

# Council Activity Briefings



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**Date:** Wednesday 28 September 2022  
**Time:** 9:30am  
**Venue:** Council Chamber  
137 Havelock Street, Ashburton

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## 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

<i>Chief Executive</i>	Hamish Riach
<i>GM Business Support</i>	Leanne Macdonald
<i>GM Community Services</i>	Steve Fabish
<i>GM Infrastructure Services</i>	Neil McCann
<i>GM Strategy &amp; Compliance</i>	Jane Donaldson
<i>Manager People &amp; Capability</i>	Sarah Mosley

## Activity Reports

<b>Time</b>	<b>1.</b>	<b>Community Services</b>		<b>Page</b>
9:30am	1.1	EA Networks Centre	Richard Wood	<b>4</b>
9:35am	1.2	Ashburton Library	Jill Watson	<b>11</b>
9:40am	1.3	Ashburton Museum & Art Gallery	Shirin Khosraviani	<b>20</b>
9:45am	1.4	Open Spaces	Ian Soper	<b>28</b>
9:50am	1.5	Economic Development	Simon Worthington	<b>33</b>
9:55am	1.6	Memorial Halls and Reserve Boards	Clare Harden	<b>37</b>
10:00am	1.7	Customer Services	Amanda Watson	<b>39</b>
<b>Time</b>	<b>2.</b>	<b>Strategy &amp; Compliance</b>		
10:05am	2.1	Building Services	Michael Wong	<b>42</b>
10:10am	2.2	Civil Defence Emergency Management	Jim Henderson	<b>48</b>
10:15am	2.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	<b>50</b>
10:20am	2.4	Animal Control	Rick Catchpowle	<b>51</b>
10:25am	2.5	Environmental Health	Rick Catchpowle	<b>52</b>
10:30am	2.6	Planning	Ian Hyde	<b>53</b>
10:35am	2.7	Strategy & Policy	Toni Durham	<b>55</b>
<b>10:40am</b>	<b>Morning tea break (20 minutes)</b>			

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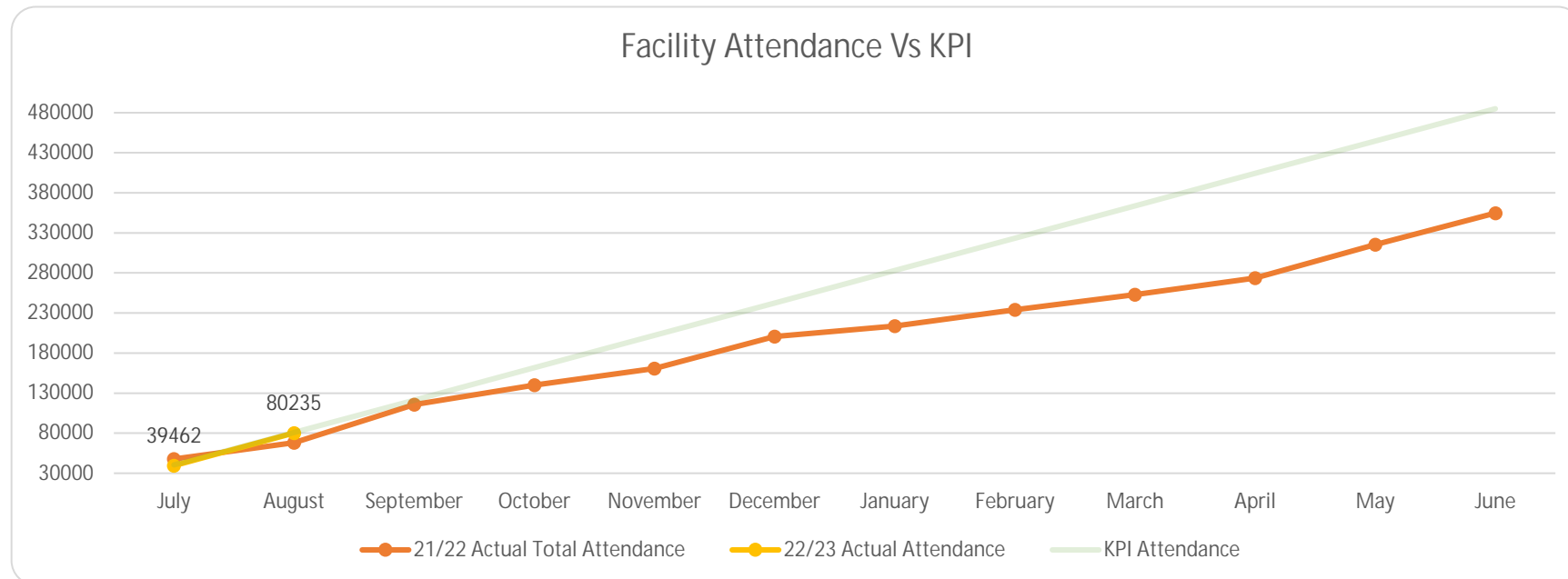
<b>Time</b>	<b>3.</b>	<b>Infrastructure Services</b>		<b>Page</b>
10:55am	3.1	Solid Waste Management	Hernando Marilla	<b>61</b>
11:00am	3.2	3Waters Projects	Hernando Marilla	<b>62</b>
11:05am	3.3	CBD Upgrade Project	Hernando Marilla	<b>63</b>
11:10am	3.4	3Waters Operations	Hernando Marilla	<b>64</b>
11:15am	3.5	Drinking Water	Andy Guthrie	<b>66</b>
11:20am	3.6	Wastewater	Andy Guthrie	<b>68</b>
11:25am	3.7	Stormwater	Andy Guthrie	<b>69</b>
11:30am	3.8	District Water Management	Andy Guthrie	<b>69</b>
11:35am	3.9	Stockwater	Crissie Drummond	<b>70</b>
11:40am	3.10	Roads and Footpaths	Mark Chamberlain	<b>72</b>
11:45am	3.10	Contracts Awarded / Upcoming Tenders	Neil McCann	<b>76</b>

<b>Time</b>	<b>4.</b>	<b>Business Support</b>		
11:50am	4.1	Information Systems	Gordon Tupper	<b>77</b>
11:55am	4.2	Communications	Janice McKay	<b>83</b>
12:00am	4.3	Commercial Property	Colin Windleborn	<b>85</b>
12:05am	4.4	Forestry	Terry O'Neill	<b>88</b>
12:10pm	4.5	Finance	Erin Register	<b>89</b>

## 1. Community Services

### 1.1 EA Networks Centre

#### 1.1.1 Facility



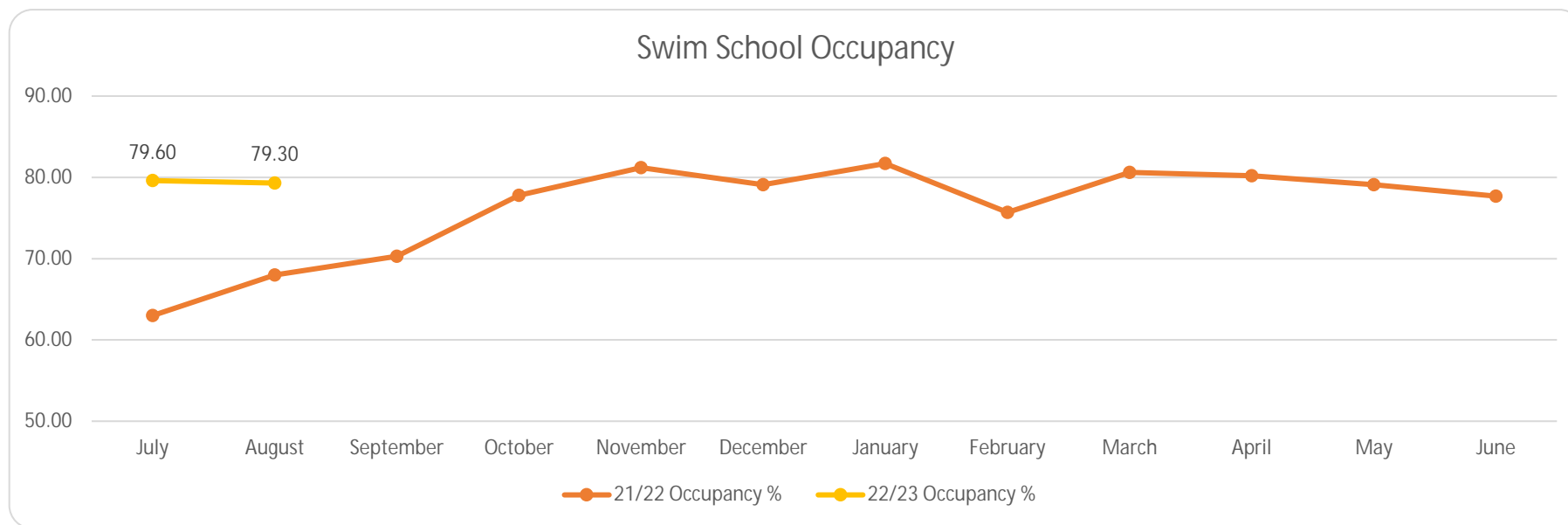
#### Comments:

- The 2021/31 LTP outlines the level of service and performance measures for EANC to be: *"We provide quality gym, pool and stadium facilities"*.
- The EA Networks Centre is well utilised with a goal of 485,000 attendees in the 2022/23 year as per LTP. As at 31st August 2022 EANC had 80,235 visitors tracking with the target.
- Facility attendance has been and continues to be impacted by Covid-19 environment, however it is positive to see a sharp increase in foot traffic throughout the winter sports season.

- It should be noted that no adjustment to the KPI has been factored in due to the change in facility operating hours nor the change in counting methodology – although the new method is considered an improvement on accuracy. The forthcoming business and marketing plan identifies the potential need to review this measure

Note: During September–November 2021 entries into the stadium were not counted due to using outdoor court door entry per Covid -19 protocol measures.

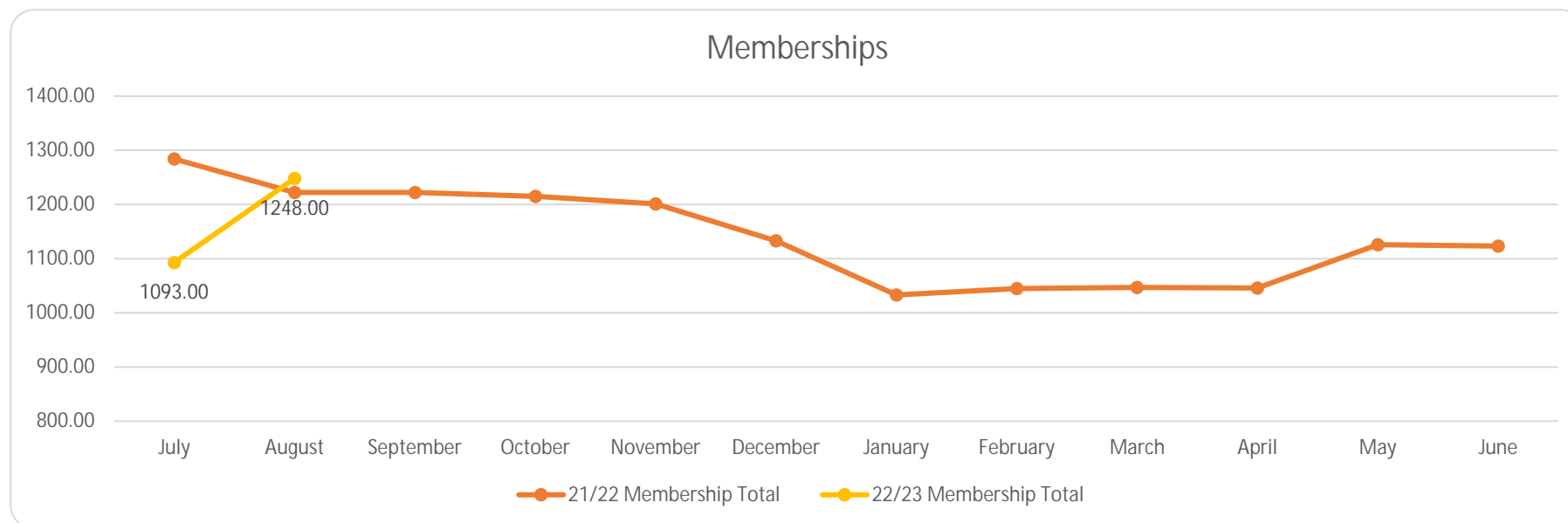
### 1.1.2 Swim School Occupancy



#### Comments:

- This graph represents the occupancy percentage of the swim school.
- Occupancy for term 3 is looking positive and officers continue to work to the needs of customers to maintain the best possible outcomes.
- Traditionally there is a downward trend through winter due to the impacts of other sports and farming activities.

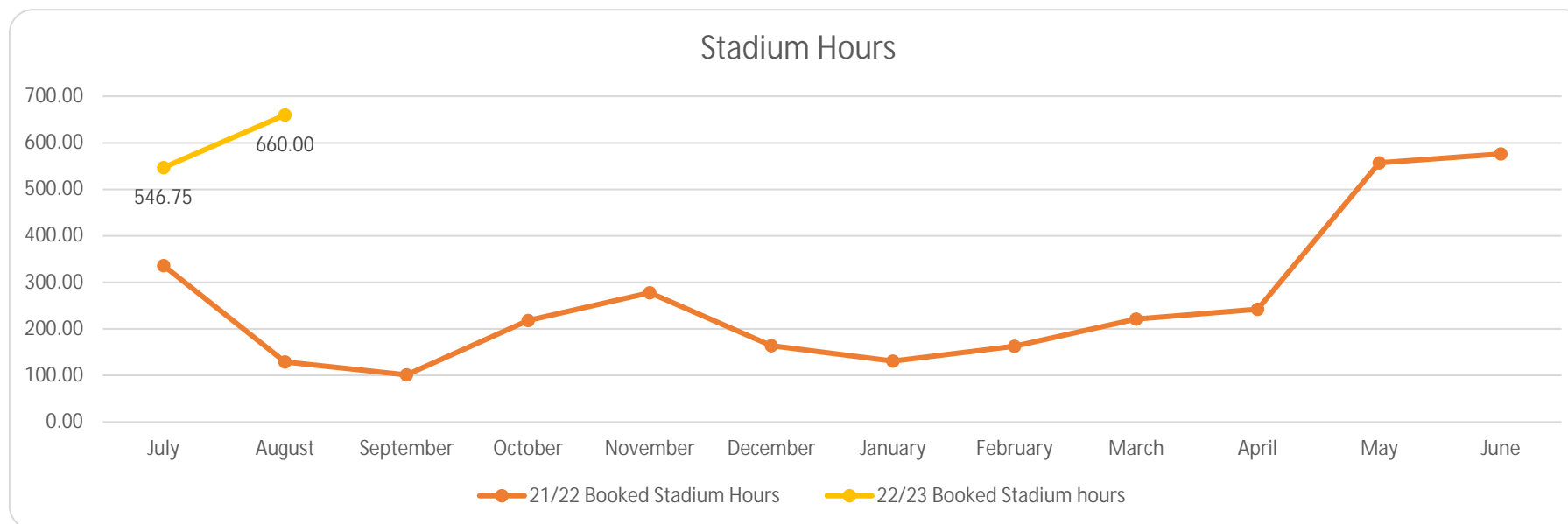
### 1.1.3 Memberships



#### Comments:

- This graph represents the tracking of EA Networks Centre memberships.
- Customers are beginning to utilise more online functionality and officers will work with our software providers to enable more opportunity to reduce barriers.
- Whilst the norm is for a drop-off of memberships through August we are instead noting an increase with the most popular membership types currently being the lower price point Silver Membership Options.
- Short-term memberships continue to be popular enabling lifestyle flexibility for customers.

### 1.1.4 Stadium Hours



#### Comments:

- This graph represents booked hours of stadium by external customers and is demonstrating expected seasonal trends.
- The winter sports season has now largely wrapped up with a significant break before Summer Sports. This is in line with Sport NZ's "Balance is Better" policy.



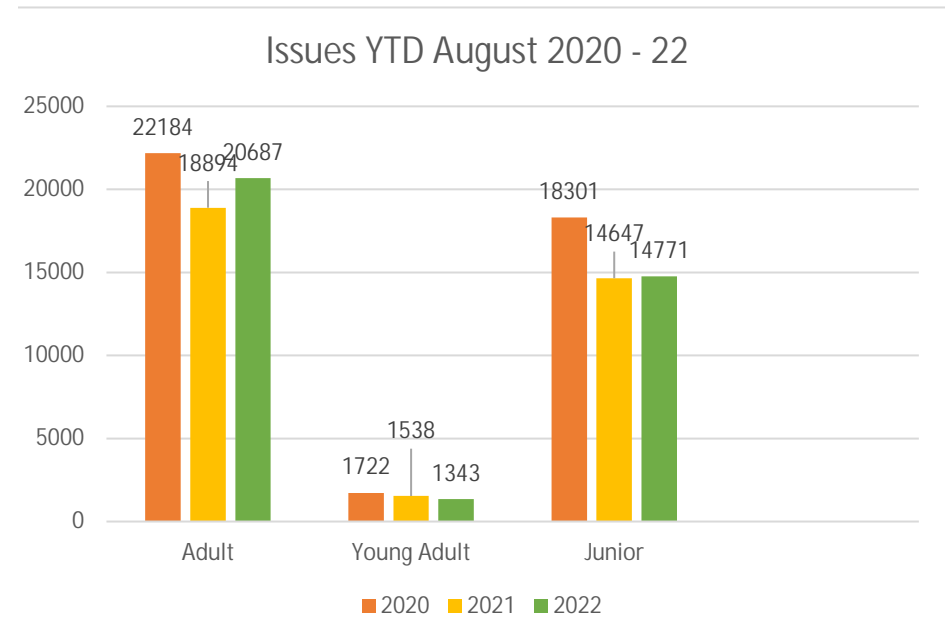
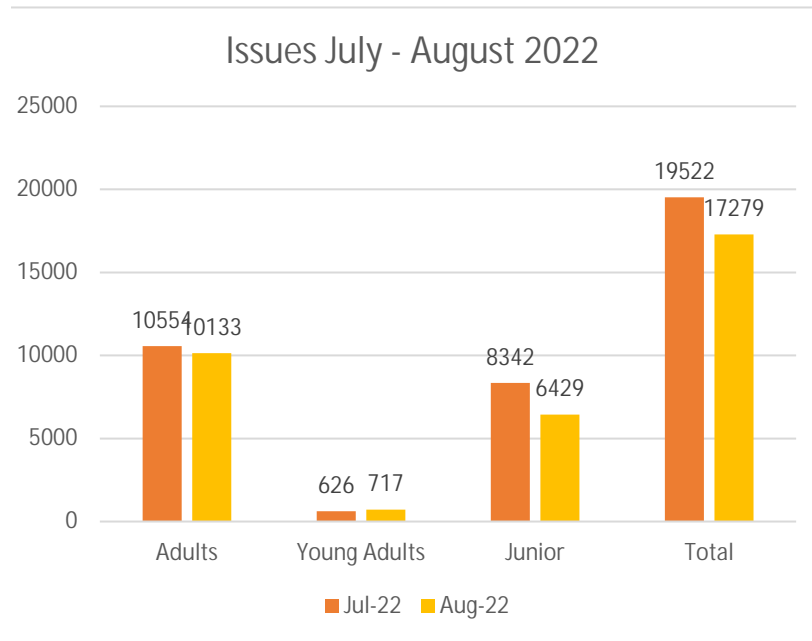
### 1.1.5 Activity comments for July/August 2022

Facility	
Activity/Programme	Description
Business	<ul style="list-style-type: none"> <li>Recruitment challenges continue to cause issue for the EANC, however our team have and are continuing to work wherever possible to minimise changes and maintain service levels for the community with a number of staff from all areas of EANC stepping in where possible to keep operation going.</li> <li>The EANC Business and Marketing plan is close to completion with a priority approach to actions. This document will feed into the creation of the Annual Plan 2023/24 for EANC</li> </ul>
Stadium Stadium bookings	<ul style="list-style-type: none"> <li>The Active Adventurers programme, targeted at enabling self-led play for Tamariki, has run every Wednesday for the last 7 weeks. This programme has been well received, with an average of 26 children attending each session. We are looking forward to continuing the programme through term 4 with improvements based on customer feedback.</li> <li>During the upcoming school holidays EANC are set to host the Basketball NZ U13 Southern tournament from the 12 to 16 October. This will see 5 local teams, as well as teams from around the South Island compete.</li> <li>The Mid-Canterbury Netball season came to an end at the end of August, with this being the first time in three years that spectators were able to attend the finals games. There was a big turn out from the public, with the concertina seating packed with people and decked out in club decorations.</li> </ul>
Pool Aquatics activities	<ul style="list-style-type: none"> <li>We have welcomed a number of new staff, both part-time and fulltime, into the aquatics team in the last 6 weeks. These new recruits have worked incredibly hard to gain their PLPC qualifications and have transitioned into their roles seamlessly.</li> <li>After a 4 week period where we reduced our hours of operation on a Saturday, we have managed to return to our 2022/23 operating hours over the last three weekends with the help of new staff and the flexibility of existing staff.</li> <li>Despite staff shortages, the team have managed to consistently introduce both small and large inflatables into the pool during the weekends. This aligns with our goal to create a fun environment where locals and tourists can visit and this consistency allows us to begin promoting these activities to the public.</li> <li>The pool was also a destination for the Secondary Schools Hockey Tournament teams, with a number of teams taking advantage of the facility during their down time in Ashburton. We worked alongside Mid-Canterbury Hockey to inform all teams attending the tournament about the facilities available and pricing.</li> </ul>

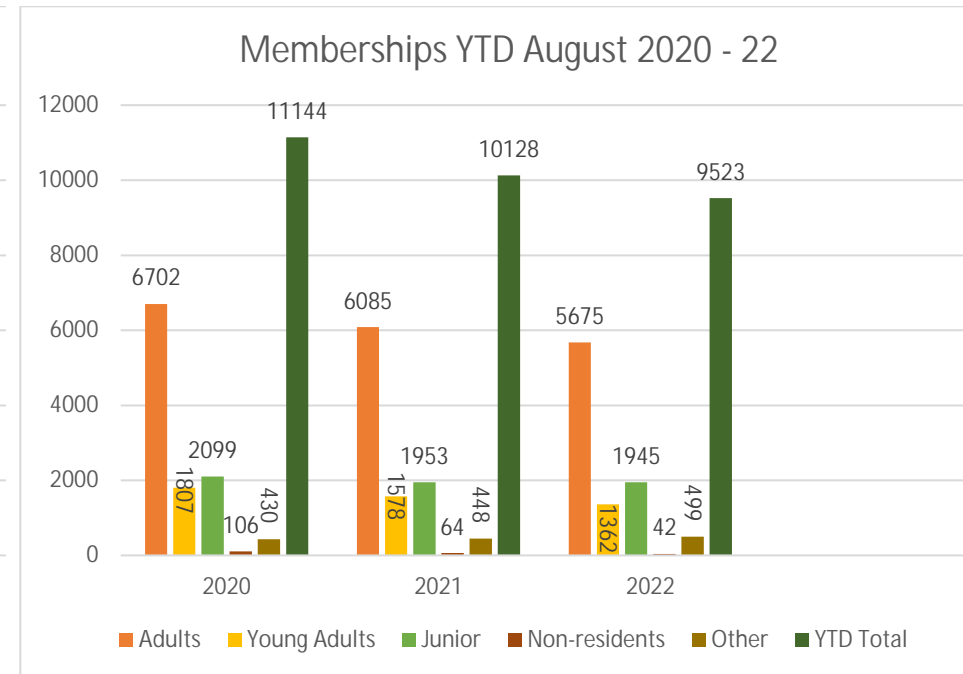
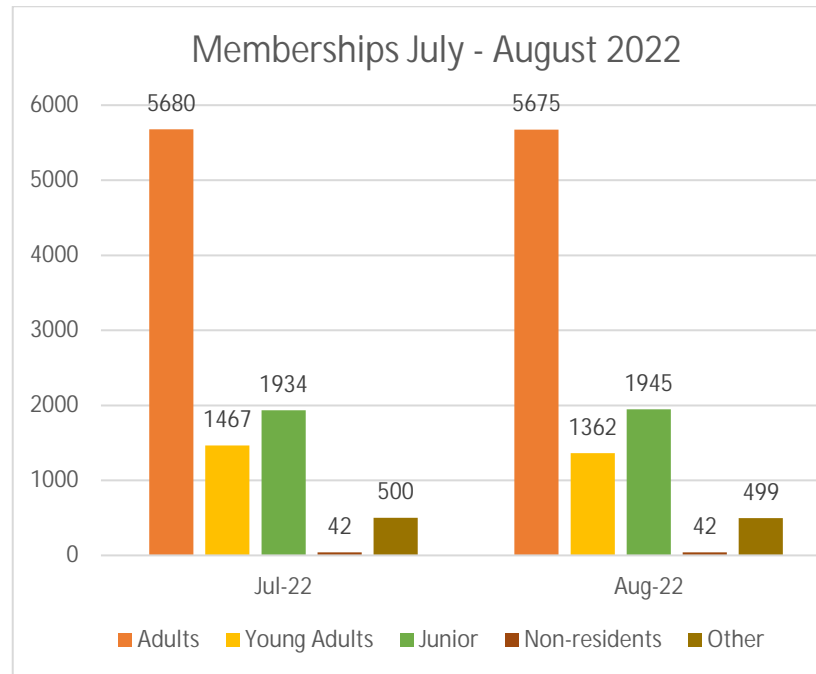
Facility	
Activity/Programme	Description
Fitness centre Gym activities	<ul style="list-style-type: none"> <li>• The gym team have successfully negotiated with Prostate Cancer Foundation NZ to enable full funding of the ProstFit programme. This programme offers exercise and social opportunity to participants under the guidance of a fully qualified and registered instructor</li> <li>• Membership numbers have grown leading into spring and the fitness team continue to support new members or returning members to begin their fitness journey and find the best direction to suit their personal needs.</li> <li>• The team supported a successful promotion of RAK day (Random Act of Kindness day), supplying clients with a well-received healthy breakfast option.</li> </ul>
Swim school	<ul style="list-style-type: none"> <li>• Julia Allen has begun as new Swim School Manager, supporting the water safety outcomes of our community.</li> <li>• The squad programme is enabling improvements to the programme with a full offering of dryland programmes alongside regular coach mentoring to support athlete development.</li> <li>• The swim school will undertake a full holiday block programme during the October school holidays, alongside some skill improvement clinics and water safety offering to ensure that our community has a good opportunity to be safe around the water leading into this summer.</li> </ul>

## 1.2 Library

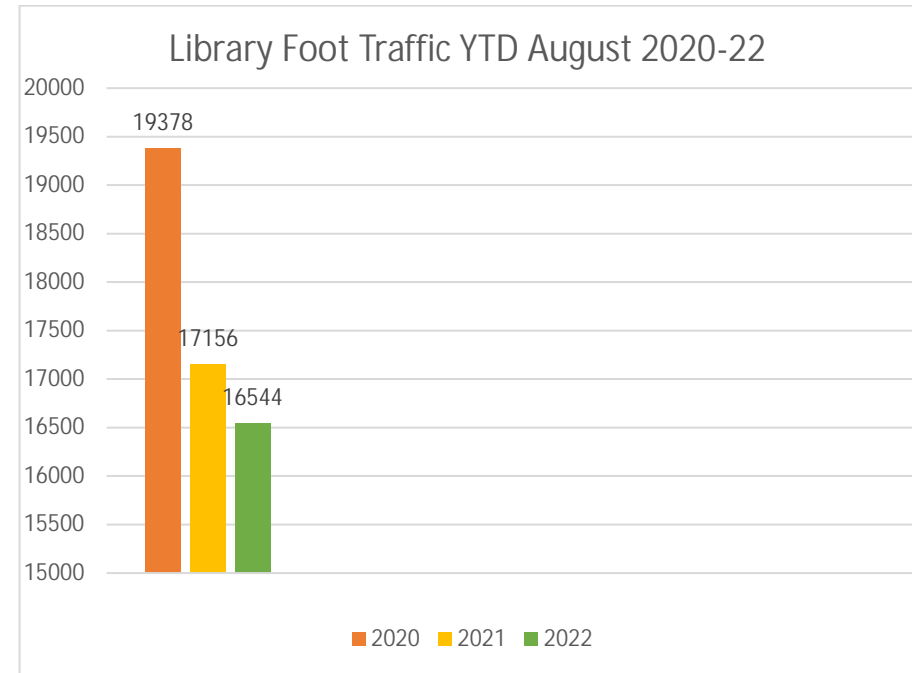
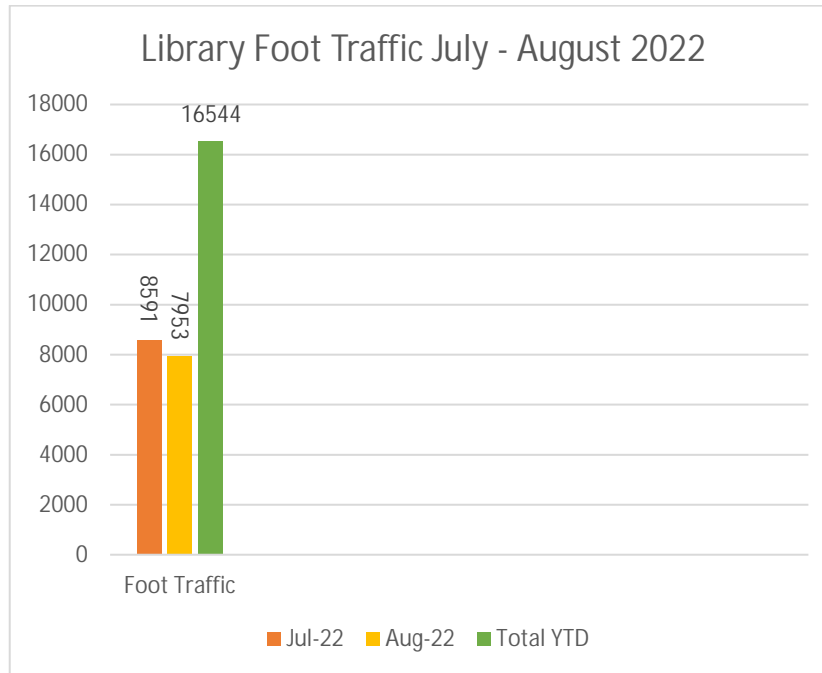
### 1.2.1 Issues



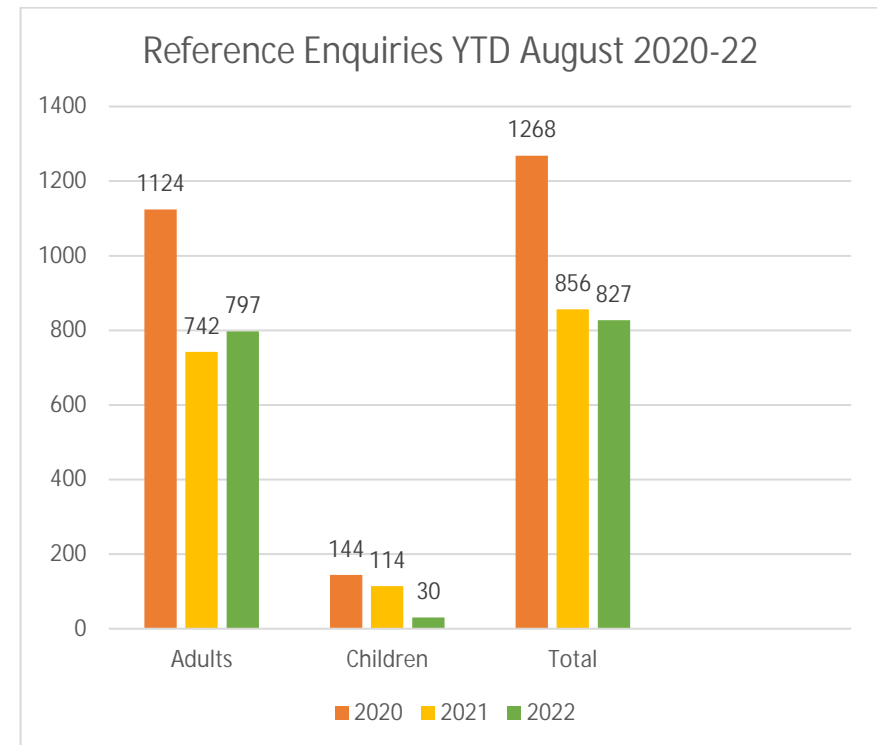
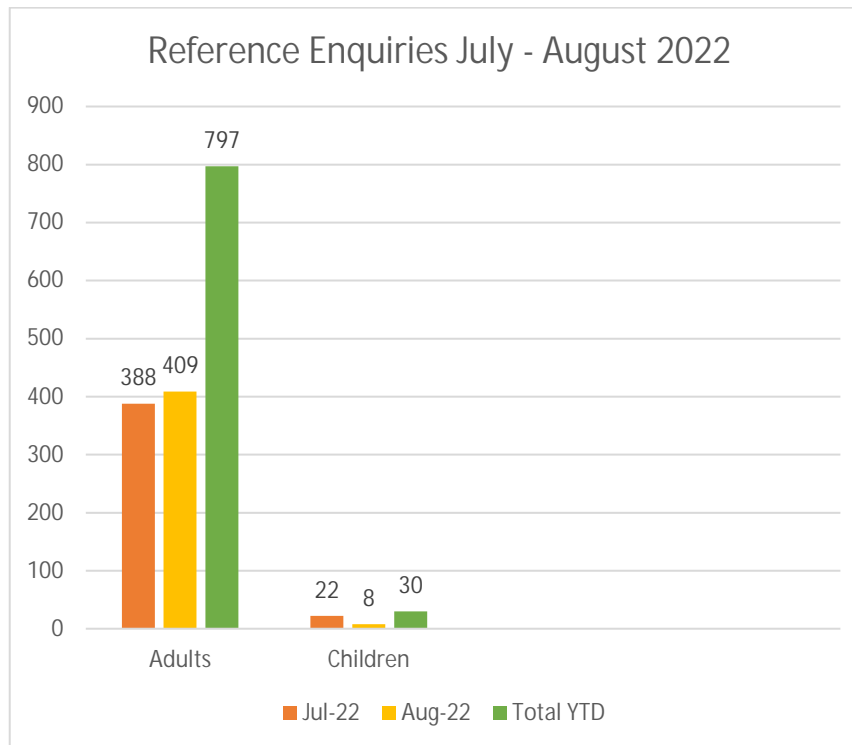
## 1.2.2 Memberships



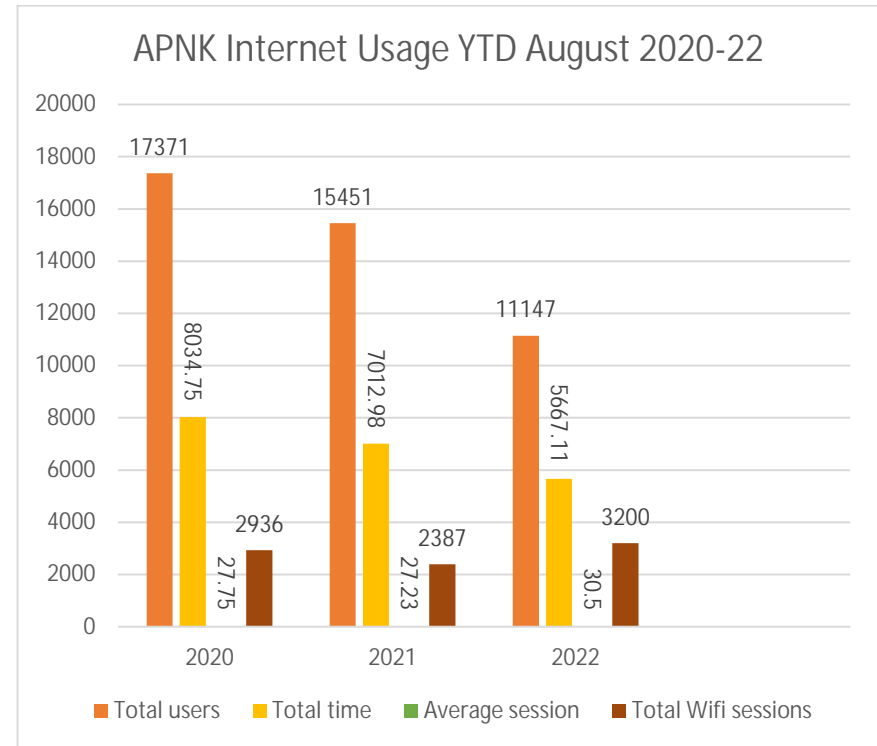
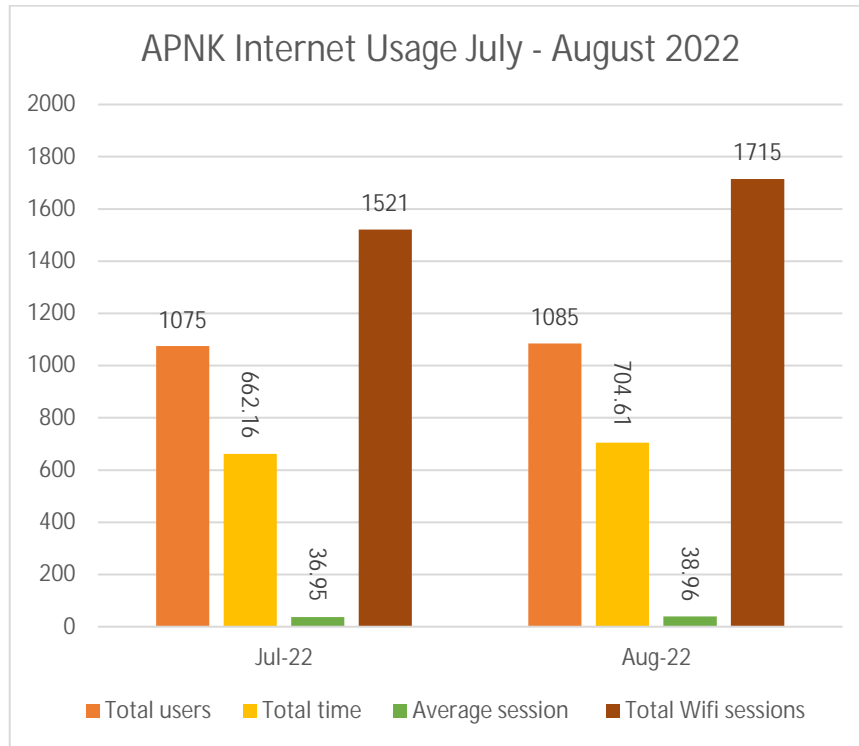
### 1.2.3 Library Foot Traffic



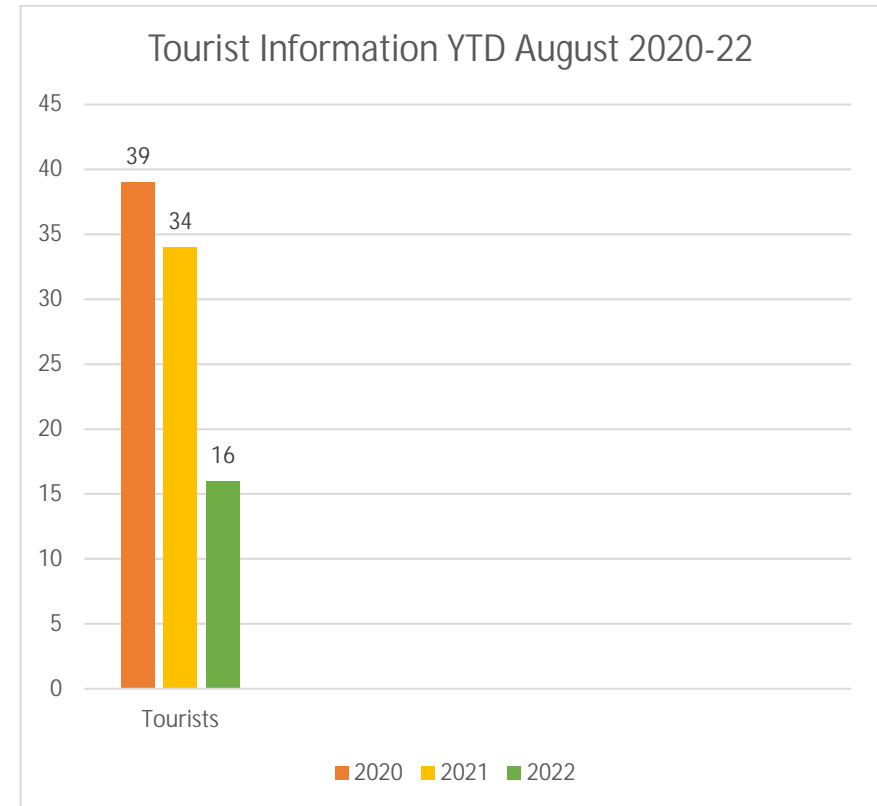
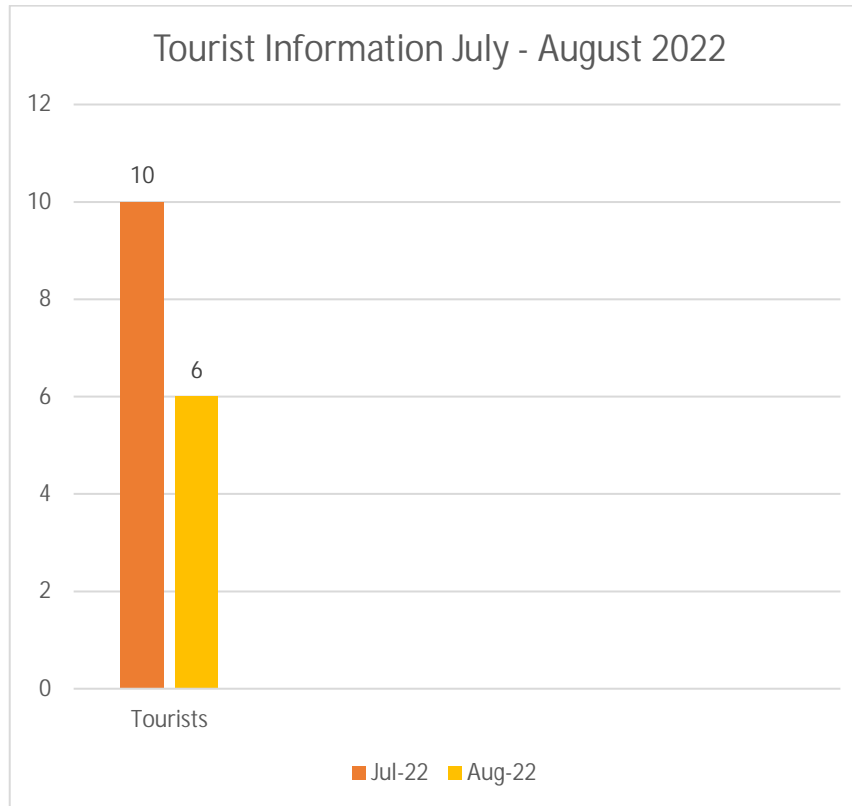
#### 1.2.4 Reference Enquiries



### 1.2.5 APNK Internet Usage



### 1.2.6 District Tourism Information Requests





### 1.2.7 Activities for June 2022

Community Engagement Activities	
Activity/Programme	Description
Click and Collect	<p>Contactless Book Issue</p> <ul style="list-style-type: none"> <li>Click and Collect was developed and implemented during Covid-19 level three to assist with public access.</li> <li>This service continues for anyone who wishes to use it.</li> <li>Four people have used the service during this period.</li> </ul>
Meeting Spaces	<p>Community use of meeting rooms</p> <ul style="list-style-type: none"> <li>There were 44 bookings during the period, with a total of 302 people attending.</li> <li>Groups who utilised meeting spaces at the Library included art &amp; creativity classes; Greg Dunne (Counsellor); speech &amp; language therapy; individuals having video health consultations online; work placement coaching services; Dementia Canterbury; English Language Services; and driver licence training.</li> </ul>
Presentations	<p>Library promotion</p> <ul style="list-style-type: none"> <li>Three presentations were held during the period, to 72 people attendees.</li> </ul>
Book Club	<p>Monthly community book club</p> <ul style="list-style-type: none"> <li>There were 29 attendees to the book club during the period.</li> </ul>
Homework Hub	<ul style="list-style-type: none"> <li>Run in the library during the school term by volunteer teachers, supported by library staff.</li> <li>Afternoon tea is supplied by "Kai for Kids".</li> <li>This is a free drop in programme, no bookings are required.</li> <li>The sessions were moved to Wednesdays only, for the winter.</li> <li>There were six attendees, with a pool of ten volunteer teachers.</li> </ul>
Elderly Outreach	<ul style="list-style-type: none"> <li>A programme of reading activities, crafts and looking at objects is designed to encourage older people to engage in conversation and share memories.</li> <li>Four sessions were held, with 48 participants from the Elizabeth Street Daycare attending.</li> </ul>
Book Launch	<ul style="list-style-type: none"> <li>Local author Stacey Broadbent launched her latest book in front of an audience of 30.</li> </ul>
School Holiday outreach	<ul style="list-style-type: none"> <li>To Methven and Rakaia. Led by Library staff with participation from AAGM, EANC, EcoEducate &amp; Wellbeing Opuke.</li> <li>170 children and 93 adults.</li> </ul>

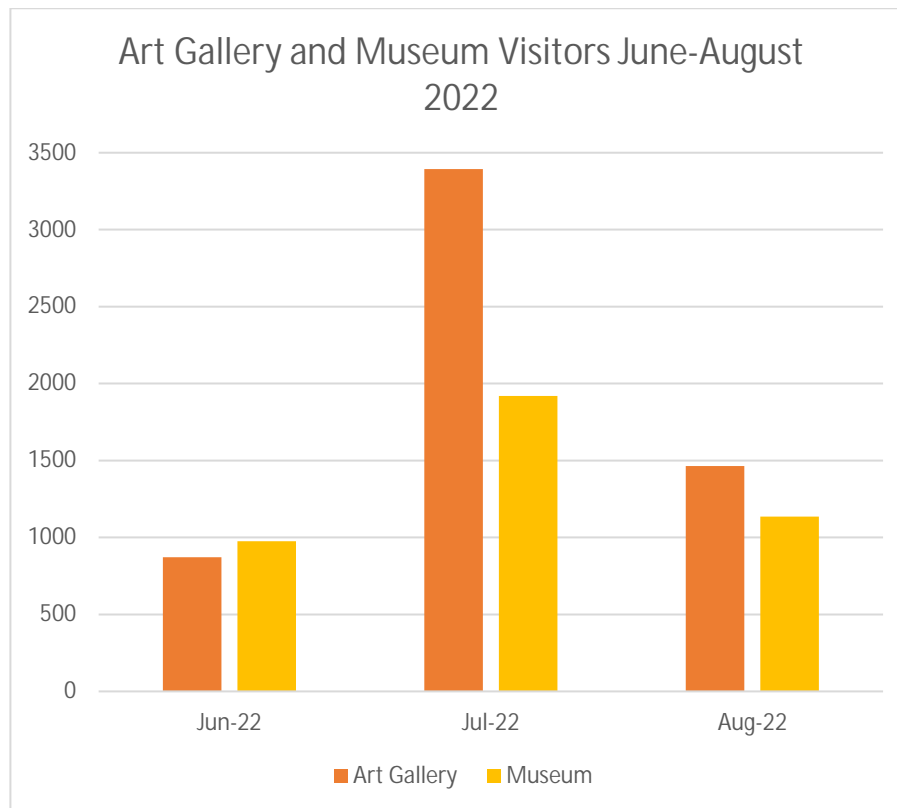
Digital Access Projects	
Activity/Programme	Description
Stepping Up	<p>Digital Steps and Better Digital Futures Programmes between 10am and 12pm</p> <ul style="list-style-type: none"> <li>• Digital Steps classes are held on Tuesdays and are aimed at all beginners looking at specific topics, e.g. Facebook, Trade Me and Google.</li> <li>• Better Digital Future classes are held on Thursdays. They are aimed at people aged over 65 years of age and include introduction, essentials, safety and engagement.</li> <li>• One-off sessions are held for all age groups.</li> <li>• Numbers have increased significantly since March, with 11 people attending ten Stepping Up classes during the period.</li> </ul>
CV Help	<p>CVs, cover letters and applications</p> <ul style="list-style-type: none"> <li>• Five people attended the sessions over the period.</li> <li>• The library continues to offer assistance outside of programme hours to those that require it.</li> <li>• Feedback continues to be positive from both Work and Income NZ and those accessing the service.</li> </ul>
Device Drop In	<p>One-on-one assistance with devices on Wednesdays between 2pm and 4pm</p> <ul style="list-style-type: none"> <li>• 4 people received assistance with their devices over the period.</li> </ul>
Digital Help	<p>One-on-one assistance with digital skills, including device and e-Book help outside of official sessions</p> <ul style="list-style-type: none"> <li>• Assistance was provided to 202 people during the period that is being reported on.</li> </ul>
EBook Sessions	<p>One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm</p> <ul style="list-style-type: none"> <li>• One person received assistance with e-books during the official help session.</li> </ul>
Skinny Jump Wi Fi Modem	<p>Low cost broadband</p> <ul style="list-style-type: none"> <li>• Supply chain issues caused a delay in delivery of Skinny Jump modems.</li> <li>• Two people accessed Skinny Jump during the period.</li> </ul>

Youth Programming	
<i>Activity/Programme</i>	<i>Description</i>
VR headset	General public use of a VR headset <ul style="list-style-type: none"> <li>• Thirty-five people attended.</li> <li>• A VR headset is available to ages 13+ during open hours.</li> </ul>
Dungeons & Dragons	<ul style="list-style-type: none"> <li>• 30 youth attended 5 sessions.</li> </ul>

Children's Library	
Wriggle and Read	Movement to music for ages 0-3 <ul style="list-style-type: none"> <li>• Six sessions were held with 108 Children and 99 Adults (207 in total) attending.</li> <li>• Wriggle and Read is run during school term time.</li> </ul>
Story and Rhyme Time	Stories and Rhymes <ul style="list-style-type: none"> <li>• Five sessions were held with 14 children and 5 adults (total = 19) attending.</li> <li>• Story and Rhyme Time is run during school term time.</li> </ul>
School Class Visits	Story and browsing <ul style="list-style-type: none"> <li>• Twenty-one sessions were held with 574 children and 36 adults (610 in total) attending .</li> <li>• This included class visits from Ashburton Christian School, Ashburton Borough School and a regular small group from Hampstead School.</li> </ul>
Coding Club	Game development using Microsoft Makecode Arcade. <ul style="list-style-type: none"> <li>• 114 children attended fifteen sessions.</li> <li>• Micro bytes &amp; Megabytes coding clubs run during school term time.</li> </ul>
Riff-Raff	Library reading dog <ul style="list-style-type: none"> <li>• One session was held</li> <li>• 7 children read to Riff-Raff.</li> </ul>

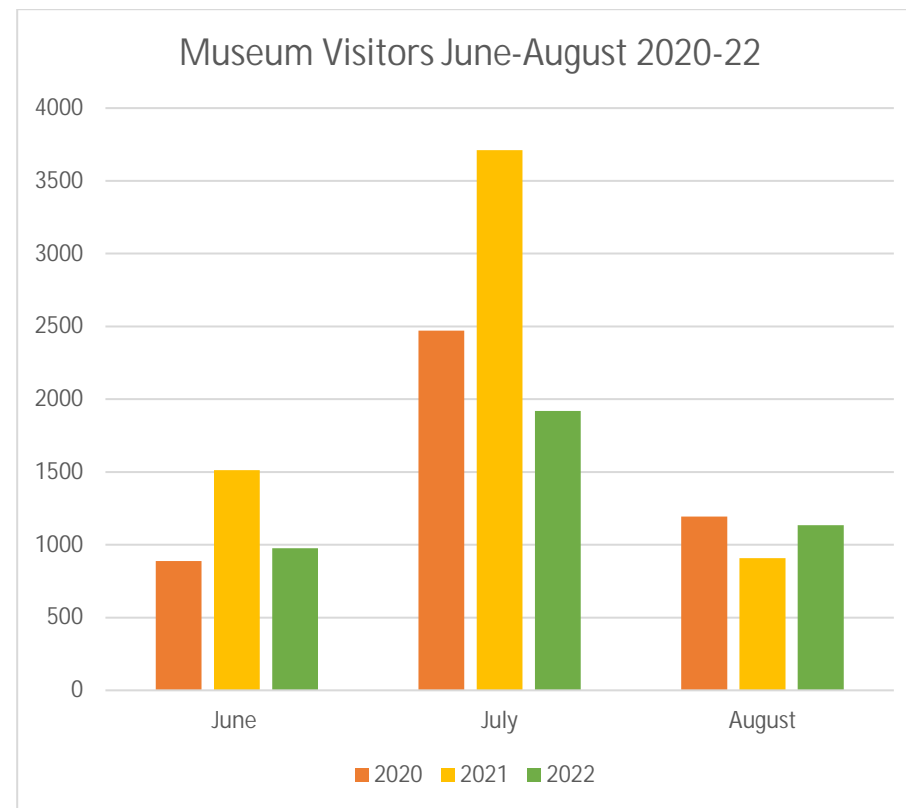
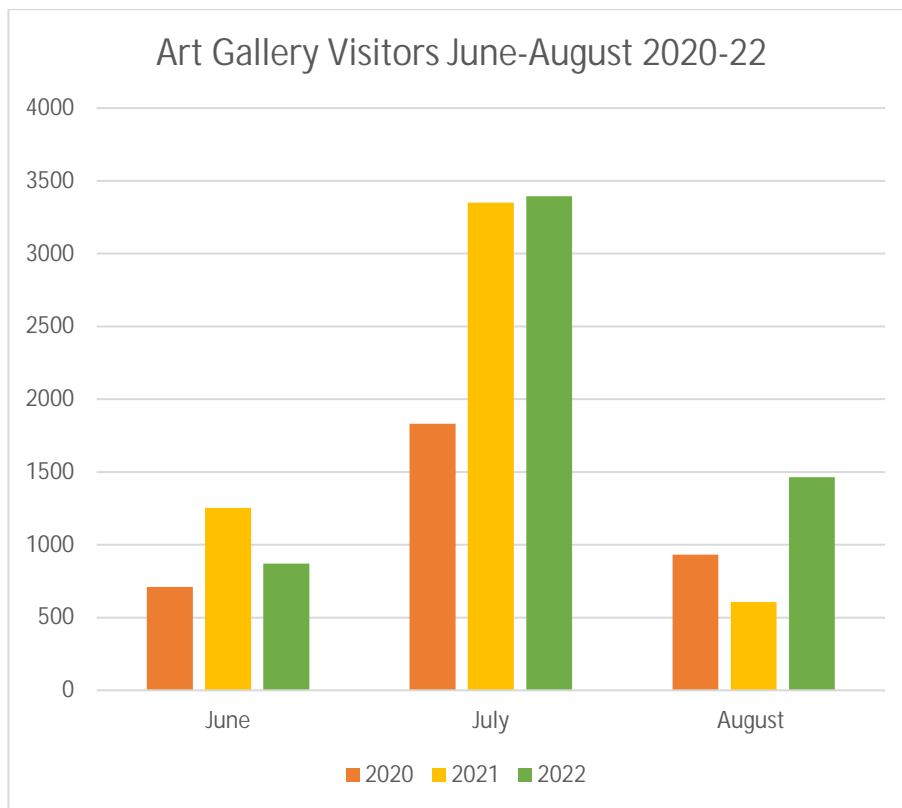
## 1.3 Ashburton Art Gallery and Museum

### 1.3.1 Art Gallery and Museum Visitors



Comments:

- Visitor numbers to the Art Gallery and Museum were high during July due to the well-attended ASA exhibition and opening night, the school holidays, several outreach programmes to large groups and increasing attendance at our fortnightly Kōwhai Mums programme.



Comments:

- Due to inaccurate recording of visitation prior to the Art Gallery and Museum merger, the museum visitor numbers in July 2022 appear to be significantly less than in previous years, which is likely not the case.
- August visitation remained consistent with or exceeded visitor numbers of previous years due to three exhibition openings (*Rare and Unrivalled Beauty*, *The Moon and the Pavement* and *Alchemy*), increasing attendance at our fortnightly Kōwhai Mums programme and 15 school classes visiting the *Kā Huru Manu* exhibition.

### 1.3.2 Activities:

Exhibitions and Displays		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
The Whistling Bull: David Elliot and Jack Lasenby	<ul style="list-style-type: none"> <li>As in previous report.</li> </ul>	8 June to 19 August 2022
Kā Huru Manu	<ul style="list-style-type: none"> <li>As in previous report.</li> </ul>	19 June to 18 September 2022
Ashburton Society of Arts 58 <sup>th</sup> exhibition	<ul style="list-style-type: none"> <li>Annual members show of 300+ artworks.</li> <li>Judged by Senior Curator of Christchurch Art Gallery, Felicity Millburn.</li> </ul>	4 July to 29 July 2022
Eye in the Sky	<ul style="list-style-type: none"> <li>Aerial photographs of the Hakatere Ashburton region.</li> <li>Drawn from the Ashburton Museum and Historical Society Collection.</li> </ul>	1 August to 16 October 2022
Rare and Unrivalled Beauty: Kelliher Collection	<ul style="list-style-type: none"> <li>Prizewinning landscape paintings from the Kelliher Art Trust Collection.</li> <li>The exhibition features works by renowned New Zealand artists including Austen Deans, Colin Wheeler, Douglas Badcock, Dick Frizzell, and Michael Smither.</li> </ul>	8 August to 2 October 2022
The Moon and the Pavement	<ul style="list-style-type: none"> <li>A partnership between The Physics Room (Christchurch) and Ashburton Art Gallery.</li> <li>The exhibition includes new works by Teresa Collins, Yukari Kaihori, Susu and Sam Towse, and takes a hyperlocal or extreme close-up perspective on materials and surfaces from the urban Ashburton environment.</li> <li>Each artist in the show relied on found, industrially sourced and digital materials to make their work.</li> </ul>	13 August to 18 September 2022
Alchemy	<ul style="list-style-type: none"> <li>Alchemy is a glance into an artist's studio where the intimate relationship with materials is revealed.</li> <li>Artists Amanda Greenfield and Tatyanna Meharry collaborate to create work that acknowledges the materials that they work with.</li> <li>The works in the exhibition provide a glimpse into a palette that is created from the materials that we stand on, that we see every day and the dust that we breathe which trigger an understanding of the place where we live.</li> </ul>	28 August to 21 October 2022

Exhibitions and Displays		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Hakatere Earth Palette	<ul style="list-style-type: none"> <li>Newly commissioned work for the AAGM foyer wall inspired by the Hakatere region.</li> <li>Formally opened and blessed by Te Wera King.</li> <li>Created by Christchurch-based artists Tatyanna Meharry and Amanda Greenfield.</li> <li>Each row of the palette is a tonal variation of the following locations: <ul style="list-style-type: none"> <li>- Rakaia Charcoal/Wakanui Sand</li> <li>- Hakatere/Woolshed Creek Sand</li> <li>- Quarry Rd/Wakanui Clay</li> <li>- Mt Somers/Rakitata River Sand</li> </ul> </li> </ul>	28 August to February 2023

Education and Public Programmes		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Art Addicts	<ul style="list-style-type: none"> <li>The Gallery's weekly art space for kids during the school term.</li> <li>Weekly sessions continue.</li> <li>In this period the Art Addicts painted self-portraits inspired by Cubism; collaged invitations to dinner; experimented with watercolour blob art and carved mythical Greek creatures in clay.</li> </ul>	Weekly 6 July 2022 3, 10, 17, 24 August 2022
Jub Jub Club	<ul style="list-style-type: none"> <li>Jub Jub Club is a membership programme for young people (8-13 years) to extend and grow their knowledge and appreciation for art.</li> <li>In July the members were inspired by <i>The Whistling Bull: David Elliot and Jack Lasenby</i> exhibition to create their own character illustrations using a range of watercolour techniques.</li> <li>In August members learned about the basics of colour theory and experimented with cool and warm acrylics to create atmospheric and moody landscape paintings.</li> <li>A second session in August saw the members use local resources such as plants, fired ground clay, and sand from the Rakaia river mouth to make fossil prints; fired earth paintings; sand paintings; and marbled agate stones to capture the natural transformation of the Hakatere Ashburton District.</li> </ul>	Monthly 31 July and 14, 21 August 2022
Molly's Masterpiece	<ul style="list-style-type: none"> <li>Molly's Masterpiece #6 and # 7 were released in July and August.</li> <li>Molly hid in the Museum exhibition spaces for the first time.</li> </ul>	9 July 2022 13 August 2022

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
In Colour	<ul style="list-style-type: none"> <li>• These are social sessions that encourage connection with others through creativity.</li> <li>• Monthly sessions continue.</li> </ul>	Monthly 8 July 2022 12 August 2022
Kōwhai Mums	<ul style="list-style-type: none"> <li>• A sensory group for ethnic and migrant mums/caregivers, as well as newcomers to Hakatere Ashburton with children aged 0-5 years old.</li> <li>• Mums/caregivers are invited to relax and socialise whilst their children explore the world through sensory play, imaginative materials, and creative activities.</li> <li>• This group is run in collaboration with Mercedes Walkham, coordinator of the Mid Canterbury Newcomers network.</li> <li>• Attendance at these sessions is growing rapidly.</li> </ul>	6, 22 July 2022 3, 17 August 2022
Longbeach Garden Club visit	<ul style="list-style-type: none"> <li>• The group had an artist talk by Barbara Jaine and a tour of the ASA show followed by afternoon tea.</li> </ul>	6 July 2022
U3A Christchurch outreach talk	<ul style="list-style-type: none"> <li>• Outreach presentation on museum and heritage practice.</li> <li>• Presented by the AAGM Deputy Director.</li> </ul>	7 July 2022
Map Making (school holiday programme)	<ul style="list-style-type: none"> <li>• Drop-in activity.</li> <li>• Visitors were invited to make a map inspired by the <i>Kā Huru Manu</i> exhibition.</li> </ul>	8, 16 July 2022
Mid-Winter Burty Challenge	<ul style="list-style-type: none"> <li>• The Burty Challenge consisted of four challenges across the Gallery, Museum, Library, and Open Spaces. Once all four challenges were completed, participants won a free swim at EA Networks Centre and were placed into a draw to win a prize.</li> </ul>	9 to 24 July 2022
Methven Outreach	<ul style="list-style-type: none"> <li>• We joined the Library and EA Networks Centre to run a school holiday programme in Methven.</li> </ul>	12 July 2022
Imagine Hat!	<ul style="list-style-type: none"> <li>• Drop-in activity for the school holidays inspired by David Elliot.</li> <li>• Visitors were invited to make a hat based on their favourite book character.</li> </ul>	17 to 23 July 2022
Safer Mid-Canterbury Art Packs	<ul style="list-style-type: none"> <li>• We donated an additional 50 art packs to Safer Mid-Canterbury in July, who delivered them alongside food and care packages to those in isolation or experiencing financial struggles.</li> </ul>	21 July 2022
Picture a Story	<ul style="list-style-type: none"> <li>• Visitors were invited to make a fold-out picture book of a story featuring Aunt Effie from <i>The Whistling Bull: David Elliot and Jack Lasenby</i> exhibition.</li> </ul>	25 July to 19 August 2022
Grandparents Day NZ	<ul style="list-style-type: none"> <li>• To acknowledge and celebrate Grandparents Day, we invited families and whanau to make an aroha wall hanging gift for their Grandparents.</li> </ul>	24 July 2022



Education and Public Programmes (continued)		
Activity/Programme	Description	Date
Te Wiki O Te Reo Māori Flashcards	<ul style="list-style-type: none"> <li>• A set of unique flashcards to celebrate Te Wiki O Te Reo Māori 2022 and encourage the community to learn Mahika Kai; the range of natural resources throughout Te Wai Pounamu (The South Island). The kaupapa of this project was to empower and support the cultural revival of the Ngāi Tahu (Kāi Tahu) use of Te Reo Māori.</li> <li>• Each flashcard has a Māori and English word on one side, and an illustration on the other side. Throughout Te Wiki O Te Reo Māori, packs will be free and available from AAGM for everyone in the local community.</li> <li>• Tamariki and rangatahi in years 1-13 were invited to submit drawings for the flashcards. 10 drawings were chosen for the cards, with all entries on display in the Learning Centre for public viewing.</li> </ul>	26 July to 19 August 2022
BASE Youth Centre outreach programme	<ul style="list-style-type: none"> <li>• A new monthly outreach programme.</li> <li>• Two-hour, facilitated art classes at the local youth centre.</li> <li>• In July the focus was on learning the basics of printmaking.</li> <li>• In August carvings inspired by Ancient Greece we made.</li> </ul>	28 July 2022 25 August 2022
Girl Guides Group Visit	<ul style="list-style-type: none"> <li>• Ashburton Girl Guides visited for a Māori focused tour then engaged in an activity to make a jigsaw puzzle depicting Hine Paaka.</li> </ul>	2 August 2022
Mt. Somers School Visit	<ul style="list-style-type: none"> <li>• The school toured the <i>The Whistling Bull: David Elliot and Jack Lasenby</i> exhibition, then engaged in an activity to make a fold-out picture book of a story featuring Aunt Effie.</li> </ul>	5 August 2022
Hinds School Visit	<ul style="list-style-type: none"> <li>• The school explored two artworks from the AAG Inc collection involving patterns, then experimented with the process of printmaking.</li> </ul>	8 August 2022
Hōhepa Canterbury Group Visit	<ul style="list-style-type: none"> <li>• Group tour of the permanent display with a focus on the social and economic developments in Ashburton's history.</li> </ul>	8 August 2022
Mt. Somers Springburn School Visit	<ul style="list-style-type: none"> <li>• The school toured the <i>The Whistling Bull: David Elliot and Jack Lasenby</i> exhibition, then learned the process of character development using various watercolour techniques.</li> </ul>	11 August 2022

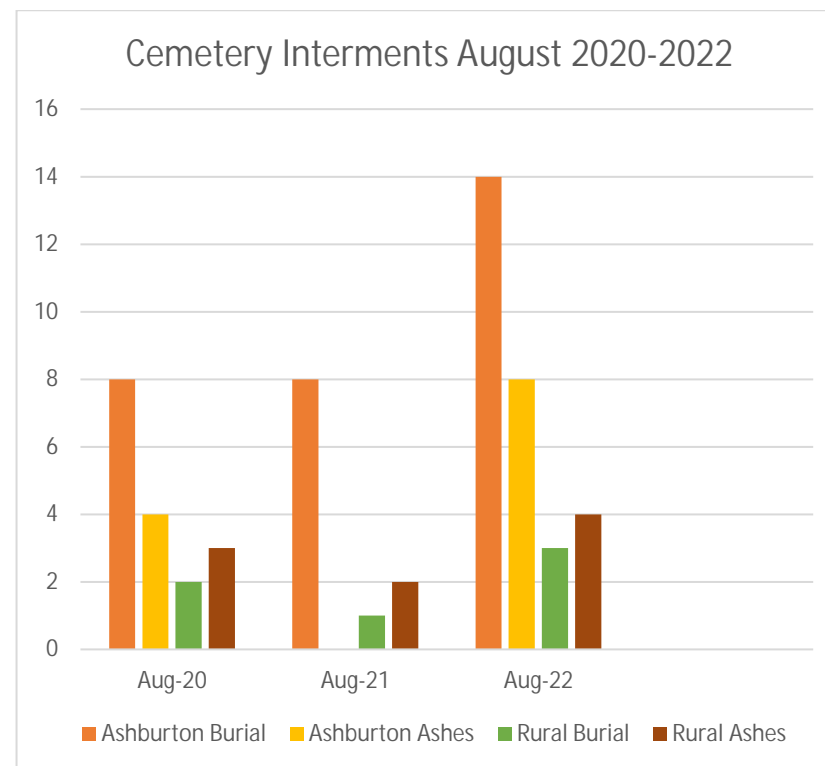
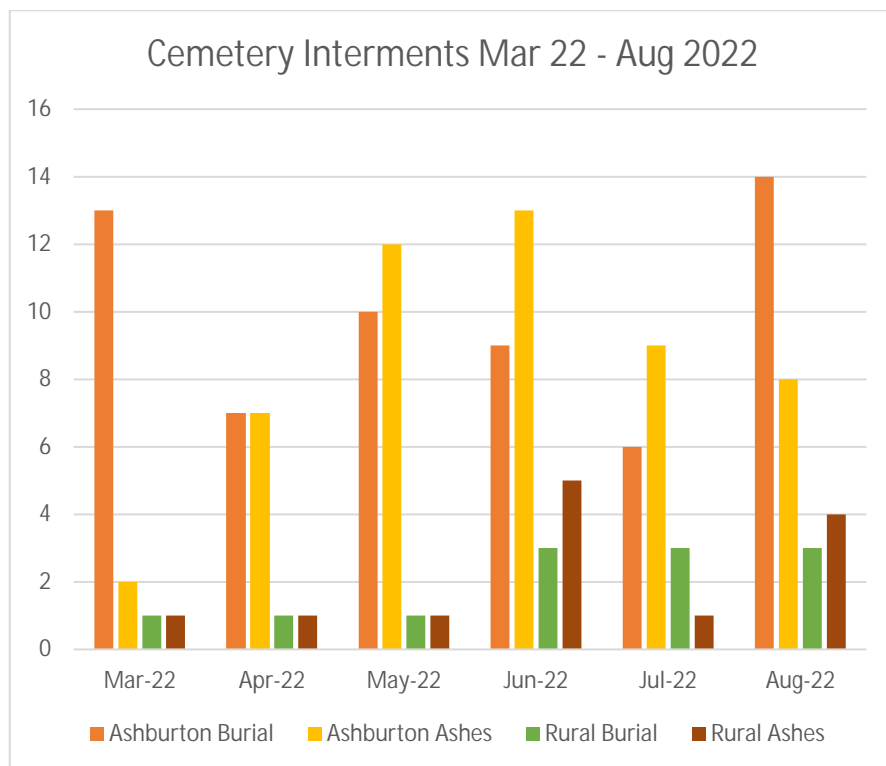
Education and Public Programmes (continued)		
Activity/Programme	Description	Date
Moon Walking	<ul style="list-style-type: none"> <li>• Drop-in activity.</li> <li>• This activity was inspired by the exhibition '<i>The moon and the Pavement</i>'.</li> <li>• Visitors were invited to consider their personal memories in relation to the different surfaces they walk on, and make a small artwork to represent their journey.</li> </ul>	20 August to 11 September 2022
Kōrero Māori	<ul style="list-style-type: none"> <li>• Group visit to the <i>Kā Huru Manu</i> exhibition and te reo practice afterwards.</li> </ul>	24 August 2022
Alzheimer's	<ul style="list-style-type: none"> <li>• Monthly group tour is held in collaboration with Dementia Canterbury.</li> <li>• This programme is specially developed for people living with dementia and consists of a guided tour of a current exhibition followed by morning tea.</li> <li>• The July session was cancelled due to inclement weather.</li> <li>• In August, we took the group on a tour of four paintings from the exhibition '<i>Rare and Unrivalled Beauty</i>'.</li> <li>• The intent of this type of tour is to connect people with dementia to art and create an experience that ignites memories, as well as forms new ones.</li> </ul>	30 August 2022
The Kelliher Paintings: A New Zealand Phenomenon Lecture	<ul style="list-style-type: none"> <li>• Art history lecture by Dr. Mark Stocker.</li> <li>• Dr. Stocker shared his knowledge and insight into the exhibition '<i>Rare and Unrivalled Beauty: Landscape Paintings from the Kelliher Art Trust Collection</i>'.</li> <li>• The lecture was very well received.</li> </ul>	31 August 2022
School Visits to the Kā Huru Manu Exhibition	<ul style="list-style-type: none"> <li>• Facilitated tour and activities about Ngāi Tahu histories and Ara Tawhito (traditional travel routes).</li> <li>• Sessions were run as follows: <ul style="list-style-type: none"> <li>- 9 August - Ashburton Intermediate School, 2 classes</li> <li>- 18 August - Ashburton Borough School, 2 classes years 5/6 and 7/8</li> <li>- August - Ashburton Intermediate School, 3 classes aged 11-12</li> <li>- 25 August - Ashburton Borough School, 2 classes years 5/6 and 7/8</li> <li>- 26 August - Ashburton Intermediate School, 2 classes</li> <li>- 29 August - Longbeach School, 3 classes, years 4/5, 5/6 and 7/8</li> </ul> </li> </ul>	August 2022

Collections and Research		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Research Room	<ul style="list-style-type: none"> <li>The research room remains open for bookings and is utilised during opening hours.</li> </ul>	July/August 2022
Research Enquiries	<ul style="list-style-type: none"> <li>The archives officer received 17 research enquiries in July. Five of these are unfulfilled due to inadequate information in the archives. 16 enquiries were from the general public and 1 was an internal request from ADC employees.</li> <li>In August we received 14 research requests and three of these remain unfulfilled. 13 enquiries were from the general public and one from Council.</li> </ul>	July/August 2022
Collection Development and Management	<ul style="list-style-type: none"> <li>Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues.</li> <li>Work has begun on PastPerfect Online where the collections owned by the AMHS will be available on a world-wide platform.</li> <li>Copious hours of work have been undertaken by our collections team to get PastPerfect Online ready for launch.</li> </ul>	July/August 2022
ADC Art Collection	<ul style="list-style-type: none"> <li>A conservation plan is being developed to set the priority work programme for this year.</li> </ul>	July/August 2022

Media and Promotion		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Reviews/Features	<ul style="list-style-type: none"> <li>Nil to report.</li> </ul>	July/August 2022
Articles and Blog Posts	<ul style="list-style-type: none"> <li>Our Archivist and guest contributors wrote four articles for the Ashburton Guardian's heritage page in July, with a further four published in August.</li> </ul>	July/August 2022

## 1.4 Open Spaces

### 1.4.1 Cemeteries



#### 1.4.2 Activities – items of importance

##### Cemeteries

- Spring has continued to be busy for the District Cemeteries.
- Staff continue to maintain all Cemeteries to a high standard.
- Maintaining all Cemeteries to a high standard remain the focus for staff, and inclement weather increases the challenge of achieving this goal.

##### Open Space Management

- Open Spaces management continues to work through planning for delivery of scheduled capital work projects as profiled in the Long Term Plan. Given the sometimes lengthy delays we have recently experienced, staff are conscious of the pressure to get projects underway as soon as possible to maximise our ability to deliver the projects within this financial year.
- Officers continue to work with consultants working on the process of reviewing and updating Reserve Management Plans (RMP). There is a huge tranche of work involved in getting all of the underlying data firstly collated, then disseminating it to identify required actions.
- Some scheduled capital replacements from last financial year are still pending. Supply line issues have meant that some items are now scheduled to run into October for completion. This has necessitated the request for those allocated funds to be carried forward.
- Staff are working on updating the Open Spaces Strategy in-house. It is hoped this will be concluded in September.
- With Spring now upon us, Supervisors are busy getting teams back into regular cyclical maintenance rounds with all staff now fully committed to spring maintenance - in all areas of Open Spaces.

##### Gardens

- The Open Spaces nursery has seeds in the ground pending the upcoming annual bedding changeover in October.
- The Winter/Spring annual bedding displays are growing as planned. A lot are now in bloom or close to it. Bulbs are coming up through the annuals in plots that have had bulbs under-planted. Mostly these are Tulips designed to provide impact.
- Weeding is underway now that ground conditions are more favorable with warmer soil temperatures.

#### Ashburton Domain

- Spring is very evident in the Domain. There is a lot of colour around at the moment with spring flowering trees and shrubs in bloom. Spring bulbs, particularly daffodils, are putting on a great show.
- Domain pathways have received a top-up of gravel surfacing in the past month.
- Winter sport in the Domain continues and is drawing to a close. There is still strong activity with passive sport occurring. A week-long Hockey tournament saw an influx of teams from across the South Island, with the old netball courts full of parked minivans and cars.
- Work on the new perennial plot is about to recommence, with the first task being to sort out the drainage.
- Ashburton domain sports fields will be receiving their annual turf renovation soon. The Domain Oval will be scarified and verti-drained. The rest of the sports fields, including Argyle and Robillard Parks, will be verti-drained.

#### General Parks and Reserves

- Playground maintenance has continued around the District. Recently there has been a lot more topping-up of woodchip soft-fall occurring at playgrounds. The chip is trucked in and pumped into the sites.
- Rubberized softfall has been installed at three sites. East Street is looking particularly good.
- Work has continued at the Ashburton Dog Park. There is still some planting to do, and the Council has taken delivery of some dog agility equipment - hopefully, to be installed at the same time. Staff is waiting on a contractor to install the internal walking track for dog owners. This will probably necessitate a partial closure for safety when it occurs and will be communicated to users and the public. Litter bins have been installed, and staff has procured LED solar lights. These will be fitted at all dog park entrances, District-wide.
- At the Rakaia Dog Park, two seats have been installed, and litter bins are pending. Staff is also awaiting delivery of doggie doo bag dispensers. These will be installed as soon as they arrive.
- Grass growth at the Chinese garden on Allens Road is being maintained, and staff are waiting on builders to finish work on the buildings and remove fencing before they can start on other site works, such as path installation.

### Trees

- Woodham Drive street trees have been removed. Staff are currently working with roading contractors to determine if the stumps will be physically removed when curb and channel repairs are undertaken, or we grind them out.
- Storm damage from wind in early August is still being cleaned up. Staff are cleaning up damage as it is found, with some broken branches being obscured by tree canopies.
- The Macrocarpa on the Ashburton Domain damaged by the windstorm adjacent to Walnut Avenue has been removed. The staff recovered the logs that were millable, and these have since been milled locally. It is intended to reuse these timbers for projects and seating on the Domain. Ashburton High School has also expressed an interest in having students build some seating for the Domain in its woodwork department. Staff shall keep in contact with the school to ensure this collaboration is beneficial for all concerned.
- Replacement street trees for Todd Place have been purchased and are ready to plant. The species choice is Cornus Eddies White Wonder.
- In Methven, the replacement street trees for South Belt have now been planted. Sadly staff had to replant a number of the new trees after willful and focused damage occurred on several of the newly planted trees in the first week after planting.
- The removal of trees in East Street occurred in the first week of September. The stumps are to be ground out. Some of the Fraxinus (Ash) trunk wood has been retained for local woodworking clubs. Staff will replant this area with Quercus ellipsoidalis, commonly known as the Northern pin oak. It is a specimen tree with dark-green leaves, turning deep-crimson/purple in autumn. The staff has the replacement trees in the Council nursery.

### Public Conveniences

- There has again been a proliferation of willful damage and vandalism in Ashburton toilet blocks. This has resulted in staff closing at night the facilities at the Domain Playground, Pavillion, Sports Hall and Argyle Park. Staff has chosen to keep the toilets open at the corner of West Street and Walnut Avenue primarily due to the wider traveling public using this facility after dark.
- Staff have met with members of the Rakaia Domain redevelopment project and will remain in close contact to ensure the smooth running of this rebuild project with Council collaboration

### 1.4.3 Biodiversity

Project proposals
<p>Native Planting</p> <ul style="list-style-type: none"><li>• Plans are underway for additional and replacement planting at Lake Camp, proposed for 8 October 2022.</li><li>• We are hoping to plant up to 2,000 native plants with volunteers on the day. Everyone is invited to this event.</li></ul>
Activity/Programme
<p>Awa Awa Rata Reserve</p> <ul style="list-style-type: none"><li>• Pest monitoring and control - July-December 2022.</li><li>• There is ongoing pest monitoring with ADC Ecologists and local volunteers at Awa Awa Rata Reserve. This project is a priority outcome of the recent survey and management plan for the native forest.</li><li>• Data from the monitoring would be used to source funding for wider deer control at the reserve.</li></ul>
Items of Importance
<p>Biodiversity information on the Ashburton District Council website</p> <ul style="list-style-type: none"><li>• The Biodiversity section on the Council website is current and operating and is a great source of information and knowledge for the community to access.</li></ul>



## 1.5 Economic Development

### 1.5.1 Activities – items of importance

#### Economic Development

- On-going, Officers will continue to work on projects with developers, potential investors and stakeholders.
- The Economic Development Strategy refresh was workshopped with Councilors at the end of August, Councillors were supportive of the suggested approach and projects. Officers will now finalise a draft strategy for Council sign off and then consult with the community.

#### Specific to this period

- Continued exploration with key education stakeholders on the development of a Learning Hub in Ashburton. There has been interest from University of Canterbury, Lincoln University and ARA for expanded tertiary education provision in the Ashburton District. Officers are now scoping this project and will report back to Council in more detail once completed.
- Developing a project concept for a permanent market in Ashburton.
- Officers continue to work with the New Zealand Aviation Academy, exploring the concerns raised in the recent Airport Development Plan Hearing.

Note – Projects above may have the developers and investors details removed to protect their commercial interests.

## Events Programme 2022/23

Sarah Davidson started on Monday 19<sup>th</sup> September 2022 in the role of Events Advisor. Sarah's focus between now and Christmas will be on the successful delivery of the following events:

### Citizenship Ceremonies – 12<sup>th</sup> October 2022 and 6<sup>th</sup> December 2022

- Invitations have been sent out to the recipients from 2021 who were unable to attend a ceremony to attend due to Covid restrictions or the Ashburton floods. Recipients have been advised that they can either attend a ceremony in October or December to experience the ceremony journey.
- Kapa Haka, Putatara and Karanga have been arranged with Ashburton College and Hakatere Marae.
- The Department of Internal Affairs have advised that there are at least 30 new recipients for 2022 that also must attend either the October or December ceremonies.
- Council officers are busy designing and printing items for Oath and Affirmation cards.

### Apprenticeship Ceremony Event Planned for 3 November at ATEC

- Officers are waiting on the number of attendees from Mayoral Task Force.
- The Apprenticeship Ceremony is scheduled for 3<sup>rd</sup> November 2022, this recognises members of our community who have successfully completed an apprenticeship in the past year.
- Nights of Lights – starting 25<sup>th</sup> November with the lighting up of the Christmas Tree.

### Xmas

- Planning for the lighting up of the Christmas tree event in East Street has commenced with the event planned for Friday 25<sup>th</sup> November 2022. Officers will be working with retailers to enhance this event from previous years
- Officers are working with Carol Johns re the Ashburton Santa Parade. The construction work in Baring Square West means that trucks cannot turn in that location so an alternative route needs to be developed.

### Community Events

- Market Day – following the Road Closure Hearings, Officers are working with Carol Johns to ensure that all the required event conditions are met.
- Rakaia Fireworks – working through event plans with the Rakaia Lions, specifically the Health and Safety requirements.

## Ashburton Youth Council 2022

The next Youth Council meeting is being held on Tuesday 4 October.

### Recruitment

- Work is underway to recruit more members of the Ashburton Youth Council.
- A Youth Councilor has redesigned and produced a new poster to use for recruitment
- Youth Council members are also creating a Tik Tok promotion and another social media promotion
- Adverts are to be placed in the media, radio and backed up with social media posts with the new AYC creations.
- Campaigns are aimed at both the youth as well as parents and caregivers.

### Activities

- Youth Council members are discussing what event they would like to support and participate in for the Christmas season
- The councilors are looking to who they want as guest speakers to support their ability to manage meetings and events themselves

## Welcoming Communities

### Welcoming Plan

- Currently Welcoming Plan is being reviewed and draft changes made to make it current and inclusive, this will form part of the accreditation level going from level 2 to level 3 in the future. The new Welcoming Plan will also be socialised with community groups and to ensure its relevance and inclusiveness and that Council is delivering against the WC elements and criteria.
- Workshop groups and venues are being planned enabling different groups in the community to contribute towards the new plan. Once feedback is received, the Welcoming Advisor will collate into the Welcoming Plan allowing all groups and the wider community to lead, connect and support the new plan.
- The plan will be then be sent to MIBE for comment and review before it goes to print. The new plan will work part of the Advanced Accreditation application for Welcoming Communities

## Workforce Development

### Learning and Innovation Centre

- Work continues on understanding the level of interest for a learning hub in Ashburton. Officers continue to discuss concepts with members of the community, local businesses and the tertiary education sector. Next steps will be to build this feedback into a paper that will explore a range of options.

### Meeting with Employers to Discuss Workforce Issues

- A meeting is scheduled as part of the Welcoming Plan development with local employers to explore demand side needs. This will build on the work currently being done as part of the Economic Development Strategy consultation.

## Agricultural Portfolio

### Resilient Business

The 'Land Use Adaption in a Climate Changed Future' project report is complete and submitted to Our Land And Water (OLW) for comment.

- We still awaiting feedback about the report from OLW.
- Once signed off by OLW, the findings of the report will be communicated to key stakeholders, including farmers.

The Resilient Business proposal has been updated to include feedback from MPI

- It is currently sitting with the ADC CEO for final signoff.
- There were no material changes to the project proposed by MPI.
- Ongoing discussions have continued with a wide range of organisations eg Lincoln University, AERU, ChchNZ and AgriTech cluster, regarding alignment of their workstreams and the Resilient Business Programme.
- Letters of support from all stakeholders (14 parties) will be included with the proposal document.
- The decision by the Independent Advisory Panel on whether the proposal goes to business case is expected by the end of October.

## 1.6 Memorial Halls and Reserve Boards

### 1.6.1 Activities – items of importance

#### Methven Reserve Board

- The Methven Tennis Club will be celebrating their 125<sup>th</sup> Jubilee on the Methven Domain in November.
- New gate numbering signs have gone up around the reserve to allow emergency services and members of the public to easily locate the reserve.

#### Mt Somers Reserve Board

- The hall board have just completed floor sanding and have applied two coats of polyurethane to the main floors. The hall is now looking very smart, with new stage curtains also installed.
- The Little Big Theater Company performed their "There's an Element of Risk" show in the Mt Somers Hall at the beginning of September to a near sellout crowd and rave reviews from the community.

#### Tinwald Reserve Board

- The new Ashburton Holiday Park managers have started. The Board thanks Lee and John Wood for the wonderful job they have done looking after the park over the last couple of months.

#### Mayfield Reserve Board

- Users of the Mayfield Reserve will be hosting the Scout Venture at the Domain at the start of January 2023. They will be host to around 1,000 venturers and adults. This is an exciting event for the community.
- Mayfield Hall have also gained funding from the Creative Communities Scheme for framing Ngaio McKee prints that have been gifted to the hall. Once framed these will be put up in the supper room at the hall.

### 1.6.2 Reserve Hall Board minutes

#### Links

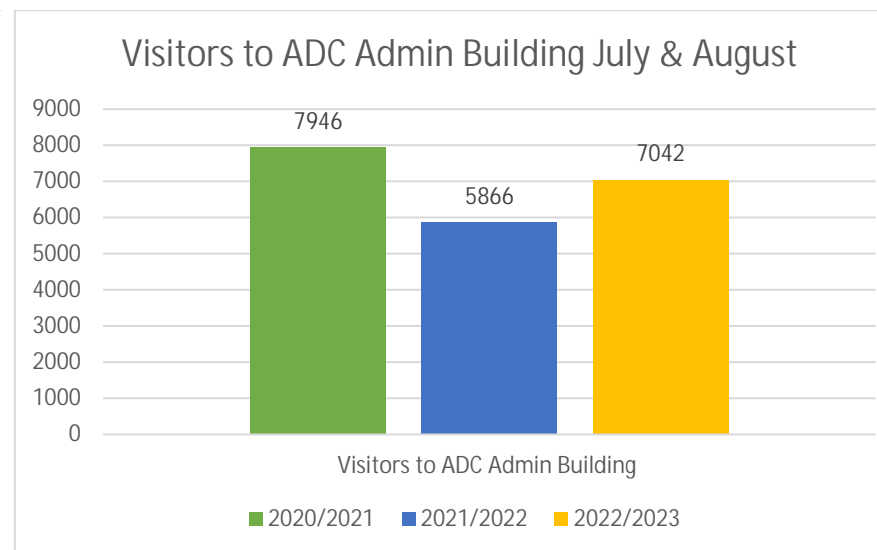
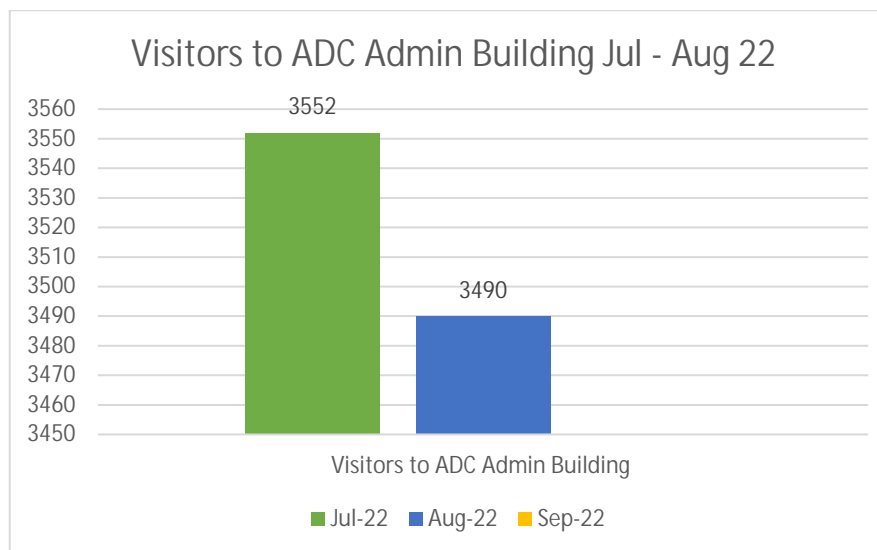
[Methven-Reserve-Board-minutes-220623-v2.pdf \(ashburtondc.govt.nz\)](#)  
[Mt-Somers-Reserve-Board-Minutes-220913.pdf \(ashburtondc.govt.nz\)](#)  
[Mt-Hutt-Memorial-Hall-Board-minutes-220801-in-prep.pdf \(ashburtondc.govt.nz\)](#)  
[Hinds-Reserve-Board-June-Minutes-002.pdf \(ashburtondc.govt.nz\)](#)

### 1.6.3 EA Networks Glow in the Park event

- Planning will commence later in the year for a repeat of this event, but even bigger and better.

## 1.7 Customer Services

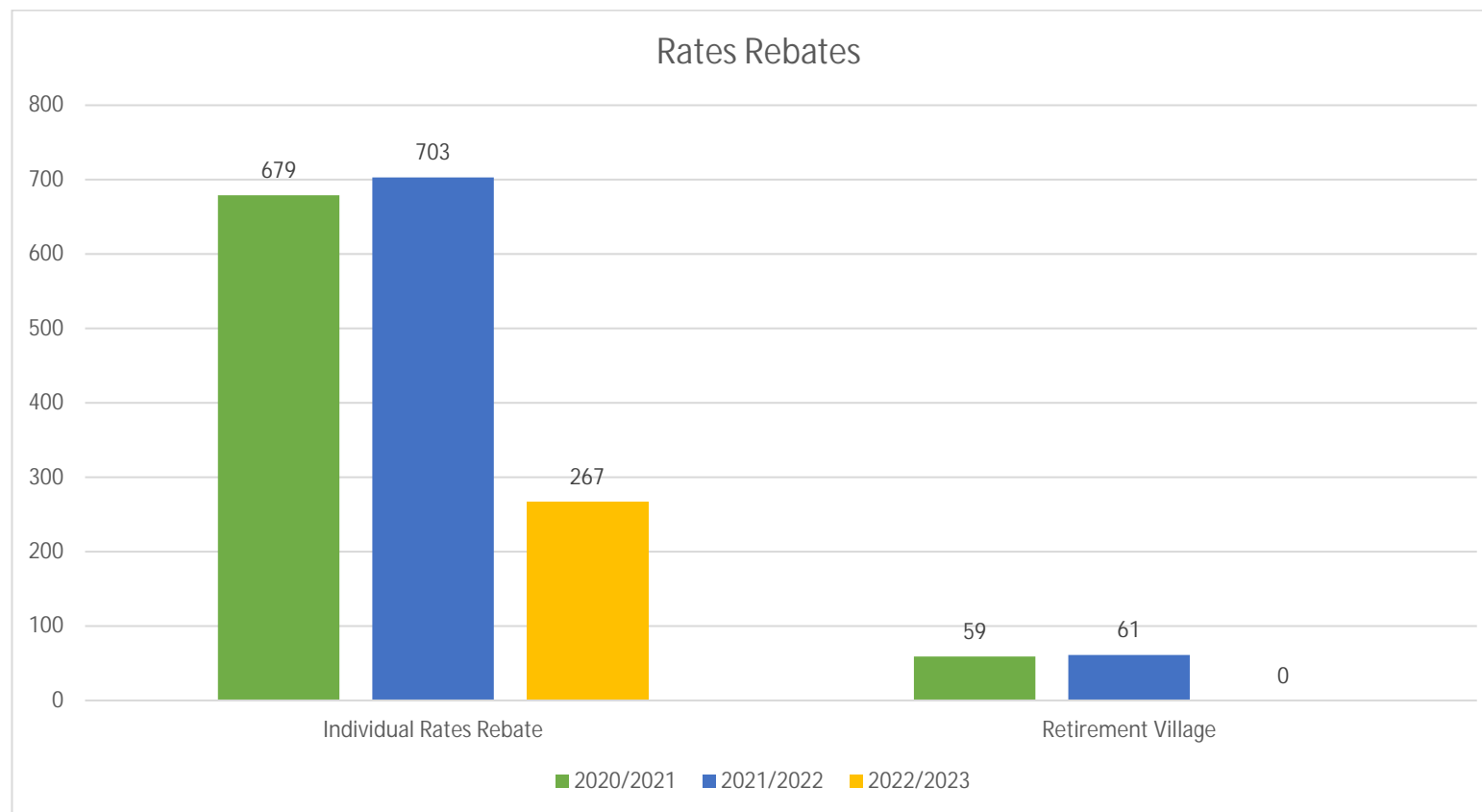
### 1.7.1 Visitors to ADC Administration Building



#### Comments:

- The beginning of the council year is a busy time for Customer Services. New fees and charges are being implemented and the dog re-registration process brings more visitors to reception with emails and phone calls also being received from those owners wanting to change their details if they have left the district, their dog has been de-sexed or passed away. For the first time ever online dog registration payments surpassed those paid over the counter to Customer Services, but only just.
- August saw the first instalment of rate payments being made, with a lot of attention from the district on what their new rates were going to be. With an increase in government property valuations and an average rate increase of 9.4% some of our visitors and callers were nervous about their budgets.
- There has been a big uptake on direct debits which creates a lot of conversation, as property owners try to work out how the direct debit amounts are calculated. Property owners presume that the annual amount is divided by either 12 (months), 26 (fortnights) or 52 (weeks), however this is not correct. We are already 3 months (6 fortnights or 12 weeks) into the new financial year, and with all balances needing to be cleared by 20<sup>th</sup> May (each year) this reduces the period available to make the payments...but once we explain they understand.

### 1.7.2 Rate Rebates

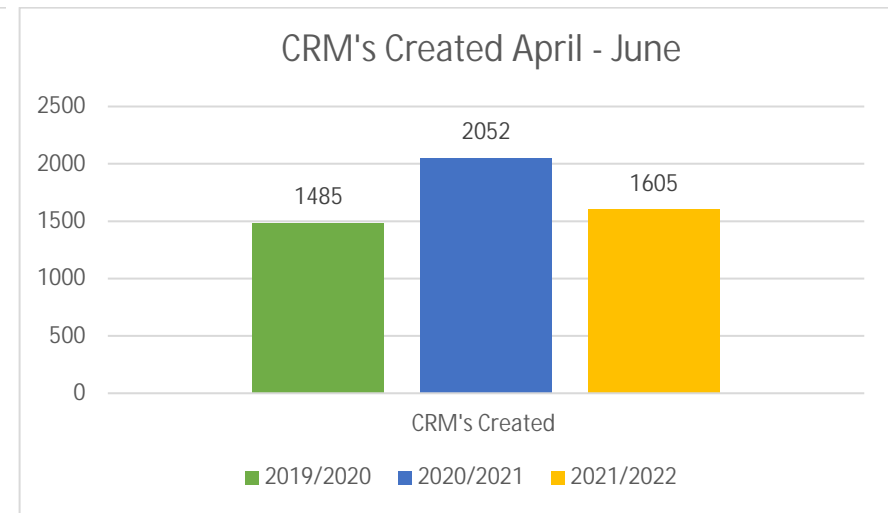
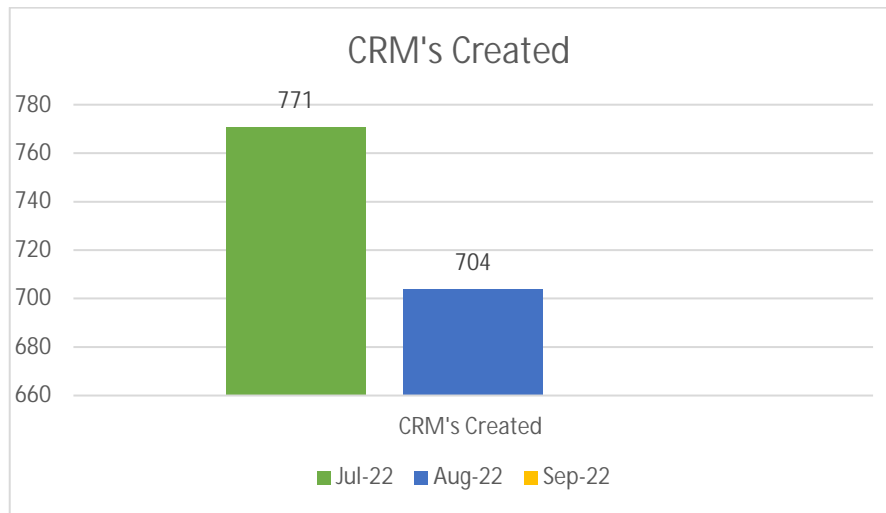


#### Comments:

- We have started the year with three batches sent to DIA before the first rates instalment was due. We posted out this year's forms to last year's recipients. We are running drop-in sessions from 10am-12pm Mt Hutt Memorial Hall (5 October) and at the Rakaia Library on 12 October. Letter and forms have been sent to the ratepayers in Methven and Rakaia who received a rebate last year with these details. The maximum rebate for 2022/2023 is \$700, with applications to be received by 30 June 2023.
- Retirement Villages have received their forms and declaration form and we are visiting the Lochlea Retirement Village on 28 September. Other villages are encouraging their residents to come and visit us.



### 1.7.3 CRMs Created



#### Comments:

- With there being a weather event each week in July, Customer Services were very busy lodging CRMS to Roding (320 received). 123 CRMS were loaded to kerbside, 70 to water (operations) and the wet weather also increased those received relating to the stockwater races to 55. Information requests (property files) were 47.
- Weather events continued into the beginning of August with 258 CRMS relating to roading received. Water (operations) received 124 related CRM's, and kerbside made the top 3 with 94 received. Information requests (property files) were 59 and animals-related requests were 55.

## 2. Strategy & Compliance Group

### 2.1 Building Services

#### 2.1.1 Building consents / amendments

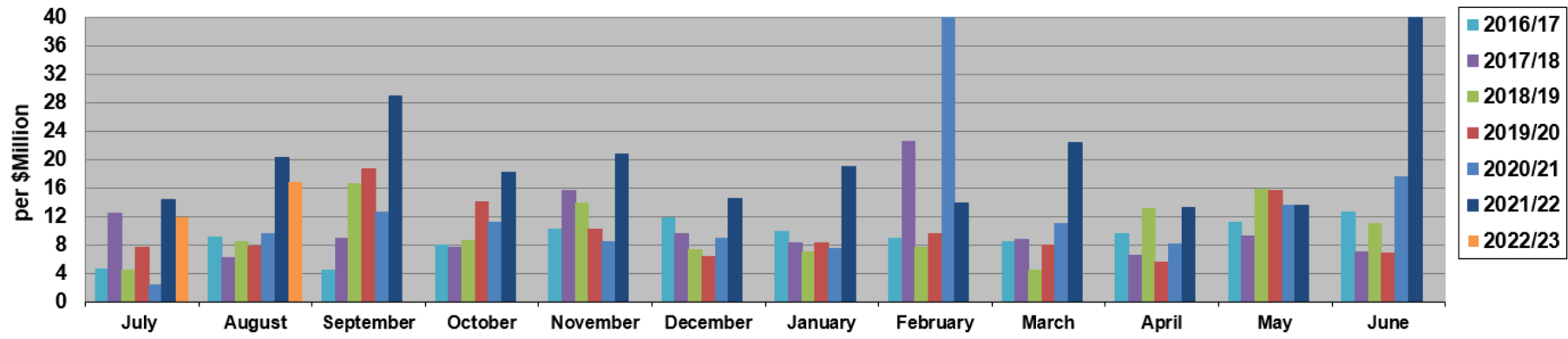
Month	Building Consents Received	Building Consents Received YTD	Building Consents Issued	Building Consents Issued YTD	% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
September	83 (65)	207 (182)	86 (41)	188 (158)	25.6%	27.3	307 (7)	100%
October	57 (45)	264 (227)	69 (50)	257 (208)	29.0%	25.3	312 (7)	100%
November	69 (60)	333 (287)	55 (44)	312 (252)	40.0%	23.4	391 (10)	100%
December	37 (45)	370 (332)	53 (40)	365 (292)	45.3%	24.3	275 (7)	100%
January	65 (37)	435 (369)	46 (33)	411 (325)	43.5%	26.1	206 (7)	97%
February	46 (55)	481 (424)	59 (45)	470 (370)	59.3%	19.8	290 (7)	97%
March	115 (84)	596 (508)	96 (74)	566 (444)	50%	20.6	393 (8)	98.3%
April	56 (74)	648 (582)	58 (59)	624 (503)	67.2%	18.9	328 (10)	100%
May	74 (98)	722 (680)	65 (74)	689 (577)	65.1%	21.1	398 (10)	96.9%
June	78 (71)	799 (751)	88 (72)	765 (649)	50%	25.8	345 (10)	100%
July	66 (76)	66 (76)	43 (64)	43 (64)	53.5%	21.7	321 (7)	98.9%
August	70 (47)	136 (123)	51 (38)	94 (102)	47.1%	21.0	358 (10)	95.7%
Note: figures in brackets are for the corresponding month during the previous year.								

Month	BC Value of Work Received	BC Value of Work Received	BC Value of Work Issued	BC Value of Work Issued YTD
September	\$30,995,470 (\$19,133,403)	\$61,791,549 (\$32,955,873)	\$28,958,306 (\$12,506,942)	\$63,577,321 (\$24,522,678)
October	\$16,140,481 (\$52,632,650)	\$78,420,014 (\$85,588,523)	\$18,248,787 (\$11,122,222)	\$81,826,108 (\$35,644,901)
November	\$20,714,488 (\$15,828,544)	\$99,178,197 (\$101,417,067)	\$17,868,388 (\$8,397,120)	\$99,694,496 (\$44,042,021)
December	\$11,993,360 (\$22,238,010)	\$111,171,557 (\$123,655,077)	\$14,455,849 (\$8,950,562)	\$114,150,345 (\$52,992,583)
January	\$18,488,067 (\$7,053,638)	\$129,713,624 (\$130,708,715)	\$12,879,953 (\$7,547,388)	\$127,030,298 (\$60,539,971)
February	\$9,627,344 (\$9,439,316)	\$139,951,518 (\$140,148,031)	\$13,900,058 (\$51,680,937)	\$140,930,356 (\$112,220,907)
March	\$53,796,495 (\$17,194,668)	\$193,749,513 (\$157,342,699)	\$22,416,574 (\$11,000,853)	\$163,346,930 (\$123,221,760)
April	\$14,905,654 (\$13,709,442)	\$210,345,548 (\$171,052,141)	\$13,295,188 (\$8,142,678)	\$176,642,118 (\$131,364,438)
May	\$13,027,570 (\$22,420,108)	\$223,373,118 (\$193,472,249)	\$15,724,521 (\$13,538,179)	\$192,366,639 (\$144,902,617)
June	\$26,608,674 (\$19,240,993)	\$249,912,942 (\$214,713,242)	\$47,342,412 (\$17,509,197)	\$237,462,951 (\$164,411,814)
July	\$19,070,838 (\$19,080,527)	\$19,070,838 (\$19,080,527)	\$11,771,787 (\$14,325,251)	\$11,771,787 (\$14,325,251)
August	\$16,779,502 (\$11,440,552)	\$35,850,340 (\$30,521,079)	\$10,711,920 (\$20,293,764)	\$22,483,707 (\$34,619,015)
Note: figures in brackets are for the corresponding month during the previous year.				

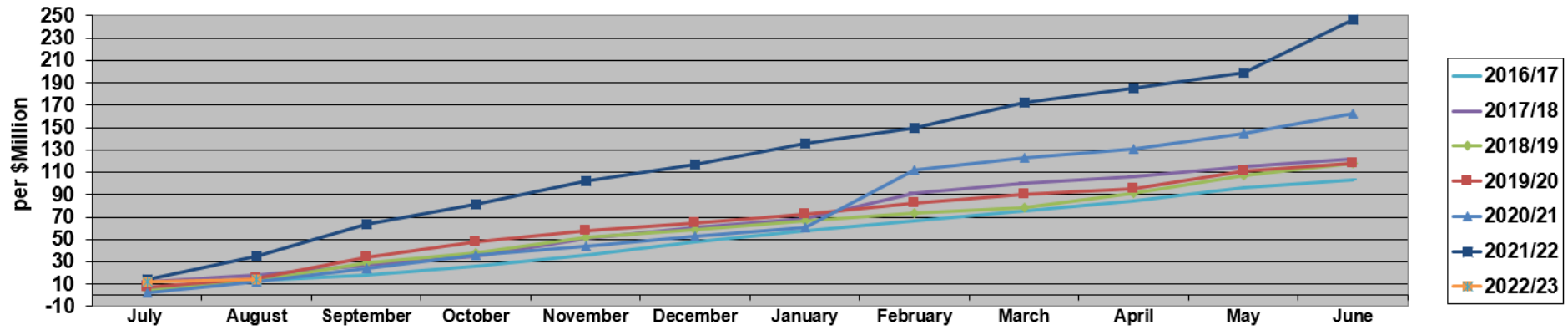
Month	Building Amendment Received	Building Amendment Received YTD	Building Amendment Issued	Building Amendment Issued YTD	% Processed within 20 Days
September	14 (13)	50 (69)	13 (20)	51 (68)	100%
October	26 (16)	76 (85)	24 (16)	75 (84)	100%
November	21 (15)	97 (100)	16 (14)	91 (98)	94%
December	17 (14)	113 (114)	20 (11)	111 (109)	100%
January	6 (10)	118 (124)	2 (13)	113 (122)	100%
February	16 (13)	134 (137)	13 (12)	126 (134)	100%
March	19 (14)	153 (151)	16 (13)	142 (147)	100%
April	26 (8)	179 (159)	16 (4)	157 (151)	100%
May	28 (21)	207 (180)	38 (25)	195 (176)	100%
June	29 (12)	236 (192)	21 (10)	216 (186)	100%
July	36 (25)	36 (25)	35 (26)	35 (26)	100%
August	32 (11)	68 (36)	24 (12)	49 (38)	100%
Note: figures in brackets are for the corresponding month during the previous year.					

- The start of the 2022/2023 financial year has been similar to last year, with the number of building consents received being slightly up but the number of amendments having almost doubled. This appears to have a direct correlation to supply chain issues. We are expecting to have a similar number of consents through this financial year.
- There has been a struggle during the last two months to get the consents processed in the required timeframes with Covid-19 and the flu hitting the team rather hard, but hopefully the change in seasons will help.
- Lastly, the first stage of construction of the Ashburton College will kick off in late September/early October and be ready for the 2024 school year. Stage 2 of the build is expected to be lodged with Council in March 2023.

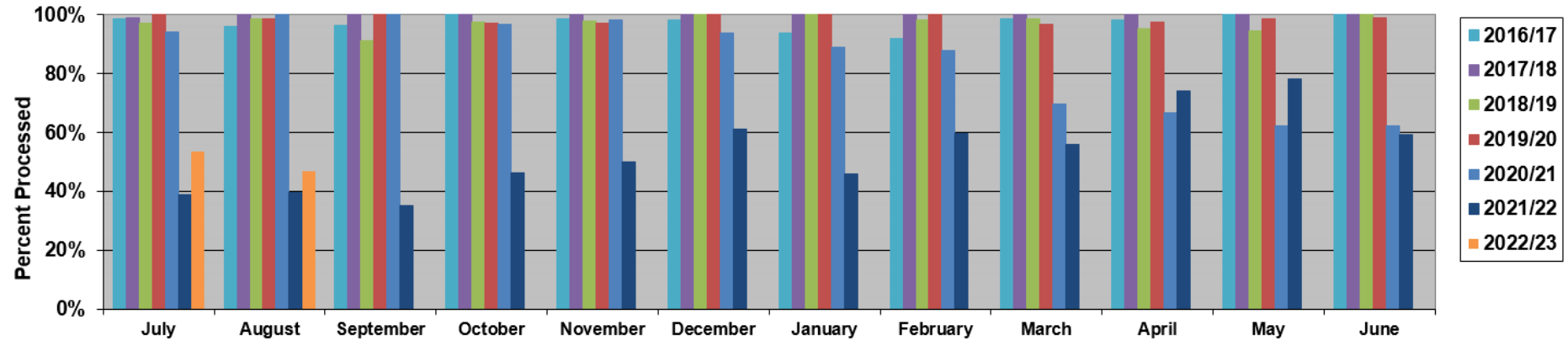
### Building Consent Values By Month



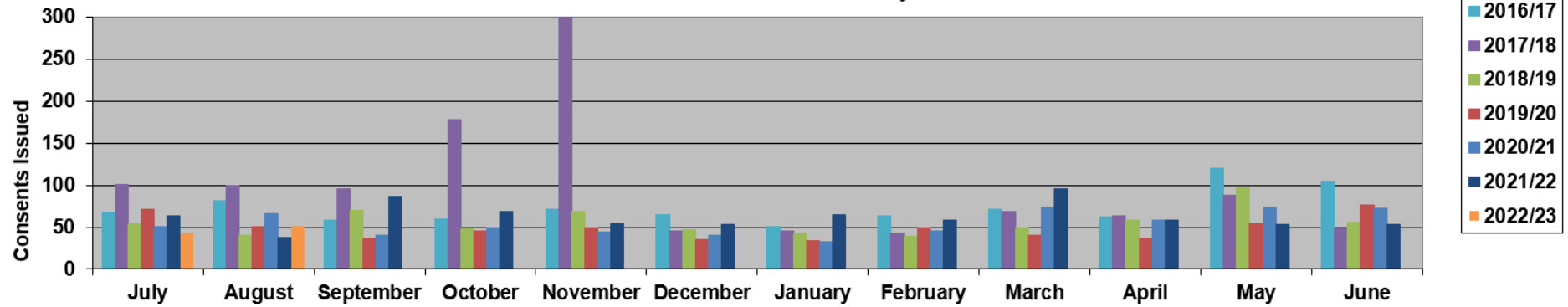
### Building Consent Values Accumulating



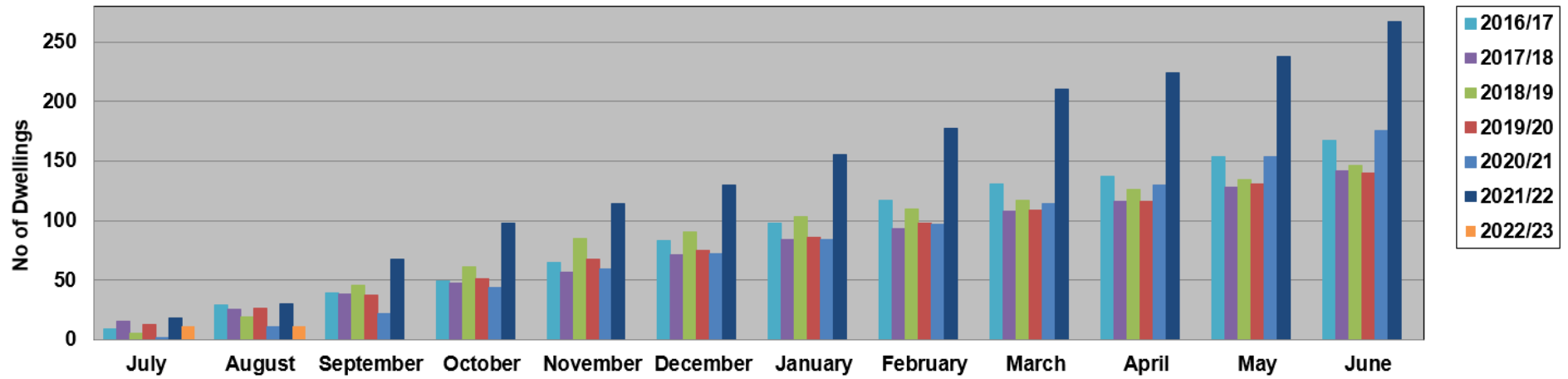
**Building Consents Processed Within 20 Day Statutory Time Frame**



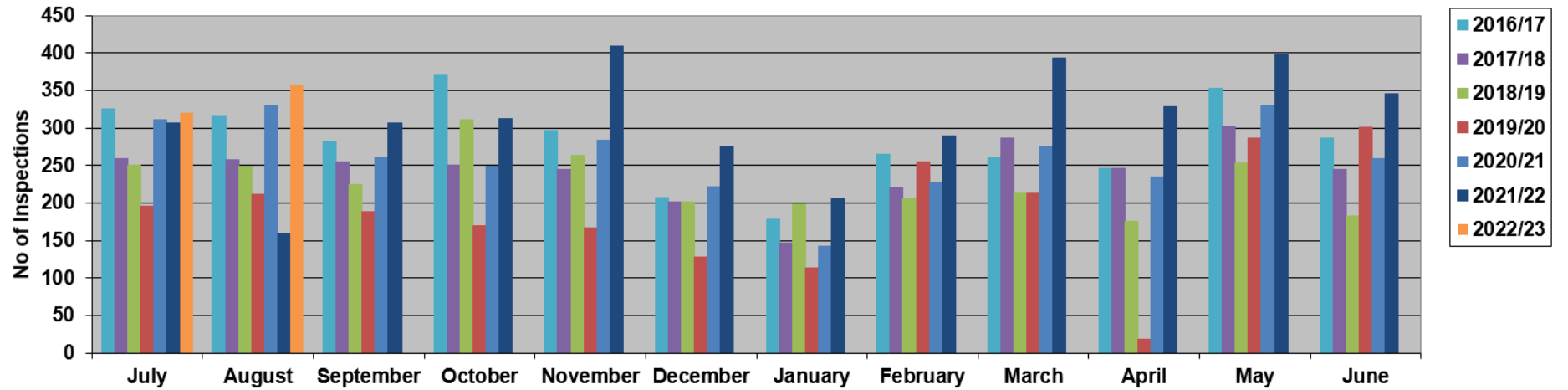
**Number of Consents Issued By Month**



Number of Dwelling Consents Accumulating



Number of Inspections Completed



## 2.2 Civil Defence Emergency Management

- August has been a relatively quiet month with only one weather event of significance affecting the district. This event once again had north-westerly rain falling within the catchments as spillover from the main divide. Rainfall totalled between 60 and 100 mm within the catchments. This resulted in some out of river flows with the Ashburton peaking at around 570, the Rangitata at 870 and the Rakaia at around 2,700 cumecs. This event was being handled by business as usual functions within Council with the EMO providing coordination where needed. However at 2:40pm the EMO received a call from ECan Flood Control informing him of a potential breach on an irrigation pond adjacent to the Ashburton Forks Road. The timeline for this breach was estimated to be one hour from time of call, and ECan were suggesting that people downstream of the breach would need to be evacuated.
- The Ashburton Emergency Operations Centre (EOC) was stood up with the EOC manned by a small cadre of staff. Telephone calls were made to the six properties in the estimated flow path provided by ECan at around 3:20pm, with evacuation strongly recommended to these families. While EOC staff undertook these calls, CDEM Group staff were involved in preparing an Emergency Mobile Alert (EMA) for the affected area.
- ECan River Engineering staff on the ground, in consultation with the farm (pond) owner, took the decision to dig a channel in the intake for the pond to allow the water to flow across farm land and back into the Ashburton River. This work was undertaken at 4:30pm with an almost immediate effect of the pond level dropping significantly within the next half an hour. At 5:15pm EOC staff provided an update to the properties within the flow path, letting them know that the water was receding and we were now confident that they would no longer need to evacuate. At 5:45pm a further call was made to each property to inform them that the level of the pond had now receded sufficiently that evacuation was confirmed as no longer being needed. The EOC stood down at 6:15pm and returned to monitoring mode.
- A subsequent debrief with ECan on 29 August has identified a number of improvements and efficiencies we can make should this type of event occur again in the future and included an undertaking from ECan to look to use GIS to provide a map layer of the potential flow paths of all of the ponds within the district based on the original consents.
- There was a severe weather event that affected the West Coast, Nelson and Marlborough districts over the period 17 to 21 August, with the EMO, three EOC staff and a Building Official volunteering to deploy as surge personnel to assist with the response. On 29 August the EOC staff were stood down as the transition to recovery commenced with the Building Official deploying for a period of 5 days to assist with rapid assessments.



- Other activities undertaken within August had the EMO visit and provide a presentation to the Methven Kea's and Cubs, make phone contact with Hinds and Rakaia Rural Fire stations and arrange introductory meetings with them, and also to visit and introduce himself to Mayfield Rural Fire. The EMO has also organised for a Coordinated Incident Management System (CIMS) course to be run on 1st and 2nd of December 2022 in Ashburton, and had staff attend Emergency Operations Centre (EOC) training in Rangiora.
- August was the duty month for the Green Watch, meaning that each of the three watches has now undertaken the first of their duty months, with good and positive feedback on this system. The Red Watch recommenced duty from 1 September.

## 2.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/Off/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
September	1	1	4	19	1
October	0	6	3	18	0
November	2	2	3	27	0
December	1	8	2	20	1
January	1	1	1	9	2
February	1	1	2	11	0
March	0	3	2	11	1
Apr	2	1	4	27	1
May	0	3	5	7	0
June	5	1	6	17	0
July	0	4	4	19	0
August	2	0	8	13	0

## 2.4 Animal Control

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

Month	Dogs currently registered	Known un-registered dogs	% of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
September	6151	958	84.0%	5	7	0	2	10	4
October	6268	841	87.0%	7	2	0	2	5	6
November	6311	741	88.0%	9	1	0	1	7	1
December	6350	701	90.0%	1	0	0	0	9	3
January	6392	688	90.3%	0	7	0	3	2	0
February	6437	626	91.0%	3	6	0	1	8	1
March	6498	574	91.8%	18	6	1	2	5	7
Apr	6557	513	92.7%	6	4	0	0	4	3
May	6590	444	93.8%	26	9	0	0	5	8
June	6953	75	98.9%	4	12	0	0	3	4
July	5097	1990	71.9%	0	4	0	0	11	7
August	6110	963	86.3%	4	10	2	2	5	3

Dog registration statistics comparing 2021 and 2022 registration years and how payments were made:

	Bank Transfer	Counter	Eservices
July 2022	123 (2.4%)	2,450 (48%)	2,523 (49.6%)
July 2021	11 (2.64%)	2,261 (53.86%)	1,826 (43.50%)

## 2.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
September	1	1	4	19	1
October	5	5	0	0	1
November	23	23	0	0	0
December	17	17	0	0	0
January	4	4	0	0	0
February	9	9	1	0	1
March	6	6	0	0	1
Apr	3	3	0	0	1
May	16	16	0	0	1
June	8	8	0	0	2
July	2	2	0	0	37
August	11	11	2	0	8

## 2.6 Planning

Resource Consents	July 2021	July 2022
No. of resource consent applications decided <sub>1</sub>	16	16
No. of resource consents decided within statutory	16	16
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	0	1
<i>Other</i>		
No. of 223 Certificates processed	10	3
No. of 224 Certificates processed	8	3
No. of building consents reviewed against District Plan <sub>2</sub>	27	10

Land information memoranda	July 2021	July 2022
LIMs Produced	64	47
LIMs Produced within 10 working days	64	47
LIMS (accumulating)	64	47

Resource Consents	Aug 2021	Aug 2022
No. of resource consent applications decided <sub>1</sub>	30	17
No. of resource consents decided within statutory	30	17
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	0	0
<i>Other</i>		
No. of 223 Certificates processed	4	9
No. of 224 Certificates processed	5	10
No. of building consents reviewed against District Plan <sub>2</sub>	38	20

Land information memoranda	Aug 2021	Aug 2022
LIMs Produced	78	70
LIMs Produced within 10 working days	78	70
LIMS (accumulating)	142	117

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

#### Ashburton Lakes

- Work has commenced on implementing the action points included in the recently adopted Development Plan for Lakes Camp and Clearwater.
- Signage showing 4WD and camping restrictions has been ordered, and an information brochure for visitors to the area is being prepared. These will be distributed to staff from ADC, ECan and DOC so that they can be given to members of the public using the area as part of our overall education strategy.
- The brochure explains the ecological significance of the area, the fragile state of the lakes and the consequent need for restrictions on 4WDs and ATVs along the southern side of Lake Camp, preventing campers from spreading too far from the public toilets, and the ban on dogs.
- Work has also begun on a review of the District Plan provisions for the hut settlement.

ADC hosted the last Otuwharekai Working Party meeting at Methven on 19 September.

## 2.7 Strategy & Policy

### 2.7.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On	Comments
Annual Report	1 July 2022	30 December 2022	Yes	<ul style="list-style-type: none"> <li>Draft Annual Report 2021/2022 nearing completion with Audit NZ due in October.</li> </ul>
Annual Residents Survey	August 2022	July 2023	Yes	<ul style="list-style-type: none"> <li>Wave 1 survey about to commence.</li> </ul>
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	<ul style="list-style-type: none"> <li>Officers continue to meet regularly with AEC.</li> <li>Current topics of discussion include policy development, Stockwater rate closures and 3 waters projects.</li> </ul>
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> <li>Use of footpaths for alfresco dining (Council, September).</li> <li>External appointments (Council, October).</li> <li>Elected members allowance and remuneration (Council, November).</li> <li>Smokefree outdoor areas (Council, November).</li> <li>Revenue and Finance Policy – drinking water Methven-Springfield.</li> </ul>
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> <li>Draft interim speed management plan.</li> <li>Draft Ashburton Airport Development Plan (hearing and deliberations).</li> </ul>
Internal work	Ongoing		Yes	<ul style="list-style-type: none"> <li>Service delivery reviews – Regulatory and Economic Development.</li> <li>LocoDelegations (Council, November).</li> </ul>
Strategies	Ongoing		Yes	<ul style="list-style-type: none"> <li>Open spaces strategy – action plan (Council, October).</li> <li>Airport Development Plan (Council, October).</li> </ul>

## 2.7.2 Long-Term Plan 2021 – 2031

- The Office of the Auditor General has released its review report to the government on the 2021-31 Long Term Plans. Ashburton District Council has been recognised for producing a quality Infrastructure Strategy (alongside Upper Hutt City Council).

### Our observations about the most recent infrastructure strategies

- 3.17 Most council's provided a good description of the assets they own and manage. They also provided details of the main projects that are needed in the next 30 years.
- 3.18 We observed that most council infrastructure strategies provide a clear overview of the issues that councils face. We considered that **Ashburton District Council** and Upper Hutt City Council produced good infrastructure strategies.
- 3.19 **Ashburton District Council** produced a clear and well-written infrastructure strategy. The strategy took an effective long-term view of the district's future infrastructure needs and what is needed to address the major issues facing the district in the next 30 years. The Council also had good links between its infrastructure and financial strategies.

The full document can be found at: [Matters arising from our audits of the 2021-31 long-term plans \(oag.parliament.nz\)](https://oag.parliament.nz/matters-arising-from-our-audits-of-the-2021-31-long-term-plans)



### 2.7.3 External Submissions

The following are submissions we will be making.

Organisation	Submission Summary	Process	Due Date
MBIE	<p>Freedom Camping Regulations Discussion Document (NEW)</p> <p>MBIE is seeking views on the best way to regulate the following aspects of freedom camping: • the technical requirements for self-contained vehicles • the criteria for approval as a self-containment certification authority • the format of the self-containment certificate and warrant • the fees and fines attached to each infringement offence • exemptions from the need to be certified as self-contained levies and fees</p> <p><a href="https://www.mbie.govt.nz/dmsdocument/23367-freedom-camping-regulations-discussion-document">https://www.mbie.govt.nz/dmsdocument/23367-freedom-camping-regulations-discussion-document</a></p>	Canterbury Mayoral Forum submitting, officers have supported and provided feedback	6 Oct 2022
Transport and Infrastructure Select Committee	<p>The Future of Inter-regional Passenger Transport</p> <p>The Transport and Infrastructure Committee has opened an inquiry into the future of inter-regional passenger rail in New Zealand. The aim of the inquiry is to find out what the future could hold for inter-regional passenger rail in New Zealand.</p> <p><a href="https://www.parliament.nz/en/pb/sc/make-a-submission/document/53SCTI_SCF_INQ_125787/inquiry-into-the-future-of-inter-regional-passenger-rail">https://www.parliament.nz/en/pb/sc/make-a-submission/document/53SCTI_SCF_INQ_125787/inquiry-into-the-future-of-inter-regional-passenger-rail</a></p>	Discussed at Canterbury Regional Transport Committee, officers will support and provide feedback for a regional submission	6 Oct 2022

The following are initiatives that are out for consultation that we are not preparing a submission for.

Organisation	Name of initiative	Due date
Justice Select Committee	<p>Electoral (Māori Option) Legislation Bill</p> <p>This Bill aligns the processes for establishing and reviewing Māori wards with those applying to general wards; empowers electronic transmission of nominations, contains processes for resolving tied elections, and creates a process for reviewing local board boundaries.</p> <p><a href="https://legislation.govt.nz/bill/government/2022/0151/latest/096be8ed81c5aeb7.pdf">https://legislation.govt.nz/bill/government/2022/0151/latest/096be8ed81c5aeb7.pdf</a></p>	14 Sept 2022
Waka Kotahi	<p>Reshaping Streets</p> <p>The Minister of Transport is proposing changes to legislation to make it easier for local authorities to make street changes that support public transport, active travel and placemaking. The proposed regulatory changes include:</p> <ul style="list-style-type: none"> <li>• a new 'Street Layouts' land transport rule for local authorities to use for changing street layouts, piloting street changes, restricting vehicles, establishing Community Streets and School Streets, and the like</li> <li>• amending sections in the <i>Local Government Act 1974</i> (LGA1974) covering pedestrian malls, transport shelters (like bus shelters), and temporary road closures</li> <li>• changes to other rules and regulations so that local authorities can reduce speed limits</li> </ul> <p><a href="https://www.nzta.govt.nz/about-us/consultations/reshaping-streets-consultation/">https://www.nzta.govt.nz/about-us/consultations/reshaping-streets-consultation/</a></p>	19 Sept 2022
Ministry for the Environment	<p>Managing our Wetland in the Coastal Marine Area</p> <p>The Ministry is consulting on a proposal to replace all references to natural wetland in the NES-F with natural inland wetland and define 'natural inland wetland' by reference to the existing definition in the NPS-FM7 . This would clarify that the NES-F wetland provisions no longer apply to natural wetlands in the CMA.</p> <p><a href="https://consult.environment.govt.nz/freshwater/managing-our-wetlands-in-the-coastal-marine-area/">https://consult.environment.govt.nz/freshwater/managing-our-wetlands-in-the-coastal-marine-area/</a></p>	21 Sept 2022
Economic Development, Science and Innovation Committee	<p>Self-contained Motor Vehicles Bill</p> <p>The single broad policy of this omnibus bill is to improve the management of vehicle-based freedom camping by creating a robust regulatory system that central and local government can rely on to reduce the negative effects of freedom camping on communities and the environment.</p> <p><a href="https://legislation.govt.nz/bill/government/2022/0158/latest/096be8ed81c75946.pdf">https://legislation.govt.nz/bill/government/2022/0158/latest/096be8ed81c75946.pdf</a></p>	13 Oct 2022

The following are possible upcoming consultation opportunities that we will consider once full details are known. The information has been provided by Taituara based on their sources from government, but they are at pains to indicate that the information is speculative until out for consultation.

Organisation	Name of initiative	Stage
Economic, Science and Innovation Committee	Better Payment Practices Bill Government Bill enabling Government to set regulations requiring large business (including central and local government) to report against a set of performance measures on the speed of payment to small business, and to comply with provisions of a Code.	Bill into House in July 2022
Environment Select Committee	Natural and Built Environment Bill First of two Bills giving effect to RMA reform. This focuses the setting of environmental limits, environmental and land use planning and the governance of those activities.	Bill into House October 2022
Environment Select Committee?	Spatial Planning Bill Second of two Bills giving effect to RMA reforms. This one focuses on regional spatial strategies and the governance of these activities.	Bill into House October 2022
Governance and Admin Select Committee?	Water Services Entities Amendment Bill #2 Second of two Bills giving effect to water reform. Bill will cover powers, economic regulation, links to land use planning, and amendments to LGA (including LTP 2024).	Bill into House in Sept 2022
Not clear?	Water Services Economic Regulation and Consumer Protection Bill Gives effect to Government decisions to introduce economic and consumer protection regulation for the three waters services,	Bill into House – 4 <sup>th</sup> quarter 2022
Governance Admin Select Committee	Civil Defence and Emergency Management Amendment Bill Gives effect to whatever of the Trifecta Review survives the consultation and policy development process. NEMA officials have said this is the formal consultation.	Bill into House 4 <sup>th</sup> quarter 2022
Transport and Infrastructure Select Committee	Land Transport Management Amendment Act Legislation to give effect to changes to the Passenger Transport Operating Model.	Bill into House 4 <sup>th</sup> quarter 2022

Organisation	Name of initiative	Stage
Future for Local Government Panel	Future for Local Government draft report Draft report including recommendations from the panel.	12 October 2022
Presumably Environment	Climate Response Bill Will introduce the legal framework for managed retreat and other climate response matters.	Early 2023
Not clear	Epidemic Preparedness Legislation Develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics.	Early 2023
Not clear	Electoral (Strengthening Democracy) Amendment Bill Bill lowers the voting age to 16, makes the Māori Electoral option continuous, and allows prisoners to vote. <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	TBC
Not clear	Sale and Supply of Alcohol (Harm Minimisation) Amendment Bill Part 1 of the Bill abolishes appeals on local alcohol policies. Part 2 removes the advertising link between sport and alcohol by banning alcohol sponsorship and advertising of all streamed and live sports, and bans alcohol sponsorship at all sporting events. <a href="https://www.legislation.govt.nz/bill/member/2022/0147/latest/LMS713437.html?src=qs">https://www.legislation.govt.nz/bill/member/2022/0147/latest/LMS713437.html?src=qs</a> <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	TBC
Not clear	Housing Infrastructure (GST-sharing) Bill (New) This Bill would introduce a GST-sharing scheme to fund housing infrastructure. Effectively councils would receive 15 percent of the value of building work put in place in their local authority in the preceding year. <a href="https://www.legislation.govt.nz/bill/member/2022/0154/latest/096be8ed81c6447d.pdf">https://www.legislation.govt.nz/bill/member/2022/0154/latest/096be8ed81c6447d.pdf</a> <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	TBC

### 3. Infrastructure Services Group

#### 3.1 Solid Waste Management

##### 3.1.1 Recycling – May 2022 bin audits

Town/Area	Watch List						Strike 2 Pull Backs						Strike 3 Confiscations						Returned Bins					
	Mar	April	May	June	July	Aug	Mar	April	May	June	July	Aug	Mar	April	May	June	July	Aug	Mar	April	May	June	July	Aug
Methven & villages	119	145	161	161	169	201	133	124	127	126	131	147	9	8	6	6	9	7	24	7	10	10	10	13
Showgrounds Area	90	82	98	98	104	96	81	86	71	70	63	78	26	26	22	23	23	19	8	9	11	10	11	15
Extended Triangle (Allenton)	132	122	116	127	132	138	94	91	69	68	70	96	20	18	18	18	19	19	11	12	13	12	13	14
Racecourse Area	70	70	78	88	84	86	58	57	47	48	49	49	14	13	10	10	10	8	7	9	12	12	12	13
Beach Road Area	113	118	141	142	148	166	86	79	74	74	79	101	18	15	15	15	13	15	9	13	13	13	15	14
Tinwald/Lake Hood	113	124	132	155	160	153	96	90	95	124	96	97	14	14	14	13	13	16	7	7	8	8	8	7
Hampstead Area	87	101	134	138	135	133	110	95	104	93	92	86	19	19	17	19	20	20	17	18	24	23	23	23
W.Tinwald & Hinds	59	61	61	80	88	111	28	28	28	48	47	56	5	4	4	4	4	4	2	4	4	3	6	6
Argyle Park Area	59	76	79	95	93	86	65	54	46	54	55	53	9	7	6	6	8	7	5	6	6	6	6	7
E.Town/Chertsey/Rakaia	115	138	165	194	196	218	76	83	103	94	99	99	15	14	14	13	13	14	6	7	7	8	8	8
	957	1037	1165	1278	1309	1388	827	787	764	799	781	862	149	138	126	127	132	129	96	92	108	105	112	120

- The number of residents on the watch list has trended up slightly over the past six months. The ADC contractor is actively carrying out bin audits to raise awareness and ensure consistency with the implementation of the tag notification system.
- The number of Strike 2 offenders is trending proportional to the numbers that are on the watch list.
- There has been a slight decrease in the number of Strike 3 confiscations.
- The information/education booklet '*Bin It Right*' has been updated and printed copies are now available.

## 3.2 3Waters Projects

Project	Description	Progress
Methven Water Reservoir - Reliant Solutions Limited	Construction of two reservoirs, associated pipe works, valves, meters, fencing and access track. Project value is \$1.7m plus a contingency sum.	<ul style="list-style-type: none"> <li>Leak testing of Tank 1 was scheduled for 13 September together with the installation of the second flowmeter and outstanding sample points.</li> <li>Commissioning of Tank 1 was carried out on 16 September.</li> <li>Tank 1 will be ready to use by the first week of October.</li> <li>Delivery of materials for Tank No 2 is on track for October 2022, subject to existing international logistical conditions.</li> </ul>
Contract WATER0220.1 – Supply of Membrane for Mt Somers and Methven	The supply, installation and commissioning of membrane plants for Mt Somers and Methven.	<ul style="list-style-type: none"> <li>The contract to supply the membranes was awarded to Masons Engineers NZ.</li> <li>ADC officers are preparing a report for the Council meeting on 5 October to consider a procurement option to fast track the construction of the buildings and the installation of the membranes and process/mechanical equipment to complete the project before July 2023.</li> </ul>
Contract WWAT0254 – Sewer Main Renewal Contract (Design and Build)	Renewal of sewer mains.	<ul style="list-style-type: none"> <li>The work awarded to ACL includes the sites below. Work on Brucefield Street is complete and work is ongoing on the other sites: <ul style="list-style-type: none"> <li>Site 1 – Brucefield Avenue (21 Brucefield St to Princes St) - Completed</li> <li>Site 2 – Russell Avenue (between Somerset St and Saunders Rd) - Ongoing</li> <li>Site 3 – William Street (between Burnett St and Cameron St)</li> <li>Site 4 – Clark Street (full length)</li> <li>Site 5 – Mt Hutt College (from McDonald St to 20 Main St)</li> </ul> </li> <li>Completion date – 13 January 2023.</li> </ul>
Contract WAT0236 – Water Pipeline Renewals Contract	Renewal of potable water pipelines in Ashburton, Methven, Rakaia and Hinds, and the associated fittings.	<ul style="list-style-type: none"> <li>The contract has two separable proportions.</li> <li>Ashburton Contracting Limited have completed Separable Portion 1.</li> <li>Design phase for Separable Portion 2 is ongoing.</li> <li>Works for Separable 2 is programmed to commence in February 2023.</li> </ul>

Project	Description	Progress
Methven Meter Installation	Water meter installation	<ul style="list-style-type: none"> <li>The installation of 1,151 water meters on residential properties is complete. The installation of meters at approximately 20 business and industrial properties is expected to be completed in October 2022.</li> </ul>
Contract WWAT089 - NW Ashburton Wastewater Servicing Contract	Installation of approximately 2 kilometres of gravity pipe network on Farm Road, Carters Road and Allens Road	<ul style="list-style-type: none"> <li>Work commenced on the project on 9 September.</li> <li>Duration of construction works is 200 days dependent to weather conditions.</li> <li>The tendered amount for this work is \$3,285,720.73 excluding GST.</li> </ul>

### 3.3 CBD Upgrade Project

- The contractor has completed the concrete footpath repairs on Cass, Tancred and Burnett Streets.
- Three trees that have died beside the public toilets on East Street are to be replaced along with one on Burnett Street. A merge block is to be installed on Havelock Street east of East Street. Minor garden work and paving finishing is still to be completed along with the remaining parking signs to be installed.

## 3.4 Waters Operations

### 3.4.1 General Contract Management

- A half-day workshop was held between the Contractor and Council staff to discuss previous year contract performance and contract expectations moving forward.
- It was emphasised in the workshop that Council and the Contractor have to work as one team wherein everyone shares the failures and success of the contract implementation. The contractor was encouraged to embrace an “Owners’ mind-set” when planning and carrying out maintenance activities and that they should be personally invested in the state of Council’s assets.
- An updated Technical Specifications had been agreed which contains a much broader Key Performance Measure and reporting system.
- A more comprehensive discussion of Taumata Arowai’s reporting requirement was also discussed in the workshop.

### 3.4.2 Monthly KPI measures August 2022

An amended contract KPI system rating will be used starting August 2022. The rating parameters are as follows:

- ✓ Responsiveness - the Contractor will be required to enter real-time data as actions are completed, and the contractor will be evaluated whether they respond to CRMs within the allocated timeframe for each priority.
- ✓ Customer Satisfaction - Council will conduct customer satisfaction surveys at set periods to be established in conjunction with the Contractor measuring the customer satisfaction following priority 1-3 service requests made by customers.
- ✓ Reporting - all monthly reports will be passed as being accurate and complete by Council. The Contractor is required to submit several reports monthly.
- ✓ Health and Safety - the Contractor will produce monthly reports of the number of incidents (serious harm, lost time accidents etc.) as well as the total man-hours work relating to the Operations and Maintenance Contract. This shall include subcontractors.
- ✓ Operations and maintenance – the Contractor shall perform scheduled maintenance in accordance with the agreed monthly and annual maintenance programme to ensure reliable and efficient operation of the water and wastewater treatment plants, water reservoirs, membranes and all water pumping stations.
- ✓ Communication - the contractor shall ensure that incidents are properly recorded and communicated to Council.



- ✓ Process Documentation - the Contractor shall ensure that all manuals, operating rules and procedures are current and updated.
- ✓ Asset Management Response and Recording – the Contractor shall ensure that all asset registers are current and updated every time an asset is renewed or replaced.

The score weightings are described below, and a minimum score of 85% is required to avoid any financial penalties.

Parameter	Water %	Wastewater %	Stormwater %
Measure 1 – Water Responsiveness	44	39	19
Measure 2 – Water Customer Satisfaction	6	6	5
Measure 3 – Water Reporting	7	9	10
Measure 4 – Water Health and Safety	7	11	9
Measure 5 – Operations and Maintenance	16	13	25
Measure 6 – Communication	8	8	12
Measure 7 – Process Documentation	6	6	8
Measure 8 – Asset Management Response and Recording	6	8	12
Total	100	100	100

## 3.5 Drinking Water

### 3.5.1 Boil Water Notices

- The usual supplies continue to be at the mercy of severe weather. The cycle of extreme weather throughout the winter has compromised our treatment effectiveness on a number of occasions, necessitating the issuing of boil water notices (BWN). Last report entries shown in grey.

Scheme	BWN Issued	BWN Lifted	Number of Days in Place
Methven	12 July 2022	16 July 2022	3.19 days
	19 July 2022	24 July 2022	5.18 days
	6 August 2022	15 August 2022	8.71 days
Mount Somers	19 July 2022	24 July 2022	5.04 days
	7 August 2022	11 August 2022	4.29 days
Methven Springfield	20 July 2022	7 September 2022	49.24 days

- Tankers/tanks were deployed and maintained for the duration of the notices in Methven<sup>1</sup> (Medical Centre) and Mount Somers (Village Green).
- In Methven, a roving water tanker was also provided to service businesses where necessary.

### 3.5.2 Methven Fluoridation

- The maintenance contractor has alerted officers to an impending issue in relation to fluoride supply.
- The current Methven water treatment plant uses Sodium Fluoride (NaF). We have sufficient supply of this product to operate for a further ~30 weeks. To obtain additional product requires a minimum order of two tonnes and has a lead time of eight months (assuming current shipping constraints). Under normal operation this is approximately three years supply.
- The new membrane water treatment plant is being designed to fluoridate using Hydrofluorosilicic Acid (H<sub>2</sub>SiF<sub>6</sub>) which is now the widely used alternative. This means, there is a need to find an alternate method of fluoridating the Methven water supply for the period between the time when the existing supply of Sodium Fluoride is exhausted and the new plant and fluoridation system is commissioned. Note: Council is legally required to continue to fluoridate the supply – refer legislation [here](#).

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<sup>1</sup> The Methven tanker has remained in place for use by Methven Springfield consumers.

- Officers are currently exploring the leasing (or purchase if necessary) of new treatment equipment that would allow for fluoridating using Hydrofluorosilicic Acid. This approach would mean that once in place, we could continue to run out the existing supplies of Sodium Fluoride, then cut over to the new equipment. This would mean that any Hydrofluorosilicic Acid purchased would simply then be used in the new plant once it was commissioned.

### 3.5.3 Methven & Mount Somers WTP Site Designation

- As part of the planning phase for the new membrane water treatment plants, Beca consultants have recommended seeking a new designation for the sites through the ADC District Plan. This process is not dissimilar from a resource consent process, but more comprehensive in effect because it authorises the initial works and any future activity providing that activity is related to the designation that is ultimately applied.
- The application is close to completion and is expected to be lodged on or about 10 October. The Planning Department have been alerted to the impending lodgement.

### 3.5.4 Methven & Mount Somers Membrane WTP

- The design phase on this project is nearing completion and it will now transition into the procurement and delivery phases. Noting that these phases will be tremendously challenging in the current construction market it is envisaged that an innovative approach to procurement may be necessary in order to deliver the project by the winter of 2023.
- Mr Viv Eyberg (Council's former Capital Projects Manager), has been engaged for the remaining duration of the project as the Project Manager. His first task will be to develop a preferred procurement methodology with the primary intention to meet the community's expectations in regards to timeframe on this high profile project. The procurement methodology will be the subject of a report for consideration by Council at the 5 October meeting.

## 3.6 Wastewater

### 3.6.1 Rakaia Resource Consent Compliance

- Officers are continuing to work through compliance issues at the Rakaia WWTP site, identified and raised by Environment Canterbury on previous compliance reporting. The primary matters of concern at this site are treated effluent irrigation and sludge disposal.
- The treated effluent irrigator is being replaced and expected to be commissioned on or about 23 September. This purchase includes a proprietary irrigation reporting package. This is expected to address two key issues raised by ECan monitoring officers: consistency of distribution across the span; and reporting of irrigation cycles.
- A significant amount of work has been done investigating options for improved sludge management at this site. This work initially concluded that dewatering or drying the sludge for later off-site disposal was the optimum solution. Budget provision was made in the 2022/23 of \$262,500 based on implementation of dewatering bags.
- Subsequent investigations and preliminary design now indicate the cost of implementation in the range \$1.0M (for dewatering bags) to \$1.5M (sludge drying beds). The scale of these estimates led to the decision to revisit potential operational changes to address the compliance concerns. Many of these changes have been implemented and further work is ongoing. It is noted that it may yet prove necessary to progress the one of the capital options noted.

### 3.6.2 Response to Formal Warnings

- On 28 June, Council received formal warnings from Environment Canterbury in regard to aspects of Council's wastewater resource consent compliance. There was a deadline to respond by 6 September. The matters of primary concern are:
  - performance and operation of the wetland and the sprinkler system (Ashburton - Ocean Farm WWTP)
  - measurement and verification of pond seepage (Ashburton - Wilkins Rd WWTP)
  - operation and maintenance of infiltration basins (Methven WWTP).
- A technical response including proposed actions was prepared and forwarded to Environment Canterbury on 28 August. No further correspondence has been received at this point.

## 3.7 Stormwater

### 3.7.1 Ashburton Network-wide Stormwater Discharge Resource Consent

- The resource consent is beginning to be used by developers (as intended) to cover construction phase stormwater discharges from new development. This places an additional compliance liability on Council to ensure these activities are being managed appropriately.
- An initial misunderstanding on a development in Tinwald prompted the need to meet and work alongside ECan officers to ensure both agencies were aligned in their actions. ADC development and RMA compliance officers are now meeting ECan compliance officers on a regular basis to discuss developments authorised under the ADC consent. This approach appears to be working at present.

## 3.8 District Water Management

### 3.8.1 Pudding Hill intake closure investigation

- Investigation works are continuing. The initial works includes considering (at a desktop level) each of the properties affected by the proposal and identifying those that do not have an immediate alternative to the open race system. The service provider has completed the initial assessment and is writing up their findings.

## 3.9 Stockwater

### 3.9.1 General

- Following on from the July rain events, all damaged intakes have been reinstated/repared as required with the river flows back to normal. The Methven Auxiliary intake has caused the greatest concern, and cost the most to repair as the river changed course during the flood events and flowed directly towards, and scoured out the bund protecting the intake structure. Work has been undertaken in the river to move the flow to the other side of the river bed and the intake structure protection bund has been reinforced with boulders and concrete blocks.
- With spring growth starting to kick in, a letter is being prepared to send to all property owners with stockwater races to ensure they clean their races in a timely fashion.
- Council officers were advised by ECan Compliance Staff on 24 August that they will be issuing an abatement notice for the non-consented upgrade work carried out last year at the Scarness weir located in Mt Harding Stream. To date no notice has been received. Officers will investigate options for altering the structure to prevent further flooding issues. This weir is in an area of the network that forms part of the Pudding Hill Intake closure currently being investigated, so may become redundant and no longer required in the future. A resource consent will be required for any alteration works or removal of the structure entirely.

### 3.9.2 Applications

- For the financial year ended 30 June, a total of 39 applications were received for race closures/alterations/culvert installations. Of those, 30 have been approved/completed with 8 still working through the application process. Two closure reports will be presented to Council on 5 October. Three applications have been received since 1 July.
- A summary of the current applications is listed below:

## Stockwater closures/alterations/culvert installation applications as at 31 August 2022

### PHASES

Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/036/20	Westerfield School Road	413.4	1						Physical work to be completed
SKW/004/21	Hinds Highway	3122.8	6						Further ecological assessment to be undertaken in October
SKW/007/21	Ealing Road	747	1						Physical work to be completed
SKW/009/21	Mayfield Klondyke Road	0	1						Physical work to be completed
SKW/002/22	Methven Highway	6192.7	10						Report to Council – 5 October
SKW/006/22	Ealing Road	0	1						Physical work to be completed
SKW/008/22	Brothers Road	12164	17						Report to Council – 5 October
SKW/009/22	Forest Drive	0	1						Physical work to be completed
SKW/011/22	Maronan Road	1113.7	5						Waiting for more info from applicant
SKW/012/22	Stranges Road	902	2						Awaiting ECan Resource Consent
SKW/013/22	Back Track	4431	10						Reporting
SKW/016/22	Bebbingtons Road	6207.1	11						Reporting
SKW/018/22	Rangitata Terrace Road	4519.1	5						Reporting
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/020/22	214 McConnells Road	0	5						Physical work to be completed
SKW/021/22	547 Farquhars Road	0	1						Physical work to be completed
SKW/022/22	354 Barford Road	0	1						Physical work to be completed
SKW/024/22	83 Massey Road	1838	2						Physical work to be completed
SKW/025/22	579 Back Track	2081	2						Physical work to be completed
SKW/026/22	1400 Ealing Road	4160	2						Physical work to be completed
<b>Applications received since 1 July 2022</b>									
SKW/027/22	Fords Road	1347	4						Waiting for all info to be received
SKW/028/22	81 Isleworth Road	0	1						Physical work to be completed
SKW/029/22	226 Frasers Road	609	5						Checking all info received
	Phase complete		<b>Phases:</b>	<i>Application received</i>	<i>Information gathering</i>	<i>Review significance and scope</i>	<i>Reporting and decision making</i>	<i>Sign off work completed and rates/GIS update</i>	
	On track								
	Overdue								

\*Note: a 0 in the length column relates to a culvert or pump service installation application - no race is being closed.

## 3.10 Roads and Footpaths

### 3.10.1 2022/23 financial year expenditure

- The July heavy rain event has resulted in an estimated \$2,000,000 of repair work. The damage to the roading network has been widespread with the main areas being in the high country and along the Dry Creek flow path. A request for additional Emergency Works funding has been made to Waka Kotahi. A report will be made to Council on the funding of our share of the cost (49%).

### 3.10.2 Main areas of work completed

Information on some of the main areas of work completed are:

- 897 km of unsealed roads graded.
- 5,021 m<sup>3</sup> of maintenance metal placed.
- The main focus has been the maintenance metalling on unsealed roads with the quantity of metal placed less than programmed because of the work associated with the repairs to damage from the heavy rain event.
- Routine sealed and unsealed pavement maintenance is ongoing with the cyclic crews busy with sealed road potholes in particular. The cold wet conditions resulting in potholes forming quickly in the older, poorer quality pavements.

### 3.10.4 Ocean View Road Erosion

- The erosion on a section of Ocean View Road at Lowcliffe between Brodgers Road and Crows Road has resulted in the road being closed. Signs and timber rails have been installed for the closure.
- 13 July 2022.





- Most of the property in the surrounding area is under one property owner. After discussing with the property owner their preference is to close off the road at the Brodgers and Crows Rd intersection. They have alternate access to their property without needing to use this section of Ocean View Road. The very low traffic volume on this section of road (less than 50 vehicles per day) means there will be little disruption for road users.
- In its current state the eroded section of Ocean View Road is unsafe for road users. Without an alternative route this will be a permanent closure to traffic on the current road alignment. The legal road will remain but it will be closed to traffic.



Road Closed Ahead signs installed just past Crows Road intersection and sight rail installed 100m west of erosion site.



### 3. 10.5 Local road improvements and new footpaths

- A programme of local road improvements and new footpaths for 2022/23 and 2023/24 has been compiled. The new footpaths will be in a contract going to tender before Christmas with construction starting in the New Year.
- The seal widening on Mayfield Valetta Rd is included in a contract with the rehabilitation on Mayfield Valetta Rd.
- Quotes will be sought in the near future for the unsealed footpath on SH77 from the township to past the thermal pools and intended to be completed by Christmas 2022. The unsealed footpath on Racecourse Rd was to be done the same way but it has been indicated by EA Networks that the power undergrounding is being brought forward which will enable the construction of kerb and channel and asphalt footpath. So it is to be included in the contract with the other new footpaths.

### 3. 10.6 Wills Street pedestrian rail overbridge

- WSP has submitted the Final Draft of the Conservation Management Plan (CMP) for the heritage listed pedestrian overbridge.

### 3. 10.7 Ashburton second bridge

- The Detailed Business Case was presented to Council at the 17 August 2022 meeting and has subsequently been uploaded to Transport Investment Online to support the request for funding of the Pre-Implementation and Implementation stages of the construction and the associated property purchases.

### 3. 10.8 Tinwald corridor upgrade

- GHD is continuing to work on the upgrade and progressing the preliminary design. Construction is currently programmed to start in mid-2023 (subject to property and consents), and completion to be around mid-2024.

### 3. 10.9 Setting of Speed Limits Rule 2022

- Consultation on the interim speed management plan commenced Monday 12 September 2022.

### 3.11 Contracts - Upcoming Tenders

Contract/Tender	Date to be tendered
ROAD0273 - Mayfield Valetta Road Seal Widening & Rehabilitation Contract	Late September
ROAD0237 - Footpath and kerb & Channel 2022-2023	Late October

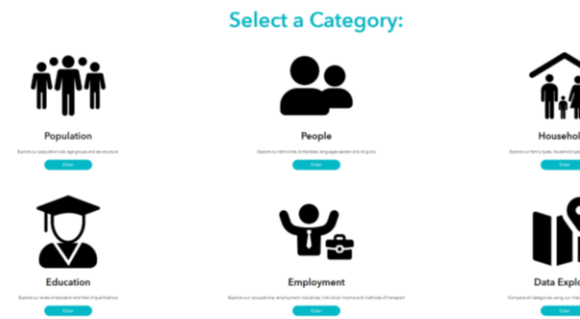
## 4. Business Support Group

### 4.1 Information Systems

#### 4.1.1 Projects

- There are currently 31 active work pieces across all areas of Information Systems. The following provides detail on the larger or more complex work items. Recent resignations within the team have placed a number of tasks at risk of completion. Recruitment for these positions is underway, but there is expected to be impact to application development through the next three to six months.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS						
Application enhancement and development	BAU Activity		N/A	N/A	No	<ul style="list-style-type: none"><li>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.</li></ul> <p><i>Recently complete work includes</i></p> <ul style="list-style-type: none"><li>Planning – enhancement to recommendation letter creation.</li></ul> <p><i>Current work includes:</i></p> <ul style="list-style-type: none"><li>Building – review of processes which support consent applications and subsequent activities. Multi-phased work.</li><li>Liquor Licensing – enhancement to licence renewal process and management of this.</li></ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> <li>• Solid Waste – enhancement of process of auditing residential bin contents and result recording and actions.</li> <li>• Privacy Request – development of process to manage received privacy requests.</li> <li>• Planning – process development to manage pre-planning consent activity.</li> </ul>
Aerial imagery	October 2021	June 2022	No	Yes	No	<ul style="list-style-type: none"> <li>• Urban aerial imagery capture - capture completed and released. Release delayed while identified issues are worked through with supplier and other stakeholders.</li> </ul>
Rural imagery	July 2022	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> <li>• Rural imagery refresh in collaboration with ECan. Forms part of a planned cyclic renewal of this asset. Tender process underway.</li> </ul>
Spatial Census Data Dashboard and Analysis solution	September 2021	June 2023	Yes	N/A	No	<ul style="list-style-type: none"> <li>• Design of GIS dashboard and analysis tool to replace 3<sup>rd</sup> party system used by Strategy and Policy.</li> </ul> 

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> <li>First phase released with Population and People.</li> <li>Second phase underway to add in Household, Education and Employment statistics.</li> </ul>
Mapping for Open Spaces Reserve Management	May 2022	August 2022	Yes	N/A	No	<ul style="list-style-type: none"> <li>Completed</li> </ul>
Open Spaces Asset Responsibility Mapping	May 2022	August 2022	Yes	N/A	No	<ul style="list-style-type: none"> <li>Completed</li> </ul>
Microsoft 365	September 2020	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> <li>Application of cloud-based office and other productivity solutions.</li> <li>Cross function activity within IS involving Business Improvement, Systems and Information Management and will be delivered in a multi-phase approach.</li> <li>The application includes Office products such as Email, Word, and Excel, but also includes other productivity applications including SharePoint (which our document management system is built on) and Teams (multi-function communication platform including telephony).</li> <li>Release has dependency with Virtual Desktop Upgrade as this better supports' this solution functionality.</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Systems</b>						
Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.	January 2022	December 2022	Yes	Yes		<ul style="list-style-type: none"> <li>Corporate wide pilot underway to prove final solution design and management of service</li> </ul>
Art Gallery - Transition of gallery networked services to Council's network and information systems	March 2022	August 2022	Yes	Yes		<ul style="list-style-type: none"> <li>Works complete</li> </ul>
Cyber Security	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> <li>Continuing assessment and solution application to reduce cyber security risk profile.</li> <li>Actions from external security audit have been assessed with immediate items actioned. A response plan has been put in place to work through other recommendations.</li> </ul>
Library and Civic Centre - Te Pātaka o kā Tuhituhi and Te Waharoa a Hine Paaka	May 2021	Feb 2023	Yes	N/A	No	<ul style="list-style-type: none"> <li>Works associated to the ICT scope and supply for new Library and Civic Centre. Items included are within and outside main contract covering areas such as network, audio-visual, desktop and library services.</li> </ul>
Wi-Fi Replacement: Replacement of current Wi-Fi solution at Open Spaces, Art Gallery &	April 2022	August 2022	Yes	Yes		<ul style="list-style-type: none"> <li>Installation complete</li> <li>Solution will be expanded to the new Library and Civic Centre as part of its delivery.</li> </ul>



Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Museum and EA Networks Centre.						

Information Management						
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> <li>Continual improvement works within the EDRMS system.</li> <li>Recently completed are areas related to the Museum. Current activity is looking at general document management functions and improved discovery of policy documents</li> </ul>
Physical Record Management - Ongoing work to identify, record, appraise and manage remaining Council physical records.	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> <li>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. Work includes the decision to retain or dispose and transfer to off-site storage if applicable.</li> </ul>
Digitalisation of Physical Format Records	May 2022	June 2023 <sup>2</sup>	Yes	Yes		<ul style="list-style-type: none"> <li>Digitisation of Asset Field Books (service connection detail) underway</li> <li>Commercial Property files scope confirmed. Costs to digitalised being confirmed.</li> <li>Governance Meeting Minutes and building associated records completed.</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Digital Record Management	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> <li>Ongoing retention and disposal activities for digital records held within the EDRMS and other digital repositories against Council's retention schedule.</li> </ul>
Data Management – Name Amalgamation	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> <li>Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system.</li> </ul>

## 4.2 Communications

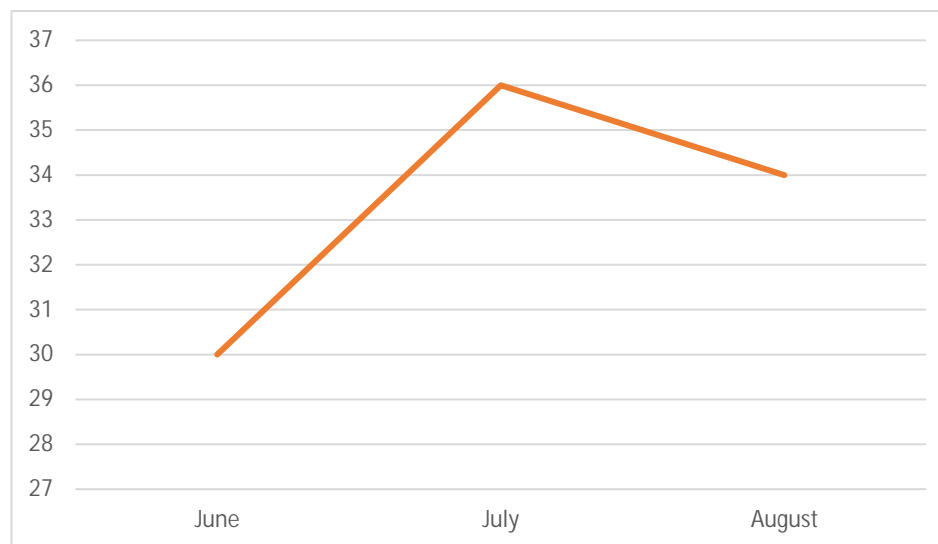
### 4.2.1 Projects

- As of September 14, there are currently 53 active work pieces for the Communications team (measured by Helpdesk tickets in progress).
- The following table provides detail on main campaigns or consultations.

Brief Project Description	Campaign Start Date	Estimated Completion Date	On track	Within budget	Comments
Elections Campaign	15 Jul	8 Oct	Yes	Yes	<i>Recently completed work includes:</i> Phase 1 'enrol' and Phase 2 'stand' Included multimedia collateral of local people in local environments Development and regular updating of voteashburton.nz website <i>Current work includes:</i> Phase 3 'vote' is in progress Includes advertising and social media campaign
Launch of organisational values refresh	1 Aug	23 Sep	Yes	Yes	Communicated refreshed organisational values throughout the business using various internal communications channels
Draft Airport Development Plan consultation	29 Jul	30 Aug	Yes	Yes	Consultation completed with 109 submissions Included a drop-in day at the Ashburton Airport
Draft Stormwater Bylaw consultation	18 Aug	18 Sep	Yes	Yes	In progress
Draft Interim Speed Management Plan consultation	12 Sep	16 Oct	Yes	Yes	In progress
Draft Use of Footpaths for Alfresco Dining Policy consultation	23 Sep	23 Oct	Yes	Yes	Planning in progress

#### 4.2.2 Number of stories delivered

- Measured by how many stories uploaded to ashburtondc.govt.nz per month in the previous quarter of 2022. These stories are also posted on Facebook.



#### 4.2.3 Engaging Facebook posts

- Measured by top performing posts with the highest engagement over the last 28 days, from September 14)

22 August

"This large macrocarpa tree in the Ashburton Domain adjacent to Walnut Ave was damaged in the high winds we experienced in July..."

Post impressions - 10,774

Post reach - 10,509

Post engagement - 2,068

29 August

"🌙 Evening, we are aware that streetlights across the district are off at the moment. 🛠️ EA Networks have informed us they are currently working on fixing a fault in their system..."

Post impressions - 13,305

Post reach - 12,835

Post engagement - 1,921

1 September

"Check out the new carpark at the Ashburton Dog Park, off the end of Cass Street (on the eastern side of the Kmart development)..."

Post impressions - 8,463

Post reach - 8,294

Post engagement - 1,792

### 4.3 Commercial Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> <li>• Two sections in stage two are currently under contract.</li> <li>• One section in stage two is on hold for a potential purchaser to complete due diligence.</li> <li>• Two sections in stage three are on hold for a potential purchaser to complete due diligence</li> <li>• A potential purchaser has expressed an interest in purchasing a 6 hectare section in Lot 33 of JB Cullen Drive.</li> </ul>
Elderly persons housing	<ul style="list-style-type: none"> <li>• There are 29 people on the waiting lists – four people wanting single units, twenty five wanting double units (three are couples and are counted as one application).</li> <li>• Nine units are vacant. Two refurbished units have been allocated. Four are in process of being redecorated, the remaining three are part of the 1-16 Friendship Lane site.</li> <li>• 19 people on waiting list are currently residents in Ashburton with 10 being from out of town.</li> <li>• An update report on Friendship Lane is currently being finalised and will be presented to Council on 5<sup>th</sup> October.</li> </ul>
Airport	<ul style="list-style-type: none"> <li>• During August a total of \$695.00 was either received or invoiced for landing fees. A total of 149 aircraft and their owners are loaded as debtors. 37 Aviators have paid for an annual landing fee pass. The monitoring system now allows the following report to be produced on landings at the airport. Large event “Extravaganza” to be held onsite during labour weekend. A further smaller South Island Aerobatic competition is programmed to take place 1-3 December.</li> <li>• Some work is continuing on tidying up the entry road and covering up potholes as well as signage upgrades.</li> </ul>

Current	Brief Project Description / progress																		
	<div data-bbox="714 193 1359 643" data-label="Figure"> <p>Aircraft Movements by Month</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Aircraft Movements</th> </tr> </thead> <tbody> <tr> <td>31/01/2022</td> <td>0</td> </tr> <tr> <td>28/02/2022</td> <td>0</td> </tr> <tr> <td>31/03/2022</td> <td>645</td> </tr> <tr> <td>30/04/2022</td> <td>797</td> </tr> <tr> <td>31/05/2022</td> <td>644</td> </tr> <tr> <td>30/06/2022</td> <td>529</td> </tr> <tr> <td>31/07/2022</td> <td>354</td> </tr> <tr> <td>31/08/2022</td> <td>603</td> </tr> </tbody> </table> </div> <ul style="list-style-type: none"> <li>• CFZ – common frequency zone – the proposal to establish a dedicated frequency zone for the Ashburton Area has been approved and CAA are currently working on deciding which frequency is most suitable for our airspace.</li> <li>• Airport Development and Infrastructure Project: Electricity and water is now supplied to 2 hangar sites within the commercial hangar precinct on Seafield Road. \$18.5K reimbursement from 1 x lessee has been received.</li> <li>• 1 Further Commercial Hangar site next to existing sky diving hangar has been reserved with the intention of establishing a sky diving school. The site is reserved until January 2023 by which time they are either to submit a building consent application or relinquish the site.</li> <li>• The NZ Airline Academy are still wishing to enter into a lease to set up at the Airfield and are waiting for the Ashburton Airport Development Plan to be finalised and adopted. A report will be presented to Council in order to consider the application.</li> <li>• A draft Memorandum of Understanding from the Skydiving operation has been received and being reviewed.</li> </ul>	Month	Aircraft Movements	31/01/2022	0	28/02/2022	0	31/03/2022	645	30/04/2022	797	31/05/2022	644	30/06/2022	529	31/07/2022	354	31/08/2022	603
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Land for community Buildings	<ul style="list-style-type: none"> <li>• A meeting was arranged with Pasifika groups on 13th August to ascertain their needs.</li> <li>• The information gained from this will be added to current requests for land following which a report to be presented to Council.</li> </ul>																		

Current	Brief Project Description / progress
	<ul style="list-style-type: none"> <li>• An area beside the Menz shed is being considered for use by Community Groups which require a relatively small building footprint.</li> </ul>
Medical centre upgrades	<p>Methven</p> <ul style="list-style-type: none"> <li>• Work is being undertaken to establish a suitable location for the Methven Medical Centre to with a number of sites being looked at.</li> <li>• A temporary solution is currently being investigated.</li> </ul> <p>Rakaia</p> <ul style="list-style-type: none"> <li>• Council has received more information from the medical centre and this is being compiled to bring the information on the costings and design to Council.</li> </ul>
<p>Oval Pavilion – Ashburton Domain</p> <p>Walnut Avenue Pavilion – Ashburton Domain</p>	<ul style="list-style-type: none"> <li>• Council is waiting for the Trust lawyers to complete their winding up of the trust before Council can complete the transfer. Once the building is in Council ownership we can liaise further with the occupiers in order to engage contractors to complete the upgrade of the Building.</li> <li>• Final discussions are being held with the Trust lawyers to allow the transfer of the building. Following this outcome a report which will be presented to Council formalising the transfer of the building. The report will also request funding for some refurbishment which is necessary.</li> </ul>
West Street Car Park	<ul style="list-style-type: none"> <li>• Council has made formal application to KiwiRail for additional land for stormwater and have presented them with an offer to lease. This is being considered by their board.</li> <li>• The application for resource consent is currently being worked on along with final designs of the layout.</li> </ul>

## 4.4 Forestry

### 4.4.1 Forest Salvage Harvesting

- Fords Road plantation has been logged
- Work continues at Windermere Road adjacent to SH1 and should be complete mid-September.
- Macrocarpa trees on SH1 north of Ashburton are being cleared due to wind damage, this work was completed on the 15<sup>th</sup> September.

### 4.4.2 Tree Planting Winter 2022

- The planting contractor finished this year's planting programme on 10<sup>th</sup> September with almost 155,000 trees planted.
- Snow road closures north of Dunedin again caused tree stocks not to be delivered from Leithfield.



## 4.5 Finance

### 4.5.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
2021/22 Annual Report	30 June 2022	December 2022	Yes	No	NA	<ul style="list-style-type: none"> <li>Staff are working through this process and building up the audit file.</li> </ul>
Sale of Vehicles	Current	Unknown	Yes	Yes	No	<ul style="list-style-type: none"> <li>We have 7 vehicles to take up to Turners to be sold at auction per our disposals policy. We are aware that prices of used vehicles have dropped due to market supply. We are working on getting 1 or 2 up to Turners a week as we don't flood the market, as this pulls the sale price down.</li> </ul>
2023/24 Annual Plan	Current	30 June 2023	Yes	Yes	N/A	<ul style="list-style-type: none"> <li>Budget packs for Managers are currently being set up for the 2023/24 Annual Plan, along with related reports.</li> </ul>
Purchase card Implementation		Unknown	No	Yes	NA	<ul style="list-style-type: none"> <li>The introduction of purchase cards for small miscellaneous purchases is the final part of the procure-to-pay project. This is in conjunction with the IS Team, and has been waiting on Tech 1 to confirm their availability to proceed.</li> </ul>
Debt Management Process			Yes	Yes	N/A	<ul style="list-style-type: none"> <li>Testing is being carried out, in conjunction with the IS team. All issues must be resolved and letters updated before implementation. This is ongoing.</li> </ul>

#### 4.5.2 Variance Report

Following up on Councillor Falloon's question raised at the Council Meeting on 7<sup>th</sup> September regarding Current Asset Accruals Balance in the Balance Sheet in the Preliminary June 2022 Financial Report.

Current Assets is below with Accruals underlined blue. A breakdown of this underlined figure is further down.

##### Current Assets

Cash & Bank	11,379,077	24,672,000
Cash Investments	20,000,000	1,000,000
Receivables	3,059,151	5,534,120
Provision for Doubtful Debts	(121,463)	(121,463)
Stock	70,839	53,257
<u>Accruals</u>	<u>10,594,214</u>	3,909,078
Other Current Assets	345,596	550,866
	<b>45,327,415</b>	<b>35,597,858</b>

##### Accruals breakdown on June Preliminary Report

Accrued Interest	81401	129,543.21	<b>Debtors</b>	<b>Note</b>	NZTA June	742,962.61
Debtors	81402	<b>9,842,339.64</b>			Debtors Accruals	285,820.49
Prepayments	81403	483,426.26			Vested Asset - TEC Trust 174 Racecourse Rd	612,117.12
Airport Loan	80405	138,904.68		<b>1</b>	Vested Asset - Camrose	490,028.21
		<b>10,594,213.79</b>			Vested Asset - Lake Extension Trust	5,403,921.54
					Art Gallery Sales	7,489.67
<i>Per Report</i>		<b>10,594,214.00</b>		<b>2</b>	Otakaro Milestone	2,300,000.00
						<b>9,842,339.64</b>

- Note:**
- 1 Vested Assets - are assets transferred from developers to council as part of the sub-division consent process.
  - 2 Otakaro Milestone - This is funding from Provincial Growth Fund for the New Library and Civic Centre

#### 4.5.3 Further questions asked:

*Total income broken down by rates, fees and charges and any other core income from the 2022/23 Annual Plan*

Revenue Type	Amount	% of total
General Rates	\$4,696,000	5.3%
UAGC	\$13,227,000	14.9%
Targeted Rates	\$26,341,000	29.6%
Subsidies NZTA	\$2,379,000	2.7%
Fees and Charges	\$8,324,000	9.4%
Investment Income	\$2,151,000	2.4%
Other Income	\$26,439,000	29.7%
Development /Financial cont	\$1,643,000	1.8%
Vested Assets	\$2,571,000	2.9%
Other Gains on revaluation	\$1,247,000	1.4%
<b>Total Revenue</b>	<b>\$89,018,000</b>	

*Details on LGFA Debt Covenants based on 2022/23 Annual Plan*

*Net Debt: Total Revenue*

\$90.6m < \$222.5m (250% of total revenue)

*Net interest: Total Revenue*

\$2.4m < 17.8m (20% of total revenue)

*Net Interest: Annual Rates Income*

\$2.4m < \$11.1m (25% of Annual Rates Income)

*Available Financial Accommodation: External Indebtedness*

> 110% (current head room \$49.1m)