

Council Activity Briefings



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

Attendees

Mayor Neil Brown
Deputy Mayor Liz McMillan (Chair)
Councillors Leen Braam
Carolyn Cameron
Russell Ellis
Phill Hooper
Rodger Letham
Lynette Lovett
Tony Todd
Richard Wilson

Executive Team

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

Activity Reports

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10:40am	Morning tea			

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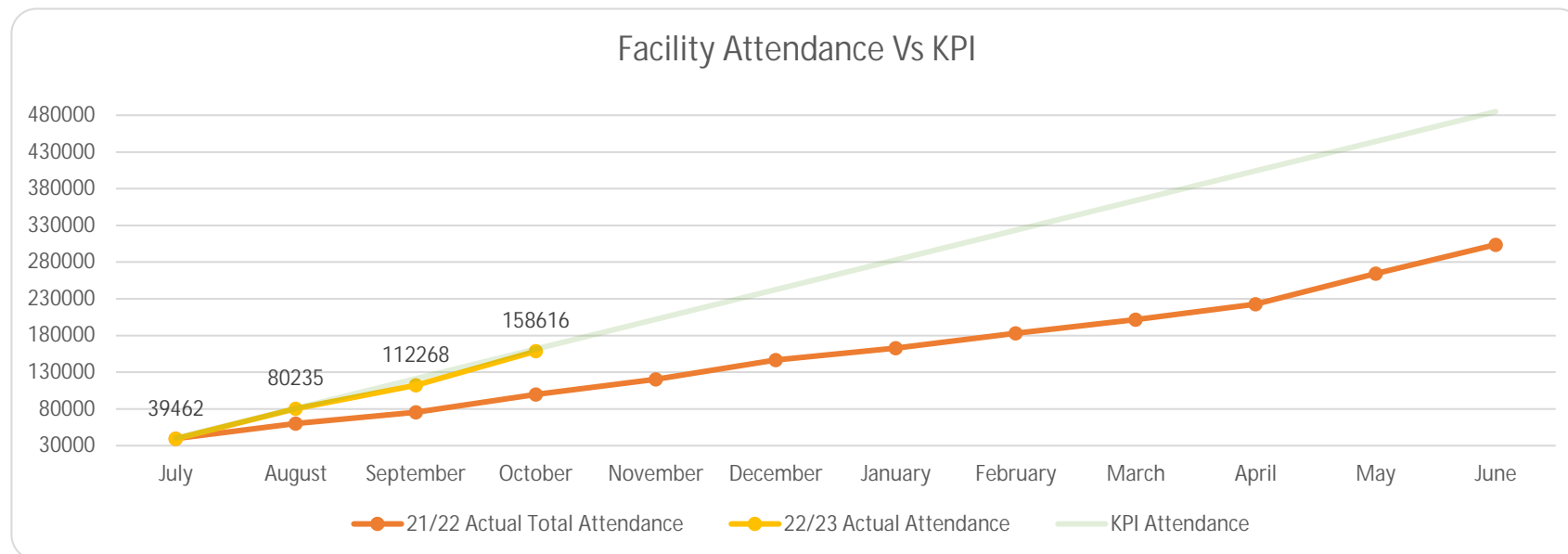
Time	3.	Infrastructure Services		Page
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1. Community Services

1.1 EA Networks Centre

1.1.1 Facility

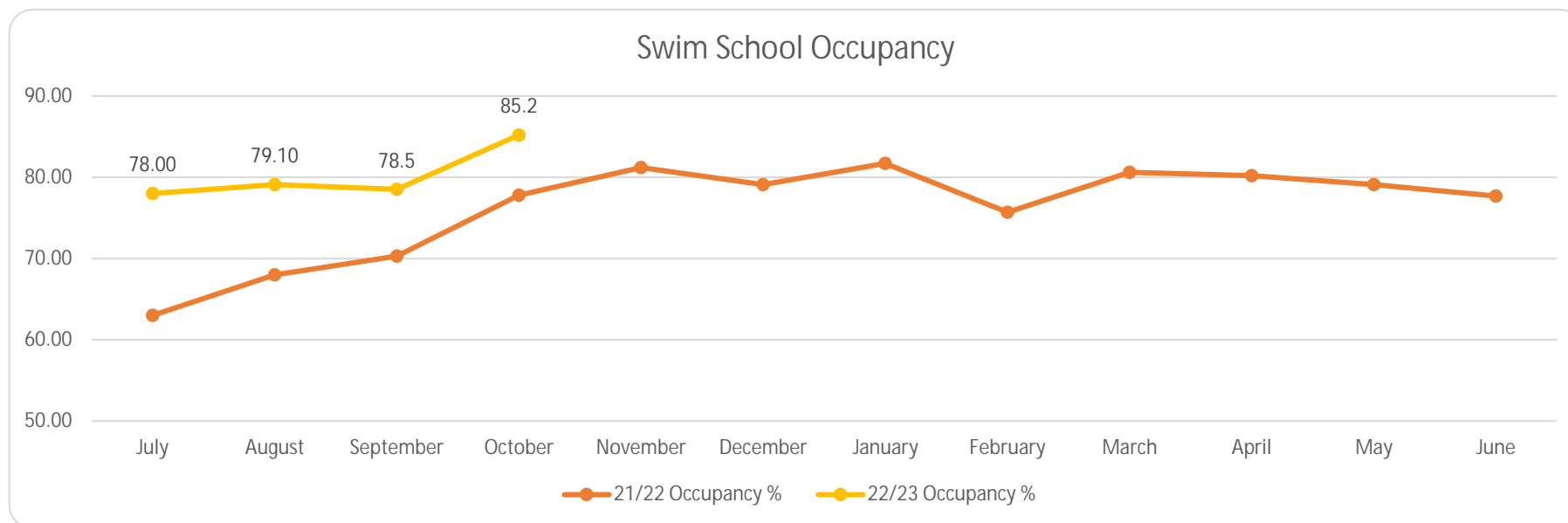


Comments:

- 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 31 October 2022 EANC had 158,616 visitors, tracking slightly below the target.
- Maintenance works planned for the EA Networks Centre in January 2023 will impact facility foot traffic for approximately three weeks.
- 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.

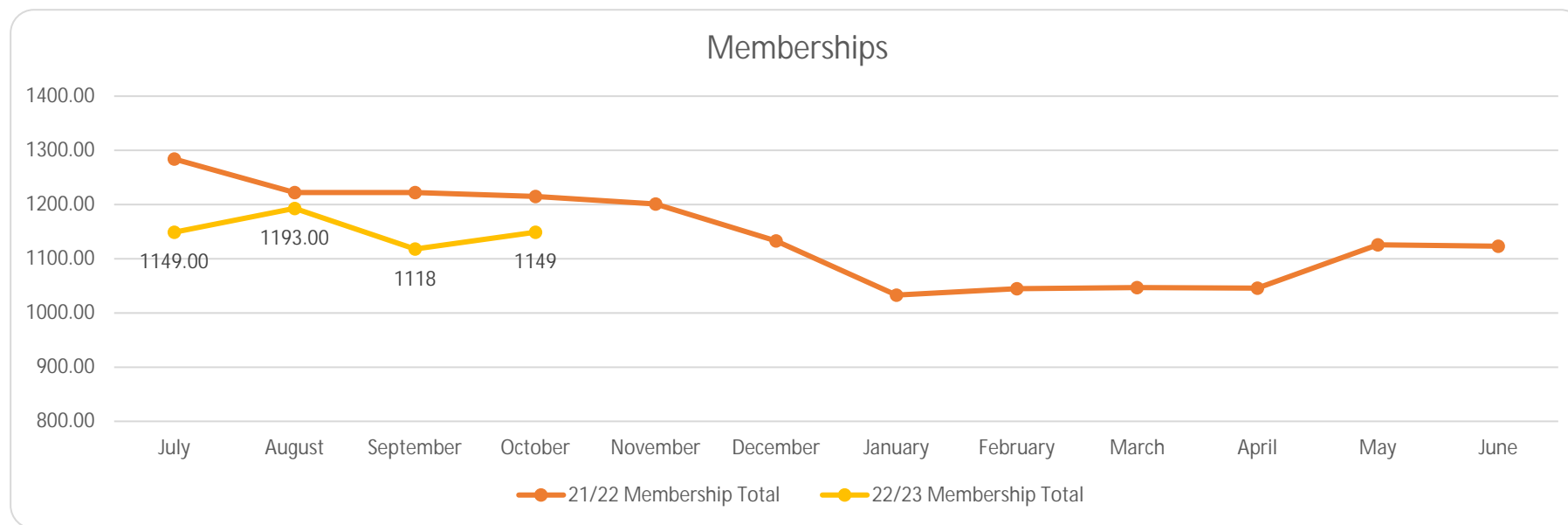
1.1.2 Swim School Occupancy



Comments:

- This graph represents the occupancy percentage of the swim school.
- Occupancy for Term 4 has taken a significant jump and officers continue to work to the needs of customers to maintain the best possible outcomes.
- A number of levels are currently experiencing full capacity and officers regularly review and pivot classes where possible to make opportunities available.

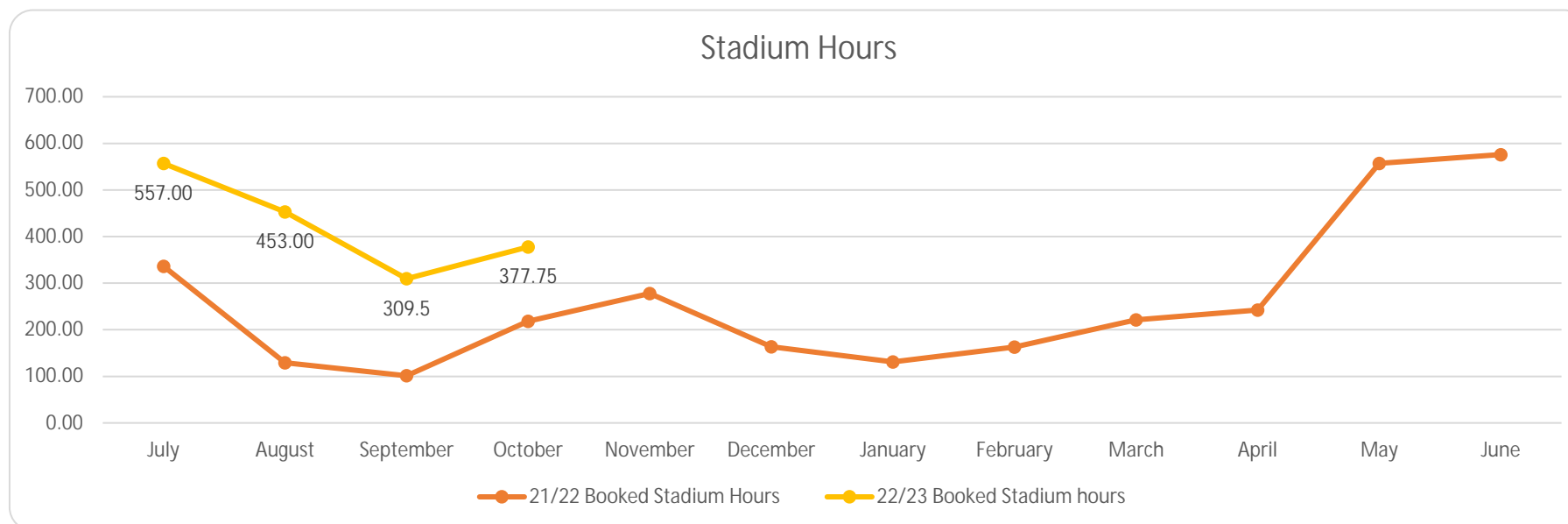
1.1.3 Memberships



Comments:

- This graph represents the tracking of EA Networks Centre memberships.
- Customers are beginning to utilise more online functionality and a planned upgrade to our web portal should further reduce barriers.
- Officers continue to offer programmes to build on services already offered, supporting a holistic health and fitness facility for our community.

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 wrapped up with a significant break before Summer Sports. This is noted in the drop-off in September.
- This is in line with Sport NZ's "Balance is Better" policy.
- The successful South Island Basketball U13 Championships have re-booked for 2023. During the 2022 championship visitation numbers for the facility were over 17,000 people during the four competition days.

1.1.5 Activity comments for September/October 2022

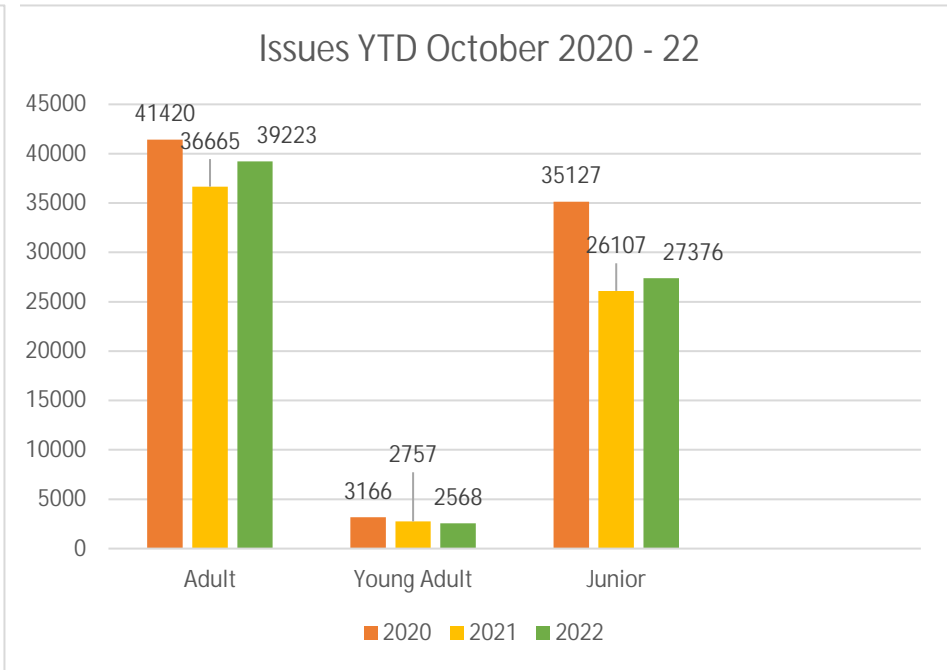
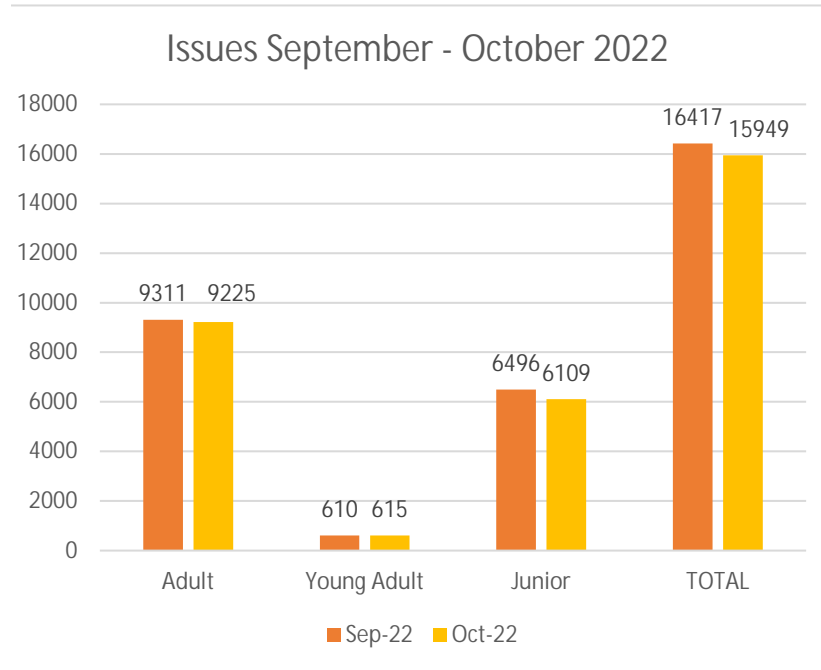
Facility	
Activity/Programme	Description
Business	<ul style="list-style-type: none"> • The Utilisation Study of Recreation Facilities has been awarded to Xyst as the consultants and information gathering has begun. The works are programmed for completion by end of Q1 2023. • The EANC Business and Marketing plan initial phase has been completed and will come to Council through the Annual Plan workshop. Phase 2 has begun which will present comprehensive fee review and national benchmarking to support Annual and Long Term Plan recommendations. • The women's swim night trial has been completed and officers are undertaking a review. Whilst popular, resourcing challenges restrict the ability to continue the trial longer with general pool operation and the Tinwald Pool needing to take priority for now. Officers will make recommendation to the Executive Team through the review. This trial was in line with PARs strategy action 1.1.D.
Stadium Stadium bookings	<ul style="list-style-type: none"> • The Active Adventurers Programme has continued into term 4 after a very successful introduction in term 3. The session average for term 3 was 31 children and the feedback from participants has been overwhelmingly positive. • EANC played host to the Basketball NZ U13 Southern tournament from the 12 to 16 October. This saw five local teams, as well as teams from around the South Island compete and brought 17,000+ people through our doors. This not only benefitted the stadium but also the pool. • The Mid-Canterbury Netball summer league is underway, with the competition reaching full capacity before registrations closed through the introduction of a year 9 and 10 league - this results in all courts being used by the league from 3:30pm to 9:15pm every Wednesday.

Facility	
Activity/Programme	Description
Pool Aquatics activities	<ul style="list-style-type: none"> • The team continues to build towards the opening of Tinwald Pool on 3 December. The Tinwald Pool is reaching end of life in many of the plant and assets and officers are reviewing how to ensure maintenance of levels of service into the future. • The lifeguard team continues to be plagued by recruitment challenges, however the team are working together effectively with only one shortening of hours in the past two months. • The aquatics area will see a refresh of Aquaplay equipment early in the new year as part of the renewals programme and fixtures altered to allow for simplistic changing in the future. • Earlier this year officers identified a risk to Council in CO2 that is used for PH balance. The closure of Marsden Point has significantly impacted availability and cost of CO2. As such officers proposed and installed, within existing budget, a Bi-Sulphate system that will not only future-proof chemical balancing but will also offer an under-budget solution for PH balancing.
Fitness Centre Gym activities	<ul style="list-style-type: none"> • The gym continues to move from strength to strength with its targeted special population's programmes. • Following the success of Hospice and Prost-Fit, breast cancer class, Evolve (a live stronger, longer accredited class), o2go class (for clients that have breathing difficulties) and now a fully booked out Fitmums class. • Summer Bootcamp has started and is proving popular. • Wellness week was again a success with a pop-up Bodybalance class in Baring Square West as well as a number of community engagement opportunities including supporting Mark Ellis with his Movember fundraiser and COPD awareness week with a walk in the Domain.

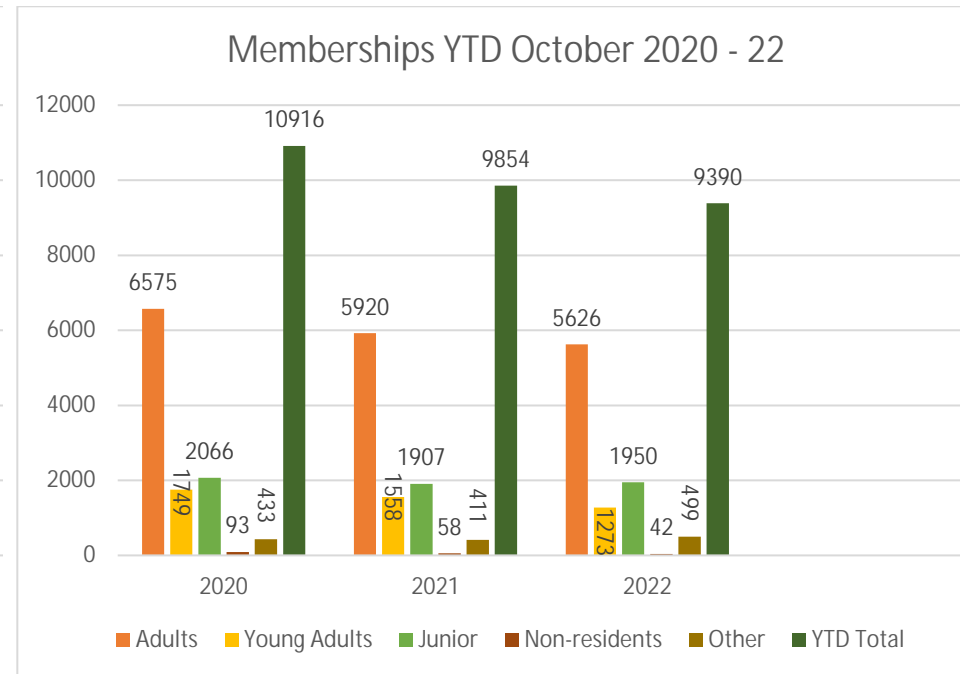
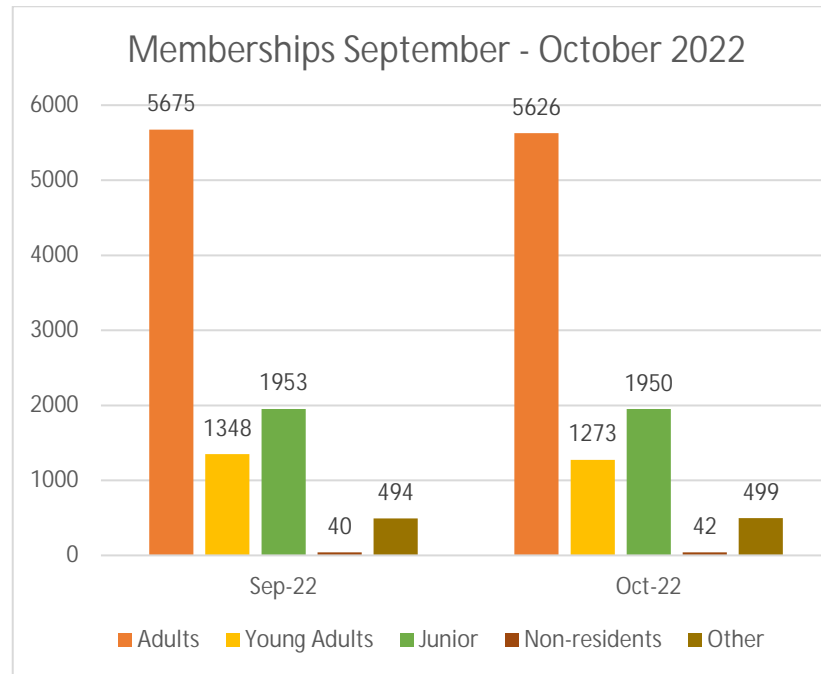
Facility	
Activity/Programme	Description
Swim school	<ul style="list-style-type: none"> • The Swim School will be running a Swim School Summer Games to help promote the competitive side to swimming. This will run week 10 of the Term and will be an exciting time to encourage teamwork and competition against oneself. • The squad programme has been having big wins with lots of personal bests achieved at every meet they have attended this term. • The swim school will undertake a full holiday block programme during the January school holidays. This is a great opportunity for swimmers to refresh their technique before term and school swimming sports start. While these holidays are during summer they provide a space where swimmers can continue to learn more about water safety and how to be water safe around our community landscape.

1.2 Library

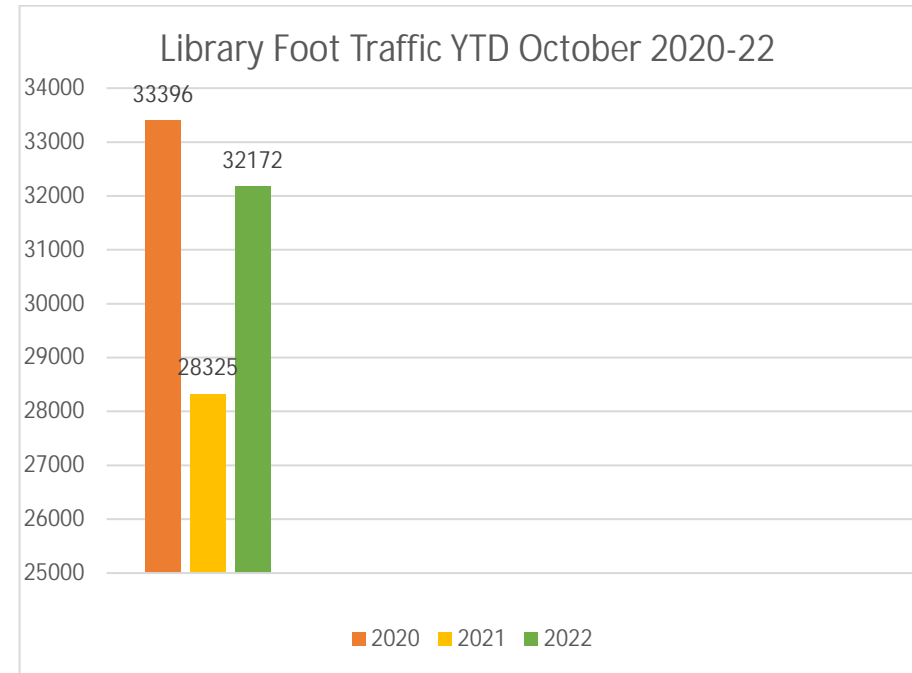
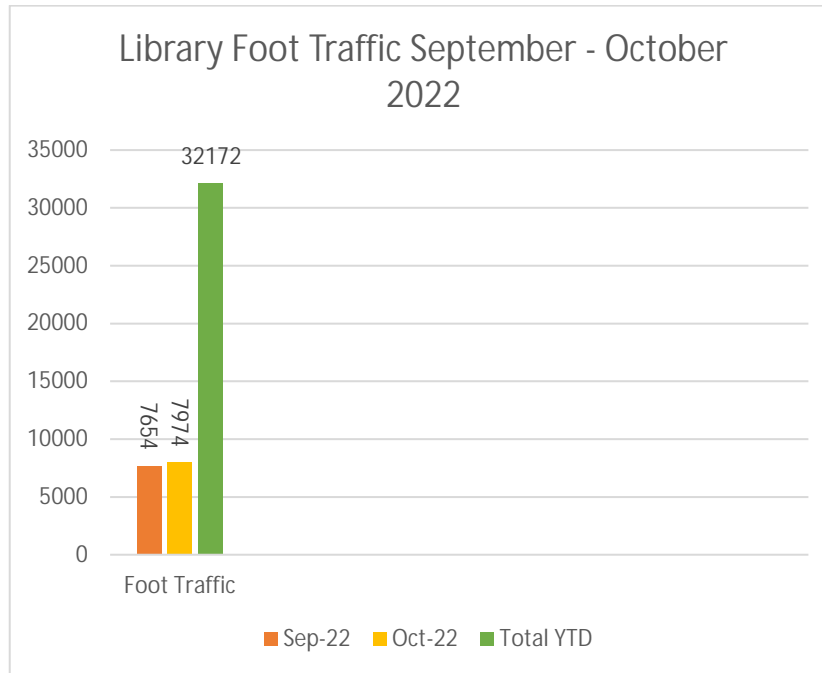
1.2.1 Issues



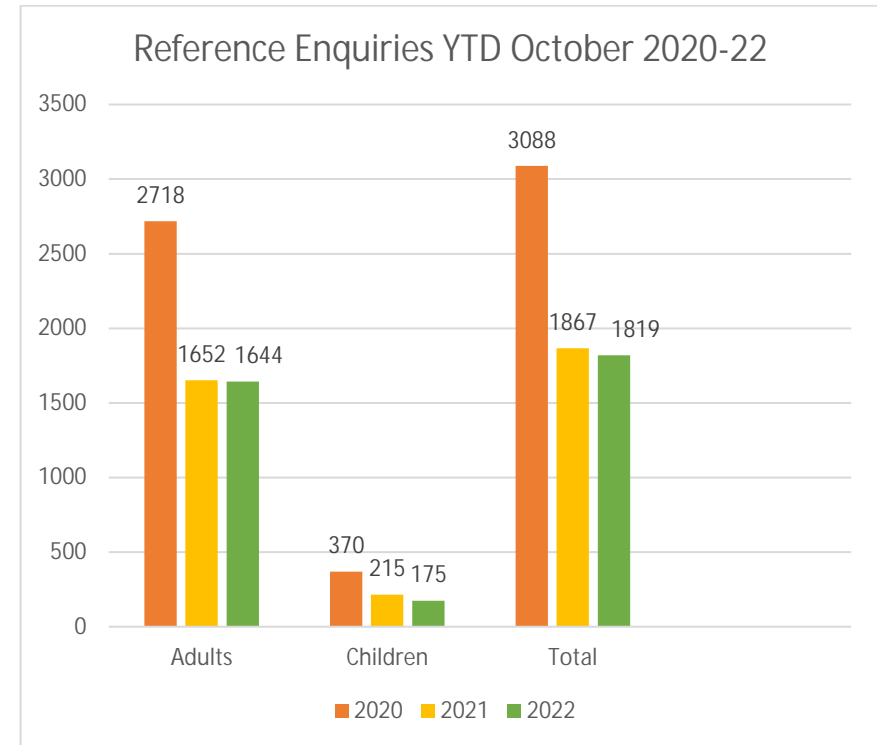
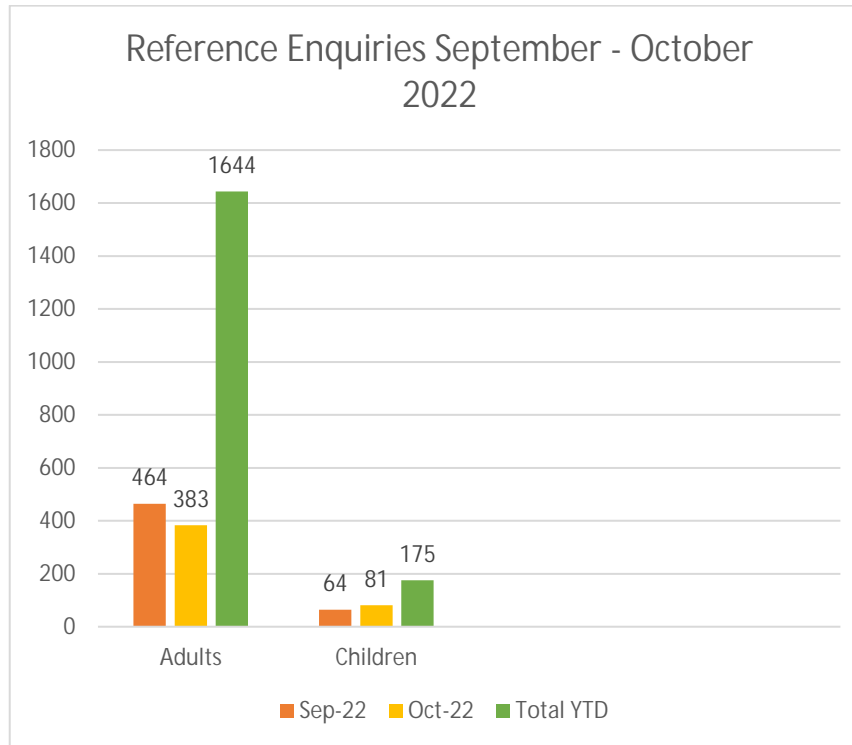
1.2.2 Memberships



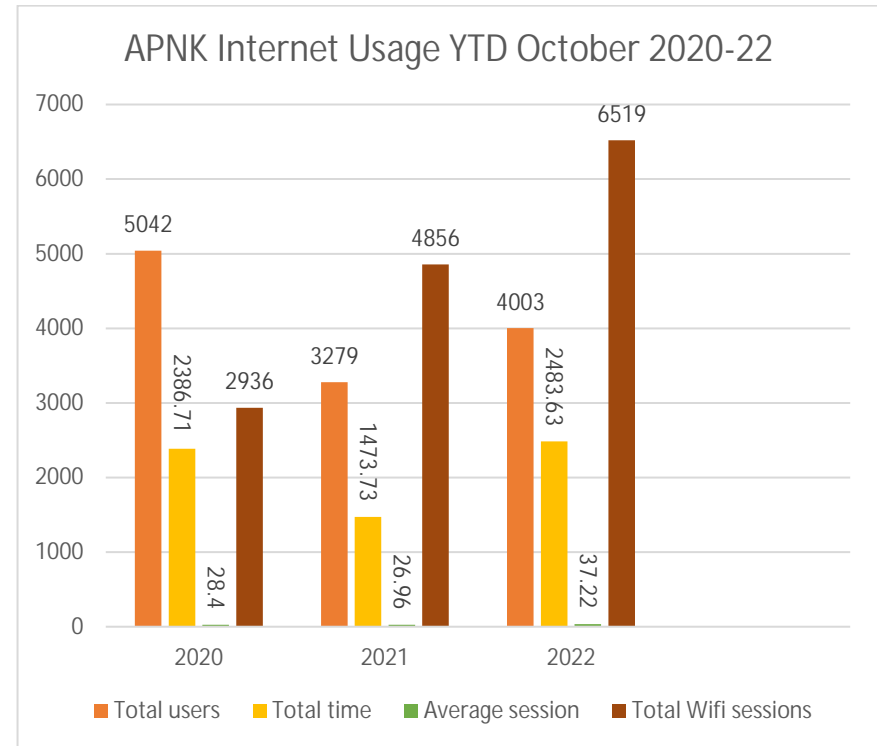
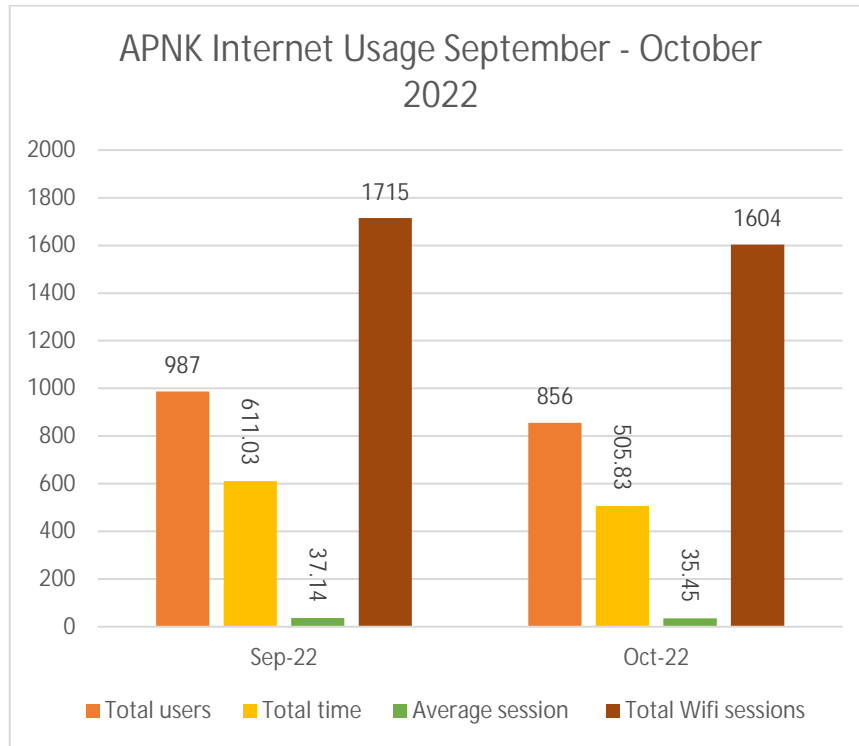
1.2.3 Library Foot Traffic



1.2.4 Reference Enquiries



1.2.5 APNK Internet Usage



1.2.6 District Tourism Information Requests



1.2.7 Activities for September and October 2022

Community Engagement Activities	
Activity/Programme	Description
Click and Collect	<p>Contactless Book Issue</p> <ul style="list-style-type: none"> Click and Collect was developed and implemented during Covid-19 level three to assist with public access. This service continues for anyone who wishes to use it. Four people have used the service during this period.
Meeting Spaces	<p>Community use of meeting rooms</p> <ul style="list-style-type: none"> There were 55 bookings during the period, with a total of 260 people attending. Groups who utilised meeting spaces at the Library included art & creativity classes; Greg Dunne (Counsellor); speech & language therapy; individuals having video health consultations online; meditation groups; work placement coaching services; Dementia Canterbury; English Language Services; NZSL4U (sign language classes).
Presentations	<p>Library promotion</p> <ul style="list-style-type: none"> Two presentations were held during the period with 48 attendees.
Book Club	<p>Monthly community book club</p> <ul style="list-style-type: none"> There were 30 attendees to the book club during the period.
Next Chapter	<p>A programme of activities for those living with a diagnosed dementia</p> <ul style="list-style-type: none"> 2 sessions were held with 5 participants attending.
Elderly Outreach	<p>A programme of reading activities, crafts and looking at objects is designed to encourage older people to engage in conversation and share memories.</p> <ul style="list-style-type: none"> Three sessions were held, with 77 participants from the Elizabeth Street Daycare and Tuarangi Home.
Workshops	<p>Kōrero Maori and Te Reo Māori pronunciation workshops in partnership with Keep Learning Mid Canterbury</p> <ul style="list-style-type: none"> 53 people attended the workshops.
School Holiday outreach	<p>To Methven and Rakaia. Led by Library staff with participation from AAGM, EANC, EcoEducate & Wellbeing Opuke.</p> <ul style="list-style-type: none"> 53 children and 23 adults attended.

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"> • Digital Steps classes are held on Tuesdays and are aimed at all beginners looking at specific topics, e.g. Facebook, Trade Me and Google. • 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. • One-off sessions are held for all age groups. • Four people attended the Stepping Up classes during the period.
CV Help	<p>CVs, cover letters and applications</p> <ul style="list-style-type: none"> • Five people attended the sessions over the period. • The library continues to offer assistance outside of programme hours to those that require it. • Feedback continues to be positive from both Work and Income NZ and those accessing the service.
Device Drop In	<p>One-on-one assistance with devices</p> <ul style="list-style-type: none"> • 47 people received assistance with their devices over the period.
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"> • Assistance was provided to 170 people during the period that is being reported on.
EBook Sessions	<p>One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm</p> <ul style="list-style-type: none"> • There was no one looking for assistance with e-books during the official help session.
Skinny Jump Wi Fi Modem	<p>Low cost broadband</p> <ul style="list-style-type: none"> • Supply chain issues caused a delay in delivery of Skinny Jump modems. • Ten people accessed Skinny Jump during the period.

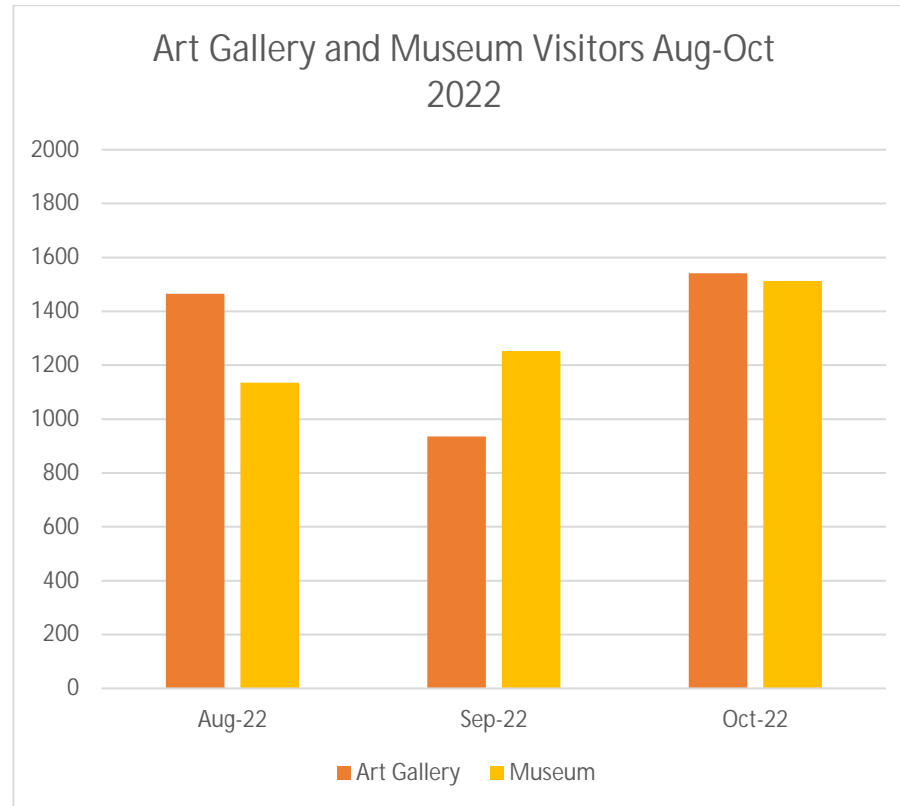
Youth Programming	
<i>Activity/Programme</i>	<i>Description</i>
VR headset	<p>General public use of a VR headset</p> <ul style="list-style-type: none"> • Forty-four people attended during September and October. • A VR headset is available to those aged 13 years and older during open hours.
Dungeons & Dragons	<ul style="list-style-type: none"> • Seven sessions were held during September and October, with 39 youth attending.
Painting with Bob Ross	<ul style="list-style-type: none"> • 12 YA attended over 2 sessions during September and October, with both sessions fully booked.

Children's Library	
<i>Activity/Programme</i>	<i>Description</i>
Wriggle and Read	<p>Movement to music for ages 0-3 (run during school term time)</p> <ul style="list-style-type: none"> • Four sessions were held in September with 62 Children and 62 Adults (124 in total) attending. • During October two sessions were held, with 32 Children and 31 Adults (63 in total) attending.
Story and Rhyme Time	<p>Stories and Rhymes (run during school term time)</p> <ul style="list-style-type: none"> • During September five sessions were held with 24 children and 13 adults (37 in total) attending. • Two sessions were held in October, with 17 children and 6 adults (23 in total) attending.
School Class Visits	<p>Story and browsing</p> <ul style="list-style-type: none"> • Twenty-three sessions were held during September, with 558 children and 48 adults (606 in total) attending. • The sessions held during September included class visits from Ashburton Christian School, Ashburton Borough School and a regular small group from Hampstead and Netherby Schools. We also had visits from Long Beach and Mt Sommers Springburn schools. • During October five sessions were held with 112 children and 7 adults (119 in total) attending. • The October sessions included class visits from Ashburton Christian School, Ashburton Borough School and a regular small group from Hampstead and Netherby Schools.

Children's Library (continued)	
Activity/Programme	Description
Coding Club	<p>Game development using Microsoft Makecode Arcade (Microbytes and Megabytes Coding Clubs are run during school term time)</p> <ul style="list-style-type: none"> • 61 children attended ten sessions in September, which also included our end of project party. • 30 children attended 4 sessions during October.
Riff-Raff	<p>Library reading dog</p> <ul style="list-style-type: none"> • Three sessions were held in September with 23 children reading to Riff-Raff. • During October two sessions were held where 9 children read to Riff-Raff.
Down the Bottom of the Garden	<p>October holiday programme</p> <ul style="list-style-type: none"> • Overall, we had 239 children and 123 adults (362 total) across six activities: <ul style="list-style-type: none"> - Painting plaster bugs - Bug hotels - The Little Hone Co Bee education - Miniature Fort building - Pot Plants - Make a Lei
Pippins & Brownies	<p>Library Visit</p> <ul style="list-style-type: none"> • During September 24 children and 2 adults visited the library in two groups.

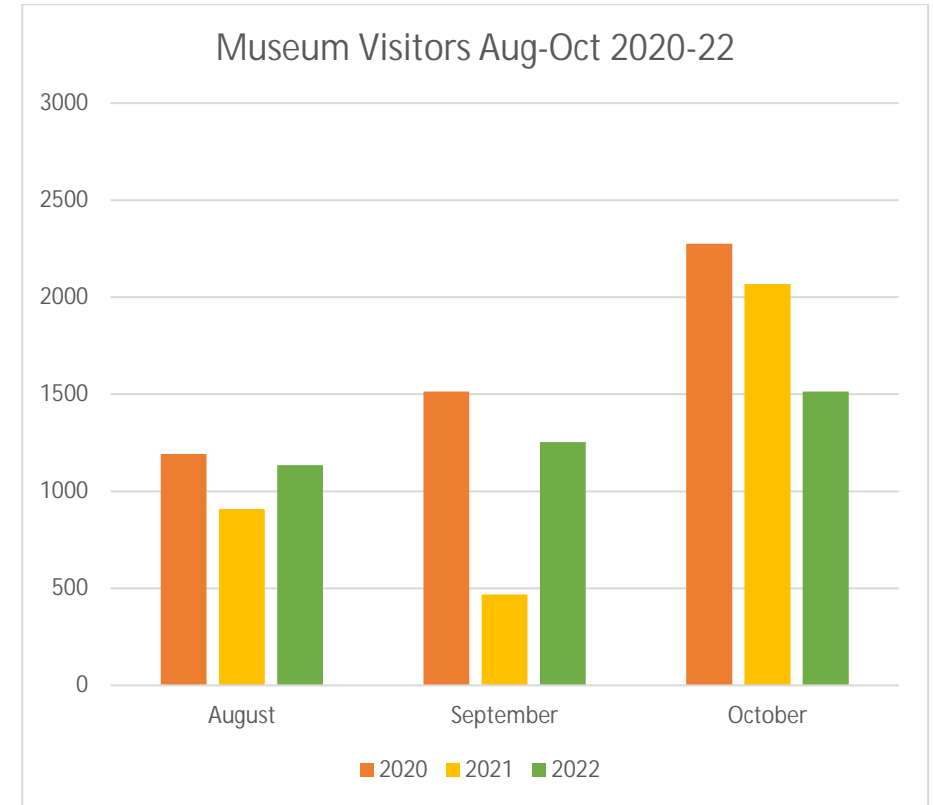
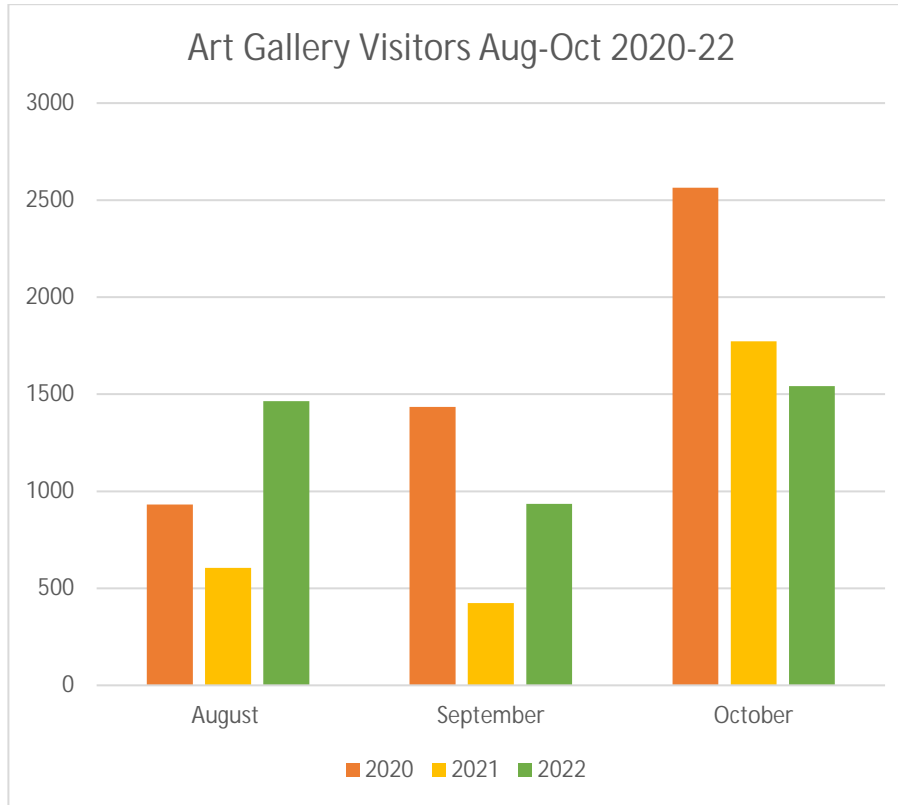
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

- Visitor numbers to the Art Gallery and Museum in October exceeded that of the previous two months due to the October school holidays, several exhibition openings and public talks, and several community outreach visits (detailed below).



Comments:

- Visitor numbers in August and September 2020, and during 2021, were affected by covid-19 related lockdowns.
- Visitor numbers in October 2022 were lower than previous years due to fewer large exhibition openings being scheduled in October and less visitors during the school holidays.

1.3.2 Activities:

Exhibitions and Displays		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
The Wind of the Homeland	<ul style="list-style-type: none"> • Solo painting exhibition by Geraldine artist Henry Lowen-Smith • Exhibition brings together early and mid-career works along with detailed pencil on paper drawings of significant buildings and sites around our district. 	28 September to 20 November
Bobbie Barwell: Capturing People and Places	<ul style="list-style-type: none"> • The life and times of Ashburton female photographer Bobbie Barwell. • Exhibition includes her drawings, images and camera equipment, along with other examples of photographic kit from her era. 	28 September to 18 December
Local Knowledge	<ul style="list-style-type: none"> • Exhibition of collaborative paintings by Euan Macleod and Gregory O'Brien. • Exploring shared experiences, landscapes, literature and creative friendship. • Includes works from the AAG Inc art collection. 	1 October to 7 December
Spotlight on Burnett Street	<ul style="list-style-type: none"> • Exhibition celebrating the changing landscape, lives and businesses of one of Ashburton's busiest streets. • Brings together photographs, objects and archival material from the AM&HS collection. 	26 October to 18 December

Education and Public Programmes		
Activity/Programme	Description	Date
Art Addicts	<ul style="list-style-type: none"> The Gallery's weekly art space for kids during the school term. Weekly sessions continue. In September the Art Addicts club explored and experimented with planetary set design; art tools for different accessibility needs; and emotion and colour. In October, the group made monochrome collages, and Halloween lanterns. 	Held Weekly: 7, 21, 28 September; 19 and 26 October
Jub Jub Club	<ul style="list-style-type: none"> Jub Jub Club is a membership programme for young people (8-13 years) to extend and grow their knowledge and appreciation for art. In September, the club were immersed in the world of a fashion designer. They were introduced to the basics of figure drawing and fashion design before making visual mood boards bursting with unique ideas. 	Held monthly: 25 September
Molly's Masterpiece	<ul style="list-style-type: none"> Molly is the Gallery's imaginary dog drawn by Ashburton's own, David Elliot. Molly hides in the Gallery or Museum every month with a particular activity or question for her friends to find. Those who complete the activity receive a piece of Molly's masterpiece, which is an image of an artwork from the AAG Inc collection. There are nine pieces to collect throughout the year. The seventh piece of Molly's masterpiece was released in September and friends were asked to create an ice cream brand based on objects in the Museum's permanent collection. The eighth piece of Molly's Masterpiece was released in October, and friends were asked to have a discussion with staff about the exhibition <i>Local Knowledge</i>, before drawing their interpretation of Euan Macleod's <i>Rainman</i>. 	3 September and 22 October
In Colour	<ul style="list-style-type: none"> A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group. Monthly sessions continue. 	Held monthly: 9 September and 14 October

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
Kōwhai Mums	<ul style="list-style-type: none"> A sensory group for ethnic and migrant mums/caregivers, as well as newcomers to Hakatere Ashburton with children aged 0-5 years old. Mums/caregivers are invited to relax and socialise whilst their children explore the world through sensory play, imaginative materials, and creative activities. This group is run in collaboration with Mercedes Walkham, coordinator of the Mid Canterbury Newcomers network. 	12 and 26 October
Te Wiki O Te Reo Māori Flashcards	<p>Creation of language cards:</p> <ul style="list-style-type: none"> The Gallery and Museum opened a competition for local school children to illustrate a set of flashcards which were distributed to the community for free. We received over 100 entries and selected 10 winning designs. <p>Foyer activity: Mihi Mahi Toi</p> <ul style="list-style-type: none"> This activity ran throughout the week and helped visitors learn how to introduce themselves in te reo Māori through the art of paper chains. 	12 to 18 September
BASE Youth Centre outreach programme	<ul style="list-style-type: none"> A new monthly outreach programme. Two-hour, facilitated art classes at the local youth centre. In September, the group upcycled vinyl records with designs that inspire them. In October, the group made statement jewellery pieces. 	29 September and 27 October
Make a Landscape	<ul style="list-style-type: none"> Drop-in activity inspired by <i>Rare and Unrivalled Beauty</i>, this activity encouraged visitors to think about how landscape paintings are typically composed. 	19 to 29 September
Place + Colour (school holidays)	<ul style="list-style-type: none"> Drop-in activity inspired by the <i>Alchemy</i> exhibition, this activity encouraged visitors to artistically observe and document the colours of their individual worlds as a colour swatch. 	30 September to 6 October

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
Letters of Love (school holidays)	<ul style="list-style-type: none"> A project ran through Community House with invitations for support from the AAGM. The project involved the community colouring alphabet letters to send to the Starship Hospital in Auckland. Children admitted to the hospital are able to choose the letters to spell out their name on their hospital wall, then take them home knowing that people all around Aotearoa New Zealand are thinking of them. 	30 September to 16 October
The 7 Wonders: Molly Catch-up (school holidays)	<ul style="list-style-type: none"> For Molly's friends who were missing pieces of her masterpiece, this school holiday was a chance for a catch-up no matter how big or small! As some friends had potentially seven pieces to catch-up on, there were seven mini catch-up tasks available. Also, this was the perfect opportunity for those new to Molly to sign-up and become her friend. 	30 September to 16 October
School holiday outreach – Methven and Rakaia	<ul style="list-style-type: none"> This school holidays the Gallery and Museum joined the Library, EA Networks, Eco Educate, and St John to deliver a fun-filled two-hour programme for community members outside of central Ashburton. 	4 and 6 October
Creative Futures (school holidays)	<ul style="list-style-type: none"> A new initiative to invite young people from the community to design and deliver art classes for children and families. In the first week, 11-year-old Sari taught the delicate art of making paper whales and sharks that moved. In the second week, 12-year-old Ruby taught the public how to create tiny life-like versions of their favourite food using clay. 	5 and 13 October
Lights, Camera, Art (school holidays)	<ul style="list-style-type: none"> Drop-in activity inspired by the exhibition <i>Bobbie Barwell: Capturing People and Places</i>, this activity involved visitors learning how to make their own pinhole camera. 	7 to 16 October
AAG and AMHS social night	<ul style="list-style-type: none"> Committee members from both the Museum and Gallery were invited to socialize and have a walkthrough of both the front and back of house areas of the AAGM. A fantastic opportunity to create a more holistic Museum and Gallery committee dynamic, for everyone to put faces to names, and to learn about individual roles. 	11 October

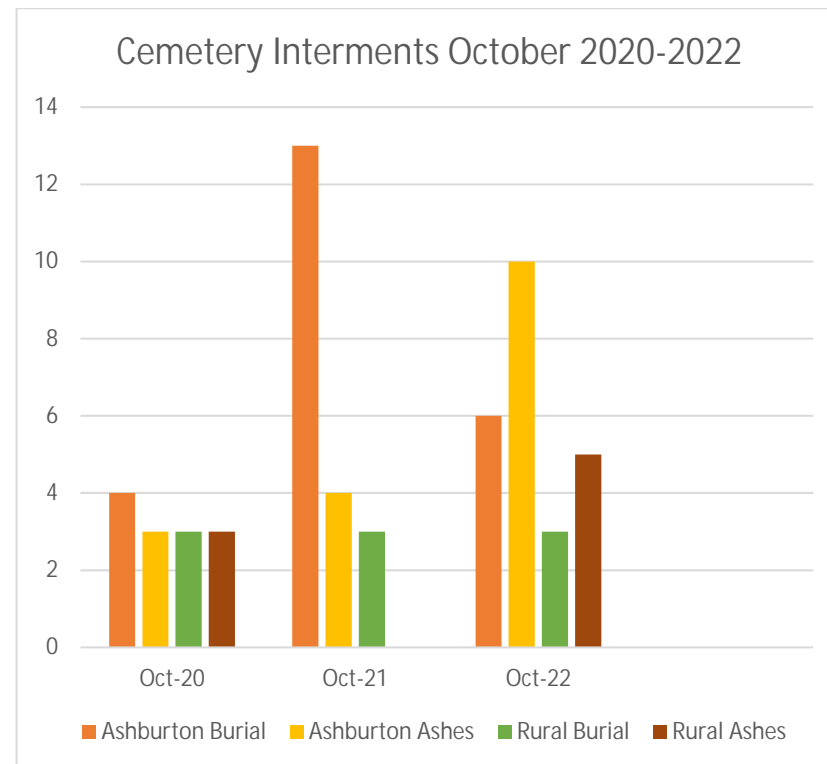
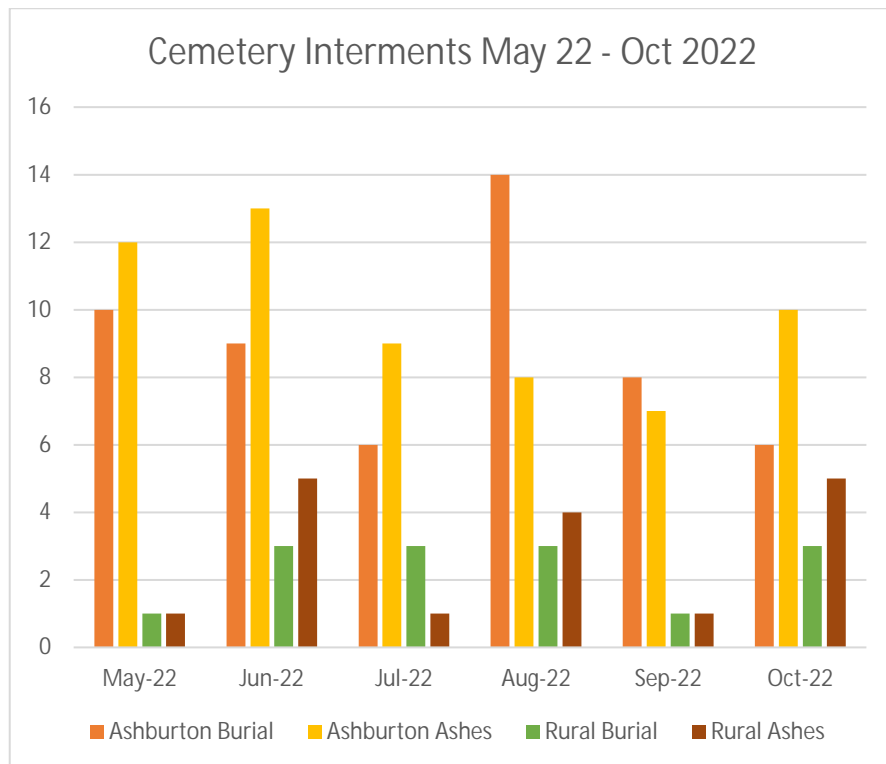
Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Alchemy artist talk	<ul style="list-style-type: none"> Artists Tatyanna Meharry and Amanda Greenfield gave an artist talk and demonstration about their exhibition <i>Alchemy</i>. 	12 October
Outreach Talk	<ul style="list-style-type: none"> Our Archivist facilitated an outreach session at Radius Millstream for residents to reminisce about local history, businesses, buildings etc. by looking through photo albums and newspaper clippings from our collection. 	12 October
Climate Action Mural	<ul style="list-style-type: none"> Drop-in activity inspired by the exhibition <i>Local Knowledge</i> by Gregory O'Brien and Euan Macleod. This activity was designed to encourage the community to work collaboratively on a mural that focused on climate action. 	17 October to 20 November
U3A Talk	<ul style="list-style-type: none"> Our Deputy Director presented a talk to the U3A Ashburton group on the role of museum and preserving history (and cataloguing, digitising, interpreting and making history accessible). 	25 October
Preserving Photographs Talk	<ul style="list-style-type: none"> Our Archivist presented a public talk on how to handle, store and preserve different types of photographic prints and negatives at home. 	26 October
Artzheimers	<ul style="list-style-type: none"> This group was specially developed for people living with dementia and consists of a guided tour of exhibitions followed by morning tea. The intent of this type of group is to connect people with dementia to art, and create an experience that enlightens memories, as well as forms new ones. In October the group discussed the exhibitions <i>Local Knowledge</i> and <i>The Wind of the Homeland</i>. 	27 October

Collections and Research		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Research Room	<ul style="list-style-type: none"> The research room remains open for bookings and is utilised during opening hours. 	September/October
Research Enquiries	<ul style="list-style-type: none"> Our Archivist received 34 research enquiries in September. 28 enquiries were from the general public and 6 were internal requests from ADC employees. Our Archivist received 27 research enquiries in October. All requests were from the public. 	September/October
Collection Development and Management	<ul style="list-style-type: none"> Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues. Work is progressing well with PastPerfect Online where the collections owned by the AMHS will be available on a world-wide platform. 	September/October
ADC Art Collection	<ul style="list-style-type: none"> A conservation plan is in development to identify works in need of immediate care. 	September/October

Media and Promotion		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Reviews/Features	<ul style="list-style-type: none"> Our exhibitions <i>The Moon and the Pavement</i>, <i>Rare and Unrivalled Beauty</i> and <i>Alchemy</i> were featured in ArtBeat Magazine. 	September/October
Articles and Blog Posts	<ul style="list-style-type: none"> Our Archivist and guest contributors wrote three articles for the Ashburton Guardian's Heritage Page in September, and five articles in October. 	September/October

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, with the Sexton busy with interments again in October, similar to September.
- Maintaining all district cemeteries to a high standard remains the focus for staff, with a particular focus on the run into Christmas when the cemeteries experience an influx of visitors from around the country and locally.
- The new memorial wall in the new Seafeld section of the Ashburton Cemetery has been sealed along with the new stone entrance walls.
- Council is currently recruiting for an assistant Sexton.

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.
- Officers continue to work with consultants working on the process of reviewing and updating Reserve Management Plans (RMP). Currently work is ongoing on the proposed sites and their classifications.
- Last year's capital replacements are now complete with a number of new park assets being installed.
- The updated Open Spaces Strategy has concluded.
- Open Spaces Supervisors are busy getting their respective teams back into regular cyclical maintenance rounds. Staff are now fully committed to spring maintenance tasks in all Open Spaces areas.
- Open Spaces are currently recruiting for three horticulturist or garden labourer positions.

Open Space Management (continued)

Mowing methodology advancement

- Over the past two mowing seasons new mowing machinery and methodology has been implemented by Open Spaces. The first wide area field mower, a Trimax Pegasus (6.100-meter-wide cut) and a 100hp tractor, has proved its worth on the sports fields. Staff are seeing a major efficiency with its operation, for example, mowing the sports fields at the Domain now takes one quarter of the time it used to.
- Earlier this year the Council took delivery of a smaller wide area mower, a Trimax Snake (3.234-meter-wide cut). This mowing unit is also towed by a tractor (60hp) and is being used on urban neighborhood reserves and areas like the North Reserve, ABE, New Cemetery, Melcombe Street and Pioneer Park. Historically these areas were mown with two small zero-turn ride-on mowers. One zero turn mower now being tasked with the mop-up mowing at these sites.
- The methodology has created another efficiency where staff can now complete the mowing operations in one third of the time. In both instances, the time efficiency created now allows staff to deliver their scheduled maintenance tasks in a more timely and complete way.
- Also, in both instances we can see a visibly better mowing result in terms of the finished mown surface. The Council has received praise from sports codes subsequent to the change in methodology, which is very pleasing and satisfying to staff.



Trimax Pegasus 6.100m wide



Trimax Snake 3.234m wide

Gardens

- The Open Spaces nursery is currently full with new seedlings in preparation for planting out. The annual bedding changeover commenced in mid-November.
- The Winter/Spring annual bedding displays delivered a colourful show and staff are pleased with the results that have been achieved.
- Tulip bulbs provided impact over the flowering annuals. This added to the displays and created immeasurable opportunities for the community to view, appreciate and photograph the displays.
- Weeding is now well underway and a regular task now that ground conditions are more favorable and soil temperatures warmer.
- Work is progressing with replanting some street gardens, while spring growing conditions prevail. As summer approached this window of opportunity will close until Autumn.

Ashburton Domain

- Spring has been very evident in the Domain. An increase of people visiting the Domain is pleasing with lots to see.
- The spring bulb displays that are located in lawns are currently in the process of drying off. During this process the bulb sites do look a little shabby; however, staff will have all the tops removed by December which will allow the lawns to recover prior to Christmas.
- Drainage has been installed in the new perennial boarder and planting has commenced at the time of writing. A Buxus edging has been planted along with some new dahlias which have been started from tubers, in the Council nursery.
- Summer sport in the Domain has once again commenced. Cricket is under way with the fields being a hive of activity most weekends and many evenings as well.
- Passive sport is now ramping up as the community make good use of longer evenings.
- The Domain Oval sportsground has been scarified and verti-drained.
- Argyle and Robillard Parks have been verti-drained. This will set them up for the coming season's play.
- Sportfield goal mouths have had renovations carried out and some broadleaf spraying has occurred.
- Work has commenced on repointing the West Street brick wall outside the Domain. It is fair to say, this will be an ongoing piece of work over a number of years. It will occur as budgets allow. Officers will have a better idea of the overall project scope once the current section of work is complete.

General Parks and Reserves

- Playground maintenance continues around the District with monthly checks being undertaken.
- In recent weeks more topping-up of woodchip soft-fall has occurred at playgrounds.
- Additional work is scheduled to occur at the Ashburton Dog Park. The holdup is waiting for the contractor to have capacity to complete the work.
- Spring growth. Grass is growing flat out all over the district with staff trying to keep up and on top of the growth. We are still observing bulk grass left on the surface after mowing operations, this indicated thick bulky and lush growth is still occurring.
- Spring bulb areas are in the process of being cut down. These areas tend to look somewhat shabby after the bulbs have finished. We need to let the tops naturally die down to download their energy back down into the bulb ready for next years flowering. Unfortunately some of these bulb areas had a weed burden also which allowed weeds to grow to maturity and flower – not the look we want.
- The Chinese Village Reserve had broadleaf spray applied.
- Bowyers Stream has had picnic tables installed by staff.
- Weed control is also a focus for staff with growth around fence lines, bollards and trees being rampant currently.
- Staff have met onsite with Andrew Brooker, the Rhododendron Collection and Projects Officer from Pukeiti Rhododendron Gardens in Taranaki. Staff assessed two sites in the Ashburton District with a view to them being recipients of some ex-situ rare rhododendron species. These plants are being moved to various locations around the country in a bid to ensure their survival – should one district suffer circumstances that cause the species to be lost. Pukeiti is now owned, maintained and administered by the Taranaki Regional Council and the Pukeiti Rhododendron Trust focus on the plant collections.

Trees

- Street tree planting is nearly complete. Replacements for lower East Street are scheduled to go in late November, as are replacements for the Woodham Drive Street trees that 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 whether we grind them out.
- East Street stumps have been ground out and stump locations re-soiled and seeded to reinstate back to lawn.
- Road berm repairs are continuing as part of the cleanup from removed trees. This includes recontouring and re-grassing to make it easy for residents to continue to mow and maintain their berm grass.

Public Conveniences

- New toilets. The Awa Awa Rata new dry vault toilet arrived in early November with Taylors Stream's arriving mid-month. Once the units are in place, verandas will be constructed and holding tanks installed and connected up. These two new facilities will be in operation for this year's festive season.
- We are still seeing vandalism occurring, but on a lesser scale. Frequently we are getting dispenser units smashed off the walls – which is frustrating but a fact of life in managing this activity.
- Mayfield Domain's new toilet facility is currently scheduled to arrive in the early half of next year.

1.4.3 Biodiversity

Projects

Native Planting

- Biodiversity Community Volunteer Day was held on 8 October 2022 with 38 attendees including ADC staff, Hutholders Association, Forest and Birds members and general public. Planting of 1,380 native plants was completed at Lake Camp/Clearwater to replace the *Pinus contorta* that were removed in May. The planting includes a mix of eco-sourced mountain beeches, tussocks grasses, totara, kanuka, coprosma sp., toi toi, cabbage trees and flaxes. Protective sleeves and ground mats were also installed to all plantings to aid the survival rate.
- There is still capacity for a lot more plantings around Lake Camp, so more planting will be scheduled for the coming Autumn.

Wilding Pine Removal

- Pest Management (ECan's Pest Management Strategy good neighbour rule, GNR) for sycamore and wilding pine control ongoing at Rakaia Gorge with mature trees removed in November. This is a wider pest control project among three Councils (ECan, SDC and ADC) and LINZ.
- Replacement planting will start immediately with eco-sourced native plants found at Rakaia gorge.

Activity/Programme

Awa Awa Rata Reserve

- Pest monitoring and control is continuing.
- There is ongoing pest monitoring by the Council Ecologist 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.
- Data from the monitoring would be used to source funding for wider deer control at the reserve.

Items of Importance

Biodiversity information on the Ashburton District Council website

- 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.

Bird of the year

- The Council team supported banded dotterel, Pohowera, which has found safe haven at our Wakanui Beach restoration project site with several nest and fledging chicks around the beach. Forest and Bird and Council are working with landowners to leave the nests undisturbed. The site was not known to be a breeding site for native birds in the past.

1.5 Economic Development

1.5.1 Activities – items of importance

Economic Development

Ongoing, officers will continue to work on projects with developers, potential investors and stakeholders.

Specific to this period

- Officers are continuing their work with the developers of the Agritech Business Park in Rakaia to work through funding opportunities with Central Government. Two of the tenancies are exciting developments for the Ashburton District and have the capacity to bring new technologies and new jobs to the District.
 - Canterbury Hydrogen
 - Agritech Animal Nutrition
- ChristchurchNZ have given notice that they are going to cease providing services to the Ashburton District after February 2023. This is in line with a strategic decision to withdraw from the Districts surrounding Christchurch and focus on the city. Officers are working to determine a response from February onwards and will present a paper to Council in the near future.
- Work continues on the Canterbury's Destination Management Plan (DMP), an initial snapshot of the region has been completed and Officers are awaiting initial results for Mid Canterbury. A social site has been established to draw out more insights, this can be found at <https://ccc.mysocialpinpoint.com.au/midcanterbury#/>.
- Officers attended the Economic Development Association of New Zealand National Conference in Christchurch, this provided an opportunity to catch up with colleagues working in different areas and look at examples of leading practice including responding to the challenges that we are seeing in the District, such as legislative changes, skills shortages and inflationary pressure.

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

Events Programme 2022/23

A number of Council and Community events have taken place or are planned before the end of 2022.

Citizenship Ceremonies

- The first Citizenship Ceremony following the hiatus due to Covid-19 took place on the 12 October 2022. In total 94 new citizens attended, 44 awarded Citizenship since Covid-19 regulations ended and 50 who were unable to attend during Covid-19.
- Hakatere Multiculture Group performed at the Ceremony; Tipene Phillips provided the welcome for everyone attending.
- The next Citizenship Ceremony is scheduled to take place on Tuesday 6 December at the Ashburton Events Centre. Currently there are 27 expected to receive their Citizenship.
- After the December ceremony everyone who missed attending their ceremony due to Covid-19 will have now had a chance to attend a ceremony.

Apprenticeship Ceremony

- The Mid Canterbury Apprenticeship Ceremony was held at the Ashburton Events Centre, this is a partnership between the Ashburton District Council, the Mayors Task Force for Jobs and Industry Training Organisations.
- The Apprenticeship Ceremony was held on the 10 November 2022, and recognised members of our community who have successfully completed an apprenticeship in the past year. Eighteen graduates and forty supporters attended the ceremony which was officiated by Councillor Russell Ellis.

Christmas

- There are three events scheduled for the Christmas period:
 - Light up the Night – lighting up the Christmas tree
 - Movie Night – pop up Christmas Movie in the Domain
 - Buskers – in the CBD on the 23/24 December
- Christmas Light up the Night is set for Friday 2 Dec, in the CBD. This is the annual lighting up of the towns Christmas tree, and will be an evening of music, performances, lights, food trucks, plus Santa and his elves will be putting in an appearance.
- Officers have been working with the organisers of the Ashburton Santa Parade to develop an alternate route to avoid construction activity in Baring Square East and to minimise disruption to traffic. The new route will start in Mona Square, head north to East Street and then turn right into East Street.

Events Programme 2022/23

Community Events

- All community events that use Council land or services are now coming through to the Events Team for an Event Permit to ensure all relevant Council teams are involved in the sign-off.
- The event calendar has picked up since the end of Covid-19 regulations, the following events have occurred recently:
 - AKRO Fest and Militaria & Aviation Extravaganza, where two events were undertaken at the Ashburton Airport
 - Rakaia Salmon Run had another successful year of this multisport event
 - Rakaia Fireworks
 - Skate Jam in Methven during the last school holidays which attracted 50 youth to learn the art of skateboarding
 - Ruapuna Fireworks

Upcoming Events and Activities

- Road closures for the Gravel Bent Sprints have again been approved.
- The Regional Event Fund has closed for the end of 2022, with three applications received for consideration by the REF Panel.
- Officers are working with Plains Rotary to set up car boot event which will occur over consecutive weeks in the summer months.
- Officers are also working on educating the event organisers to ensure event forms are filled out correctly, and event permits are issued. Once the Christmas Events are completed Officers will begin to put together a programme of building capability and skills development with local event organisers.

Ashburton Youth Council 2022

Due to the next Citizenship Ceremony taking place on Tuesday 6 December, the next Youth Council meeting will be held either on Monday 5 December or Friday 9 December – to be confirmed.

Recruitment

- Work is underway to recruit more members to the Ashburton Youth Council.
- A Youth Councillor has re-designed and produced a new poster to encourage recruitment.
- Youth Council members are also creating a Tik Tok promotion and other social media promotions .
- 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 youth, parents and caregivers.

Activities

- Youth Councillors are looking to who they would like to invite as guest speakers, to support their ability to manage meetings and events themselves.
- AYC have been invited to participate in Movie Night, giving them an opportunity to promote their Tik Tok recruitment drive.
- Unfortunately the AYC meeting in November was not able to proceed due to lack of numbers.

Welcoming Communities

Welcoming Plan

- Currently the Welcoming Plan is being reviewed and draft changes are being made to make it current and inclusive. Once a draft is formatted partners and stakeholders who have contributed to the plan will receive a draft copy for feedback and comments. This plan is designed to have a wider community, group and newcomers' engagement and ownership to ensure both the community and Council are all delivering and contributing against the WC elements and criteria.
- Once the community has commented on the draft, it will be forwarded to MIBE for review and comment before the final plan is completed.
- Welcoming Communities and Wellbeing Week are combining to create activities and experiences that support the 8 elements of a welcoming community and the 5 pillars of Wellbeing in Council
- Officers will attend the Welcoming Communities Hui in Auckland at the end of November. This will connect her with other councils in Welcoming Communities and provide ideas and insight on how welcoming communities are working.
- Continuing to develop relationships with local hapu and Hakatere Marae with participation at citizenship ceremonies, Council events and in the Welcoming Plan.
- Women's swim night was trialed over four Sundays with great turnout and feedback received from the women who attended. An evaluation of the trial is taking place and a recommendation for future nights will be decided in the near future.
- The Welcoming Communities officer gave support at the A&P Show to the multicultural tent and ethnic leaders to showcase a number of countries that the Ashburton District has in its community. It was a great success with great comments from the leaders and the wider community.
- Engagement continues with Keep Learning Mid Canterbury to enable both ADC and Keep Learning to promote events and activities.

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.

Mayors Taskforce for Jobs

- ADC will undertake a pilot scheme until June 2023 for the Rural Community Resilience programme. The partnership is between ADC, MTFJ (Mayor's Taskforce for Jobs) and MSD. Funding is attached to the number of sustainable fulltime (30hrs or more) employment outcomes.
- The aim is for at least 12 outcomes with programme support for both employer and employee.
- The Economic Development team is working to partner with key employers in the district to promote the RCR programme and provide support to them once a person is placed with them. Additional support will also be provided from E&M Association, Youth Employability Aotearoa and Clearhead for mental health support.

Job Fairs

- Officers will attend job expos and fairs to see how the Ashburton District could promote and attract people to the district in a different way
- Play, Stay, Work, Live and Study
- Work is also being carried out with MSD and Connected in the Ashburton District, for a Hiwa-i-te-rangi Wahine series that aims to increase their readiness for employment and awareness of agencies and qualifications available.

Agricultural Portfolio

Resilient Business – Supporting Land Use Adaption project

- The 'Land Use Adaption in a Climate Changed Future' project has been signed off by Our Land and Water (OLW).
- The report was considered by OLW as of public interest and 'fast tracked' into the public domain.
- OLW drafted a press release that was well received and was picked up by a number of media outlets including NZ Farmers Weekly, Ag Science Blog, Business Desk, Ashburton Guardian and Courier, amongst others.
- MPI Chief Transformation Officer, Jenny Cameron, emailed commenting: "Really interesting research and the recommendations are highly relevant".
- The findings of the report will be presented over the first quarter of 2023.

The Resilient Business proposal has been supplied to MPI and they have given feedback

- MPI are seeking a clearer explanation in the proposal, of the benefits to New Zealand of the project beyond the benefits to the Ashburton District.
- Officers consider the question of NZ benefit is one of how the proposal is written rather than a fundamental issue with the project approach.
- If the national benefit question cannot be clearly demonstrated an alternative fund may be approached called the 'Climate Change Emergency Fund'.
- The criteria for the Climate Change Emergency Fund, and greater clarity on what is meant by national benefit is being sought by Council officers from MPI.
- Re-working the project proposal will delay the decision-making process by MPI into the first quarter of 2023.

Pricing Agricultural Emissions

- The Government issues their consultation paper of pricing agricultural emissions.

1.6 Memorial Halls and Reserve Boards

1.6.1 Activities – items of importance

Ruapuna Reserve Board

- The Ruapuna Reserve Board has just completed installing a new water pipe to the swimming pool. This will make it easier for the Board to refill the pool after cleaning.

Tinwald Reserve Board

- The new Ashburton Holiday Park managers are doing a good job, with bookings increasing continuously over the last few months.
- The Tinwald Reserve Board Triennial meeting will be held at the beginning of December.

Rakaia Reserve Board

- The Reserve Board are looking to upgrade the power for the reserve to align with the new Rugby Clubrooms, this will also be helpful when running events in the reserve.

Overall

- There has been a good uptake of Triennial Board meetings over the last month. Numbers have been slightly down with most boards staying the same. Extra support has been offered to Boards where a secretary has not been found.

1.6.2 Reserve Hall Board minutes

Links

[Mt Somers Reserve Board minutes - 13 September 2022](#)

[Green Street Hall minutes - 17 October 2022](#)

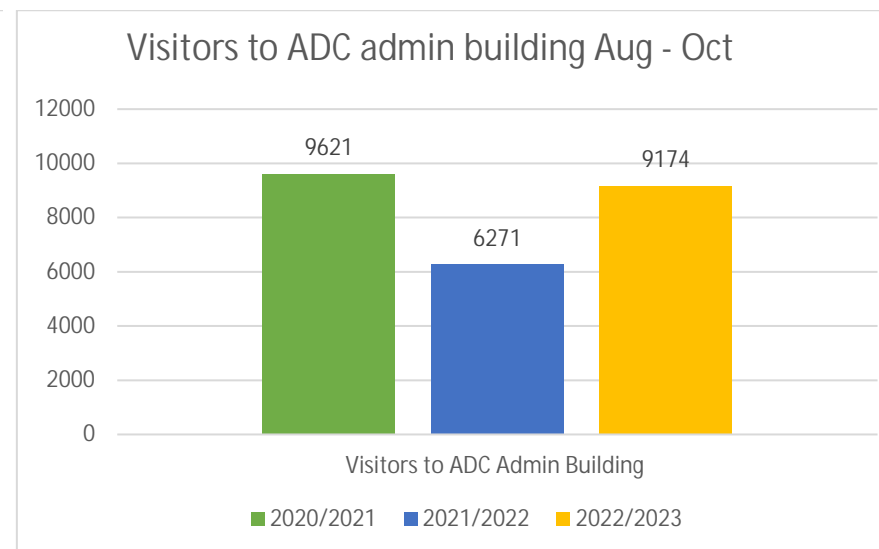
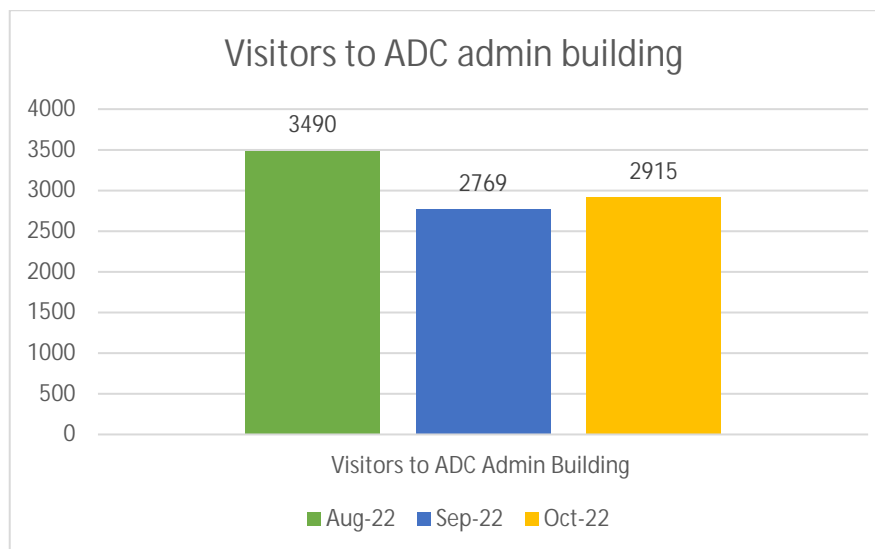
[Mt Hutt Memorial Hall Board minutes - 17 October 2022](#)

[Rakaia Reserve Board minutes - 23 May 2022](#)

[Tinwald Reserve Board minutes - 19 September 2022](#)

1.7 Customer Services

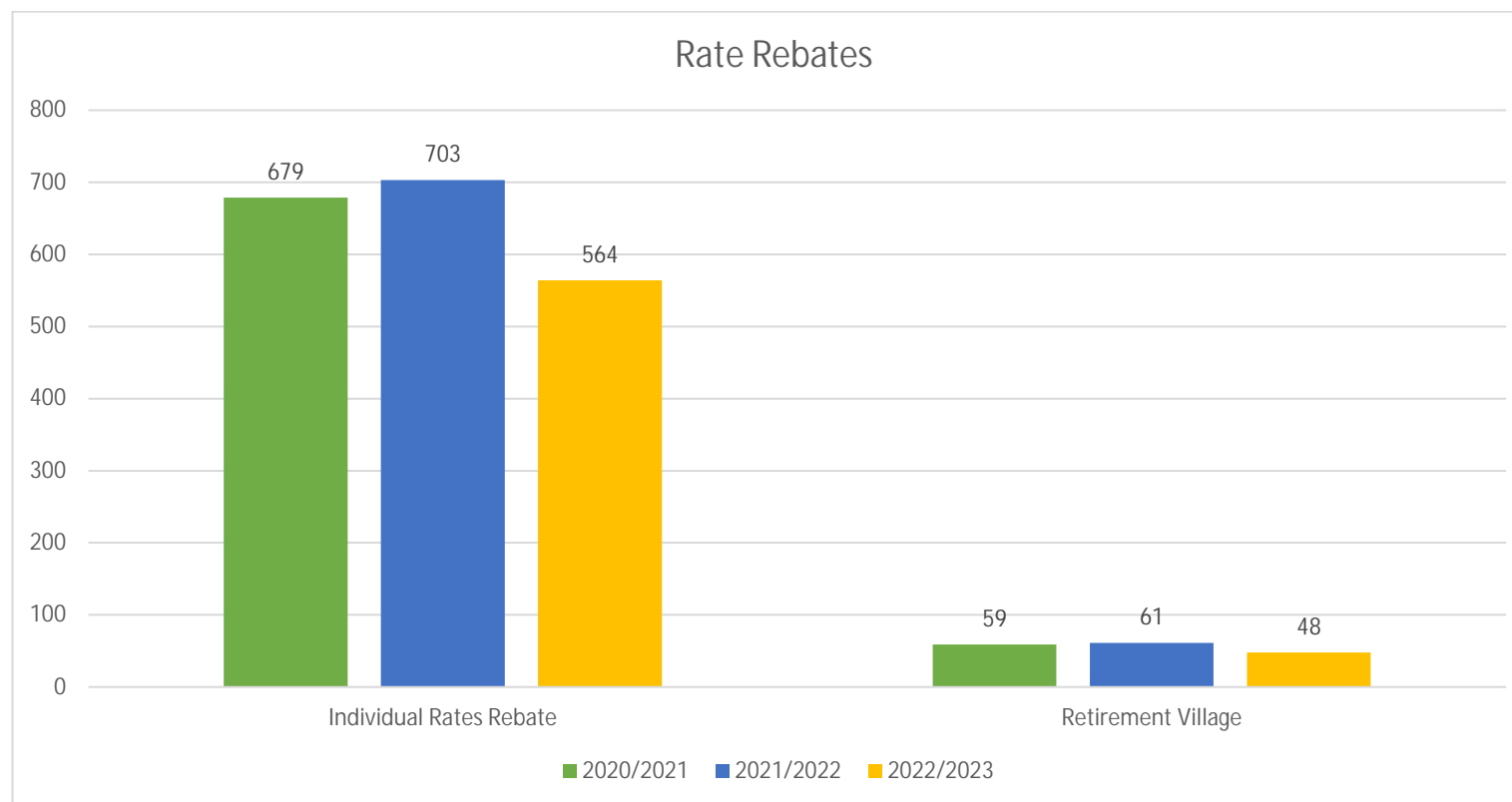
1.7.1 Visitors to ADC administration building



Comments:

- Visitors coming to the administration building during August included a number of people completing dog registrations, and the lead up to the 20th for the first rates instalment.
- Rate rebate applications are being completed with applicants hoping to get the rebate against their property before 20 August. The processing of rate rebates continues into September and October, which contributes to the visitor numbers coming through the door.
- Delivery of voting papers in preparation for the October elections saw a steady stream of foot traffic from late September to early October.
- Very excited to report that on 22 November at the annual ALGIM conference ADC were awarded joint second-place winners of the 2022 Customer Experience Award (with Otago Regional Council). Very proud of our team and all those that help out and assist – thank you everyone for your contribution. Well done to Western Bay of Plenty who were this year's winner.

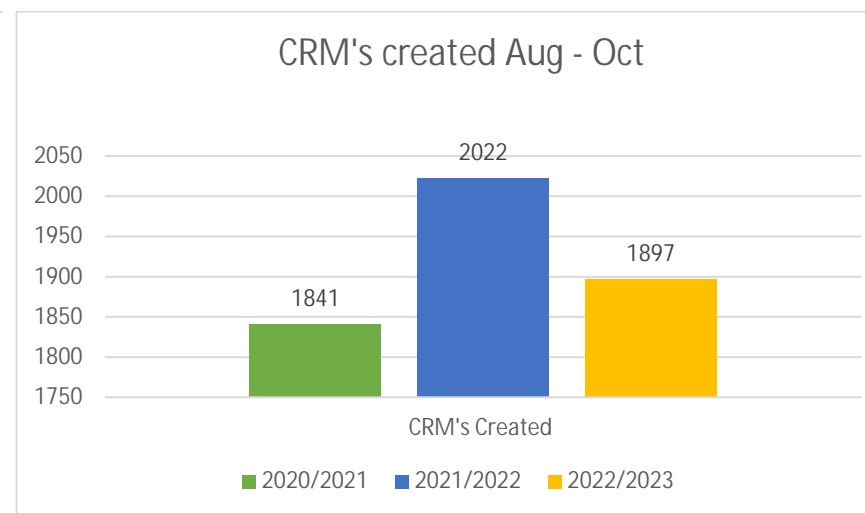
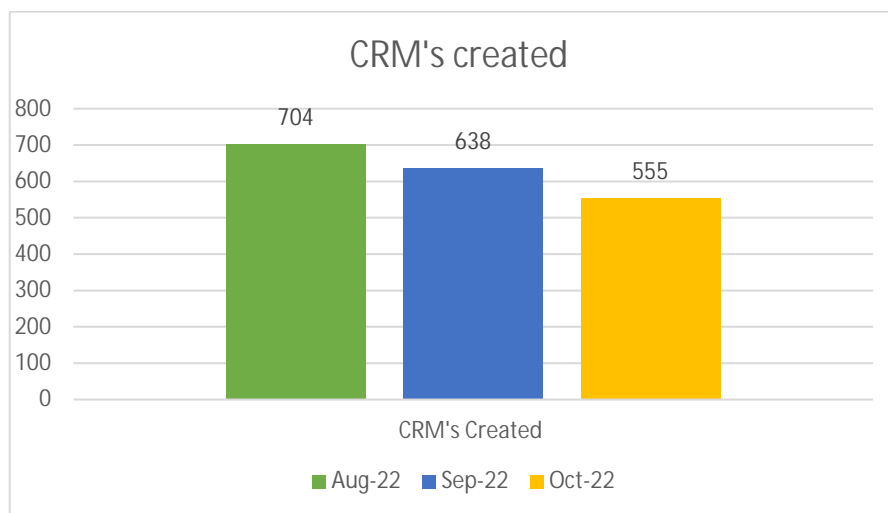
1.7.2 Rate Rebates



Comments:

- Receipt of rate rebates has been steady with these entered into the Department of Internal Affairs portal, batched and sent to DIA. Finance apply the rebate to the applicant's property number or, in the case of retirement villages, to the applicants bank account. We will send another batch away before the rates payment due on 20 November. This will give us 588 individuals and 58 retirement villages.
- Officers' visits to Lochlea Retirement Village, Mt Hutt Memorial Hall Methven and the Rakaia Library were very successful and appreciated by those communities. Approximately 40 people attended at Lochlea, Methven saw 12 people at the hall, plus two home visits, and 20 people attended in Rakaia.

1.7.3 CRMs Created



Comments:

- Roading and kerbside inquiries created the majority of requests. During August a total of 280 CRM's relating to roading were received, which will be the end of the winter wetness and pothole problems. Kerbside CRM's for were also ahead for September (178) and October (123).
 - Requests via the ADC website are working well, with the following requests recently received:
 - additional bins (30)
 - return of additional bins (10)
 - upsizing of additional bins (2)
 - change of location (2)
 - bin damage (16)
 - missing, stolen bins (11)
 - bin latches required (77)
 - new stickers (8)
 - missed collection (26)
 - new bins - new builds completed (40)
 - yellow (recycling) bin required due to continued contamination (21)

2. Strategy & Compliance Group

2.1 Building Services

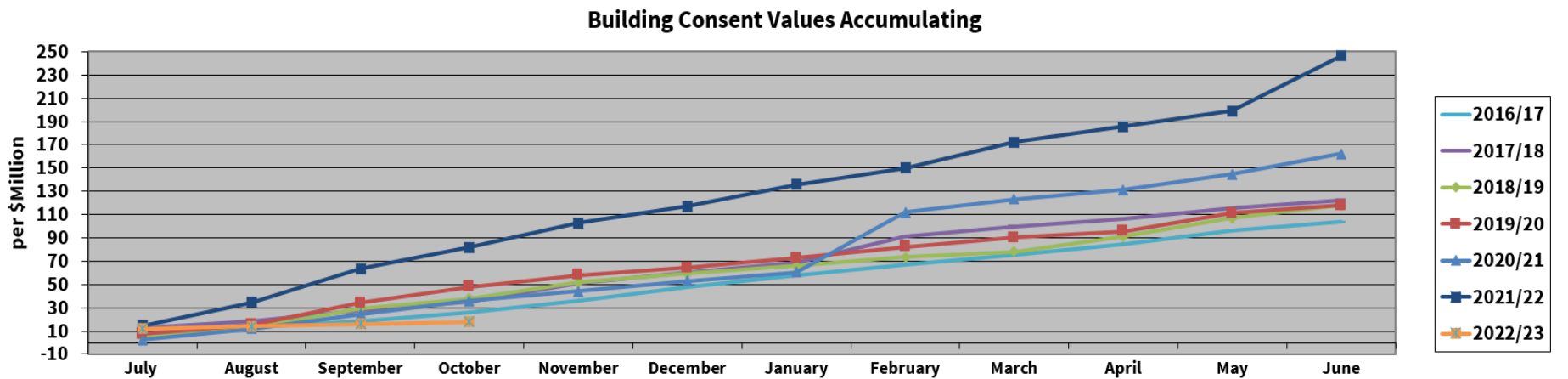
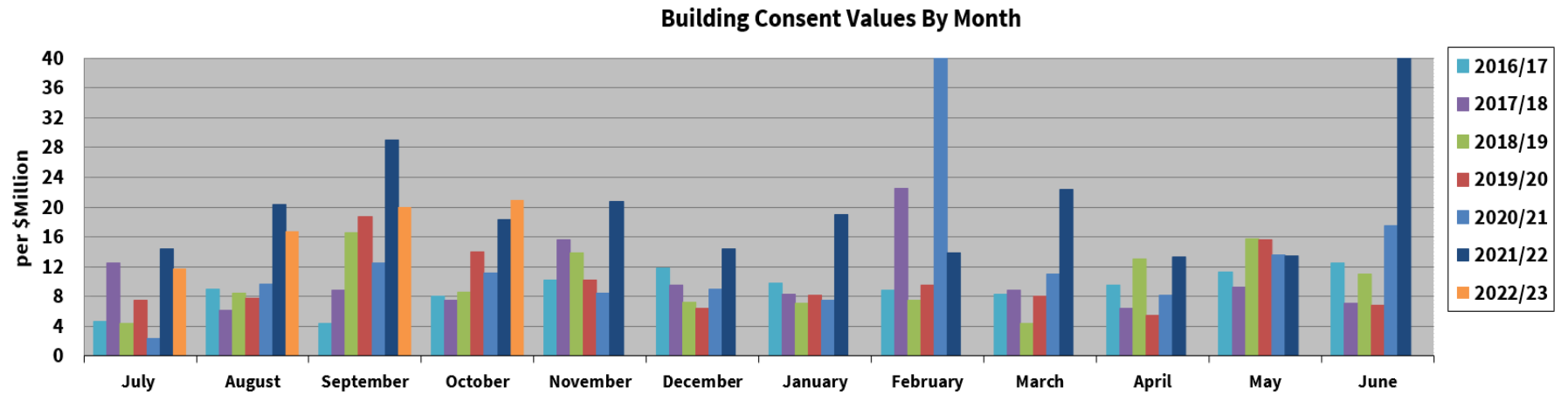
2.1.1 Building consents / amendments

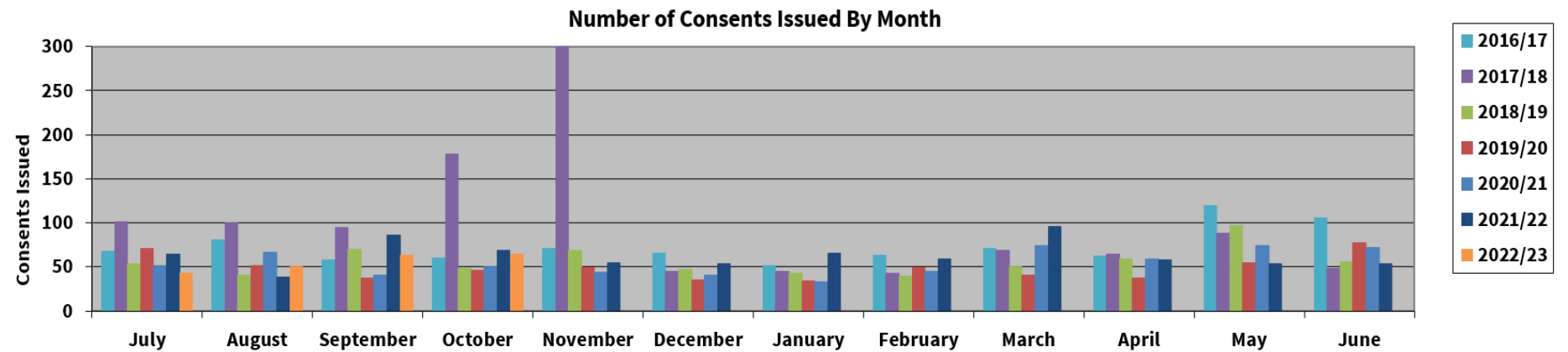
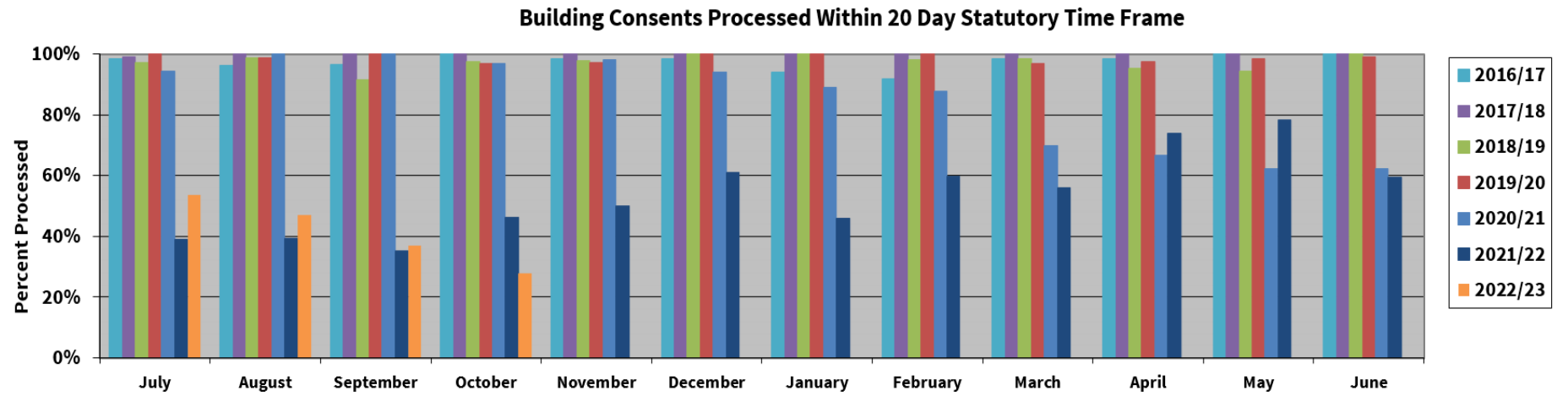
Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
November	69 (60)	333 (287)	55 (44)	312 (252)	40.0%	23.4	391 (10)	100%
December	37 (45)	370 (332)	53 (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	69 (47)	135 (123)	51 (38)	94 (102)	47.1%	21.0	358 (10)	97.9%
September	60 (75)	195 (198)	64 (86)	158 (188)	39.1%	23.0	366 (10)	97.3%
October	55 (60)	250 (258)	64 (69)	222 (257)	32.8%	22.8	368 (10)	100%
Note: figures in brackets are for the corresponding month during the previous year.								

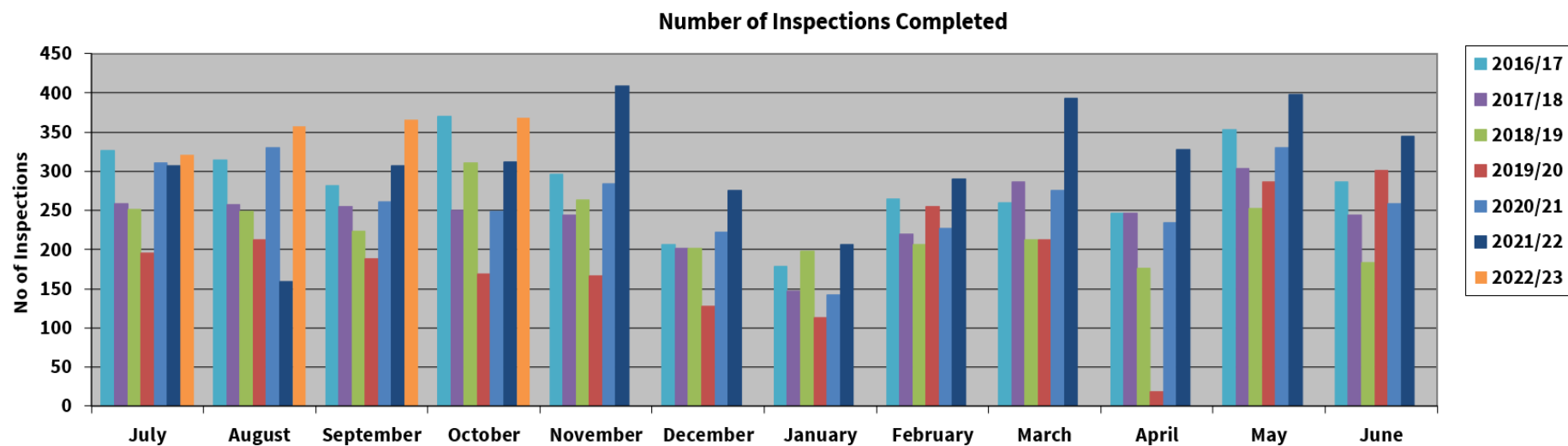
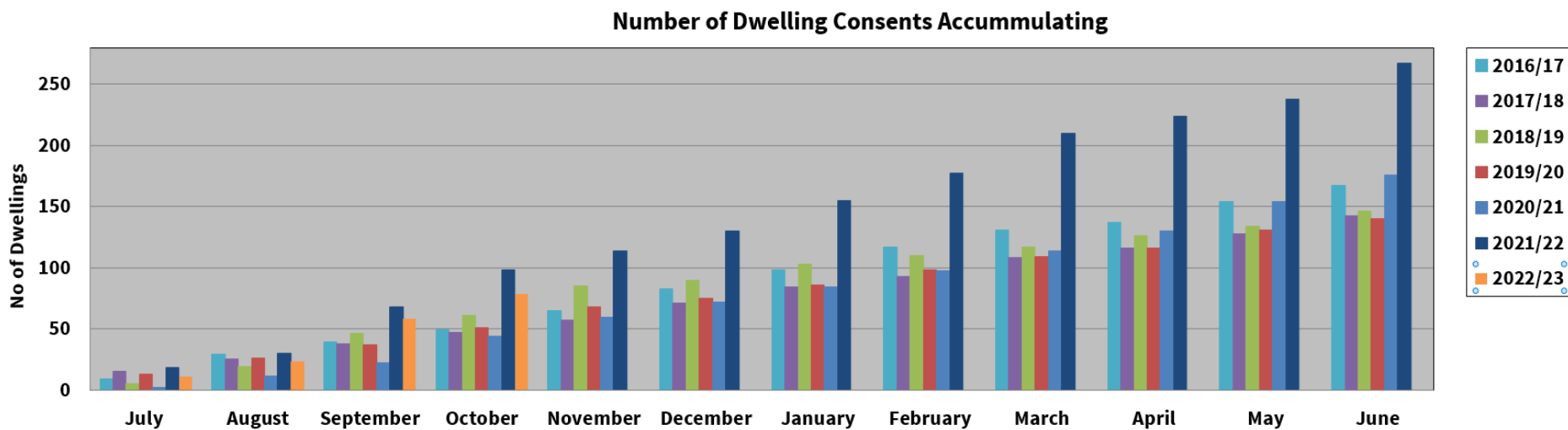
Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
November	\$20,714,488 (\$15,828,544)	\$99,178,197 (\$101,417,067)	\$17,868,388 (\$8,397,120)	\$99,694,496 (\$44,042,021)
December	\$11,993,360 (\$22,238,010)	\$111,171,557 (\$123,655,077)	\$14,455,849 (\$8,950,562)	\$114,150,345 (\$52,992,583)
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	\$16,279,502 (\$11,440,552)	\$35,350,340 (\$30,521,079)	\$10,711,920 (\$20,293,764)	\$22,483,707 (\$34,619,015)
September	\$21,935,138 (\$25,917,675)	\$57,285,478 (\$56,438,754)	\$20,074,812 (\$28,958,306)	\$42,558,519 (\$63,577,321)
October	\$16,760,643 (\$21,667,808)	\$74,458,481 (\$78,106,562)	\$20,484,017 (\$18,248,787)	\$63,042,536 (\$81,826,108)
Note: figures in brackets are for the corresponding month during the previous year.				

Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
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)	59 (38)	100%
September	26 (14)	94 (50)	35 (13)	94 (51)	100%
October	29 (26)	123 (76)	28 (24)	122 (75)	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 has had a significant increase. 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 few 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. Also, the large number of amendments (because of material changes) has slowed the processing of consents (because we need to process amendments as they come in as construction is underway and the work needs to keep moving on site). We have contacted all of our contractors to see if they have capacity for additional work.







2.2 Civil Defence Emergency Management

- October has been a very busy month with the EMO once again attending a number of meetings with various organisations within the district including Fire & Emergency District office staff, Hinds Rural Fire, Ashburton St Johns, Neighbourhood Support, Ashburton Gets Ready, and the Hakatere Huts and South Rakaia Huts Community Response groups. These meetings have continued to enhance the relationships between the organisations, allow us to update contact details and reinforce the parts we will play in an emergency.
- The meeting with Hinds Volunteer Fire Brigade allowed the EMO to conduct radio checks with this group while on site and discuss points from the May 2021 and December 2019 floods and also what AF-8 might look like for our organisations.
- The EMO was also invited by FENZ District Office to attend a community response get-together at Hakatere Huts which was a successful morning allowing all of the emergency services to meet with members of the community in a “roadshow” type activity, answering questions and making introductions. The EMO also confirmed that work would be undertaken by Commercial Property contractors at the lower huts to provide a second egress point for hut holders to evacuate in an emergency. This was well received by the hut holders committee and the work was subsequently completed on 31 October.
- During a visit to the South Rakaia Huts the EMO had discussions with the Vice Chairman of the hut holders committee where we discussed enhanced signage at the huts for Tsunami warnings and also the lack of cell phone coverage. The EMO has since spoken with Chorus, Spark and Vodafone representatives about this. It is believed that the closest cell tower is too far away from the huts to provide reliable cellular service. Discussion will be undertaken with Signals Limited investigating whether a booster supplied by them would enhance this coverage for the huts and what this would cost.
- Canterbury CDEM Group hosted the Canterbury Ten (C-10) course in Glentui, North Canterbury over the week 17 to 21 October. The C-10 is a group of Civil Defence volunteers taken from all Canterbury Region Territorial Authorities, with each volunteer attending an intense training course including leadership, psycho-social, welfare and functional training using the CDEM Group staff as instructors. Each Council has an agreed obligation to provide a certain number of staff to this entity, who, having completed the training course are considered deployable to assist as surge staff for any emergency occurring within the region or other CDEM Groups. Two staff from ADC attended the course this year, and the EMO also attended in a directing staff capacity. This now brings Ashburton District’s total numbers trained at a C-10 level to four.
- Work has continued on the update of the Tsunami Inundation Zones for the Canterbury coast from the Rakaia River in the north to the Waitaki River in the south. This work has been undertaken by ECan Coastal Scientists. There is very little change to the zones for the Ashburton District, however a communications plan has been prepared as this is considered a good time to refresh the relationships

between the coastal hut communities and Civil Defence. The go live date for the new zones on the ECan website was Monday 7 November 2022.

- The EMO provided a presentation on AF-8 to the volunteer staff and their families from the local FENZ station in Ashburton on the evening of 26 October. This was very well received and led to a lot of discussion about our personal and organisations' readiness for this major event.
- The EMO also attended the Ashburton A & P Show and for the first time co-located with other members of the emergency services and community providers in the Emergency Services Village. As the show occurred the day after the National Shake Out event the EMO provided information on the AF-8 for people who stopped off at the stand, with planning guides, list of supplies to have ready at home and what goes in a "grab bag" being the main themes concentrated on with visitors.
- October also saw the completion of the Response and Recovery Managers New Zealand (RRANZ) six week online training for two of our Controllers and the one week residential phase for our Recovery Manager. The Controllers will attend the residential phase in the New Year. This ensures that our Civil Defence capability within the district is of a very high standard.

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
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
September	0	2	9	14	0
October	0	4	6	14	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
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
September	6271	787	88.8%	9	5	0	2	8	5
October	6374	666	90.6%	21	13	2	0	4	3

- During October there were 112 Notices to Register (NTR) served on unregistered dogs and 5 NTRs served on undeclared dogs (total 117).
- During the month of October only 13 barking dog complaints were received for the whole district. All were for different addresses, with no suggestion at this stage of a particular issue at Rakaia.

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
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
September	8	8	0	0	0
October	9	9	0	0	1

2.6 Planning

Resource Consents	Sept 2021	Sept 2022
No. of resource consent applications decided ₁	14	27
No. of resource consents decided within statutory timeframe	14	27
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	0	1
<i>Other:</i>		
No. of 223 Certificates processed	7	11
No. of 224 Certificates processed	6	9
No. of building consents reviewed against District Plan ₂	32	32

Land information memoranda	Sept 2021	Sept 2022
LIMs Produced	85	50
LIMs Produced within 10 working days	85	50
LIMS (accumulating)	311	167

Resource Consents	Oct 2021	Oct 2022
No. of resource consent applications decided ₁	18	19
No. of resource consents decided within statutory timeframe	18	17
Resource consent KPI Compliance (accumulating)	100%	97.5%
Notified/ Limited notified applications decided	2	1
<i>Other:</i>		
No. of 223 Certificates processed	6	3
No. of 224 Certificates processed	7	4
No. of building consents reviewed against District Plan ₂	19	25

Land information memoranda	Oct 2021	Oct 2022
LIMs Produced	84	69
LIMs Produced within 10 working days	84	69
LIMS (accumulating)	420	236

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

Explanation of "223" and "224" Certificates

- For elected members' information, "223" and "224" Certificates are named in reference to the relevant Sections of the Resource Management Act as part of the subdivision completion process. The 223 certificate is the approval of the final survey plan for the proposed subdivision as well as any easements, amalgamations and other matters required legally, while the 224 can include a requirement for certain works to be done such as installing water connections and vehicle crossings or paying recreation reserve contributions.

2.7 Strategy & Policy

2.7.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Annual Report	1 July 2022	30 December 2022	Yes	<ul style="list-style-type: none"> Audit NZ currently working through the draft Annual Report On-track for adoption by Council in December
Annual Residents Survey	August 2022	July 2023	Yes	<ul style="list-style-type: none"> Wave 1 survey closed, wave 2 to commence in early December
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	<ul style="list-style-type: none"> Officers continue to meet regularly with AEC. Current topics of discussion include policy & bylaw development, stockwater race closures and 3 waters projects.
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> Revenue and Finance Policy – drinking water Methven-Springfield (Council, November) Elected members allowance and remuneration (Council, November) Community Honours Awards (Council, November) External appointments (Council, December) Smokefree outdoor areas (Council, December) Use of footpaths for alfresco dining (Council, December)
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> Draft interim speed management plan (hearings/deliberations) Use of footpaths for alfresco dining (hearings/deliberations)
Internal work	Ongoing		Yes	<ul style="list-style-type: none"> Service delivery reviews – Regulatory and Economic Development. LocoDelegations (Council, December).
Strategies	Ongoing		Yes	<ul style="list-style-type: none"> Open spaces strategy – action plan progress report (Council, November) Economic Development strategy - action plan progress report (Council, December) Strategy review register (Council, December)

2.7.3 External Submissions

The following are submissions we will be making.

Organisation	Submission Summary	Process	Due Date
Ministry for the Environment	<p>Agricultural Emissions Pricing Consultation</p> <p>A farm-level levy for pricing agricultural greenhouse emissions, setting separate prices for biogenic methane and long-lived gases, is to be implemented from 2025.</p> <p>The proposal includes details of how agricultural emissions pricing will work, how the levy will be set, governance arrangements, how farmers and growers will report and pay for emissions, what on-farm actions, including sequestration, will be rewarded and the use of the pricing system revenue.</p> <p>https://consult.environment.govt.nz/climate/agriculture-emissions-and-pricing</p>	Officers drafted submission and circulated to Elected Members for feedback.	18 November 2022
Ministry for Primary Industries	<p>National Direction for Plantation and Exotic Carbon Forest</p> <p>The proposed changes include local government having more discretion to decide on the location, scale, type and management of plantation and exotic carbon forests in their districts.</p> <p>https://www.mpi.govt.nz/dmsdocument/53623-National-direction-for-plantation-and-exotic-carbon-afforestation</p>	Canterbury Mayoral Forum submission	18 November 2022
Future for Local Government Panel	<p>Future for Local Government draft report</p> <p>Draft report including recommendations from the panel.</p> <p>https://www.futureforlocalgovernment.govt.nz/assets/Review-into-the-Future-for-Local-Govt-Draft-Report.pdf</p>	Council workshop in early 2023 to understand key points for drafting submission.	28 February 2023

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

Organisation	Name of initiative	Due date
Taumata Arawai	<p>Second Tranche of Drinking Water and Wastewater Network Environmental Performance Measures</p> <p>This discussion document provides detail on proposals for the second year of drinking water measures, including suggestions from submissions earlier in the year, and outlines the approach to introducing wastewater network environmental performance measures.</p> <p>https://te-puna-korero.taumataarowai.govt.nz/regulatory/second-tranche-nepm/user_uploads/drinking-water-and-wastewater-network-environmental-performance-discussion-document.pdf</p>	23 Nov2022
Ministry for the Environment (MfE)	<p>Consultation on reducing the emissions impact of fluorinated gasses</p> <p>Fluorinated gases (F-gases) contribute significantly to global warming. This is because they are potent greenhouse gases, with global warming potential hundreds or thousands of times greater than carbon dioxide. MfE seeking feedback on proposed measures to reduce the environmental impact of fluorinated gases (F-gases). This includes a regulated product stewardship scheme for refrigerants and prohibiting the import and sale of pre-charged equipment when alternatives are available.</p> <p>https://consult.environment.govt.nz/waste/f-gases-and-refrigerants/</p>	18 Dec 2022
Economic, Science and Innovation Committee	<p>Better Payment Practices Bill</p> <p>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.</p> <p>Note: Taituara will place its efforts into the regulations and potentially seeking a sector exemption from the requirements. There was substantial cross party support for the Bill at first reading.</p> <p>https://legislation.govt.nz/bill/government/2022/0179/latest/contents.html</p>	8 Jan 2023

Organisation	Name of initiative	Due date
MBIE	<p>Business Payment Practice Regulations</p> <p>This regime will improve information and transparency around business-to-business payment practices by requiring large firms (those with turnover of \$33 million a year) to publicly disclose information on their payment practices, including payment times. This includes local authorities.</p> <p>NB – Taituara will be making a submission on behalf of the sector</p> <p>https://www.mbie.govt.nz/have-your-say/business-payment-practices-regulations</p>	28 Feb 2023
MfE (joint with NZ and Australia EPA)	<p>National Environment Plan on PFAS (NEW)</p> <p>The Heads of EPAs of Australia and New Zealand (HEPA) have released the draft per- and poly-fluoroalkyl substances National Environmental Management Plan (PFAS NEMP) version 3.0 for public consultation. We're advised that this potentially affects any entity that deals with water, wastewater, stormwater, biosolids, composting and landfills.</p> <p>https://haveyoursay.agriculture.gov.au/nemp-on-pfas</p>	28 Feb 2023

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
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 November 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 November 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 November 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 th quarter 2022
Governance Admin Select Committee	Civil Defence and Emergency Management Amendment Bill Gives effect to the Trifecta Review consultation and policy development process. NEMA officials have said this is the formal consultation.	Bill into House 4 th 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 th quarter 2022
Presumably Environment	Climate Adaptation 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

Organisation	Name of initiative	Stage
Not clear	<p>Electoral (Strengthening Democracy) Amendment Bill</p> <p>Bill lowers the voting age to 16, makes the Māori Electoral option continuous, and allows prisoners to vote.</p> <p><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></p>	TBC
Not clear	<p>Sale and Supply of Alcohol (Harm Minimisation) Amendment Bill</p> <p>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.</p> <p>https://www.legislation.govt.nz/bill/member/2022/0147/latest/LMS713437.html?src=qs</p> <p><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></p>	Awaiting first reading
Not clear	<p>Sale and Supply of Alcohol (Cellar Door Tasting) Amendment Bill</p> <p>This Bill allows winery cellar doors to charge visitors for the samples of their own wine and adds an off-licence category for wineries holding an on-licence.</p> <p>https://legislation.govt.nz/bill/member/2022/0173/latest/contents.html</p> <p><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></p>	Awaiting first reading
Not clear	<p>Housing Infrastructure (GST-sharing) Bill (New)</p> <p>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.</p> <p>https://www.legislation.govt.nz/bill/member/2022/0154/latest/096be8ed81c6447d.pdf</p> <p><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></p>	Awaiting first reading

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					
	April	May	June	July	Aug	Sept	April	May	June	July	Aug	Sept	April	May	June	July	Aug	Sept	April	May	June	July	Aug	Sept
Methven & villages	145	161	161	169	201	229	124	127	126	131	147	168	8	6	6	9	7	8	7	10	10	10	13	14
Showgrounds Area	82	98	98	104	96	133	86	71	70	63	78	84	26	22	23	23	19	22	9	11	10	11	15	14
Extended Triangle (Allenton)	122	116	127	132	138	188	91	69	68	70	96	126	18	18	18	19	19	19	12	13	12	13	14	16
Racecourse Area	70	78	88	84	86	103	57	47	48	49	49	62	13	10	10	10	8	5	9	12	12	12	13	16
Beach Road Area	118	141	142	148	166	227	79	74	74	79	101	133	15	15	15	13	15	16	13	13	13	15	14	16
Tinwald/Lake Hood	124	132	155	160	153	201	90	95	124	96	97	124	14	14	13	13	16	16	7	8	8	8	7	9
Hampstead Area	101	134	138	135	133	128	95	104	93	92	86	87	19	17	19	20	20	20	18	24	23	23	23	21
W.Tinwald & Hinds	61	61	80	88	111	141	28	28	48	47	56	83	4	4	4	4	4	4	4	4	3	6	6	6
Argyle Park Area	76	79	95	93	86	88	54	46	54	55	53	51	7	6	6	8	7	7	6	6	6	6	7	7
E.Town/Chertsey/Rakaia	138	165	194	196	218	256	83	103	94	99	99	107	14	14	13	13	14	14	7	7	8	8	8	11
	1037	1165	1278	1309	1388	1694	787	764	799	781	862	1025	138	126	127	132	129	131	92	108	105	112	120	130

- The number of residents on the watch list has been on the increase over the past six months. The ADC contractor is actively auditing bins 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 on the watch list. There was a significant increase in both the watch list and the Strike 2 offenders during September, however there was no apparent cause for the increase. Staff will continue to monitor the trend over the coming months.
- The number of Strike 3 confiscations has remained approximately 10% of the watch in the past 6 months.
- The information/education booklet '*Bin It Right*' has been updated with copies now available.

3.1.2 Waste Diversion

- Increased focus on improving the rate of waste diversion started in August. Approximately 44.6 tonne of waste was diverted from the pit between June and October, resulting in the reduction of the same tonnage of waste being sent to landfill.
- The cost per tonne for sending waste to landfill and the levy payable is \$112.65 and \$30 respectively.
- Total landfill and levy fees saved over the last 5 months is approximately \$6,300.

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"> Commissioning of Tank No 1 has been completed. Connection to the water treatment plant is ongoing with completion expected in late November. Investigation on structural integrity of the existing concrete tank will commence once Tank No 1 is operational. The replacement tank for Tank 2 (damaged during a wind event) has been packaged in preparation for shipping from the UK. The vessel departs on 16 November and expected to arrive in New Zealand at the end of January 2023.
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"> Masons Engineers NZ have been awarded the contract. Negotiations for the construction of the membrane plant building and supply of auxiliary equipment is ongoing. Construction of the building is expected to commence on 28 November 2022. The relocation of the Methven Golf Course, and Ashburton Lyndhurst Irrigation water supply pipelines commenced on 7 November.
Contract WWAT0254 – Sewer Main Renewal Contract (Design and Build)	Renewal of sewer mains.	<ul style="list-style-type: none"> ACL were awarded the contract which included the sites below: <ul style="list-style-type: none"> Site 1 – Brucefield Avenue (21 Brucefield St to Princes St) - Completed Site 2 – Russell Avenue (between Somerset St and Saunders Rd) - Ongoing Site 3 – William Street (between Burnett St and Cameron St) - Ongoing Site 4 – Clark Street (full length) – January 2023 Site 5 – Mt Hutt College (from McDonald St to 20 Main St) - Ongoing Project completion date – February 2023.
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"> Ashburton Contracting were awarded the contract with two separable proportions. Separable Portion 1 has been completed. Separable Portion 2 commenced in McKerrow Street, Methven on 25 October. The project is due to be completed by June 23.

Project	Description	Progress
		<ul style="list-style-type: none"> Work on Archibald Street will be delayed due to Waka Kotahi activities. It is expected that works will be completed by the end of April 2023 (total of 8 sites).
Methven Meter Installation	Water meter installation	<ul style="list-style-type: none"> The installation of residential water meters in Methven has been completed.
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"> Work commenced on 9 September. Work on Allens and Carters Roads has been completed. The Farm Road work commenced on 14 November and is expected to be completed before the Christmas break. The project is currently five weeks ahead of schedule.

3.3 CBD Upgrade Project

- The majority of outstanding SNAG list items have been completed.
- Tree replacement and paving repairs remain outstanding.

3.4 Waters Operations

3.4.1 General Contract Management

There have been 894 water related CRMs received from 1 January to 31 October 2022. This is slightly higher than the 831 received for the same period last year. The table below shows number of CRMs per category.

Water	J	F	M	A	M	J	J	A	S	O	N	D
P1	15	8	11	3	8	7	3	9	1	8		
P2	127	92	99	79	66	44	29	65	66	52		
P3	4	1	2	1	2	1	1	0	8	1		
P4	1	1	2	2	0	0	0	0	0	1		
Total	147	102	114	85	76	52	33	74	75	62	0	0

Wastewater												
P1	5	0	3	6	3	5	6	5	8	7		
P2	2	0	2	0	3	5	1	1	2	1		
P3	0	0	0	0	0	1	1	0	0	0		
P4	0	0	0	0	0	0	0	0	0	0		
Total	7	0	5	6	6	11	8	6	10	8	0	0

Stormwater												
P1	0	0	0	0	0	0	2	0	0	0		
P2	2	0	2	0	1	0	0	0	0	0		
P3	0	0	0	0	0	0	0	0	0	0		
P4	0	0	0	0	0	0	0	0	0	0		
Total	2	0	2	0	1	0	2	0	0	0	0	0
Overall Total	156	102	121	91	83	63	43	80	85	70	0	0

CRM's by Location

Location	Number	%
Ashburton	30	45
Chertsey	0	0
Dromore	4	5
Fairton	1	1
Hinds	4	5
Mayfield	0	0
Methven	5	7
Montalto	17	25
Mt Somers	0	0
Ocean Farm	3	4
Rakaia	2	3
Springfield	0	0
Tinwald	4	5
Total	70	100

CRM's by Category

Category	Number	%
Pipe Burst and Leaks	47	68%
Water (meter, toby, connection, etc)	10	14%
Blocked Sewer	7	10%
Water Pressure	2	3%
Sewer	2	3%
Stormwater	1	1%
Others	1	1%
Total	70	100%

- The majority of CRMs are from Ashburton, and the Montalto water schemes.
- 85% of CRMs are drinking water related, of which 70% are pipe burst and leaks.
- 9% of CRMs are wastewater, the majority of which are for blocked sewers.
- 1% of CRMs are stormwater related, commonly about block drains.

3.4.2 Monthly KPI measures October 2022

Scoring percentages for October 2022

Measure	Water		Wastewater		Stormwater		Compliance Reporting	
	Weight	Score	Weight	Score	Weight	Score	Weight	Score
Measure 1 Responsiveness	44	19	39	25	19	19	60	60
Measure 2 Customer Satisfaction	6	6	6	6	5	5	40	40
Measure 3 Reporting	7	4	9	9	10	10		
Measure 4 Health and Safety	7	7	11	9	9	9		
Measure 5 Operations and Maintenance	14	14	13	13	25	25		
Measure 6 Communication	8	4	8	6	12	12		
Measure 7 Process Documentation	6	6	6	6	8	8		
Measure 8 Asset Management Response and Recording	8	2	8	8	12	12		
TOTAL	100	62	100	82	100	100	100	100
Overall Rating	86							

- Customer satisfaction and reporting scores across all activities was good.
- The performance on health and safety and operations and maintenance items was according to contract specifications.
- The contractor's response to 1 x Priority 1 CRM and 11 x Priority 2 CRMs for drinking water was not within the allocated time of 1 hour and 2 hours, respectively. The contractor was scored 19 points out of 44 points for water related CRMs.
- The contractor was scored low on Measure No. 6 due to not submitting incident reports on time as required.
- Two blocked sewer CRMs were not responded to within the time allocation of .5 hour and one sewer blockage CRM re-occurred at the same location within a period of less than 3 years. The contractor was scored low for these responses.

3.5 Asset Management

3.5.1 3 Waters Reform

- Officers have been participating in numerous workshops and responding to various data request relating to the reform programme.
- A data request has been made for capital expenditure forecasts for the period of 10 years from 1 July 2024 onwards. This work has been completed and returned.
- Another data request covering 3 Waters operational expenditure (direct costs) for a similar period has been received and is expected to be returned by 2 December.
- Other parts of Council are also impacted by requests for data (Information Services & Finance).
- Work on the stormwater activity also kicks off in early December with a meeting with the Entity D stormwater lead.

3.5.2 National Performance Review

- Council is continuing its participation in the National Performance Review (NPR) undertaken by Water New Zealand. The annual NPR provides useful insight into Council's performance in the 3 Waters area and provides a benchmark against other councils.
- Officers submitted Council's completed return by the deadline of 7 October. The results of the review are usually published in the following new year. It is possible that results will be available sooner as we understand the data may be used by the 3Ws National Transition Unit (NTU) to inform their work, and in order to avoid duplication of effort by councils.

3.6 Drinking Water

3.6.1 Methven Fluoridation

- Council's 3Ws 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 until April/May next year. 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 (H₂SiF₆) 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](#).
- Officers explored leasing and/or purchase 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 temporary equipment. This would mean that any Hydrofluorosilicic Acid purchased would simply then be used in the new plant once it was commissioned.
- Unfortunately, the suppliers approached were not able to offer a leasing option due to the bespoke nature of the equipment. The purchase option has the cost ranging from \$100,000 - \$267,000. However, even if Council wanted to contemplate purchase; the lead time for equipment onsite is an unguaranteed timeframe of 6 months.
- In light of these circumstances, the Assets Manager has written to the Director General of Health seeking relief from the requirement to fluoridate during the period in question. This correspondence was sent on 4 November. At the time of preparing this report, no response has been received.

3.6.2 Drinking Water Safety Plans (DWSP)

- Officers have lodged drinking water safety plans for all Council water supplies (Ashburton, Chertsey, Dromore, Fairton, Hakatere, Hinds, Mayfield, Methven, Methven Springfield, Montalto, Mt Somers, and Rakaia) with Taumata Arowai through their website portal.
- The DWSPs lodged are not complete documents by any means with some being more advanced than others. Bringing all of these plans up to an acceptable standard will be an area of focus for the Assets Team over the next 12 months and ongoing.
- It must be emphasised that DWSPs have a significant reach across the water activity – refer diagram below:



- Transitioning our plans and ancillary documents and processes to where they need to be, cannot be completed with existing resourcing and it will be necessary to outsource aspects to specialist assistance. The cost of this work is not currently budgeted and therefore will be the subject of a business case for consideration as part of the 2023/24 Annual Plan budget round.

3.6.3 Compliance Statements for Annual Report

- Audit NZ has advised that any statements made by Council in the annual report in relation to drinking water compliance will have to be validated by an external party qualified to do so.
- This relates to bacteriological and protozoal compliance. Interestingly, Council is claiming that zero schemes are compliant with the protozoal requirement of the DWSNZ; however we are still required to get that statement validated. Officers have remonstrated with Audit NZ staff over this requirement, but to no avail.
- Consequently, Beca has been engaged to provide the required validations in accordance with Audit NZ expectations. It is expected to cost in the vicinity of \$20,000 to complete both compliance validations.

3.6.4 Groundwater Forecast Tool

- Aqualinc was engaged to update groundwater models with a view to adding the Hinds water supply bore to our groundwater forecast page. This follows the previous similar work carried out for the Mayfield water supply bore.
- The work is now complete and provides extremely useful insight into how the bores may perform in the coming months. The updated forecast tool can be found [here](#).

3.7 Wastewater

3.7.1 Consent Compliance

- Officers are continuing to work through compliance issues at all Council wastewater treatment plant (WWTP) sites.
- The commissioning of the new effluent pivot at the Rakaia WWTP in early November is expected to address concerns around effluent distribution on the pivot and operational reporting. The new pivot is operational, but the supplier is still commissioning the reporting functionality.
- Beca consultants has been engaged to undertake a new groundwater flow direction assessment of the Ashburton sites (Wilkins Rd and Ocean Farm WWTPs). Following completion of this assessment the location of existing piezo bores used for monitoring will be confirmed or if necessary new piezo bores will be installed. The matter being addressed was that some piezo bores were no longer intercepting groundwater and therefore couldn't be monitored in accordance with the consent conditions.
- We are also progressing the installation of cell interconnections at the wetland at the Ocean Farm site. There is a significant amount of improvement work required to be undertaken at the wetland but this work will require individual wetland cells to be isolated. The additional interconnections will provide more flexibility to reroute treated effluent flows through the wetland and provide for this isolation. Beca are currently designing a suitable connection for pricing by the maintenance contractor.
- The maintenance contractor has been tasked to address preferential flow-path issues with the distribution channel on the infiltration basins at the Methven WWTP. This work involves the installation of a sealing fabric (or similar) to ensure treated effluent reaches the full length of the distribution channel before entering the infiltration basin. This work is scheduled for completion by year's end.

3.8 Stormwater

3.8.1 Methven and Rakaia Network-wide Stormwater Discharge Resource Consent

- An application for these consents is well advanced with a draft application and AEE currently under review by officers. Subject to officer review the draft documents will be provided to Aoraki Environmental Consultancy Limited for review, comment and input on behalf of Te Rūnanga o Arowhenua.
- It should be noted that the deadline for lodgement of these applications to Environment Canterbury has passed. Officers have been in contact with Environment Canterbury in regard to lodgement and advised of the current status and intention to lodge the application following engagement with rūnanga. No further advice has been received at this time.

3.9 Stockwater

3.9.1 General

- The recent drier warmer weather has seen the water levels across the network dropping off. There has been significant weed growth in the races and both mechanical and spray cleaning is well underway across the district.
- A letter was sent out in late September to 800+ property owners with stockwater races reminding them that their races should be cleaned of weed and other debris to ensure water can continue to flow to downstream users.
- As previously advised, ECan Compliance staff had informed officers that an abatement notice would be issued for non-consented upgrade work to the Scarness weir located in Mt Harding Stream in 2021. This abatement notice was received on 16 November. Officers are investigating options for this weir.
- The hearing for the Anama area stockwater race closure is to be held on 8 December. To date eight property owners have indicated they would be attending the hearing.

3.9.2 Applications

- A total of 32 closure/race alteration applications have been received for the calendar year. Application numbers have slowed down with six applications having been received since 1 July. 11 applications were received during the same period last year.
- A summary of the current applications is listed below:

Stockwater closures/alterations/culvert installation applications as at 18 November 2022									
PHASES									
Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/004/21	Hinds Highway	3122	6						Additional ecological appraisal to be undertaken
SKW/006/22	Ealing Road	0	1						Physical work to be completed
SKW/008/22	Brothers Road	12164	17						Hearing to be held 8 December
SKW/009/22	Forest Drive	0	1						Physical work to be completed
SKW/013/22	Back Track	4431	10						Additional information being sought
SKW/016/22	Bebbingtons Road	6207	11						Physical work to be completed
SKW/018/22	Rangitata Terrace Road	4519	5						Additional information being sought
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/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/027/22	Fords Road	1347	4						Physical work to be completed
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
SKW/030/22	797 Maronan Valetta Road	700	1						Checking all info received
SKW/031/22	Ealing Road	7992	5						Checking all info received
SKW/032/22	1049 Stranges Road	0	1						Checking all info received
	Phase complete		Phases:	Application received	Information gathering	Review significance and scope	Reporting and decision making	Sign off work completed and rates/GIS updated	
	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

- 26% of the maintenance and renewals budget has been spent.
- This does not include the cost for the repair work required as a result of the heavy rain event in July which is \$2,200,000 to date with some repairs still to be completed.
- The estimated total cost is \$2,500,000 and a request for additional Emergency Works funding has been made to Waka Kotahi. A report will be presented to Council on the funding of our share of the cost (49%) once that funding request has been approved.

3.10.2 Main areas of work completed

- 2,386km of unsealed roads graded.
- 12,868m³ of maintenance metal placed.
- The main areas of focus have been sealed road repairs and weed spraying in townships.
- Routine sealed and unsealed pavement maintenance is ongoing.

3.10.3 Sealed Road Rehabilitation

- Two sections of Arundel Rakaia Gorge Road east of Mt Somers are under construction by Fulton Hogan with both sections sealed. Another section south of Pudding Hill Road is under construction.
- A section of Arundel Rakaia Gorge Road south of Mayfield is being constructed by HEB with 20% sealed.
- An 800m section of Ashburton Staveley Road south of Thompsons Track is under construction in a contract awarded to Fulton Hogan.
- All above sites are programmed to be completed by Christmas.
- A 1.3km section Mayfield Valetta Road is included in a contract awarded to Fulton Hogan along with seal widening of the adjacent section. Construction is programmed to commence in early 2023.

3.10.4 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 out for tender soon with construction starting in early 2023.
- The footpath on Racecourse Road was to be unsealed but EA Networks have brought forward the power undergrounding to 2023 (March) which will enable the construction of kerb and channel and an asphalt footpath as soon as the undergrounding work has been completed. Therefore, it is to be included in the contract with the other new footpaths and kerb and channel.
- A quote from Fulton Hogan has been accepted (three quotes received) for the unsealed footpath on SH77 from the Methven township to past the Ōpuke Thermal Pools and is still intended to be completed by Christmas 2022 once the alignment discussion involving members of the Methven Community Board has been completed.

3.10.5 Ashburton second bridge

- The Detailed Business Case has been uploaded to Waka Kotahi's Transport Investment Online to support the request for funding of the Pre-Implementation and Implementation stages of the construction and associated property purchases in the 2024-2027 Land Transport Programme.

3.10.6 Tinwald corridor upgrade

- GHD has progressed the design of the upgrade and are looking to have a workshop/discussion with Council in the near future. Construction is currently programmed to start in mid-2023 (subject to property and consents), and completion to be around mid-2024.

3.10.7 Walnut Avenue signalised intersections

- The Waka Kotahi project to construct the new signalised Walnut Avenue intersections is nearing completion, with the go live date scheduled for Friday 18 November 2022.

3.11 Contracts - Upcoming Tenders

Contract/Tender	Date to be tendered
ROAD0237 - Footpath and kerb & Channel 2022-2023	Late November

4. Business Support Group







4.1 Information Systems

4.1.1 Projects

- The following provides detail on a selection of activity, typically the larger or more complex work items currently active within Information Systems.
- Recent resignations within the team have and continue to impact the rate and completion of several projects. At the time of writing this report, of the four vacant positions only one has a confirmed start date. We are continuing to seek and secure staff for these positions at the earliest time.

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	N/A	<p>Ongoing development of new and existing processes and support tools to support business improvement across Council Business Groups within Council's ERP and other core applications.</p> <p><i>Recently complete work included:</i></p> <p>Online enablement for online application for PiM, Liquor Manager Certificates (renewal) and Special Licence application.</p> <p>Businesses and residents are now able to use online services for:</p> <ul style="list-style-type: none">• Applying for a building consent, PiM, LiM, Liquor Manager Certificates (renewal) and Special Licence, register a dog.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS (continued)						
Application enhancement and development	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> • Payments can be made for infringements, rates, dog renewal licences, and any application fees. <p>For the current financial year, payments made through this service are 13.3%, Customer Services 13.3% and bank transfer 73.4% of all payments received.</p> <p>If rate payments, where direct debit and bank transfers are the preferred payment method are excluded, then over 52% of payments received are via these online services.</p> <p><i>Current work includes:</i></p> <ul style="list-style-type: none"> • Solid Waste –digital capture of audit result for recycling bin content and view of current strike status against the property. • Development of a new Council Intranet • Acceptance testing of the new version of Council's ERP version. This involves officers from all of Council's Business Groups

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS (continued)						
Aerial imagery	October 2021	December 2022	No	Yes	No	<ul style="list-style-type: none"> Urban aerial imagery capture - capture completed. Publication delayed. Impacted by supplied product issues and resource availability at ECan (project partner) to publish final product.
Rural imagery	July 2022	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> Refresh of rural imagery used within our GIS activities Works in collaboration with ECan. Forms part of a planned cyclic renewal of this asset. Covers rural areas from the coast to the foothills
Spatial Census Data Dashboard and Analysis solution	September 2021	June 2023	Yes	N/A	No	<ul style="list-style-type: none"> Design of GIS dashboard and analysis tool to replace 3rd party system used by Strategy and Policy. <div style="text-align: center;"> <p>Select a Category:</p> <div> <div>  <p>Population</p> <p>Explore our population data by region and district</p> <p>View Data</p> </div> <div>  <p>People</p> <p>Explore our people data by region and district</p> <p>View Data</p> </div> <div>  <p>Households</p> <p>Explore our household data by region and district</p> <p>View Data</p> </div> <div>  <p>Education</p> <p>Explore our education data by region and district</p> <p>View Data</p> </div> <div>  <p>Employment</p> <p>Explore our employment data by region and district</p> <p>View Data</p> </div> <div>  <p>Data Explorer</p> <p>Explore our data by region and district</p> <p>View Data</p> </div> </div> </div> <ul style="list-style-type: none"> First phase released with Population and People.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS (continued)						
Spatial Census Data Dashboard and Analysis solution (continued)	September 2021	June 2023	Yes	N/A	No	<ul style="list-style-type: none"> Second phase underway to add in Household, Education and Employment statistics. Target delivery of this work is December 2022.
Waste Collection Map Series	September 2022	December 2022	Yes	Yes	No	<ul style="list-style-type: none"> Updating and replacement of current waste collection maps for public and internal use
Methven Community Emergency Response Plan	October 2022	December 2022	Yes	Yes	No	<ul style="list-style-type: none"> Development of mapping to support plan development
Tsunami Zones	October 2022	November 2022	Yes	Yes	No	<ul style="list-style-type: none"> Publication on our GIS systems of updated the district tsunami zones - Complete
Microsoft 365	September 2020	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> Application of cloud-based office and other productivity solutions. Cross function activity within IS involving Business Improvement, Systems and Information Management and will be delivered in a multi-phase approach.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS (continued)						
Microsoft 365 (continued)	September 2020	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> • Application of cloud-based office and other productivity solutions. • Cross function activity within IS involving Business Improvement, Systems and Information Management and will be delivered in a multi-phase approach. • 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). • Current works have deployed to Council Officers OneDrive and with the virtual desktop upgrade the Office products of Email, Word, Excel and PowerPoint.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Systems						
Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.	January 2022	December 2022	Yes	Yes	No	<ul style="list-style-type: none"> Following the pilot, work to deploy across Council is underway. Approximately 75% of the deployment is complete with work anticipated to be completed by the end of 2022.
Cyber Security	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> Continuing assessment and solution application to reduce Council cyber security risk profile. 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. This audit measures our security profile and application against international standards and allows for monitoring and measurement across functional areas of Identity, Management, Protection, Detection, Response and Recovery.
Library and Civic Centre - Te Pātaka o kā Tuhituhi and Te Waharoa a Hine Paaka	May 2021	June 2023	Yes	Yes	tbc	<ul style="list-style-type: none"> 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, wi-fi, audio-visual, desktop and library services.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Systems						
Telephone System Replacement	September 2022	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> • Migration to Microsoft Teams telephone system. • Builds off current existing solution which provides and supports internal communication and video meetings.
Information Management						
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> • Continual improvement works within the EDRMS system. • Recently completed are areas related to the Museum. Current activity is looking at general document management functions and improved discovery of policy documents
Physical and Digital Record Management - continuing 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"> • Continuing and on-going activity to assess physical and digital records held by Council as part of the management of the life of that record including that of protected or permanent retention under statutory Acts including the Public Records Act and Local Government Official Information and Meetings Act. • Work includes the decision to retain or dispose a record based on Council's adopted retention and disposal schedule.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Information Management (continued)						
Digitalisation of Physical Format Records	May 2022	June 2023	Yes	Yes	No	<ul style="list-style-type: none"> • Digitisation of Asset Field Books (service connection detail) - Complete • Commercial Property files – pilot testing with identified provider prior to digitisation of the physical files.
Data Management – Name Amalgamation	BAU Activity		N/A	N/A	N/A	<ul style="list-style-type: none"> • Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system.

4.2 Communications

4.2.1 Projects

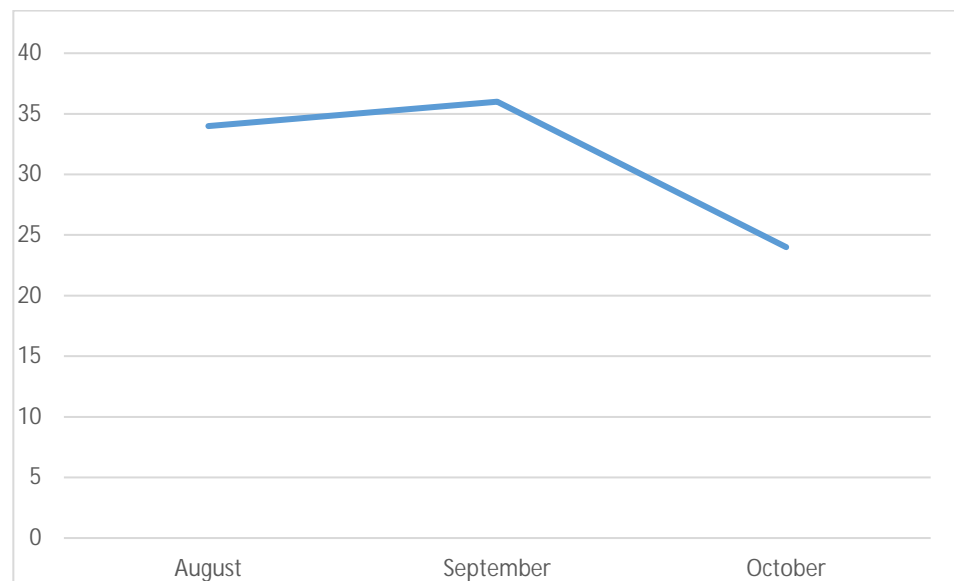
- As of November 9, 2022 there are currently 61 Helpdesk tickets in progress with the Communications Team (up from 53 on September 14).
- The following table provides detail on planned communications projects, campaigns or consultations in the last reporting period.
- Other work includes requests to answer media inquiries, take photos, produce print and signage materials, provide website and social media updates, troubleshoot and support staff with digital and AV communications.

Brief Project Description	Comms Start Date	Estimated Completion Date	On track	Within budget	Comments
Elections campaign	May 2022	October 2022	Yes	Yes	Three phases, enroll, stand and vote, all completed
New tsunami zones campaign	01 Sep	01 Mar 2023	Yes	Yes	New tsunami zones released Monday 7 November
Ng King Gardens interpretive signage	08 Sep	01 Mar 2023	Yes	Yes	Working with heritage consultant, Heritage NZ and the descendants of the Ng King Brothers to create outdoor interpretive panels appropriate to the archaeological site and to the families
Draft Interim Speed Management Plan consultation	12 Sep	16 Oct	Yes	Yes	Completed
Draft Use of Footpaths for Alfresco Dining Policy consultation	23 Sep	23 Oct	Yes	Yes	Completed
Triennial meetings campaign	17 Oct	30 Nov	Yes	Yes	Print and social media campaign in progress
Website audit	08 Nov	01 Mar 2023	Yes	Yes	Working with staff across the business to improve user navigation on the website
Nights of Lights festival campaign	Current	31 Dec	Yes	Yes	Communications on this event have been simplified from previous years due to the shorter lead in time this year

Brief Project Description	Comms Start Date	Estimated Completion Date	On track	Within budget	Comments
'Connect' internal staff newsletter	Current	Ongoing	Yes	Yes	Fortnightly newsletter for staff
'Council Brief' weekly community update	Current	Ongoing	Yes	Yes	2-page weekly spread in Ashburton Guardian and Ashburton Courier newspapers. Stories also feature on website and social media

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. We saw a slight decrease in the number of news stories due to the decrease in Council meetings over the key election period. These stories are also posted on Facebook.



4.2.3 Engaging Facebook posts

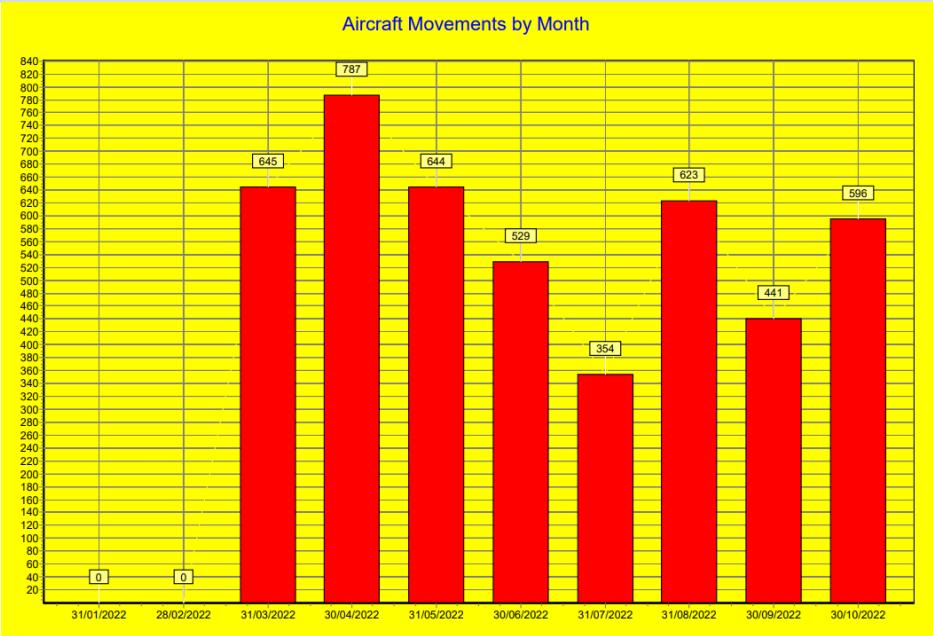
- Measured by top performing posts with the highest engagement over the last 28 days, from November 9.

13 October	27 October	19 October
<p>"We had a lovely time at the Ashburton Event Centre last night welcoming almost 100 new citizens, our first in-person citizenship ceremony in over a year. Nau mai, haere mai to our newest Kiwis!"</p>	<p>"Our inaugural Council meeting was a special occasion today, with family and friends of the newly-elected Mayor and councillors in the public gallery to witness them take office."</p>	<p>"We're expecting a little more traffic than usual tomorrow morning – Kmart is officially opening its new store at 7.30am, and a convoy of tractors and utes will be passing through town around 9am. It's going to be busy, so expect congestion on SH1 and some local roads."</p>
<p>Post impressions -8912 Post reach – 8488 Post engagement - 3130</p>	<p>Post impressions – 6261 Post reach – 6261 Post engagement -2085</p>	<p>Post impressions – 7064 Post reach – 7017 Post engagement – 1852</p>

4.3 Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> • Six sections in stage two are on hold for potential purchasers to complete due diligence. • Potential purchasers have expressed an interest in purchasing a 6 hectare section and a 2 hectare section within the remaining undeveloped 21ha lot off Ashford Avenue. • Approximately 50 ha of the Business Estate remains unsold, with 32 ha sold.
Elderly persons housing	<ul style="list-style-type: none"> • Out of Council's 102 available units, 93 are occupied. • Of the nine units that are vacant, five are in process of being redecorated. The four remaining units are in the area to be redeveloped. • There are now 34 people on our waiting lists. Of these, five people are wanting single units, while 29 want double units (four are couples and are counted as one application). • 23 people on waiting list are currently residents in the Ashburton District with 11 being from out of town. • Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on the urgency of the applicant's situation and their location.
Airport	<ul style="list-style-type: none"> • During October a total of \$644.00 was invoiced for landing fees. 40 Aviators have paid for an annual landing fee pass. The monitoring system now allows a monthly report to be produced on landings at the airport, which enables Council to invoice users for landings. • A South Island Aerobatic competition is programmed to take place 1-3 December. • Work has been completed to tidy up the entry road, including fixing potholes. • 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. • One 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. • Work is underway to give effect to the recently adopted Airport Development Plan.

Current	Brief Project Description / progress
	<ul style="list-style-type: none"> • Council officers are undertaking further research on the NZ Airline Academy flight school proposal. A report to Council will be required before this proposal can proceed. • A draft Memorandum of Understanding from the Skydiving operation has been received and being reviewed. Officers are reviewing the recent TAIC report on the mid-air collision at Masterton Airport between two aircraft (one of which was a skydiving operator) to ascertain whether any changes to this MOU are required as a result of the TAIC report. The initial view is the proposed MOU already contains clear guidelines around how any skydiving aircraft will be expected to operate and conform with existing traffic. The MOU also states the radio transmissions are expected by pilots, to reduce the possibility of conflict. • Officers are also reviewing and considering the TAIC report recommendations which have been made to the CAA in order to avoid a similar incident occurring. The following recommendations to CAA are particularly relevant to Council, as operator of a similar uncontrolled airport: <ul style="list-style-type: none"> - Ensure that managers and users of aerodromes, in particular for unattended aerodromes, understand and fulfil their responsibilities for ensuring safe operations. This includes: <ul style="list-style-type: none"> a. Facilitating a coordinated approach with WorkSafe New Zealand, LGNZ and NZ Airports Association, among others, b. Providing training and support to aerodrome operational and management personnel, and c. Identifying and encouraging aerodrome user group's contributions towards aerodrome safety. • The following table provides an update of aircraft movements by month:

Current	Brief Project Description / progress																						
	 <p>Aircraft Movements by Month</p> <table border="1"> <thead> <tr> <th>Date</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>787</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>623</td> </tr> <tr> <td>30/09/2022</td> <td>441</td> </tr> <tr> <td>30/10/2022</td> <td>596</td> </tr> </tbody> </table>	Date	Aircraft Movements	31/01/2022	0	28/02/2022	0	31/03/2022	645	30/04/2022	787	31/05/2022	644	30/06/2022	529	31/07/2022	354	31/08/2022	623	30/09/2022	441	30/10/2022	596
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Land for community buildings	<ul style="list-style-type: none"> • A meeting was arranged with Pasifika groups on 13 August to ascertain their needs. • The information gained from this will be added to current requests for land following which a report to be presented to Council. • Appropriate land / areas are still being investigated, however this is a complex request with a further meeting being held with one of the interested groups on 21 November. 																						
Medical centre upgrades	<p>Methven</p> <ul style="list-style-type: none"> • Work is being undertaken to establish a suitable location for the Methven Medical Centre to with a number of sites being looked at. • A temporary solution is currently being investigated. 																						

Current	Brief Project Description / progress
	<p>Rakaia</p> <ul style="list-style-type: none"> The Medical Centre have decided to defer the extension project due to budget restraints. Council is currently working on some minor alterations to the existing building and moving a relocatable building to the site for non-clinical work.
<p>Oval Pavilion – Ashburton Domain</p> <p>Walnut Avenue Pavilion – Ashburton Domain</p>	<ul style="list-style-type: none"> Council is waiting for the Trust lawyers to complete their winding up of the Ashburton Domain Oval Pavilion Trust before Council can complete the transfer. Once the building is in Council ownership, officers will liaise further with the occupiers in order to engage contractors to complete the upgrade of the building. Final discussions are being held with the Ashburton Domain Pavilion Trust lawyers to allow the transfer of the Walnut Avenue building. Following this the outcome will be reported to Council for formalising the transfer of the building. The report will also request funding for some refurbishment which is necessary. The building did not have a building warrant of fitness (BWF) and Council officers have been assisting the Trust with obtaining this.
West Street Car Park	<ul style="list-style-type: none"> Council officers have been negotiating lease terms with KiwiRail, but are yet to reach agreement. While these negotiations are ongoing, work is underway to prepare the application for resource consent.
Rangitata Campground	<ul style="list-style-type: none"> New campground managers (Gary and Robyn Kilday) started on 27 October 2022. The campground will remain open until 1 May 2023, and will then be shut over winter.

4.4 Forestry

4.4.1 Forest Harvesting

- All wind salvage harvesting is now completed. The last plantation logged were the trees at the western end of Hackthorne Road planted around a pit being used by the Council's roading contractor.
- Scheduled harvesting of the Council's plantation near the Rakaia Gorge on Wightmans Road is to be delayed until export log markets recover. The China log market has been adversely affected by covid-19 lock-downs and the lingering effects of financial problems in the property development sector. Many of the logs produced from this plantation will be suitable for the domestic market where log prices are still good. Some of the lower value log grades and the pruned logs are better suited to the export market which could be accessed either through the Port of Timaru or Lyttelton. The Wightmans Road plantation is expected to yield 16,000m³ of logs with as budgeted net value of \$750,000. The actual value achieved is expected to be adversely affected by the increased cost of diesel that affects both logging and log cartage costs, these increased costs could decrease net revenue by \$150,000. Fuel prices are not expected to drop in the short term.

4.4.2 Release Spraying 2022

- All plantations planted this winter are scheduled to be release sprayed along with a second release spray of plantations planted in 2021. Operations have been delayed due to difficulties in obtaining the active ingredients from overseas caused by supply chain issues.

4.4.3 Silviculture (Tree Tending)

- There is almost 100 hectares of thinning scheduled for the 2022/23 financial year with many of the plantations also scheduled to have their boundary trees pruned.

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"> Annual report is currently being audited by Audit NZ
Sale of vehicles	Current	Unknown	Yes	Yes	No	<ul style="list-style-type: none"> We are working on getting the remaining vehicles to Turners to be sold at auction per Council's disposals policy, keeping in mind that prices of used vehicles have dropped due to market supply.
2023/24 Annual Plan	Current	30 June 2023	Yes	Yes	N/A	<ul style="list-style-type: none"> Overhead budget packs (without rate funding) have been completed by the relevant managers. These will be reviewed by ET on 22 November before being rolled through into the rest of the activity budgets. Non overhead budget packs are due to be released to managers on 25 November.
Purchase card implementation		Unknown	No	Yes	NA	<ul style="list-style-type: none"> The introduction of purchase cards for small miscellaneous purchases is the final part of the procure-to-pay project. This has been in conjunction with the IS Team and has been waiting on TechOne to confirm their availability to proceed.

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
						<ul style="list-style-type: none"> Hoping TechOne will be available in February 2023 to work with finance to train and implement.
Debt management process			Yes	Yes	N/A	<ul style="list-style-type: none"> Testing is being carried out in conjunction with the IS team. All issues must be resolved, and letters updated before implementation. This is ongoing.

4.5.2 Variance Report – Presented 23 November 2022

It was mentioned that the budgets on the Income and Expenditure Report didn't balance. This is correct as the balancing figure for the budget is reserve transfers, and these are not reflected on an Income and Expenditure Report. However, when budgets are prepared funding streams form part of the budget report.

Grant funding question from Councillor Todd – it was incorrectly answered that grants are part of Economic Development, but grant funding comes under Community Development which sits under the Community Governance & Decision Making Income and Expenditure Report.

Loan Repayments – the \$5m repaid in October relates to the loan repayments loan repayments budgeted in the prior year. We need to repay \$8m in the 2022/23 year.