

Ashburton District Council

AGENDA

Notice of Meeting:

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

Date: **Wednesday 20 September 2023**

Time: **1.00pm**

Venue: **Council Chamber**

Membership

Mayor	Neil Brown
Deputy Mayor	Liz McMillan
Members	Leen Braam
	Carolyn Cameron
	Russell Ellis
	Phill Hooper
	Lynette Lovett
	Rob Mackle
	Tony Todd
	Richard Wilson

Meeting Timetable

Time	Item
1.00pm	Council meeting commences
1.30pm	Key Research - Mike Hooker
2.30pm	Sport Canterbury - Julyan Falloon (Chief Executive) and Jason Merrett (General Manager)

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

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

Minutes

4	Council – 6/09/23	3
5	Methven Community Board – 4/09/23	7
6	Airport Authority Subcommittee – 24/08/23	9

Reports

7	End of Year Performance report	10
8	Local Alcohol Policy	30
9	Annual Residents' Survey	56
10	Canterbury Climate Partnership Plan	59
11	Unsubsidised Projects 2023/24	69
12	Road Naming – Alford Forest Reserve	76
13	Carry-over of Funding from 2022/23	80
14	Transwaste Dividend 2023	99
15	Financial report – July 2023	102
16	Mayor's report	126

Business Transacted with the Public Excluded

17	Council 6/09/23 [Now in open meeting] • Contract WWAT1076 Removal of standing grass at Ocean Farm	PE 1
18	Airport Authority Subcommittee 24/08/23 Section 7(2)(h) Commercial activities	PE 2
19	Settlement Group 29/08/23 Section 7(2)(a) Protection of privacy of natural persons	PE 3
20	Library & Civic Centre PCG 12/09/23 Section 7(2)(h) Commercial activities	PE 9
21	Sale of Council land Section 7(2)(h) Commercial activities	PE 13
22	ACL Director Appointments Section 7(2)(a) Protection of privacy of natural persons	PE 45
23	CE Performance Agreement Section 7(2)(a) Protection of privacy of natural persons	PE 50

4. *Council Minutes – 6 September 2023*

Minutes of the Council meeting held on Wednesday 6 September 2023, commencing at 1.00pm in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Deputy Mayor Liz McMillan; Councillors Leen Braam, Carolyn Cameron, Russell Ellis, Phill Hooper, Lynette Lovett, Tony Todd and Richard Wilson.

In attendance

Hamish Riach (Chief Executive), Toni Durham (GM Democracy & Engagement), Leanne Macdonald (GM Business Support), Neil McCann (GM Infrastructure & Open Spaces), Sarah Mosley (GM People & Facilities), Mark Low (Strategy & Policy Manager), Janice McKay (Communications Manager) and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Andrew Guthrie (Assets Manager), Mark Smith (Corridor Manager-Roading), Mark Low (Strategy & Policy Manager), Femke van der Valk (Policy Advisor), Tayyaba Latif (Policy Advisor), Ann Smith (Community Liaison Officer), Richard Wood (Sport & Recreation Manager), Ellen Nichol (Stadium & Aquatics Manager), Michael Wong (Building Regulation Manager), Rick Catchpole (Environmental Monitoring Manager) and Hernando Marillo (Projects Manager).

1 Apologies

Cr Rob Mackle

Sustained

2 Extraordinary Business

The Mayor gave notice that the EA Shareholder Committee presentation will be taken in open meeting.

3 Declarations of Interest

Nil.

Presentations

Hekeao Hinds Water Enhancement Trust – 2.22pm-3.02pm

EA Shareholder Committee – 3.22pm-3.34pm

4 Confirmation of Minutes – 23/08/23

That the minutes of the Council meeting held on 23 August 2023, be taken as read and confirmed.

Cameron/Lovett

Carried

5 Rakaia wastewater treatment plant

That Council approves:

1. Construction of wastewater sludge drying beds at the Rakaia wastewater treatment plant on Acton Road, Rakaia in the 2023/24 financial year with a budget provision of \$2.5M excluding GST;

2. A carryover of the \$3.14M established for the Grit Chamber Pipeline Renewal project in the 2022/23 year, to cover the remaining design, and consenting works of the grit chamber project, and the sludge drying bed budget provision; and
3. Reprogramming the physical works phase of the Grit Chamber Pipeline Renewal project for construction in the 2024/25 financial year.

Ellis/Cameron

Lost

The recommendation wasn't fully supported. Councillors opposed agreed there was insufficient information to make a decision. It was considered there may be more appropriate, and less costly options than disposing the sludge to landfill.

The Chief Executive suggested that officers provide an outline of alternative options with an assessment of capital and operational costs.

That Council requests officers to report with alternative options for the disposal of the Rakaia WWTP sludge, that are less costly than \$2.5m, with this to be considered in a Council workshop.

Mayor/Todd

Carried

6 **Road closure – Standing quarter mile meeting, Blands Road**

That Council permits the temporary road closure of Blands Road from Dip Road to the Methven Highway from 9.00am on Saturday 9 September 2023 until 4.30pm on Saturday 9 September 2023 to allow the Standing Quarter Mile Meeting.

Lovett/Todd

Carried

7 **Representation Review and electoral system**

1. **That** Council continues to use the First Past the Post (FPP) electoral system, noting that this will apply for the 2025 local election.
2. **That** Council gives public notice no later than 19 September 2023 of the resolution passed under section 27 of the Local Electoral Act 2001 and the right of electors to demand a poll on the electoral system.

Braam/McMillan

Carried

8 **Ashburton Santa Parade**

1. **That** Council revokes the decision to grant \$4,000 of Community Event funding 2023/2024 for the Ashburton Santa Parade for Sunday 3 December 2023.
2. **That** Council approves the application for \$4,000 of Community Event funding 2023/2024 for the Ashburton Santa Parade for Saturday 2 December 2023.

Wilson/McMillan

Carried

9 **Tinwald community pool**

1. **That** Council agrees not to operate the Tinwald Pool for the 23/24 season.
2. **That** the long-term plan process will determine whether or not the Tinwald Pool rebuild project commences.

Braam/Todd

Carried

10 Building Regulation service delivery review

1. **That** Council receives the Building Regulation section 17A review, as attached in Appendix 1.
2. **That** Council continues to deliver the Building Regulation service in-house.

McMillan/Ellis

Carried

11 Dog control annual report

1. **That** the report be received.
2. **That** Council give public notice of the report and make it publicly available.

Cameron/Hooper

Carried

12 District Licensing Committee annual report

1. **That** the report be received.
2. **That** the report be posted on the Ashburton District Council website.
3. **That** the report be submitted to the Secretary for the Alcohol Regulatory and Licensing Authority by 30 September 2023.

Lovett/Braam

Carried

13 Councillors' reports

That Council receives the Deputy Mayor's report.

McMillan/Ellis

Carried

14 Mayor's Report

That Council receives the Mayor's report.

Mayor/McMillan

Carried

Hekeao Hinds Water Enhancement Trust

Peter Lowe and Brett Painter provided a progress report the Trust's activities and initiatives (ppt presentation).

Council adjourned for afternoon tea from 3.06pm to 3.22pm.

Electricity Ashburton Shareholder Committee

Robert Newlands, Anne Marrett and Tony Potts provided an update, including recent changes to the Shareholder Committee membership. Robert has replaced Ian Cullimore, who stood down from the Committee and Stuart Begg has been recently elected. Council noted that the Company's Chief Executive, Roger Sutton has announced his resignation.

The Shareholder Committee has identified there is a need to find a way to attract more local people into governance roles. The Board's constitution allows two directors from outside and four within the district. The challenge is to grow governance talent within the district.

Business transacted with the public excluded – 3.34pm

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

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
15	Council 23/08/23 <ul style="list-style-type: none"> • Methven water treatment plant • ACL report 	Section 7(2)(h) Section 7(2)(h)	Commercial activities Commercial activities
16	Ocean Farm – removal of standing grass	Section 7(2)(a)	Protection of privacy of natural persons
17	EA Shareholder Committee	Section 7(2)(h)	Commercial activities

Braam/McMillan

Carried

Business transacted with the public excluded now in open meeting

- **Removal of standing grass at Ocean Farm**

That Council approves the extension of Contract WWAT0176 Removal of Standing Grass at Ocean Farm for one harvest period at the rate of \$0.12 (twelve cents) per kg of dry matter from October 2023 to April 2024.

Ellis/Todd

Carried

The meeting concluded at 3.42pm.

Confirmed 20 September 2023

MAYOR

5. Methven Community Board – 4/09/23

Minutes of the Methven Community Board meeting held on Monday 4 September 2023, commencing at 10.30am in the Mt Hutt Memorial Hall Board, 160 Main Street, Methven.

Present

Kelvin Holmes (Chair), Megan Fitzgerald, Allan Lock, Richie Owen and Robin Jenkinson;
Mayor Neil Brown and Deputy Mayor Liz McMillan.

In attendance

Neil McCann (GM Infrastructure and Open Spaces), Janice McKay (Communications Manager), Mary Jenkin (EA to CE) and Carol McAtamney (Governance Support).

1 Apologies

Cr Rob Mackle

Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

It was noted that there are currently three out of the five Community Board members who are also members of the Methven Lions Club. The Chair reported that clarification is being sought from the Office of the Auditor General as to whether these members may be exempted from having to declare an interest in Methven Lions Club projects.

4 Confirmation of Minutes

Minutes will be corrected to record that Holmes Rd (not McCloys Rd) requires maintenance, and that Line Rd will be included as an alternative option for a solid waste management site.

That the minutes of the Methven Community Board meeting held on 24 July 2023, as amended, be taken as read and confirmed.

Owen/Jenkinson

Carried

5 Activity Reports

That the reports be received.

McMillan/Fitzgerald

Carried

• Representation Review

A workshop on the representation review for the makeup of the Council, Maori representation, boundaries, the number of elected members and community boards, and how they are elected, is scheduled to be held at the conclusion of the Board meeting.

• Methven tree lights

This project continues to be a work in progress. A proposal for funding is to be submitted to Council for the 2024/25 annual plan.

- **Tourism – Operators Get-together**

It was noted that the recently held operators' get-togethers have not been well attended. It is expected that the timing of the meetings are not suitable to most operators. Council's Marketing Advisor is to be invited to attend the next Methven Community Board meeting to discuss options.

- **Welcome to Methven sign**

The Welcome to Methven sign on Barkers Road has been damaged. HEB have been engaged to replace the sign. Officers will investigate the feasibility of relocating the sign 20-30 metres down the road to passed the trees on Holmes Road.

- **Membrane plant**

The official opening of the Membrane Plant is scheduled for Friday 6 October, 10.00am with a community open day to be held on Saturday 7 October, 9am to 12pm.

- **Garden of Harmony**

The Board would like to investigate ways that the Garden of Harmony space could be enhanced. It was suggested that the Board submit to Council to get this included in the future Reserve Management Plan and the LTP.

The meeting concluded at 11.20am.

Confirmed 16 October 2023

Chairman

6. Airport Authority Subcommittee– 24/08/23

Minutes of the Ashburton Airport Authority Subcommittee meeting held on Thursday 24 August 2023, commencing at 9.30am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

Mayor Neil Brown and Councillors Leen Braam (Chair), Lynette Lovett and Rob Mackle

In attendance

Leanne Macdonald (GM Business Support), Renee Julius (Commercial Manager), Linda Clarke (Communications Advisor) and Carol McAtamney (Governance Support).

1 Apologies

Nil.

2 Conflict of Interest

Nil.

3 Notification of Extraordinary Business

Nil.

4 Ashburton Airport activity updates

The Subcommittee received an update from Commercial Property Officers that included information from annual meetings held with the Airport User Group.

The Subcommittee heard that Officers are continuing to work with aviation and non-aviation contractors at the airport to identify responsibilities and the overall direction for risk management.

A new valuation is being obtained for the airport which will provide the rate/m² for commercial, recreational, community and cropping. Council has previously resolved that full market rates will be applied to all new leases at the Airport.

Officers will continue to work with the Airport user group to model proposed landing fees for inclusion in the Long-term Plan 2024-34

That the Ashburton Airport Authority Subcommittee receives the report.

Lovett/Mackle

Carried

Business transacted with the public excluded – 9.50am

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

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
5	NZ Airline Academy – flight school	Section 7(2)(h)	Commercial activities

Lovett/Mackle

Carried

The meeting concluded at 10.24am.

7. *End-of-year performance reports*

Author	<i>Emily Reed; Corporate Planner</i>
Activity Manager	<i>Mark Low; Strategy & Policy Manager</i>
Executive Team Member	<i>Toni Durham; GM Democracy & Engagement</i>

Summary

- The purpose of this report is provide the end-of-year non-financial reporting against the performance measures set for Year 2 of the Long-Term Plan 2021-31.
- These results are for the 2022/23 financial year, from 1 July 2022 – 30 June 2023.

Recommendation

- 4. That** Council receives the end-of-year non-financial performance report.

Attachment

Appendix 1 End-of-year non-financial performance measures report

Background

The current situation

1. Council monitors its progress towards achieving the non-financial performance measures. These are reported to Council mid-way through the financial year and at the end of the financial year.
2. As part of the long-term plan process, Council sets levels of service for each activity. Accompanying these levels of services are performance measures and targets.
3. Performance measures enable Council and the community to assess whether the levels of service are being delivered to the community. Targets for each performance measure show the level of achievement Council is aiming for each year.
4. The end of year non-financial performance results are also included in Council's Annual Report 2022/23. These measures are yet to be formally audited, so some changes to the reported measures in this report may occur.

Legal/policy implications

Legislation

5. Council is required (Local Government Act 2002) to report against the performance targets set for each activity in the Annual Report.
6. While Council isn't required by legislation to provide progress reports, to do so informs both Council and the community with how well Council is tracking on a timely basis.

Climate change

7. There are no direct impacts on climate change from adopting this report.

Strategic alignment

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	This report relates to all four well-beings as the questions relate to all activities of Council.
Environmental	✓	
Cultural	✓	
Social	✓	

Financial implications

Requirement	Explanation
What is the cost?	Monitoring Council's performance is met from within existing budgets.
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Community Planning
Are there any future budget implications?	No
Reviewed by Finance	<i>Not required</i>

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Level of engagement selected	1 – Inform the community
Rationale for selecting level of engagement	The community will be informed of Council's progress in achieving the non-financial performance measures.
Reviewed by Strategy & Policy	<i>Mark Low; Strategy and Policy Manager</i>

Appendix 1

END-OF-YEAR NON-FINANCIAL PERFORMANCE MEASURES REPORT

1.1 Drinking Water

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide quality drinking water to connected properties	All Council drinking water schemes achieve bacterial compliance*	92%	100%	66.66%	<p>Ashburton supply failed due to missed E.coli samples.</p> <p>Methven supply failed due to not meeting UV dose target in January (20 days) & March (1 day)</p> <p>Rakaia Supply failed due to not meeting Chlorine contact time target in February (1 day)</p> <p>Montalto Supply failed due to 3 E.coli detections (2 in February, 1 in March)</p>
	All Council drinking water schemes achieve protozoal compliance*	0%	100%	0%	<p>Ashburton Rakaia, Hinds, Dromore, Mayfield, Fairton and Chertsey supplies have lost secure ground-water status and are therefore no longer protozoa compliant. Methven, Mount Somers and Hakatere have protozoa treatment in place. But investigations indicate further upgrading is necessary. Rural schemes Methven/Springfield & Montalto are currently without protozoa treatment pending upgrades.</p>
Council contractors respond to drinking water failures and requests with median response times	Median response time (in hours) to urgent and non-urgent callouts*	Urgent call-out attendance	0.42 hours (25 minutes)	1 hour	0.98 hours (59 minutes)
		Urgent call-out resolution	2.3 hours	4 hours	4 Hours

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
	Non-urgent call-out attendance	1.82 days (43.8 hours)	1 day	1.83 days (44.01 hours)	
	Non-urgent call-out resolution	2 days (48.1 hours)	5 days	2.04 days (49.06 hours)	
We provide efficient and sustainable drinking water services	Reduction in real water loss from the reticulated systems*	57%	34%	59%	Not all properties on Council supplies are metered and so the approved water loss calculation yields a coarse figure and includes losses on private reticulation
	Reduction in average consumption (per resident per day)*	732 L	≤720 L	790 L	
The majority of residents are satisfied with our drinking water services	Customer satisfaction with drinking water services* a) Clarity b) Taste c) Odour d) Pressure or flow e) Continuity of supply f) Council's response to any of these issues	7.78 complaints / 1,000 connections	≤ 10 complaints / 1,000 connections	4.96 complaints / 1,000 connections	
	Residents are satisfied with Council's drinking water supplies	74%	80%	80%	

* Mandatory measure set by the Department of Internal Affairs

1.2 Wastewater

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)		2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide an efficient and sustainable wastewater service	Dry weather overflow incidents*		0.91 / 1000 connections	≤1.0/1000 connections	1.00/1000 connections	
	Compliance with resource consents*	Abatement notices	0	0	0	
		Infringement notices	0	0	0	
		Enforcement orders	0	0	0	
		Convictions	0	0	0	
Council contractors respond to wastewater failures and requests with median response times	Median response time (in hours) to callouts*	Call-out attendance time	0.62 hours (37 minutes)	1 hour	0.78 hours (46.9 minutes)	
		Call-out resolution	2.35 hours	4 hours	1.83 hours (109.5 minutes)	
The majority of residents are satisfied with our wastewater services	Customer satisfaction with wastewater services*	a) Sewage odour	5.77	≤10	8.23	
		b) Sewerage system faults	complaints/ 1,000	complaints/ 1,000	complaints/ 1,000	
		c) Sewerage system blockages	connections	connections	connections	
		d) Council's response to issues with our sewerage system				

* Mandatory measure set by the Department of Internal Affairs

1.3 Stormwater

WHAT WE'RE WORKING TOWARDS	HOW WE'LL MEASURE PROGRESS		2021/22 RESULTS	2022/23 TARGET	2022/23 REESULTS	COMMENTS
(Levels of service)						
We provide protection from flooding for private properties	Flooding events from stormwater overflows *	The number of flooding events	0	0	0	
		The number of habitable floors affected for each flooding event	0	0	0	
	Median response time (in hours) to callouts *		N/A	1 hour	N/A	
We provide efficient and sustainable stormwater services	Compliance with resource consents *	Abatement notices	0	0	0	
		Infringement notices	0	0	0	
		Enforcement notices	0	0	0	
		Convictions	0	0	0	
The majority of residents are satisfied with our stormwater services	Customer satisfaction with stormwater services (complaints / 1,000 connections) *		1.11 complaints / 1,000 connections	≤5 complaints / 1,000 connection s	1.81 complaints / 1,000 connections	

* Mandatory measure set by the Department of Internal Affairs

1.4 Stockwater

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS Performance measures)		2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide efficient and sustainable stockwater services	Compliance with resource consents	Abatement notices	0	0	1	Due to a weir renewal carried out without consent. Addressing this abatement is under active mgmt. at present.
		Infringement notices	0	0	0	
		Enforcement orders	0	0	0	
		Convictions	0	0	0	

1.5 Transportation

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide quality transportation services for the district	The footpath network is well maintained *	99%	85%	99%	Includes footpaths rated average, good, or excellent
	The sealed local road network is smooth *	96%	90%	98%	
	The sealed local road network is well maintained *	5.3%	4%	4.9%	61.86 km reseals 13.30 km rehabilitations
	<i>The percentage of the sealed network that is resurfaced each year. Reseals and rehabilitations included.</i>				
	Volume of metal replaced on unsealed roads *	55,357m ³	≥48,000m ³ #	36,545m ³	Plus 29,320m ³ as part of flood repairs
	Reduction in fatalities on local roads *	-3	Decrease from previous year	-3	4 in 2021/22 1 in 2022/23
	<i>The change in the number from the previous financial year.</i>				
Council contractors respond to transportation network failures and requests within required response times	Reduction in serious injury crashes on local roads *	0	Decrease from previous year	+6	7 in 2021/22 13 in 2022/23
	<i>The change in the number from the previous financial year.</i>				
The majority of residents are satisfied with Council's transportation services	Roading service requests are responded to within 5 working days *	90%	75%	98%	
	Footpath service requests are responded to within 5 working days *	90%	75%	98%	
The majority of residents are satisfied with Council's transportation services	Residents are satisfied with Council's unsealed roads	46%	60%	46%	Of those who were dissatisfied, reasons given were: poor maintenance/quality of roads (39%), too many potholes (36%), grading not done soon enough/poor grading (32%).
	Residents are satisfied with Council's sealed roads	24%	45%	26%	Of those who were dissatisfied, reasons given were: too many potholes (72%), repairs

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
					need to be fixed again too soon/cheap repairs (35%), poor maintenance/quality of roads (29%).
* Mandatory measure set by the Department of Internal Affairs					
# 3 yearly average					

1.6 Waste Reduction & Recovery

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide kerbside collection services to the majority of residents in the district	Increase the volume of recyclable material from kerbside collection services	+17.6%	+1%	-3.8%	2020/21 – 2,556t 2021/22 – 3,006t 2022/23 – 2,891t The result is adversely affected by the significant increase the previous year.
	Residents are satisfied with rubbish and recycling services in the district	85%	90%	83%	Of those who were dissatisfied, 40% noted no service available, 19% no bins provided for green waste, 16% wanted more things to be included in kerbside recycling and 15% noted the household bins provided are too small.
We provide waste reduction and recovery facilities throughout the district	Increase the volume of recyclable/recoverable material recovered from the waste stream	+1.1%	+1%	+5.7%	Good progress made with waste diversion at the Ashburton Resource recovery park.

1.7 Community Governance & Decision-Making

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
The community is informed of, and involved in, local decision making	Residents are satisfied that the Council provides opportunities to have their say	86%	80%	90%	
	Residents are satisfied with the quality of information about Council activities and events	94%	90%	94%	
The community's views are taken fully into account for effective governance by elected members	Residents are satisfied with the performance of the Mayor and councillors	83%	80%	86%	
Community-led projects are well supported to enhance community development and wellbeing	Residents are satisfied that the Council provides opportunities for grants and funding to support community-led projects	97%	90%	95%	

1.8 Economic Development

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
Commercial property assets that are financially sustainable	Occupancy of all commercial tenancies at or above 95% at all times	98%	≥95%	98%	
Council builds relationships and collaborates with all sectors in the business community	Resident satisfaction with Council's roles in economic, business and tourism development	87%	90%	86%	Of those who were dissatisfied, 26% wanted more support for local or small businesses, 22% noted the importance of transparency and accountability.

1.9 Community Services

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
Council will provide rental accommodation that meets the specific needs of eligible elderly members of the community	Occupancy rates of available Elderly Persons Housing	94%	95%	95%	
The majority of residents are satisfied with Council-provided public conveniences	Residents are satisfied with Council-provided public conveniences	96%	90%	93%	
We support the safety of Ashburton District	Residents are satisfied with Council's provision of CCTV, street lighting and security patrols within the district	90%	85%	88%	

1.10 Parks & Open Spaces

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide residents with accessible, fit for purpose parks & open spaces	Urban residents live within 400 metres of a park or open space.	95%	95%	95%	
	Residents throughout the district have access to sports parks (per 1,000 residents).	3.4 ha	≥3.5 ha	3.4ha	
Council responds to parks & open spaces failures and requests	Complaints are responded to within ten working days.	87%	75%	75%	
The majority of residents are satisfied with our parks & open spaces	Residents are satisfied with Council-provided parks & open spaces	95%	95%	95%	
Council responds to cemetery failures and requests	Complaints are responded to within ten working days	100%	95%	67%	Complaints were responded to within timeline. Sign-off was delayed
The majority of residents are satisfied with our cemeteries	Residents are satisfied with Council-provided cemeteries	98%	95%	97%	

1.11 Recreation Facilities

WHAT WE'RE WORKING TOWARDS	HOW WE'LL MEASURE PROGRESS	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
Levels of service	Performance measures				
We provide all residents and visitors with accessible library resources for recreation and discovery	Most households in the district utilise the library	47%	55%	48%	Measured through the Annual Residents' Survey.
	Number of activity and programme sessions delivered in the library / by the library team across the year aimed at:				
	Children	248	350	382	
	Teens	6	150	56	This target has been adjusted In the LTP to 50 programmes in future.
	Adults	152	100	231	
We will have a library that is a welcoming and community-centred destination	Users are satisfied with Council's library services	97%	95%	96%	
	Free public internet sessions (Aotearoa People's Network Kaharoa) are well utilised	27,286	40,000	29,374	Most sessions are Wifi as many users have their own devices now.
We provide a modern museum for the community that aligns with NZ Museum Standards	Museum programmes and services are well utilised and increasing	14,504	25,500	24,586	
	Ashburton Museum meets New Zealand Museum Standards	80%	75%	80%	
The majority of users are satisfied with the Museum	Users are satisfied with Council-provided Museum services and programmes	96%	92%	94%	
We provide quality gym, pool, and stadium facilities	EA Networks Centre is well utilised	300,848	485,000	442,139	Result impacted by shortened hours and maintenance shutdowns
The majority of users are satisfied with EA Networks Centre	Users are satisfied with EA Networks Centre services and programmes	87%	90%	88%	Of those who were dissatisfied, 47% mentioned better opening hours/more classes/more staff. 36% said it was too expensive.

1.12 Building Regulation

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide quality building regulation services	Building consents are processed and decisions made within 20 working days	44.7%	100%	55.8%	383 out of 686 building consents were processed within 20 working days
	Code of Compliance Certificates are processed and decisions made within 20 working days	98.7%	100%	99.3%	724 out of 729 certificates were issued within 20 working days
	Buildings with compliance schedules are audited each year	10.6%	10%	10%	68 out of 680 buildings were audited this year
	A third of known swimming pool fences are inspected every year	100%	100%	100%	183 out of 183 pool fences were inspected this year
Council responds to concerns with building regulation services within required response times	Building service complaints are responded to within two working days	100%	100%	100%	2 complaints were received and both were responded to on the day of receipt

1.13 District Planning

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide quality district planning services	Resource consent applications and exemptions are determined within statutory timeframes	97.5%	100%	96.4%	188 of 195 Resource consents processed within timeframes.
	Subdivision plan approval certificates (RMA s.223) are determined within ten working days	88%	100%	88%	68 of 77 Certificates were issued within timeframes.
Council responds to concerns with district planning services within required response times	District planning service complaints are responded to within five working days	99%	100%	92%	11 of 12 requests were responded to within timeframes.
The majority of residents are satisfied with the standard of our district planning services	Residents are satisfied with the standard of Council's planning services	79%	80%	79%	

1.14 Emergency Management

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We support emergency preparedness through community-based emergency management	A community response plan is developed or renewed annually	1	1	3	New plan for Rangitata, reviews of Methven and Ashburton Lakes completed.
The majority of residents are satisfied with the standard of our civil defence services	Residents are satisfied with the civil defence services provided by Council	96%	95%	97%	

1.15 Land Information

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide quality land information services efficiently	LIM applications are processed within ten working days	100%	100%	100%	All 715 LIM applications approved within timeframes.

1.16 Regulatory Compliance

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
We provide quality alcohol licensing services	Licensed premises are monitored each year	100%	100%	100%	All Licensed premises are monitored according to risk. Monitoring of high risk premises for under -age drinking was also conducted in conjunction with the Police (all passed).
	Stakeholder meetings are held each year	13	10	12	Regular meetings were held throughout the year with stakeholders and tri-agency staff
The majority of residents are satisfied with Council's role in alcohol licensing	Residents are satisfied with how Council undertakes its role in alcohol licensing	91%	85%	90%	
We provide quality animal control services	Known dogs are registered (includes dogs otherwise accounted for)	98.9%	95%	98%	We registered 6892 of 7004 known dogs
Council contractors respond to animal control incidents within contractual response times	Urgent incidents are responded to within one hour	100%	100%	100%	34 urgent incidents were reported and all responded to within one hour
	Found, wandering or barking dog incidents are responded to within five working days	100%	100%	95%	716 non-urgent incidents were reported. 65 non-incidents were responded to outside of the timeframe due to a change in the After Hours operator and some reporting delays to our contractor, which has been addressed.
The majority of residents are satisfied with our animal control services	Residents are satisfied with Council's animal control services	88%	80%	87%	
We provide quality environmental health services	Registered food premises are	92%	80%	97%	92 out 94 food verification audits scheduled for the

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2021/22 RESULTS	2022/23 TARGET	2022/23 RESULTS	COMMENTS
	appropriately risk assessed each year				reporting year were conducted
Council contractors respond to environmental health issues within contractual response times	Noise complaints are responded to within two hours	100%	100%	100%	353 noise complaints received and all responded to within two hours

8. Draft Local Alcohol Policy

Author	<i>Femke van der Valk; Policy Advisor</i>
Activity Manager	<i>Rick Catchpole; Environmental Monitoring Manager</i>
Executive Team Member	<i>Jane Donaldson; GM Compliance & Development</i>

Summary

- A review of Council's current 'Local Alcohol Policy' (LAP) has been completed and [consultation](#) with the community was undertaken from 14 June to 14 July 2023.
- On 3 August 2023, Council deliberated on the submissions received, and discussed the community feedback.
- The provided feedback led to Council considering the following changes to the policy:
 - Extending the maximum trading hours of the footpath area from 12am (midnight) to 1am.
 - Removing the distinction between 'Ashburton urban' and 'all other areas' for the One-way door restriction.
- Council has the following options:
 - Make the proposed amendments to the policy and consult on the draft Local Alcohol Policy;
 - Continue the policy without amendments;
 - Agree to further changes to the policy and consult on an amended draft policy.

Recommendation(s)

- 1. That** Council approves the draft Local Alcohol Policy for consultation from 27 September to 25 October 2023.
- 2. That** Council adopts the Local Alcohol Policy consultation document.

Attachment

- Appendix 1** Draft Local Alcohol Policy
- Appendix 2** Local Alcohol Policy consultation document – round 2

Background

The current situation

1. Council currently has a Local Alcohol Policy (LAP). The process to develop the LAP started with a Council decision in December 2012. The entire procedure, including public consultation, a provisional LAP, appeals, negotiations and Alcohol and Regulatory Licensing Authority (ARLA) approval led to the adoption and implementation of the policy on 26 August 2017.
2. It is not a statutory requirement to have a LAP but by having one in place, Ashburton District Council has greater controls over when, where and how alcohol is sold in the district.
3. The objectives of the Local Alcohol Policy are;
 - To ensure the decision-making framework within which the DLC and ARLA make decisions is clearly defined for applicants, the community and decision-makers;
 - To provide a consistent approach to licensing throughout the district while retaining the ability to include conditions appropriate to each situation.
 - To promote the safe and responsible sale, supply and consumption of alcohol within Ashburton District.
 - To contribute to the minimisation of harm caused by excessive or inappropriate consumption of alcohol.
 - To provide for the community's views on licensing matters to be considered in licensing decisions.
4. Under the Sale and Supply of Alcohol Act 2012, the policy is required to be reviewed via special consultative procedure every six years, making it due for review in 2023.
5. On 31 August 2023 the Sale and Supply of Alcohol (Community Participation) Amendment Bill came into force. This affects the current **review process** in the following way:
 - The requirement for producing a provisional LAP and the ability for parties to appeal a provisional LAP to the ARLA are removed;
 - Regulations related to public notification after a provisional LAP has been adopted are removed;
 - These changes in the Act came into force immediately. The transitional provisions inserted through the new Schedule 1AA state the new rules in the Act regarding the LAP review process apply to draft LAPs that were in progress as at 30 August 2023 (which includes Council's draft LAP).

Previous Council direction

6. On 7 June 2023, Council adopted the current Local Alcohol Policy for consultation.
7. The policy was open for consultation from 14 June to 14 July 2023. A total of 42 submissions were received. Seven submitters spoke at the public hearing on 3 August 2023.

8. Issues addressed by the community were the following:

- Local Alcohol Policy not making most of the opportunities and tools provided in the Sale and Supply of Alcohol Act to add further measures in preventing alcohol-related harm, like the introduction of a cap on the number of licences, acknowledgement of sensitive sites and further restrictions of trading hours.
- The Methven community referred to the issues created by the early closing hours of licensed premises in Methven, with a specific reference to The Blue Pub. Officers explained that the current on-licence of The Blue Pub allows the premises to stay open till 2am. The Blue Pub indicated that the separate footpath trading hours makes it difficult for them to stay open late as they have to manage the outdoor seating area closing at 12am. The current trading hours on the website of The Blue Pub state they close at 11pm latest (Friday and Saturday).
- Distinction in the policy between the 'Ashburton urban area' and 'all other areas of the district' for the one-way door restriction.
- Policy being too restrictive (requests to expand trading hours and fewer controls)
- Comments on the licencing process and discretionary restrictions applied. Officers clarified this is the role of DLC and Council has no control over these decisions.

9. Council deliberations were held on 3 August 2023. During the deliberations Council considered the community feedback and recommended the following changes to the policy, which are now implemented in the Draft Local Alcohol Policy:

- Extending the Footpath area trading hours for On-Licences from closing at 12.00am (midnight) to 1.00am;
- Removing the distinction between 'Ashburton urban' and 'all other areas' for the One-way door restriction, making it applicable for all the on-licences in the district.

10. Legislation requires public consultation on the draft policy if any changes are proposed. If Council decides to make amendments to the policy consultation is scheduled from 27 September till 25 October 2023.

Interested and affected parties

11. Following the deliberations in August officers contacted the tri-agency (NZ Police, Medical Officer of Health and the Alcohol Licensing Inspector) to collect feedback on the proposed changes.

12. **NZ Police** provided the following feedback;

- i. Footpath trading hours: *'Police are to a degree taking an ambivalent position on this but, in principle, support the Council proposal on this. The likely issues arising are*

primarily around 'noise' – and it is Council who administer, and would receive related complaints regarding, noise compliance. We also acknowledge the different hours for interior and exterior areas could be challenging for licensees as, particularly small premises who rely on footpath areas for smoking / vaping, likely experience conflict from patrons who want to continue to utilise the outside areas to do so.

We encourage a pragmatic approach here and note that it is unlikely additional issues will arise from the extension. Should public order problems arise as a result of extension of hours the Agencies could address those individually at the renewal of the relevant on licences.'

- ii. One-way door restriction: Police would fully support the extension of this policy to all On-licence premises – albeit this tool is primarily aimed at premises operating as Taverns (rather than restaurants etc). The experience in that regard across Canterbury District is that a consistent policy both reduces public order problems AND positively influences patron behaviour. It also assists licensees and Duty Managers in terms of them having a greater ability for the ongoing monitoring of individual patron or group consumption and reduces conflict arising from patrons being refused entry when moving between venues.

There may be some initial patron resistance to such a change but, especially if it is publicly notified and advertised by licensees, they will come to accept it as standard'.

13. Te Whatu Ora (Health New Zealand) indicated;

- Footpath trading hours: 'We would not support this move as we don't see it supporting the reduction in alcohol related harm. As we mentioned in our submission, our objective is around reducing consumption, so increase in hours would not support that. Listening to the submissions on the day, we do have concerns that the issues raised about this change in policy, is potentially a lack of control of a licensed area. Currently this is an area designated for outdoor dining rather than outdoor drinking and therefore, midnight seems a reasonable time to be moving people on or inside.
- One-way door restriction: 'we are supportive of this move to be consistent across the district as this has been shown to be an effective tool to reducing alcohol related harm'.

14. Alcohol Licencing Inspector:

- Footpath trading hours: 'I support the position by Health, that extending the use of the footpath for one hour, will contribute rather than minimise alcohol related harm. I believe that for premises with a 2am licence, this only **moves the problem** rather than solves the problem of closing the area and removing patrons. From my experience, monitoring after 12am, I foresee that the ability to move people on will be even more difficult, as they will have consumed more alcohol. This may also have a knock-on effect to the policing of one-way door restrictions in that patrons need to be **inside** a premises before 1am. The consequence may be that more people will end up locked out and wandering around or creating disturbance at 1am.'

- One-way door restriction: *'I am in favour of this change to have it applied to all premises with a 2am licence in our district. The only comment made to me from one rural operator, was that traditional taverns have multiple entrances and exits and may find it harder to meet this requirement.'*

15. Officers also contacted the premises in the district that have an On-Licence and a Licence to Occupy the Footpath (LTO) to collect feedback on the potential change in trading hours of the footpath area. The following feedback was provided:

- **Kelly's:** *'it would be beneficial to finish at 1am'*
- **The Blue Pub:** *'From our business perspective the current trading hours being shorter than our licensed area is difficult. Changing the defined licensed area at 12am to not include the footpath would require moving patrons and our structure to ensure that the licensed area is clearly defined and no alcohol is leaving the licensed premise. We would welcome the potential change and make use of the extra hour. It will benefit the local community with people being able to be in a safe controlled environment.'*

No feedback was received from **Cleavers Corner**, **Armadillos** and **The Dubliner** (currently closes at 12) at the time of writing.

Options analysis

Option one – Council approves the draft Local Alcohol Policy for consultation from 27 September to 25 October 2023 (recommended option).

16. Council can decide to adopt the draft for consultation, as attached in appendix 1. This draft has incorporated the changes as discussed during the deliberations, being the extension of the footpath trading hours from 12am (midnight) till 1am and the one-way door restriction to apply for the entire district (no urban/rural distinction).

<p>Advantages:</p> <ul style="list-style-type: none"> - Council responded to some of the community feedback that was provided. - Equal treatment of licence holders with the removal of the urban and rural distinction for the one-way door restriction. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> - The proposed change of extending the footpath trading hours does not match the policy objective. By extending trading hours it increases, rather than minimises, potential harm caused by excessive or inappropriate consumption of alcohol. - The changes would require a second consultation on the same policy (additional costs). - Council could add further measures in preventing alcohol-related harm.
<p>Risks:</p>	

- Going through the process of changing the maximum footpath trading hours does not guarantee that the issue brought up during consultation of licensed premises closing early in Methven will be solved.
- The current policy allows pubs to be open till 2am and licensed premises can still have other reasons/motivations to close early (i.e. staff shortages, not enough space inside the premises, intoxication management etc.) despite the change of footpath trading hours.
- Reputational risk: Council could be considered not to acknowledge the risk of alcohol related harm with extending the trading hours.
- Change of footpath trading hours not supported by Health/Alcohol Licensing Inspector.
- Potential 'clash' of 1am closing time of footpath area with one-way door restriction at the same time, meaning all patrons have to be inside by 1am.

Option two – Council decides to adopt the consulted on Local Alcohol Policy without amendment, maintaining the current policy

17. Under this option Council can decide to adopt the consulted-on policy without making any amendment.

<p>Advantages:</p> <ul style="list-style-type: none"> - Community had the opportunity to provide feedback during the first consultation, no additional costs for a second round of consultation. - Retain a policy that works well according to some community groups and businesses in the district. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> - Community feedback on uniform approach one-way door restriction not reflected in policy. - Community feedback on trading hours footpath area not reflected in the policy.
<p>Risks:</p> <ul style="list-style-type: none"> - Reputational risk of community not feeling 'heard'. - Council could be considered as not making best use of the opportunity to add further measures in preventing alcohol-related harm. 	

Option three – Council agrees to further changes to the policy and consult on an amended draft policy.

18. Under this option Council can decide to agree on further changes to the draft policy and consult with the community.

<p>Advantages:</p> <ul style="list-style-type: none"> - Council could add further measures in preventing alcohol-related harm. - Council could be responding to more community feedback. 	<p>Disadvantages:</p> <ul style="list-style-type: none"> - The changes would require a second consultation on the same policy (additional costs). - Will require further work depending on changes sought. - Will extend process further
<p>Risks: <i>Depends on the proposed changes.</i></p>	

Legal/policy implications

19. The **Sale and Supply of Alcohol Act 2012** ([Subpart 2](#), section 75 -97) (*the Act*) empowers local authorities to implement a policy governing aspects of the sale and/or supply and/or consumption of alcohol in their district, to allow local variations of nationally mandated regulations to reflect local views.
20. On 30 August 2023 the [Sale and Supply of Alcohol Act \(Community Participation\) Amendment Bill](#) was given Royal assent. Apart from the consequences for the review process mentioned in paragraph 5, the Amendment Bill includes a number of changes to the licensing process, such as:
 - Allowing any person or group to object to a licence application, with a narrow exception for trade competitors;
 - Extending the timeframe for objecting, to give people more time to prepare evidence;
 - Removing the ability to cross-examine at alcohol licensing hearing.
21. [Section 97](#) of the Act requires a Council to review its Local Alcohol Policy every 6 years using the special consultative procedure as described in [section 83](#) and 87 in the **Local Government Act 2002**.
22. [Section 96](#) of the Act also allows Council to revoke its Local Alcohol Policy.
23. If Council wishes to amend the Policy after consultation (as per the officer's recommendation in this report), [Section 95](#) in the Act refers to the amendment of local alcohol policies, stating:
 - (1) A territorial authority may amend its local alcohol policy.
 - (2) This Act, with any necessary modifications, applies to the amendment of a local alcohol policy as if it were the adoption of a local alcohol policy.

24. Therefore, any amendment to the Policy (as per the officer's recommendation) will result in Council going through the prescriptive policy adoption process in the Act, which in the amended section 79 states 'Territorial authority must consult on draft policy using special consultative procedure'.
25. Accordingly, if the officer's recommendation is adopted, Council will undertake a further round of consultation on the draft LAP. However, the recent changes to the Act mean that when Council adopts the LAP following this second consultation process, Council will give public notice of the final LAP and the LAP will be adopted 30 days after public notification. Previously, Council would only have been giving public notice of a provisional LAP following consultation, which submitters would then have the opportunity to appeal. As noted earlier, the appeal process is no longer available.

Climate change

26. Council's decision on the Local Alcohol Policy review is not expected to have an impact on Climate Change.

Review of legal / policy implications

Reviewed by In-house Counsel

Tania Paddock; Legal Counsel

Strategic alignment

27. The recommendation relates to Council's community outcome of 'A district of great spaces and places'.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Policy purpose: - Clear decision-making framework for licence applicants. - Consistent approach to licensing throughout the district while retaining the ability to include conditions appropriate to each situation
Environmental	X	
Cultural	X	
Social	✓	Purpose of policy - To promote the safe and responsible sale, supply and consumption of alcohol within Ashburton District. - To contribute to the minimisation of harm caused by excessive or inappropriate consumption of alcohol. - To provide for the community's views on licensing matters to be considered in licensing decisions

Financial implications

Requirement	Explanation
What is the cost?	Consultation: there are costs associated with the second consultation if Council wishes to make changes. These will be covered with existing budgets. The proposed changes in the draft will not have any significant financial impact.
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	S&P community consultation
Are there any future budget implications?	No
Reviewed by Finance	Leanne Macdonald, GM Business Support

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium
Rationale for selecting level of significance	The Local Alcohol Policy can be considered to have medium impact on the community. The review of the policy is required to consult with the community on the policy if Council decides to make changes which this report is facilitating.
Level of engagement selected	Consult – formal 2-way communication
Rationale for selecting level of engagement	Under the Sale and Supply of Alcohol Act 2012, Council is legally required to consult during a review of the policy and to do a second review if changes are proposed following the first public consultation. Submissions are scheduled from 27 September to 25 October 2023.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

DRAFT Policy

Local Alcohol Policy

COUNCIL COMMITTEE:	Council
DEPARTMENT:	Environmental Services
RESPONSIBILITY:	Environmental Services Group Manager
ADOPTED:	<u>5 April 2017 TBC</u>
<u>DATE EFFECTIVE:</u>	<u>28 August 2017 TBC</u>
REVIEW:	Every six years, or as required
CONSULTATION:	Special consultative procedure required
RELATED DOCUMENTS:	Sale and Supply of Alcohol Act 2012, Ashburton District Plan, Ashburton District Council Bylaws: Public Places Bylaw , <u>Use of Footpaths for</u> Alfresco Dining Policy.

Introduction

The object of the Sale and Supply of Alcohol Act 2012 is that the sale, supply and consumption of alcohol should be undertaken safely and responsibly; and harm caused by excessive or inappropriate consumption of alcohol should be minimised.

The Act requires that each territorial authority must establish a District Licensing Committee (DLC) to administer its responsibilities under the Act.

The Act enables territorial authorities to develop a Local Alcohol Policy (LAP), however it is not a statutory requirement to do so. A LAP is a set of policies made by Council, in consultation with its communities, concerning the sale, supply, or consumption of alcohol. Once in place, the DLC and the Alcohol Regulatory Licensing Authority (ARLA) must have regard to the LAP when making decisions on licensing applications.

This LAP has been developed to support the object of the Act. It sets out a framework for consistent decision making in the local administration of the Act and provides guidance to those who may be seeking to obtain or renew a licence under the Act.

Policy Objectives

The objectives of the Local Alcohol Policy are:

- To ensure the decision-making framework within which the DLC and ARLA make decisions is clearly defined for applicants, the community and decision-makers
- To provide a consistent approach to licensing throughout the district while retaining the ability

to include conditions appropriate to each situation.

- To promote the safe and responsible sale, supply and consumption of alcohol within Ashburton District.
- To contribute to the minimisation of harm caused by excessive or inappropriate consumption of alcohol.
- To provide for the community's views on licensing matters to be considered in licensing decisions.

Definitions

Act: means the Sale and Supply of Alcohol Act 2012.

Bar: in relation to a hotel or tavern, means a part of the hotel or tavern used principally or exclusively for the sale or consumption of alcohol.

Bottle store: retail premises where at least 85% of the annual sale revenue is expected to be earned from the sale of alcohol for consumption somewhere else.

BYO Restaurant: has the meaning of a business which principally supplies meals to the public for eating on the premises, but is endorsed under section 37 of the Act, meaning the licensee can:

- a) Allow diners to bring and consume alcohol on the premises
- b) Let the person who brought the alcohol there remove any of it from the restaurant if the container is sealed or resealed (refer section 15 of the Act).

Café: has the same meaning as restaurant in terms of licensing.

Club: means a body that:

- a) is a body corporate having as its object (or as one of its objects) participating in or promoting a sport or other recreational activity, otherwise than for gain; or
- b) Is a body corporate whose object is not (or none of whose objects is) gain; or
- c) Holds a permanent club charter

Club licence: where the licensee (club) can sell and supply alcohol for consumption on the club premises.

Council: means the Ashburton District Council.

Duty manager: means a manager of a licensed premises, who holds a manager's certificate and is appointed as a manager under the Act.

Duty person: means a person who manages a licensed premise and oversees the sale and consumption of alcohol, but may or may not be qualified or hold a manager's certificate.

Grocery store: means a shop that –

- a) Has the characteristics normally associated with shops of the kind commonly thought of as grocery shops; and
- b) Comprises of premises where
 - (i) A range of food products and other household items are sold; but
 - (ii) The principal business is, or will be, the sale of food products (refer section 33(1) of the Act).

Hotel: means premises used or intended to be used in the course of business principally for providing to the public –

- a) Lodging; and
- b) Alcohol, meals and refreshments for consumption on the premises.

Off-licence: Where an off-licence is held, the licensee can sell alcohol for consumption somewhere else.

On-licence: Where an on-licence is held (other than that endorsed under section 37 of the Act), the licensee can sell and supply alcohol for consumption on the premises.

One way door restrictions: a requirement that from the time stated in the restriction, no person is admitted (or re-admitted) entry into the premises unless he or she is an exempt person, such as the licensee or manager (see section 5(1) of the Act for a full list of exempt persons).

“Over the bar” off licence sales: Where the holder of both an on-licence and an off-licence has the same point of sale for both types of alcohol purchases (eg: off-licence purchases of alcohol to take away occur across the bar). The respective off-licence conditions of this policy apply to this type of off-licence sale.

Restaurant: Premises that are not a conveyance, and are used or intended to be used in the course of business principally for supplying meals to the public for eating on the premises.

Special licence: where the licensee can sell or supply alcohol to people attending an event or social gathering, in accordance with the licence. A special licence may be:

- An on-site special licence (for consumption there) or an off-site special licence (for consumption elsewhere)
- for a single event or a series of events
- to permit the sale and supply of liquor in a premises or conveyance that is not the subject of a licence
- to permit the sale and supply of alcohol by the holder of an on-licence or a club licence, in a licensed premise where the licensee wishes to operate outside the conditions of the licence

Nightclub: a place of entertainment open at night which normally provides music and space for dancing, and may provide entertainment shows (eg: comedy).

Supermarket: a premises which has the same characteristics as a grocery store, but with a floor area of at least 1,000m².

Tavern: a type of premises used or intended to be used in the course of business principally for providing alcohol and other refreshments to the public. A “tavern” includes premises that might generally be referred to as bars, pubs and nightclubs.

Policy Statement

1. Location of Licensed Premises

1.1. Licensed premises may be established in Ashburton District subject to:

- a) Meeting the relevant legislative requirements
- b) The premises being located within a ‘business zone’ of the Ashburton District ~~Council District~~ Plan or otherwise permitted by way of resource consent;
- c) Obtaining and complying with necessary resource consent(s)
- d) Meeting the requirements of this policy and being issued a licence by the DLC or the ARLA.

1.2. Applications to have outdoor areas (eg: smoking areas) included in the licensed area of a premises will be considered on a case-by-case basis, in line with section 105 of the Act.

2. Controls Relating to On-Licence Premises

2.1. Hours for On-Licences

2.1.1. Licences for the sale and supply of alcohol in on-licence premises may be granted for the following maximum hours of operation:

Type of premise	Maximum Trading Hours
Tavern (including hotel bars)	Monday - Sunday, 7.00am – 2.00am the following day
Restaurant or café	Monday – Sunday, 7.00am – 1.00am the following day
Footpath areas – tavern, restaurant or café.	Monday – Sunday, 7.00am – 12.00am (midnight)

2.1.2. Amongst other considerations in section 105(1) of the Act, the DLC is required to consider the impact of any application on the amenity and good order of the locality resulting from the proposed activity. If the DLC decides the granting of a licence will impact on amenity and good order of the locality to more than a minor extent, the DLC has the discretion to set more restrictive maximum trading hours than prescribed in 2.1.1. In making any decisions of this nature the DLC should have regard to the variation to maximum hours being consistent with other premises where decisions of this type have been made.

2.1.3. District Plan rules provide different operating hour limits to those detailed in this policy. Generally, with resource consent, the hours contained in this policy will apply, but the provisions of this policy may not over-ride any resource consent conditions.

2.2. One Way Door Restriction

2.2.1. A one-way door restriction will apply to all on-licence premises in the Ashburton District urban area (see map attached) from 1.00am.

~~A one-way door restriction may be applied as a discretionary condition for an on-licence at any other location in the district if the DLC decides this will assist in mitigating any negative impact on the amenity and good order of the locality.~~

Location of tavern / bar / pub / nightclub	One way door restriction
Ashburton urban area (defined by map)	Mandatory, from 1.00am
All other areas of the district	At the discretion of the DLC

2.3. Discretionary Conditions for On-Licences

2.3.1. The Act enables the DLC to issue a licence subject to discretionary conditions that are consistent with the Act.

2.3.2. For tavern-style on-licences, part or all of the premises will be designated as a supervised area. Premises that hold a restaurant-style on-licence will not be required to have designated areas.

2.3.3. Other discretionary conditions may be added to the conditions imposed on an on-licence. These may include, but not be limited to:

- A one way door restriction
- Restriction on the number of drinks that can be ordered after a specified time, and time of last orders.
- A requirement for more than one duty manager to be on the premises to effectively oversee sale and supply of alcohol.
- Requirement to have a written and operative host responsibility policy and to display it in a public part of the licensed premises at all times.
- Provision of security personnel at entrances to the premises after a specified hour on (a) specified day/s
- Installation and operation of CCTV cameras inside and/ or outside the premises
- Provision of exterior lighting for the purpose of promoting safety

2.3.4. Further discretionary conditions may be imposed by the DLC as long as they are consistent with

- a) the object of the Act, and;
- b) the criteria listed in sections 110 and 117 of the Act
- c) the objectives of this policy

2.4. BYO Restaurants and Caterers

2.4.1. Policies relating to on-licences also apply to BYO restaurants (endorsed under section 37 of the Act) and caterers (endorsed under section 38 of the Act).

3. Controls Relating to Off-Licence Premises

3.1. Hours for Off-Licence Premises

3.1.1. Licences for the sale of alcohol for off-licensed premises may be granted for the following maximum hours of operation:

Type of Premise	Maximum Trading Hours
All types of off-licence premises	Monday – Sunday, 7.00am – 9.30pm

3.1.2. The DLC has the discretion to set more restrictive maximum trading hours than prescribed in this LAP. For example, in a situation where the impact on amenity and good order of the locality is considered to be more than to a minor extent, the DLC may set more restrictive trading hours.

3.1.3. The District Plan rules provide different operating hour limits to those detailed in this policy. Generally, with resource consent, the hours contained in this policy will apply, but the provisions of this policy may not over-ride any resource consent conditions.

3.1.4. “Over-the-bar” off-licence sales are subject to the maximum off-licence hours detailed in this section.

3.1.5. Club off-licence trading hours (for clubs with an associated off-licence) are subject to the

maximum trading hours detailed in this section; and will be no later than the operating hours of the club.

3.2. Discretionary Conditions for Off-Licences

3.2.1. The Act enables the DLC to issue a licence subject to discretionary conditions that are consistent with the Act.

3.2.2. In general, the off-licence areas of hotels, taverns, and stand-alone bottle stores will be designated as supervised areas.

3.2.3. Other discretionary conditions may be imposed on an off-licence. These may include but not be limited to application of the principles of Crime Prevention Through Environmental Design (CPTED). Off-licence premises will give effect to the principles of CPTED where they achieve outcomes (where applicable to the individual premises) including:

- Lighting
 - to enable passive surveillance by staff and active surveillance by CCTV
 - to enable customers to be seen as they enter the premises
 - to enable staff to check IDs
 - External areas such as car parks and loading bays are well lit, subject to the requirements of any resource consent or District Plan rule
- CCTV
 - Installation of CCTV in suitable locations to monitor vulnerable areas (areas that are not easily or continuously monitored by staff)
- Staff
 - There are sufficient numbers of staff to ensure control of the premises during trading hours

3.2.4. Further discretionary conditions may be imposed by the DLC as long as they meet

- a) the object of the Act, and;
- b) the criteria listed in sections 116 and 117 of the Act
- c) the objectives of this policy

4. Controls Relating to Club Licences

4.1. Hours for Club Licences

4.1.1. Licences for the sale and supply of alcohol in club premises may be granted for the following maximum hours of operation:

Type of Premise	Maximum Trading Hours
All types of club-licence premises	At the discretion of the District Licensing Committee

- 4.1.2. The normal hours of operation for club licences should reflect the hours of operation of the principal club activity. Recommended maximum trading hours are Sunday – Thursday, 10.00am – 10.00pm, and Friday and Saturday, 9.00am – 12.00am (midnight). Any application for hours outside the recommended maximum will be assessed on its merits.

4.2. Discretionary Conditions for Club-Licences

- 4.2.1. The Act enables the DLC to issue a licence subject to discretionary conditions that are consistent with the Act.
- 4.2.2. In general, premises that are licensed as a club will not be required to have designated areas.
- 4.2.3. The approved licensed area for sports clubs may not include any field or sport-playing area.
- 4.2.4. Club-licensed premises are required to have a qualified manager on duty at the premises when alcohol is being sold or supplied and the number of persons present exceeds twenty.
- 4.2.5. Other discretionary conditions may be imposed for a club licence. These may include but not be limited to:
- Restriction on the number of drinks that can be ordered after a specified time, and time of last orders.
 - Alcohol to be sold or supplied only in plastic containers
 - Requirement to have a written and operative host responsibility policy and to display it in a public part of the licensed premises at all times.
 - Provision of security personnel at entrances to premise after a specified hour on (a) specified day/s
 - Installation and operation of CCTV cameras inside and /or outside the premises
 - Provision of exterior lighting for the purpose of promoting safety
- 4.2.6. Further discretionary conditions may be imposed by the DLC as long as they meet
- a) the object of the Act, and;
 - b) the criteria listed in sections 116 and 117 of the Act
 - c) objectives of this policy

5. Controls Relating to Chartered Clubs

- 5.1. Controls for chartered clubs will be the same as the controls for on-licences and/or off-licences, detailed in sections 2 and 3 of this policy.

6. Controls Relating to Special Licences

6.1. Hours for Special Licences

6.1.1. The hours approved for a special licence will depend on the location, type of premises, activity and participants of the event.

Type of Premise	Maximum Trading Hours
All special licences	At the discretion of the DLC

6.2. Discretionary Conditions for Special Licences

6.2.1. The Act enables the DLC to issue a licence subject to discretionary conditions that are consistent with the Act.

6.2.2. Any discretionary conditions on special licences will depend on the main activity, location, type of premises and likely participants.

6.2.3. Discretionary conditions that may be imposed for a special licence include but are not be limited to:

- Restriction on the number of drinks that can be ordered after a specified time, and time of last orders
- Requiring alcohol to be sold or supplied only in plastic containers
- Requirement to have a written and operative host responsibility policy
- Requirement for a duty person to hold a managers certificate, or otherwise show sufficient knowledge of their responsibilities.
- Requirement for a duty person to be on site at all times when alcohol is being sold or served.
- Designation of all or part of an area covered under a special licence (either a 'restricted' or 'supervised' area).
- Provision of security personnel as specified

6.2.4. Further discretionary conditions may be considered by the DLC as long as they meet

- a) the objects of the Act, and;
- b) the criteria listed in sections 146, and 147 of the Act
- c) the objectives of this policy

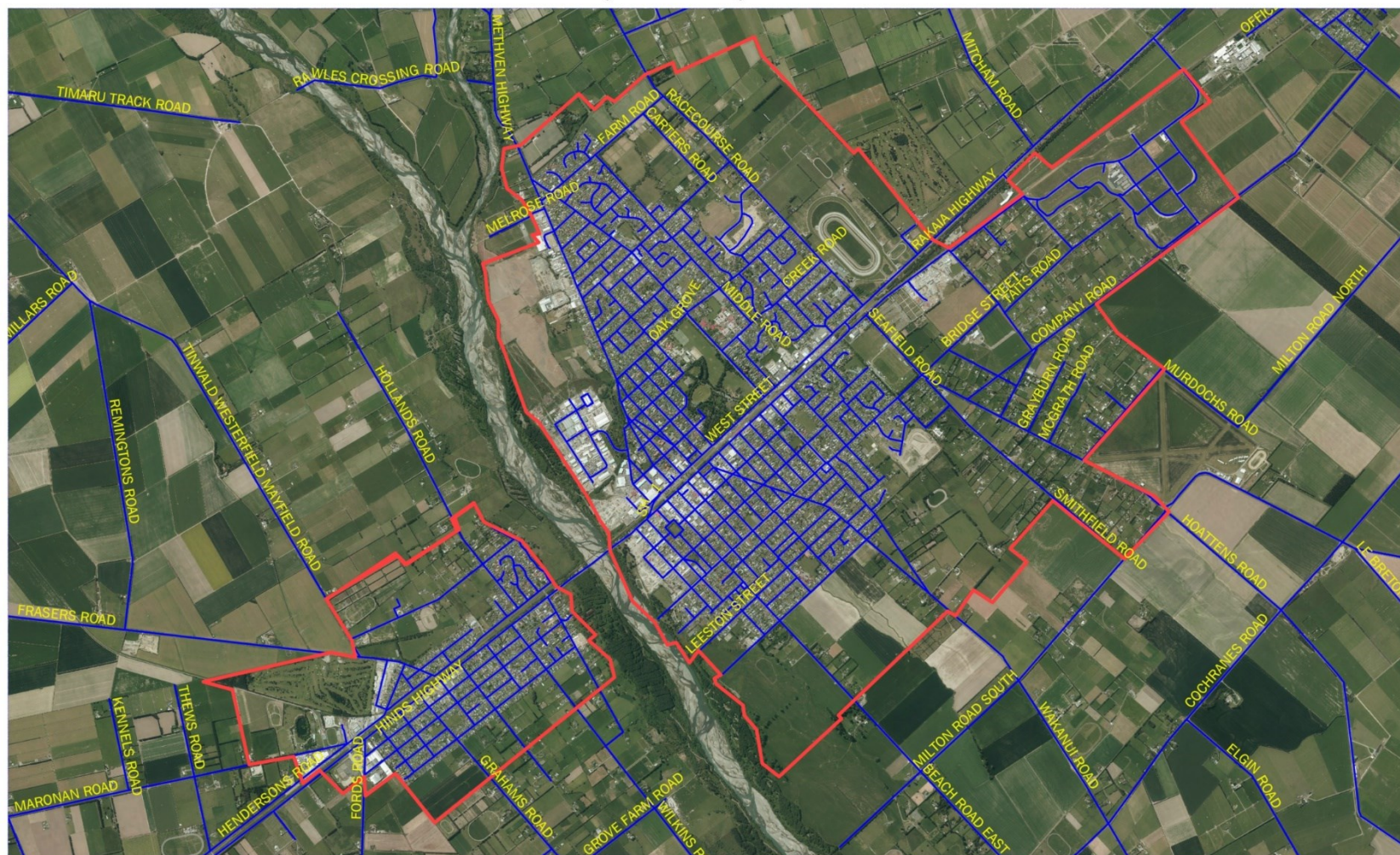
7. Controls Relating to Temporary Authorities



7.1. Discretionary Conditions for Temporary Authorities

7.1.1. The DLC has the discretion to issue a temporary authority subject to any conditions required or enabled by the Act or by this policy.

Note: Map to be replaced with an updated version meeting the current standards but reflecting the same area. MAP TO BE REMOVED

Mandatory One Way Door Area



	<p>Ashburton District Council</p>	<p>Mandatory One Way Door Area</p> <p>5/02/2014</p> <p>Scale 1: 30,000 at A3</p> 	<p>Disclaimer Note:</p> <p>Cadastral data sourced from Land Information New Zealand CRS Cadastral Database. Crown Copyright Reserved Digital Licence No. 132983-01 Any Colour Aerial Photography sourced from Air Logistics New Zealand Ltd. Due to difference in data registration techniques, any aerial photography in the map, relative to cadastral boundaries should be considered as indicative only and MUST not be used for legal purposes. The information supplied in this image is sourced from information held by the Ashburton District Council. It is supplied in good faith but its accuracy or completeness is not guaranteed.</p> <p>5/02/2014</p>
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Appendix 2

Our Place: Our District

Draft Local Alcohol Policy 2023

Earlier this year, we started a review of our Local Alcohol Policy, which regulates when, where and how alcohol is sold in our district. During the consultation, we received a lot of excellent feedback from our community, which has resulted in Council wanting to make a few changes to the policy. We're now asking for your thoughts on these proposed changes before Council adopts an amended policy.

¹This booklet includes an explanation of why we're proposing to make changes, the full draft policy and a submission form for your feedback.

We are accepting feedback until 5pm, Wednesday 25 October 2023.

¹ This document represents a Statement of Proposal under Section 83 and 87 of the Local Government Act.

Introduction

The Sale and Supply of Alcohol Act 2012 (the Act) gives councils the ability to develop local alcohol policies, which provide communities with a greater say over when, where and how alcohol is sold within their district.

The purpose of a Local Alcohol Policy is to reduce alcohol-related harm, including crime, disorderly behaviour, damage and injuries through reducing the accessibility and availability of alcohol.

The Ashburton Local Alcohol Policy was first adopted in 2017 and it reflects the alcohol management needs specific to our district. It currently contains regulations around trading hours, the location of licensed premises and includes a one-way door restriction.

When a business or individual applies for an alcohol licence at the District Licensing Committee, the committee must consider the regulations that are set out in the Local Alcohol Policy.

We're required to review the Local Alcohol Policy and consult with our community every six years. We did this earlier this year in July, and the feedback provided by submitters led to Council wanting to make a few changes.

We now want to hear what you think of the amended policy.

What's in our current Local Alcohol Policy?

Our draft Local Alcohol Policy provides regulations with regards to the **location** of licensed premises. For example, premises must be located in a 'business zone'.

It sets out the **trading hours** for different types of licensed premises. For example, off-licences, like liquor stores and supermarkets, must close at 9.30pm, but an on-licence, such as a restaurant or a café, can stay open and sell alcohol until 1am.

It refers to the **one-way door restriction**, which means you cannot enter premises like a pub in the urban area in Ashburton after 1am.

The policy also has a number of **discretionary conditions** that can be applied to individual licences or special licences by the District Licensing Committee.

What are the proposed changes?

During the hearing and deliberations, our councillors heard from the community on a variety of issues. A few key themes emerged and in response, we're proposing to make the following changes:

- Extending the Footpath trading hours;
One of the changes Council is proposing is around the trading hours of the footpath areas. Currently the footpath area for alfresco dining has to close at 12am (midnight) which is a different time from the other maximum trading hours (1am or 2am). As these different times can be hard to manage for licensed premises, Council proposes to extend the maximum trading hours for the footpath area to 1am.
- One-way door restriction;
In the original policy, this restriction only applied to premises in the Ashburton urban area and some rural venues. Council now proposes to let the restriction apply to all licensed premises in the district, treating all license holders in the district equally.

The purpose of these amendments is to ensure the policy appropriately fulfils its goal of reducing alcohol-related harm and regulating licensing in the district while still allowing residents and visitors to enjoy alcohol responsibly.

What's not included in the Local Alcohol Policy?

The Sale and Supply of Alcohol Act 2012 allows for other restrictions that our Council's policy does not currently include, such as;

Sensitive sites

Restricting licensed premises in certain neighbourhoods, or near “sensitive sites” such as schools or churches;

Density restriction or ‘cap’

Reducing or limiting the number of licences within a certain area;

Maximum trading hours

The maximum trading hours stated in the policy can be changed to earlier or later hours than the current restrictions.

We received a range of views from submitters. Council carefully considered the additional restrictions that are allowed under the Act and the feedback the community provided and felt the current restrictions were sufficient.

The full Draft Local Alcohol Policy is included in this consultation document from page **X**.

We are keen to hear your thoughts. Do you support the draft policy with the proposed changes or would you prefer to see something else?

(Add the following as a sidebar elsewhere in document - we will find a good spot!)

How else does Council help prevent alcohol-related harm?

Earlier this year, the Council reviewed the Alcohol Control Bylaw, which includes Alcohol Ban Areas in Ashburton and Methven. Feedback from the community strongly supported Council's proposal to expand the ban areas in Ashburton to account to town growth and in Methven to make the boundary easier to understand. The revised Alcohol Control Bylaw was came into effect on 1 June and can be viewed on the Council website.

Options considered

Have your say!

*Give us your feedback at
ashburtondc.govt.nz/haveyoursay*

While reviewing the policy, Council has the following options:

OPTION ONE – Make the proposed changes to the policy

Council could make the proposed changes to the policy.

Advantages

- Council responded to some of the community feedback that was provided.
- Equal treatment of licence holders with the removal of the urban and rural distinction for the one-way door restriction.

Disadvantages

- Change of extending the trading hours does not meet the policy purpose of minimising alcohol consumption.
- The changes would require a second consultation on the same policy (additional costs).
- Council could add further measures in preventing alcohol-related harm.

OPTION TWO – Retain the current policy (status quo)

Under this option Council can decide to roll over the policy without making any amendment.

Advantages

- Retain a policy that works well according to some community and businesses in the district.

Disadvantages

- Council could be considered as not making best use of the opportunity to add further measures in preventing alcohol-related harm.
- Council could be considered to not address some feedback provided by the community.

OPTION THREE – Make further/other changes to the policy

Council could consider making further changes to the policy, referring to the options provided by the Sale and Supply of Alcohol Act 2012.

Advantages

- Council could add further measures in preventing alcohol-related harm.

Disadvantages

- The changes would require a second consultation on the same policy (additional costs).

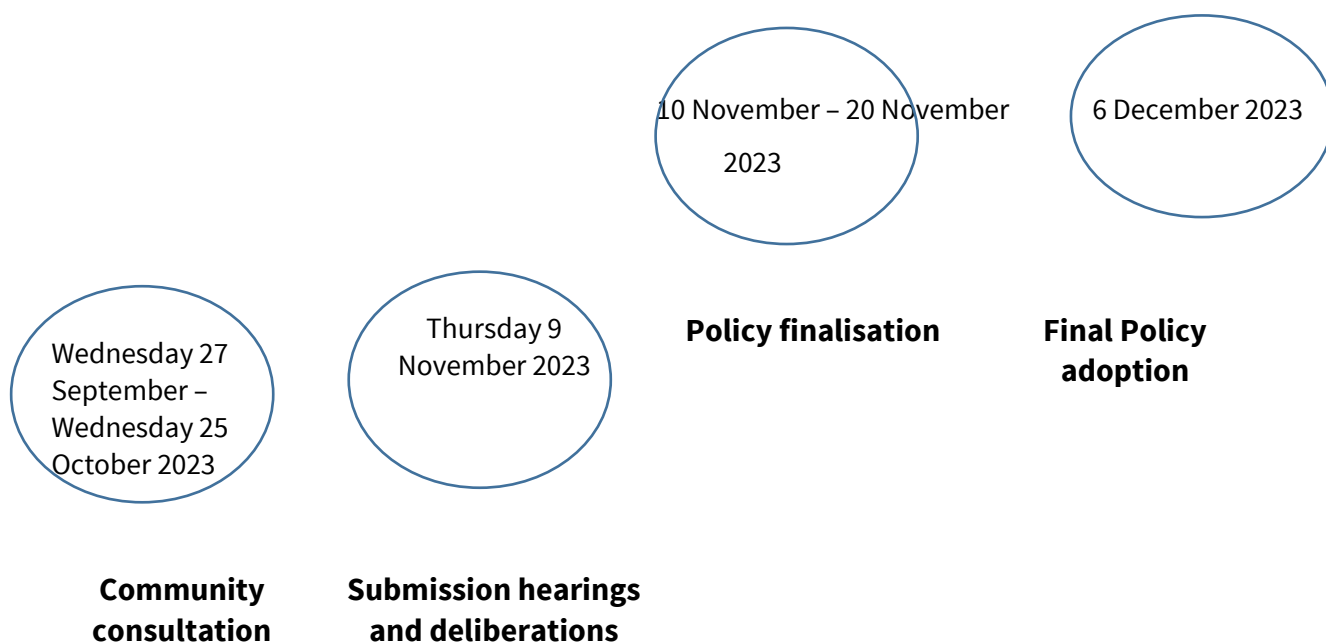
Draft policy

INSERT DRAFT POLICY HERE

Review process and timeline

We're accepting feedback from the community up until 5pm, Wednesday 25 October.

On Thursday 9 November, submitters will have the opportunity to present their views to Council in person at the hearing, after which Councillors will consider and deliberate on all the submissions received.



What do YOU think about the policy?

*Give us your feedback at
ashburtondc.govt.nz/haveyoursay*

Have your say

Your feedback will help us to know whether we are on the right track.

Please note all submissions are public documents and will be made available on Council's website with the names of submitters included.

Submissions presented in the form of a petition or accompanied by multiple signatures will be processed as a single submission.

The easiest way to provide your feedback is online at ashburtondc.govt.nz/haveyoursay

Alternatively, you can provide feedback by filling in the attached submission form and getting it back to us using one of the following methods:

Freepost to Ashburton District Council
Freepost 230444
PO Box 94
Ashburton 7740

Email to submissions@adc.govt.nz

Hand in to Council reception, Baring Square West

You have until 5pm, Wednesday 25 October 2023 to get your feedback in.

Your details

Name

Organisation (if appropriate)

Address

Phone

Email

Do you wish to speak in support of your submission at the hearing?

(if no boxes are ticked, it will be considered that you do not wish to be heard)

☐ Yes:

The hearing will be held in the Council Chamber on Thursday 9 November 2023. Please note that hearings are live-streamed to our online channels.

☐ No:

I do not wish to speak in support of my submission and ask that the following written submission be fully considered.

Signature

Date

You can submit on any or all of the questions below. You don't have to complete every question.

Do you agree with the proposed change to extend the footpath trading hours from 12am(midnight) till 1am?

- ☐ yes
- ☐ no
- ☐ why

Do you agree with the proposed change of making the one-way door policy applicable to the whole district?

- ☐ yes
- ☐ no
- ☐ why

Do you think the other provisions in the current Local Alcohol Policy are working well?

- ☐ yes
- ☐ no
- ☐ why/why not?

Any other comments:

9. 2022/23 Annual Residents' Survey

Author	<i>Emily Reed; Corporate Planner</i>
Activity Manager	<i>Mark Low; Strategy & Policy Manager</i>
Executive Team Member	<i>Toni Durham; GM, Governance and Engagement</i>

Summary

- The purpose of this report is to receive the 2022/23 Annual Residents' Survey.
- The survey was conducted quarterly across 2022/23 by Key Research and received a total of 873 responses.

Recommendation

1. **That** Council receives the 2022/23 Annual Residents' Survey report.

Attachment

Appendix 1 2022/23 Annual Residents' Survey *[Supplementary document]*

Background

1. The Annual Residents' Survey was run this year on Council's behalf by Key Research.
2. This survey collected data at four time points throughout the year by postal invitations to an online survey, with a hard copy survey back up:
 - 14 October – 18 November 2022 (Wave 1)
 - 2 December 2022 – 15 January 2023 (Wave 2)
 - 3 March – 3 April 2023 (Wave 3)
 - 1 June – 30 June 2023 (Wave 4).
3. Residents were randomly selected to receive an invitation from the electoral role – 873 residents responded out of a goal of 800 respondents.
4. The survey collects resident responses to a range of questions about Council facilities, infrastructure and services.

Research objectives

- To provide a robust measure of satisfaction with Council's performance in relation to service delivery;
- To establish perceptions of various services, infrastructure and facilities provided by Council; and
- To assess changes in satisfaction over time and measure progress against its Long-Term Plan objectives.

Legal/policy implications

5. Council is required (Local Government Act 2022) to report against the performance targets set for each activity in the Annual Report. Many of the results contained within this survey are used to monitor these measures.

Climate change

6. There are no direct impacts on climate change from adopting this report.

Strategic alignment

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	This report relates to all four well-beings as the questions relate to all activities of Council.
Environmental	✓	
Cultural	✓	
Social	✓	

Financial implications

Requirement	Explanation
What is the cost?	The survey is funded from approved operating budgets for Strategy & Policy
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Strategy and Policy is funded as an overhead across a wide range of Council activities, each of which are funded in accord with the Revenue and Financing Policy
Are there any future budget implications?	Only normal inflation adjustments, which are included in LTP budgets
Reviewed by Finance	<i>Not required</i>

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Level of engagement selected	5. Informal – two-way communication
Rationale for selecting level of engagement	The Annual Residents' Survey results will be published on the Council website with specific results also reported through the Annual Report and the Summary Annual Report.
Reviewed by Strategy & Policy	<i>Mark Low; Strategy & Policy Manager</i>

10. Canterbury Climate Partnership Plan

Author	<i>Richard Mabon, Senior Policy Advisor</i>
Activity Manager	<i>Mark Low, Strategy and Policy Manager</i>
Executive Team Member	<i>Toni Durham, Group Manager, Democracy & Engagement</i>

Summary

- This report is to provide an update on regional collaboration on climate action planning on behalf of the Canterbury Mayoral Forum (CMF).
- After the adoption of the Canterbury Climate Change Risk Assessment in late 2021, there was consensus amongst the CMF to investigate options for collaborating on climate action planning in the region.
- After discussions with all councils, the CMF endorsed a scope and approach for regional collaboration on climate action planning and the development of a Canterbury Climate Partnership Plan (Partnership Plan) in November 2022.
- The Partnership Plan aims to outline the joint efforts of Canterbury councils to mitigating and adapt to the effects of climate change on Canterbury's communities and ecosystems.
- Since late 2022 the Climate Change Working Group (CCWG) and Reference Group have worked on the strategic framework of the Partnership Plan. This includes a vision, principles, strategic outcomes and objectives. (see Appendix 1)
- The Reference Group endorsed a strategic framework at its 29 June 2023 meeting and, together with the CCWG, has invited Canterbury councils to endorse the strategic framework of the Partnership Plan.

Recommendation

1. **That** Council endorse the strategic framework of the Canterbury Climate Partnership Plan for approval by the Mayoral Forum.

Attachments

Appendix 1	Strategic Framework of the Canterbury Climate Partnership Plan
Appendix 2	Canterbury Mayoral Forum Structure
Appendix 3	Climate Action Planning Framework

Background

1. Following the completion of the Canterbury Climate Change Risk Assessment led by the Climate Change Working Group in late 2021, there was consensus amongst the group and the Canterbury Mayoral Forum to investigate options for collaborating on climate action planning in the region.
2. All Canterbury councils acknowledge climate change as a significant and long-term challenge and that we all share a role in driving solutions and adapting. Councils are at different stages in strategy development and action planning and have differing levels of individual resource availability to implement action.
3. After discussions with each Canterbury council, the Canterbury Mayoral Forum endorsed a scope and approach for regional collaboration on climate action planning, as proposed by the Canterbury Climate Change Working Group, and the development of a Partnership Plan in November 2022.
4. The Canterbury Climate Partnership Plan (Partnership Plan) aims to outline the collaborative effort of Canterbury councils towards mitigating and adapting to the effects of climate change on Canterbury's communities and ecosystems.
5. The Canterbury Mayoral Forum also agreed to the formation of a councillor reference group to support and provide governance-level input into the Partnership Plan's development and ensure urgent and collective action to mitigate and adapt to climate change is taken across Canterbury.
6. The Reference Group includes elected members from Canterbury councils and is chaired by Mayor Dan Gordon (Waimakariri District Council) and supported by the convenor of the Canterbury Climate Change Working Group (Dr Tim Davie, Environment Canterbury). Ashburton District Council is represented by Deputy Mayor, Cr Liz McMillan. Membership also includes a member of the CMF (Dan Gordon, Mayor of Waimakariri District) and the Chief Executives Forum (Hamish Dobbie – Chief Executive Hurunui District Council). This helps to keep the work in the line of sight for those fora. More information on the structure of the CMF is enclosed as Appendix 2.
7. At the most recent Reference Group meeting in June, members decided it would be valuable to provide an update on the project to all councils, to raise awareness of the work and ensure there was endorsement for it across the region.
8. The Partnership Plan is due to be finalised in line with Long-Term Plan timeframes, by June 2024 and will be brought to the Chief Executive- and Mayoral Forums for final approval in mid-2024.

The current situation

9. The Canterbury Climate Partnership Plan aims to progress regional collaboration on climate action planning to reduce the causes and impacts of climate change on Canterbury's communities and ecosystems. This includes:

- responding proactively to known risks from climate change hazards
 - decreasing climate change risks through reducing greenhouse gas emissions
 - enhancing communities' resilience and capacity to respond well to climate change impacts.
10. Since late 2022 the Climate Change Working Group and Reference Group have worked on the strategic front-end of the agreed climate action planning framework based on internationally recognised best practice (see Appendix 3)
 11. The strategic front-end includes a vision, principles by which climate action planning in Canterbury will be approached, strategic outcomes and objectives as well as the needed evidence base¹ to support climate action planning.
 12. A strategic framework including a vision, principles and strategic outcomes and objectives has been endorsed by the Reference Group at their 29 June 2023 meeting.
 13. To ensure Councils' continued awareness and support of the Partnership Plan, the Climate Change Working Group and Reference Group under the Canterbury Mayoral Forum invite Canterbury councils to endorse the strategic framework of the Partnership Plan.
 14. This material was workshopped with elected members on 30 August 2023.
 15. Feedback at the workshop included the following points:
 - Media coverage of climate change is often linked to climate related disasters such as storms, flooding and wildfire. It is important to keep sight of potential opportunities arising from a changing climate or from purposeful adaptation, such as investment in water storage.
 - NZ's greenhouse gas emissions are 0.17% of global emissions and that often prompts a response that NZ is "too small to make a difference". It was also noted that Climate Change Commission Chair Rod Carr commented, when meeting with Council, that you have to give young New Zealanders hope; and even if our collective efforts as a country are a small stone cast into a global pond, you never know where the ripples will lead and how our "small" actions might have big consequences.
 - Councillors also expressed a preference for tangible actions.
 16. The Climate Change Working Group is now developing goals, targets and actions as well as Communications & Engagement-, Funding, Implementation and Monitoring & Evaluation Plans. These deliverables will be developed in collaboration with the Reference Group in line with Long-Term planning timeframes.

¹ Evidence base: the Climate Change Risk Assessment, the GHG emissions inventory (in progress), the emissions trajectory (in progress), the climate action funding and finance scan, the regional context review (in progress) and the impacts of climate change on Ngāi Tahu (in internal review). These evidence base pieces are the recommended minimum under the C40 climate action planning framework we are following.

Options analysis

Option one – Agreement - Endorse the strategic framework (Recommended option)

17. Under this Option, Council endorses the strategic framework without any feedback as to how the strategic framework might be improved from an Ashburton District perspective.

Advantages: Unqualified endorsement of the strategic framework enables the CCWG and the Reference Group to keep moving forward with the Climate Partnership Plan.	Disadvantages: <ul style="list-style-type: none">The CCWG welcomes feedback. There are many points of diversity across local government in Canterbury and identifying concerns or improvements and working to address them can create better outcomes for Canterbury.
Risks: The main risk here is if any Council harbours concerns but chooses not to air them at this stage. The sooner concerns are identified, the more time there is to address them. This operational risk is considered LOW.	

Option two – Constructive agreement - Endorse the strategic framework with feedback.

18. Under this Option, Council endorses the strategic framework and offers feedback as to how the strategic framework might be improved from an Ashburton District perspective.

Advantages: Identifying concerns or improvements and working to address them can create better outcomes for Canterbury.	Disadvantages: Doing more work on the strategic framework will require more time to be invested in revisiting those issues.
Risks: Risks may vary depending on the scope and nature of the feedback. This risk is therefore difficult to assess. This risk is regarded as MEDIUM.	

Option three – Disagreement - Do not endorse the strategic framework, giving reasons why.

19. Under this Option, Council declines to endorse the strategic framework and provides reasons for that decision.

Advantages:

Identifying concerns or improvements and working to address them can create better outcomes for Canterbury. If those concerns are serious enough that Council chooses not to endorse the work, that will reinforce the feedback.

Disadvantages:

- Doing more work on the strategic framework will require more time to be invested in revisiting those issues.
- The Canterbury Mayoral Forum does not have the power to legally bind any Council to any act or decision unless that act or decision has been agreed to by decision of that Council. Open disagreement need not be fatal to achieving consensus on a final result for the region but should not be taken lightly.

Risks:

A decision to decline endorsement should not be taken lightly. This risk is both operational and reputational and is considered MEDIUM overall.

Legal/policy implications

Legal implications

20. The Canterbury Mayoral Forum does not have the power to legally bind any Council to any act or decision unless that act or decision has been agreed to by decision of that Council. This is stated in the Terms of Reference for the Canterbury Mayoral Forum.

Climate change

21. The strategic framework as presented aligns well with Council's Climate Change Policy (including the Policy Objective, Policy goals and Principles) and our Climate Resilience Plan.

Strategic alignment

22. The recommendation relates to all Council's community outcomes as set out in the following timetable.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Climate change poses significant risks to the economy through the impacts of drought and heavy rain events on agricultural production and the wider economy, as well as essential infrastructure. It may also present economic opportunities.
Environmental	✓	Climate change poses significant risks to the natural environment and biodiversity including sea-level rise, drought, flooding, wildfires etc.
Cultural	✓	Climate legislation, and the growing Government emphasis on acknowledging treaty, encourage more attention to partnership with Iwi, Runanga and hapu and greater consideration of Mātauranga Māori. This presents opportunities for greater bi-cultural understanding.
Social	✓	Environmental and economic change will also have social impacts. These typically will be felt most severely by the most vulnerable.

Financial implications

23. The agreed approach for implementing the Partnership Plan is to incorporate climate actions into councils' long-term plans to recognise local government processes and ensure actions are funded.
24. Once the actions for inclusion in the Partnership Plan have been identified, these can be costed, and action-specific funding options will be outlined in the Funding Plan.
25. To identify wider climate funding and finance opportunities, Environment Canterbury, on behalf of the Climate Change Working Group, recently engaged KPMG to complete a Climate Action Funding and Finance scan to understand the current and future landscape for climate action finance and to support the development of the Partnership Plan's Funding Plan.

Requirement	Explanation
What is the cost?	Ashburton DC costs to date for the development of the Climate Partnership Plan are being met from operating budgets. This will continue for the balance of the development of the Plan. Future costs of plan implementation are yet to be established.
Is there budget available in LTP / AP?	Yes. These are in operating budgets.
Where is the funding coming from?	Rates and overheads.
Are there any future budget implications?	Yes. The actions to be included in the Plan are the subject of ongoing work, consultation and approval by the Canterbury Mayoral Forum and Councils.
Reviewed by Finance	Leanne Macdonald, Group Manager Business Support

Significance and engagement assessment

26. On 29 June 2023, the Reference Group endorsed the need for engagement during the development of the Partnership Plan and agreed to leverage Environment Canterbury's 2023 engagement programme based on the Climate Change Working Group's recommendation.
27. Environment Canterbury is amalgamating multiple engagement programmes into three themed engagement campaigns between July and October 2023, with the opportunity to include Partnership Plan engagement.
28. Using existing budgets and Environment Canterbury processes, this option provides an opportunity to engage with Papatipu Rūnanga, communities and key stakeholders across the region and gain diverse perspectives on climate action in Canterbury.
29. Utilising Environment Canterbury's engagement programme, augments and not prevents individual councils' communications, should there be any planned. Through the development of the Partnership Plan's communications and engagement plan over the next weeks, localised communication through territorial authorities will be investigated to promote and supplement the Partnership Plan engagement.

Requirement	Explanation
Is the matter considered significant?	No.
Level of significance	Medium
Rationale for selecting level of significance	N/A
Level of engagement selected	Comment – Informal two-way communication
Rationale for selecting level of engagement	This is explained in paragraphs 25-32. There will be opportunities for public input, and opportunities for councils to consult through their long-term plans, but there will not be a formal Local Government Act public consultation on the Climate Partnership Plan as a proposal.
Reviewed by Strategy & Policy	Toni Durham: GM Democracy & Engagement

Next steps

30. The Climate Change Working Group and Reference Group are developing goals, targets and actions for the Partnership Plan as well as Communications & Engagement, Funding, Implementation and Monitoring & Evaluation Plans. Once drafted these will be considered by the Mayoral Forum.
31. Canterbury councils will be updated on the progress of the Partnership Plan later in the year and a draft Partnership Plan will be provided for endorsement once finalised. At this stage CCWG thinking is we would potentially see an update/request for endorsement on the goals, actions, implementation and funding in Jan-Mar 2024 and a third round of Council endorsement of the final plan including monitoring and evaluation framework in Apr-June 2024.
32. Final approvals path will look something like this:
 - Reference Group endorses individual deliverables
 - Policy Forum is being kept informed
 - Individual councils endorse
 - Chief Executives Forum endorses
 - Mayoral Forum approves

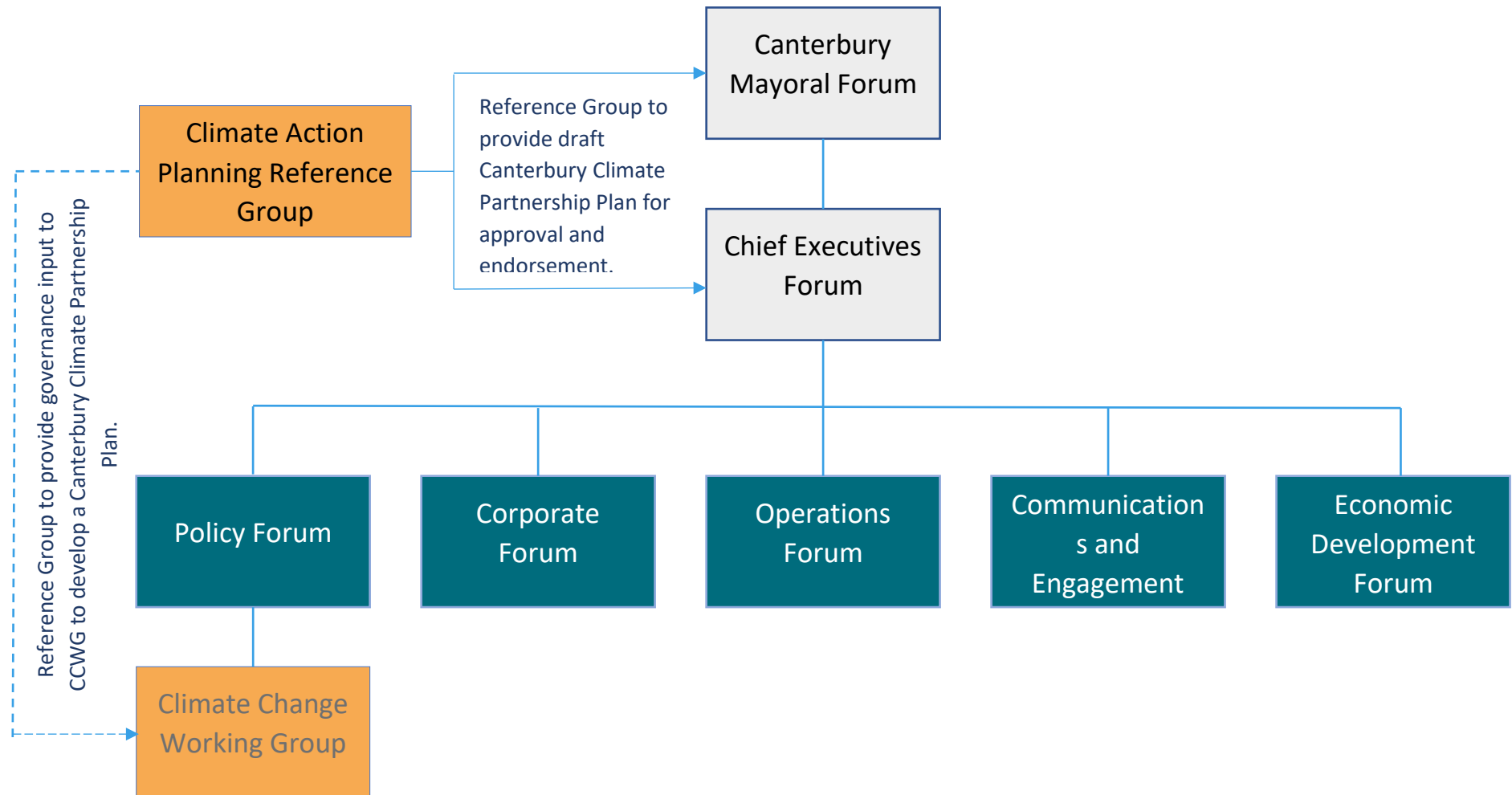
Date	Action/milestone	Comment
Sept-Dec 2023	CCWG to finalise goals, actions and costing.	This draft information to be presented for inclusion into LTP processes.
Jan-Mar 2024	Second round of Council briefings on goals & actions & implementation- and funding plan (not yet confirmed)	
Apr-Jun 2024	Third round of Council endorsement of the final plan	
Jun 2024	CMF approval	

Appendix 1

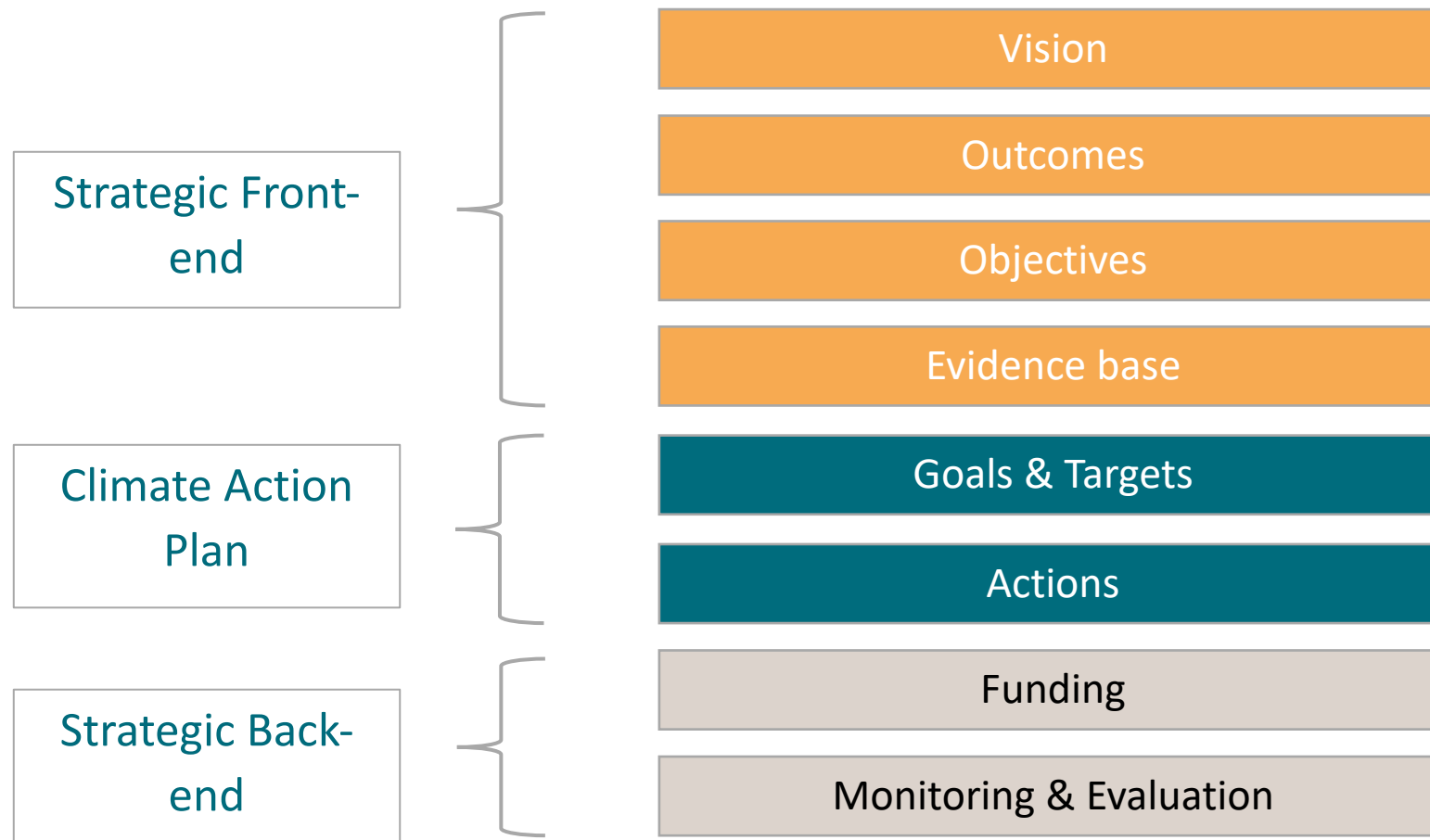
Strategic Framework of the Canterbury Climate Partnership Plan



Appendix 2 Canterbury Mayoral Forum Structure



Appendix 3 Climate Action Planning Framework



11. 2023/24 Unsubsidised Roding Projects

Author *Mark Chamberlain; Roding Manager*
GM responsible *Neil McCann; Group Manager Infrastructure*

Summary

- Included in the 2023/24 Annual Plan is an amount of \$1,000,000 for unsubsidised roding projects.
- Also included is an amount of \$1,000,000 for unsubsidised sealed rural road overlay in addition to the \$2,141,000 for subsidised sealed road overlay.
- The purpose of this report is to gain Council approval to proceed with the proposed projects in the unsubsidised funding category.

Recommendation

1. That Council approves the following list of unsubsidised roding projects in 2023/24:

- Camrose Estates, Methven, cost share of Holmes Road and Barkers Road frontage upgrades - \$470,714
- Baring Square East coal tar removal - \$75,000
- Tinwald car park resurfacing - \$100,000
- Racecourse Road kerb and channel and footpath - \$185,000
- Mackie Street, Methven, footpath - \$60,000

2. That Council approves the following list of unsubsidised rural sealed road overlays in 2023/24:

- Ealing Montalto Road 0.990 km
- Ealing Montalto Road 0.990 km
- Lismore Mayfield Road 1.400 km
- Maronan Road 0.410 km

Attachments

Appendix 1 Forward Programme of sealed road rehabilitation sites

Background

Unsubsidised Roothing Projects

1. Council included \$1,000,000 in the 2023/24 Annual Plan for unsubsidised roading projects. In previous years the projects have been new kerb and channel, footpaths, etc. that are not able to be completed as subsidised projects.
2. Some items of work and costs have arisen that have no current funding so funding them from the unsubsidised roading projects is considered an appropriate option. These include:
 - Camrose Estates, Methven, cost share of Holmes Road and Barkers Road frontage upgrades
 - Baring Square East coal tar removal
 - Tinwald Car Park resurfacing.
3. There are two projects that were programmed in 2022/23 that have not been completed. These include:
 - Racecourse Road kerb and channel and footpath
 - Mackie Street, Methven, footpath.
4. The Camrose Estates cost share of the upgrade of both the Barkers Road and Holmes Road frontages were conditions on the resource consent for stages 5, 11 and 12 as follows:

10. The consent holder shall be responsible for the upgrading of the western side of the remaining part of Barkers Road that forms the frontage of Stage 5 and Lot 171 up to Barkers – Holmes Roads intersection by widening the seal installing kerb and channel, footpath and berm. The developed part shall be in alignment with existing Barkers Road dimensions and levels to the satisfaction of Council. The cost of developing Barkers Road shall be shared (50/50) between the consent holder and the Council.
11. The consent holder shall be responsible for the upgrading of Holmes Road from Barkers – Holmes Road intersection by constructing the road formation, sealing and installing a storm water drainage system (swales, soak pits) to the satisfaction of the Council. The cost of developing Holmes Road shall be shared (50/50) between the consent holder and Council.

5. The cost of the Council share as invoiced by Camrose Estates is \$470,713.86 plus GST. Funding was not set aside at the time, as the timeframe for the work was not identified. With the change in staff, current staff were unaware of the commitment by council to cost share.
6. The upgrade to Baring Square East has uncovered coal tar under the existing pavement. This must be safely removed and disposed of with the cost estimated to be \$75,000. There is no spare project budget available, so it is proposed that it be a cost to the unsubsidised roading budget.
7. The car park in Tinwald at 113 to 117 Archibald St is road reserve which was gifted to council many years ago. The asphalt surface is old with several small failures which have previously been pothole patched. The surface is now in a condition that it should be reconstructed.

8. The contractor working on the Tinwald Corridor Improvements will have machinery on site to mill out the surface and place asphalt as part of that project, so it is proposed to engage them to carry out the work on the car park. The estimated cost of the work is up to \$100,000 which is not eligible as a cost to subsidised roading, so it is proposed to be a cost to the unsubsidised roading budget.
9. The new kerb and channel and footpath construction on Racecourse Road between Charlesworth Drive and Allens Road was approved for construction in 2022/23. The construction was originally planned to be an unsealed path but the bringing forward of the power undergrounding meant that the kerb and channel and footpath work could be done as soon as the undergrounding was completed so it was included in a contract along with other kerb and channel and footpath projects that was awarded to Fulton Hogan.
10. While the power undergrounding was brought forward it will not be completed until October 2023 so the new kerb and channel and footpath will now be a cost to the 2023/24 budget. The estimated cost of the work is \$185,000.
11. A new footpath on Mackie Street, Methven, was approved for construction in 2022/23 and included in a contract along with other footpath projects that was awarded to ACL. The construction did not begin because of the planned water main upgrade which had to be completed prior to the footpath. The water main work has now been completed and work on the footpath able to be done. It will now be a cost to the 2023/24 budget. The estimated cost is \$60,000.

Unsubsidised Rural Sealed Road Overlay

12. Council included \$1,000,000 in the 2023/24 Annual Plan for unsubsidised rural sealed road overlay. This is in addition to the subsidised seal road overlay funding to enable more rehabilitation of rural roads to be completed.
13. The full list of proposed sealed road rehabilitation sites for 2023/24 is:
 - Thompsons Track 1.107 km
 - Thompsons Track 1.332 km
 - Seafield Road 1.260 km
 - Tinwald Westerfield Mayfield Road 0.860 km
 - Tramway Road 0.672 km
 - Chalmers Ave Roundabout – Beach Rd/Moore St 0.090 km
 - Chalmers Ave Roundabout – Bridge St/Walnut Ave 0.070 km
 - Ealing Montalto Road 0.990 km
 - Ealing Montalto Road 0.990 km
 - Lismore Mayfield Road 1.400 km
 - Maronan Road 0.410 km

14. The roads proposed to spend the unsubsidised funding are Ealing Montalto Road (both sites), Lismore Mayfield Road and Maronan Road with a total length of 3.79 km. These can be brought forward from 2024/25 because of the additional unsubsidised funding. These sites are to be included in one contract.
15. The current forward programme of sealed road rehabilitation sites is shown in Appendix 1. How much can be constructed each year will be dependent on the funding approved in the 2024-27 Land Transport Programme.

Options analysis

Option one – Approve the recommended projects spending the \$1,000,000 Unsubsidised Roding Projects and \$1,000,000 Unsubsidised Rural Sealed Road Overlay. (recommended option)

16. The advantage for option one is that the cost of unbudgeted works can be paid for without the need for additional funding.
17. The disadvantage is that other planned work would be delayed until the next financial year. This is mitigated by the new footpath construction able to be constructed using the additional \$900,000 of Better Off funding this year.

Option two – Not approve the recommended projects spending the \$1,000,000 Unsubsidised Roding Projects and \$1,000,000 Unsubsidised Rural Sealed Road Overlay.

18. The advantage for option two is that other programmed projects such as new footpaths and kerb and channel can be constructed this financial year.
19. The disadvantage is that additional funding will need to be obtained to pay for the unbudgeted projects. Some of the projects could be funded from the Low Cost Low Risk budget but would mean other LCLR projects programmed (e.g. rural intersection signage improvements) would be delayed.

Option three – Approve some of the recommended projects and add other projects to spend the \$1,000,000 Unsubsidised Roding Projects and \$1,000,000 Unsubsidised Rural Sealed Road Overlay.

20. The advantage for option three is that the elected Council can make a change to the projects being constructed.
21. The disadvantage is the changes may affect other programmed work which is committed in current contracts and would disrupt the forward programme of works developed by officers on what are considered to be the roads in most need of improvement.

Legal/policy implications

Climate Change

22. The construction work will have little additional effect on carbon emissions. There is currently little change that can be made to the production of material or construction that effectively reduces emissions. There will need to be ongoing investigation by the construction industry with any feasible changes implemented where practicable.

Review of legal / policy implications

Reviewed by In-house Counsel	Tania Paddock; Legal Counsel
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Strategic Alignment

23. The recommendation relates to Council's community outcomes of "A district of great spaces and places" and "A balanced & sustainable environment" because of the upgraded residential frontages, improved connectivity and removal of unwanted material.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Improvements associated with subdivision development.
Environmental	✓	Removal and safe disposal of unwanted material.
Cultural	N/A	
Social	✓	Improved connectivity provided by the new footpaths.

Financial implications

Requirement	Explanation
What is the cost?	\$2,000,000
Is there budget available in LTP / AP?	Yes.
Where is the funding coming from?	Council approved \$1,000,000 for unsubsidised roading projects and \$1,000,000 for unsubsidised rural sealed road overlay in the 2023/24 Annual Plan.
Are there any future budget implications?	No.
Reviewed by Finance	Leanne Macdonald; Group Manager Business Support

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium
Rationale for selecting level of significance	N/A
Level of engagement selected	Inform.
Rationale for selecting level of engagement	Allocation of funds for roading unsubsidised was approved through the Annual Plan process in response to Residents' Survey feedback. This decision relates to prioritisation of that spend which can be addressed by elected members on officers' advice.
Reviewed by Strategy & Policy	Richard Mabon, Senior Policy Advisor

Appendix 1

Forward Programme of Sealed Road Rehabilitation Sites

Rehabilitation Site List by FWP Year

FWP Year ▲	Road Name	Start RP	End RP	Length	Width
2024/25	ASHBURTON STAVELEY ROAD	20075	20675	600	6.50
2024/25	BEACH ROAD EAST	0	1050	1050	7.00
2024/25	BEACH ROAD EAST	3090	3850	760	7.00
2024/25	FORDS ROAD	9635	10250	615	7.00
2024/25	FORKS ROAD	1600	3520	1920	6.50
2024/25	MARONAN ROAD	2230	2450	220	7.00
2024/25	MARONAN ROAD	4075	5775	1700	7.00
2024/25	SEAFIELD ROAD	2260	3750	1490	8.00
2024/25	THOMPSONS TRACK	21425	23950	2525	8.00
2025/26	ARUNDEL RAKAIA GORGE ROAD	34384	35780	1396	8.00
2025/26	ASHBURTON GORGE ROAD	0	575	575	7.00
2025/26	ASHBURTON STAVELEY ROAD	3200	4100	900	7.00
2025/26	ASHBURTON STAVELEY ROAD	10120	11970	1850	7.00
2025/26	BARFORD ROAD	0	1100	1100	7.00
2025/26	FAIRFIELD ROAD	1865	3132	1267	8.00
2025/26	FORKS ROAD	4800	6630	1830	6.50
2025/26	SEAFIELD ROAD	7460	9150	1690	8.00
2025/26	SEAFIELD ROAD	9150	10250	1100	8.00
2025/26	THOMPSONS TRACK	4070	5365	1295	8.00
2025/26	THOMPSONS TRACK	8305	9780	1475	8.00
2025/26	TINWALD WESTERFIELD MAYFIELD ROAD	27000	27355	355	7.00
2026/27	ARUNDEL RAKAIA GORGE ROAD	8480	11174	2694	8.00
2026/27	ARUNDEL RAKAIA GORGE ROAD	14130	14800	670	8.00
2026/27	ARUNDEL RAKAIA GORGE ROAD	44160	45168	1008	8.00
2026/27	ARUNDEL RAKAIA GORGE ROAD	45230	45780	550	8.00
2026/27	ELIZABETH AVENUE 02 ROTARY WEST	0	120	120	10.00
2026/27	ELIZABETH AVENUE 04 ROTARY EAST	0	68	68	10.00
2026/27	FORKS ROAD	0	1600	1600	6.50
2026/27	THOMPSONS TRACK	11670	12850	1180	8.00
2026/27	THOMPSONS TRACK	19575	21425	1850	8.00
2026/27	THOMPSONS TRACK	32028	33158	1130	8.00
2026/27	WILLS STREET EAST	0	223	223	13.00
Total				36806	

12. Naming of Road – Alford Forest

Author *Ian Hyde, District Planning Manager*
Group manager *Jane Donaldson, Group Manager Strategy and Compliance*

Summary

- The purpose of this report is to name a road already vested in Council located between Alford Forest Settlement Road and Spoors Road.
- The applicant provided three name options for the roads, with the names as follows: *Mt Alford Road, Joe Hutt Road, Hutt-Harmer Road*.
- The names have been checked against the Council's adopted Naming Policy and the Australian/ New Zealand Addressing Standard.

Recommendation

- 1. That** the unnamed vested road located between Alford Forest Settlement Road and Spoors Road, as shown on the plan attached to this report, be named Mt Alford Road.

Attachment

Appendix 1 Road naming application plan

Background

The current situation

1. The road in question has existed and been vested in Council for a considerable time but, for uncertain reasons has not been previously named. The Council has now received a request from the Alford Forest Reserve Board for the piece of road to be named.
2. The area in question runs from Alford Forest Settlement Road and Spoors Road.
3. The justification for the names proposed by the applicants are as follows:
 - Mt Alford Road as the road leads to Mt Alford Walkway
 - Joe Hutt Road, a holder of a lease of Mt Alford in 1898
 - Hutt-Harmer Road, Joy Hydes (nee Harmer) requested this name.
4. It is considered that the preferred names demonstrate a suitable relationship to their environment as expected within the Council's naming policy. Suffixes have been checked with the protocols within the Naming Standards and are acceptable.
5. While all names technically comply with the requirements, Mt Alford Road is considered to be preferable, because of the proximity and logical link to the nearby Mt Alford Walkway. Council may also consider recording the other nominated names for future naming projects.

Options analysis

Option One - Do nothing

6. This is not a practical option as there is currently no adopted name for the road.

Option Two - Name the road – (Preferred option)

7. That the recommended name be adopted.

Legal/policy implications

Legislation (Statutes & Regulations)

8. The Local Government Act 1974 [Clause 319\(j\)](#) which relates to the powers of councils in respect to roads and includes naming responsibilities.
9. Accordingly, there are no statutory implications other than to inform LINZ and other affected stakeholders of the new name.

Council Strategies, Plans, Policies, Bylaws

10. Ashburton District Council has adopted a policy on road naming, the relevant sections of this policy can be found [here](#).

Strategic alignment

11. The recommendation relates to Council's community outcome of Social because of the following.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	X	None
Environmental	X	None
Cultural	✓	The appropriate naming of roads has benefit to the character of the area and the identity of the District
Social	✓	The naming by the developer provides a link between them and the development for the future.

Financial implications

Requirement	Explanation
What is the cost?	N/A
Is there budget available in LTP / AP?	N/A
Where is the funding coming from?	Costs associated with the naming are borne by the applicant/developer.
Are there any future budget implications?	N/A
Reviewed by Finance	Not required.

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	N/A
Level of engagement selected	Inform
Rationale for selecting level of engagement	The recommended option will not require any action to be taken. The applicant will be informed of Council's decision following the Council meeting.
Reviewed by Strategy & Policy	Mark Low: Strategy & Policy Manager

Appendix 1 Road Naming Application plan



Blue dot references Mt Alford for geological reference

13. Carry-over report from 2022-2023

Activity Manager *Erin Register; Finance Manager*

GM responsible *Leanne Macdonald: Group Manager Business Support*

Summary

- The purpose of this report is to seek formal approval to carry over unspent budget provisions from the 2022-23 year into the 2023-2024 year.
- The majority of the carry-over requests are in relation to projects not completed in the 2022-2023 work programme. Carrying over the unspent portion into the 2023-24 year will allow the completion of these projects as part of the 2023-24 work programme.

Recommendation

- 1. That** Council approves the request to carry over the unspent funds from the 2022-2023 year into the 2023-2024 year, as detailed in this report.
- 2. That** these carry-overs be funded as per their original funding.

Background

The current situation

1. A number of projects programmed as part of the 2022-2023 budget were not completed by 30 June 2023. In order to complete the works in the 2023-2024 year, the associated funding has to be carried over to the 2023-2024 year.
2. The reasons for non-completion of the projects include:
 - To allow coordination of work with other works / developments in order to reduce overall project costs
 - Variations to project scope
 - Delays associated with securing consents
 - Supply of key equipment and materials
 - Staff resource availability e.g. staff vacancies, redirection of staff to 3 Waters reform tasks, etc.
3. The requested carry-overs fall into two categories:
 - **Committed** projects are where work is committed under contract or somehow advanced and the carry-over is required to complete the works.
 - **Required** projects, are where no commitment exists, although some may be associated with legislative compliance. Council may have some discretion regarding the carry-over approval of some required projects.

Where a carryover falls into **both** committed and required categories, this means projects are aggregated with one or more projects contractually committed and the balance of projects being required.

Drinking Water

4. UV & filtration upgrades – Ashburton, Rakaia, and Hinds. The investigations and design phase for these sites has been combined with other sites in the 2023/24 year's programme (Fairton, Chertsey, Mayfield & Dromore). This approach has resulted in some efficiency in the design phase but has delayed progress in terms of the physical works at any sites.
5. Water treatment upgrades – Methven, Mt Somers and Montalto. Methven is now substantially complete, and physical work on Mt Somers has started. Montalto relates to design phase only. This is currently on hold awaiting results of investigations at intakes.
6. Reservoir project – Methven. Main delay associated with wind damaged reservoir and need to reimport replacement materials. Project now substantially complete.
7. Compliance upgrades – Ashburton, Methven, Rakaia, Hakatere, Hinds, Mt Somers, and Dromore. These relate to new monitoring equipment in plants and reticulation. Delayed due to maintenance contractor availability. Now committed.

8. Asset renewals – Ashburton (pipelines), Methven Springfield (PRVs), and Montalto (reservoir). The professional services contract was not awarded until around October 2022 which resulted in delay in preparing renewal designs. Multiple construction contracts now awarded and underway.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Ashburton – UV & compliance upgrades [235.51004]	30 June 2024	Required	\$ 2,843,740
Methven – Membrane, reservoir and compliance upgrades [236.51004]	30 June 2024	Committed	\$ 646,981
Rakaia – UV & filtration, compliance upgrades, and second bore [237.51004]	30 June 2024	Required / Committed	\$ 829,538
Hakatere – Compliance upgrade [239.51004]	30 June 2024	Committed	\$ 22,707
Hinds – UV & filtration, and compliance upgrades [240.51004]	30 June 2024	Required / Committed	\$ 259,970
Mt Somers – Membrane & compliance upgrades [245.51004]	30 June 2024	Committed	\$ 2,475,425
Dromore – Compliance upgrades [246.51004]	30 June 2024	Required	\$ 6,611
Montalto – Water treatment upgrade [244.51004]	30 June 2024	Required	\$ 338,052
Ashburton – Pipeline renewals [235.51019]	30 June 2024	Committed	\$ 1,644,862
Methven Springfield – Asset renewals [243.51019]	30 June 2024	Required	\$ 363,168
Montalto – Reservoir renewal [244.51019]	30 June 2024	Required	\$ 42,737
Total			\$ 9,473,791

Wastewater

9. North-west wastewater servicing project – Ashburton. The construction phase extended into the current year but has been recently completed.
10. Sludge disposal improvements – Rakaia wastewater. This project was the subject of a report to the 6 September meeting of Council.

11. Pipeline renewals – Ashburton. This covers an extensive programme of renewals including the grit chamber pipeline renewal. The professional services contract was not awarded until around October 2022 which resulted in delay in preparing renewal designs. Multiple construction contracts (excluding the grit chamber pipeline) now awarded and underway.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Ashburton – NW Wastewater Servicing [253.51004]	Complete	Committed	\$702,104
Rakaia – Sludge Disposal Improvements [255.51004]	30 June 2024	Required	\$105,769
Ashburton – Pipeline renewals [253.51019]	30 June 2024	Committed/Required	\$5,806,809
Total			\$ 6,614,682

Stormwater

12. West Street stormwater treatment and attenuation design – Ashburton. This covers the design phase of the treatment and attenuation facilities for the existing West Street stormwater drain. The construction phase has been deferred for reconsideration in the LTP. Not progressed due to reprioritising resources to other projects.
13. Stormwater investigations – Ashburton. This covers activities related to the Ashburton network-wide resource consent. This work was not fully completed due to staff resourcing.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Ashburton – West Street stormwater treatment & attenuation design [269.51003]	30 June 2024	Required	\$200,000
Ashburton – Investigations [269.30534]	30 June 2024	Required [Operational]	\$134,040
Total			\$334,040

Stockwater

14. Stockwater, new capital – This covers the detail design phase for fish-screen on stockwater intakes. This work is ongoing.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Stockwater – Fish screen detailed design [248.51004]	30 June 2024	Required	\$127,171

Water Resources

15. District water management, investigations – This funds actions in the surface water strategy. Progress on these actions has been impacted by redirection of staff on to other activities e.g. 3 water reform.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
District Water Mgmt – Investigations [275.30534]	30 June 2024	Required [Operational]	\$227,705

Waste Reduction and Recovery

16. The Ashburton closed landfill south western slope remediation project Phase 1 was tendered out and awarded to Fulton Hogan in 2022. The work is in progress and is expected to be completed in October 2023.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
REFU0281 Ashburton Closed Landfill South Western Slope Remediation – Phase 1 [263.51003]	30 June 2024	Committed. Contract awarded to Fulton Hogan. Work is progress.	\$58,000
Total			\$58,000

Democracy - Methven Community Board Discretionary Fund

17. The Community Board requires the unspent portion of the discretionary / sundry funds for 2022-2023 to be carried forward.
18. The unspent balance of the Mayor's discretionary fund is to be carried forward.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Carry-over of MCB discretionary / sundry expenditure fund [139.30525]	30 June 2024	Required [Operational]	\$10,034
Carry-over of Mayor's discretionary fund [138.30411]	30 June 2024	Required [Operational]	\$8,875

Total			\$18,909
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Property

19. Rakaia and Methven Medical Centres are still working through their designs. Rakaia has signalled they will not be doing the originally planned major renovations but the final design and cost has yet to be determined.
20. Oval Pavilion completion of refurbishment work once building is in ADC ownership. Noting there is an additional \$150,000 requested to be repurposed from the Medical Centre capital works to undertake the necessary deferred maintenance work.
21. Reallocate \$150,000 from Medical Centre upgrades to the Walnut Pavilion.
22. Art Gallery and Heritage Centre the progressive upgrade of air conditioning and building work to stabilise the interior environment.
23. Rakia Memorial Hall investigative works for earthquake strengthening and associated works.
24. Te Whare Whakatare work to complete the construction of building.
25. Lake Clearwater continuance of lease and survey work.
26. EA Networks access stairs is a health and safety issue which needs to be addressed.
27. Elderly Persons Housing has a number of units that are yet to meet the Healthy Homes standards e.g. kitchen and bathroom extraction units are still to be installed.
28. Due to Property staff shortages, this is required to continue with the work programme.
29. Due to the delays completing the building, this is required to clean and decommission the building in 2023/24.
30. Remaining work scheduled for the Ng King development to install walkways and paths.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Oval Pavilion refurbishment [150.51007.5027]	30 June 2024	Committed	\$150,000
Art Gallery and Heritage Centre air conditioning upgrade [150.51007.5003]	30 June 2026	Required	\$ 1,923,800
Art Gallery and Heritage Centre Resource Consents 150.30532.5003	30 June 2025	Required [Operational]	\$30,000
Rakaia Memorial Hall earthquake strengthening [162.51007]	30 June 2024	Required	\$100,000

Te Whare Whakaterere Completion of the new build [150.51007.5008]	30 June 2024	Committed	\$11,481,439
Medical Centres (Rakaia/Methven) [150.51007.5008]	30 June 2024	Required	\$700,000
Walnut Pavilion	30 June 2024	Required	150,000
Oval Pavilion – additional to make good & booking system	30 June 2024	Required	150,000
Lake Clearwater lease and survey work [158.30534]	30 June 2024	Required [Operational]	\$ 90,000
EA Networks Centre Plant Deck Access Stairs [150.51004.5020]	30 June 2024	Required	\$20,000
Balance of cost to install the heat pumps that were approved by Council resolution 17 May 2023 [150.51007.5020]	30 September 2024	Committed	\$129,265
Elderly Person Housing Complete 2022/23 refurbs. [208.51007]	30 June 2024	Committed	\$62,000
Elderly Person Housing To continue to meet healthy homes standards [208.30607]	30 June 2024	Required [Operational]	\$52,000
Property Admin – personnel To fund external resources to support work programme delays due to staff shortages in 2022/23. [144.30101]	30 June 2024	Required [Operational]	\$80,000
Civic Building – cleaning/decommissioning [146.30502]	30 June 2024	Required [Operational]	\$93,350
Ng King Brothers Chinese Market Garden Paths and walk-ways 155.30608.5022	30 June 2024	Committed [Operational]	10,000 6,500

153.30608.5022			4,375
161.30308.5022			5,255
161.30510.5022			
Total			\$15,237,984

Halls, Reserves and Camping

31. Mt Hutt Memorial Hall work

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Mt Hutt Memorial Hall – Capex Cyclic renewals [211.51018]	30 June 2024	Required	\$16,000
Total			\$16,000

Community Grants and Funding

32.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Biodiversity Grant carryover [207.30414]	30 June 2024	Required [Operational]	\$39,142
Heritage Grant carryover [207.30414]	30 June 2024	Required [Operational]	\$54,000
Total			\$93,142

Public Conveniences

33. Replacement public conveniences at Rakaia Gorge including revenue from the Tourism Infrastructure Fund. Contracts are let and work underway.

34. Rakaia Domain public convenience renewal project is a collaboration with the Rakaia Rugby Club. The prefabricated toilet block will be located on the new facility pad and under its new roofline.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Rakaia Gorge Revenue x TIF (JL16882.30528)(154.51009)	December 2023	Committed	\$250,328
Rakaia Gorge replacement public Toilet and Matariki		Committed	\$192,526

Viewing Platform (JL16882.30528) (154.51009)			
Rakaia Domain Public Toilet renewal (196.51009)	30 June 2024	Committed	\$351,000
Total			\$793,854

Parks and Open Spaces

35. Domain flying fox installation. Supply and install confirmed then incurred ongoing contractor delays – further compounded by weather related delays.
36. Domain playground additional infill softfall including edging reconfiguration to accommodate compliance.
37. Domain waterway enhancements. Extensive remediation of the pond banks which have been degredating for a long time. There will be different solutions to address the issues, four sections, depending upon the location, water depth and use. There is also a bridge replacement included between the Royal Lawn and Oval sportsfield in this plan.
38. New pathway installed between the Domain office and West/Wills Street intersection.
39. Demolition of old paving at the Wildflower (ex Aviary area). In preparation for new configurations.
40. Domain new brick gateposts/pillars at the West Street entrance where the gates are located that secure the park at night.
41. Domain irrigation extensions around the picnic ground area, under the recently lifted treeline and adjacent lawns.
42. Domain and surrounds. Installation of irrigation connections to garden beds that require irrigation. To enable more efficient water use, with timers, overnight. Currently manually water during the day, which is not efficient.
43. Domain furniture. Commissioned the moulding of the Harvest seats which are a bespoke design - unique to the Domain. Council will own the casting moulds.
44. Domain path lighting project. This is upgrading the current lighting infrastructure to more efficient LED technology along with replacing the existing poles. There are three cost items for this project
45. Domain brick fence, continuation of the mortar repointing project, which will progress over a number of years.
46. Domain hard surfacing renewals. This project is being delivered as part of the Council roading resealing programme, scheduled for September 2023. Will include the driveway and all tarsealed paths. Will address historic degradation and past patches and include new roadmarkings.
47. Neighbourhood Parks playground softfall upgrades for compliance.

48. Renewal of Barrhill playground swings and seesaw to meet compliance. Equipment procurement only, discussion pending with the Barhill community regarding location.
49. Services upgrade to Domain picnic ground area, new electrical supply and demarcation powerbox. Split delivery to separate delivery points for capacity. Replacement specimen trees is included in this.
50. Mayfield Domain playground renewals for compliance.
51. Tinwald Domain playground renewal and reconfiguring to meet compliance.
52. East Street scheduled renewals of existing power boxes. Maintain electrical compliance. Funding from past carryover. Efficiency link to other projects.
53. Domain Sportsground pond edging. Renewal of failed asset to make safe.
54. Domain underground direct drilling shots for services under driveway at Grigg Street and under the pond to Native island.
55. Domain Wildlife Path – renewal with new configuration and design which aligns with the Domain Development Plan following the detailed design phase. It will include rock filled wire gabion baskets with “bug hotel” features for wildlife built in.
56. Three Biodiversity related grants from external sources - unspent at year end. Two relate to Taylors Stream revegetation and the other at Pudding Hill, for pest plant control.
57. Baring Square East redevelopment project is progressing and scheduled for completion in alignment with the completion of the new Civic Centre and Library.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Domain Flying Fox (166.51009)	October 2023	Committed	\$30,000
Domain Playground additional softfall (166.51009)	September 2023	Committed	\$12,282
Ashburton Domain Waterway enhancements Section A (166.51009)	April 2024	Committed	\$62,836
Ashburton Domain Waterway enhancements Section B (166.51009)	April 2024	Committed	\$69,454
Ashburton Domain Waterway enhancements Section C (166.51009)	April 2024	Committed	\$51,054
Ashburton Domain Waterway enhancements Section D (166.51009)	April 2024	Committed	\$51,054
Ashburton Domain Waterway enhancements	December 2023	Committed	\$50,774

Replacement Bridge (166.51009)			
Domain new pathway, Office to Wills Street (166.51009)	September 2023	Committed	\$44,160
Domain Wildflower area, plath demolition. (166.51009)	August 2023	Committed	\$17,700
Domain new brick gateposts at entrance. (166.51009)	November 2023	Committed	\$34,126
Irrigation extensions under Cedars Picnic Ground area (177.51009)	September 2023	Committed	\$43,000
Installation of irrigation connections to garden beds that require irrigation (166.51009)	February 2024	Committed	\$45,333
Domain Harvest seat moulds. (166.51009)	November 2023	Committed	\$17,500
Domain removal and replacement of old path lights. (166.51009)	November 2023	Committed	\$73,311
Procurement of LED luminaries for Domain paths (166.51009)	August 2023	Committed	\$25,000
Procurement of new light poles for the Walnut to Wills path. (166.51009)	August 2023	Committed	\$52,500
Domain brick fence repointing Project (166.51009)	August 2023	Committed	\$4,200
Domain hard surface renewals (166.51009)	September 2023	Committed	\$100,000
Neighbourhood grounds play softfall (176.51009)	September 2023	Committed	\$36,000
Barhill renewal swings and see-saw (173.30624)	October 2023	Committed	\$19,459
Electrical services upgrade to Picnic Ground (177.51009)	September 2023	Committed	\$139,417
Domain Replacement specimen trees. (177.51009)	May 2024	Committed	\$30,000

Mayfield Domain Playground upgrade (192.51009)	September 2023	Committed	\$19,985
Tinwald Domain Playground renewal and reconfiguring. (199.51025)	September 2023	Committed	\$74,997
East Street Power outlets, for compliance. Renewal of existing supply. (172.51009)	December 2023	Committed	\$71,000
Sportsground pond edging renewals. (177.51009)	April 2024	Committed	\$58,000
Domain directional drilled shots for underground services. (172.51009)	August 2023	Committed	\$28,380
Domain Wildlife area new path configurations. (173.51009)	November 2023	Committed	\$48,742
Unspent Ecan Fund 2022. Taylors Reserve. (294.30525.2400)	June 2024	Committed	\$6,393
Taylors stream Biodiversity enhancement project. Funding from TIF new toilets. (16814.30515)	July 2023	Committed [Operational]	\$22,463
Taylors Stream project. (173.30528)	July 2023	Committed [Operational]	\$5,054
Baring Square East redevelopment (167.51009)	November 2023	Committed CAPEX	\$2,812,884
Total			\$4,152,858

Recreation Facilities

58. Officers are proposing to utilise underspent electricity budget from 2022/23 to fund improvements in energy and sustainability for the facility that otherwise aren't budgeted for.
59. The EANC Masterplan was approved by Council resolution on 25 July 2023 and contract has been awarded as of 05 September 2023
60. Officers are proposing to utilise under spent advertising budget to complete improvements to facility signage that are required by Poolsafe compliance including visual signage linked to caregiver/child ratios and improvements to signage to support language barriers.
61. Officers are completing design works for the proposed EANC Internal Changes works using underspent budget from consultancy in 2022/23. This preliminary design work will reflect in business case presentation for the LTP.
62. Depreciation amount has been added as the Heat Pumps were purchased after the completion of the annual plan so no depreciation was included in 2023/24.
63. Officers were unable to attend valuable training in 2022/23 due to staffing shortages and facility maintenance needs as propose to attend 2023/24 instead with a focus on facility improvements and sustainability as key outcomes.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Electricity/Energy Enhancements (utilisation of underspent Electricity budget) (282.30611.8530)	30 June 2024	Required [Operational]	\$60,000
EANC Masterplan (budget repurpose already approved by Council) 282.30611.8530 to 282.30308	30 June 2024	Committed [Operational]	\$40,000
Signage enhancements (Poolsafe Compliance) (282.30403.8534)	30 June 2024	Required [Operational]	\$14,000
EANC Internal Changes Design (282.30308.8534)	30 June 2024	Committed [Operational]	\$14,800
EANC Heat Pump Depreciation (282.30704.0000)	30 June 2024	Committed [Operational]	\$40,000
Conference Expenses and Staff Travel (282.30112.8534 & 282.30113.8534)	30 June 2024	Required [Operational]	\$10,000
Total			\$178,800

Library

64.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Sound Studio Consultancy (163.30308)	30 June 2024	Committed [Operational]	\$22,000
Subscriptions (163.30212)	30 June 2024	Required [Operational]	\$10,000
Total			\$32,000

Arts and Culture

65. Updating of interpretations signage and audio tours for main exhibition space.

66. For completion of merfer, new website and brand development.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Interpretation exhibition signage (206.51018)	30 June 2024	Required [Operational]	\$24,937
Branding (206.30101 to 206.30308)	30 June 2024	Required [Operational]	\$65,000
Total			\$89,937

Information Systems

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Network Hardware Cyclic renewal of server and storage infrastructure Natural Account 51018	30 June 2024	Committed Design work has been completed and confirmed with provider	\$225,000
GIS Renewal of rural imagery Natural Account 51024	30 June 2024	Committed Work included in the recently completed tender round for this summers	\$68,000

		programme of capture	
Licensing (OPEX) Natural Account 30213	30 June 2024	Committed Costs associated with operationally required licensing added in 22/23 [Operational]	\$78,000
Total			\$371,000

Compliance and Development

67. For implementation of the National Policy Statement Indigenous Biodiversity and new planning legislation.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Salary and wages – District Planning unspent [226.30101 to 226.30308]	June 2025	Required [Operational]	\$88,000

People and Capability

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Position Sizing Review – project outcomes delayed [283.30101]	June 2024	Committed [Operational]	\$180,000
New Building Safety & Relocation Initiatives 283.30111,283.30119,283.30525	December 2023	Required [Operational]	\$24,000
Wellbeing Subscription 283.30212	June 2024	Committed [Operational]	\$5,400
Staff Event – delayed 283.30401	June 2024	Committed [Operational]	\$4,000
Resourcing – Organisation Wide	June 2024	Committed [Operational]	\$220,000
Total			\$ 433,400

Treasury

68. Treasury request to carry over \$154,870 for salary and wage requirements to upskill staff and gain capacity in order to improve efficiencies in the use TechOne within the team.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
Salary and Wages [132.30101]	June 2024	Required [Operational]	\$154,870

Plant Operations

69. Plant Operations requests to carry over \$445,800 for Plant renewal requirements.

Project	Expected Completion Date	Committed / Required	Carry-Over Request
[137.51006]	June 2024	Committed to plant items ordered in 2022/23 year and yet to be received (247,363). Balance required for delayed procurement.	\$445,800

Summary of Carry-overs

Activity	Capital Expenditure	Operating Expenditure
Drinking Water	\$ 9,473,791	
Wastewater	\$ 6,614,682	
Stormwater	\$ 200,000	\$ 134,040
Stockwater	\$ 127,171	
Water Resources		\$ 227,705
Waste Reduction and Recovery	\$ 58,000	

Democracy		\$18,909
Property	\$14,866,504	\$366,225
Halls, Reserves and Camping	\$ 499,952	
Community Grants and Funding		\$ 93,142
Public Conveniences	\$ 793,854	
Parks and Open Spaces	\$ 4,125,341	\$27,517
Recreation Facilities	\$ 64,000	\$ 114,800
Library		\$32,000
Arts and Culture	\$ 24,937	\$65,000
Information Services	\$ 293,000	\$78,000
Compliance and Development		\$ 88,000
People and Capability		\$433,400
Treasury		\$154,870
Plant Operations	\$445,800	
Total Carry-overs	\$ 37,039,080	\$1,902,863

Option 1 – Approve all carry-overs as detailed (recommended option)

70. Advantages of option 1 include ensuring all programmed projects are completed and provides the opportunity to undertake forward design of projects that are related to the 2023/24 programmes.

71. Disadvantages identified with option 1 include the ability of carryovers to be completed during the year on top of 2023/24 projects budgeted in the Annual Plan.

Option 2 – Approve carry-overs relating to committed projects only

72. Advantages of this include ensuring all projects either in progress or contractually committed in some way are completed in the 2023/24 programmes.

73. The disadvantages identified with this option are:

- Forward design of future programmed works and other works may not be progressed.
- Increased rate requirements in the future if operating cost carry-overs are not available to meet future expenditure.

Projects already agreed with the community would not be undertaken

Legal/policy implications

74. There are no statutory implications relating to the approval of these carry-overs.

Strategic alignment

75. Approval of the recommendations contained in this report is consistent with the Community Outcomes and Strategic Objectives outlined in the LTP in particular:

- **Outcome 1: A thriving and diverse local economy**

Strategic Objective. Our district's infrastructure and services meet our correct and foreseeable future needs.

Strategic Objective. Our water resources are developed and managed in ways that support our environment, economy and lifestyle now and into the future.

- **Outcome 2: Sustainable natural and built environments**

Strategic Objective. We have safe and attractive environments that meet our community's needs

76. The recommendation relates to all of Council's community outcomes and support the vision of *Ashburton: The district of choice for lifestyle and opportunity*.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	The carry-over funding will enable Council to complete a range of capital and operational projects which contribute across all four wellbeings.
Environmental	✓	
Cultural	✓	
Social	✓	

Financial implications

77. There are financial implications arising from the approval of the recommendations in this report, being the additional cashflow requirements moving to the 2023/24 year when initially budgeted in the prior year.

78. Individual projects may be subject of separate requests for additional funding once final pricing of those projects has been received, but if this is the case Council will again have the opportunity to confirm or otherwise for those projects.

Requirement	Explanation
What is the cost?	Carry-over of unspent budget from 2022-2023, no additional cost.
Is there budget available in LTP / AP?	Carry-over of unspent budget from 2022-2023, no additional budget required.
Where is the funding coming from?	Carry-over of unspent budget from 2022-2023, no additional funding required.
Are there any future budget implications?	No
Finance review required?	No

Significance and engagement assessment

79. No significant consultation with the wider community has taken place on this matter.

80. Consultation on the projects has been carried out as part of the 2021-31 Long Term Plan.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	N/A
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	The community will be informed of the carry-over decision via the usual communication channels
Reviewed by Strategy & Policy	Toni Durham; GM Democracy & Engagement

14. Transwaste Dividend Update

Author *Leanne Macdonald; Group Manager Business Support*
GM Responsible *Hamish Riach; Chief Executive*

Summary

- The purpose of this report is to update the Council on Transwaste dividends for the year ended 30 June 2023.

Recommendation

- 1. That** Council receives the Transwaste dividends report.

Background

1. Council holds 600,000 shares in Transwaste Canterbury Ltd, which equates to 3% of the total shares (total shares being 20,000,000).
2. Transwaste Canterbury Ltd owns Tiromoana Station Ltd, which owns the land at Kate Valley and the landfill site, and the Burwood Resource Recovery Park (BRRP), which was set up to receive and process demolition material from the Christchurch earthquakes.
3. Council has budgeted \$1,800,000 of total dividends in the 2022/23 year, of which \$500,000 was budgeted to be received from Transwaste Canterbury Ltd and \$1,300,000 from Ashburton Contracting Limited.
4. The net dividend from Transwaste for the final dividend for the 2022/23 year is \$156,000, reflecting ADC's 3% share of the total \$5,200,000 dividend. This will be captured in the 2023/24 financial year due to the timing of the final dividend being declared.
5. In addition to receiving the dividend, Council received payment of \$200,090. In accordance with the council's participation in the Transport Equalisation agreement, the Canterbury Regional Landfill Joint Committee has requested an adjustment to the dividend to reflect an equalisation from Christchurch City Council and Waimakariri District Council. The equalisation payment is recognised as sundry income in the 2022/23 financial year.
6. Council received \$549,000 in dividends from Transwaste in the 2022/23 year, which were made up of \$240,000 final dividend from the 2021/22 year and an interim dividend of \$309,000 received in October 2022. This is against a budget of \$500,000.
7. As with bullet point five (5) above Council also received an equalisation payment of \$187,480. as part of the end of year dividend, which was recognised as sundry income in the prior (2021/22) financial year.
8. In addition to receiving dividends from Transwaste, Council received dividends from Ashburton Contracting Limited. Ashburton Contracting Limited dividends in the 2022/23 year totalled \$1,500,000, against a budget of \$1,300,000. This included the final payment from 2021/22 of \$1,200,000 and the interim dividend paid in March 2023 of \$300,000.
9. In total Council received \$2,049,000 in dividends against a budget of \$1,800,000.

Options analysis

Option 1 – Receive the Report

10. There are no options other than to receive the report, which is for information only.

Legal/policy implications

11. There are no legal /policy implications as a result of receiving this report.

Strategic alignment

12. The recommendation relates to Council's community outcome of Economic and Social because it benefits the rate payers (both commercial and residential) by reducing the reliance on rates to support the districts needs which in turn, supports Ashburton district in being an affordable place to connect, grow, live, work and play.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Dividends reduce reliance of rates, supporting businesses to prosper in Ashburton district.
Environmental		
Cultural		
Social	✓	Dividends offset the cost of rates keeping it an affordable to live for families.

Financial implications

13. Dividends from Transwaste Canterbury Ltd year are \$549,000, which is slightly above the budget of \$500,000. In addition Council received \$1,500,00 in dividends from ACL against a budget of \$1,300,000.

Requirement	Explanation
What is the cost?	Not applicable
Is there budget available in LTP / AP?	Not required as receiving funding.
Where is the funding coming from?	Not applicable
Are there any future budget implications?	The late declaration of the Transwaste dividend means final dividend of \$156,000 will be recognised in the 2023/24 financial year.
Finance review required?	Yes

Significance and engagement assessment

14. The report is for information only. There are no significance and engagement issues.

Requirement	Explanation	
Is the matter considered significant?	No	
Level of significance	Low	
Level of engagement selected	Inform – One-way communication	
Rationale for selecting level of engagement	The report is information only.	
Reviewed by Strategy & Policy	Mark Low: Strategy and Policy Manager	

15. Financial Reports

Author *Erin Register, Finance Manager*
GM responsible *Leanne Macdonald, GM Business Support*

Attachments

Financial variance report – July 2023

***Ashburton District Council
Financial Variance Report
For the period ending
31 July 2023***

Variances greater than \$100,000 are highlighted in **red bold**. If the variance is permanent an explanation is provided.

F (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.

U (unfavourable variance) is **when** actual revenue is less than budget or actual expenditure is greater than budget.

Contents

Income and Expenditure – Overview.....	3
Income and Expenditure – Summary.....	4
Transportation – Income & Expenditure Report.....	5
Drinking Water – Income & Expenditure Report.....	6
Wastewater – Income & Expenditure Report.....	7
Stormwater – Income & Expenditure Report.....	8
Stockwater – Income & Expenditure Report.....	9
Waste Reduction & Recycling – Income & Expenditure Report.....	10
Recreation Facilities – Income & Expenditure Report.....	11
Recreation & Community Services – Income & Expenditure Report.....	12
Economic Development – Income & Expenditure Report.....	13
Parks & Open Spaces – Income & Expenditure Report.....	14
Community Governance & Decision Making – Income & Expenditure Report.....	15
Environmental Services – Income & Expenditure Report.....	16
Miscellaneous, Dividends & Internal Overheads – Income & Expenditure Report.....	17
Balance Sheet.....	18
Net Debt and Borrowings.....	19
Council Investments.....	21
Receivables Summary (Including Prior Month Comparative).....	22

Income and Expenditure – Overview

For period ending 31 July 2023

\$6.58 M Actual YTD Operating Income	\$91.34 M Forecast Full Year Operating Income	(\$84.76) M Variance Operating Income	7% % of Forecast Operating Income
\$5.71 M Actual YTD Operating Expenditure	\$81.58 M Forecast Full Year Operating Expenditure	(\$75.87) M Variance Operating Expenditure	7% % of Forecast Operating Expenditure
\$0.00 M Actual YTD Capital Income	\$26.63 M Forecast Full Year Capital Income	(\$26.63) M Variance Capital Income	0% % of Forecast Capital Income
\$2.09 M Actual YTD Capital Expenditure	\$42.60 M Forecast Full Year Capital Expenditure	(\$40.51) M Variance Capital Expenditure	5% % of Forecast Capital Expenditure
\$0.00 M Actual YTD Loans Repaid	\$7.02 M Forecast Full Year Loans Repaid	(\$7.02) M Variance Loans Repaid	0% % of Forecast Loans Repaid

Income and Expenditure – Summary

For period ending 31 July 2023

	Actual YTD	Full Year Budget	Variance	Percentage of Budget
Revenue				
Rates	3,980,388	46,905,992	(42,925,605)	8%
Fees and Charges	1,113,197	11,044,099	(9,930,903)	10%
Subsidies and Grants	768,550	10,881,403	(10,112,853)	7%
Finance Income	13,301	417,200	(403,899)	3%
Other Revenue	642,534	5,394,060	(4,751,527)	12%
Other Sales	30,489	1,139,074	(1,108,585)	3%
Development / Financial Contributions	30,876	632,800	(601,924)	5%
Gain on Sale of Assets	0	12,107,828	(12,107,828)	0%
Vested Assets	0	2,816,100	(2,816,100)	0%
Total Revenue	6,579,334	91,338,557	(84,759,223)	7%
Operating Expenditure				
Payments to Staff and Suppliers	3,778,546	59,802,669	(56,024,123)	6%
Finance Costs	472,983	4,576,131	(4,103,148)	10%
Other Expenses	40,220	205,155	(164,936)	20%
Depreciation	1,417,875	16,998,015	(15,580,140)	8%
Total Expenditure	5,709,624	81,581,971	(75,872,347)	7%
Net operating surplus (deficit)	869,710	9,756,586	(8,886,876)	9%
Capital Income				
Loans Raised	0	21,728,878	(21,728,878)	0%
Land Sales	0	4,797,800	(4,797,800)	0%
Other Asset Sales & Disposals	0	104,300	(104,300)	0%
Total Capital Income	0	26,630,978	(26,630,978)	0%
Capital Expenditure				
Infrastructural Assets	770,735	22,700,929	(21,930,195)	3%
Cyclic Renewals	960,291	14,278,380	(13,318,090)	7%
Plant	13,589	456,834	(443,245)	3%
Additions/Alterations	291,952	1,696,627	(1,404,676)	17%
Other Assets	52,834	3,464,551	(3,411,716)	2%
Total capital expenditure	2,089,400	42,597,322	(40,507,922)	5%
Loan Repayments	0	7,024,840	(7,024,840)	0%
Total capital to be funded	2,089,400	22,991,184	(20,901,784)	9%

Transportation – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Footpaths	147,438	1,331,840	(1,184,402)	11%	No
Roading	1,478,479	15,805,183	(14,326,704)	9%	No
	1,625,917	17,137,023	(15,511,106)	9%	
Operating Expenditure					
Footpaths	121,352	1,451,336	(1,329,984)	8%	No
Roading	1,353,589	15,805,184	(14,451,595)	9%	No
	1,474,941	17,256,520	(15,781,578)	9%	
Capital Income					
Footpaths	0	11,053	(11,053)	0%	
Roading	0	2,342,897	(2,342,897)	0%	No
	0	2,353,950	(2,353,950)	0%	
Capital Expenditure					
Footpaths	163,467	521,500	(358,033)	31%	No
Roading	749,087	9,378,039	(8,628,951)	8%	No
	912,554	9,899,539	(8,986,984)	9%	
Loan Repayments					
Footpaths	0	60,728	(60,728)	0%	
Roading	0	254,177	(254,177)	0%	No
	0	314,905	(314,905)	0%	

The above financials include the following:

Development Contributions	0	0	0	0%
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The above financials do not include the following:

Vested Assets	0	0	0	0%
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The above financials do not include appropriations - to and from activities

Drinking Water – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Group Water Supplies	538,688	6,135,928	(5,597,240)	9%	No
Methven/Springfield Water Supply	5,336	356,307	(350,971)	1%	No
Montalto Water Supply	32,017	383,282	(351,265)	8%	No
Lyndhurst Water Supply	1,344	17,974	(16,630)	7%	
Barhill Water Supply	403	4,830	(4,427)	8%	
	577,788	6,898,321	(6,320,532)	8%	
Operating Expenditure					
Group Water Supplies	285,660	5,990,197	(5,704,537)	5%	No
Methven/Springfield Water Supply	15,825	359,541	(343,716)	4%	No
Montalto Water Supply	14,314	386,087	(371,774)	4%	No
Lyndhurst Water Supply	759	4,926	(4,168)	15%	
Barhill Water Supply	221	1,405	(1,184)	16%	
	316,778	6,742,156	(6,425,377)	5%	
Capital Income					
Group Water Supplies	0	4,944,341	(4,944,341)	0%	No
Methven/Springfield Water Supply	0	3,586,089	(3,586,089)	0%	No
Montalto Water Supply	0	363,847	(363,847)	0%	No
	0	8,894,277	(8,894,277)	0%	
Capital Expenditure					
Group Water Supplies	317,826	5,614,829	(5,297,004)	6%	No
Methven/Springfield Water Supply	0	3,689,960	(3,689,960)	0%	No
Montalto Water Supply	0	490,210	(490,210)	0%	No
	317,826	9,794,999	(9,477,173)	3%	
Loan Repayments					
Group Water Supplies	0	734,823	(734,823)	0%	No
Methven/Springfield Water Supply	0	46,006	(46,006)	0%	
Lyndhurst Water Supply	0	13,048	(13,048)	0%	
Barhill Water Supply	0	3,425	(3,425)	0%	
	0	810,161	(810,161)	0%	
<i>The above financials include the following:</i>					
Development Contributions	18,697	178,232	(159,535)	10%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	1,189,020	(1,189,020)	0%	

The above financials do not include appropriations - to and from activities

Wastewater – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Ashburton Wastewater	436,355	5,041,400	(4,605,045)	9%	No
Methven Wastewater	48,506	479,331	(430,824)	10%	No
Rakaia Wastewater	30,045	424,516	(394,472)	7%	No
	514,906	5,945,247	(5,430,341)	9%	
Operating Expenditure					
Ashburton Wastewater	322,964	4,699,136	(4,376,172)	7%	No
Methven Wastewater	25,297	479,480	(454,183)	5%	No
Rakaia Wastewater	22,278	426,096	(403,818)	5%	No
	370,538	5,604,712	(5,234,173)	7%	
Capital Income					
Ashburton Wastewater	0	2,197,148	(2,197,148)	0%	No
Rakaia Wastewater			0	0%	
	0	2,197,148	(2,197,148)	0%	
Capital Expenditure					
Ashburton Wastewater	308,873	2,843,998	(2,535,125)	11%	No
Methven Wastewater	51,796	165,082	(113,286)	31%	No
Rakaia Wastewater	667	0	667	0%	
	361,336	3,009,080	(2,647,744)	12%	
Loan Repayments					
Ashburton Wastewater	0	1,456,620	(1,456,620)	0%	No
Methven Wastewater	0	16,277	(16,277)	0%	
Rakaia Wastewater	0	54,326	(54,326)	0%	
	0	1,527,223	(1,527,223)	0%	
<i>The above financials include the following:</i>					
Capital Services Contribution	70,027	383,791	(313,764)	18%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	1,397,620	(1,397,620)	0%	

The above financials do not include appropriations - to and from activities

Stormwater – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Ashburton Stormwater	111,940	1,336,985	(1,225,045)	8%	No
Methven Stormwater	7,522	87,334	(79,812)	9%	
Rakaia Stormwater	4,125	45,619	(41,494)	9%	
Hinds Stormwater	965	11,493	(10,528)	8%	
Rural Stormwater	8,201	52,127	(43,926)	16%	
	132,752	1,533,558	(1,400,806)	9%	
Operating Expenditure					
Ashburton Stormwater	80,867	1,387,820	(1,306,953)	6%	No
Methven Stormwater	12,329	90,869	(78,540)	14%	
Rakaia Stormwater	1,276	47,418	(46,142)	3%	
Hinds Stormwater	65	11,729	(11,664)	1%	
Rural Stormwater	8,255	53,535	(45,280)	15%	
	102,792	1,591,371	(1,488,579)	6%	
Capital Expenditure					
Ashburton Stormwater	0	24,140	(24,140)	0%	
	0	24,140	(24,140)	0%	
Loan Repayments					
Ashburton Stormwater	0	273,939	(273,939)	0%	No
Methven Stormwater	0	7,539	(7,539)	0%	
	0	281,478	(281,478)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	229,460	(229,460)	0%	

The above financials do not include appropriations - to and from activities

Stockwater – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Stockwater	86,568	1,109,456	(1,022,888)	8%	No
	86,568	1,109,456	(1,022,888)	8%	
Operating Expenditure					
Stockwater	91,017	1,141,752	(1,050,735)	8%	No
	91,017	1,141,752	(1,050,735)	8%	
Capital Expenditure					
Stockwater	3,886	0	3,886	0%	
	3,886	0	3,886	0%	
Loan Repayments					
Stockwater	0	17,674	(17,674)	0%	
	0	17,674	(17,674)	0%	

The above financials include the following:

0	0	0	0%
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The above financials do not include the following:

0	0	0	0%
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The above financials do not include appropriations - to and from activities

Waste Reduction & Recycling – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Refuse Collection	252,821	2,966,392	(2,713,571)	9%	No
Refuse Management	190,639	5,117,713	(4,927,074)	4%	No
	443,460	8,084,106	(7,640,645)	5%	
Operating Expenditure					
Refuse Collection	96,884	2,966,390	(2,869,506)	3%	No
Refuse Management	354,924	5,463,623	(5,108,699)	6%	No
	451,808	8,430,013	(7,978,205)	5%	
Capital Income					
Refuse Management	0	198,707	(198,707)	0%	No
	0	198,707	(198,707)	0%	
Capital Expenditure					
Refuse Management	0	182,525	(182,525)	0%	No
	0	182,525	(182,525)	0%	
Loan Repayments					
Refuse Collection	0	4,462	(4,462)	0%	
Refuse Management	0	27,710	(27,710)	0%	
	0	32,172	(32,172)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

The above financials do not include appropriations - to and from activities

Recreation Facilities – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Ashburton Museum and Art Gallery	158,536	1,850,284	(1,691,748)	9%	No
Library	119,429	1,421,935	(1,302,506)	8%	No
Recreation Facilities and Services	506,391	5,928,186	(5,421,794)	9%	No
	784,357	9,200,405	(8,416,048)	9%	
Operating Expenditure					
Ashburton Museum and Art Gallery	161,202	2,288,305	(2,127,103)	7%	No
Library	135,290	1,770,933	(1,635,644)	8%	No
Recreation Facilities and Services	521,598	7,038,217	(6,516,619)	7%	No
	818,090	11,097,455	(10,279,365)	7%	
Capital Income					
Library	0	157,309	(157,309)	0%	No
	0	157,309	(157,309)	0%	
Capital Expenditure					
Ashburton Museum and Art Gallery	0	76,157	(76,157)	0%	
Library	9,554	236,427	(226,873)	4%	No
Recreation Facilities and Services	17,610	316,759	(299,149)	6%	No
	27,164	629,343	(602,179)	4%	
Loan Repayments					
Recreation Facilities and Services	0	10,822	(10,822)	0%	
	0	17,926	(3,718)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

The above financials do not include appropriations - to and from activities

Recreation & Community Services – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Public Conveniences	150,670	689,305	(538,635)	22%	No
Elderly Persons Housing	59,784	686,938	(627,154)	9%	No
Memorial Halls	35,400	306,558	(271,158)	12%	No
Reserves and Camping Grounds	122,131	808,094	(685,963)	15%	No
Reserve Boards	56,781	596,951	(540,170)	10%	No
Community Safety	3,791	45,436	(41,645)	8%	
	428,557	3,133,283	(2,704,725)	14%	
Operating Expenditure					
Public Conveniences	22,425	591,808	(569,383)	4%	No
Elderly Persons Housing	15,139	750,588	(735,448)	2%	No
Memorial Halls	45,560	595,145	(549,585)	8%	No
Reserves and Camping Grounds	46,218	1,039,379	(993,161)	4%	No
Reserve Boards	29,691	581,370	(551,679)	5%	No
Community Safety	1,363	57,826	(56,463)	2%	
	160,397	3,616,116	(3,455,719)	4%	
Capital Income					
Elderly Persons Housing	0	909,920	(909,920)	0%	No
Reserve Boards	0	54,236	(54,236)	0%	
	0	964,156	(964,156)	0%	
Capital Expenditure					
Public Conveniences	24,430	0	24,430	0%	No
Elderly Persons Housing	1,165	959,560	(958,395)	0%	
Memorial Halls	0	4,172	(4,172)	0%	
Reserve Boards	37,134	74,053	(36,919)	50%	
	62,729	1,037,785	(975,056)	6%	
Loan Repayments					
Public Conveniences	0	251,946	(251,946)	0%	No
Elderly Persons Housing	0	9,929	(9,929)	0%	
Reserves and Camping Grounds	0	2,252	(2,252)	0%	
Reserve Boards	0	14,587	(14,587)	0%	
	0	278,714	(278,714)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

The above financials do not include appropriations - to and from activities

Economic Development – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Commercial Property	182,133	19,924,084	(19,741,950)	1%	No
Business & Economic Development	110,857	734,060	(623,203)	15%	No
District Promotion	18,982	226,974	(207,992)	8%	No
Forestry	19,322	604,619	(585,297)	3%	No
	331,294	21,489,736	(21,158,442)	2%	
Operating Expenditure					
Commercial Property	448,405	6,757,575	(6,309,171)	7%	No
Business & Economic Development	65,646	863,517	(797,871)	8%	No
District Promotion	11,867	262,423	(250,556)	5%	No
Forestry	23,715	474,897	(451,183)	5%	No
	549,633	8,358,413	(7,808,780)	7%	
Capital Income					
Commercial Property	0	11,363,618	(11,363,618)	0%	No
	0	11,363,618	(11,363,618)	0%	
Capital Expenditure					
Commercial Property	252,239	13,594,462	(13,342,223)	2%	No
	252,239	13,594,462	(13,342,223)	2%	
Loan Repayments					
Commercial Property	0	3,254,184	(3,254,184)	0%	No
	0	3,254,184	(3,254,184)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

The above financials do not include appropriations - to and from activities

Parks & Open Spaces – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Cemeteries	47,396	617,045	(569,649)	8%	No
Parks and Recreation	388,728	4,857,121	(4,468,393)	8%	No
	436,124	5,474,166	(5,038,042)	8%	
Operating Expenditure					
Cemeteries	37,612	732,549	(694,937)	5%	No
Parks and Recreation	266,165	4,461,100	(4,194,936)	6%	No
	303,777	5,193,649	(4,889,872)	6%	
Capital Income					
Parks and Recreation	0	397,513	(397,513)	0%	No
	0	397,513	(397,513)	0%	
Capital Expenditure					
Parks and Recreation	82,078	662,305	(580,227)	12%	No
	82,078	662,305	(580,227)	12%	
Loan Repayments					
Cemeteries	0	14,587	(14,587)	0%	
Parks and Recreation	0	199,248	(199,248)	0%	No
	0	213,835	(213,835)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

The above financials do not include appropriations - to and from activities

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Community Governance & Decision Making – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Council	233,189	2,768,827	(2,535,638)	8%	No
Methven Community Board	12,757	148,349	(135,592)	9%	No
Youth Council	1,063	12,551	(11,488)	8%	
Community Grants Funding	178,395	1,614,191	(1,435,796)	11%	No
Water Zone Committee	10,473	132,511	(122,038)	8%	No
	435,877	4,676,429	(4,240,552)	9%	

Operating Expenditure					
Council	216,671	3,481,421	(3,264,749)	6%	No
Methven Community Board	6,521	148,517	(141,996)	4%	No
Youth Council	444	13,702	(13,259)	3%	
Community Grants Funding	539,912	1,225,178	(685,267)	44%	No
Water Zone Committee	5,567	154,890	(149,323)	4%	No
	769,115	5,023,709	(4,254,594)	15%	

Loan Repayments					
Community Grants Funding	0	99,000	(99,000)	0%	
Water Zone Committee	0	18,000	(18,000)	0%	
	0	117,000	(117,000)	0%	

The above financials include the following:

Development Contributions	89,332	561,984	(472,652)	16%	
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The above financials do not include the following:

Vested Assets	0	0	0	0%	
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The above financials do not include appropriations - to and from activities

Environmental Services – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Operating Income					
Environmental Health	5,763	176,314	(170,552)	3%	No
Building Regulation	249,254	2,665,224	(2,415,970)	9%	No
Emergency Management	10,196	124,657	(114,461)	8%	No
Liquor Licensing	14,232	169,995	(155,762)	8%	No
Land Information Memorandum	6,691	104,343	(97,652)	6%	
Parking	21,434	228,184	(206,750)	9%	No
Animal Control	406,291	549,035	(142,745)	74%	No
Resource Consents	64,138	702,232	(638,094)	9%	No
Monitoring and Enforcement	24,928	324,728	(299,801)	8%	No
Planning	31,555	393,592	(362,037)	8%	No
	834,481	5,438,303	(4,603,822)	15%	
Operating Expenditure					
Environmental Health	16,243	218,077	(201,834)	7%	No
Building Regulation	166,903	2,685,147	(2,518,244)	6%	No
Emergency Management	4,089	105,112	(101,023)	4%	No
Liquor Licensing	13,907	190,185	(176,278)	7%	No
Land Information Memorandum	210	104,343	(104,133)	0%	No
Parking	16,073	240,625	(224,552)	7%	No
Animal Control	28,102	585,146	(557,045)	5%	No
Resource Consents	64,194	770,783	(706,589)	8%	No
Monitoring and Enforcement	25,690	439,293	(413,603)	6%	No
Planning	27,349	482,052	(454,703)	6%	No
	362,759	5,820,763	(5,458,003)	6%	
Loan Repayments					
Animal Control	0	4,400	(4,400)	0%	
Planning	0	144,302	(144,302)	0%	No
	0	148,702	(148,702)	0%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

The above financials do not include appropriations - to and from activities

Note: Loan Repayments include a portion relating to last years budgeted loan repayments due to timing of loans maturing.

Miscellaneous, Dividends & Internal Overheads – Income & Expenditure Report

For period ending 31 July 2023

	Actual YTD	Budget Full Year	Variance	Percentage of Budget	Permanent Variance
Income					
Dividends and Interest	13,301	1,329,981	(1,316,680)	1%	No
Library and Civic Centre	16,127	416,958	(400,831)	4%	No
Executive Team	144,691	1,781,255	(1,636,564)	8%	No
People & Capability	97,564	1,273,939	(1,176,375)	8%	No
Information Systems	251,329	3,765,936	(3,514,607)	7%	No
Customer Services	44,721	747,023	(702,302)	6%	No
Treasury	96,153	1,586,875	(1,490,722)	6%	No
Rates	26,987	825,430	(798,443)	3%	No
Community Relations	61,438	1,038,306	(976,868)	6%	No
Communications	58,375	990,062	(931,687)	6%	No
Property Administration	114,108	1,693,906	(1,579,798)	7%	No
Service Delivery	298,032	4,051,793	(3,753,761)	7%	No
Parks Administration	200,529	3,830,491	(3,629,963)	5%	No
Plant Operations	21,248	963,206	(941,958)	2%	No
	1,444,604	24,295,161	(22,850,557)	6%	
Expenditure					
Dividends and Interest	10	55,003	(54,992)	0%	
Library and Civic Centre	16,827	416,923	(400,096)	4%	No
Executive Team	144,691	1,781,256	(1,636,564)	8%	No
People & Capability	99,428	1,273,939	(1,174,512)	8%	No
Information Systems	306,638	4,203,764	(3,897,126)	7%	No
Customer Services	44,663	746,909	(702,247)	6%	No
Treasury	96,153	1,586,875	(1,490,723)	6%	No
Rates	65,759	825,430	(759,671)	8%	No
Community Relations	62,289	1,038,305	(976,016)	6%	No
Communications	58,375	990,062	(931,686)	6%	No
Property Administration	115,285	1,785,673	(1,670,388)	6%	No
Service Delivery	301,353	4,051,793	(3,750,440)	7%	No
Parks Administration	211,745	3,749,959	(3,538,213)	6%	No
Plant Operations	60,382	923,573	(863,190)	7%	No
	1,583,599	23,429,465	(21,845,866)	7%	
Net Income					
Operations	0	104,300	(104,300)	0%	No
	0	104,300	(104,300)	0%	
Net Expenditure					
Information Systems	56,000	490,210	(434,210)	11%	No
Plant Operations	13,589	456,834	(443,245)	3%	No
	69,588	947,044	(877,456)	7%	

Some financials include the following:

Government Contributions	0	0	0	0%
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Some financials do not include the following:

Capital Assets	0	0	0	0%
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Some financials do not include appropriations - to and from activities

Balance Sheet - DRAFT

As at 31 July 2023

	YTD Actual	2023 Actual
Public Equity		
Ratepayers Equity	547,603,434	538,851,078
Revaluation Reserves	359,380,954	359,380,954
Funds and Reserves	65,920,697	65,920,697
	972,905,085	964,152,729
Non-Current Liabilities		
External Loans	95,600,000	85,600,000
Other Term Liabilities	324,054	324,054
	95,924,054	85,924,054
Current Liabilities		
Trade Creditors	1,810,215	5,597,595
Deposits & Bonds	1,291,559	1,288,764
Other Current Liabilities	1,790,713	804,558
Accrued Liabilities	6,062,826	9,079,643
	10,955,313	16,770,560
Total Equity & Liabilities	1,079,784,452	1,066,847,343
Fixed Assets	146,732,838	146,732,838
Infrastructural Assets	814,133,393	815,551,268
Work in Progress	67,046,141	67,046,141
Advances	576,402	576,402
Shares	10,554,885	10,304,885
Current Assets		
Cash & Bank	8,139,596	7,690,947
Cash Investments	3,100,000	3,100,859
GST	150,385	1,966,978
Receivables	22,897,304	7,173,500
Provision for Doubtful Debts	(58,933)	(58,933)
Stock	86,767	86,767
Accruals	4,854,558	5,083,344
Other Current Assets	1,571,120	1,592,348
	40,740,796	26,635,810
Total Assets	1,079,784,452	1,066,847,343

Net Debt and Borrowings

As at 31 July 2023

Net Debt

95.60 M	-	11.24 M	=	84.36 M
External Loans		Liquid Assets		Net Debt

External Borrowing

Local Government Funding	Amount	Rate		Maturity
LGFA 2023	5,000,000	5.70%	Floating	15-Aug-23
LGFA 2018	7,000,000	5.75%	Floating	15-Aug-23
LGFA 2020 Coupon	2,000,000	5.77%	Floating	15-Apr-24
LGFA 2022	5,000,000	6.10%	Floating	15-Apr-24
LGFA 2021	5,000,000	5.83%	Floating	15-Apr-24
LGFA 2022	3,000,000	5.84%	Floating	15-Apr-25
LGFA 2022	5,000,000	5.90%	Floating	15-Apr-25
LGFA 2023	7,000,000	5.92%	Floating	15-Apr-25
LGFA 2020	10,000,000	6.18%	Floating	15-Apr-26
LGFA 2023	5,000,000	6.02%	Floating	15-Apr-26
LGFA 2023	5,000,000	6.19%	Floating	15-Apr-27
LGFA 2020 Coupon	5,000,000	1.23%	Fixed	15-Apr-27
LGFA 2020 Coupon	5,000,000	0.97%	Fixed	15-Apr-27
LGFA 2021 Coupon	16,600,000	2.01%	Fixed	15-May-28
LGFA 2022	<u>10,000,000</u>	6.19%	Floating	20-Apr-29
Total External Funding	95,600,000			

Borrowing by Activity

As at 31 July 2023

Activity	External Borrowing	Internal Borrowing
Commercial Property	45,954,424	1,377,499
Wastewater	19,019,859	-
Drinking Water	12,343,492	-
Environmental Services	833,006	-
Stormwater	2,916,797	-
Cemeteries	1,712,720	23,730
Water Resources	343,360	-
Arts & Culture	2,146,004	-
Refuse and Recycling	776,728	38,419
Stockwater	301,727	31,567
Roading	6,024,463	1,156,952
Footpaths	684,328	-
Recreation Facilities	49,106	-
Civic Building	43,794	-
Parks	1,559,207	196,852
Camping	16,873	-
Public Conveniences	184,112	-
Reserve Boards	690,000	-
Total	95,600,000	2,825,019

Council Investments

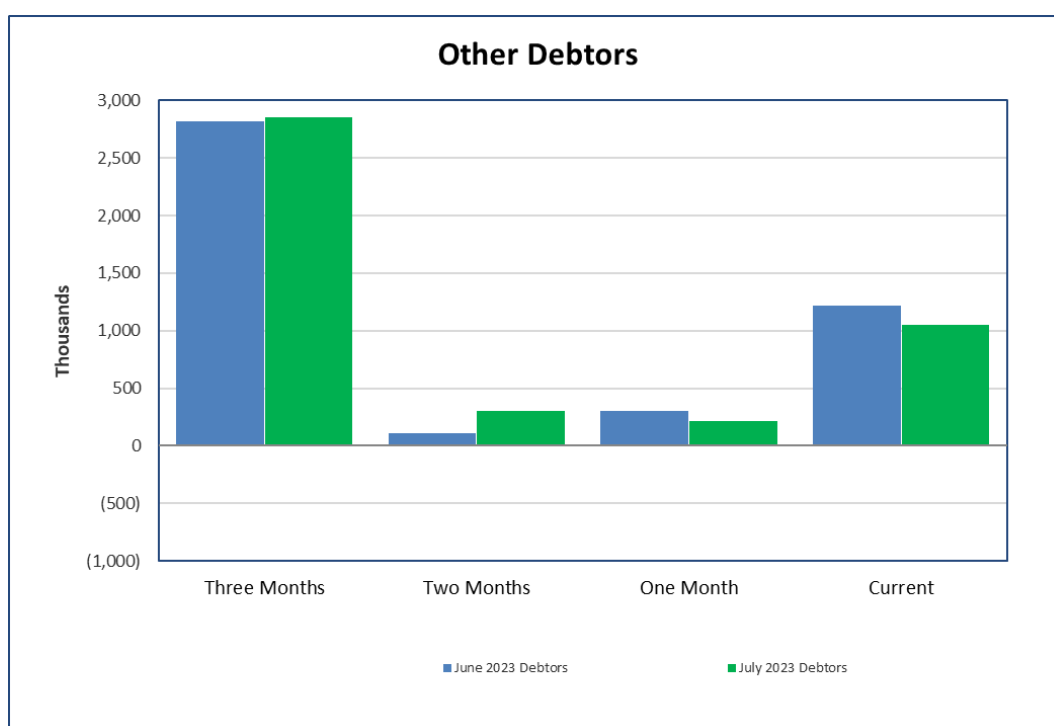
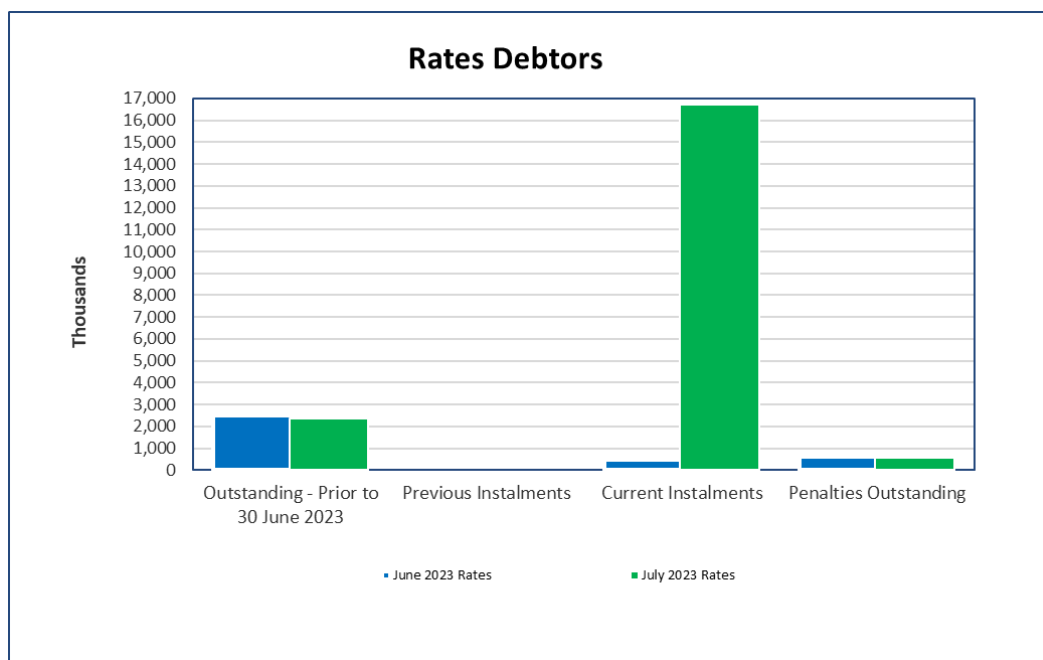
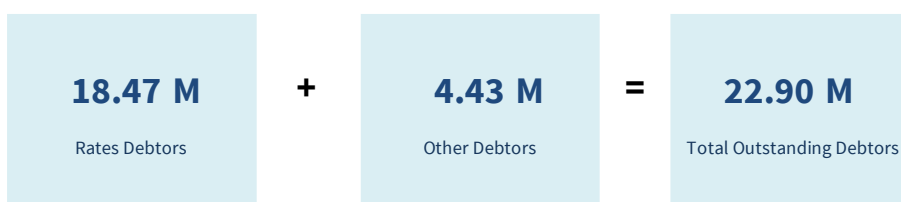
As at 31 July 2023

Listed below are the current significant investments held by Council.

Local Authority Stock and Bonds	Principal	Coupon	Yield	Maturity
Bonds				
ANZ	1,000,000	3.00%	6.07%	17-Sep-26
Westpac	1,100,000	6.19%	6.05%	16-Sep-27
Kiwibank	1,000,000	5.74%	5.50%	19-Oct-27
	3,100,000			
Advances				
Eastfield Investments	576,402			
	576,402			
Shares				
Ashburton Contracting Ltd	4,500,000			
NZ Local Govt Co-op Shares	52,655			
RDR Management	1,146,430			
Transwaste Canterbury Ltd	1,044,000			
ATS	500			
Electricity Ashburton Rebates	1,300			
LGFA Equity	2,045,000			
Eastfield Investments	1,765,000			
	10,554,885			

Receivables Summary (Including Prior Month Comparative)

As at 31 July 2023



Receivables Summary continued

Outstanding Debtors over 90 days	
>\$100,000	1
\$50,000 - \$100,000	1
\$30,000 - \$50,000	5
\$10,000 - \$30,000	11

The above debtors are being actively managed or under a resolution process.

16. Mayor's Report

16.1 Mycoplasma Bovis Advisory Group

This Mycoplasma Bovis Advisory group has worked well over the last five years as the conduit between MPI and Mid Canterbury farmers. Now, with no cases of M. Bovis in the district, or in fact New Zealand, it has been decided to put the group into recess which can be reconvened if and when there is a need.

16.2 Waitaha Primary Health Board Appointment

Following the resignation of Georgie McLeod, the Ashburton district's community representative on the Waitaha Primary Health Board, Council sought expressions of interest from the community to fill this advocacy role. We were looking for people who could demonstrate an understanding of and commitment to public health. We were fortunate to receive strong interest from high calibre candidates.

The Executive Committee undertook the preliminary selection process and nominated preferred candidates to the Waitaha Board. The Board subsequently undertook interviews and made the final appointment. I'm pleased to advise that Mr David Matthews has accepted the role and will be joining the Board. David brings considerable governance and management experience through roles he has held for a number of years with CCS Disability Action. Council will have an opportunity to meet David later in October.

16.3 RDR Management Ltd – Annual General Meeting

- **Annual General Meeting**

The Annual General Meeting of RDR Management Limited will be held at 3.30pm on Tuesday 17 October 2023 at the Hotel Ashburton. The Annual Report and Financial Statements have been circulated to Councillors.

Recommendation

That Council appoints the Deputy Mayor as proxy to vote on Council's behalf at the RDR Management Limited AGM on 17 October 2023, with the Chief Executive as the alternative representative.

16.4 Meetings

- **Mayoral calendar**

September 2023

- 7 September: Grants overviews
- 7 September: Treasury Management workshop
- 7 September: CECC Connect After 5

- 8 September: M. Bovis Advisory Group
- 8 September: Maxine Watson, Nigel Gilkinson and Lal Mulligan re Historic Buildings along with Councillor Carolyn Cameron
- 8 September: Gary Gluyas – Mill Creek Hire
- 11 September: Pablo Godoy – Ara Poutama Department of Corrections
- 11 September: Fairfield Freight Hub site visit
- 11 September: Kelvin Holmes – Methven Community Board with CE Hamish Riach
- 11 September: LGNZ Provincial Sector candidates (via Zoom)
- 12 September: Library and Civic Centre PCG meeting and site visit
- 13 September: Activity Briefings
- 13 September: Audit & Risk Committee
- 14 September: Biodiversity Strategy workshop
- 14 September: Activity Management plans workshop
- 14 September: Ashburton/Hakatere River Liaison Committee meeting
- 15 September: Haven Housing Mona Square residence site blessing and official opening
- 15 September: Hekaeo Hinds Water Enhancement Trust
- 15 September: Civil Defence Emergency Management – KPMG report
- 16 September: Lions Club of Ashburton 60th Anniversary celebrations
- 17/18 September: LGNZ – Choose Localism campaign with CE Hamish Riach
- 19 September: Mel Brooks – MHV, Mid Canterbury Vision
- 19 September: RDRML
- 19 September: Braided Rivers Trust/Lion Foundation
- 20 September: Activity Management Plan workshop
- 20 September: Council meeting

Recommendation

<p>That Council receives the Mayor's report.</p>

Neil Brown
Mayor