

Council Activity Briefings



Date: Wednesday 22 March 2023
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
Lynette Lovett
Tony Todd
Richard Wilson

Executive Team

<i>Chief Executive</i>	Hamish Riach
<i>GM Infrastructure & Open Spaces</i>	Neil McCann
<i>GM Compliance & Development</i>	Jane Donaldson
<i>GM Business Support</i>	Leanne Macdonald
<i>GM People & Facilities</i>	Sarah Mosley
<i>GM Democracy & Engagement</i>	Toni Durham

Activity Reports

Time	1.	People & Facilities		Page
9:30am	1.1	EA Networks Centre	Richard Wood	4
9:35am	1.2	Ashburton Library	Jill Watson	11
9:40am	1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	21
9:45am	1.4	Customer Services	Amanda Watson	27

Time	2.	Infrastructure & Open Spaces		Page
9:50am	2.1	Open Spaces	Ian Soper	30
9:55am	2.2	Solid Waste Management	Hernando Marilla	37
10:00am	2.3	3Waters Projects	Hernando Marilla	39
10:05am	2.4	CBD Upgrade Project	Hernando Marilla	40
10:10am	2.5	Waters Operations	Hernando Marilla	41
10:15am	2.6	Asset Management	Andy Guthrie	43
10:20am	2.7	Drinking Water	Andy Guthrie	44
10:25am	2.8	Wastewater	Andy Guthrie	44
10:30am	2.9	Stormwater	Andy Guthrie	45
10:35am	2.10	Stockwater	Crissie Drummond	45
10:40am	2.11	Roads and Footpaths	Mark Chamberlain	47
10:45am	2.12	Contracts Awarded / Upcoming Tenders	Neil McCann	48

10:50am Morning tea

Time	3.	Compliance & Development		Page
11:05am	3.1	Building Services	Michael Wong	49
11:10am	3.2	Civil Defence Emergency Management	Jim Henderson	55
11:15am	3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	57
11:20am	3.4	Animal Control	Rick Catchpowle	58
11:25am	3.5	Environmental Health	Rick Catchpowle	59
11:30am	3.6	Planning	Ian Hyde	60
11:35am	3.7	Economic Development	Simon Worthington	62

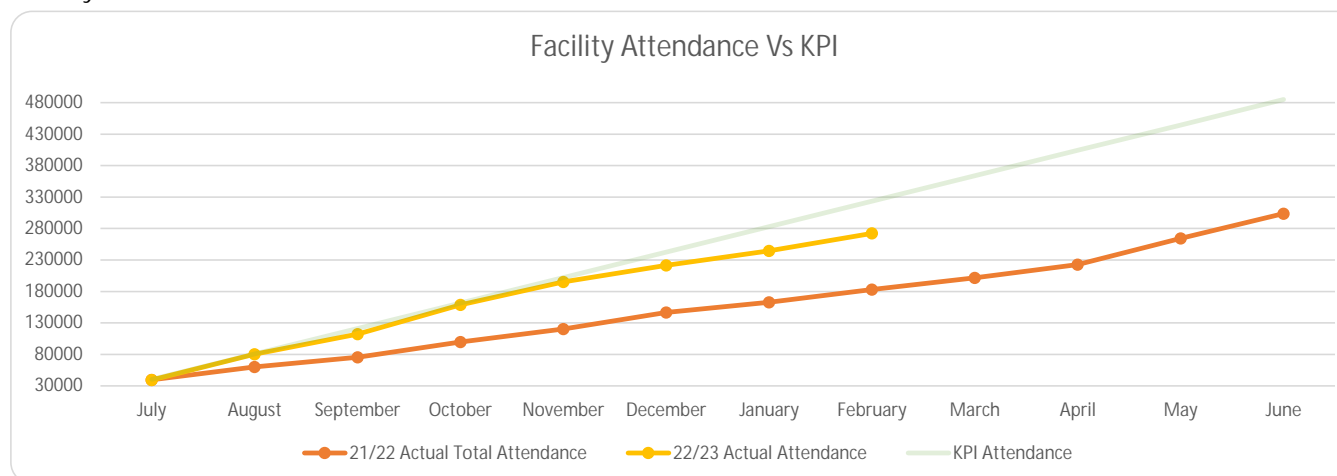
Time	4.	Business Support		Page
11:40am	4.1	Information Systems	Gordon Tupper	70
11:45am	4.2	Property	Renee Julius	77
11:50am	4.3	Forestry	Terry O'Neill	81
11:55pm	4.4	Finance	Erin Register	82

Time	5.	Democracy & Engagement		Page
12:00pm	5.1	Communications	Janice McKay	83
12:05pm	5.2	Strategy & Policy	Toni Durham	
12:10pm		Finish		

1. People & Facilities

1.1 EA Networks Centre

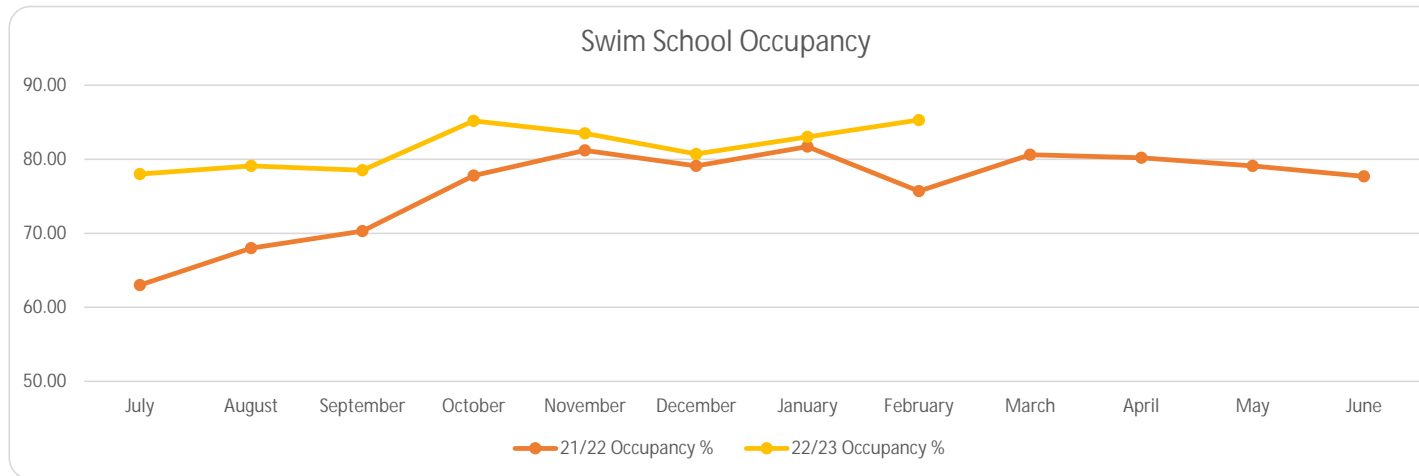
1.1.1 Facility



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 the LTP. As at 28 February 2023 EANC had 272,322 visitors, tracking slightly below the target. The target is unlikely to be met given the two quieter months (December/January) and the impact maintenance has had on attendance.
- 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 KPI methodology will be reviewed through the LTP process including seasonality considerations.
- The people counting system now has a full year of useful data and its reporting overall foot traffic up 44.5% in the YTD 2023 on 2022.

1.1.2 Swim School Occupancy

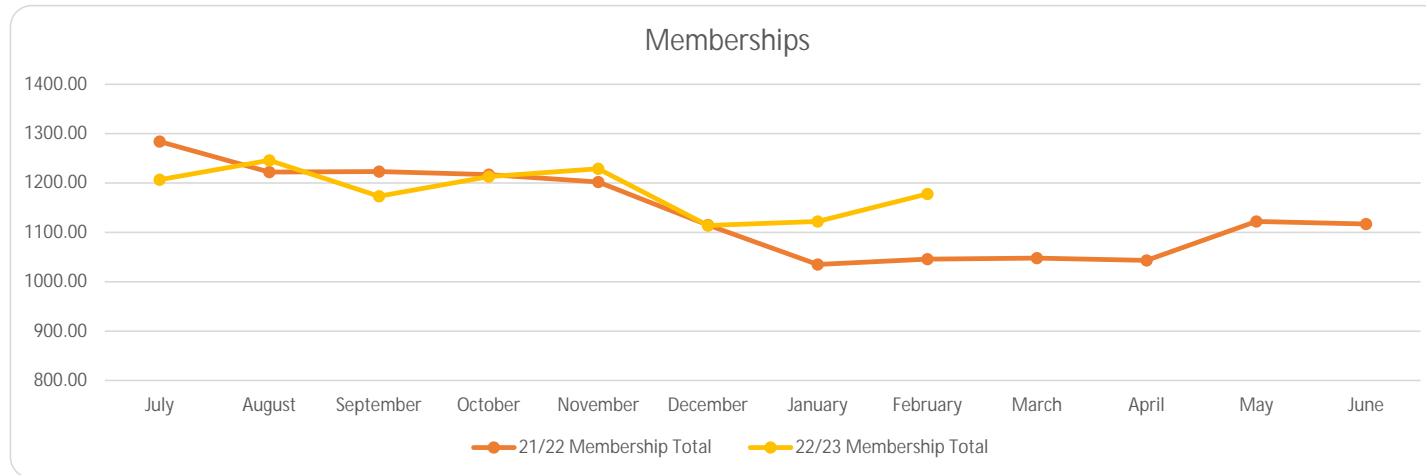


Comments:

- This graph represents the occupancy percentage of the swim school. The number of Learn to Swim students that swim per week in Term 1 is approximately 1,128 students as at the time of writing.
- Occupancy continues to track above the 2021/22 result year-to-date.
- Growth in Water Safety education is a strong focus with a new schools hands on water safety programme being trialed. So far in our trial we have had Ashburton Intermediate School and Netherby Schools (juniors) with approximately 320 students through. The feedback has been very positive with many teachers feeling grateful their students are gaining more in-depth water safety experience.

Note: We are not aware of any reported water-related incidents in the Ashburton District.

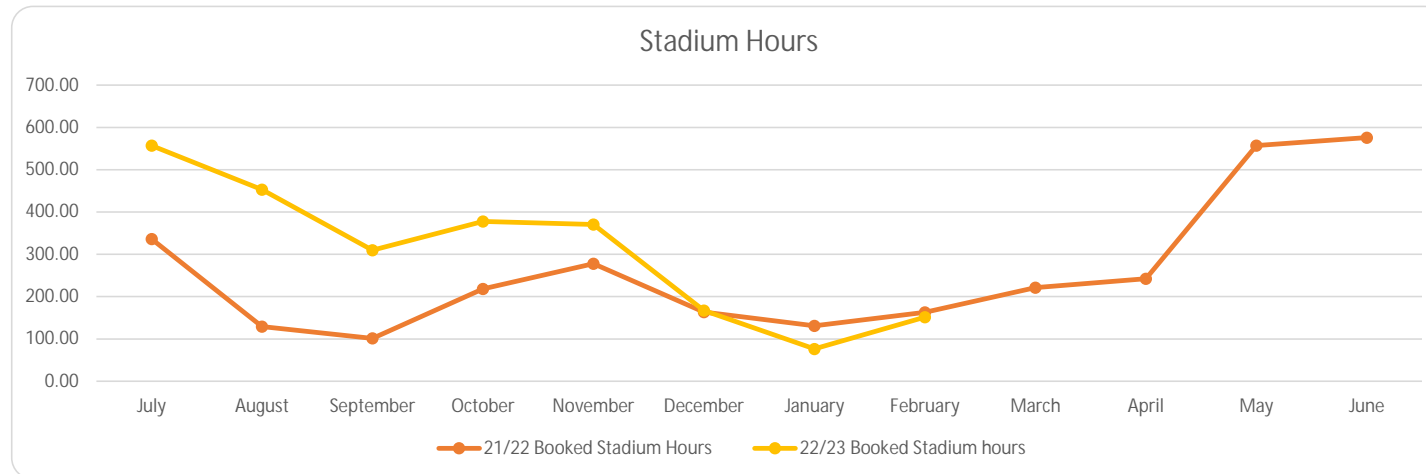
1.1.3 Memberships



Comments:

- This graph represents the tracking of EA Networks Centre memberships.
- Customers are now able to fully self-manage their membership online through our web portal.
- Officers are actively engaged in promotion of memberships and looking into any barriers to participation.
- Rehabilitation engagement with physiotherapists and ACC continues to be strong.

1.1.4 Stadium Hours



Comments:

- This graph represents booked stadium hours stadium by external customers and is demonstrating expected seasonal trends.
- Forecasting is showing booking hours likely to be higher than 2022 (*March forecasting 315 hours at time of writing*).
- This does not include internally run programmes, such as holiday programmes and Active Adventures.
- Booking utilisation during peak times continues to be strong through 2023. This includes high interest in internal offerings, including the upcoming April School Holiday Programme, Active Adventures and the soon to return "hangout" programme.
- One major event has been cancelled in 2023 with no Pickleball Classic due to the organiser leaving the district.

1.1.5 Activity comments for January/February 2022

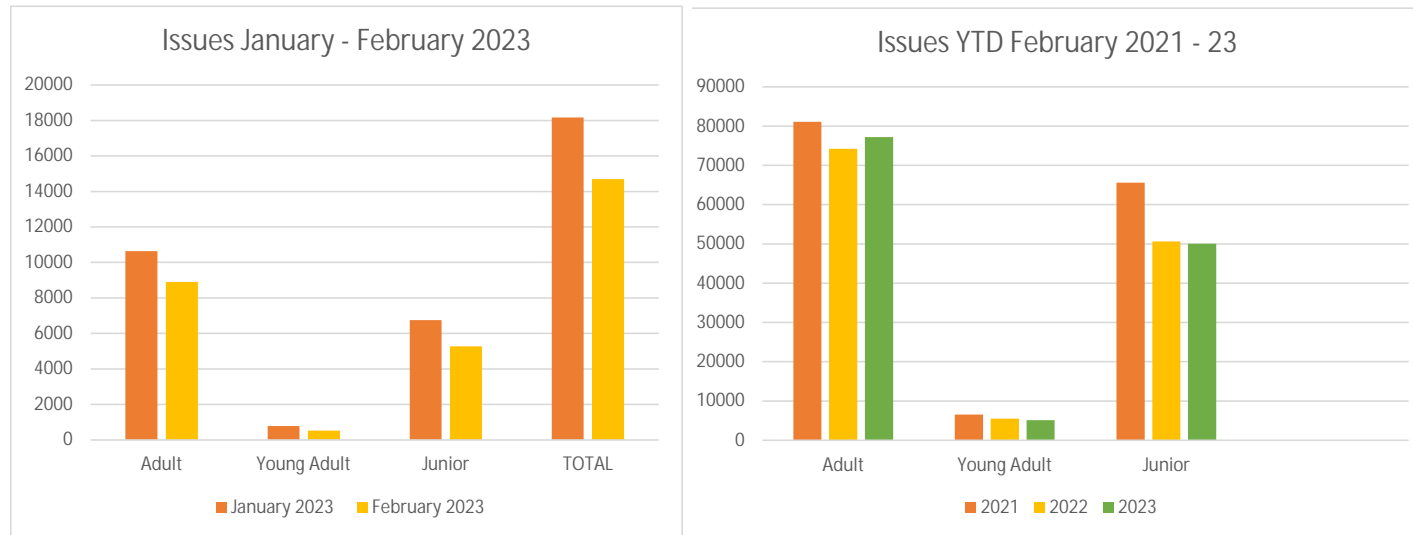
Facility	
Activity/Programme	Description
Business	<ul style="list-style-type: none"> • The Utilisation Study of Recreation Facilities is well underway, officers have a draft report for review and is on track to be finalised by early April 2023. • The project to add a café deck and ramps is at the procurement and tender stage. • Officers continue to investigate options to support gaps left by the ceasing of the Green Prescription programme. There is a noticeable gap in the market to support those who would've previously been eligible for Green Prescription due to health or rehabilitation needs. • Mt Hutt College have been using the EANC pools regularly to undertake Kayak Skills training and River Safety as a part of their Outdoor Education Programme. Peel Forest Outdoor Centre have also re-booked for 2023 to utilise the facilities for the same purpose. • Illness and Covid continue to occasionally plague staffing and stretch the capacity to operate. Where at all possible we maintain service but from time-to-time adjustments are made to ensure safe operation under our guidelines.
Stadium Stadium bookings	<ul style="list-style-type: none"> • Due to high demand, Active Adventures (toddler programme) has returned for term 1. This term the programme is running fortnightly, rather than weekly, to help manage the workload of the programme on staff. • Sport Canterbury have been using the stadium for their young athlete's programme, which has included presentations from EANC gym staff and local sporting leaders. They are also bringing back the PALs (Physical Activity Leaders) programme on 7 March, which will utilise all four courts for 5.5 hours. • The majority of winter sport bookings are locked in and have started in recent weeks. Due to a high demand for court space, particularly in the 5-9pm, Monday-Friday timeframe, we have been working with groups to ensure space and time is maximised. • The stadium has re-opened following a resurfacing which was completed at the end of January. Pickleball have enjoyed the addition of the new kitchen line and we have had good feedback on the condition of the court surface following this maintenance work from other users.

Facility	
Activity/Programme	Description
Pool Aquatics activities	<ul style="list-style-type: none"> • Tinwald pool closed for the season on the 5 March. Despite staffing challenges, the team worked hard and were flexible with their hours to ensure the pool opened each weekend, with reduced hours, right through until the end. A report including attendance and utilisation of the pool will be included in the next activity briefing. • Four new lifeguards have come onboard in recent weeks; training these staff is a main priority to help with the strain on the team from shift vacancies. • February saw the pool play host to school swimming sports, 8 bookings (including clusters) were held and approximately 930 children competed across the two weeks. Following this, the County swimming sports are being held on Tuesday 7 March. The Canterbury champs will then be held on the Tuesday 28 March.
Fitness Centre Gym activities	<ul style="list-style-type: none"> • Myzone installation is complete. Following an introduction and promotion to the public it went live on 13 March. Myzone monitors heart rate, calories and time exercising in real-time and converts that into Myzone Effort Points (MEPs). MEPs focus on rewarding effort rather than fitness and allow us to create better engagement and motivation with participants. We are excited to bring this offering to the community and further support fitness and wellness. • Moving squad dry land training to the gym has proven very successful with great structured classes being run. • The special population classes are continuing to thrive with the number attending increasing. Including the ProstFit and Breast cancer classes. Many of these classes are now at capacity with a 90 percent overall enrollment. • Ashburton College Year 12 students will be attending the gym three times a week for the next 6 weeks.

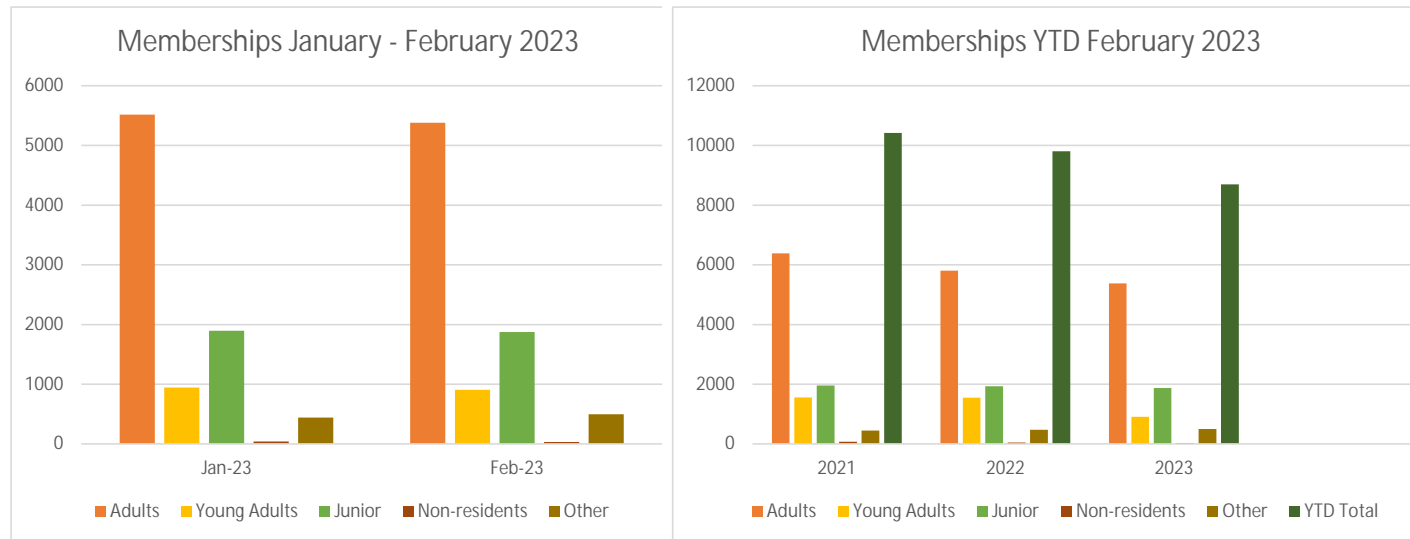
Facility	
Activity/Programme	Description
Swim school	<ul style="list-style-type: none"> • The Swim School are proud of Term 1 2023, a record number of 1128 students and an 87.5% occupancy rate per week at the time of writing. These numbers come from our preschool and afterschool lessons. • The Squad programme have had a great start to the year with successful meets and a fun turn out for the Ashburton Swim Team Club Night. We had 40 swimmers attend with a range from our Swim School levels, Swim Team members and master's swimmers. The night ended with pizza and a lot of interest in the Swim Squad programme. • Our Little Splashers programme that runs every Friday for babies – 3 years old, this programme has grown in size and popularity and is starting to take off. Little Splashers is a parent- led activity with their babies to gain confidence together in the water while having an instructor around to answer any questions. • We have been working with our instructors and the schools around the district on reviewing how we teach water safety to our school students. We have mapped out a new structure for our school swim lessons with new content and the making of water hazards. Our water hazards run like an obstacle course where students will feel what it's like to be in water while it is raining, swim through "seaweed", what it's like to be in low visible water and how to navigate over slippery terrain. The schools water safety programme has gone through its review stage and is currently being trialed with Ashburton Intermediate and Netherby Junior Schools. • Counties swimming returned for 2023 with a well-attended meet of 116 students from around the district. There was a lot of excitement and cheering from all attendees.

1.2 Library

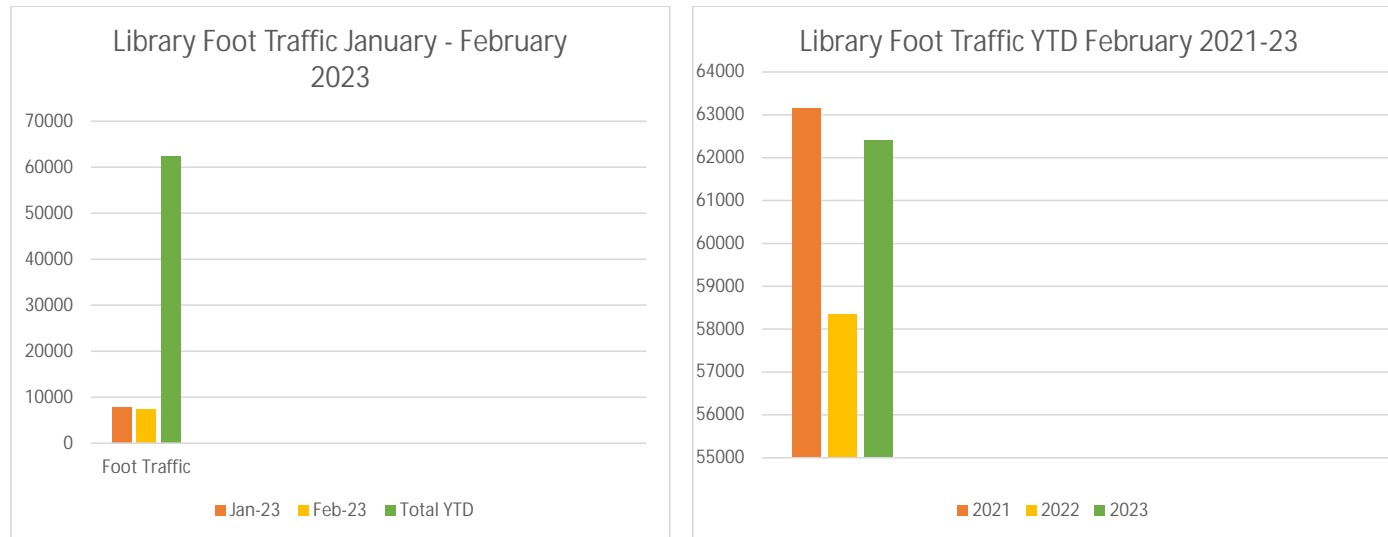
1.2.1 Issues



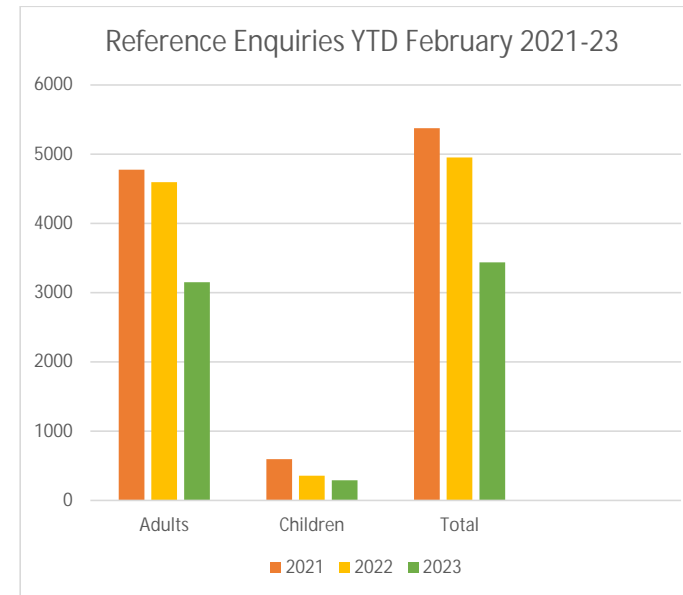
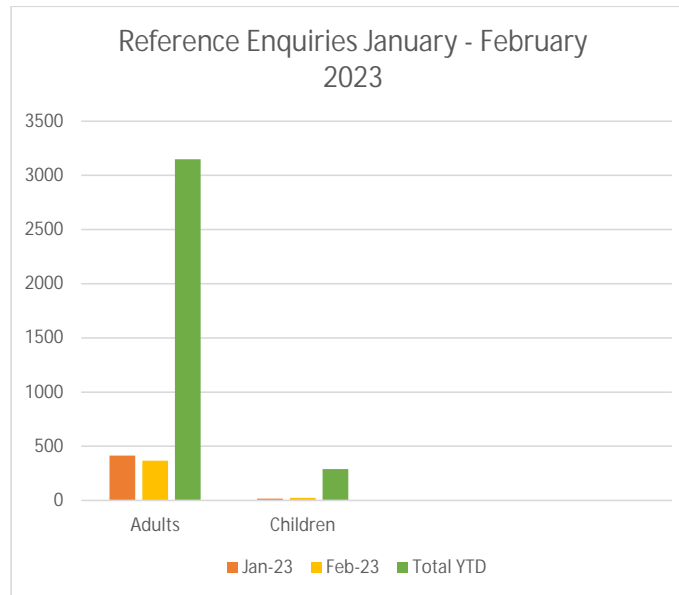
1.2.2 Memberships



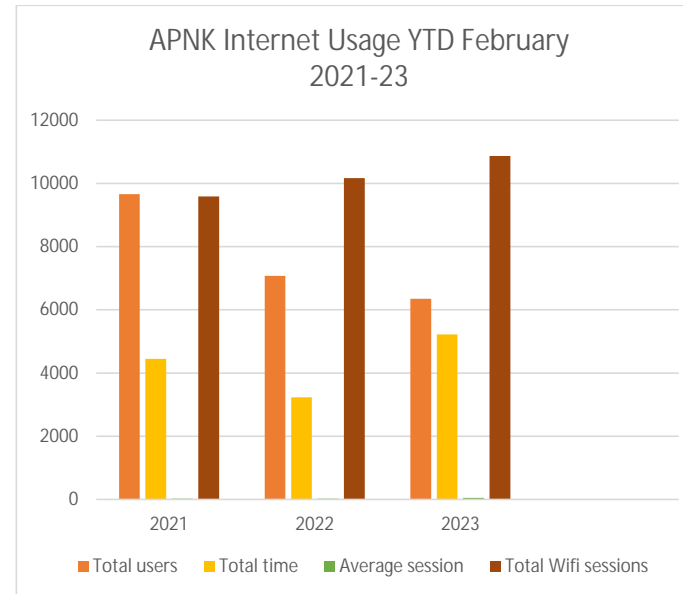
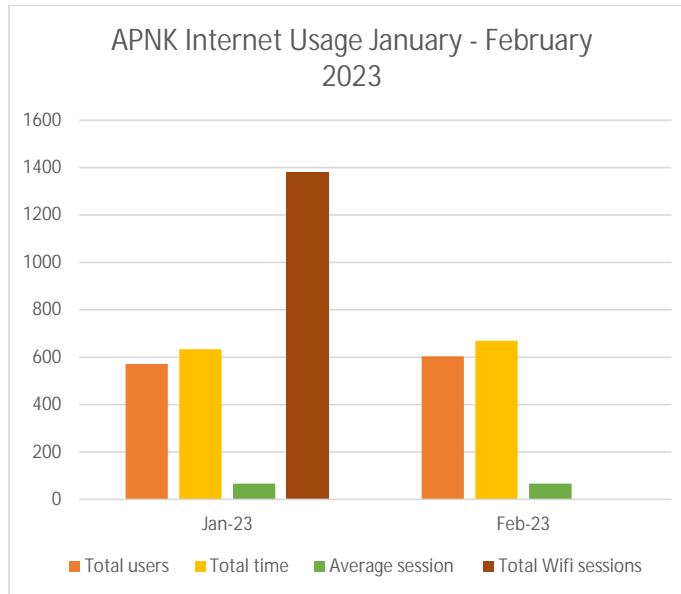
1.2.3 Library Foot Traffic



1.2.4 Reference Enquiries



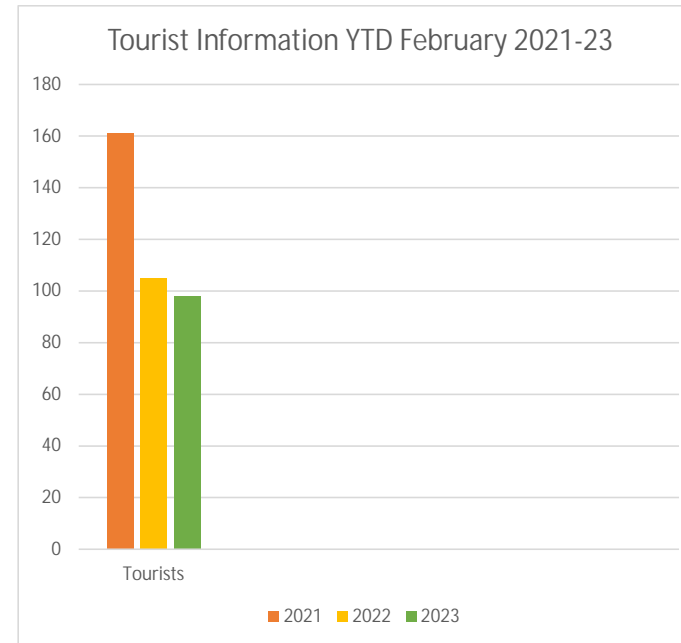
1.2.5 APNK Internet Usage



Comment:

- At the time of writing this report the Wi-Fi stats were not yet available.

1.2.6 District Tourism Information Requests



1.2.7 Activities for January and February 2023

Community Engagement Activities	
Activity/Programme	Description
Meeting spaces	<p>Community use of meeting rooms</p> <ul style="list-style-type: none"> The meeting rooms were booked by 28 groups during the period, with a total of 149 people attending. Groups who utilised meeting spaces at the library included art & creativity classes; Greg Dunne (Counsellor); speech & language therapy; individuals attending online video health consultations; meditation groups; work placement coaching services; Dementia Canterbury; English Language Services; and NZSL4U (sign language classes); Timebank
Craft & Chatter	<p>Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts</p> <ul style="list-style-type: none"> Two sessions were held, with 27 participants attending.
Presentations	<p>Library promotion</p> <ul style="list-style-type: none"> Four presentations were given during the period, with 77 attendees in total.
Book Club	<p>Monthly community book club</p> <ul style="list-style-type: none"> The book club held two sessions during the period, with 29 people attending.
Next Chapter	<p>A monthly programme of literacy-based activities designed for those living with a diagnosed dementia</p> <ul style="list-style-type: none"> Five people attended one session.
Elderly outreach	<p>A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories</p> <ul style="list-style-type: none"> Three sessions were held. 75 participants attended from Terrace View Retirement Village, the Senior Citizens morning tea group and the Senior Social Group.
Knitting Group	<p>A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone, began February 2023</p> <ul style="list-style-type: none"> Three Sessions were held, 16 people attended.

Digital Access Projects	
Activity/Programme	Description
Digital Classes	<p>Digital Steps, Appy Seniors and Better Digital Futures Programmes</p> <ul style="list-style-type: none"> • This year a focus has been placed on scheduling a variety of courses for all ages. This includes Digital Steps (stepping up), Appy Seniors and Better Digital Futures. • The classes that were run were: Intro to Smartphones, Google Maps, Creating a CV, Online Banking, Applying for a Job Online, Online Groceries and Zoom. Some of these classes are run several times. • 34 people attended digital classes during the period (2 YA and 32 Adults).
CV Help	<p>CVs, cover letters and applications</p> <ul style="list-style-type: none"> • This drop-in service is available when required, with 7 people attending during this time. • Feedback continues to be positive from both Work and Income NZ and those accessing this service.
Device drop-in	<p>One-on-one assistance with devices</p> <ul style="list-style-type: none"> • 55 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 155 people during the current period.
E-Book 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 session, however, one person asked for assistance outside the official help session.
Skinny Jump Wi Fi Modem	<p>Low-cost broadband</p> <ul style="list-style-type: none"> • Two people accessed Skinny Jump during the period.

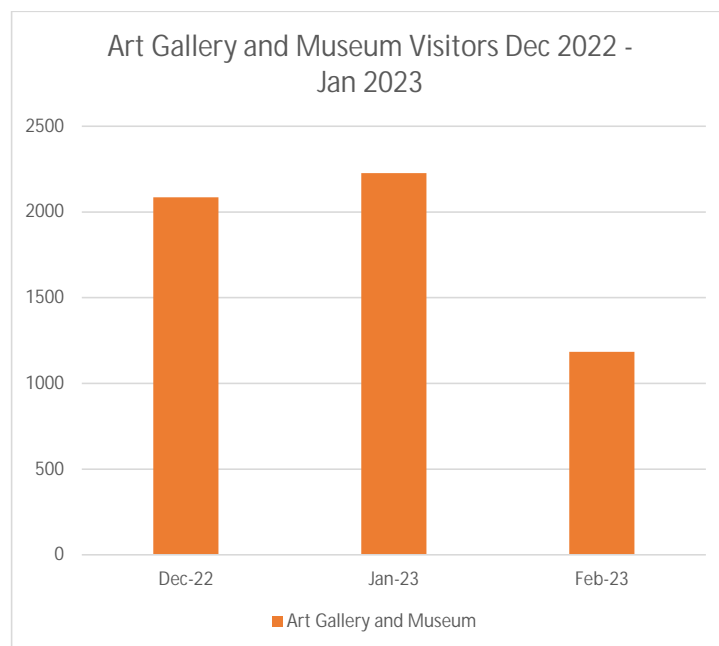
Youth Programming	
<i>Activity/Programme</i>	<i>Description</i>
VR headset	General public use of a VR headset <ul style="list-style-type: none"> • 22 people attended during November and December. • A VR headset is available to those aged 13 years and older during open hours.
Dungeons & Dragons	<ul style="list-style-type: none"> • Four sessions were held during November and December, with 17 youth and 4 adults attending.
Painting with Bob Ross	<ul style="list-style-type: none"> • 10 YA attended during 1 session in December. • This is proving to be our most popular youth event to date.
The art of gift wrapping	<ul style="list-style-type: none"> • 2 YA attended during 1 session in December. • This session was run as a youth summer reading challenge.

Children's Library	
<i>Activity/Programme</i>	<i>Description</i>
Wriggle and Read	Movement to music for ages 0-3 (run during school term time) <ul style="list-style-type: none"> • Five sessions were held over January and February, with 63 Children and 51 Adults (114 in total) attending.
Story and Rhyme Time	Stories and rhymes (run during school term time) <ul style="list-style-type: none"> • Three sessions were held during January and February, with 19 children and 11 adults (30 in total) attending.
School class visits	Story and browsing <ul style="list-style-type: none"> • The library hosted 7 school class visits during January and February. • Schools that visited the library included Ashburton Christian School and Ashburton Borough School, also including a small ALP's (Assisted Learning Programmes) group from Hampstead and Ashburton Intermediate. • 184 children and 11 adults attended, a total of 195.
Coding Club	Game development using Microsoft Makecode Arcade (Microbytes and Megabytes Coding Clubs are run during school term time) <ul style="list-style-type: none"> • This programme has just started back up as of 6th March.

Children's Library (continued)	
<i>Activity/Programme</i>	<i>Description</i>
Riff-Raff	Library reading dog <ul style="list-style-type: none"> Two sessions were held over January and February with 4 children reading to Riff-Raff.
Riff-Raff's Summer Reading Programme	Riff-Raff's Summer reading Programme <ul style="list-style-type: none"> Overall, we had 220 summer reading challenge cards issued, with 41 completions (returned cards) and 11 bonus entries to the draw. 22 children and 11 adults attended the Prize Draw event where we played a great game of "The Floor is Lava!"
Summer Burty Challenge	Summer Burty Challenge <ul style="list-style-type: none"> Overall, we had 450 Summer Burty Challenge cards issued, with 33 completions (returned cards).
Homeschool coding group	Coding sessions <ul style="list-style-type: none"> This programme will resume from 9 March

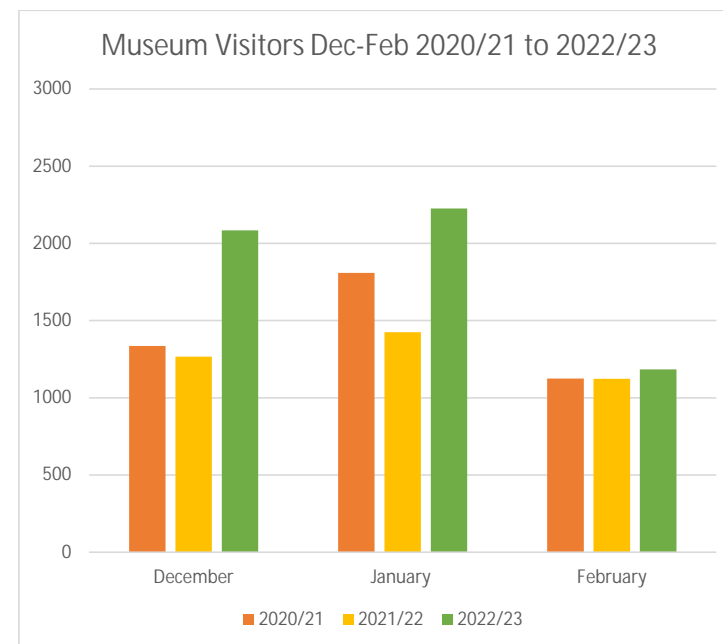
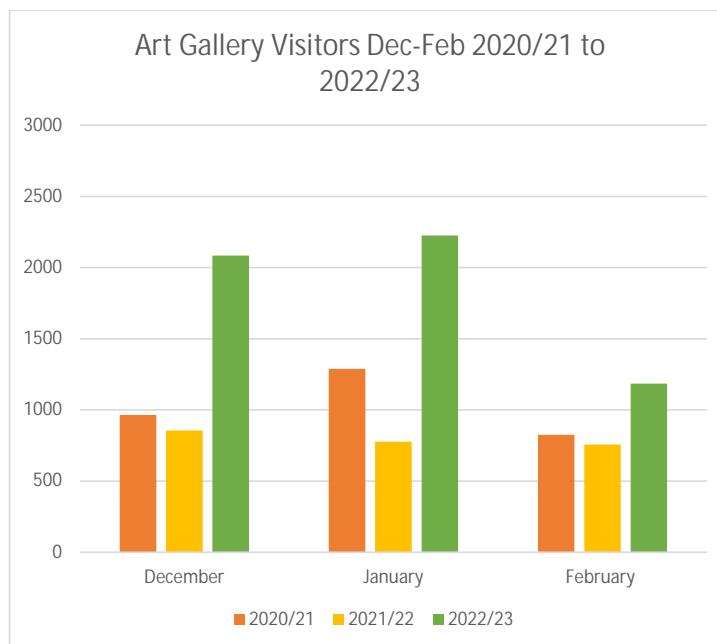
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

- Visitor numbers to the Gallery and Museum decreased in February due to the summer school holidays ending.
- Visitation over the summer holidays peaked in January during the VR space experience programme, which was offered over the course of a week. Several well-attended outreach talks and school visits contributed to the February figures.
- Please note that as of November 2022, visitor numbers have been recorded for our facility/building rather than museum and gallery visitors being recorded separately.



Comments:

- The number of visitors to the Gallery and Museum in December 2022 and January-February 2023 exceeded the figures of the previous two years, however this is partly due to the change in recording the number of visitors to the building rather than recording museum and gallery visitors separately.

1.3.2 Activities:

Exhibitions and Displays		
Activity/Programme	Description	Date
In the Round	<ul style="list-style-type: none"> • Solo exhibition by local artist Robin Arnst. • In this exhibition, the artist employed the circle as a motif, both as a method to structure the work, and as an element within the composition. • Using her time-honoured techniques of multi-layering colour and collage, she builds dense colour grounds which flow in and around figurative elements. 	28 January – 24 February 2023
Legacies	<ul style="list-style-type: none"> • <i>Legacies</i> is the 2022 programme of artist cinema commissions from CIRCUIT Artist Moving Image Aotearoa New Zealand. • It features five short films for cinema by Edith Amituanai, Martin Sagadin, Ukrit Sa-nguanhai (Thai), Pati Tyrell, and Sriwhana Spong. • Curated by CIRCUIT's 2022/23 curator-at-large Dr May Adadol Ingawanij (Thai/UK), the project began with a series of prompts Ingawanij sent to the artists about the potential meaning and resonance of the term 'Legacies'. 	4 February – 26 March 2023
Sharing Histories: Gifts of 2022	<ul style="list-style-type: none"> • <i>Sharing Histories</i> explores some of the treasured objects, archives, and photographs that were generously donated to and acquired by the Ashburton Museum and Historical Society in 2022. • This inaugural exhibition will return each year, showcasing some of our most special and fascinating acquisitions of the previous year and exploring why they are significant to Hakatere Ashburton. 	11 February – 29 March 2023
Humour Me – The Funny Side of Town	<ul style="list-style-type: none"> • <i>Humour Me – The Funny Side of Town</i> explores Hakatere Ashburton's rich cartooning heritage, showcasing cartoons published in the <i>Ashburton Guardian</i> and various other short-lived newspapers/magazines about a variety of local issues. • This exhibition also highlights the work of our district's talented cartoonists, including Sid Scales, Frank H. Choat and Frank D. Choat. 	18 February – 18 June 2023

Education and Public Programmes		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Art Addicts	<ul style="list-style-type: none"> • AA is a weekly after school art space for children and families. • Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials. • In February, participants had a chance to create popsicle stick sculptures, creating circle paintings inspired by the Robin Arnst exhibition and learn about colour and pattern by creating a spinning top. 	8, 16, 22 February 2023
Kōwhai Mums	<ul style="list-style-type: none"> • A fortnightly art group for ethnic and migrant mums and carers, as well as newcomers to <i>Hakatere</i> Ashburton, with children aged 0-5 years. • This programme is delivered in partnership with Hakatere Multi-Cultural Council and Safer Mid Canterbury Newcomers Network. 	22 February 2023
Jub Jub Club	<ul style="list-style-type: none"> • This programme is currently on-hold while our Programmes Co-ordinator looks at re-designing and/or amalgamating our Jub Jub, Molly's Masterpiece and Museum Adventurers programmes. 	February 2023
Molly's Masterpiece	<ul style="list-style-type: none"> • This programme is currently on-hold while our Programmes Co-ordinator looks at re-designing and/or amalgamating our Jub Jub, Molly's Masterpiece and Museum Adventurers programmes. 	February 2023

Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
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. 	10 February 2023
Base Youth Centre Outreach	<ul style="list-style-type: none"> • Our Programmes Co-Ordinator delivered a programme to a group of young people at Base Youth Centre, a place for young people aged 10-16 to socialise, meet new people and get creative. • This month, the group explored colour and pattern by decorating their very own plate. 	23 February 2023
Artzheimers	<ul style="list-style-type: none"> • Our Art Curator and Educator delivered a programme to a group of Dementia Canterbury members based around several pieces in the AAG art collection. 	23 February 2023
Hinds School Teachers Visit	<ul style="list-style-type: none"> • Our Deputy Director and Educator delivered a talk to the teachers at Hinds School about our <i>Kā Huru Manu</i> exhibition, takata whenua display, the Protected Objects Act and the colonisation of cultural heritage. 	15 February 2023
Ashburton Friendship Club Outreach	<ul style="list-style-type: none"> • Our Deputy Director delivered a talk about the role of museums in preserving and interpreting history and making it more accessible. 	14 February 2023
Altrusa Club Outreach	<ul style="list-style-type: none"> • Our Archivist delivered a talk about how the Altrusa Club's records that have been donated to the Ashburton Museum and Historical Society are being preserved. 	15 February 2023
St Joseph's School Visit	<ul style="list-style-type: none"> • Our Educator delivered a programme to a class of St Joseph's school students based around <i>Tatau: Sāmoan Tattooing and Photography</i>. 	14 February 2023
Peel Forest School Visit	<ul style="list-style-type: none"> • Our Educator delivered a programme to a class of Peel Forest students based around Robin Arnst's <i>In the Round</i> exhibition. 	21 February 2023

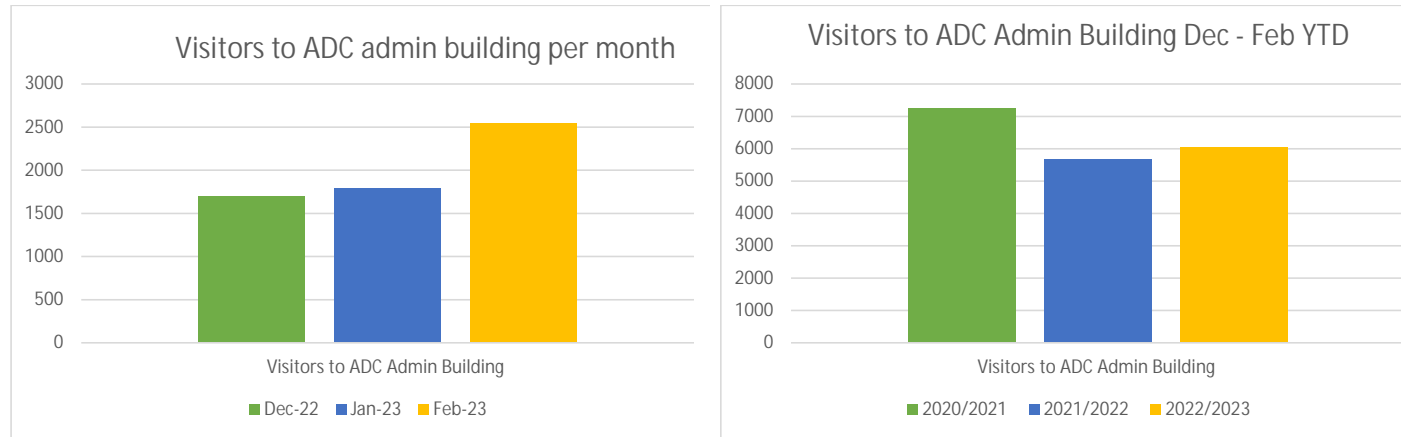
Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Waitangi day activities	<ul style="list-style-type: none"> Drop-in activity. Over Waitangi weekend visitors were invited to use our connecting straws to create a waka or marae. We also had the Treaty of Waitangi activity booklet designed by Te papa available for visitor to take part in. 	4-6 February 2023
Create a work like Robin	<ul style="list-style-type: none"> Drop-in activity. Visitors were invited to create their own artwork, like Robin Arnst, using round shapes. 	16-28 February 2023

Collections and Research		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Research Enquiries	<ul style="list-style-type: none"> Our Archivist responded to 27 research enquiries in February, 5 of which were from the public. 	February 2023
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 on uploading collection records to PastPerfect Online continues. 	February 2023
ADC Art Collection	<ul style="list-style-type: none"> Eight works from the art collection have been delivered to Christchurch for conservation re-framing. Cost increases have resulted in a lower number of works being addressed to this year than initially anticipated. 	February 2023

Media and Promotion		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Reviews/Features	<ul style="list-style-type: none"> Robin Arnst's exhibition In the Round was featured in both the Ashburton Guardian and the Courier. 	February 2023
Articles and Blog Posts	<ul style="list-style-type: none"> Our Archivist and Collections Registrar wrote four articles for the Ashburton Guardian's heritage page in February about our Sharing Histories exhibition, Hefford & Co, Samuel Butler's Mesopotamia and the W.H Rule Acme water filter. 	February 2023

1.4 Customer Services

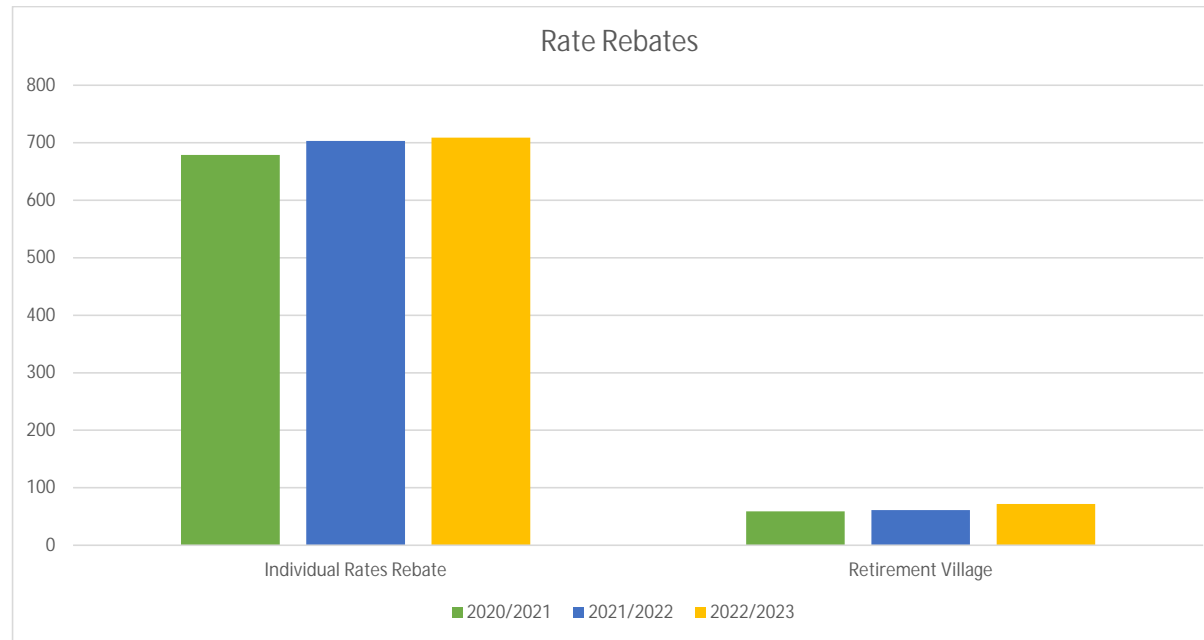
1.4.1 Visitors to ADC administration building



Comments:

- The increase of visitors to our Council Admin building reflects the rates due on 20 February, where we saw a steady stream of ratepayers the weeks prior.
- 2021/2022 was still a time where public were nervous about being out in public – we had started vaccine pass scanning at our buildings in January 2022. Evident is the change is the way people are now paying online, and Direct Debits.

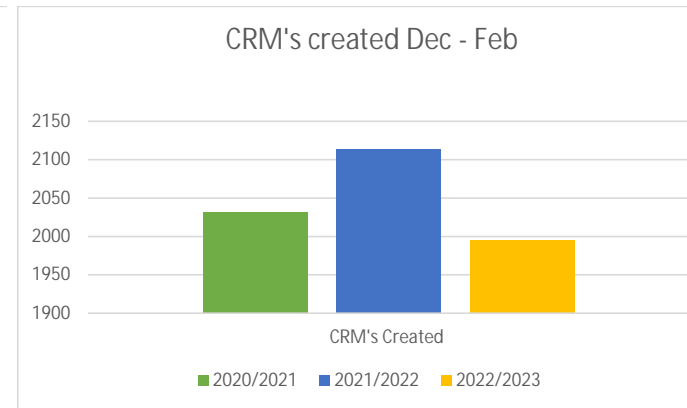
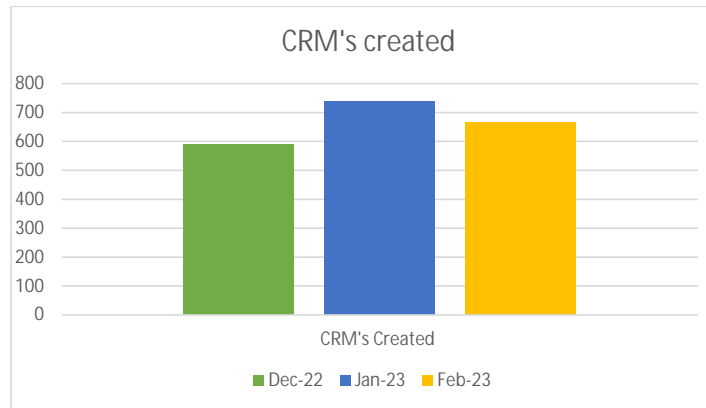
1.4.2 Rate Rebates



Comments:

- It is very pleasing to see we have surpassed previous year's numbers and we still have 4-months to go. By the time this is read we will have been to the Positively Aging Expo where we will have talked Rates Rebates as well as other council services, hoping we will have picked up many more rebates because of this. We have also been calling previous year's recipients whom we haven't yet seen and prompted them to complete the form and return to us, this has been well received by the ones who had forgotten.

1.4.3 CRMs Created



Comments:

Top (8) categories	Dec	Jan	Feb	Total	Previous
Sets - water	137	183	174	494	422
Kerbside	115	170	135	420	371
Roading issues	125	138	144	407	397
Animals	82	81	70	233	200
Noise nuisance	41	40	28	109	112
Trees	14	28	30	72	50
Information requests	19	32	34	85	114

The biggest movement is with kerbside now showing in second place, this reflects the auditors that are now recording all issues when completing the Recycling Bins Audits. All 3 strikes are now being entered as a CRM.

First strike – the auditors have inspected the bin and noted that it contains items that are not able to be recycled. The Yellow bin is then pulled back from the kerb and not collected by truck. A slip is attached to the bin indicating that cannot be recycled (sometimes the slip can be left in the mailbox) and a letter is given.

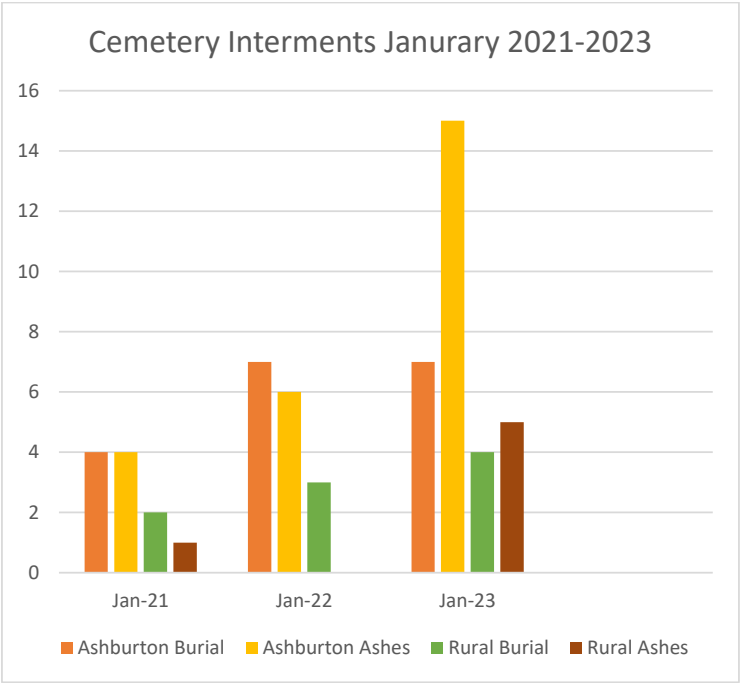
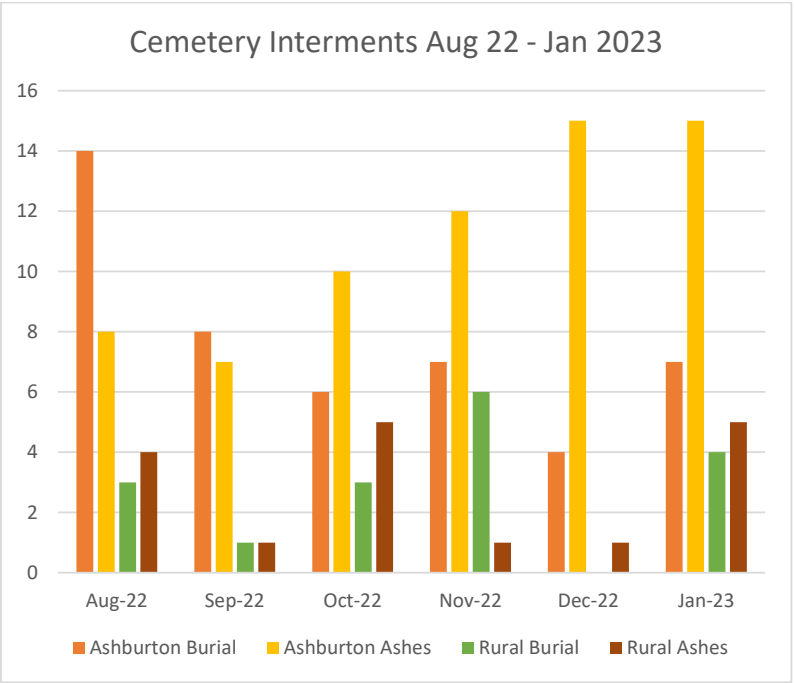
Second strike - the bin is again pulled back and not collected, items listed on slip and second letter is given.

Third strike – the bin is confiscated for three months.

2. Infrastructure & Open Spaces

2.1 Open Spaces

2.1.1 Cemeteries



2.1.2 Activities – items of importance

Cemeteries

- Summer has continued to be a busy time for the district cemeteries, with an increase in both burials and ash interments compared with the same period in the previous two years.
- In the coming months, roading contractors will be preparing and sealing the middle entrance at Ashburton Cemetery. It will go from Bremners Road down and around the RSA flagpole in the new cemetery then linking up with the asphalt driveway in the recently developed Seafeld Road cemetery block. This capital development will streamline access and flow between the cemetery blocks. The tendered sum was favorable compared to the LTP forecast budget.
- Staffing will be back to full strength in March with new staff heavily involved in learning the operational cemetery practices.
- Staff continue to have regular contact with local undertakers on various cemetery matters.
- The Council's Information Services department is in the process of procuring a replacement computer interface to be located in the Ashburton Cemetery historic sextons office. During business hours, this will allow members of the public access to the Cemetery database to locate plot and block details of those interred, in all Council operated cemeteries.
- Staff are also exploring options of replacing Cemetery rubbish bins with ones that are in keeping with the upgrade colour palette and lidded to keep out the weather – and deposits of refuse as opposed to cemetery litter and floral tributes.

Open Space Management

- The Open Spaces management team continue to work on delivery of scheduled capital work projects, as profiled in the Long Term Plan.
- Work on Reserve Management Plans (RMPs) continues with the first draft reviewed by staff. There is a Council workshop scheduled in the coming weeks for Council input. There will also be a request for Council confirmation to consult the community to seek initial feedback on items for inclusion or change to what is currently provided. Work on reserve classifications is continuing.
- Work on the updating of the Open Spaces Asset Management Plan is progressing. It is envisaged that this plan will be complete by 30 June 2023 in time to be included in the 2024-34 LTP process which is developed in the next financial year. Staff are currently populating data for future site requirements, scheduled replacements and asset renewals.
- Open Spaces Supervisors remain focused on cyclical maintenance rounds as summer moves into autumn – the balance of duties shift.
- An appointment has been made to the Nursery Lead role. It is an internal promotion to a staff member who has undertaken their apprenticeship with the Open Spaces division. It demonstrates a career path within Open Spaces for staff willing to grow themselves, which is pleasing to see. It means also that the Council investment in growing our own staff is now paying dividends.
- Specialist tree assessors are back in the District for another weeks assessment of the District's tree stocks. Tinwald Domain was completed first, followed by Barrhill, East Street and Pioneer Park, Archibald Street and Argyle Park. Progress will determine the timeline for the next tranche of assessment.
- Open Spaces Planning staff have all but completed a new document, 'Design and Construction Standards for Open Spaces and Streetscapes'. It defines expectations of standards for staff and developers alike and will form the benchmark or baseline of what constitutes acceptable asset development. Once implemented this should enable the Council to get away from having vested assets come across to the Council in a less than acceptable way – which has historically been the case. This should also rule out the Council having to rework vested assets such as plantings, turf surfaces, boundary fencing.
- Biodiversity staff are now commencing work on developing the Biodiversity Strategy.

Gardens

- The nursery has filled up as pricking out of seedlings has occurred in anticipation of the pending Autumn annual changeover in April.
- Most of the current crop of annual bedding plants, District wide, are now starting to pass their peak as Autumn approaches.
- Street garden maintenance continues, and staff are identifying opportunities for improvement in the plantings.
- The East Street CBD garden adjacent to the railway will be worked on in the coming months to give it a lift. There will be some removals and replacements occur where plants have passed their best or are in need of replacement.
- Lawn renovations on East Street are also scheduled for Autumn while there is still sufficient heat in the ground to trigger germination.

Ashburton Domain

- Domain patronage has been high particularly on the hotter days with the paddling pool getting a lot of use.
- Staff have received a lot of unsolicited positive comments on the perennial and annual gardens. They have delivered bright and colourful displays throughout the summer period.
- All of the permanent plantings in the Domain are continuing to deliver colourful displays. While most will start to trip over into Autumn mode in the coming month, there is still plenty of colour on display.
- Summer sport in the Domain is continuing but starting to wind down.
- Capital developments in the Domain. There will be an additional basket swing and accessible softfall installed along with the flying fox which has most recently experienced a weather-related delay after months of contractor delays – which is frustrating for all.
- Additionally, in the Domain there will be a new pathway fitted from the corner of West and Wills to the Domain office, resurfacing of existing hard surfaces and services and lighting upgrades at the Grigg Street Domain entrance. A lot of work scheduled in the coming months.
- Staff are working with the local Hakatere Lions Club who are planning to refurbish a bridge they built for the community about 40 years ago. The support of service clubs such as this is welcomed by staff and these collaborations are good for the community spirit of helping out.
- Staff are also working with a Bridge provider on a replacement bridge in the Domain that has wooden structural elements that have seen better days.

General Parks and Reserves

- Staff continue to undertake scheduled playground maintenance around the district with weekly and monthly checks being undertaken.
- During February as the weather warmed up, grass growth slowed, and Open Spaces were able to extend out some of the mowing timetable. This allowed staff to focus on other duties and maintenance tasks – which were building up.
- Site preparations for development plantings at Awa Awa Rata Reserve are under way. This is in preparation for the autumn arrival of a collection of rare Rhododendron species from Pukeiti Rhododendron Gardens.
- Staff have moved a recently fitted picnic table at Bowyers Stream reserve due to the river severely scouring out and undercutting the riverbank right up to where the table and pad were located.
- Staff continue with landscape enhancements at the Ashburton dog park. Further work is still scheduled to occur at the dog park but there is a holdup in having to wait until the contractor has the capacity to complete the work.. Once this work is complete, staff will commence planning for enhancements at the Methven dog park. This will be in the form of similar canine enrichment features to those in the Ashburton park
- Weed control remains in full swing with regular rainfall maintaining the growth cycle for plants. Staff are still focused on keeping on top of the growth to make it easier to manage going into Autumn.

Trees

- Some more tree watering has occurred over summer, especially for newly planted street trees.
- Various stump grinding continues around the district. Locations vary from on road reserves, recreational reserves, cemeteries and property assets such as pensioner housing. Usually, the sites are returned to grass so re-soiled and seeded is required to reinstate areas back to lawn.
- There have been a couple of tree limbs shed recently. This has occurred when trees have been loaded with rainfall.
- The recent wet weather has delayed some tree removals in the Domain. Staff and contractors will monitor the weather with a view to getting these jobs complete before the window of opportunity fully closes for the season.
- There was a tree limb that fell onto Park Lane from a Red Oak. Further assessment from arborists has confirmed that the total tree will have to be removed as it has been in a state of decline for a number of years, and this limb failure has confirmed its fate.
- Replacement street trees in lower East Street has occurred. Some further turf reinstatement is required and will also occur in Autumn.

Public Conveniences

- New toilets at Awa Awa Rata and Taylors Stream have both been opened. Landscaping has occurred around the Awa Awa Rata facilities with new seating and tables added. Taylors has some of the reinstatement work completed with a little more to go. Again, new tables will be added to this site.
- Work is progressing on the replacement of Rakaia Gorge facilities with the reduced scope defined.
- The Rakaia Domain new facility is in the final planning stages with a recent meeting between Council staff and representatives of the Rakaia redevelopment project on the timeline and scheduling of works.
- The replacement Lake Camp toilets (West End) are scheduled to come off the production line in the first week of March.
- The replacement Mayfield facility at the time of writing is 50% complete in the factory.
- All new public convenience facilities have had their respective timelines amended due to the location of the Permaloo factory being in Gisborne. Staff have been liaising with the manufacturer since Cyclone Gabrielle and luckily this business has not been overly affected given the scope of issues in and around the East Coast.

2.1.3 Biodiversity

Biodiversity protection

- The Lake Camp/Clearwater Landscape Management Plan is under review as part of the 30-year long-term plan implementation. Council's ecologist/biodiversity advisor is working on a proposal to establish native shelterbelts to replace all the existing exotic shelterbelts overtime.
- Annual animal pest control around Lake Camp/Clearwater is in progress. This is to reduce the number of rabbits/hares around the area. A long-term solution would be installing rabbit proofing around the hut foundations.
- Deer surveillance using trail cameras at Awa Awa Rata Reserve completed for Spring and Summer season. Plan is underway for controlling the deer population around the reserve in collaboration with DOC.

Proposed projects (Planting and weed control)

Rakaia Gorge, Area of Significant Conservation Values (ASCV) site

- Replacement planting of eco-sourced native plants to replace the old-man pine trees is scheduled for the first week of April 2023.
- Reinstating walking access to the Rakaia Riverbed will be part of the revegetation plantings. Historic signage precluding vehicular access to the riverbed will be refreshed to reconfirm to the public the level of access provided.

Wakanui Beach

- Restoration planting with natives at the boundary with private farmland is planned for 25 March 2023. A group of volunteers from the Church of Christ of the Latter Saints would be undertaking this planting as part of their community project.

Lake Camp/Clearwater 2023 Volunteer Day

- This activity will take place on 22 April to remove regenerating wilding pines, silver birch and rowans. Everyone is invited to the event.

2.2 Solid Waste Management

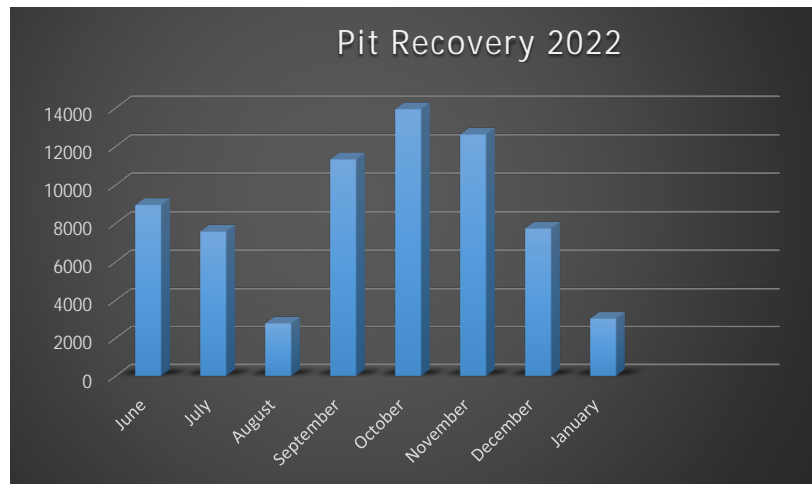
2.2.1 Solid Waste Collection and Audits – December 2022

Town/Area	Watch List						Strike 2 Pull Backs						Strike 3 Confiscations						Returned Bins					
	Aug	Sep	Oct	Nov	Dec	Jan	Aug	Sep	Oct	Nov	Dec	Jan	Aug	Sep	Oct	Nov	Dec	Jan	Aug	Sep	Oct	Nov	Dec	Jan
Methven & villages	169	201	229	232	258	258	131	147	168	168	160	166	9	7	8	8	12	12	10	13	14	15	15	16
Showgrounds Area	104	96	133	137	130	118	63	78	84	85	80	91	23	19	22	22	26	23	11	15	14	14	15	17
Extended Triangle (Allenton)	132	138	188	185	196	203	70	96	126	112	122	121	19	19	19	23	23	22	13	14	16	13	14	14
Racecourse Area	84	86	103	112	99	95	49	49	62	46	48	67	10	8	5	5	5	5	12	13	16	16	16	16
Beach Road Area	148	166	227	241	220	233	79	101	133	121	110	131	13	15	16	15	14	14	15	14	16	17	18	18
Tinwald/Lake Hood	160	153	201	207	210	232	96	97	124	136	149	167	13	16	16	14	16	14	8	7	9	11	10	12
Hampstead Area	135	133	128	157	158	169	92	86	87	117	126	141	20	20	20	20	22	22	23	23	21	24	26	26
W.Tinwald & Hinds	88	111	141	168	169	175	47	56	83	103	110	130	4	4	4	4	5	5	6	6	6	6	6	7
Argyle Park Area	93	86	88	105	96	112	55	53	51	66	82	105	8	7	7	7	7	6	6	7	7	7	7	7
E.Town/Chertsey/Rakaia	196	218	256	266	267	281	99	99	107	124	139	165	13	14	14	15	17	17	8	8	11	9	9	10
	1309	1388	1694	1810	1803	1876	781	862	1025	1078	1126	1284	132	129	131	133	147	140	112	120	130	132	136	138

- The number of households on the watchlist slightly increased in January 2023 and is 40% higher from the number 6-months ago in August. The trend has shown a flattening in the last 3 months.
- The number of Strike 2 offenders is trending proportional to the numbers on the watch list.
- The number of Strike 3 confiscations has remained approximately 10% of the watch in the past 6 months.

2.2.2 Solid Waste Management

- The contractor has officially requested the extension of the contract for a further two years from 31 August 2024. The awarding of the two-year extension is at the sole discretion of Council, and a report will be prepared by Officers with a recommendation being presented to Council for approval at the Council meeting to be held on 17 May.
- Pit recovery is down in the past 4-months due to staffing shortage issues. In addition, the contractor is apprehensive to increase recovery effort due to lack of storage and space to sell the recovered materials.



- In 2000, the Ashburton landfill was closed, and the site capped and grassed as part of the post-closure management plan. The southwest slope faces the Ashburton River and over time has been affected by weather and water runoff. The slope needs capping remediation and fill material added to the slope to make it less steep and less prone to erosion. A Landfill Closure Management Plan has been approved by E-Can, and the works are included in the Southwest Slope Remediation contract, which is currently out for tender, closing on the 31st of March 2023.

2.2.3 Waste Education

- The audit team are continuing their kerbside audits across the district. They are generally seeing positive changes once they provide education and assistance to those properties whose bins have been pulled back for having non-recyclable material in them. However, they also note there are properties who don't actively make any changes and subsequently have their bins removed.
- The team are pleased to be working with schools again across the district. The last two years proved to be very difficult with the Covid-19 restrictions and all the disruptions it brought which saw schools reluctant to engage in classroom sessions over that period.
- The Multi-Cultural Bite event saw a manned waste station being located in the domain on a very hot Waitangi Day. The feedback from attendees was very positive. The Childrens Day event on 5 March was a wet and cold affair, where the waste station was set up and staff also assisted 40 children with making T shirt bags for the ex-library books that were being given away during the event.

2.3 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"> Construction of Tank No 2 is practically complete. Commissioning is programmed for the end of March 2023. The tank is expected to supply water to Methven in April 2023. The existing concrete tank is now being emptied to commence investigation of its structural integrity. Beca is working with ACL to complete the investigation.
Contract WATER0220 – Supply of Membrane and Balance of Plant (BOP) for Methven and Mt Somers	The supply, installation and commissioning of membrane plants for Mt Somers and Methven.	<ul style="list-style-type: none"> Masons Engineers NZ is working with ACL and McIntosh Commercial Construction for the Methven Membrane plant. Concrete slabs had been completed. Construction of the building columns and walls shall commence thereafter. Building construction is programmed to allow the installation of the membrane tracks in April 2023. The membrane is programmed to be commissioned by winter 2023. The Architectural and Structural drawings for construction of the Mt Somers Membrane plant has been recently issued by the design consultants (BECA).
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) - Completed Site 3 – William Street (between Burnett St and Cameron St) - Completed Site 4 – Mt Hutt College (from McDonald St to 20 Main St) – Completed except for 1 manhole that will be installed during school holidays in March or April 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"> The contract was awarded with two separable proportions. <ul style="list-style-type: none"> Separable Portion 1 has been completed. Separable Portion 2 commenced in McKerrow Street, Methven which has been completed. 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).

Project	Description	Progress
		<ul style="list-style-type: none"> • Pipe laying to connect the Methven Springfield water supply to the Methven Water supply scheme was included in the contract as separable proportion No 4. Work commenced in November and is expected to be completed in March 2023.
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"> • Pipe laying works on Allens, Carters and Farm Roads have been completed. • The laying of the in-ground storage tank on Allens Road is completed. • Installation of the pump station has commenced and is expected to be completed in May 2023 as programmed.
Contract WAT0289– Water Pipeline Renewals Contract 2023-2024	Renewal of potable water pipelines in Ashburton, Methven, Hinds and Hakatere, and the associated fittings.	<ul style="list-style-type: none"> • Call for tender was issued through Tenderlink on 7 March 2023. • Tender to close 7 April 2023 • Tender Award is scheduled to be on the 19 April 2023

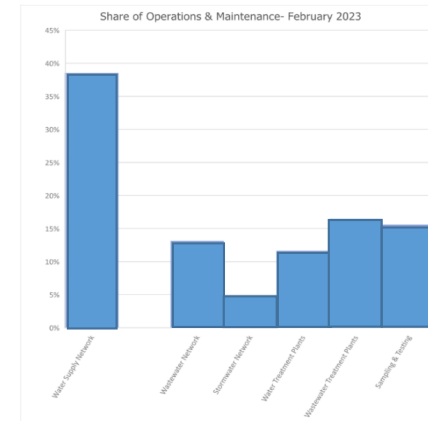
2.4 CBD Upgrade Project

- The replacement of three trees adjacent to the public toilets on East Street remains to be undertaken.

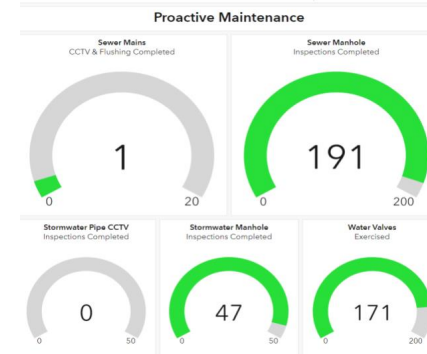
2.5 Waters Operations

2.5.1 General Contract Management

- About 38% of contract works is related to the operations and maintenance of the water supply network. The work includes repair of leaks, inspection of connections and water meters.
- Repair of sewer pipes, unclogging of blockages and small sewer pipe renewals make up 14% of contract works.
- About 28% of contract works is related to ensuring that the performance of the water treatment plants (12%) and wastewater treatment plants (16%) are within operational standards.
- Since August 2022, ACL has been carrying out sampling and testing of wastewater, stormwater (ground water monitoring bores) and Tradewaste. Sampling and testing represents approximately 16% of the contract activities.
- Only 5% of contract works is related to stormwater activities mainly unclogging of sumps and mains during heavy downpours.
- Proactive maintenance for February is mainly investigating the structural integrity of sewer and stormwater manholes.
- The contractor is also proactively exercising water valves to investigate operational integrity and confirming its locations. Exercising of valves means operating a valve at least one full cycle until the valve operates freely with little resistance. Sometimes it takes several full cycles.



3 Waters Infrastructure Maintenance Performance Analysis



CRMs by Location

Location	Number	%
Ashburton	52	63
Chertsey	3	4
Dromore	2	3
Fairton	2	3
Hinds	2	3
Mayfield	2	3
Methven	1	1
Montalto	5	5
Mt Somers	2	3
Ocean Farm	2	3
Rakaia	2	3
Springfield	1	1
Hakatere	3	4
Tinwald	1	1
Total	80	100

CRMs by Category

Category	Number	%
Pipe Burst and Leaks on watermains	49	61
Water (meter, toby, connection, etc)	12	15
Blocked Sewer	0	0
Water Pressure	1	1
Sewer	2	3
Stormwater	0	0
Others	16	20
Total	80	100%

- The majority of CRMs in February are from Ashburton (63%).
- 61% of CRMs are drinking water related, of which 80% are pipe burst and leaks on the watermains.
- There is only 2 wastewater main related CRMs in February and no blocked sewers.
- There are also no stormwater related CRMs.

2.5.2 Water Sampling and Water Quality Monitoring

- The new Drinking Water Standards for New Zealand came into effect on 14 November 2022. The new standards impose more stringent sampling and reporting requirements. The changes have resulted in the number of samples that are required to be collected and the sampling frequency increasing significantly. Unfortunately, we do not have the resources available to undertake this additional sampling activities. A decision has been made that Council will discontinue providing sampling services for private water suppliers as of Friday 30 June 2023. Letters were sent out to private suppliers to advise them of the changes.

2.6 Asset Management

2.6.1 Network Environmental Performance Measures

- The Water Services Act 2021 introduced new requirements to monitor and report on the environmental performance of drinking water, wastewater and stormwater networks and their operators.
- The first group of network environment performance measures (NEPM) for drinking water has already been given effect to and will be part of our reporting requirements at the end of this financial year. Information on the first year NEPMs can be found [here](#).
- In November, Taumata Arowai consulted on the next group of Network Environmental Performance Measures. This covered proposed NEPMs for drinking water (Year 2); and wastewater (Year 1, 2 & 3).
- Officers submitted on this group of measures last year and in March were invited to participate on a technical panel to review where TA landed as a result of submissions received. The panel discussion took place on 3 March. The officer in attendance found it encouraging, due chiefly to how receptive TA was to redrafting the measures to reflect concerns expressed by the panel.
- The final NEPMs will be finalised by TA in the coming months with what is expected to be Year 2(Drinking water) and Year 1(wastewater) gazetted prior to 1 July 2023.

2.6.2 Lake Clearwater Campground Greywater Disposal

- Officers prepared a brief for Beca to carry out investigations and prepare an issues and options report. The purpose of the investigation is to address greywater disposal from the Lake Clearwater camping ground.
- A proposal has been received but there is no current budget provision to carry out the investigation, therefore we will refer to the LTP.

2.7 Drinking Water

2.7.1 Methven Fluoridation

- The maintenance contractor has loaded the last remaining bags of fluoride into the existing system. This is expected to last until around the end of March to mid-April 2023, depending on demand.
- Fluoridation on the supply will therefore cease at this time until the new water treatment plant is commissioned. Appropriate information will be provided to the community in the next few weeks. The Director General of Health (DGoH) will also be advised of the situation.
- It remains to be seen what action will be taken by the DGoH.

2.8 Wastewater

2.8.1 AMP Tradewaste Investigation

- Some time ago, AMP approached Council for a tradewaste discharge to the Ashburton wastewater network from their Bridge Street site. The first-round investigations into this were completed close to 12 months ago. This work identified no network constraints but raised potential uncertainty around the impacts on the Wilkins Rd treatment plant.
- Consequently, a second stage of investigation was scoped up primarily to address the uncertainties. This work was intended to confirm what the impacts of a tradewaste discharge from AMP would mean to the operation of the both the Wilkins Road and Ocean Farm WWTPs. The work was also going to answer explicitly what the implications might be on our future growth capacity, existing consents and future consenting. When pricing for the next stage of work was received it was well in excess of \$100,000 and consequently was not progressed.
- AMP have recently reconnected with officers and have agreed to reimburse Council for the cost of the second stage works. Beca has been engaged to complete the next stage. Note:- The first stage work was carried out by WSP. WSP were unable to complete the second stage works.

2.9 Stormwater

2.9.1 Mount Somers

- Officers are currently preparing a briefing document for Beca, to investigate options to intercept stormwater to the west of the township. This work will be funded from the rural stormwater cost centre.
- The output from this investigation will be used in future discussions with E-Can.

2.10 Stockwater

2.10.1 General

- Mains race cleaning is continuing across the district with the bulk now having been completed.
- Officers had a site meeting with Beca and E-Can officers on 23 February at the Scarness weir. (Refer to 2.10.2 below)
- New closure applications were quiet over the summer period, but we are currently working through the initial stages of six new closures which include 13kms of main race and a minimum of 23km of local race. These applications are currently going through the affected party consultation phase.
- The Anama area stockwater focus group met on Monday 27 February. Possible alternative options were discussed and are to be further investigated for future consideration. The next meeting is scheduled to be held in late April.

2.10.2 Scarness Weir Abatement Notice

- A meeting was held on site at the Scarness weir to discuss the structure and concerns with the site. Beca has been engaged to assist with the retrospective consenting of the structure, so the site meeting was useful to understand the full extent of E-Can concerns. The property owner was also in attendance.
- Beca believe it will be necessary to carry out a topographical survey of the Mt Harding Creek upstream and downstream of the weir.
- As agreed with E-Can onsite, the Assets Manager wrote to E-Can formally requesting a change to the date for compliance with the notice. No response has been received at this point.

2.10.3 MHV Investigations into Stockwater Delivery

- MHV Limited are continuing their investigations into potentially taking over provision of stockwater delivery within their command area.
- This process has resulted in a lot of questions on how the service operates and requests for specific information. The latest completed request covered matters such as resource consents; rates income; health & safety; & maintenance costs.
- A further request has since been received seeking information on asset condition and legal access amongst other matters.

2.10.4 Applications

- A summary of the current applications is listed below:

Stockwater closures/alterations/culvert installation applications as at 8 March 2023									
PHASES									
Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/004/21	Hinds Highway	3,122	6						Physical work to be completed
SKW/006/22	Ealing Road	0	1						Physical work to be completed
SKW/008/22	Brothers Road	12,164	17						To be re-addressed 2024
SKW/009/22	Forest Drive	0	1						Physical work to be completed
SKW/013/22	Back Track	4,431	10						More information sought
SKW/018/22	Rangitata Terrace Road	4,519	5						On hold
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/024/22	83 Massey Road	1,838	2						Physical work to be completed
SKW/025/22	579 Back Track	2,081	2						Physical work to be completed
SKW/027/22	Fords Road	1,347	4						Physical work to be completed
SKW/029/22	226 Frasers Road	609	5						More information sought
SKW/030/22	797 Maronan Valetta Road	700	1						Physical work to be completed
SKW/034/22	792 Lismore Mayfield Road	9,026	10						Draft Report
SKW/001/23	2574 Tinwald Westerfield Mayfield Road	2,272	2272						Physical work to be completed
SKW/002/23	2574 Tinwald Westerfield Mayfield Road	+27	2						Physical work to be completed
	Phase complete		Phases:	Application received	Information gathering	Review significance and scope	Reporting and decision making	Sign off work completed and rates/GIS update	
	On track								
	Overdue								

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

2.11 Roads and Footpaths

2.11.1 2022/23 financial year expenditure

- 61% of the maintenance and renewals budget has been spent.
- This does not include the cost for the repair work required from the heavy rain event in July which is \$2,390,226 to date with some repairs still to be completed.
- The request for additional Emergency Works funding has recently been granted by Waka Kotahi. Waka Kotahi staff had a drive over of some of the repaired sites with Council staff on 20 January.

2.11.2 Main areas of work completed

- 4,225 km of unsealed roads graded.
- 13,670 m³ of maintenance metal placed along with 29,302 m³ associated with flood repairs.
- 59 km of reseals have been completed.
- The main areas of focus have been ongoing routine sealed and unsealed pavement maintenance.

2.11.3 Sealed Road Rehabilitation

- Rehabilitation has been completed on Arundel Rakaia Gorge Road, Ashburton Staveley Road and Mayfield Valetta Road.
- Construction has commenced on Thompsons Track north of Line Road and on Barford Road.
- Seal widening is in construction on Mayfield Valetta Road on the section adjacent to the rehabilitation.

2.11.4 Local road improvements and new footpaths

- New kerb and channel and footpath construction is in progress on Tarbottons Rd.
- The undergrounding of the power on Racecourse Rd is now unlikely to be completed to enable the kerb and channel and footpath to be constructed in the 2022/23 year. We will keep working with EA Networks to have this completed as soon as possible.

2.11.5 Ashburton Tinwald Connectivity - 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.

2.11.6 Tinwald corridor upgrade

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

2.11.7 Tinwald Viaduct

- The issue of high vehicles hitting or stopping at the viaduct is ongoing. There has been discussion with Waka Kotahi on signage on SH1 and Melcombe Street to warn drivers. It is being proposed to replace the signs on the underside of the viaduct with larger, brighter signs.

2.12 Contracts - Upcoming Tenders

Contract/Tender	Date tendered
REFU0281 Ashburton Closed Landfill – southwest slope remediation	2 March 2023
ROAD0284 - Footpath New & Renewals 2022-2023	4 March 2023
WATE0289 – Ashburton District Water Supply Renewal	7 March 2023

3. Compliance & Development

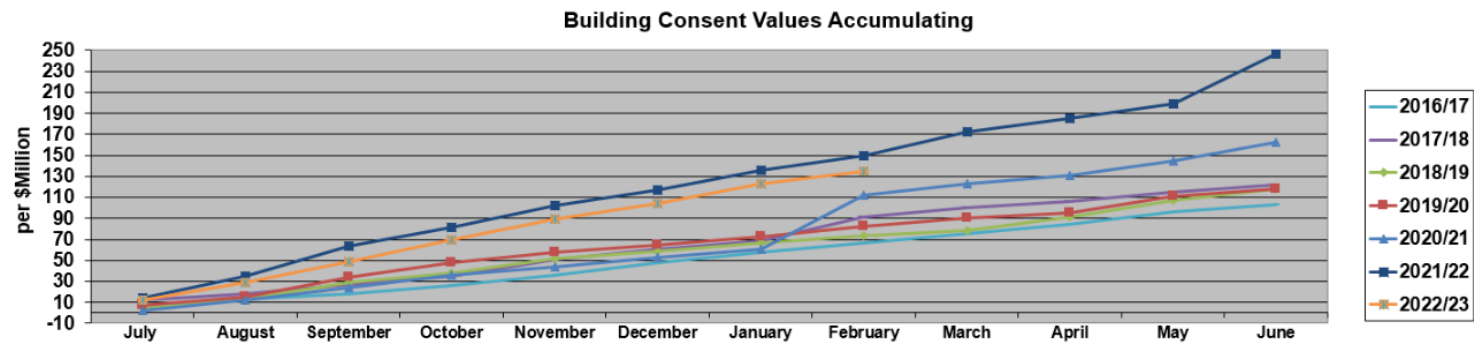
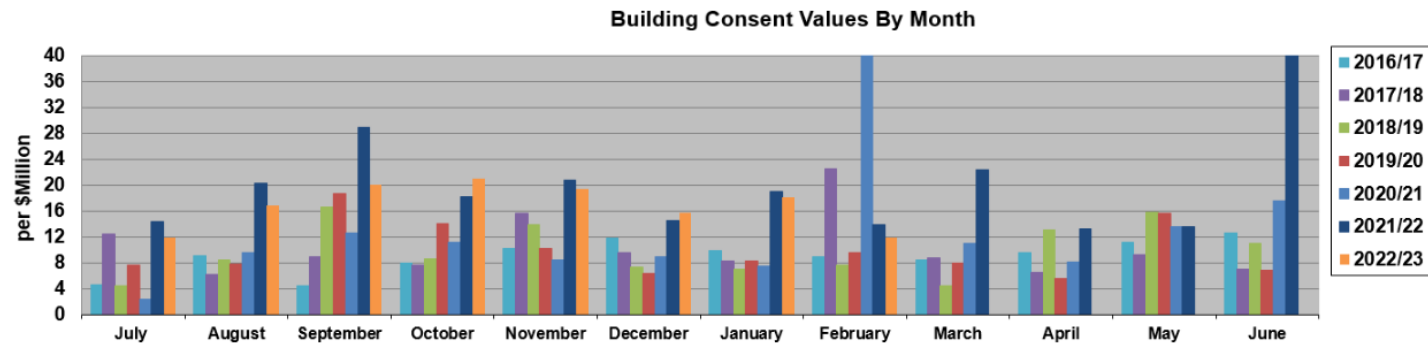
3.1 Building Services

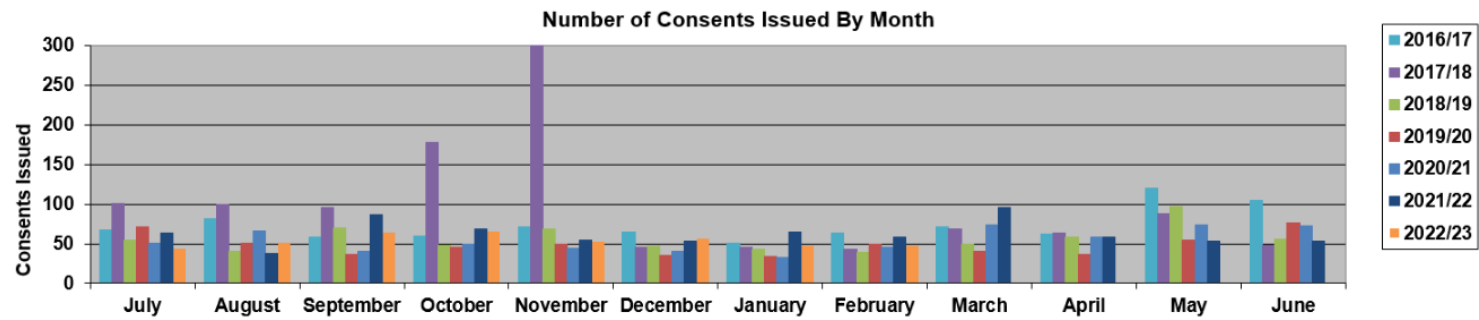
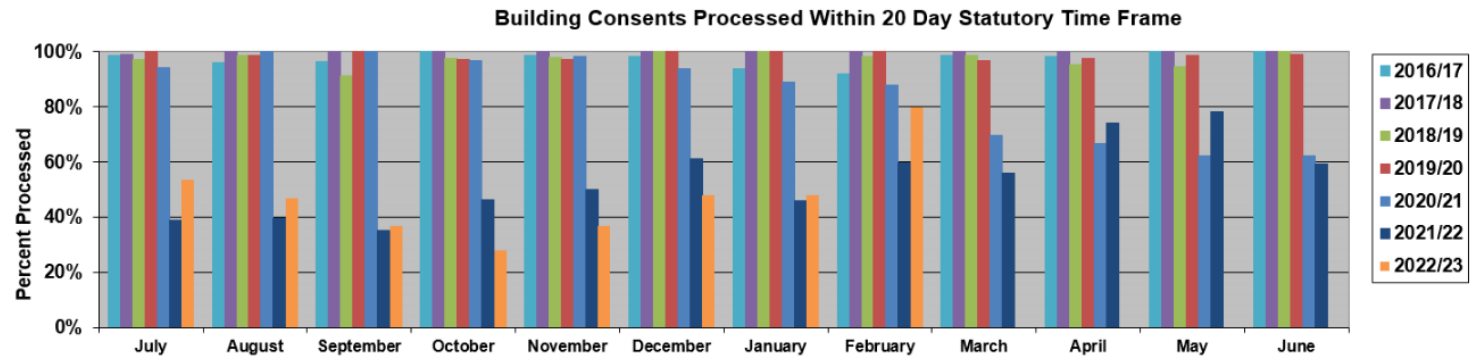
3.1.1 Building consents / amendments

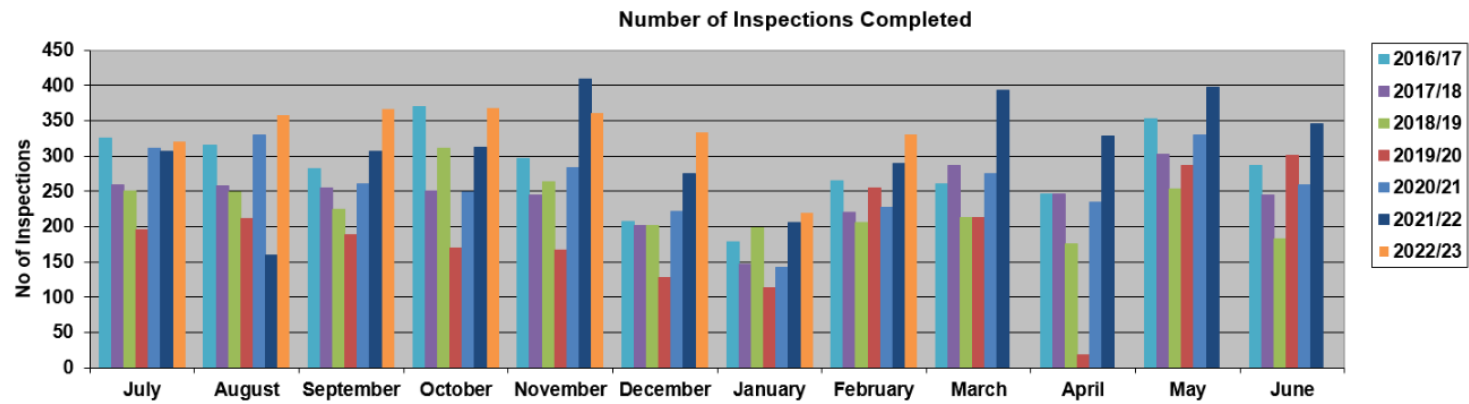
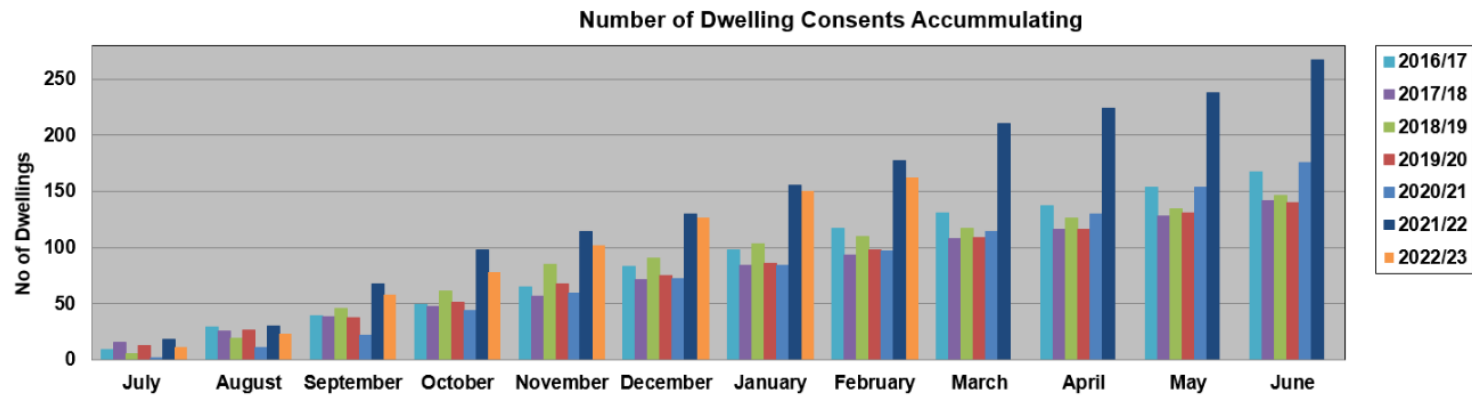
Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
March	115 (84)	596 (508)	96 (74)	566 (444)	50%	20.6	393 (8)	98.3%
April	56 (74)	648 (582)	58 (59)	624 (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%
November	56 (71)	306 (329)	52 (55)	275 (312)	44.2%	24.9	361 (10)	98.3%
December	32 (38)	338 (367)	57 (53)	332 (365)	49.1%	23.1	333 (10)	100%
January	56 (61)	394 (428)	48 (46)	380 (411)	58.3%	20.8	219 (5)	100%
February	50 (51)	443 (479)	47 (59)	427 (470)	80.9%	14.3	320 (5)	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
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)
November	\$23,121,793 (\$21,756,185)	\$97,580,274 (\$99,862,747)	\$19,347,252 (\$17,868,388)	\$82,822,917 (\$99,694,496)
December	\$13,811,240 (\$11,423,360)	\$111,391,514 (\$111,286,106)	\$15,729,540 (\$14,455,849)	\$98,552,457 (\$114,150,345)
January	\$15,209,792 (\$16,688,544)	\$126,601,306 (\$127,974,651)	\$18,111,744 (\$12,879,953)	\$116,664,201 (\$127,030,298)
February	\$14,353,875 (\$11,328,367)	\$145,435,181 (\$139,303,018)	\$12,253,667 (\$13,900,058)	\$128,917,868 (\$140,930,355)
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	
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%
November	31 (20)	154 (96)	20 (16)	142 (91)	100%
December	22 (16)	176 (112)	24 (20)	166 (111)	95.8%
January	16 (6)	194 (118)	13 (2)	179 (113)	100%
February	33 (16)	227 (134)	40 (15)	219 (128)	97.4%
Note: figures in brackets are for the corresponding month during the previous year.					







The year-to-date consents received is 7.5% down on last year but up 4.5% on the previous year. The year-to-date consents issued figure is 9.1% down on last year but 15.4% up on the previous year. Building consent amendments are still increasing which slows our normal processing down. Year-to-date amendments received is up 69.4% and amendments issued are up 71.1% from last year. Consent numbers are still steady at this stage even though our surrounding Councils have had a downturn in their consent numbers. On a positive note, our average processing days and compliance percentage is improving.

3.2 Civil Defence Emergency Management

3.2.1 January 2023

- The EMO returned to work on Monday 9 January, with the first week spent catching up on emails and messages from the Christmas period. There was also a visit from the EMO from the McKenzie Country to view our Welfare Away Kits, and Starlink systems. The EMO also attended the AGM for the South Rakaia Huts community on Saturday 14 January, where he was able to update the residents on the cell phone booster system proposed to be installed to enhance communications in an emergency event.
- On 18 January the EMO and members of the ADC Communications team travelled to Kaiapoi to attend the third workshop regarding the common operating picture for Rooding across the Canterbury region. The scheme was approved by the participants at this workshop with a report to be written and submitted to the Coordinating Executive Group (CEG) to provide approval prior to socialising this with all Councils in the region. The EMO also made contact with members of Rakaia, Hinds and Mayfield FENZ and staff from the Hakatere Marae. He also attended a planning workshop for the review of the Mid/South Canterbury area AF-8 initial response plan.
- The EMO attended an online meeting of the Mid and South Canterbury Land Management Forum hosted by FENZ. ADC hosted a meeting of the District Liaison Committee in the EOC/Chambers on Friday 27 January. This meeting is a chance for all stakeholders (Emergency Services, Health Boards, Rooding, Waters, Electricity and Communications contractors) to meet with CDEM staff and is an invaluable way for us to foster and build relationships between our groups prior to an emergency event. These relationships will place us in a stronger position to be able to work together during a response to a disaster.
- The EMO also provided an AF-8 presentation to the Open Spaces team, the Plains Rotary group and the Senior Management Team at Ashburton Contracting Limited. These presentations were well received and help with community preparedness for the AF-8 Earthquake.

3.2.2 February 2023

- February has been a very busy month for Civil Defence with two cyclones impacting the north and east of the North Island over a two week period. The first of these, the remnants of tropical Cyclone Hale, impacted Northland and Auckland over the final weekend of January and into February. The second and much more serious event was tropical Cyclone Gabrielle which hit Northland, Auckland, Thames Coromandel, Tairāwhiti, the Hawkes Bay and to a lesser extent the lower North Island and upper north-east of the South Island. Both of these events resulted in large scale damage and the loss of life. The resulting Declaration of a National State of Emergency has seen large numbers of Civil Defence staff from all over New Zealand as well as volunteers deployed to the worst affected areas, including from Ashburton. So far the EMO has not been called north to assist. We have had three staff deploy, to Auckland (1) and Hawkes Bay (2), in roles as varied as Public Information, Logistics and Building Inspection.
- It is anticipated that there will be a large number of lessons learnt from this disaster and the response and recovery that will help us to be better prepared for events of this type and magnitude in the future. As a result of the National Declaration and the heavy resource draw to the North Island, a number of activities, meetings and conferences have been cancelled. We have continued with our normal training and short exercising programme within the district.
- On 21 February the monthly stand-up of the Emergency Operations Centre (EOC) occurred with our Red (duty) Watch staff and our surge staff assembling the EOC, logging in to all of our devices and then conducting further training on our online incident management system, D4H. We also used this as an opportunity to rehearse the use of Starlink as our means of accessing the internet. These stand ups are invaluable to ensure that we have trained our staff in setting up our EOC and lessens the confusion that is inevitable in the first few hours of a response.
- This stand-up was followed by the first night of training for 2023 for our Civil Defence Volunteer Team, with training conducted on starting up our portable generators, setting up the Starlink systems, deploying the Broadband Global Area Network (BGAN) system, and use of our radios and Welfare Deployment Kits. This training is valuable and once again ensures that we are ready to respond.
- The EMO met with staff from Methven LandSAR for a follow up regarding the implementation of a Memorandum of Understanding (MOU), to allow for both organisations to set protocols and procedures for working together during Civil Defence events going forward. This MOU is now with Methven LandSAR for final review.
- The EMO has also reinstituted a monthly radio call to be conducted between ADC CDEM and Methven and Rakaia LandSAR, Mayfield, Mt Somers and Hinds FENZ Stations and the Mt Hutt Memorial Hall, to ensure we have back up communications in place prior to an event. The first of these calls will occur in early March.

3.3 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
March	0	3	2	11	1
April	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
November	0	2	8	27	1
December	0	9	5	11	1
January	0	2	1	7	0
February	0	1	6	19	2

3.4 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
March	6498	574	91.8%	18	6	1	2	5	7
April	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
November	6459	601	91.4%	25	10	0	2	4	2
December	6484	580	91.5%	5	16	0	1	4	8
January	6559	521	92.6%	3	5	2	1	7	6
February	6743	274	96.0%	20	9	0	2	0	2

392 NTR's were served during February for unregistered dogs, 11 of which were undeclared dogs.

3.5 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
March	6	6	0	0	1
April	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
November	27	27	0	0	0
December	17	17	0	0	0
January	13	13	0	0	1
February	11	11	*74	0	5

* includes Ashburton Market Day monitoring of mobile shops and food stalls

3.6 Planning

Resource Consents	Jan 2022	Jan 2023
No. of resource consent applications decided ₁	15	9
No. of resource consents decided within statutory timeframe	15	9
Resource consent KPI Compliance (accumulating)	97.2%	98.3%
Notified/ Limited notified applications decided	0	0
<i>Other:</i>		
No. of 223 Certificates processed	4	7
No. of 224 Certificates processed	4	3
No. of building consents reviewed against District Plan ₂	36	10

Land information memoranda	Jan 2022	Jan 2023
LIMs Produced	91	38
LIMs Produced within 10 working days	91	38
LIMS (accumulating)	554	397

Resource Consents	Feb 2022	Feb 2023
No. of resource consent applications decided ₁	25	21
No. of resource consents decided within statutory timeframe	25	21
Resource consent KPI Compliance (accumulating)	97.6%	98.6%
Notified/ Limited notified applications decided	1	0
<i>Other:</i>		
No. of 223 Certificates processed	3	4
No. of 224 Certificates processed	2	7
No. of building consents reviewed against District Plan ₂	20	15

Land information memoranda	Feb 2022	Feb 2023
LIMs Produced	91	61
LIMs Produced within 10 working days	91	61
LIMS (accumulating)	645	458

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

3.6.1 LIM Stakeholder Meeting

Local solicitors and real estate agents were invited to a meeting with Council staff on 27 February. There was a very good turnout, and positive feedback about the opportunity for two-way dialogue on a range of land development issues. Topics included swimming pool fencing, building consent exemptions, subdivision processes, implications of building houses prior to the issue of titles, and development contributions.

3.7 Economic Development

3.7.1 Economic Development – items of importance

Economic Development

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

Specific to this period:

District Promotion

- Officers are working to ensure a continuation of service following the activity moving into Council control.
 - TRENZ planning is underway, space is booked and staff will be attending to promote the Ashburton District.
 - Following TRENZ a visit with interested trade providers will take place, Ashburton and Selwyn District Councils are working together to host this group.
 - A content producer has been engaged to begin the process of updating imagery and messaging.

Regional Skills Leadership Group (RSLG)

- Officers have been working with the RSLG on the next iteration of the Canterbury Workforce Plan. Of particular note was a concern Officers had about Agriculture as a key sector being left out of the first iteration of the Canterbury Workforce Plan.
- Agriculture will now be in the new plan and Officers will be working to help the RSLG connect with local businesses to ensure that the plan's goals and objectives meet the needs of our local businesses and workforce.

Mayoral Forum for Economic Development

- The next forum meeting will focus on immigration issues and the labour and skills shortages faced by many areas in the Canterbury (and national) environs.

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

3.7.2 Items of importance

Events Programme 2022/23

Council Events

- Officers are preparing for the first Citizenship Ceremony of the year on 9 March, at the Ashburton Event Centre. Potentially up to 39 citizens will receive their citizenship at this ceremony.
- Preparation is underway for Ashburton Glow in the Park 2023. The event will run in similar set-up to the inaugural event. Location will be in the Tinwald Domain, running over three nights. Currently corporate sponsors are being sought to enable this event to go ahead.

Community Events

- YMCA have been running an afterschool programme at both the Ashburton Domain and Friedlander Park, and this will continue two days a week for the length of the school year.
- The Amazing Dinosaur Discovery was held at the Ashburton Domain from 28 January until 6 February. This was a popular event over the five days it was open to the public, with a constant queue of families attending.
- Multi-cultural Bite was held in the Ashburton Domain on Waitangi weekend with over 10,000 food tickets purchased. This event produced a very low amount of rubbish overall, which was a great result, due to their strong engagement with EcoEducate and willingness to divert items into green waste rather than rubbish.
- The Waitangi Day market event was held on the Long Lawn at the Domain and also proved popular with the public. Unfortunately, there were a number of infractions around the delivery of this event. Officers are now working with event organiser, Carol Johns, to work through and address the issues.
- Due to the extreme weather events in Auckland, the Great Plains Fly In decided to postpone their event, as a large portion of their aircrafts where due to fly out of Auckland. This has been rescheduled to take place from 14 to 16 April 2023.
- The annual Pipe Band Festival occurred in the domain on 12 February. This was a smaller event than in the past, with only five Pipe Bands taking part.
- United Fire Brigades Association National Waterway 2023 was due to take place in the Methven Domain between 15 to 18 February, however due to the National State of Emergency this event was postponed. A new date of 24- to 27 May 2023 has been set.
- Annual Rakaia Fishing Competition took place from 23 to 26 February.
- Sunday 5 March was Children's Day at the Plains Railway and the Tinwald Domain. This event has not run since 2019 due to Covid-19.

Upcoming Events and Activities

- Officers are working alongside the Methven & Foothills Walking Festival committee to facilitate them launching an inaugural festival in April. There will be a combination of events run on council land and private property over a two-week period during April.
- Officers are also working with the Wheels Week Committee to ensure another successful event, for what has become an iconic festival for the Ashburton District.
- Officers are working with a Christchurch company to bring a drive-in movie event to the Ashburton Domain picnic area for the Autumn season.

Preparation for ANZAC community services has begun, and road closure applications have been submitted.

3.7.3 Ashburton Youth Council

Ashburton Youth Council 2023

- A meeting was held on 7 February with the Ashburton Youth Council (AYC) to meet their new council representatives.
- Recruitment
 - Recruitment campaign is underway using the three methods below:
 - Radio – AYC members to do interviews and talk about why they joined and what they do - aimed at parents and caregivers.
 - Facebook and Instagram posts are being used to connect with both young people and supporters.
 - The AYC page on Council's website will be refreshed with an updated poster and photos of activities.
 - As at 8 March there have been two new applications to AYC, one young person has attended a meeting to get a feel for what it is like.
 - The campaign will finish in mid-April 2023.
- Youth Councillors are interested in participating in the 2023 Glow event and will purchase materials to make a Glow Bowling Alley
- AYC members showcased Youth Council at Ashburton College Orientation Day on 7 March, hoping to get some interested young people attending.
 - 15 students have registered as being interested in AYC, Officers will be following up on this urgently.

3.7.4 Welcoming Communities

Welcoming Communities

- Officers spoke at the Community Services Network 3 February meeting. Officers covered future work including new activities and how the community groups can work with Council on new activities.
- This group involves a wide range of community services and agencies that supports, collaborates and promotes activities, safety and wellbeing in the community.
- Welcoming Communities presented at the 9 March Age Concern Expo along with other ADC teams of EA Networks, Civil Defence and Rates Rebate information.
- The event is aimed at older members of our community, letting them know about a diverse range of services and agencies available in our district. In previous years this expo has been well attended by the community.
- Welcoming Communities is setting up a regional Brainstorming and Mentoring Programme for Coordinators.
- The Canterbury region will include Ashburton, Selwyn, Waimakariri and Hurunui district. The programme enables coordinators to meet and collaborate on issues, ideas and collaborate on plans and support others with limited resources and connections
- Welcoming Communities quarterly report completed for Immigration New Zealand.

3.7.5 Workforce Development

Workforce Development

Mayors Taskforce for Jobs

- The Mayors' Taskforce for Jobs Breakfast Launch was held on 9 February with 80 people attending from a range of different businesses
- The Mayor launched the programme by explaining what we are doing to support young people into employment, training or further education and how business can support this programme.
- Brad Olsen Principal Economist for Infometrics gave a very well received speech about the NZ economy and the challenges and opportunities ahead.
- Follow up meetings with schools and Ministry of Social Development to identify young people have started, these meetings will help identify young people, identify agencies that can support in training and education and create strong inter agency relationships.
- The Economic Development team are meeting with businesses to identify vacancies and skill requirements and will work with the businesses and young person both pre and post-employment, up to 3 months, building relationships and providing support.
- NEET Referrals (Not in Employment, Education or Training) (15 to 24 years), who are unemployed (part of the labour forces and those who are not in the labour force) are now starting to come in from MSD and supporting agencies. The Workforce Advisor and Youth Council will make contact with the young person to understand skills and needs before preparing and introducing them to employers.
- The Mayor, Deputy Mayor and interested Councillors will work with Officers to help develop employment opportunities with businesses across the district.
- The recruitment of the Youth Coach has been completed, Sharon Watson started on 27 February 2022. This is a fixed term position, completely covered from project funds. Her responsibilities are to identify young and disadvantaged people, establish relationships, help prepare CV's and interview readiness and assess needs for further training and education.

Workforce Development (continued)

Job Fairs and Workshops

- The Hospitality and Tourism Seminar hosted by Ashburton District Council in conjunction with Connected on 31 January was very successful.
- The aim of this seminar was to showcase opportunities and encourage local people to consider employment in Hospitality and Tourism as these sectors amongst others have been impacted by skills shortages and therefore often reduced operating hours.
- 17 interested people attended the seminar along with representatives from Red Cross, Newcomers Network and a College Careers Advisor
- Go Tourism presented a video on the many careers options the industry has to offer and where your skills can take you in the industry.
- McDonald's and Coffee Culture spoke to the attendees about what their business can offer an employee, career options and expectations in the workplace.
- At least 4 attendees had discussions with McDonalds and Coffee Culture about interviews and working for them.

3.7.6 Visitor Promotion

Ashburton Youth Council 2023

- TRENZ is New Zealand's largest international tourism business event and most important event of the year on the tourism events calendar. TRENZ brings hundreds of international travel Buyers together to meet with New Zealand's leading tourism operators (Sellers) over four days to build or renew relationships and negotiate business for upcoming seasons.
- This year's TRENZ will take place at Te Pae Christchurch Convention Centre, Ōtautahi Christchurch in May 2023.
 - Sixteen buyers from the domestic market and overseas have expressed an interest in a visit to the District, immediately after TRENZ. Officers are working jointly with Selwyn District Council to put together an itinerary that will showcase visitor products across both our Districts.
- Neat Places (<https://neatplaces.co.nz/>) have been commissioned to assist in the development of new content for Mid Canterbury. Neat Places will develop three new guides to Mid Canterbury and nine social media campaigns. The content developed will be available to ADC to use for future promotional work.
- The Mid Canterbury Tourism Advisory Group (MCTAG) are scheduled to meet on the 15th March to develop the thinking for the Visitor Promotion Plan that will guide next years work. We will be exploring activities, campaigns and KPI's that Council can use to inform and measure progress.
- Operator Workshops are scheduled to take place at the end of March that will test the thinking of the MCTAG and also provide operators an opportunity to provide direct feedback to Officers about the priorities they feel the Council should be focused on. Two workshops are scheduled, one in Methven and the other in Ashburton.

3.7.7 Agricultural Portfolio

Agricultural Portfolio

Supporting Land Use Adaption project

- Attending to on-going enquiry from industry about the findings of the project and its application at a farm and agribusiness level.

Resilient Business

- The Resilient Business proposal has been reviewed by MPI Managers and feedback provided. The key points are:
 - There is concern about potential overlap with Mid Canterbury Catchment Collective work (and therefor MPI funding).
 - There is interest from MPI on the project being focussed more specifically on climate change adaptation.
 - More of the project funding needs to be confirmed, when submitted to MPI.
- The working group will be re-engaged seeking feedback on how the project proceeds for this point.
- Officers are continuing to work with Officials at MPI and our key partners to secure funding for this project.

Regional Skills Leadership Group (RSLG)


- Undertook research to identify Primary Industry workforce needs.
- Identified skills and workforce development gaps to target through a RSLG programmes. These being:
 - Positive perception of agriculture - Supporting school-based learning about food and fibre.
 - Career mapping - Enabling individuals to move between industries in a career pathway with transferable skills.
 - Soft skill development - Growing individual's soft skills to manage change and business leadership.
 - Virtual reality training facility – Developing skills and capability to operate high value precision equipment through a virtual reality training environment.

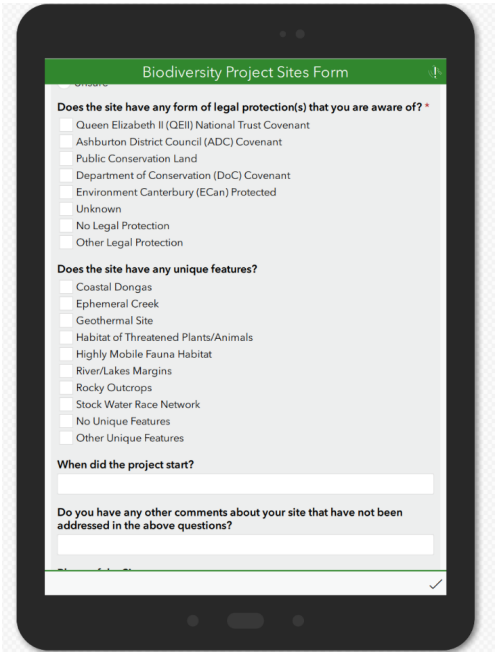
4. Business Support Group

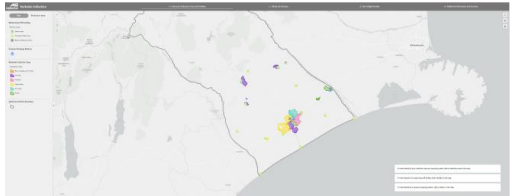
4.1 Information Systems







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:

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 and business improvement within Council's ERP and other core applications.</p> <p>Recently completed work included:</p> <ul style="list-style-type: none"> • Building: Exemptions Process Update • Cemetery Interments Record Management • Ashburton River Trail Map (Open Spaces) • Building Information Layers • Digitalisation of half year Staff PDR process 

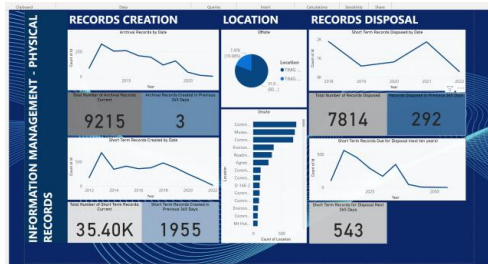
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> Ashburton River Trail Map Building Information Layers Biodiversity Field Survey Mobile App 

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<p>Current developments include:</p> <ul style="list-style-type: none"> • Planning (pre-application planning) • Privacy Request Management Process • Building: Swimming Pool Inspection processes • Rates Data QA Activity • GIS Base Map Development • Rural Address Field Capture App
Rural Aerial Imagery	July 2022	June 2023	No	Yes	No	<p>Refresh of rural imagery used within our GIS activities. Covers rural areas from the coast to the foothills. Works in collaboration with ECan and other Canterbury Councils.</p> <p>Forms part of a planned cyclic renewal of this asset.</p>
Waste Collection Map Series	September 2022	December 2022	Yes	Yes	No	<p>Complete. Internal and public mapping showing kerbside collection days, recycling, and waste dump stations.</p> 
Spatial Census Data Dashboard and Analysis solution	September 2021	June 2023	Yes	N/A	No	<p>Design of GIS dashboard and analysis tool to replace 3rd party system used by Strategy and Policy.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<p>Select a Category:</p> <div>  Population  People  Households  Education  Employment  Data Explorer </div> <ul style="list-style-type: none"> • First phase released with Population and People data. • Second phase released with Household and Education data. • Employment Data under construction
Systems						
Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.	January 2022	June 2023	Yes	Yes	No	<p>All sites except Art Gallery & Museum complete.</p> <p>Art Gallery & Museum switch includes future service delivery of their Object Management System.</p>
Microsoft 365	September 2020	Ongoing Activity Telephony target June 2023	Yes	Yes	No	<p>Introduction of Microsoft application and productivity suite.</p> <p>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).</p> <p>OneDrive and OneNote deployment complete.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<p>Further enhancement of Microsoft Teams communication features (chat and video conferencing) in design.</p> <p>Full migration to Microsoft Teams telephone system is being piloted as part of its deployment plan, replacing the current phone.</p>
Cyber Security	BAU Activity		N/A	N/A	N/A	<p>Continuing assessment and solution application to reduce Council cyber security risk profile.</p> <p>Actions from external security audit have been assessed with immediate items actioned.</p> <p>A response plan has been put in place to work through other recommendations.</p> <p>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.</p>
Library and Civic Centre - Te Pātaka o kā Tuhituhi and Te Waharoa a Hine Paaka	May 2021	September 2023	Yes	Yes	tbc	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.
Desktop Hardware Renewals	February 2023	September 2023	Yes	Yes	tbc	Working with Emergency Management, Communications, Library and Art Gallery & Museum

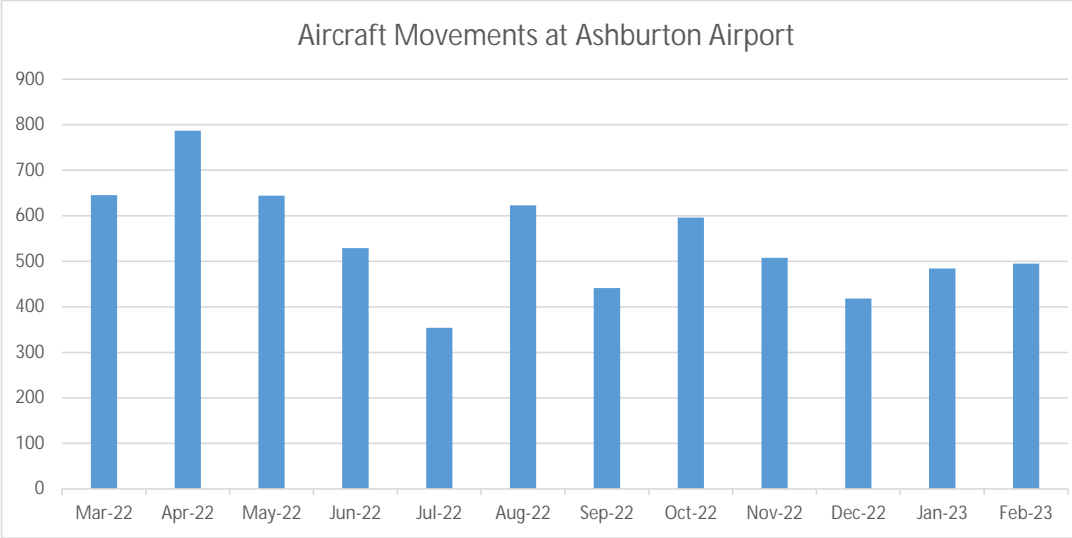
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						teams scoping requirements and identifying options.
Information Management						
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	Continual improvement works within the EDRMS system. Recent and current activity has included works in Alcohol Compliance Licensing (complete), Biodiversity and Road Safety.
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	Continuing and on-going activity with business teams 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.
Digitalisation of Physical Format Records	May 2022	June 2023	Yes	Yes	No	Works on Property Team lease files (approximately 700 files) underway.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Data Management - Monitoring and Reporting	BAU Activity		N/A	N/A	N/A	<p>Development of management tool for service monitoring on information creation and disposal for physical and digital form, supporting current and future activity</p> 
Data Management – Name Amalgamation	BAU Activity		N/A	N/A	N/A	Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system.

4.2 Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> • Four sections in stage two are on hold while potential purchasers complete due diligence. • The sale and purchase agreement for 7-hectares in Stage One is currently with the potential purchaser. • Officers are working through the details for the sale of 1.7-hectares, which is also within the undeveloped 21-hectare lot off Ashford Avenue. • In total, approximately 50-hectares of the Business Estate remains unsold, with 32-hectares 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, three are currently being redecorated and one is waiting to be cleaned before it can be re-tenanted. The five remaining units are in the area to be redeveloped. Four of these units are scheduled for demolition during the first phase of the staged demolition. The fifth unit is outside of phase one but is beyond refurbishing. • There are currently 33 applications on the waiting list, with five people wanting single units and 28 requesting double units (four couples and 24 individuals). • 21 people on the waiting list are current residents in the Ashburton District, with 12 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. • Work has commenced on preparing for the staged demolition and rebuild of Friendship Lane.

Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"> • One hangar has been sold and the Deed of Assignment has been completed. • Council officers continue to research the NZ Airline Academy flight school proposal. The challenge is understanding the increased costs associated with maintenance and potential compliance costs. A report will come to Council once the information is to hand. • Officers continue to review and consider 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. Establish a positive safety culture at the aerodrome by facilitating regular safety meetings and opportunities for feedback. • Develop better relationships with key staff at CAA. • Officers are looking into re-establishing the airport user group and also ensuring there is an Aerodrome Safety Coordinator across events at the airport.

Current	Brief Project Description / progress																										
Airport (continued)	<ul style="list-style-type: none"> The following table provides an update of aircraft movements by month.  <table border="1"> <caption>Aircraft Movements at Ashburton Airport</caption> <thead> <tr> <th>Month</th> <th>Movements</th> </tr> </thead> <tbody> <tr><td>Mar-22</td><td>640</td></tr> <tr><td>Apr-22</td><td>780</td></tr> <tr><td>May-22</td><td>640</td></tr> <tr><td>Jun-22</td><td>530</td></tr> <tr><td>Jul-22</td><td>350</td></tr> <tr><td>Aug-22</td><td>620</td></tr> <tr><td>Sep-22</td><td>440</td></tr> <tr><td>Oct-22</td><td>590</td></tr> <tr><td>Nov-22</td><td>510</td></tr> <tr><td>Dec-22</td><td>420</td></tr> <tr><td>Jan-23</td><td>480</td></tr> <tr><td>Feb-23</td><td>490</td></tr> </tbody> </table>	Month	Movements	Mar-22	640	Apr-22	780	May-22	640	Jun-22	530	Jul-22	350	Aug-22	620	Sep-22	440	Oct-22	590	Nov-22	510	Dec-22	420	Jan-23	480	Feb-23	490
Month	Movements																										
Mar-22	640																										
Apr-22	780																										
May-22	640																										
Jun-22	530																										
Jul-22	350																										
Aug-22	620																										
Sep-22	440																										
Oct-22	590																										
Nov-22	510																										
Dec-22	420																										
Jan-23	480																										
Feb-23	490																										
Medical Centre upgrades	<p>Methven</p> <ul style="list-style-type: none"> Officers are currently working with Methven Medical Centre staff on the internal alterations to the current building and the requirements for a relocatable building. The relocatable building will be a temporary solution for up to 5 years. Officers are currently waiting for Methven Medical Centre to confirm the detail on the scope of works required. <p>Rakaia</p> <ul style="list-style-type: none"> The Medical Centre are finalising their scope of works and Council is currently working with Medical Centre staff on some minor alterations to the existing building and a temporary relocatable building for up to 5 years. 																										

Current	Brief Project Description / progress
Oval Pavilion – Ashburton Domain	<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. • In the interim, Property are investigating security and lighting options following further broken windows on the building.
Walnut Avenue Pavilion – Ashburton Domain	<ul style="list-style-type: none"> • Discussions are being held with the Ashburton Domain Pavilion Trust lawyers to allow the transfer of the Walnut Avenue building to Council.
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, the preparation of the resource consent application is on hold.
Rangitata Campground	<ul style="list-style-type: none"> • The campground will remain open until 1 May 2023 and will then close for the winter months.

4.3 Forestry

4.3.1 Forest Harvesting & Sales

- With some firming of the Chinese export log market and demand expected to lift after lunar new year celebrations the forester has gone to the market for the sale of Wightmans Road plantations.
- The plantation was measured February 2022 and the total recoverable volume predicted from this inventory has relatively tight confidence limits, the same confidence regarding log outturn and the quality of pruned logs is not given by the inventory therefore a graded sale proposals were requested for the plantation.
- Log purchase proposals were received from Forest Management Ltd, Port Blakeley, PF Olsen and Laurie Forestry.
- The deadline for pricing the plantation was mid-February with harvesting expected to be completed prior to the end of the financial year.

4.3.2 Release Spraying 2022

- After operations being delayed by problems sourcing the required chemicals and difficult weather conditions, this seasons release spraying program has been completed.
- The forester has been working with the applicator to resolve spray drift issues with a couple of neighbours following this work.

4.4 Finance

4.4.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
2023/24 Annual Plan	Current	30 June 2023	Yes	Yes	N/A	Changes were made to the budget after the initial council workshop on 2 February. On 22 February Council decided on an option for the annual plan. Finance is working on the draft Financial Statements for the 2023/24 Annual Plan.
Sale of vehicles	Current	Unknown	Yes	Yes	No	The are currently 4 vehicles at Turners awaiting auction, with a further 2 vehicles ready to go. A new round of procurement will commence in the near future.
Purchase card implementation		Unknown	No	Yes	NA	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.
Debt management process		Unknown	Yes	Yes	N/A	Testing is being carried out in conjunction with the IS team. All issues must be resolved, and letters updated before implementation. This is ongoing.

5. Democracy & Engagement

5.1 Communications

5.1.1 Projects

- As of Tuesday 7 March 2023, there are currently 51 Helpdesk tickets with the Communications Team (similar to the last reporting period).
- A new Digital Communications Officer has been appointed to the vacant role, commencing April 17.
- Work in the planning phase includes Glow in the Park event promotion, and consultations for Alcohol bylaw, Transportation bylaw, Revenue and Financing policy and Economic Development Strategy.
- 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.
- The following table provides detail on planned communications projects, campaigns, or consultations in the last reporting period.

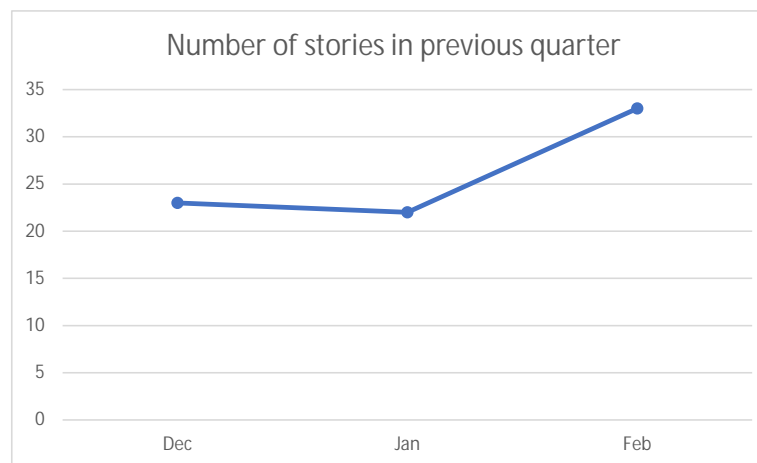
Brief Project Description	Comms start date	Estimated completion date	On track	Within budget	Comments
Ng King Gardens interpretive signage	Sep 2022	Spring 2023	Yes	Yes	Waiting on approved content from Heritage NZ and the descendants of the Ng King Brothers to create outdoor interpretive panels appropriate to the archaeological site and to the families
Western Ward By-election	Feb 2023	May 2023	Yes	Yes	Campaign in progress
Ashburton Youth Council recruitment	Feb 2023	April 2023	Yes	Yes	Digital and multi-channel campaign targeted mostly to young people, in progress
Mayor's Taskforce for Jobs Rural Resilience Programme	Jan 2023	June 2023	Yes	Yes	Digital-first campaign based on events and outcomes of the programme, in progress
Internal work	Ongoing		Yes		<ul style="list-style-type: none"> • Intranet & newsletter communications for staff • Recruitment advertising

Brief Project Description	Comms start date	Estimated completion date	On track	Within budget	Comments
					<ul style="list-style-type: none"> • Facility advertising – school holiday programmes • Visual asset (photo and image) storage improvements

5.1.2 Number of stories delivered



Measured by how many stories uploaded to ashburtondc.govt.nz per month in the previous quarter:

- There was a surge in the number of news stories in February with Council's activity increasing after the Summer break.
- These stories are also posted on Facebook.



5.1.3 Engaging Facebook posts

- Measured by top performing posts with the highest engagement over the last 28 days, from February 8.

9 February	20 February	18 February
 <p>Lifeguard vacancies</p> <p>🏊 Take the next step in your recreation career and make a difference in your community by joining our team as a lifeguard</p> <p>😊 This rewarding role will see you make lifelong friends and learn lifelong skills</p> <p>**</p>	 <p>The Ashburton Domain gates at the corner of West and Wills Streets are looking lovely after being sandblasted and repainted. Nice work to preserve a piece of our special history</p>	<p>Update: Resolved.</p> <p>🚦 We've been alerted to a traffic signal fault at the intersection of West Street and Walnut Avenue.</p> <p>⚠️ Please take extra care through this intersection until the fault is resolved. Give way rules apply.</p>
<p>Post impressions - 35,839</p> <p>Post reach - 22,803</p> <p>Post engagement - 5,494</p>	<p>Post impressions - 14,676</p> <p>Post reach - 14,421</p> <p>Post engagement - 1,348</p>	<p>Post impressions - 7,112</p> <p>Post reach - 7,056</p> <p>Post engagement - 1,174</p>

5.2 Strategy & Policy

5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Annual Plan	30 Oct 2022	30 June 2023	Yes	<ul style="list-style-type: none"> Draft budgets showing an average increase of 5.99% On-track to adopt 7 June Council meeting
Annual Residents Survey	Aug 2022	July 2023	Yes	<ul style="list-style-type: none"> Wave 2 survey complete with results presented through the mid-year performance report. Wave 3 to commence in March
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, stormwater consent application and stockwater race closures.
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> Revenue and Finance Policy – drinking water Methven-Springfield (Council, April) Alcohol Control Bylaw (Council, March) Trade Waste Bylaw (Council, February) Traffic Management Bylaw (Council, April) Explanatory Bylaw (Council, April) Local Alcohol Policy
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> Preparing for consultation on: <ul style="list-style-type: none"> Alcohol Bylaw R & F Policy Traffic Management Bylaw
Strategies	Ongoing		Yes	<ul style="list-style-type: none"> Economic Development strategy - Workshop (Council, May) Biodiversity Strategy (later 2023)

5.2.3 External Submissions

The following are submissions we will be making.

Organisation	Submission Summary	Process	Due Date
ECan	<p><i>Draft Annual Plan 2023/24</i></p> <p>Environment Canterbury have released their draft Annual Plan 23/24 for consultation. The draft plan for 2023/24 talks about our strategy for areas including climate action, public transport, rivers and lakes, flood protection, land use, and pest plants and animals.</p> <p>Draft Annual Plan 2023/24 / Mahere ā tau tuhinga tautahi Have Your Say (ecan.govt.nz)</p>	Workshop with Council (late March)	3 April 2023

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

Organisation	Name of initiative	Due date
MBIE	<p>Occupational regulation reforms in the building sector (Added 24 February)</p> <p>Proposals for change to the Licensed Building Practitioners regime, the Plumbers, Gasfitters and Drainlayers regime and the Electrical Workers regime.</p> <p>https://www.mbie.govt.nz/dmsdocument/26189-occupational-regulation-reforms-in-the-building-and-construction-sector-consultation-document</p>	6 April 2023
Productivity Commission	<p>Improving New Zealand's economic resilience (NEW – Added 3 March)</p> <p>The Government wants to identify the policies and interventions that can enhance the resilience of New Zealand's economy and living standards to persistent medium-term supply chain disruptions. This short paper pulls together the current evidence on economic resilience as the first step in the inquiry.</p> <p>https://www.productivity.govt.nz/assets/Inquiries/resilience/Resilience_Issues_Paper_Final_17-Feb-2023.pdf</p>	17 April 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
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.	TBC
Transport and Infrastructure Select Committee	Land Transport Management Amendment Act Legislation to give effect to changes to the Passenger Transport Operating Model.	TBC
Presumably Environment	Climate Adaptation Bill Will introduce the legal framework for managed retreat and other climate response matters.	TBC
Not clear	Epidemic Preparedness Legislation Develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics.	Early 2023
Not clear	Building Amendment Bill Bill will introduce energy ratings for buildings and waste minimisation plans to support Aotearoa New Zealand's climate change goals. Learn more about the Government's proposed changes	Early 2023
Not clear	Electoral (Strengthening Democracy) Amendment Bill Bill lowers the voting age to 16, makes the Māori Electoral option continuous, and allows prisoners to vote. <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	TBC

Organisation	Name of initiative	Stage
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