708)	\$122,755,077 (\$62,411,442)	\$8,950,562 (\$6,392,402)	\$52,992,583 (\$64,451,340)
Jan	\$7,035,638 (\$6,203,650)	\$129,808,715 (\$68,615,092)	\$7,547,388 (\$8,205,672)	\$60,539,971 (\$72,657,012)
Feb	\$9,439,315 (\$11,882,201)	\$139,248,030 (\$80,497,293)	\$51,680,937 (\$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)

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

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

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

Canterbury experienced a significant rainfall event between 29–31 May 2021. The flood was the result of a deep low pressure system, an ‘atmospheric river’ and dry soils which couldn’t absorb the deluge. MetService had issued a ‘red alert warning’ for heavy rainfall on Friday 29 May, so the event had been pre-warned to an extent, however in some instances the rainfall exceeded forecasts.

Within the Ashburton District, 540mm¹ of rainfall was recorded at the ECan Mount Somers weather station (approx. 800m above msl) with 185mm² of rainfall being recorded at the ECan Hinds Plains weather station (approx. 90m above msl) over the course of the three day event.

This rainfall resulted in the highest flows on record in the Upper Hinds and Ashburton/Hakatere river catchments. While ECan river flow gauges inland were damaged during the event, data recorded at the Ashburton SH1 Bridge peaked at 1,542cumecs at 2000, May 30³, an increase of 1521cumecs in 24 hours.

Ashburton District Mayor, Neil Brown declared a Local State of Emergency at 1010, May 30. A notice to prepare to evacuate was made for the Allenton and Netherby communities at 1542, May 30. The official evacuation notice was not enacted due to the Ashburton River breaching upstream which relieved the pressure on the river closer to Ashburton however some residents from both the Hinds Township as well as the banks of the major and subsidiary rivers within the District self-evacuated. The NZDF assisted in the evacuation of 30 people and 12 pets on 31 May⁴.

¹ <https://www.ecan.govt.nz/data/rainfall-data/sitedetails/316310> , 07 June 2021

² <https://www.ecan.govt.nz/data/rainfall-data/sitedetails/319602> , 07 June 2021

³ <https://www.ecan.govt.nz/data/riverflow/sitedetails/68801> , 07 June 2021

⁴ <http://www.nzdf.mil.nz/nzdf/news/nzdf-support-to-canterbury-floods> , 07 June 2021

Civil Defence Centres were set up at the Hakatere Marae while an Animal Welfare Centre was set up at the Ashburton A&P Showgrounds. There were 25 people accommodated at Hakatere Marae between 30 May and 1 June.

Roads throughout the district were inundated by the weather event. Several key routes were closed and Ashburton residents were urged to stay home and avoid all unnecessary travel. After the Ashburton Wastewater Treatment Facility flooded downstream of Wilkins Road, Tinwald at 0809 May 31, the public were informed of the public health risk and advised to avoid all contact with floodwater on the assumption that it would be contaminated.

KiwiRail halted all trains between Christchurch and Timaru for 48 hours initially before extending this indefinitely after a series of washouts and areas requiring urgent repair were identified.

Boil water notices were issued for the Methven, Montalto, Methven-Springfield and Mt Somers water supplies. Water tankers were delivered to Methven and Mount Somers on 31 June with the understanding that these boil water notices were likely to be in place for at least a week.

Power was temporarily lost in Mount Somers and Methven between 0242 and 0420 May 31.

All schools in the District were closed on Monday, May 31 and due to a lack of potable water and surface flooding in Methven and Mount Somers, some remained closed until Friday 4 May.

On Tuesday, June 1 at 0630 a pier of the Ashburton Bridge - State Highway 1 slumped, causing the bridge to be closed at a time when there were no alternate routes through the District available. High river flows and debris build-up beneath the Bridge delayed initial inspections. An alternate inland route via SH77 was established and publicised at 2040 June 1 with traffic quickly backing up around the one-way bridges. Temporary traffic light signals were ineffective and had to be replaced by stop/go signalling due to the high volume of vehicles on the roads.

Waka Kotahi – NZTA temporarily reopened the Ashburton Bridge to light vehicles travelling 30km/h at 2325, June 1. Planned Bridge closures followed between 1000 and 1400 on June 2 to conduct weight testing and following this, heavy vehicle use was able to resume at the reduced speed limit, during daylight hours (0700-1900) from 1015 June 3. Ongoing monitoring of the Bridge by NZTA is expected to continue.

At 1533 June 3, the Ashburton River came close to breaching the stop bank at River Road. Residents of the 12 properties nearby were alerted however while the stop bank was eroded, this river breach event did not eventuate and properties were not evacuated.

Assistance throughout the Flood Event was provided to the staff of the Ashburton District Council in the EOC by NZDF, NZ Police, FENZ, St John, Federated Farmers, Rural Support Trust, Civil Defence NZ, Christchurch City Council, Kaikoura District Council, Emergency Management Canterbury, Emergency Management Otago, Hurunui District Council, MPI and Canterbury CDEM Group. Ashburton EOC was operational from 5.30am Sunday 30th May until 5.00pm Friday 11th June.

Ashburton Flood Recovery

Flood recovery efforts are continuing. The recent rain in mid-July highlighted the vulnerabilities within the Ashburton River, which will continue for some time. MPI funding closed off on the 30 July, with the decisions expected by the middle of August. We are currently working through the cost to Council to date from the flood event, as well as making the claim to NEMA for the eligible response costs.

Applications for the MPI Canterbury Flood Recovery Fund closed Friday 30 July. MPI will be assessing these and making recommendations to an independent panel who will make the final decision. They plan to have these decisions made by mid-August.

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
July	2	0	6	15	0
August	0	1	6	14	1
September	0	1	7	15	2
October	2	2	6	17	1
November	2	0	8	11	0
December	0	0	0	10	0
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

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
August	5972	949	84%	3	9	1	1	5	10
September	6126	738	88%	5	8	0	2	11	9
October	6322	522	91.7%	2	7	0	0	9	8

November	6375	491	92.3%	3	11	0	0	7	8
December	6414	495	93%	3	5	0	2	15	8
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

- **Unregistered dogs**

Four Notices to Register (NTR) were issued for June 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
July	17	17	0	1	9
August	12	16	0	0	15
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

2.6 Planning

Resource Consents	June 2020	June 2021
No. of resource consent applications decided ¹	19	23
No. of resource consents decided within statutory timeframe	18	23
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	7	6
No. of 224 Certificates processed	7	6
No. of building consents reviewed against District Plan ²	26	40

Land information memoranda	June 2020	June 2021
LIMs Produced	61	105
LIMs Produced within 10 working days	61	105

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

- Ashburton Lakes**

Another meeting of the Ashburton Lakes Working Group was held on 26 July in Methven. Local farmers also attended. A summary of the findings of the Cawthron report was presented by scientists from DoC and ECan. This can be viewed [here](#).

2.7 Strategy & Policy

- Current projects**

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Long-Term Plan 2021-31	October 2019	30 June 2021	Yes	LTP adopted by Council. Web version on target for statutory deadline. Letters to submitters substantially completed.
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	<p>Rates Remission Policy, Community Engagement Policy & Development and Financial Contributions Policy all completed.</p> <p>Paper on Backflow Prevention Policy to Council on 28 July. Paper on Sensitive Expenditure Policy to Council on 18 August.</p> <p>Hearing of submissions and deliberations on Open Spaces Bylaw and Dog Control Bylaw and Policy scheduled for 29 July.</p> <p>Brothel Location bylaw review completed and Bylaw rolled-over for a further five years.</p>
Strategies	Ongoing		Yes	<p>Parking Strategy is under development.</p> <p>Review schedule underway for Council strategies.</p>
Annual Residents Survey	August 2020	July 2021	Yes	Final round completed. Key Research will present the survey results to Council on 18 August.
Consultation	Ongoing		Yes	Aiming to commence consultation on Grove Street Park disposal late July/early August.
Transfer of water races to Acton Farmers Irrigation Co-op	October 2020	October 2021	Yes	Officers working with Acton to provide Council-held information for transfer proposal.

- **External Submissions**

Organisation	Submission Summary	Process	Due Date
Department of Internal Affairs	Department of Internal Affairs (DIA) is consulting about a proposal to make it easier for organisations to get access to information about deaths. DIA registers all deaths that occur in New Zealand. This would mean less need to ask for certificates, and it would enable organisations to update their own data so that correspondence isn't sent to people who have died.	Management level submission	11 June 21 Submission completed
NZ Infrastructure Commission	The New Zealand Infrastructure Commission, Te Waihangā is developing a 30-year Infrastructure Strategy for Aotearoa New Zealand. This consultation document sets out a proposed direction for the Strategy and is open to your feedback, ideas and views. Following consultation, this information will be used to finalise the draft Infrastructure Strategy that will be provided to the Minister for Infrastructure.	Management level submission	24 June 21 Submission completed

Ministry of Transport	<p>The Government is seeking feedback on options to accelerate the transport sector to meeting the draft advice and recommendations of the Climate Change Commission, and moving to a net zero carbon transport system by 2050.</p> <p>The Ministry of Transport's 'Hikina te Kohupara – Kia mauri ora ai te iwi - Transport Emissions: Pathways to Net Zero by 2050' sets out potential pathways and policies to phase out emissions across the transport system. The discussion document does not represent Government policy.</p>	Management level submission	<p>25 June 21</p> <p>Submission completed</p>
NZTA – Waka Kotahi	We are consulting on a proposed new rule enabling an improved approach to speed management planning on New Zealand roads, called the Land Transport Rule: Setting of Speed Limits 2021.	Council meeting – 16 June	<p>25 June 21</p> <p>Submission completed</p>
Environment Select Committee	<p>The Exposure Draft for the Natural and Built Environment Bill (the Bill) is part of Government's stated intention to reform environmental legislation and replace the Resource Management Act (1991).</p> <div></div>	Council Meeting – 28 July	4 August

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 1,564m of DN 600 PE pipe. The average depth of the pipeline so far is 3-4.5m.</p> <p>Programme completion – 52%</p> <p>Financial completion – 51%</p> <p>Finance spend - \$2,516,792.68</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 500m of DN 800 & 700 PE pipe. The average depth of the pipeline so far is over 4.5m.</p> <p>From 29 July, two separate teams are working on different sections of the pipeline to expedite the programme.</p> <p>Programme completion – 23%</p> <p>Financial completion – 46%</p> <p>Finance spend - \$2,436,051.88</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 contractor has been paving and concreting the northern footpath surfaces and finalising landscaping works. Road line markings have been completed.</p> <p>East St – The contractor has been installing tree pits and constructing rain gardens and kerbs on the eastern (shop) side. The grass seeding work around the trees will be completed in September when the weather is more suitable.</p> <p>Upgrade of Havelock St intersection was completed in July and work on Moore St intersection started immediately afterwards. This intersection is expected to be completed by end of August.</p> <p>Havelock St – wastewater and water pipelines are currently being installed. The water, wastewater and stormwater service laterals for the new Civic building have also</p>

		<p>been installed. Kerb works on the northern side commenced late July.</p> <p>Tancred St – the contactor will be addressing outstanding items.</p> <p>Cass St – the contactor will be addressing outstanding items.</p> <p>Programme completion – 80%</p> <p>Financial completion – 77%*</p> <p>Finance spend - \$12,815,056.00*</p>
Town Centre Subcommittee	Meeting actions	<p>FAQs to be provided for the next Retailers Group meeting and put on ADC website.</p> <p>Truline Civil agreed to liaise with retailers regarding pedestrian linkages.</p> <p>Truline Civil to clean windows following sandblasting.</p>
Methven Water Reservoir	This work involves constructing a reservoir, associated pipe works, valves, meters, fencing and access track. Project value is \$1.7M.	The tender to construct two reservoirs has been awarded to Reliant Solutions Limited.
Water Infrastructure Flood Repairs	This work involves a number of district wide water repairs needed as a result of the flood damage.	<p>The Methven water gallery was flooded during the May/June weather event resulting in a thick layer of silt that could have posed long term turbidity issues. This required the top of the gallery to be scraped and replaced with new and clean aggregate at a cost of approximately \$75k. On 16 July a second rain event flooded the gallery.</p> <p>Some portions of the gallery again received a thick layer of silt. All further repairs have been put on hold while a long term solution is considered.</p> <p>The access track to the Montalto water intake has been washed away at several places. The intake structure and raw water pipeline have also sustained damage. The repair options are currently being investigated.</p>

**Estimated figures for Julys*

3.2 3Waters Operations

Following the heavy rain downpour on 16 July, the Methven water gallery was flooded with sediment laden water. This caused high turbidity at the water treatment plant resulting in the need to issue boil water notices. A boil water notice was also issued for the Methven Springfield water supply on the evening of Friday 16 July. This was advised through a website update, social media, and text alert system.

The notice was able to be lifted when the turbidity at the water treatment plant dropped below 2.5 NTU and all E.coli and Total Coliforms samples remained clear. The boil water notice for the Methven scheme was lifted on 26 July with the Methven-Springfield scheme notice being lifted on 28 July.

• 3 Waters CRMs

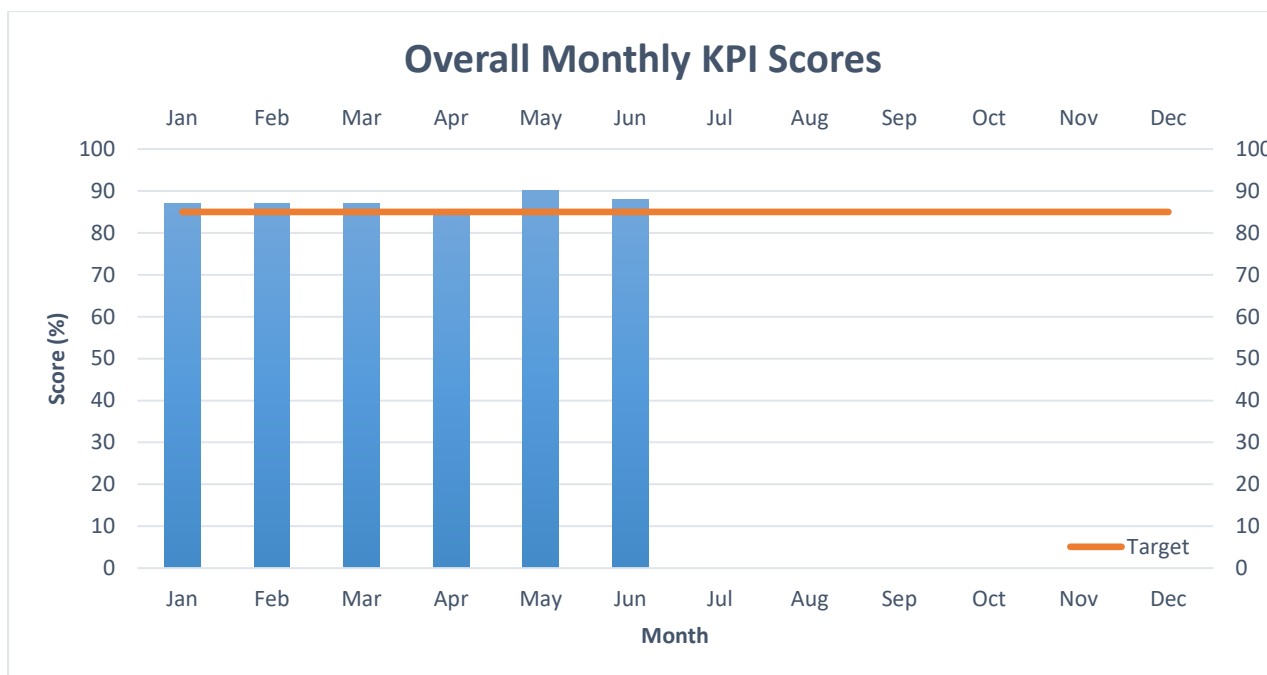
Water	J	F	M	A	M	J	J	A	S	O	N	D
P1	13	9	11	10	8	12						
P2	69	52	67	41	34	38						
P3	3	5	1	1	3	0						
P4	12	8	14	10	18	7						
Total	97	74	93	62	63	57						
Wastewater												
P1	7	4	5	7	6	5						
P2	9	9	6	3	0	2						
P3	3	1	5	0	0	1						
P4	6	4	4	0	6	5						
Total	25	18	20	10	12	13						
Stormwater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

• Monthly KPI Measures – May 2021

Water KPIs	KPI Achieved	Actual % Achieved	Overall % Of At Risk Sum
WS1 – Priority 1 work on site within 1 hour - urgent reactive	No	73	0
WS2 – Priority 1 restore service within 4 hours	No	88	0
WS3 – Priority 1 full reinstatement of site with 5 working days	No	78	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

Cont'd

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



The number of 3-waters CRMs for the past two months were slightly lower. In June, there were 71 CRMs reported. The number of reported CRMs for June were low as well as most of the customer requests during the flood event came directly through EOC.

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

3.3 Drinking Water

- **Assets Team Changes**

A recent internal transfer of an Assets team-member to the Information Services team led to the opportunity to reconsider the team structure to better serve the needs of Council. This has resulted in the replacement role being focussed entirely on our resource consent compliance and demand management functions.

This change allows the role that was previously responsible for this work to now focus exclusively on the drinking water compliance and water safety plan development and management.

The vacancy has now been filled. The new person commences employment on 30 August.

3.4 Wastewater

- **North-west Ashburton wastewater servicing**

The detailed design contract has been awarded under delegated authority to Beca Consultants. Beca were one of three consultants invited to tender for the work. A contract start-up meeting was held on 29 July.

- **Wastewater Compliance**

We have been unable to progress formal responses to the compliance monitoring reports received in May from Environment Canterbury due to the rain event in late May/early June. However, as ECan staff are aware of the impact that the flooding response and recovery has had Council on resources, they are currently providing some latitude.

It is envisaged that the new team-member being purely focussed on the RMA compliance aspects will provide greater coverage and progressively lead to bringing our consents into compliance.

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

- **May flood**

Officers have been directed to assist in a number of flood related enquiries and site visits during July. These have involved Council officers from both the Assets and Roading teams.

Many of the matters being investigated were more readily aligned with land drainage issues and therefore potentially the purview of the regional council. The Council response will most likely be limited to facilitation and advocacy.

3.7 Solid Waste Management

- **Recycling – bin audits**

As of 28 July we have:

- 1051 properties being monitored
- 438 properties on their second warning
- 121 properties have had their bins removed
- 48 properties have had removed bins returned
- One load of recycling rejected at the Christchurch sorting facility
- One load of recycling goes to Christchurch each day
- The annual target for rate of diversion from the landfill is +1%.

- **Projects for 2021**

The work on the cardboard bunker roof and pavement is progressing well. The roof has been constructed and the cladding will be completed by early August. Once the building is complete, the electrical work will commence.

3.8 Roads and Footpaths

- **Expenditure to 30 June 2021**

	Original Budget	Revised Budget	Expenditure @ 30/6/2021	Balance
Emergency Works	\$43,304	\$9,000	\$9,000	\$0
Road Maintenance				
Sealed Maintenance	\$1,460,000	\$1,610,000	\$1,608,003	\$1,997
Unsealed Maintenance	\$660,000	\$660,000	\$600,575	\$59,425
Drainage Maintenance	\$315,000	\$315,000	\$322,964	-\$7,964
Structures Maintenance	\$95,000	\$95,000	\$78,686	\$16,314
Environmental maintenance	\$550,000	\$550,000	\$397,966	\$152,034
Network Services	\$850,000	\$600,000	\$723,336	-\$123,336
Network Operations	\$15,000	\$10,000	\$7,028	\$2,972
Cycle Path Maintenance	\$5,000	\$5,000	\$0	\$5,000
Footpath Maintenance	\$1,194,350	\$1,278,350	\$1,337,511	-\$59,161
Level Crossings	\$30,000	\$30,000	\$39,495	-\$9,495
Minor Events	\$90,000	\$90,000	\$102,261	-\$12,261
Network & Asset Manage	\$1,150,000	\$1,150,000	\$1,259,977	-\$109,977
	\$6,414,350	\$6,393,350	\$6,477,802	-\$84,452
Local Road Renewals				
Unsealed Metalling	\$1,100,000	\$1,100,000	\$1,079,736	\$20,264
Seal Resurfacing	\$2,950,000	\$2,950,000	\$2,953,461	-\$3,461
Drainage Renewals	\$550,000	\$450,000	\$336,474	\$113,526
Seal Rehabilitation	\$2,080,000	\$2,080,000	\$2,134,030	-\$54,030
Structure Components	\$86,000	\$86,000	\$54,632	\$31,368
Environmental Renewals	\$5,000	\$0	\$0	\$0
Traffic Services Renewals	\$74,000	\$200,000	\$200,206	-\$206
	\$6,845,000	\$6,866,000	\$6,758,539	\$107,461
Total Maintenance Prog.	\$13,302,654	\$13,268,350	\$13,245,341	\$23,009
Local Road Improvements				

ASUB Improvement	\$258,697	\$258,697	\$117,300	\$141,397
LED Lighting	\$5,370	\$5,370	\$4,634	\$736
Low Cost Low Risk Improve.	\$6,328,821	\$4,611,250	\$4,815,246	-\$203,996
Road safety Programme	\$157,988	\$144,000	\$130,451	\$13,549
Cycle Facilities	\$63,000	\$12,000	\$11,520	\$480
	\$6,813,876	\$5,031,317	\$5,079,151	-\$47,834
	\$20,116,530	\$18,299,667	\$18,324,492	-\$24,825
Unsubsidised Road Works				
Street Cleaning	\$140,500	\$140,500	\$162,014	-\$21,514
Seal extension	\$50,000	\$50,000	\$0	\$50,000
Work for NZTA	\$77,000	\$77,000	\$106,496	-\$29,496
Subdivision Contribution	\$10,000	\$10,000	\$7,538	\$2,462
Projects	\$1,373,226	\$1,373,226	\$1,652,136	-\$278,910
Minor Investigation	\$50,000	\$50,000	\$17,786	\$32,214
	\$1,700,726	\$1,700,726	\$1,945,970	-\$245,244
Total	\$22,383,094	\$20,000,393	\$20,270,462	-\$270,069

Note: \$1.3m of the CBD unspent budget is to be carried forward as commitment into the 2021/22 financial year.

Further \$438,409 of CBD footpath expenditure is not shown above as this is funded through a budget of \$829,000 from Council Ashburton Footpath Reserve.

- ### 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. The work commenced on 19 July and is anticipated to be completed by the end of August 2021.

A RFT was advertised for the 2021-2023 rehabilitation work to be undertaken on Thompsons Track and Arundel Rakaia Gorge Road. Tenders closed on 6 July and four tenders were received. Tender evaluation was carried out and Council awarded the contract to HEB on 28 July 2021.

Footpath lichen spraying commenced on 1 June and is anticipated to continue through to early September 2021.

Sump cleaning commenced on 1 April and is ongoing.

All fault identification around the network is almost complete. Data analysis has commenced and will be used to prepare an annual sealed and unsealed road maintenance programme.

The night inspections of signage and delineation is ongoing. Additional work/faults as a result of the July flooding event will be added and programmed.

Drainage involving HEB's innovative methodology has been completed for last financial year.

As a result of a request from Council, NZTA will proceed with the installation of a pedestrian crossing point opposite the New World entrance on SH77 (Moore Street).

Stantec has been tasked to include resilience effects highlighted by the recent flood event and carry out additional traffic analysis before finalising their DBC report on the Ashburton Tinwald Connectivity project.

3.9 Contracts Awarded / Upcoming Tenders

Contract/Tender	Date awarded/tendered
ROAD0205 – Road Rehabilitation Rural 2021/23	Tender awarded to HEB - 28 July 2021
WATE0153 – Methven Reservoir Upgrade Stage 1	Tender awarded to Reliant – 28 July 2021

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	<p>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.</p> <p>Complete – Support of end of financial year/readiness of new in licence renewal, fees and charges and rating activities</p> <p>Complete – Building (process time changes), Payroll processing (version update),</p> <p>Work continues in the areas of; Purchase Cards (Procurement), Debt Management (Rates), Security Categories (system delegations), Request Management (Planning), Traffic Management Plans (Open Spaces), Stock Water Race (closure management), Approved Contractor Application (Health & Safety)</p>
Stadium management system	November 2019	July 2021	Yes	Yes	No	Complete – new solution delivered for service management at the EA Networks Stadium
Aerial imagery	December 2019	March 2021	No	Yes	No	<p>Aerial imagery capture of Ashburton District urban and rural areas. Contract in collaboration with ECan and Timaru District Councils. Urban imagery complete and accessible.</p> <p>Rural capture complete, received from supplier and undergoing enablement for GIS applications.</p>
INFOR IPS	February 2020	June 2020	No	Yes	No	GIS integration with water assets within INFOR IPS solution. Pending supplier solution available July 2021.
Spatial Plan	October 2020	August 2021	Yes	N/A	No	Development of GIS strategic planning work identifying planning consent activity, constraints and location across the district.

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
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
Microsoft M365 application suite	September 2020	June 2022	Yes	Yes	No	<p>Application of this office suite version. The application is cloud based and includes Office products such as Email, Word and Excel, but also includes a number of other productivity applications that could benefit Council operation.</p> <p>Current activity includes the migration of our email system to the cloud equivalent and application Office products to work with Council applications</p>
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	<p>Renewal of desktop devices. Selection, design and deployment methods confirmed. Deployment complete to Assets, Strategy & Policy and Planning teams. Underway with P&C, and Governance.</p> <p>Tablet devices to support Stock Water activities to be field tested and then deployed to all rangers</p>
Network	August 2020	May 2021	Yes	Yes	No	Renewal of network firewalls and core network switches. Completed
	June 2021	October 2021	Yes	Yes	Yes	Site switches at EANC, Museum and Open Spaces to be replaced. Equipment scoped and ordered. Estimated completion September 2021.
	August 2021	February 2022	Yes	Yes	Yes	Replacement of Wi-Fi solution across EANC, Open Spaces and Art Gallery\Museum
Cyber Security	June 2021	July 2021	Yes	N/A	N/A	Overview of current protection methods and identification of any action.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Web Security Audit	February 2021	March 2021	Yes	Yes	No	3 rd party audit and assessment of internet facing connection points. Audit complete. Recommendations being considered and actioned by responsible IS areas.
Systems Audit	May 2021	June 2021	Yes	Yes	No	Complete - Yearly audit by Audit NZ of network security and financial systems.
Mobile Phone Renewal	June 2021	November 2021	Yes	Yes	Yes	Cyclic renewal of corporate mobile phones. Set up and distribution being confirmed
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.
Information Management Physical Record Management	BAU Activity		N/A	N/A	N/A	Ongoing work to identify, record and appraise Council physical records and disposal, if applicable. 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. Off-site storage transfer underway to 3 rd party storage facility to hold Council protected and long retention physical records. 200 of approximately 750 storage boxes transferred to date
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	Ongoing EDRMS development working with Council Teams to define new areas and improvements Current development activity is in the areas of Museum, Mayor and Councillors

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 9,000 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>Complete - Development of Information Management strategy and policy</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>Complete - Archiving of Council Social Media posts</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. Licensing secured through All of Government agreement negotiated by the Department of Internal Affairs.

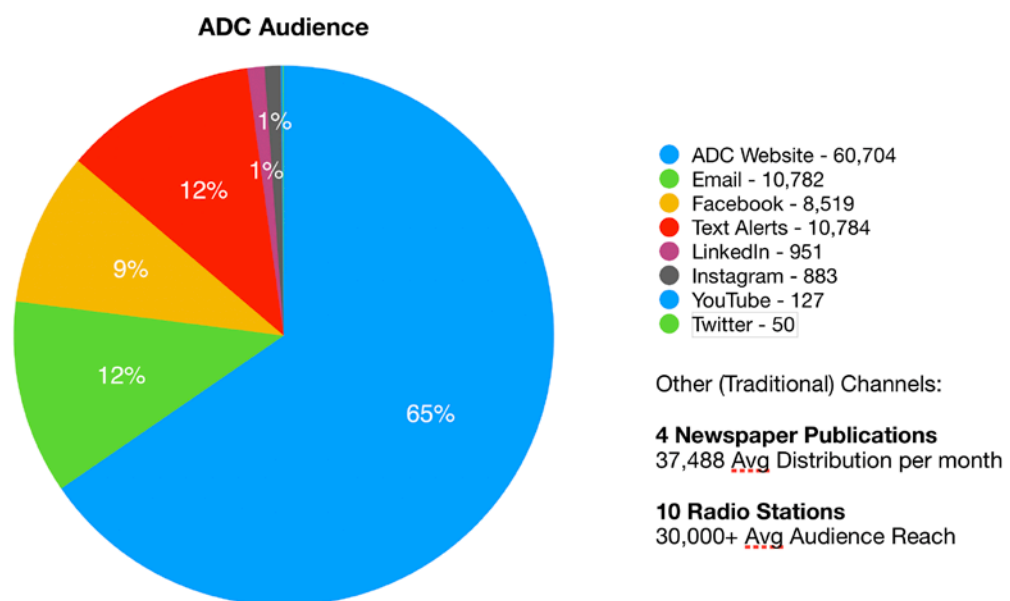
Art Gallery. Activities across Information Systems to transfer ICT services in to Council environment.

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.

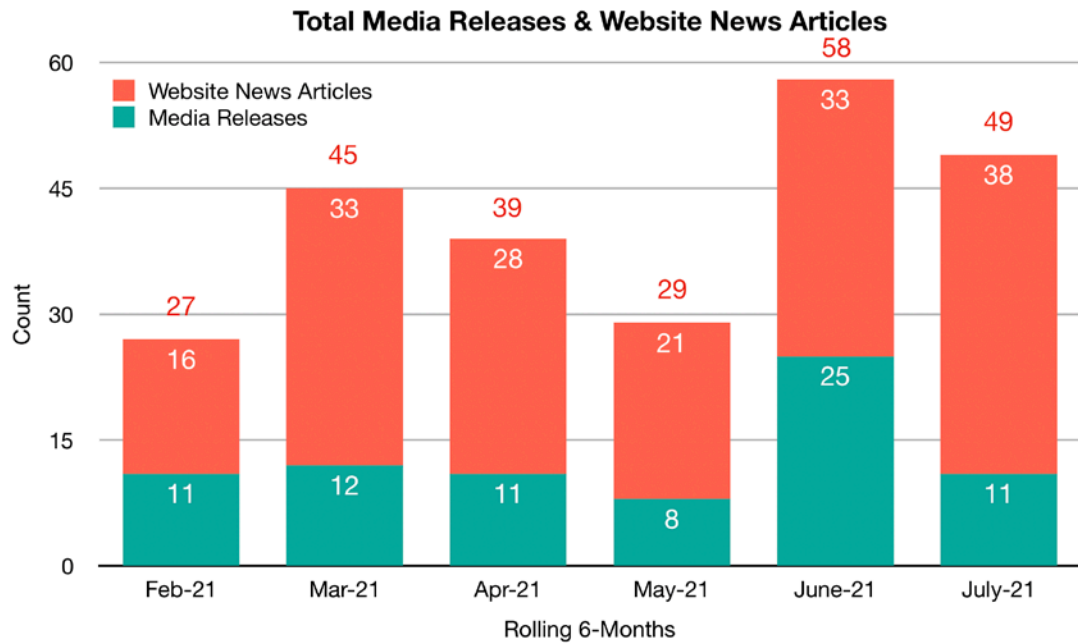
For this reporting period, we saw significant increase in users and engagement on our email lists in part due to interest around the Long Term Plan (LTP) and weather event reporting at the tail end of May, which continued in June.



- **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.

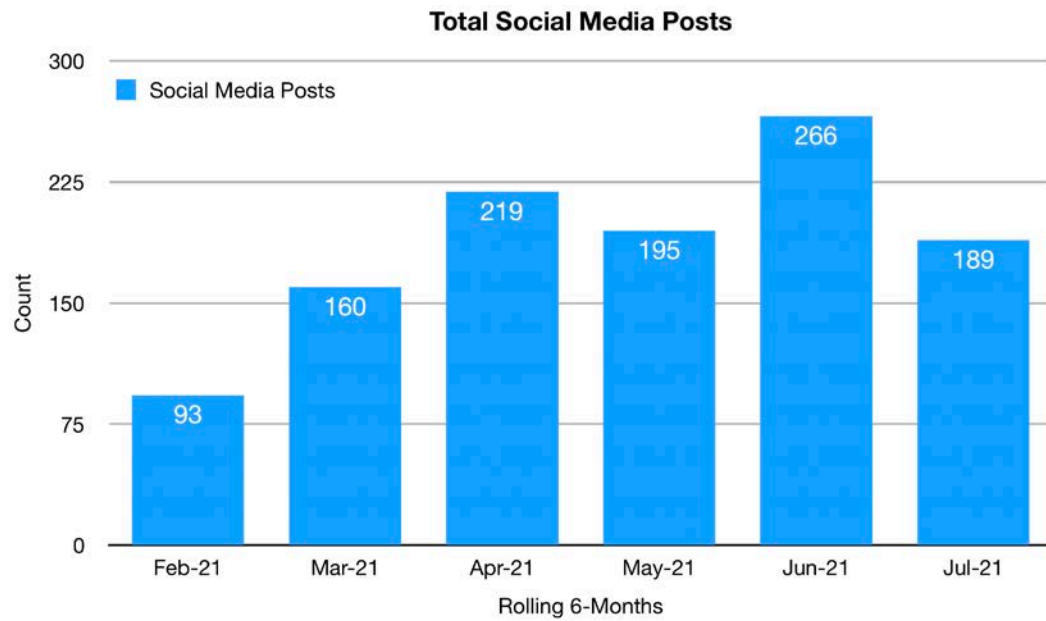
For this reporting period, content has increased with the hiring of a new Communications Advisor (Linda Clarke) who filled in the vacancy left by Meg Rawson. The Communications Team continues to identify and publish news and information of relevant importance to the community across all channels.



- **Total Social Media Posts**

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

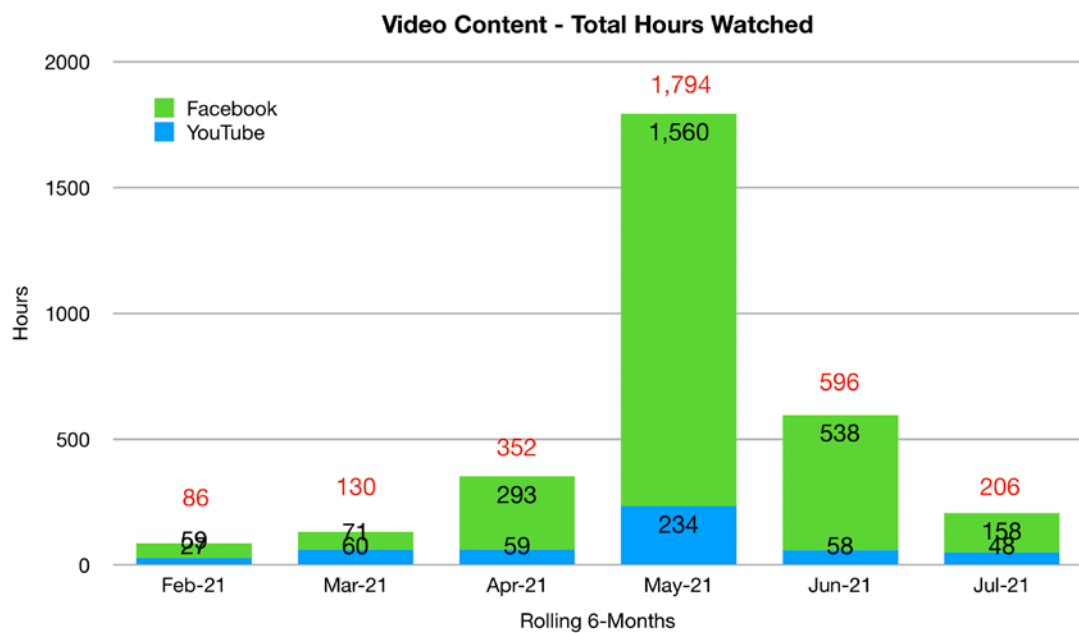
For this reporting period, activity is trending up with increased new and information being disseminated.



- **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.

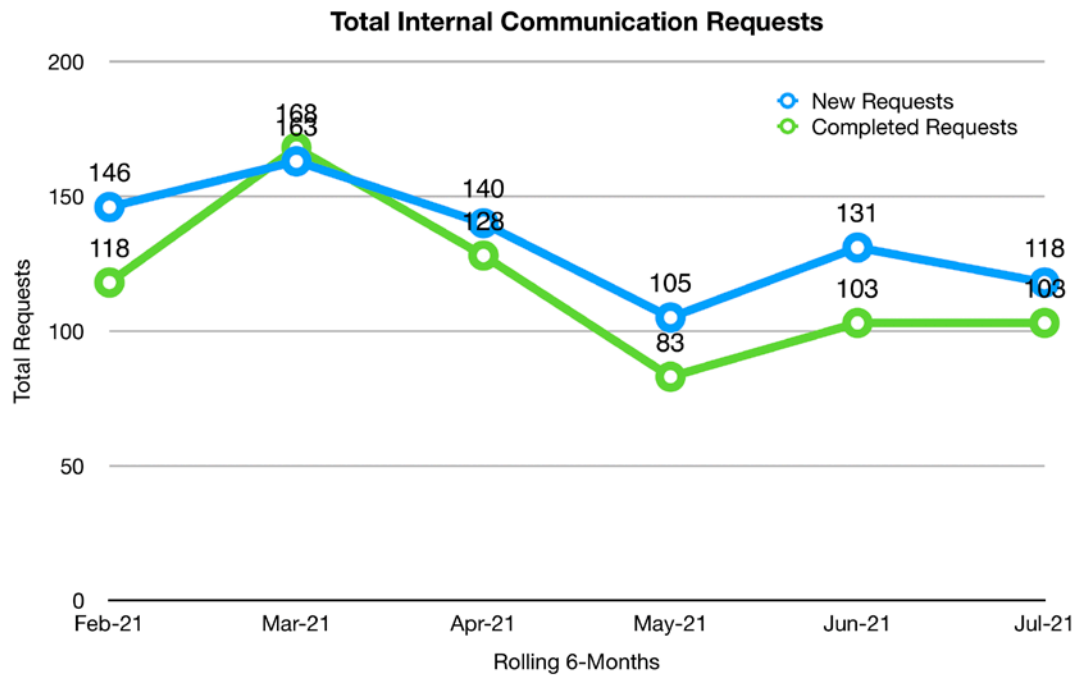
For this reporting period, video content has somewhat normalised after the exceeding results seen in May due to content related to the Long Term Plan, which including the Live Online Community Meeting, LTP Hearings and Deliberations, and Council meetings, collectively contributed to a significant higher than normal watch hours.



- **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.

For this reporting period, requests for new work and completed work continues to trend upward, typical of business as usual activities for this time of year.



- **Major Projects / Updates**

Heritage Signage for Rakaia

This work continues from previous reporting period: we have been working with the Community Services Group and Rakaia Lions to design and delivery new heritage signage for Rakaia. A series signs are intended to be installed which shares information about various sectors in Rakaia's history, including churches and schools, farming and agriculture, transportation, and more. This project is expected to be completed by August 2021.

4.3 Commercial Property

Current	Brief Project Description / progress
Ashburton Business Estate	<p>Awaiting completion of covenant agreements before titles can be obtained. A comprehensive marketing campaign is being developed along with appropriate signage. We are receiving numerous enquiries with respect to the availability of sections for development.</p> <p>We go unconditional on 2 sections shortly with a further 3 sections under contract and a further section is on hold.</p> <p>One section will settle on Friday 30/7 and a further section on Friday 6/8.</p>
Elderly persons housing	<p>Ashburton: 23 people on the waiting list with 15 people wanting single units, 8 wanting double units.</p> <p>Scoping of the redecoration of the Friendship Lane Units 1-16 is currently underway.</p> <p>Five 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.</p>
Ng King Bros Chinese Market Garden Settlement	<p>Work is continuing on the buildings with an archaeological meeting held on site on 27 July to provide a briefing of the site and provide history and background for anyone who is going to work on site in the future.</p>
Airport	<p>The new online system for collecting landing fees has seen \$1548 in income for 20/21 financial year and \$33,681 in rentals being received.</p> <p>Mid Canterbury Aero Club clubrooms are currently completing the paths. The accessible WC has been installed in the building which will almost complete the refurbishment of their building.</p> <p>Work has commenced on the development plan and a stakeholders meeting is currently being organised for 12 August 2021.</p>
Property Inspections	<p>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> <p>As part of this 217 buildings/monuments on Council land are in the process of being inspected.</p>
Ex ACL Yard South Street	<p>New occupiers continue to be found for the buildings and yard. We are in negotiations with a potential tenant for office space which is currently vacant, one tenant taking several buildings.</p>
Lake Clearwater	<p>The area has been flown with a drone to survey occupation of sites with an assessment of the occupation of sites being finalised in order to get back to the Hut Holders Association and lessees.</p>

	<p>We have completed inspections of all the baches to ascertain sewerage disposal methods for each.</p> <p>We will be putting together a plan to ensure compliance with the requirement to disestablish 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	<p>Mt Somers – Work has been completed along with cosmetic painting and upgrading the switchboard and install heat pumps.</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 – A builder has been engaged to undertake some minor repair work to bring the building up to code including removal of the chimney.</p> <p>Swimming pool changing rooms – an engineer has been engaged to undertake an assessment of 3 buildings.</p>
Glasgow Leases	<p>Requests have been received to freehold five Glasgow leases, being commercial and residential.</p> <p>We have sent valuations to 5 lessees for their consideration.</p> <p>One sale will settle on Friday 30 July with two reports to Council (28/7) to consider selling the properties and a further report to council on 18/8.</p>
Medical Centre upgrades	<p><i>Methven</i> – Further discussions have been held with lessees to determine what may be required in Methven in future. Once these have been looked at then a more in depth discussion with the Architect is to be arranged.</p> <p><i>Rakaia</i> – The Architect is working on developing plans with a meeting to be held with consultants, architects and lessees in week 2/8.</p>

4.4 Forestry

• Log Sales & Harvesting

Logging at Milton Road North - Fairton continues. Issues regarding access to the plantation through the neighbouring Talley's land have now been settled, but unfortunately during the dispute period additional logging costs of more than \$12K accrued. There have also been production issues at the plantation with the logging contractor forced to leave the site due to difficulties getting operators for the job. Another logging contractor, Storcon, has now been employed and production has now increased. Problems with contractors has delayed harvesting which is now expected to be completed in August. Below is the May and June production figures;

SALES INFORMATION REPORT - Forest SUMMARY			
Compartment:	005		
Customer:	Forest Management	Period:	1/5/2021 to 30/6/2021
Products	Quantity	Unit	Net Value
PRAD M30 sawlogs	107.72	tonnes	\$8,054.89
PRAD M20 SRS	1071.74	tonnes	\$72,059.70
Smallwood - Posts & Poles	261.01	tonnes	\$10,735.03
KIS Export (Small Industrial)	560.662	JAS	\$20,519.55
PRAD chip (LED<55cm)	398.74	tonnes	\$4,194.74
PRAD firewood	79.80	tonnes	\$935.07
Forest Total	2479.672		\$116,498.98

• Establishment

This winter's planting programme started in July with 24 hectares of Pinus radiata being planted at McKenzies Road near Mayfield. In addition to this the Council is facilitating the planting of approximately 7 hectares of land that was affected by the installing of a pipe for the BCI irrigation scheme on a Councils paper road. It is expected that planting will be completed during August and the areas aerial release sprayed in September.

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 has commenced on this
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	<p>The final part of the procure-to-pay project was the introduction of purchase cards for small miscellaneous purchases.</p> <p>The final work for this is to be performed on 1 and 2 September with TechOne and they will be rolled out immediately after this date.</p>
------------------------------	--	-----------	----	-----	----	--

					5.1 Application Received		
Date Application Received	Stock Water Application Number	Applicants Name	Water Ranger Responsible	Location	5.1 Received	5.1.1 Acknowledged	5.1.2 Application assessed for completeness.
29/05/2020	SKW/001/20	Keith Early	Dean McDougall	437 Lyndhurst Road	29/05/2020	29/05/2020	29/05/2021
22/07/2020	SKW/002/20	Alister Sprott	Dean McDougall	424 McCrorys Road	22/07/2020	24/07/2020	29/07/2020
	SKW/003/20	Cancelled due to user error					
04/06/2020	SKW/004/20	Jeane Calvert	Dean McDougall	38 Chertsey Road	04/06/2020	15/06/2020	
05/08/2020	SKW/005/20	Ross Hewson	Dean McDougall	721 Chertsey Road	05/08/2020	17/08/2021	
06/08/2020	SKW/006/20	Paul McCormick	David Jones	68 Grahams Road	06/08/2020	07/08/2020	07/08/2020
19/05/2020	SKW/007/20	Graeme Small	John Wood	527 Stranges Road	19/05/2020	20/05/2020	20/09/2020
25/05/2020	SKW/008/20	Ashburton District Council	Dean McDougall	65 McKendrys Road	25/05/2020	26/05/2020	Not complete
16/05/2020	SKW/009/20	Manu Otene	Shane Byron	33 Waymouth Street	16/05/2020	19/05/2020	No affected parties
09/09/2020	SKW/010/20	Talleys/Tarbotton	Dean McDougall	109 Works Road	09/09/2020		
09/09/2020	SKW/011/20	Jayson Nish	Dean McDougall	1393 Methven Highway	09/09/2020	22/09/2020	22/09/2020
09/10/2020	SKW/012/20	Talleys/Tarbotton	Dean McDougall	342 Coppany Road	09/10/2020		
	SKW/013/20	Barney Parson	Dean McDougall	330 Whinchmore School Road	No application received		
01/10/2020	SKW/014/20	Brent & Kelly Duncan	David Jones	Hendersons Road	01/10/2020	28/10/2020	28/10/2021
01/10/2021	SKW/015/20	Ross Stackhouse	David Jones	226 Frasers Road	01/10/2020	29/10/2020	29/10/2020
29/01/2021	016/20	Manal Farm Limited	Dean McDougall	430 Pole Road	29/01/2020	30/10/2020	
17/09/2020	SKW/017/20	Cornwall Farms Limited	John Wood	344 Longbeach Road	17/09/2020	30/10/2020	30/10/2020
20/07/2020	SKW/018/20	Tarbotton Land and Civil	Dean McDougall	8 Chertsey Kyle Road	20/07/2020	27/07/2020	27/07/2020
25/01/2021	SKW/019/20	Drumblade Farm	David Jones	2017 Boundary Road	17/09/2020	30/10/2020	30/10/2021
18/12/2020	SKW/020/20	Talleys/Tarbotton	Dean McDougall	342 Company Road	18/12/2020		
02/03/2021	SKW/021/20	Pindar Farms	David Jones	261 Annetts Road	02/02/2021	05/03/2021	05/03/2021
22/01/2021	SKW/022/20	Terry Henderson	Dean McDougall	587 Pole Road	22/01/2021	05/03/2021	05/03/2021
08/03/2021	SKW/023/20	McDowell Craigielea Farm Limi	David Jones	1440 Arundel Rakaia Gorge Road	08/03/2021	09/03/2021	09/03/2021
17/03/2021	SKW/024/20	David McCormick	David Jones	Tinwald Westerfield Mayfield Road	09/03/2021	17/03/2021	17/03/2021
17/03/2021	SKW/025/20	ADC Property Department	Dean McDougall	104 Milton Road South	17/03/2021	17/03/2021	17/03/2021
29/03/2021	SKW/026/20	Lawnhayes Farms Limited	Dean McDougall	4393 Arundel Rakaia Gorge Road	29/03/2021	30/03/2021	30/03/2021
10/03/2021	SKW/027/20	Methven Dairies LP	Dean McDougall	3260 Rakaia Barrhill Methven Road	10/03/2021	23/10/2021	23/10/2021
17/03/2021	SKW/028/20	Prime Dairy	David Jones	967 Hinds Lismore Road	17/03/2021	01/04/2021	01/04/2021
11/05/2021	SKW/029/20	Pembroke Pastoral Limited	David Jones	893 Tramway Road	11/05/2021	11/05/2021	11/05/2021
11/05/2021	SKW/030/20	Pembroke Pastoral Limited	David Jones	893 Tramway Road	11/05/2021	11/05/2021	11/05/2021
20/05/2021	SKW/031/20	Janice Sewell	David Jones	Ruapuna School Road	24/05/2021	24/05/2021	24/05/2021
26/05/2021	SKW/032/20	James Sim	Dean McDougall	212 Company Road	26/05/2021	26/05/2021	26/05/2021
02/06/2021	SKW/033/20	BRV Holdings Limited	Dean McDougall	146 Allens Road	02/06/2021	02/06/2021	02/06/2021
05/07/2021	SKW/034/20	Dean Pye	Dean McDougall	861 Gardiners Road	05/07/2021	06/07/2021	07/07/2021
07/07/2021	SKW/035/20	Acton Irrigation	Dean McDougall	638 Chertsey Kyle Road	07/07/2021	07/07/2021	07/07/2021
08/07/2021	SKW/036/20	Ben Johnson	David Jones	850 Westerfield School Road	08/07/2021	14/07/2021	14/07/2021