

Ashburton District Council

AGENDA

Notice of Meeting:

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

Date: Wednesday 17 November 2021

Time: 1.00pm

Venue: Council Chamber

Membership

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

Meeting Timetable	
Time	Item
1pm	Council Meeting commences
2.15pm	Public Forum: Jock Ross/Linton Ross/Alison Barrett
2.35pm	Ashburton Police – Senior Sergeant Leigh Jenkins
2.50pm	Welcome to new and long-serving staff
3.30pm	Public Forum: Ross Bowmar/Paul Ensor

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

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

Minutes

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Reports

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10	Regional Waste Minimisation in Canterbury	23
11	Results of Stockwater Provision Trial using Ashburton Lyndhurst Irrigation Limited's Scheme	35
12	Financial Variance Reports (August & September 2021)	<i>Appended</i>
13	Mayor's Report	49

Business Transacted with the Public Excluded

14	Council – 3/11/21		PE 1
	• Elderly Persons Housing	Section 7(2)(h) Commercial activities	
	• Service Delivery Review – Animal Control	Section 7(2)(h) Commercial activities	
	• Service Delivery Review – Environmental Monitoring	Section 7(2)(h) Commercial activities	
15	Refugee Resettlement Minutes	Section 7(2)(a) Protection of privacy of natural persons	PE 2
16	Library & Civic Centre PCG Minutes – 09/11/21	Section 7(2)(h) Commercial activities	PE 6
17	Audit & Risk Minutes – 10/11/21	Section 7(2)(h) Commercial activities	PE 9
18	ACL Quarterly Report	Section 7(2)(h) Commercial activities	PE 10

Council Minutes – 3 November 2021

Minutes of the Council meeting held on Wednesday 3 November 2021, commencing at 1pm in the Council Chamber, 137 Havelock Street, and Ashburton.

Present

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

In attendance

Hamish Riach (Chief Executive), Paul Brake (GM Business Support), Jane Donaldson (GM Strategy & Compliance), Steve Fabish (GM Community Services), Neil McCann (GM Infrastructure Services), Sarah Mosley (Manager People & Capability), Ruben Garcia (Communications Manager) and Carol McAtamney (Governance Support - minutes).

Staff present for the duration of their reports: Simon Worthington (Economic Development Manager), Toni Durham (Strategy & Policy Manager), Erin Register (Finance Manager), Rick Catchpowle (Environmental Monitoring Manager), Tania Paddock (Legal Counsel), Colin Windleborn (Commercial Manager) and Ann Smith (Property Officer).

Presentations

Ashburton Youth Council Chair Michael Baker - 2.45pm – 3.00pm
Electricity Ashburton – 3.37pm – 4.17pm

1 Apologies

That an apology for absence be received on behalf of Diane Rawlinson.

Braam/Lovett

Carried

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes – 20/10/21

- *Dog Control Bylaw and Dog Control Policy*

The minutes were amended to reflect that the correct name of the reserve is the Awa Awa Rata Reserve.

That the minutes of the Council meeting held on 20 October 2021, as amended, be taken as read and confirmed.

McMillan/Cameron

Carried

5 Ashburton Airport Authority Subcommittee

That Council receives the minutes of the Ashburton Airport Authority Subcommittee meeting held on 13 October 2021.

Braam/Letham

Carried

6 Methven Community Board

That Council receives the minutes of the Methven Community Board meeting held on 18 October 2021.

McMillan/Letham

Carried

7 Ashburton Youth Council

That Council receives the minutes of the Ashburton Youth Council meeting held on 13 October 2021.

Lovett/Braam

Carried

8 Economic Development Quarterly Report

That Council receives the Economic Development quarterly update.

Mayor/Cameron

Carried

9 Lynnford Reserve Board – Transfer administration functions to Hinds Reserve Board

1. That Council receives the report.

2. That Council appoints the Hinds Reserve Board to undertake all the functions of the former Lynnford Reserve Board, in accordance with Schedule 7, s.30(1a) of the Local Government Act 2002; and

- i) undertakes to transfer all of the Lynnford Reserve Board assets, including administration of land, to the Hinds Reserves Board once all current liabilities of the Lynnford Reserve Board have been settled with any deficit funded by Council; and
- ii) erects a plaque on the Lynnford Hall site to recognise the former Reserve Board and contribution of the families in the area; the wording of the sign to be approved by the Lynnford Reserve Board.

Wilson/Letham

Carried

10 Bancorp Treasury Report

That Council receives the Bancorp Treasury report for September 2021.

Cameron/Falloon

Carried

11 Council services over Christmas and New Year 2021-22

After Hours Answering Service Contractor

A tender for the after hours answering service contract is currently being prepared. Copies of the current contract with the after hours service contractor and the proposed tender document are to be circulated to Councillors for feedback to ensure the brief accurately reflects expectations.

That Council receives the report.

Lovett/McMillan

Carried

12 2022 Council Meeting Schedule

That Council adopts the 2022 schedule of Council and Methven Community Board meetings.

Falloon/Braam

Carried

13 Mayor's Report

- *Annual Report*

The annual report has a statutory requirement to be signed off by 30 October. This deadline has not been met due to the current pressures on the labour market and Audit NZ not being able to complete the audit work. An extension has been granted to enable sign off to be completed by the end of December 2021. It is expected that the annual report will be ready for sign off by Council at the 1 December meeting.

- *3 Waters Reform Announcement*

Council was unanimous in expressing their disappointment in response to the Government's decision to mandate the 3 Waters reform.

That the Mayor be authorised to sign, on behalf of Council, the letter which is to be sent to the Prime Minister signed by various councils to request a meeting to discuss the 3 Waters Reform mandate.

Letham/McKay

Carried

That Council write to Local Government New Zealand and the Canterbury Mayoral Forum exploring legal remedies to the mandating of the 3 Waters Reform.

McKay/Cameron

Carried

That the Mayor's report be received.

Mayor/McMillan

Carried

Business transacted with the public excluded – 2.13pm

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

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
15	Council 20/10/21 <ul style="list-style-type: none">• Ashburton Business Estate• Library & Civic Centre PCG 14/09/21• Economic Recovery Advisory Group	Section 7(2)(h) Section 7(2)(h) Section 7(2)(h)	Commercial activities Commercial activities Commercial activities
16	Elderly Persons Housing	Section 7(2)(h)	Commercial activities
17	Service Delivery Review – Animal Control	Section 7(2)(h)	Commercial activities
18	Service Delivery Review – Environmental Monitoring	Section 7(2)(h)	Commercial activities
19	Electricity Ashburton Ltd	Section 7(2)(h)	Commercial activities

Mayor/McMillan

Carried

That Council resumed in open meeting at 2.40pm.

McMillan/Cameron

Carried

Michael Baker - Aspiring Leaders' Forum

Michael Baker, Chair of the Ashburton Youth Council was selected to attend an Aspiring Leaders' Forum. The forum is held annually over a four day period where young leaders aged 18-26 were brought together to discuss faith and values in leadership. The event was held in Wellington, 1-4 July hosted by MP's and involved guest speakers, group activities, a day in Parliament and a service project.

Council adjourned from 3.03pm to 3.15pm

That Council resumed public excluded meeting at 3.17pm.

Mayor/Braam

Carried

That meeting concluded at 4.18pm.

Confirmed 17 November 2021

MAYOR

5. *Biodiversity Advisory Group (Unconfirmed)*

Minutes of the Biodiversity Advisory Group held on Tuesday 2 November, commencing at 1.00pm via Zoom.

Present: Councillors Lynette Lovett (Chair), and Diane Rawlinson; Mayor Neil Brown, Bert Hofmans (ADC); Marcelo Wibmer (Fonterra); Ian Soper (ADC); Edith Smith (Forest & Bird); Donna Field (ECan), Ian Fraser (DOC), Alice Shanks (QEII Trust), Angela Cushnie (Ashburton Water Zone Committee & Kanuka Trust), Mark Webb (Fish & Game)

In attendance: Aisling O'Reilly (Governance Support - minutes); Ian Hyde (District Planner, ADC); and Amy McIlwraith (Ecan).

1 **Apologies**

Mary Ralston and Val Clemens.

Smith/Rawlinson

Carried

2 **Extraordinary Business**

Nil

3 **Declarations of Interest**

Nil

4 **Confirmation of Minutes – 3/08/21**

That the minutes of the Biodiversity Advisory Group meeting held on 3 August 2021 be taken as read and confirmed.

Rawlinson/Smith

Carried

5 **Significant Natural Areas**

Ian Hyde reported on Areas of Significant Conservation Value (ASCVs) in reference to what is in the District Plan.

- These have similar characters to Significant Natural Areas (SNAs).
- Was initially expecting a policy statement to come through this year but this has been pushed back due to legislative changes. Expecting to happen in the early part of next year. Expect it will be a resource intensive process. Have engaged Mike Harding to do some desktop analysis to see what needs to be done for the Biodiversity National Policy Statement.
- Hoping new Biodiversity Officer will be able to assist in this work.
- Could be a formal regulatory approach or there is potential for a collaborative approach or something in between. Favours the collaborative approach. Will allow land owners to actually be invested in the process.

6 Meeting Dates for 2022

The meeting dates for 2022 were acknowledged and accepted by the group.

- There was discussion on the frequency of meetings and a suggestion was made to have more frequent meetings throughout the year. It was noted that there would have to be a visible need for additional meetings and meeting support would be dependent on the resource available. Chair to follow up with the Chief Executive.
- It was discussed that the Biodiversity Strategy is due for review in 2022. It was suggested that the draft strategy be shared with the group and for people to bring their ideas to the next meeting in the New Year.

Action Points

Action	Person Responsible
3/11 – Add Mary Ralston’s study on agenda for first meeting of 2022.	Governance Support
3/11 – Review Biodiversity Strategy and have feedback prepared for first meeting of 2022.	Biodiversity Advisory Group
3/11 – Circulate Biodiversity Strategy for review	
3/11 – Discuss with Chief Executive the suggested need for more meetings within a year.	Lynette Lovett
3/11 – Circulate presentation by Alice Shanks on planting.	Bert Hofmans Completed
3/08 - Circulate report that Mike Harding is working on around Alford Forest Vegetation Monitoring	Bert Hofmans, will circulate report next week after it has been through Council.
3/08 - Circulate web link to District Plan which shows location of all areas of significant nature conservation value (ASCVs).	Bert Hofmans Completed
3/08 - Invite Ian Hyde to next meeting to get more explanation from him on SNAs. Any questions to be sent to Governance@adc.govt.nz in advance.	Aisling O’Reilly Completed

Next Meeting

Tuesday 1 February 2022

The meeting concluded at 2:23pm

Ashburton District Road Safety Co-ordinating Committee

2 November 2021



6. Ashburton District Road Safety Co-ordinating Committee (Unconfirmed)

Minutes of the Ashburton District Road Safety Co-ordinating Committee held on Tuesday 2 November, commencing at 9.30am in the Council Chamber, 137 Havelock Street, Ashburton.

1 Welcome and Apologies

That apologies for absence be received on behalf of Mayor Neil Brown, David Scarlet (NZTA), John Skevington (AA), Wendi Stewart (ACC), Shane Cochrane (NZ Police – Commercial Vehicle), Daniel Naude (South Canterbury Road Safety)

Burgerhout/Keenan

Carried

Present:

Lynette Lovett (Chair)	ADC Councillor	Andrae Gold	ACADS
Liz McMillan	ADC Councillor	Steve Burgerhout	NZ Police – State Highway
Diane Rawlinson	ADC Councillor	Lesley Symington	Safer Mid Canterbury
John Keenan	Waka Kotahi/NZTA	Neil Simons	Principal Association
Sean Nilsson	Waka Kotahi/NZTA	Jim Crouchley	Road Transport Association NZ
Tash Rankin	FENZ		

Also in attendance:

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In attendance:

Martin Lo	Graduate Engineer – Roading	Carol McAtamney	Governance Support Officer
Brian Fauth	Roading Manager		

2 Notification of Extraordinary Business

Nil.

3 Confirmation of Minutes

That the minutes of the Ashburton District Road Safety Coordinating Committee meeting held on 3 August 2021, be taken as read and confirmed.

Keenan/Rawlinson

Carried

4 Reports/Agency Updates

4.1 Ashburton District Road Safety

- What progress has been made to enable reductions to speed limits outside rural schools. It is expected that new Land Transport Rule: Setting of Speed Limits Rule 2021 will come into effect later this year. Land Transport Rules are secondary legislation made by the Minister of Transport or their delegate (the Minister) under the Land Transport Act. John Keenan will investigate timings and report back to the next meeting.

4.2 NZTA

- Proposed installation of SH1 wire median strips on centre line
Currently waiting for a preliminary plan to be formalised. Once this has been completed it is expected that the will be submitted to Council to provide feedback on the proposal.

- Proposed weighbridge location
Road Transport Association NZ also expressed concerns over the proposed location for the establishment of a weighbridge between the Rakaia river bridge and the overhead bridge. It was advised that the agency had taken the concerns on board and were currently researching alternative sites possibly north of the Rakaia overbridge. No location decision has been made to date.

4.3 NZ Police (State Highway) - Steve Bergerhout

It had previously been agreed with Waka Kotahi/NZTA that should the Rakaia Bridge become unpassable then traffic management contractors would be helicoptered in to assist with the traffic control through the alternative route of the Rakaia Gorge.

Following the recent closure of the Rakaia bridge due to a traffic accident, this did not happen NZ Police staff manned the bridge for approximately 4.5 hours until the traffic management crew could make their way through the built up traffic.
John Keenan will investigate.

4.4 ACADS

Summer campaign is about to be launched.

4.5 Safer Mid Canterbury

The Community Vehicle Trust are holding their AGM on Tuesday 23 November, 10.20am at Community House.

4.6 FENZ

It was noted that the Geraldine and Woodbury districts had temporary speed signs erected outside a school and preschool. It was suggested that contact be made to see how we could get this implemented in Ashburton.

5 Next Meeting Date

The next meeting date is Tuesday 1 February 2021 at 9.30am.

The meeting concluded at 10.43am

7. *Audit & Risk Committee*

Minutes of the Audit & Risk Committee meeting held on Wednesday 10 November 2021, commencing at 1.30pm, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

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

Also present:

Councillors Lynette Lovett and Diane Rawlinson.

In attendance

Hamish Riach (Chief Executive), Jane Donaldson (GM Strategy & Compliance), Neil McCann (GM Infrastructure Services), Paul Brake (GM Business Support), Sarah Mosely (Manager People & Capability), Michael Wong (Building Services Manager) and Carol McAtamney (Governance Support).

1 Apologies

Mayor Neil Brown

Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes – 22/09/21

That the minutes of the Audit & Risk Committee meeting held on 22 September 2021, be taken as read and confirmed.

Falloon/Wilson

Carried

Business transacted with the public excluded – 1.34pm

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

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
6	Residential Building Insurance	Section 7(2)(h)	Commercial activities
7	Health & Safety	Section 7(2)(a)	Protection of privacy of natural persons

McMillan/Wilson

Carried

The Committee resumed in open meeting at 2.27pm.

Annual Accounts

It was advised that due to the current pressures on the labour market and Audit NZ not being able to complete the audit work an extension has been granted to enable sign off to be completed by the end of December 2021. It is expected that the annual report will be ready for sign off by Council at the 1 December meeting.

The meeting closed at: 2.32pm

8. *Methven Cemetery clean-up funding*

Author	<i>Ian Soper; Open Spaces Manager</i>
Activity manager	<i>Steve Fabish; GM Community Services</i>
General manager	<i>Steve Fabish, GM Community Services</i>

Summary

- The purpose of this report is to request additional funding to complete the extensive clean-up at the Methven Cemetery following the September severe wind event. The event caused the closure of the Cemetery to the public because of the risk of trees continuing to topple.
- Leftover slash and stumps are now windrowed awaiting disposal.
- The event has presented the Council and community with an opportunity to reset the cemetery operational area and the proposed redesign shall allow for future capacity.
- The estimated cost of site clean-up, reinstatement and works to allow for future capacity are up to \$90,000.
- It is expected that net revenue from the sale of trees will be approximately \$20,000. This results in up to \$70,000 still requiring funding.

Recommendations

1. **That** the Council received the report, and
2. **That** the Council complete site clean-up and future extension work at Methven Cemetery, and
3. **That** this work be funded from net log sales of \$20,000 along with the Methven Cemetery cost centre incurring up to \$70,000 in an operating deficit for the 2021/22 financial year.

Background

The current situation

1. This issue eventuated from the September severe wind weather event. It left the entire cemetery as an unsafe environment, unable to be used as intended due to the possible risk of further falling trees on both existing graves/ headstones and visiting public and staff.
2. Due to the need to get the cemetery back up and operating, staff have proceeded with the clean-up and removal of trees, as a matter of urgency.
3. The event has presented the Council and community with an opportunity to reset the cemetery operational area and the proposed redesign shall allow for future capacity.
4. The estimated cost of site reinstatement and works to allow for future capacity is up to \$90,000.
5. It is expected that net revenue from the sale of trees will be approximately \$20,000. This results in up to \$70,000 still requiring funding.
6. A log harvest in 2019/20 netted \$22,000. This was not signalled for carrying forward for future works in the cemetery
7. The Methven Cemetery's operational budgets were underspent by \$16,000 in 2019/20 and \$25,000 in 2020/21 financial years, along with income being \$4,000 greater than budget. These funds were not carried forward.
8. Staff are consulting with the Methven Community Board on the solution and future plans for the site. A plan will be presented to the Community Board at its next meeting.
9. A pre weather event GIS image of the site and a high-level plan of what is proposed for the future is attached to this report.
10. Timing of remedial work is critical. Cemeteries are critically sensitive sites to communities. Leaving a cemetery in a state of disarray is unpalatable to the Community. Burials are continuing under monitored site access conditions.
11. The weather event also destroyed a section of the newly installed Lions Methven Walkway, which will need to be reinstated.
12. An unintended consequence of the trees coming down has been that the cemetery has been opened up to allow more sun into the site and will be a lot drier in future with less moss and lichen on masonry works.

13. To date, the trees have been removed, leftover slash and stumps are now windrowed awaiting disposal. The Council Forester is working through options for its disposal

Options Analysis

Option One – Status Quo and consider future funding through 2022/23 Annual Plan process

14. This involves only reinstatement of the site within the existing funds from the net sale of removed trees. No further clean-up work or future extension work undertaken and funding to be considered by Council as part of the 2022/23 Annual Plan process.

Pros	No additional funding required
Cons	Site will remain open and have the appearance of a forestry site rather than a tidy cemetery and would not be supported by the Methven community Additional contractor establishment costs will result if the works are undertaken at a future time or staged

Option Two –Complete site clean-up and future extension work

15. This involves reinstatement of the site and future extension work now.

Pros	Work is completed in a timely manner Community would support a tidy site, replanted and walkway open Additional expansion works are undertaken at the same as contractors are undertaking reinstatement works
Cons	Additional funding required

16. Staff are recommending Council agree to Option Two –Complete site clean-up and future extension work.

Legal/policy implications

17. There are no Council policy or legal implications with this recommendation.

Financial implications

Requirement	Explanation
What is the cost?	Up to \$90,000.
Is there budget available in LTP / AP?	No. However in the 2019/20 and 2020/21 years there was a surplus in the Methven cemetery of \$16,000 in 2019/20, and \$29,000 in 2020/21 totalling \$45,000. As these were not carried forward these balances went into Council's accumulated operating reserve.
Where is the funding coming from?	\$20,000 from net sale of logs in 2021/22 \$70,000 from the accumulated operating reserve (of which the cemetery has contributed \$45,000 over the last two years. Effectively the Methven cemetery cost centre will show a deficit of \$70,000 in the 21/22 financial year.
Are there any future budget implications?	No
Reviewed by Finance	Paul Brake: Group Manager Business Support..

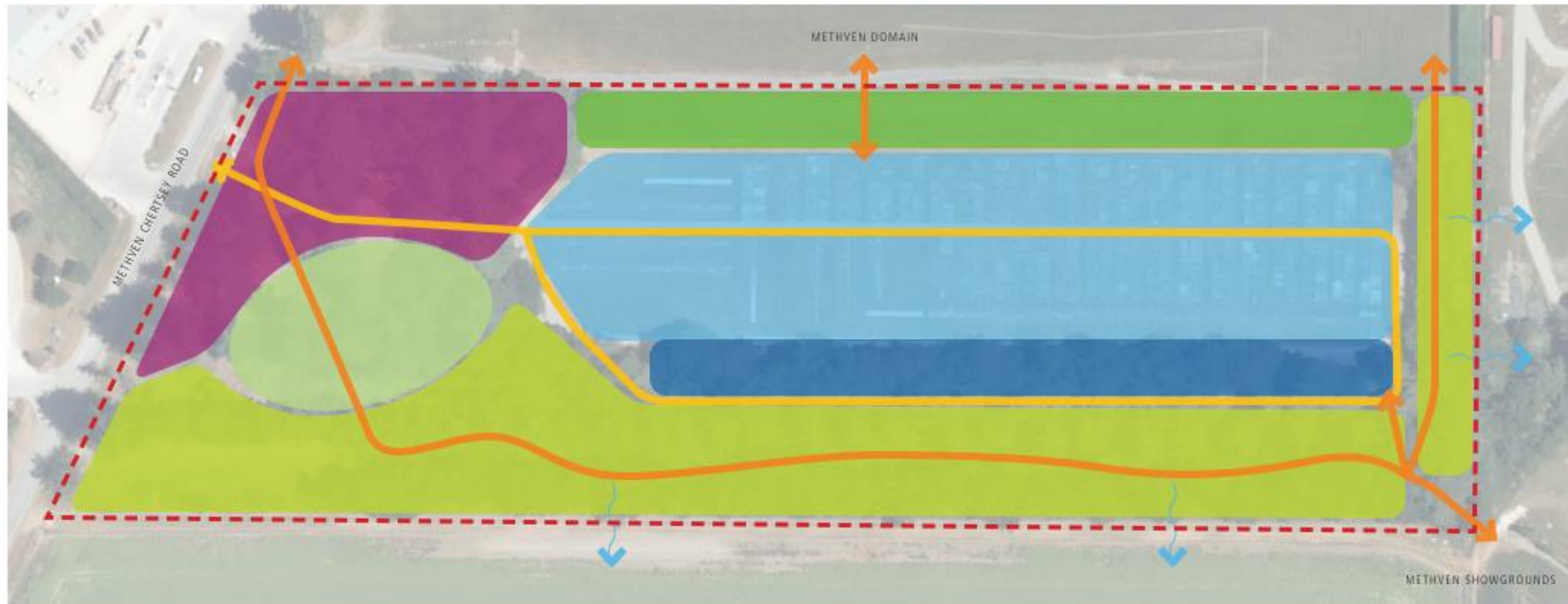
Significance and engagement assessment

18. Staff do not believe there to be any significance or engagement implication in this report or the recommendations.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Overall assessment of significance is medium.
Level of engagement selected	5, Collaborate with the Community via the Methven Community Board
Rationale for selecting level of engagement	The issue is a localised one, of most importance to the Methven Community. The circumstances of the decision, including the need for timely direction to restore a sensitive site, and the funding decision (general rates) resting with Council, do not warrant consultation beyond the engagement with Methven Community Board.
Reviewed by Strategy & Policy	Richard Mabon, Senior Policy Advisor

METHVEN CEMETERY - METHVEN CHERTSEY ROAD





KEY MOVES

- Encourage people to visit and stay longer by enhancing amenity through an 'Arboretum Glade' and 'Rhododendron Dell'.
- Expand the area for burial and ash interment plots along the eastern side of the cemetery.
- Wrap the northern and eastern sides with native bush to connect people with nature, create a wildlife habitat and for natural burials to occur.
- Connect with the wider landscape through views and local ecosystem plantings.

LEGEND

— Scope of works

→ Vehicular circulation

→ Pedestrian circulation

→ Views to wider landscape

● "Rhododendron Dell" - a variety of rhododendron species with native plantings

● "Arboretum Glade" area - sunny, lawn clearing with amenities and a variety of specimen trees

● Existing cemetery - contains approx. 1,000m² space for future burial and ash interment plots

● Cemetery expansion - 4,000m² for burial and ash interment plots

● Shelter belt - to remain

● Native bush - wrapping the cemetery in nature and wildlife and opportunity for natural burials

PROJECT
METHVEN CEMETERY
METHVEN CHERTSEY ROAD, METHVEN, CANTERBURY

DESIGNED TITLE
SPATIAL CONCEPT

Scale
Date 01 OCTOBER 2021
Job No. 2102



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9. Ashburton District Parking Strategy and Ashburton Town Centre Parking Management Plan

Author	<i>Emily Reed; Corporate Planner</i>
Activity manager	<i>Toni Durham; Strategy & Policy Manager</i>
Group manager	<i>Jane Donaldson; Group Manager, Strategy & Compliance</i>

Summary

- The purpose of this report is to adopt the Ashburton District Parking Strategy and the Ashburton Town Centre Parking Management Plan following consultation, hearings and deliberations.
- 33 submissions were received on the draft documents, with 3 submitters attending the hearing to speak to their submission.
- A number of changes were made to the draft documents during the deliberation in response to the public's feedback, and are detailed within this report.

Recommendations

- 1. That** Council adopts the Ashburton District Parking Strategy
- 2. That** Council adopts the Ashburton Town Centre Parking Management Plan and the summary document

Appendix 1: Ashburton District Parking Strategy

Appendix 2: Ashburton Town Centre Parking Management Plan – Summary

Appendix 3: Ashburton Town Centre Parking Management Plan

Due to their size, the appendices (pages 23-101) have been circulated separately and can be viewed on the web alongside the Agenda

Background

The current situation

1. The last parking strategy for Council was developed in 2011. A review undertaken in 2017 as part of the CBD Streetscape Project identified the strategy was not up to date, and did not reflect current best practice.
2. Earlier this year, Abley Consultants were commissioned to prepare a new draft strategy.
3. The strategy is designed to be high level and cover the whole district, with individual parking management plans developed over time for individual locations.
4. The first of these, for the Ashburton Town Centre, has been drafted – also by Abley Consultants.

Previous council decisions and direction

5. Workshops were held with councillors on 24 February 2021 and 11 August 2021 to set the direction of the strategy and Ashburton town centre plan.
6. At the 1 September Council meeting, the decision was made to consult on the draft parking documents.
7. Consultation was undertaken from 6 September to 6 October 2021.
8. 33 submissions were received on the draft documents, with 3 submitters attending the hearing on 21 October 2021 to speak to their submission.
9. Following Council deliberations on the submissions, a series of changes were made to the draft documents. Changes are highlighted in red below:

Ashburton District Parking Strategy

Page 25:

Action C2: Provide bicycle **and motorcycle** parking on streets and in Council car parks.

Action D1: *Provide bicycle parking on streets and ~~secure bicycle cages~~ in Council car parks.*

Action E3: Support **any** new Council off-street parking with assessments of demand / need and cost analysis.

Ashburton Town Centre Parking Management Plan

Page 15:

SHORT TERM, Before Library and Civic Centre relocation:

~~ADC promote travel planning and develop a Council employee Travel Plan as an example for other organisations that may wish to develop a plan.~~

~~ADC consider car pooling parking space allocation for their staff and investigate the potential for carpooling spaces in public car parks.~~

SHORT TERM, General:

*ADC to facilitate EV charging with providers to determine the optimum **commercial opportunity and** number of spaces required, and the most appropriate locations.*

SHORT TERM, General:

*Allocate spaces in public car parks as 'campervan / **over-sized vehicle** spaces' to encourage visitors to the town centre.*

New action added to MEDIUM TERM actions:

Consider the addition of bike cages for all-day parking in public car parks.

Options analysis

Option one – adopt the final parking documents (recommended option)

10. Under this option, Council adopts the Strategy and Plan as the final versions.

Advantages

11. The community has provided feedback on the draft documents and in response, changes have been made for the final versions. Adoption sees the community's feedback actioned, and allows progress to begin on the actions included within the documents – including a new car parking area.

Option two – do not adopt the documents (status quo)

12. Under this option, Council does not adopt the Strategy or Plan, and instead relies on past processes to guide parking across the district.

Disadvantages

13. This option increases the likelihood of an uncoordinated approach to future parking across the district.

14. The community has provided their views, and will be confused as to why the documents are not being actioned.

15. Under this option, the development of any new car parking area will not go ahead. The funds included in Year 1 of the Long-Term Plan 2021-31 will not be used.

Legal/policy implications

16. The Strategy and Plan are consistent with the following Council documents:

- Walking and Cycling Strategy
- Community Outcomes; Long-Term Plan 2021-31
- Climate Change Policy
- Plan Change 4 – Business zones

17. The Strategy and Plan has also been developed to align with the National Policy Statement on Urban Development.

Financial implications

Requirement	Explanation
What is the cost?	\$1.5 million has been included within Year 1 of the LTP 2021-31 to enable a new parking area to be developed should the strategy / PMP identify the need. The PMP to be adopted here identifies this as a new car park on West Street.
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Community Services – Reserve and Campgrounds
Are there any future budget implications?	No
Reviewed by Finance	Not required

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	Yes
Level of significance	Medium
Level of engagement selected	3. Consult – formal two-way communication
Rationale for selecting level of engagement	Consultation has been undertaken. This report is now adopting the final documents, with changes as directed by councillors during the deliberation, in response to the feedback received from the community.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

10. Regional Waste Minimisation Coordination in Canterbury

Author	<i>Hernando Marilla; Operations Manager</i>
Activity manager	<i>Hernando Marilla; Operations Manager</i>
Group manager	<i>Neil McCann; Group Manager, Infrastructure Services</i>

Summary

- The Canterbury Waste Joint Committee is seeking support from the Committee Members for the creation of a shared fixed term position to progress waste minimisation and management initiatives across the region for an initial term of 2 years.
- If the staff position is created and funded, it is suggested that Environment Canterbury be invited to re-join the Committee and be approached to host this position within their Contaminated Land and Waste Team.
- To achieve this objective, it is recommended that member Councils increase the regional waste minimisation budget from \$112,000 to \$192,000 to fund the position, and be adjusted annually for inflation. ADC's additional contribution would be \$4,717.53.

Recommendation

1. **That** Council agree that Environment Canterbury be invited to become a member of the CWJC.
2. **That** Council approve the increase in ADC's contribution to the regional waste minimization fund from \$5,835.20 to \$10,552.73 for the creation of a new staff position, and this amount is adjusted annually for inflation.
3. **That** Environment Canterbury be approached to host the position within their staff structure.

Background

1. The Canterbury Waste Joint Committee is responsible for advancing regional solid waste and hazardous waste minimisation in Canterbury.
2. At the Committee meeting on 2 August 2021, it was reported that there are regional collaboration opportunities not being taken up as staff of member territorial authorities are fully committed with business-as-usual tasks and their own projects.

3. To address the issue, it was recommended that a new 2 year fixed-term position is created to progress waste minimisation and management initiatives that benefit all funding members. The budget for this role would come from the increased waste disposal levies that each Council receive from 1 July 2021.
4. It is also proposed that Environment Canterbury be invited to re-join the Committee and be approached to host this position within their Contaminated Land and Waste Team. Environment Canterbury staff provide ongoing advice relating to minimising hazardous wastes and substances.
5. The waste disposal levy is collected under the Waste Management Act and is partially refunded to Council based on the District's population as a proportion of the total population of New Zealand. In the past few years, ADC received an average of \$120,000.00 per year of levy funds. The recent increase in waste disposal levy, from \$10 to \$20 per tonne of waste, will mean a proportional increase in the amount of levy money ADC will receive, starting next quarter.
6. If Council agrees to the creation of the new staff position, ADC's contribution to the regional waste minimization fund is estimated to increase from \$5,835.20 to \$10,552.73 per year. The cost is indicative only and would need to be updated should Environment Canterbury be invited to host the position.
7. Appendix 1 includes the Canterbury Waste Joint Committee report on the proposal, and explains the proposal in more detail.

Options analysis

Option one – status quo

8. Council do not agree to invite Environment Canterbury to be a member of the Committee, and;
9. Do not agree to the increase in the contribution to the regional waste minimisation fund.
10. This could mean that some regional collaboration opportunities could not be taken up as staff of the territorial authorities are fully committed with business-as-usual tasks and their own projects.

Option two – Environment Canterbury invited to the Committee and Council's contribution increased (recommended)

11. Council agree to invite Environment Canterbury to be a member of the Committee, and;
12. Increase the contribution to the regional waste minimisation fund from \$5,835.20 to \$10,552.73.

13. Council will be able to benefit from regional collaboration opportunities for a minimal increase in contribution. The cost of adopting the recommended actions will be funded from the Waste Disposal Levy.
14. The Committee will have access to a large pool of knowledge and expertise if ECan rejoin the Committee and host the proposed staff member.

Legal/policy implications

15. The **TERMS AND CONDITIONS OF ENTRY** in the committee's **CONSTITUTING AGREEMENT** stipulates that The Councils may only allow other councils to join the Committee on such terms and conditions as are agreed unanimously by the Councils.
16. Based on the above premise, the re-entry of Environment Canterbury to become a member of the Committee on the same terms and conditions as its previous membership will have to be agreed unanimously by the Councils members.

Financial implications

Requirement	Explanation
What is the cost?	The additional cost will be \$4,717.53 annually
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	The cost of adopting the recommended actions will be funded within the Waste Disposal Levy
Are there any future budget implications?	Yes
Reviewed by Finance	Erin Register; Finance Manager

Significance and engagement assessment

17. The Canterbury Waste Joint Committee is a joint committee under the Local Government Act 2002 with delegated authority to deal with all matters relating to the volumes of solid waste sent for disposal through regional waste minimisation initiatives identified by the Committee, including but not limited to allocating the annual funding of the joint committee as set out in the Constituting Agreement.
18. Pursuant to clause 30(1) and (5) of Schedule 7 to the Local Government Act 2002 the Councils shall appoint and constitute a joint committee which shall be known as the Canterbury Waste Joint Committee ("the Committee").

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Level of engagement selected	1. Inform, one-way communication
Rationale for selecting level of engagement	The invitation to be extended to Environment Canterbury is within the terms and conditions of the Committee. The additional costs for the increased levy are minimal and able to be covered by the levy funds.
Reviewed by Strategy & Policy	Emily Reed; Corporate Planner

Next steps

19. Staff will inform the Committee of Council's decision.

5. Regional Waste Minimisation Coordination in Canterbury

Reference Te Tohutoro: 21/942006

Report of Te Pou Matua: Zed Potgieter, Senior Resource Advisor

General Manager Jane Davis, General Manager Infrastructure, Planning and
Pouwhakarae: Regulatory Services

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 To provide information and gain support from the Committee for a new Shared Services staff position and to consider inviting Environment Canterbury to become a member of the Committee.

2. Officer Recommendations Ngā Tūtohu

That the Canterbury Waste Joint Committee (CWJC):

1. Recommends to member Councils that a new staff position be created to progress waste minimisation and management initiatives across the region and improve regional collaboration.
2. Recommends to member Councils that the budget for regional waste minimisation be increased from \$112,000 to \$192,000, to be adjusted annually for inflation.
3. Recommends to member Councils that Environment Canterbury be invited to become a member of the Committee on the same terms and conditions as its previous membership.

3. Background

- 3.1 There are regional collaboration opportunities that are not being taken up as staff of the territorial authorities are fully committed with business-as-usual tasks and their own projects. It is recommended that the Joint Committee fund a shared services position to progress waste minimisation and management initiatives that benefit all funding members.
- 3.2 It is suggested that Environment Canterbury be invited to re-join the Committee and be approached to host this position within their Contaminated Land and Waste Team. This position would work closely with the Senior Science Advisor Hazardous Substances and Waste to drive progress in a number of areas.
- 3.3 The first area of improvement would be to the Committee processes, in particular, the initial assessment of projects against the funding criteria, monitoring of funded projects, reporting back to the Committee and accountability for delivering the intended outcomes. The staff from each Territorial Authority, with the support of Environment Canterbury, would like to work as a collective force for good to:
 - Attract high-quality applications and optimise funding from the Committee.
 - Administer the application process and provide reporting to the Committee.
 - Identify and implement more consistent regulations, standards and level of service across the region.
 - Contribute to the development and implementation of regional action plans and programmes in accordance with the needs and commitments of the Canterbury Territorial Authorities as guided by the Committee's Staff Group.

- Facilitate the sharing of resources, knowledge, communications and education materials that influence behaviour change within the region.
 - Progress initiatives that address illegal dumping, litter and stockpiling practices.
 - Investigate ideas and potential projects that could become a future regional waste minimisation grant bid.
 - Identify opportunities to provide Canterbury-specific feedback into waste-related government consultation.
 - Identify successful initiatives from other regions in New Zealand that could be implemented in Canterbury.
- 3.4 A draft job description is included (Attachment 1). The initiatives and projects which staff would like to see this position progress would be agreed and documented in a regional action plan, forming the work programme for this position. Initial ideas for coordination and collaboration include:
- Facilitating the development of a regional action plan or strategy which may lead to a future regional Waste Management and Minimisation Plan.
 - Improving consistency in waste-related bylaws and agreeing on standard text to be inserted in each bylaw.
 - Working to pilot initiatives and act as a conduit between the commercial solution providers and rural communities to reduce waste disposal to farm rubbish pits.
 - Implementation of the waste hierarchy, as well as, assessing initiatives for climate change resilience and decarbonisation.
 - Working with industry to transfer the small battery collection scheme to retailers and embed the scheme within the future regulated product stewardship scheme.
 - Assessing the impacts of regulated product stewardship for our region and the changes to the waste disposal levy including stockpiling, litter and fly-tipping.
 - Assessing recycling, reuse and repair infrastructure required to support keeping materials in circulation and avoid landfilling.
- 3.5 Environment Canterbury staff have continued over the years to assist the Staff Group of the Committee with specialist advice on hazardous waste, agricultural waste and general waste advice as needed. Should the proposed Shared Resources position, as recommended in this report eventuate, then the close working relationship between staff of the nine member councils and Environment Canterbury would be strengthened.
- 3.6 A possible scenario set out below in the table is for each Council (based on current membership) to contribute to the salary (up to \$80,000) based on their respective rating base as per the current Joint Committee allocations. This contribution is in addition to the current funding pool of \$112,000, increasing the fund to \$192,000. The details of the increase in contribution from each council is outlined in Table 1 below. The start date for this position would at the earliest be half-way through the financial year so 50% (depending on start date) of the funds outlined in Table 1 will be required for 2021/22 year.
- 3.7 The proposal is for the commitment to be for two years and the position to be a fixed term role, with the option to consider extending the position. The budget for this role would come from the increased waste disposal levies that each Council receive from 1 July 2021. Recruitment for this position could commence in late 2021 with the expectation of the role commencing early in 2022.

- 3.8 The costs below are indicative only, and would need to be updated should Environment Canterbury be invited and should it decide to become a member of the Committee.

Councils	Current Contribution	Proposed Contribution	Proposed Increase
<i>Christchurch</i>	\$74,816.00	\$117,659.92	\$42,843.92
<i>Waimakariri</i>	\$9,441.60	\$19,287.05	\$9,845.45
<i>Hurunui</i>	\$2,195.20	\$3,964.72	\$1,769.52
<i>Selwyn</i>	\$7,851.20	\$20,777.54	\$12,926.34
<i>Ashburton</i>	\$5,835.20	\$10,552.73	\$4,717.53
<i>Kaikōura</i>	\$750.40	\$1,257.98	\$507.58
<i>Waimate</i>	\$1,489.60	\$2,456.34	\$966.74
<i>Mackenzie</i>	\$795.20	\$1,615.70	\$820.50
<i>Timaru</i>	\$8,825.60	\$14,428.02	\$5,602.42
TOTAL	\$112,000.00	\$192,000.00	\$80,000.00

Table 1. The impact of the increase in funding per contributing Council.

- 3.9 In terms of the Committee's Constituting Agreement, any proposed change to the agreement, such as the proposed increase in the annual budget from \$112,000 to \$192,000, plus using funding to fund a staff position, needs to first get support from the Committee, and then needs to individually be approved by all member Councils. Only after all member Councils have formally approved the proposed changes, could the matter proceed.

Invitation to Environment Canterbury to Join the Committee

- 3.10 Environment Canterbury had been a full participating member of the Committee in the 2000s and voluntarily withdrew due to focussing on other priorities. During that time Environment Canterbury contributed 25% of the funding made available for regional waste minimisation projects.
- 3.11 It is recommended that the Committee consider inviting Environment Canterbury to become a member of the Committee, join the territorial authorities at the table, participate in decision making and contribute funding. The conditions to the proposal to Environment Canterbury to join the Committee will need to be discussed and could be on the same basis as its previous membership.
- 3.12 All territorial authorities prepare waste management and minimisation plans, and there is support amongst staff for closer cooperation between Councils to align their waste plans, including the possibility of joint plans. Environment Canterbury could contribute towards that process.
- 3.13 Should the Committee decide to recommend to member councils to establish the shared services position and to invite Environment Canterbury, each member council of the Committee will need to individually support such a step before a formal invitation can be actioned.

Attachments Ngā Tāpirihanga

No.	Title	Page
A	Draft Shared Services Advertisement and Job Description text	

Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories Ngā Kaiwaitohu

Author	Zefanja Potgieter - Senior Resource Advisor
Approved By	Ross Trotter - Manager Resource Recovery Helen Beaumont - Head of Three Waters & Waste Jane Davis - General Manager Infrastructure, Planning & Regulatory Services Dawn Baxendale - Chief Executive

ATTACHMENT A

Proposed draft text for advertisement for the new position of Shared Services Waste Minimisation Officer position – TO BE CONFIRMED

Regional Waste Projects Facilitator, 1.0 FTE, fixed-term (two years)

Do you have the passion to work collaboratively on initiatives and projects that lead to less waste generated, materials given a second life and promotion of a circular economy in the Canterbury region?

xyz on behalf of our Canterbury Territorial Authority partners is seeking a self-motivated individual to facilitate regional collaboration and progress waste minimisation projects.

We to work as a collective force for good to:

- Attract high-quality applications and optimise funding from the Canterbury Joint Waste Committee.
- Identify and implement more consistent regulations, standards and level of service across the region.
- Share resources, knowledge, communications and education materials that influence behaviour change within the region.
- Progress initiatives that address illegal dumping, litter and stockpiling practices.
- Investigate ideas and potential projects that could become a future Waste Minimisation Fund bid.
- Identify opportunities to provide Canterbury-specific feedback into waste-related government consultation.
- Identify successful initiatives from other regions in New Zealand that could be implemented in Canterbury.

This role requires a high degree of stakeholder engagement and a good level of understanding of the waste, reuse and recycling industry. This position will be hosted by xyz within the xyz team. This position will have an extensive support network from experts within the territorial authorities and Environment Canterbury.

If you are passionate about influencing waste reduction and working for a better environment in Canterbury, then we would love to hear from you. You will need to be able to demonstrate you:

- are known for being a self-starter and outcome-focused
- have an understanding of local government and regional council processes
- have a proven ability to build report, develop and maintain excellent working relationships across a diverse range of people
- have excellent verbal and written communication skills
- can fulfil our collective commitment to recognise and provide for the kaitiaki responsibility Ngāi Tahu has for the natural environment
- have strong project management skills, the ability to work collaboratively and sharing of information promptly.

This role is full-time, working 40-hours per week.

Please visit [xyz](#) to view a copy of the job description. If you would like to find out more about the position, then contact [xyz](#).

JOB DESCRIPTION

Regional Waste Projects Facilitator

Purpose

To deliver support to Canterbury Territorial Authorities and facilitate initiatives that progress towards improved waste minimisation outcomes throughout Canterbury.

Position

<insert chart of where the position fits within the organisational chart>

Accountabilities

- Develop and maintain effective partnerships across the Canterbury Territorial Authorities.
- Administer the Canterbury Waste Joint Committee application process and reporting to the Canterbury Waste Joint Committee.
- Contribute to the development and implement regional action plans and programmes in accordance with the needs and commitments of the Canterbury Territorial Authorities as guided by the Canterbury Waste Joint Commitment Staff Group.
- Facilitate the sharing of resources and educational materials across the Canterbury Territorial Authorities.
- Develop ideas and progress initiatives that promote a circular economy, decarbonisation as well as lead to improved waste management practices and ultimately waste reduction.

Working relationships

Within the organisation

- Close and frequent liaison with [xyz position](#)

Outside the organisation

- Regular and frequent communication with the members of the Canterbury Waste Joint Committee Staff Group.
- Regular liaison with recipients of funds from the Canterbury Waste Joint Committee.
- Communication with waste contractors and waste solution providers.
- Communication with waste educators and waste service providers

Special conditions

- TBC

Health and safety

xyz is proactive in advocating robust Health and Safety practices; we take health, safety and wellbeing very seriously.

So far as it is reasonably practicable you need to ensure the Health and Safety of yourself, your team, contractors and visitors. You must comply with current Health and Safety legislation, regulations and guidelines, organisational policies, procedures and our code of conduct.

Delegations and authorities

Delegated authority to make decisions in accordance with xyz approved delegations, and authority for decision making in accordance with policies and guidelines for financial, people management and media related activities.

Capabilities

Qualifications

- A degree in a relevant field such as planning, policy, environmental, education or social work
- A related post-graduate qualification is highly desirable.
- A current driver's licence.

Experience

- Excellent communication and engagement skills.
- Proven experience in implementing projects and influencing people from diverse backgrounds.
- Well-developed relationship skills with a proven ability to work and relate with all sorts of people.
- Demonstrable working relationships that are intercultural and/or within the commercial sector would be desirable.
- Technical knowledge on waste management principles and the waste management hierarchy.
- Technical knowledge on the Waste Minimisation Act, Litter Act and the Resource Management Act (related to waste management).
- High competence in computer literacy.

Core competencies

Specific behaviours at the Team Member level sit beneath each of the following organisational competencies. To identify the competency expectations at this level, view the competency framework in the [xyz](#) or the [xyz](#) website.

<Insert table from host organisation>

Band [xyz](#)

Job Code [xyz](#)

11. Results of Stockwater Provision Trial using Ashburton Lyndhurst Irrigation Limited's Scheme

Author	<i>Andrew Guthrie, Assets Manager</i>
Activity Manager	<i>Andrew Guthrie, Assets Manager</i>
GM Responsible	<i>Neil McCann, Group Manager Infrastructure Services</i>

Summary

- The purpose of this report is to provide Council with the results of the stockwater provision trial undertaken by Ashburton Lyndhurst Irrigation Limited (ALIL) and seek Council's consideration of a recommendation from the Water Race Network Advisory Group (WRNAG).
- The Chief Executive of ALIL presented a report to the WRNAG at its meeting on 1 October.
- The trial of stockwater provision by ALIL is deemed to be successful, and ALIL are prepared to provide stockwater as an option to landowners within their scheme area.
- The essence of the recommendation is to declare ALIL as the preferred supplier of stockwater for this area.
- This strong resolution by Council will provide a clear and unambiguous signal to landowners in the ALIL scheme area that the trial phase has ended and that there is a suitable permanent alternative available to provide stockwater.

Recommendation(s)

- 1. That** in accordance with the recommendation from the Water Race Network Advisory Group at their 1 October meeting, Council endorses Ashburton Lyndhurst Irrigation Limited as the preferred supplier of stockwater within their scheme command area.

Background

The current situation

1. The existing irrigation schemes within the district have long been identified as a potential alternative to the open water race system. This was less applicable when the schemes remained open race networks, but as the schemes started to move to piping their respective networks, the opportunity became more viable.
2. One of the actions identified in the Surface Water Strategy was the establishment of a Water Race Network Advisory Group. This group was established solely to oversee the conduct of one (or more) trials of stockwater provision through an irrigation scheme's infrastructure.
3. The WRNAG was duly formed in March 2019. After a period of initial meetings and investigations, the group approved trialling the concept of stockwater provision through the ALIL scheme area. The trial ran from 1 May 2020 to 1 May 2021.
4. The WRNAG met on 1 October 2021. The ALIL Chief Executive, Rebecca Whillans presented the report findings and answered questions from the wider group. The results of the trial are set out in a memo report prepared by ALIL titled "*ALIL Stock Water Delivery Trial 2020-2021, Summary and Recommendation Report*". (Refer Appendix 1).
5. The report noted some issues which led to a number of recommendations which are in various stages of being actioned. These are as follows:
 - 5.1. Reviewing the volume of water needed to support the supply through the scheme. *This will be done as part of the coming season where it is envisaged more of ALIL customers will adopt the supply option.*
 - 5.2. Finalising the agreement for the transfer of water rights from ADC to ALIL. *This agreement has been finalised and is awaiting to be signed.*
 - 5.3. An appropriate gate and measuring infrastructure will need to be installed at the top of the ALIL scheme. *Officers will progress this work as soon as possible in conjunction with ALIL & RDRML.*
 - 5.4. The ALIL shareholder policies need to be updated to reflect the level of service expectations, after hours management, and charging structure. *This work is expected to be progressed by ALIL in the coming months.*
 - 5.5. All water meters need to be telemetered to track water use remotely. *This work is expected to be progressed by ALIL in the coming months.*
 - 5.6. Stockwater rates should cease from 1 July 2022 for those properties that transfer across to the ALIL supplies alternative. *This recommendation requires some additional thought, as typically we do not formally alter rates until a race*

system has been closed. How we address this will be the subject of the separate report to Council once options have been developed.

- 5.7. The trial should formally conclude in May 2022, with the permanent supply arrangements in place. *This is the timeframe we have committed to work towards.*
6. The report also touched on future steps, proposing the potential to provide bulk stockwater beyond their scheme area to existing races below the ALIL scheme. This might facilitate closure of races within the ALIL scheme that might otherwise have to be retained to supply these race systems.
7. The WRNAG resolved at the meeting the following:
Resolved:
 - 1) *the advisory group receives the report;*
 - 2) *the required control & metering infrastructure is installed, in consultation with RDR, at the top of the ALIL scheme at Council's cost as soon as possible;*
 - 3) *investigations commence, with input from AEC to determine the opportunities for, and impacts of race closures within the ALIL scheme area only, and to be completed by 1 May 2022;*
 - 4) *the trial remains ongoing for the 2021/22 season, concluding in May 2022; and*
 - 5) *the advisory group recommends to Council that:*
 - a) *ALIL be considered as Council's preferred supplier of stockwater when Council races close within its scheme area.*

Waugh/Whillans Carried

Mana whenua view

8. Te Rūnanga o Arowhenua are a member of the WRNAG. Aoraki Environmental Consultancy (AEC), as the environmental entity of Arowhenua support the representative in their WRNAG role.
9. Arowhenua's representative was unable to attend the recent meeting so officers sought comment directly on the matter prior to finalising this report.
10. On behalf of Arowhenua, AEC have advised they are supportive of the recommendation to endorse Ashburton Lyndhurst Irrigation Limited as a preferred supplier of stockwater for ALIL's scheme area.
11. They anticipate "...there should be efficiencies in the water supply that mean some water can be retained within the rivers".
12. "AEC also acknowledge that ADC will continue to consult on the closure of the water races".

Options analysis

Option one – Endorse ALIL as the preferred supplier

13. Under this option Council will pass the recommendation to Council from the WRNAG unchanged.

Advantages

14. This option provides all parties (Council, ALIL, and their shareholders) the confidence to proceed with the necessary investment to make this arrangement permanent and enduring.
15. Crucially, it also provides a realistic and proven alternative to the stockwater network and this may remove a key impediment to closure¹ of the remaining race network within the ALIL scheme area.

Disadvantages

16. None identified.

Risks

17. The uncertainty around future charging may still result in reluctance from some landowners to switch to, or take advantage of the new supply option.

Option two – Do not endorse ALIL as the preferred supplier

18. Under this option, Council rejects the recommendation from the WRNAG.

Advantages

19. None identified.

Disadvantages

20. Inconsistent with the aims and goals set out in the Surface Water Strategy.
21. ALIL may walk away from involvement in providing stockwater through their scheme.

Risks

22. May risk disengagement of the participating members of the WRNAG from the trial oversight.

¹ Subject to the requirements of the Race Closure SOP.

Legal/policy implications

Climate Change

- 23. The recommendation is considered consistent with Council's Climate Change Policy. In particular, the goal of "Ensuring the sustainability of Council assets and services for the present and future well-being of the Ashburton District".)
- 24. Encouraging landowners away from the inefficient open race network to a piped delivery solution is considered to be improving resource efficiency of infrastructure.

Legislation

- 25. Local Government Act 2002 is considered applicable to this matter. Refer [LGA 2002 Section 14 Principles relating to local authorities](#). In particular, 14 (1) (g) & (h).

Canterbury Land & Water Regional Plan

- 26. The CL&WRP contains policies relating directly to Council's stockwater network and the Ashburton River.
- 27. Policy 13.1.4 states "In order to increase the amount of water in the river that is available to meet the proposed increased minimum flows, the taking of water for community stock water supplies from the Ashburton River/Hakatere will progressively decrease so that as soon as possible, but by no later than 1 July 2023, that taking will not exceed 2,900 L/s in total."
- 28. The recommendation within this report is considered consistent with the above policy in that the water required to service this area, if delivered within a piped network, will be significantly less than that required to serve it if delivered through the current open race network.

Strategic alignment

- 29. The recommendation relates to Council's community outcome of **a balanced and sustainable environment** because it directly supports the progressive transition from reliance on the open race network to a reticulated supply. As inefficient and low value races in the network are closed, our demand for water from the Ashburton river system (amongst others) will reduce.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Transitioning customers away from an open race water delivery system to a modern and efficient piped network delivery system is expected to yield quantifiable economic benefits to landowners through reduction in ongoing race maintenance costs, and easier farm environment planning.
Environmental	✓	The progressive reduction in the open race network will ultimately reduce the amount of water taken from the Ashburton river system, thereby assisting in the restoration of flows in the river. Council race closure process will still be applied to any closures identified in the area. This will ensure that any environmental or biodiversity values of a given race system are identified and protected.
Cultural	✓	Council race closure process will still be applied to any closures identified in the area. This will ensure that any cultural values of a given race system are identified and protected.

Surface Water Strategy

30. The formation and work of the WRNAG originates from a specific action under the SWS and is contributing to the goals of the SWS, in particular, “1. Council will use a collaborative approach to support surface water management.”

Financial implications

Requirement	Explanation
What is the cost?	There are no cost implications arising from the report recommendations.
Is there budget available in LTP / AP?	Not applicable.
Where is the funding coming from?	Not applicable.
Are there any future budget implications?	Assuming that additional races are eventually closed in the ALIL scheme area, this may contribute to progressive reductions in operating expenditure. It should be noted however that successive reductions in stockwater O&M are already shown within the LTP.
Reviewed by Finance	Erin Register; Finance Manager

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	Yes
Level of significance	Medium
Rationale for selecting level of significance	Not applicable
Level of engagement selected	Inform – One way communication
Rationale for selecting level of engagement	The decision to recognise ALIL as a preferred supplier of stockwater within their scheme area is considered to be largely an operational matter, and does not in itself create an imposition on landowners.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

ALIL Stock Water Delivery Trial 2020-2021

Summary & Recommendation Report

This memo is a review of the trial and sets out recommendations to be undertaken to complete the trial.

Background

Ashburton District Council (ADC) operates 2,029km stock water race network, supplying approximately 233,000 hectares (ha) of land and approximately 1,220 properties within the District.

From a total consented abstraction rate (across the District) in 2013 of 8,281 L/s, most of the water is lost to infiltration with only 4% estimated to be taken for stock drinking water *S Hall Opus* 2013.

Between 2008 and 2018 Ashburton Lyndhurst Irrigation Limited (ALIL) piped its irrigation water delivery system to its shareholders, delivering water to 32,000 ha on the north side of the Ashburton River. Farms in the scheme were then keen to receive stock water via this network.

ADC and ALIL recognised that the ability to deliver stock water via the ALIL piped network would result in a more efficient use of water and proposed a trial for a 1 – 2-year period to determine what, if any, impediments there might be to delivery. To facilitate this ADC proposed to pass the delivery of 79l/s of water across to ALIL.

Trial Scope

The provision of stock water through the ALIL scheme has been trialled from 1 May 2020 to 1 May 2021. The trial was put in place to determine:

1. If the provision of stock water through the system could be undertaken without adversely affecting the irrigation supplies
2. If there were any infrastructure constraints with delivery of much smaller stock water flows through larger infrastructure during the off-season for irrigation
3. If the volume of water provided by ADC (79l/s) is sufficient
4. How the volume of water delivered to each farm should be best managed
5. How is it best to price the delivery of stock water?
6. If any risk mitigation measures are required to deliver a level of service proportionate to a stock water delivery.

Implementation of Trial

The trial was implemented on a voluntary basis with shareholders. There was an upfront connection fee of \$2,500 per connection to cover the cost of installation of equipment at the offtake.

ALIL has a policy of dewatering its offtakes for the winter to avoid gauges freezing and to reduce general maintenance requirements. To deliver stock water to a property the main irrigation offtake needed to be bypassed, with stock water scale pressure reducing valves and meters installed to manage and monitor the flows during the non-irrigation period of the year.

ALIL received requests for the installation to occur on 34 of the 200 offtakes that are managed across the scheme.

Outcomes of the Trial

Impact on Irrigation Supplies

The delivery for the 2020-2021 season did not result in any perceived implications for the delivery of irrigation water.

If the stock water supply was expanded beyond the ALIL shareholder base any impacts on the Irrigation delivery would need to be reconsidered.

Infrastructure constraints

There were four key infrastructure constraints identified:

1. The ability for RDRML to accurately deliver 79l/s into the ALIL network is limited by the older radial gate that is operated at the top of the scheme. While suitable for the large irrigation flow the margin of error on the smaller stock water flows posed a minor limitation.
2. Telemetry is required on the stock water meters. The initial set up had a manual meter for stock water delivery, which was to be read at the start and the end of the winter season (outside irrigation season). Through the course of the season ALIL identified that with such small volumes of water available it was very important to know where excess water was being used. For example, when a large leak occurs on farm this could draw all the ALIL stock water supply, leaving the balance of the network without a sufficient supply.
3. Where the on-farm irrigation mainline is used for stock water delivery it is important that the on-farm irrigation equipment can be isolated from the stock water network to ensure that freezing of valves on the irrigator does not result in stock water leaking.
4. The Irrigation scheme is not able to guarantee supply of stock water 365 days a year. There are times when maintenance will need to be undertaken on the ALIL network which will result in the supply of water being limited or unavailable.

Management constraints

During the winter staff are not on an on-call roster. Further consideration needs to be given to how this type of service is provided for and funded.

Is total volume sufficient?

The volume of water, being 79l/s was calculated by ADC based on a consumptive volume but does not provide for any operational water. While the delivery to ALIL farmers is fully piped the distribution network to deliver water from the RDR to each of the schemes balancing ponds is still an open race network. Race losses and the volume of water required to 'push' water down the race system have both been identified as potential limitations on the future delivery of stock water.

The delivery to 34 connection points in the 2020 season worked well and the ALIL team managed that volume to ensure that where possible slugs of water were released to minimise losses. There was, however, a general reduction in the ALIL pond levels over the course of the winter which would suggest that the 79l/s was only just enough water for the delivery to those shareholders who took up the stock water option for the trial.

Volume management

The ALIL Irrigation network delivers water on demand. Monitoring of stock water usage could only occur during the winter months, as the stock water volume cannot be separated from the large irrigation volume when irrigation water is also being delivered on farm.

Charging

For the purposes of the trial ALIL asked farmers to cover the capital costs of the meters and PRV's on offtakes but have not charged for the delivery of consumptive water as farmers were still being charged for delivery by ADC through their rates.

At the end of the trial ALIL will look to charge for the delivery of water consumed.

Conclusion & Recommendations

In conclusion the trial of delivering stock water through the ALIL piped network for the 20/21 season was successful.

Based on the lessons learnt over the period I make the following recommendations:

- The volume of water needed should be reviewed to ensure it allows some operational water to account for the sections of open race delivery.
- The agreement for the transfer of water rights for stock water delivery from ADC to ALIL needs to be finalised.
- ADC needs to install a gate at the top of the ALIL scheme to more accurately measure stock water flows.
- The ALIL shareholder policy should be updated to:
 - Indicated that best endeavours will be taken to deliver stock water, but that delivery was not guaranteed, and it is recommended that shareholders make provision for an alternate supply
 - require isolation of irrigation equipment from the mainline where the mainline is used for stock water delivery
- ALIL Policies will need to be developed to determine:
 - A pricing mechanism for charging of stock water
 - Staffing of on call duties for stock water
- All meters should be telemetered to ensure water use can be tracked remotely
- Rates for stock water races on properties which have switched to ALIL delivery should cease being charged from 1 July 2022 and ALIL should start charging those properties for the stock water delivery service.
- The trial should conclude in May 2022, at which point the recommendations listed above should be in place.

Future Steps

Some stock water races that run through the ALIL Scheme area feed land that is below the ALIL scheme. The ALIL infrastructure does not currently provide for delivery to these properties.

If ADC wished to see ALIL extend the area to which they deliver stock water, it may be possible to feed water into a storage reservoir via the existing ALIL piped network and then deliver water from that point. This may be an area for further investigation, which ALIL understand that ADC are keen to explore in due course.

Minutes

Water Race Network Advisory Group

[Unconfirmed]

Minutes of a meeting of the Water Race Network Advisory Group held on 1 October 2021 commencing at 9am in the Council meeting room, 137 Havelock Street, Ashburton.

Present

Cr Stuart Wilson (Chair), Andrew Guthrie (ADC), Amy Grace McIlraith (ECan), John Waugh (F&B), Rebecca Whillans (ALIL), Sam Anderson (MHV), Richard Bowman (BCI), Michael McMillan (AEC) and Angela Christensen (Fish & Game)

In attendance

Neil McCann (Group Manager Infrastructure Services) and Crissie Drummond (Infrastructure Services Support Officer)

1 Welcome

2 Apologies

No apologies were received.

3 Confirmation of Minutes

That the minutes of the Water Race Network Advisory Group meeting held on 18 February 2020 be taken as read and confirmed.

Anderson/Whillans

Carried

4 REPORT – ALIL Stockwater Delivery Trial 2020-2021

- Rebecca went through the trial report that had been circulated to members. The report outlined the background, trial scope and implementation, trial outcomes, conclusion and recommendations.
- The trial was deemed successful by ALIL.
- It had been optional for ALIL users to partake in the trial, 39 had taken up the offer. Participants paid \$2,500 to hook up. More interest was shown for additional hook ups during the trial period. Irrigation meters had been installed but will need to install different meters to better record usage.
- The amount of water supplied by ADC was ok for consumption but open races convey the water in some areas. Therefore believe additional water would be required to get water round if there is full uptake for stockwater.

The report outlined a number of recommendations which the members discussed:

- A review of the water volume - ADC needs to consider lifting the amount of water in the future.
- Agreement for the transfer of water rights has been signed at ALIL board – will be provided to ADC for signing.
- Need to install a gate at the top of the ALIL scheme to enable more accurate stockwater flow measuring.

- The ALIL shareholder policy will need to be updated to reflect that while best endeavours will be made to provide stockwater, shareholders should make provision for an alternative supply such as tanks.
- Isolation of irrigation equipment from the mainline is required for stockwater delivery
- ALIL policies will need to be developed to determine a stockwater pricing mechanism. No charge while trialing, apart from the upfront cost of infrastructure. Need to finish the trial and if ALIL take up the delivery of water, ADC will need to look at moving charging/rates etc to ALIL.
- Staffing will need to be looked at, especially around on-call duties.
- All stockwater meters will need to be telemetered as that is the only way of knowing the amount of stockwater being used during winter.
- There needs to be consideration given to property owners with stockwater races who aren't shareholders in ALIL, to have an opportunity to possibly hook up to existing infrastructure.
- ADC rates should cease on 1 July 2022 and ALIL then start charging properties for the stockwater delivery.
- Some races provide stockwater to properties below/outside the ALIL area – if ADC wishes to have ALIL fed water, some storage could be considered for this purpose. The main races running through the ALIL area will may have to stay open as they support other waterways such as Mill Creek. However the bulk of local races could be closed if there is sufficient uptake. The standard ecological and cultural assessments would apply to ensure there are no issues with these closures.
- Additionally water could possibly be sourced from another irrigation company for this purpose.
- Unknown at this stage what percentage of the water is being delivered. Will have a better idea at the end of next season.
- Believe there will be sufficient interest/uptake from properties owners once there is certainty that no longer a trial. Smaller properties have been set up differently, they have a secondary offtake off that comes from a primary offtake. This will make connecting less expensive for these properties as they share the cost of connecting at the primary offtake.
- Will take a couple of years to ascertain exactly what amount of water will be needed to provide the supply. There is evaporation loss on the ponds and open race sections but seepage etc will also need to be taken into consideration.
- ALIL will continue gathering data over this season. Will need to figure out a pricing mechanism across the district.
- While figures have not been done on the amount of water that will go back into the river all groups are supportive of any possible reduction in water take as the Ashburton River will be the main benefactor.
- The ALIL scheme has a dense area of users whereas other areas not so dense so water will need to be moved further and costs may be higher. This may set precedence for the future of water in the district.
- However if there is no alternative supply ADC may have an obligation to continue to supply stockwater. There will be some areas with no piped infrastructure, it will be difficult to get water to these areas and possibly cost prohibitive.
- BCI have currently have 20 properties receiving stockwater from their scheme. They acknowledge there are challenges around the distances that needs to be covered. They have drafted up a stockwater agreement.
- More work needs to be done on developing charges, water consumption costs etc for stockwater to be delivered via the irrigation companies.
- Could use ALIL as a blueprint for the process of closing, values assessment, evaluation of delivery etc.

1. **That** the Advisory Group receives the report.
2. **That** the required control and metering infrastructure is installed, in consultation with RDR, at the top of the ALIL scheme at Council's cost as soon as possible.
3. **That** investigations commence, with input from AEC to determine the opportunities for, and impacts of race closures within the ALIL scheme area only, and to be completed by 1 May 2022.
4. **That** the trial remains ongoing for the 2021/22 season, concluding in May 2022.
5. **That** the Advisory Group recommends to Council:
 - i) **That** ALIL be considered as Council's preferred supplier of stockwater when Council races close within its scheme area

Waugh/Whillans

5 NEXT STEPS – Future trials?

- BCI are engaging with people to provide stockwater, including those who aren't part of the scheme. The costs will be higher than ADC's current rates.
- ADC looking at potential race closures in the BCI area below the RDR. If water can be supplied by BCI, the Pudding Hill intake could be closed.
- MHV interested in looking at the Ruapuna and Valetta areas.

6 Next meeting

The next meeting will be held in April 2022.

The meeting concluded at 10.32am

13. Mayor's Report

13.1 3Waters Reform

A verbal update will be provided at the meeting.

13.2 Meetings

- **Mayoral calendar**

November 2021

- 1 November: Ashburton College Head Student interviews
- 1 November: Hakatere Multi Cultural Council – Ashburton Newcomers Network AGM
- 2 November: RDRML Fish Screen site visit
- 3 November: Te Rūnanga o Arowhenua and Environment Canterbury - Ōtūwharekai mana to mana hui (via Zoom)
- 3 November: Council meeting
- 4 November: Covid Vaccination update (via Zoom)
- 4 November: Industry Training Awards – Deputy Mayor Liz McMillan deputised
- 5-11 November: Annual leave
- 11 November: Armistice Day wreath laying ceremony – Deputy Mayor Liz McMillan deputised

Recommendation

That Council receives the Mayor's report.
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Neil Brown

Mayor