

Council Activity Briefings



Date: Wednesday 29 November 2023
Time: 9:30am
Venue: Council Chamber
137 Havelock Street, Ashburton

Attendees

Mayor Neil Brown

Deputy Mayor Liz McMillan (Chair)

Councillors Leen Braam
Carolyn Cameron
Russell Ellis
Phill Hooper
Lynette Lovett
Rob Mackle
Tony Todd
Richard Wilson

Executive Team

Chief Executive Hamish Riach

GM Infrastructure & Open Spaces Neil McCann

GM Compliance & Development Jane Donaldson

GM Business Support Leanne Macdonald

GM People & Facilities Sarah Mosley

GM Democracy & Engagement Toni Durham

Activity Reports

1	People & Facilities		Time	Page
1.1	EA Networks Centre	Richard Wood	9:30am	4
1.2	Ashburton Library	Jill Watson	9:35am	10
1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	9:40am	20
1.4	Customer Services	Amanda Watson	9:45am	26

2	Infrastructure & Open Spaces			
2.1	Open Spaces	Ian Soper	9:50am	29
2.2	Solid Waste Management	Hernando Marilla	9:55am	37
2.3	3 Waters Operations	Hernando Marilla	10:00am	39
2.4	4 Waters Projects	Andrew Guthrie	10:05am	41
2.5	Stockwater Operations	Crissie Drummond	10:10am	55
2.6	Roads and Footpaths	Mark Chamberlain	10:15am	57
2.7	Contracts Awarded / Upcoming Tenders	Neil McCann	10:20am	61

Morning tea 10:30am

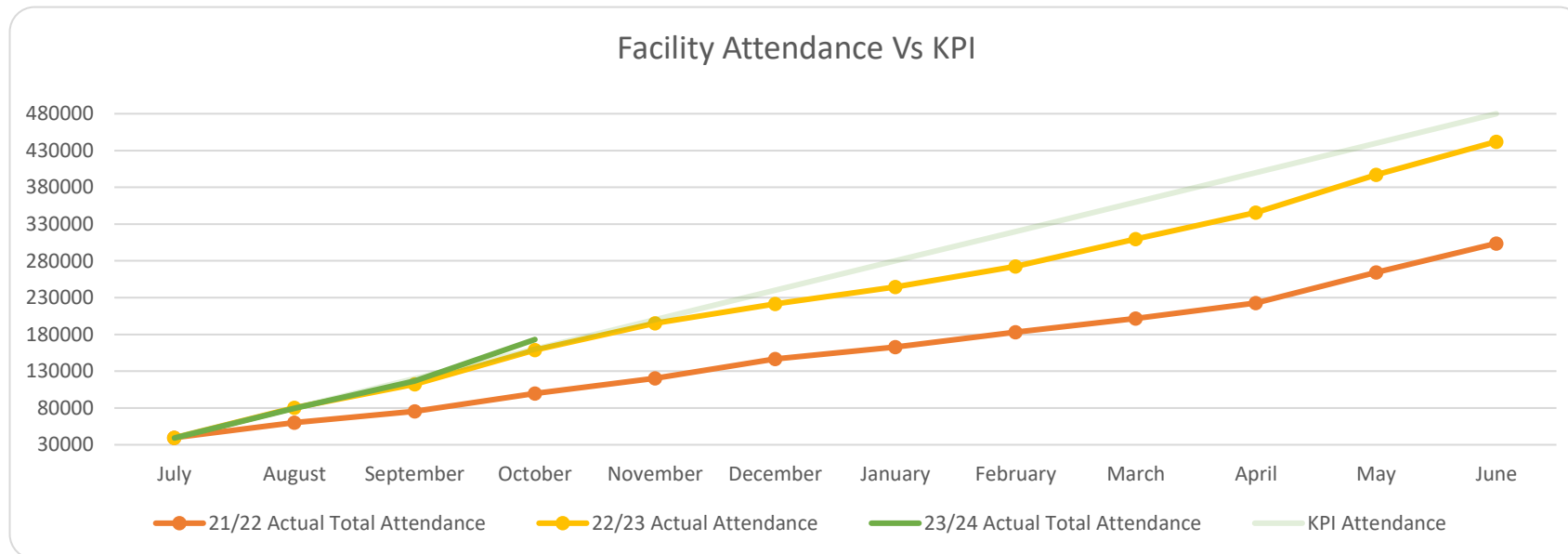
3	Compliance & Development			
3.1	Building Services	Michael Wong	10:45am	62
3.2	Civil Defence Emergency Management	Jim Henderson	10:50am	68
3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	10:55am	70
3.4	Animal Control	Rick Catchpowle	11:00am	71
3.5	Environmental Health	Rick Catchpowle	11:05am	72

3.6	Planning	Ian Hyde	11:10am	73
3.7	Economic Development	Simon Worthington	11:15am	74
4	Business Support			
4.1	Information Systems	Gordon Tupper	11:20am	84
4.2	Property	Renee Julius	11:25am	88
4.3	Forestry	Renee Julius	11:30am	91
4.4	Finance	Erin Register	11:35pm	92
5	Democracy & Engagement			
5.1	Communications	Janice McKay	11:40pm	96
5.2	Strategy & Policy	Mark Low	11:45pm	97
5.3	Memorial Halls & Reserve Boards	Ann Smith	11:50pm	99

1. People & Facilities

1.1 EA Networks Centre

1.1.1 Facility

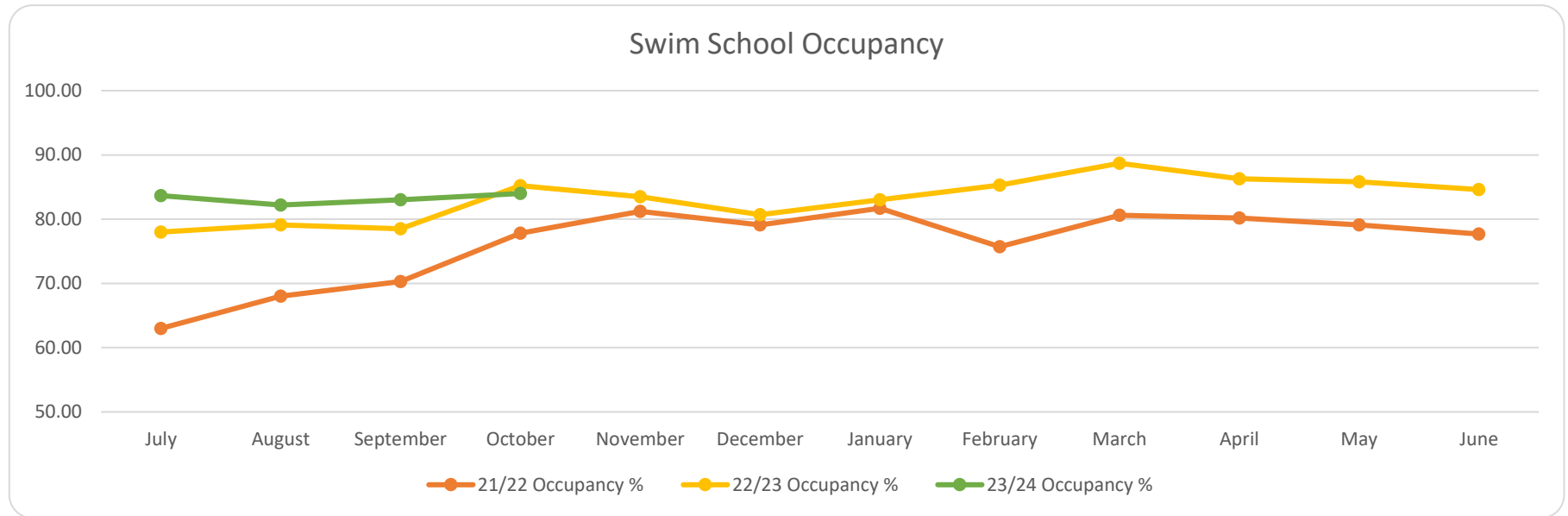


Comments:

- The 2021-31 LTP outlines the level of service and performance measures for EANC: “We provide quality gym, pool and stadium facilities”.
- The EA Networks Centre is well utilised with a goal of 485,000¹ attendees in the 2023/24 year, as per the LTP. At the end of October 2023 173,109 visitors had attended the EA Networks Centre.

¹ No adjustment to the KPI has been factored in due to the change in facility operating hours

1.1.2 Swim School Occupancy

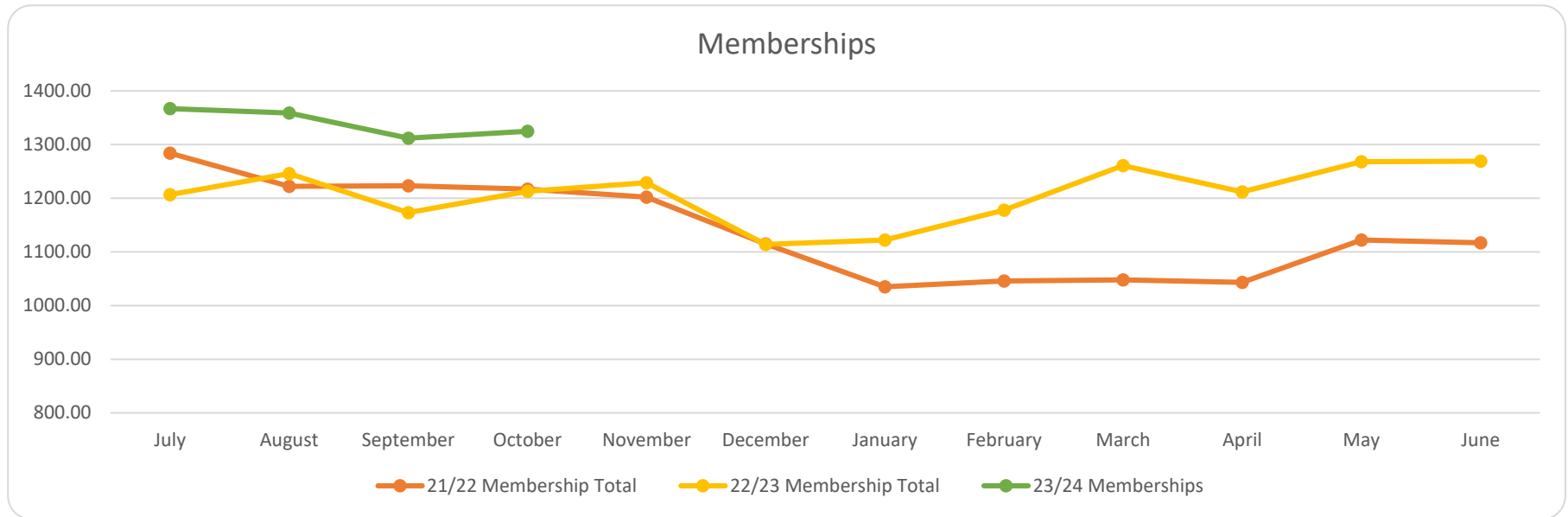


Comments:

- This graph represents the occupancy percentage of the Swim School. Approximately 1,085 Learn to Swim students participated each week up to end of October 2023.
- To end of Term 4 Week 5 (10/11), we have provided lessons to approximately 465 school students in our school swim lessons programme.

Note: We are not aware of any reported water safety related incidents in the Ashburton District in 2023.

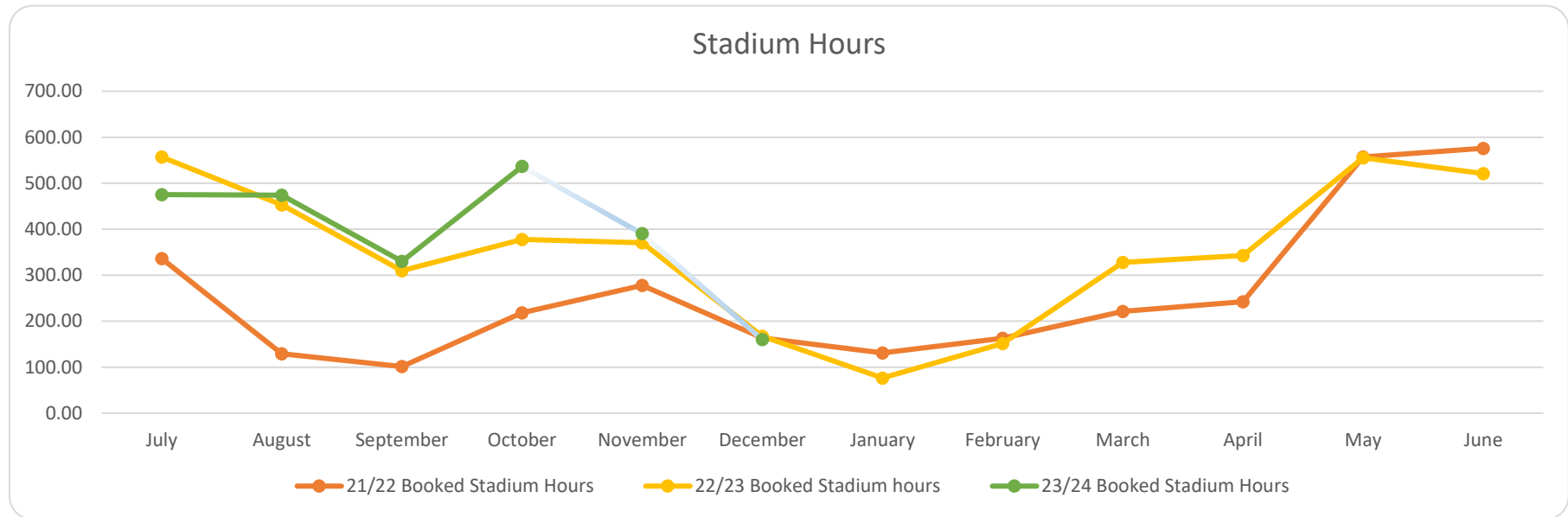
1.1.3 Memberships



Comments:

- This graph represents the tracking of EA Networks Centre memberships.
- Membership numbers are tracking steadily although it's important to note that uptake of Upfront Flexi memberships remains popular, making retention trends very hard to track.
- Officers are reviewing the current membership structure as part of the upcoming LTP.

1.1.4 Stadium Hours



Comments:

- This graph represents booked stadium hours by customers and demonstrates expected seasonal trends.
- Forecasting (shaded line) for the coming two months has been added to give an understanding of forward bookings, however it should be noted this is always subject to change.
- December and January are traditionally the quietest months in the stadium.
- This graph does not include internally run programmes, such as holiday programmes and Active Adventures.

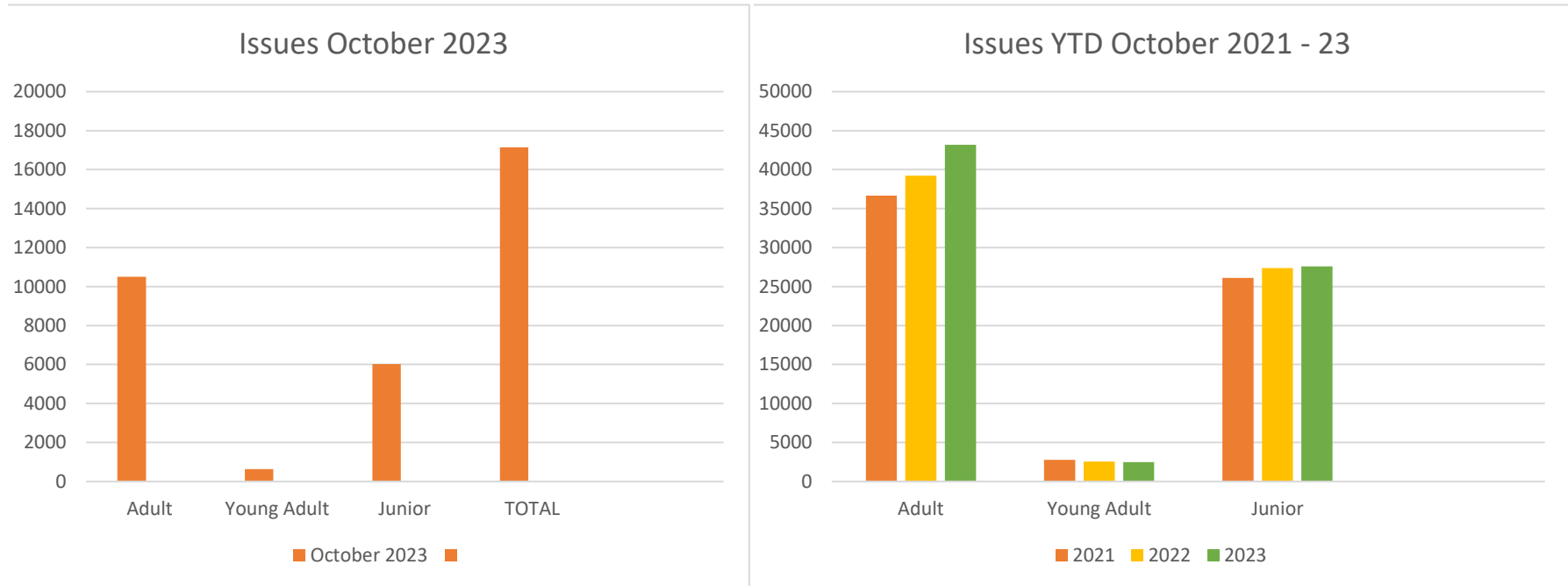
1.1.5 Activity comments for October 2023

Facility	
Activity/Programme	Description
Stadium Stadium bookings	<ul style="list-style-type: none"> Bookings for 2024 are in the process of being finalised, with a high demand for court space between March and August in particular. Alongside longstanding competitions, there have also been a number of enquiries for new tournaments and local competitions - not all currently confirmed. November will also see the release of the December and January holiday programme. The past three programmes have been increasingly successful, with attendance hitting 94%. As the upcoming programme is the longest, a week pre-Christmas and three weeks post-Christmas, and the aim is to maintain 94% attendance.
Pool Aquatics activities	<ul style="list-style-type: none"> Six staff (a mixture of full-time, part-time and casual) completed their PLPC (Practicing Certificate) which has eased pressure on the wider team. There are three additional staff who have completed their Pool Lifeguard Skills Award (PLSA) and are currently working towards their PLPC. However, a number of school leavers on staff will be departing over the coming months as they move off to university/fulltime work/travel etc which means that there will likely be a recruitment drive in the next 4-6 weeks. The addition of new staff has allowed the pool area to resume our current standard operating hours, which has not been possible since early this year. The hard work, perseverance, and flexibility of the aquatics team has been instrumental in getting to this point.
Fitness Centre Gym activities	<p>Several fitness initiatives have been launched recently and are still ongoing, showing positive progress:</p> <ul style="list-style-type: none"> 1. "Couch to Wellness" Programme: Launched on October 13 with 16 participants, this 10-week programme aims to help individuals new to fitness. It is filling the gap left by the Green Prescription initiative, and outcomes and findings will be reported. 2. Bootcamp: This early morning fitness programme started on October 10 and offers challenging workouts for the community, pushing participants to their limits. 3. Canterbury Te Whetu Waitaha (TWW) Emerging Athletes: The gym has actively engaged five emerging athletes from the TWW programme to support their athletic development. 4. FitMum's Fitness Programme: Beginning on October 12, this programme caters to the fitness needs of mothers in the community, allowing them to participate alongside their children. These initiatives are continuing and progressing well.

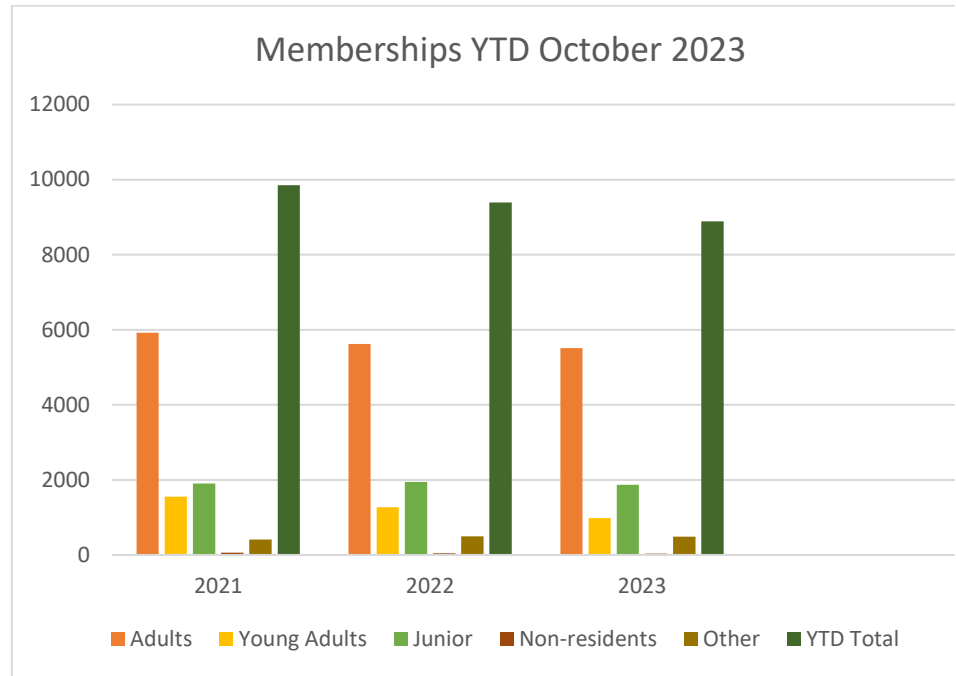
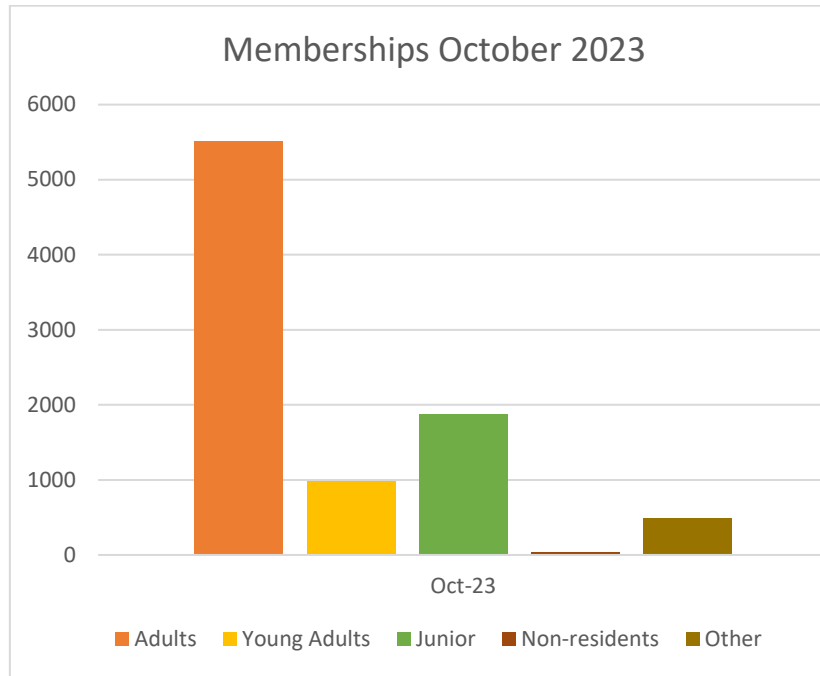
Swim School	<ul style="list-style-type: none">• In Week 6 (13/11-15/11) we went to two early childhood centres and the Ashburton Play Centre to continue to develop our water safety outreach programme. We spent time with children talking about water hazards at local community water environments, having children spot the hazards and things they can do to help keep them safe. They then switch groups to learn about lifejackets, how to wear them and trying on real lifejackets.
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1.2 Library

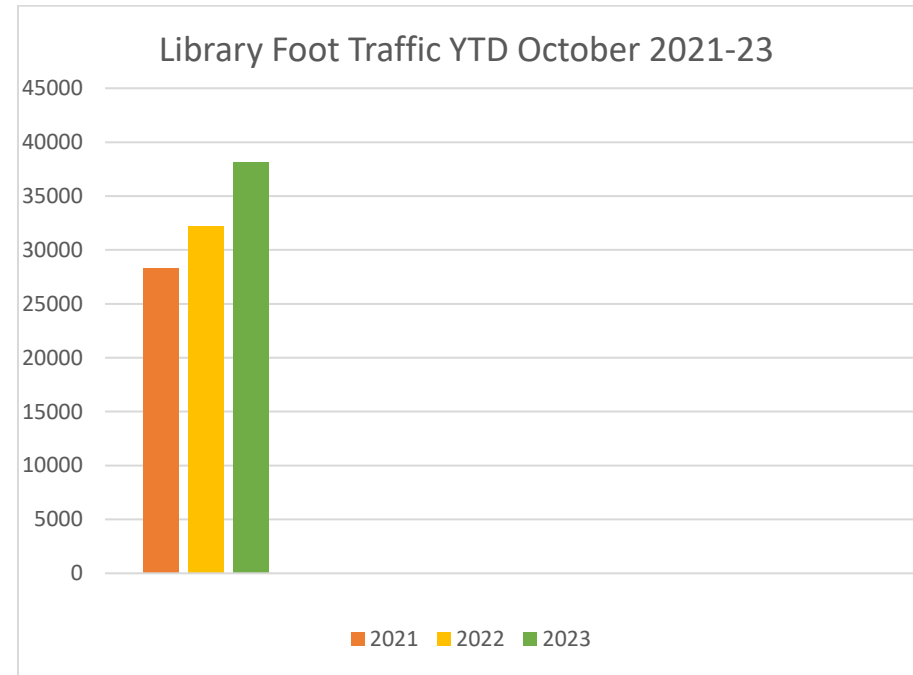
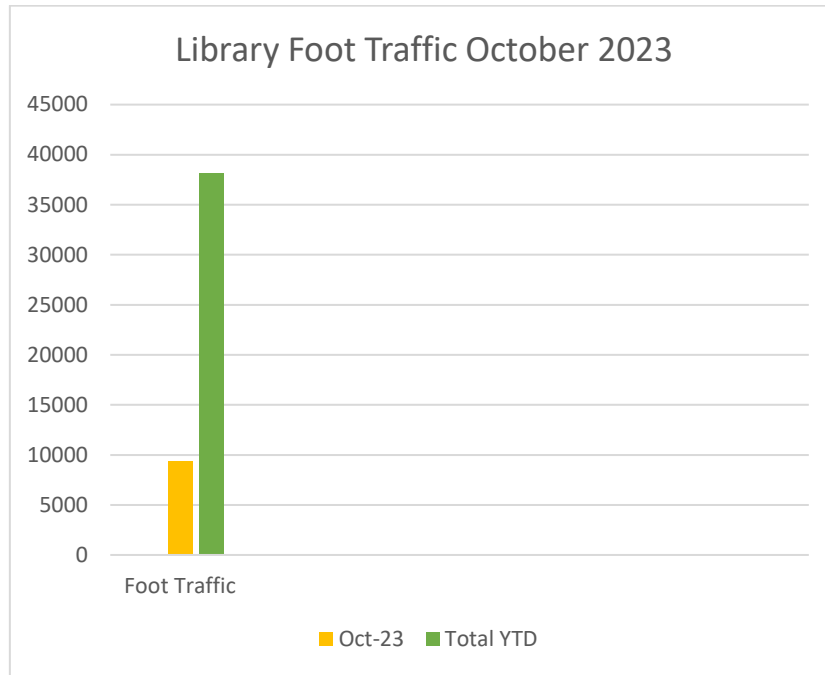
1.2.1 Issues



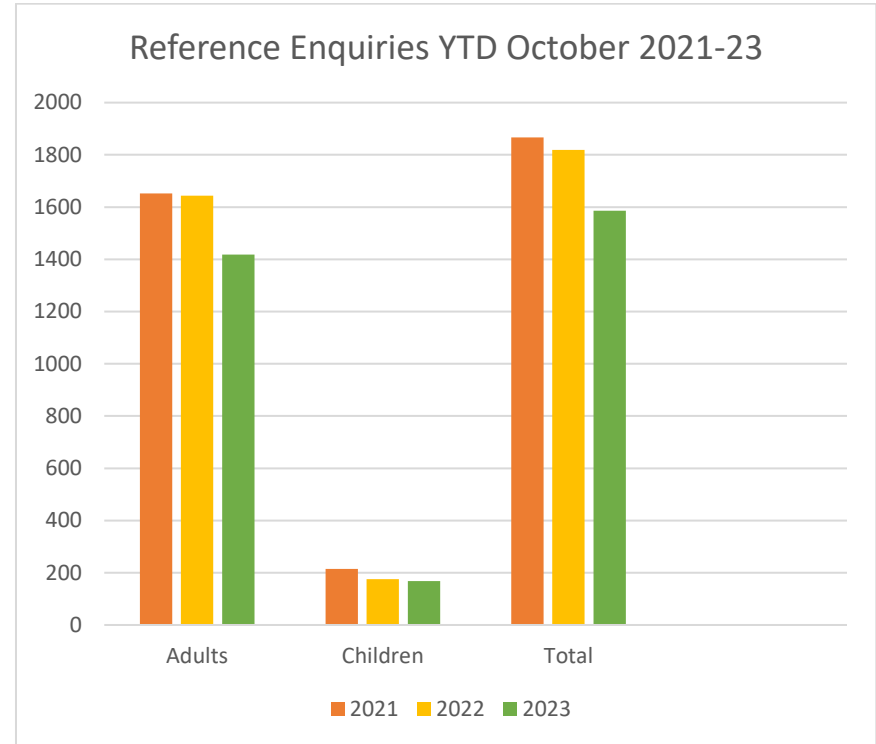
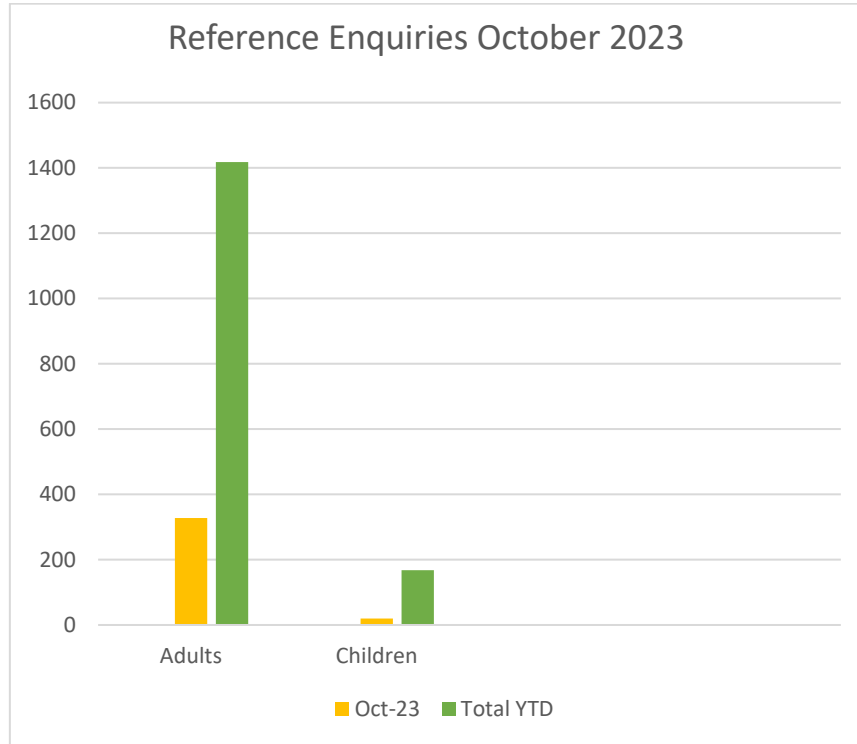
1.2.2 Memberships



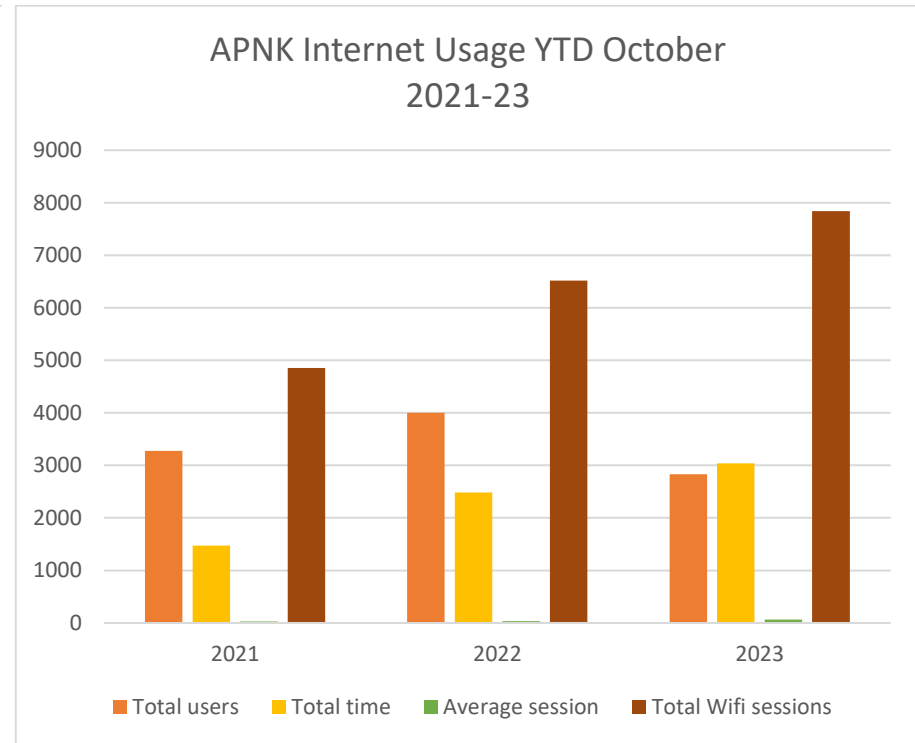
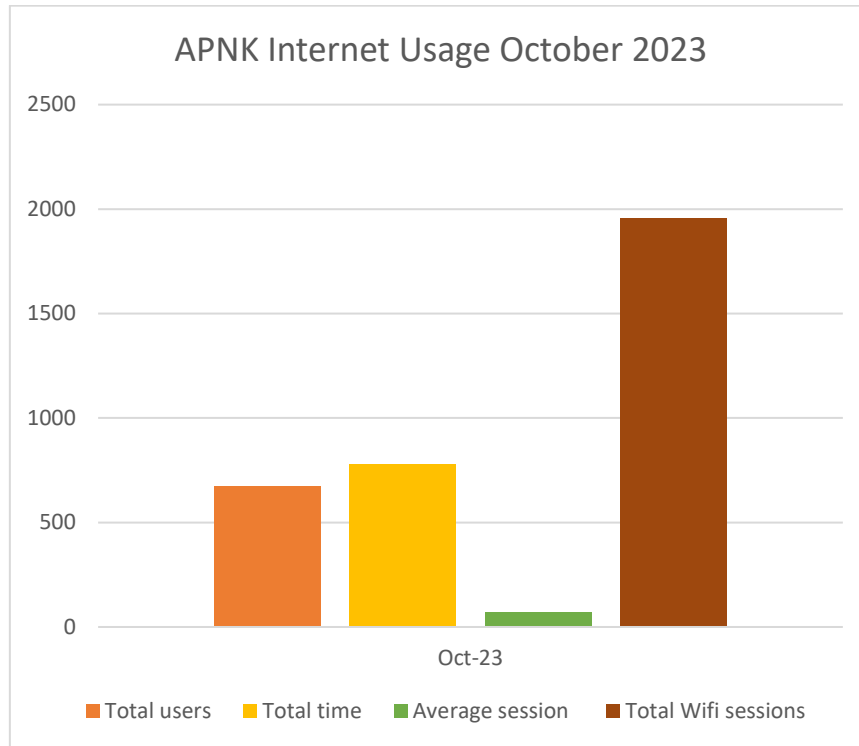
1.2.3 Library Foot Traffic



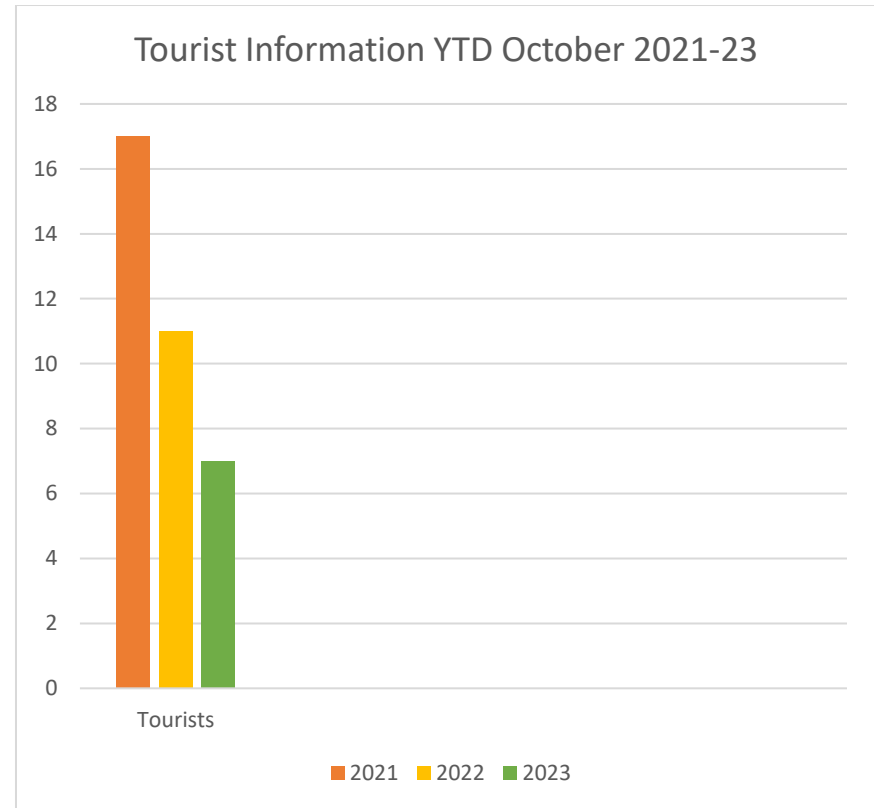
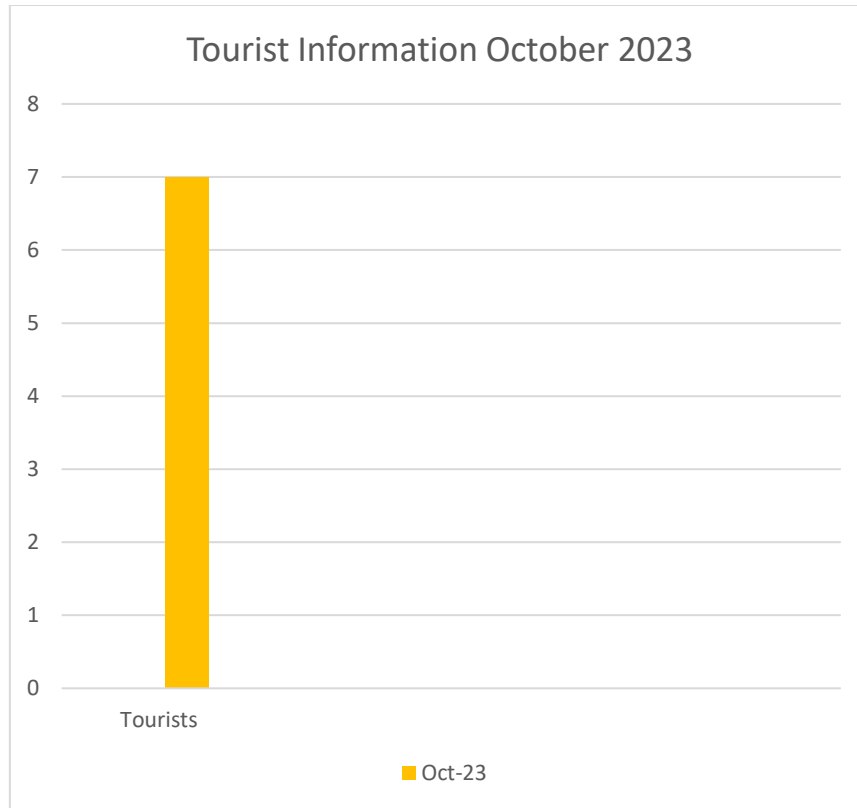
1.2.4 Reference Enquiries



1.2.5 APNK Internet Usage



1.2.6 District Tourism Information Requests



1.2.7 Activities for October 2023

Community Engagement Activities	
<i>Activity/Programme</i>	<i>Description</i>
Meeting spaces	<p>Community use of meeting rooms</p> <p>There were 27 room bookings during the period, with a total of 147 people attending.</p> <p>Groups utilising meeting spaces at the library included art & creativity classes; individuals attending online video interviews; meditation groups; Schools; Dementia Canterbury, Mental health providers, NGOs, Driver Licence Training.</p>
Craft & Chatter	<p>Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts</p> <p>One session was held with 4 participants attending.</p>
Book Club	<p>Monthly community book club</p> <p>The book club held one session with 14 attendees.</p>
Next Chapter	<p>A monthly programme of literacy-based activities designed for those living with a diagnosed dementia</p> <p>6 people attended one session.</p>
Elderly outreach	<p>A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories</p> <p>38 participants attended from Elizabeth St Daycare</p>
Knitting Group	<p>A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone, began February 2023</p> <ul style="list-style-type: none"> • Four sessions were held, 50 people attended.
Sign Language classes	<p>A collaboration with NZ Sign Language 4 U to give the community the opportunity to learn sign language. This was held on Tuesday and Wednesday evenings.</p> <ul style="list-style-type: none"> • 84 attendees
Ashburton Ageing Well Expo	<p>A collaboration with Presbyterian Support, Waitaha Health, Sport Canterbury, Age Concern, Safer MC and EANC showcasing local healthy movement options for older people</p> <p>94 attendees</p>

Presentations	4 presentations to various groups - 79 attendees
Books on Wheels	A fortnightly service to library users who are housebound or who find it difficult to get to the library. Books are curated by library staff and delivered by volunteers from Altrusa. 32 users each fortnight.

Digital Access Projects	
<i>Activity/Programme</i>	<i>Description</i>
CV Help	CVs, cover letters and applications This drop-in service is available when required, with 2 people attending during this time. Feedback continues to be positive from both Work and Income NZ and those accessing this service.
Device drop-in	One-on-one assistance with devices 17 people received assistance with their devices over the period.
Digital help	One-on-one assistance with digital skills, including device and e-Book help outside of official sessions Assistance was provided to 99 people during the current period.
E-Book sessions	One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm 2 people looking for assistance with e-books during the session.

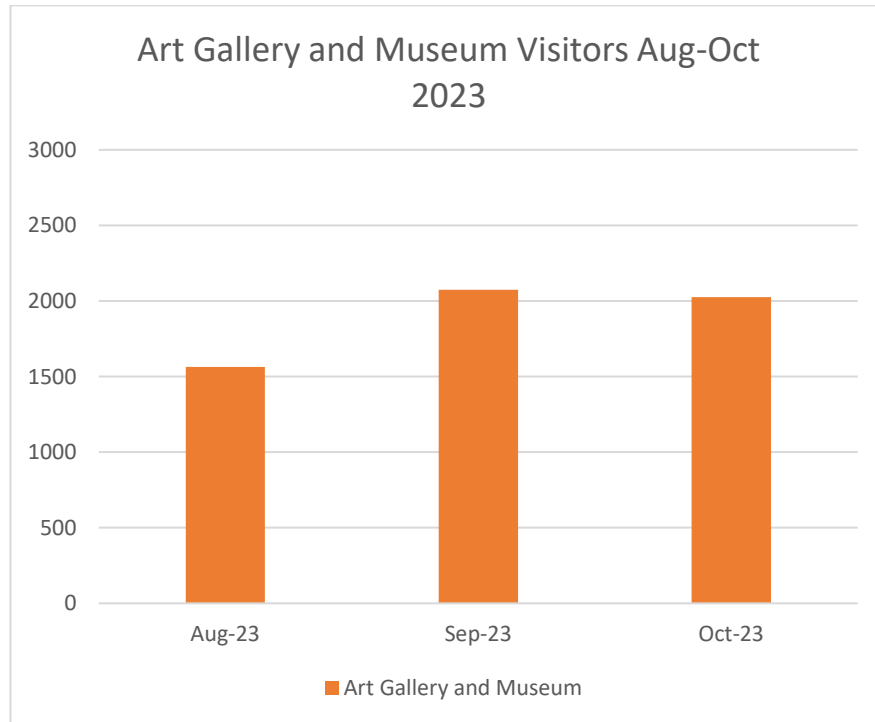
Recycle a Device	Training young people to refurbish devices, diverting them from landfill and donating them to families in need <ul style="list-style-type: none"> • The total number of people attending a RAD Club class in October was:19 Young Adults. • 4 devices were given out in October (58 given out since the programme started) • In October, we've had an additional 12 new people apply to be added to the device waitlist
Skinny Jump Wi Fi Modem	Low-cost broadband 3 people accessed Skinny Jump during the period.

Youth Programming	
<i>Activity/Programme</i>	<i>Description</i>
VR headset	A VR headset is available to those aged 13 years and older during open hours. 17 people used the VR
Dungeons & Dragons	There were 3 sessions of Dungeons & Dragons in October. The age of participants is between 13- 18 years, averaging 9 teens attending each session.
Teen Bob Ross	We had 7 teens attend our session in October.
Friday Fright Night	We had 3 teens attend this event.
Mindful moments Holiday Programme	Journal making, we had 6 teens attend our session in October. Creative journalling, we had 4 teens attend our session in October.
Children's Library	
<i>Activity/Programme</i>	<i>Description</i>
Wriggle and Read	Movement to music for ages 0-3 (run during school term time) Four sessions were held in October, with 88 Children and 76 Adults (164 in total) attending.
Create Explore Discover	STEM learning through play We held three sessions in October, with 27 children and 25 adults (52 in total) attending.

Children's Library (continued)	
School class visits	<p>Story and browsing</p> <ul style="list-style-type: none"> • The library hosted 13 school class visits during October. • Schools that visited the library included Ashburton Christian School, a small ALP's (Assisted Learning Programmes) group from Hampstead and Ashburton Intermediate, and Tinwald School • 218 children and 39 adults attended, a total of 257.
<i>Activity/Programme</i>	<i>Description</i>
Extra Curricular Groups	We had one group attend from the Keas, With 18 Children and 4 adults attending.
5 Senses Wellbeing Holiday Activities	In the second week of the Term three break we had three activities with 125 children and 59 adults (184 total) attending. The crafts included salt art, drawer sachets and rain sticks.

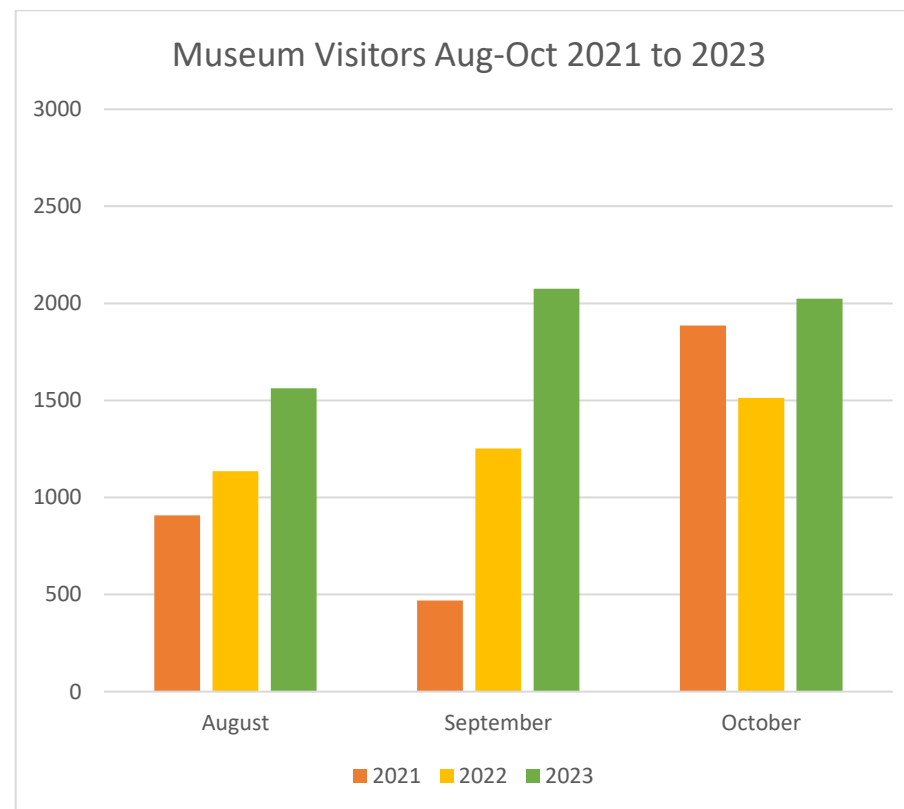
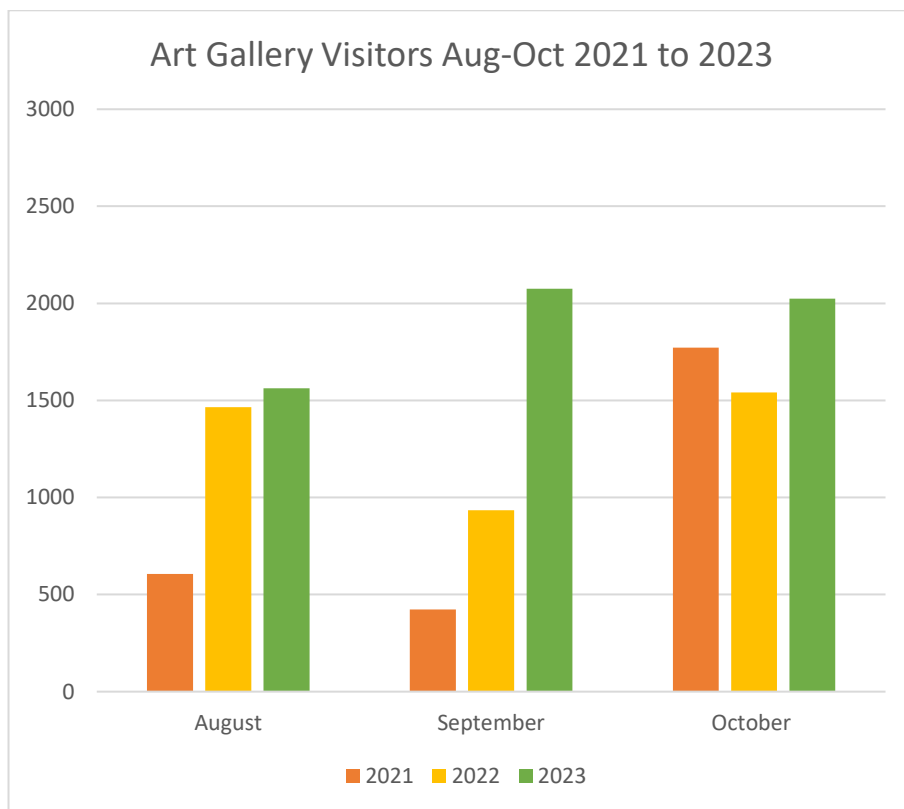
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

September and October visitor numbers were higher than in August due to the Term 3 school holidays and a number of Term 3/4 school visits. The joint opening in October of *eating stars together at dusk*, *Nurture Nature* and Hakatere Ceramics' *From the Earth* drew almost 150 attendees.



Comments:

Visitor numbers to the Art Gallery and Museum in Aug, Sept and Oct 2023 exceeded the figures of the previous two years. However, this is partly due to a change in recording the number of visitors to the building from November 2022 onwards rather than recording museum and gallery visitors separately. The facility was also closed for covid-19 lockdowns in August and September 2021.

1.3.2 Activities:

Exhibitions and Displays		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<i>The Great Haulage Feat 1905-06: The Removal of the Wakanui Mill</i>	<ul style="list-style-type: none"> The exhibition tells the story of the nearly 16.5 metres tall, 260 tonnes wooden Wakanui Flour Mill which was hauled 10.5km from its original site at Whakanui to the corner of Kermode and West Street over 18 working days from 1905-06. 	23 September – 3 December 2023
<i>Saskia Bunce-Rath's eating stars together at dusk</i>	<ul style="list-style-type: none"> In Saskia Bunce-Rath's work, thread is deployed, as she says, in 'a painterly way' to create images that evoke myth, fantasy, wonder and dream. By infusing the recognisable with the remarkable in brightly-coloured tapestries of various scales, and with poetic titles that only add to the mystery, she creates cosmologies for the strange creatures that inhabit her jewel-like works. Saskia is an artist and a poet based in Christchurch. This is her first solo exhibition in a public art gallery. 	19 October – 10 December
<i>Iain Cheesman's Nurture Nature</i>	<ul style="list-style-type: none"> Auckland-Based Iain Cheesman is primarily a maker of objects that link sculpture with painting, poetry and the concept of drawing. A commonality of his artworks is that they are made by hand and the mark of the handmade is apparent. <i>Nurture Nature</i> celebrates the act of slowing down and looking. Iain introduces birds as the focal point of his landscape, and as a bird watcher himself, hopes that the viewer will take on this role of nature observer within the exhibition. 	19 October – 3 December
<i>Hakaterere Ceramics and Pottery Club's From the Earth</i>	<ul style="list-style-type: none"> The Hakaterere Ceramics and Pottery Club of Ashburton is local group of ceramic enthusiasts who aim to create a welcoming, educational and encouraging environment for those who want to learn more about the art of clay. This exhibition includes a display from guest artist Hannah Kidd, best known for her steel framed and corrugated iron clad sculptures that depict human and animal subjects. In recent years Hannah has been working with clay to create ornate pots and vases that tell playful and at times humorous stories. 	19 October – 19 November

Exhibitions and Displays continued		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Iain Cheesman's The River Is foyer wall installation	<ul style="list-style-type: none"> • <i>The River Is</i> connects to the observation of nature. This work is inspired by a childhood memory in which Iain's grandmother's friend uses a wooden divining stick to search for water underground. • <i>The River Is</i> speaks to the value of water; the value that cannot be commodified, measured, or owned. 	19 October 2023 – 19 April 2024

Education and Public Programmes		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Art Addicts	<ul style="list-style-type: none"> • AA is a weekly after school art space for children and families. • Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials. 	11, 18, 25 October 2023
Kōwhai Mums	<ul style="list-style-type: none"> • A fortnightly art group for ethnic and migrant mums and carers, as well as newcomers to Hakatere Ashburton, with children aged 0-5 years. • This programme is delivered in partnership with Hakatere Multi-Cultural Council and Safer Mid Canterbury Newcomers Network. 	4, 18 October 2023
Two O'Clock Tours	<ul style="list-style-type: none"> • A fortnightly tour of one of our current exhibitions delivered by our Front of House Assistant. • These 20-minute tours are a chance for visitors to gain further insight into our current exhibitions. 	22 October 2023
In Colour	<ul style="list-style-type: none"> • A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group. 	13 October 2023

Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Artzheimers	<ul style="list-style-type: none"> A specialised monthly programme delivered by our Programmes Coordinator to a group of Dementia Canterbury members based around a current exhibition or items from our collections. 	26 October 2023
Lagmhor School visits	<ul style="list-style-type: none"> Our Educator delivered on-site programmes based around our <i>Art of the Letter</i> exhibition and the theme of living off the land. 	19, 24 October
St Joseph's school visits	<ul style="list-style-type: none"> Our Educator delivered on-site programmes based around our <i>Art of the Letter</i> and <i>eating stars together at dusk</i> exhibitions. 	17, 26, 27 October 2023
Ashburton Borough School visits	Our Educator delivered on-site programmes based around the theme of living off the land.	10, 24, 27 October 2023
Tinwald School visits	<ul style="list-style-type: none"> Our Educator delivered on-site programmes based around the theme of mountains to the sea. 	30, 31 October 2023
Ashburton Writers' Group prize-giving ceremony	<ul style="list-style-type: none"> To tie in with our <i>Art of the Letter</i> exhibition, AAGM hosted the Ashburton Writers' Group's prize-giving ceremony for their 2023 short story competition. 	4 October 2023
EA Networks Centre holiday programme	<ul style="list-style-type: none"> Our Programmes Coordinator delivered a programme for the EA Networks Centre school holiday group based around our <i>Exquisite Corpse</i> exhibition. 	5 October 2023
Christchurch Heritage Festival outreach talk	<ul style="list-style-type: none"> Our Deputy Director did an outreach talk for the Christchurch Heritage Festival called 'Thrifty, DIY life hacks: learning from museum collections.' 	11 October 2023
Joint opening of <i>eating stars together at dusk</i>, <i>Nurture Nature</i> and <i>From the Earth</i>	<ul style="list-style-type: none"> This joint exhibition opening event and Hakatere Ceramics awards presentation drew almost 150 attendees. 	18 October 2023

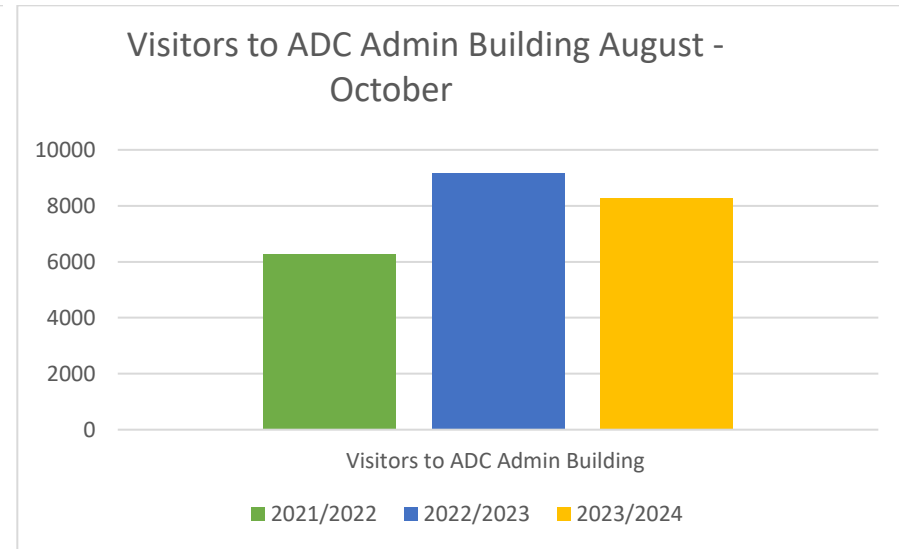
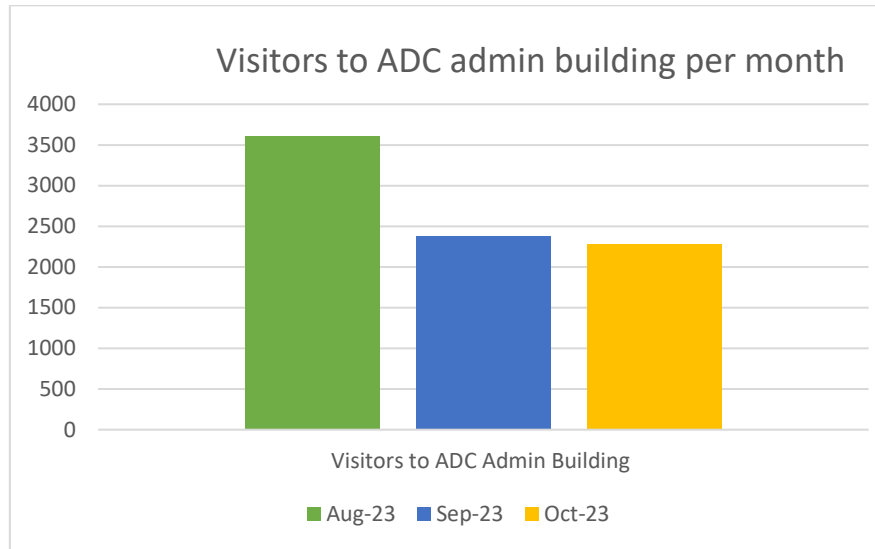
Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
School Holiday activities	<ul style="list-style-type: none"> School holiday activities at AAGM included hand-written postcards, the ADC district card competition, sun-catchers and wind chimes, and 'funny people' using images from the collections 	23 September – 8 October 2023

Collections and Research		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Research enquiries	<ul style="list-style-type: none"> Our Archivist responded to 39 research enquiries in October, 29 of which were from the public. 	October 2023
Collection Development and Management	<ul style="list-style-type: none"> Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues. Work on uploading collection records to PastPerfect Online continues. 	October 2023
ADC Art Collection	<ul style="list-style-type: none"> Conservation work continues on the two works from the Library which have been delivered to a painting conservator for treatment. Preparation to relocate the collection from the admin building and library to the AAGM collection stores is underway. 	October 2023

Media and Promotion		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Reviews/Features	<ul style="list-style-type: none"> <i>Ngā Taonga o Hakatere: One Hundred Years of Forest & Bird</i> was featured in <i>Art Beat</i> <i>The Great Haulage Feat 1905-06</i> was featured in the <i>Ashburton Guardian</i> Saskia Bunce-Rath's <i>eating stars together at dusk</i> was featured in <i>ArtScene (Metropol)</i> and <i>North & South</i> 	October 2023
Articles and Blog Posts	<ul style="list-style-type: none"> In October our Archivist Connor wrote four articles for the <i>Ashburton Guardian's</i> 'Timeless Tales' page about Eiffelton's 'Eiffel Tower', exhibition development at AAGM, Ford garages in Ashburton and a letter responding to a damning report of Elgin (now Hampstead) School. 	October 2023

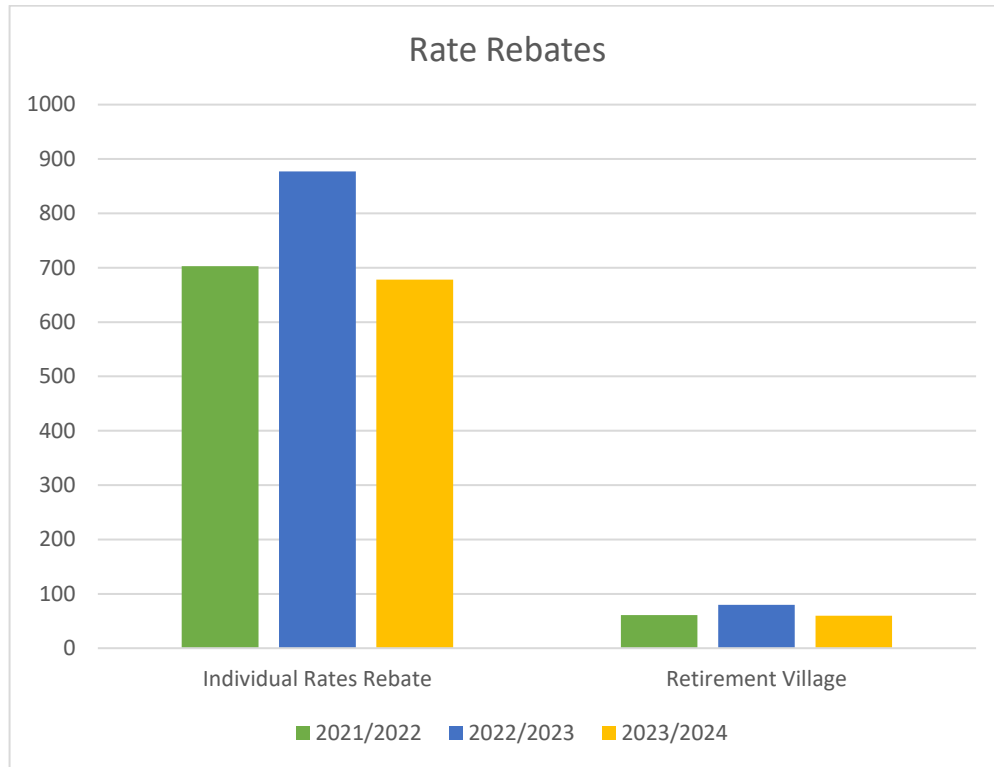
1.4 Customer Services

1.4.1 Visitors to ADC administration building



Comments:

1.4.2 Rate Rebates



This year, the rates rebate scheme provides eligible people a rebate of between \$73 to \$750 based on their household income, level of rates and living arrangements.

Income for single person on Superannuation is \$27,988.48 and would receive a full rebate.

For a couple Superannuation is \$42,500.64.

For example:

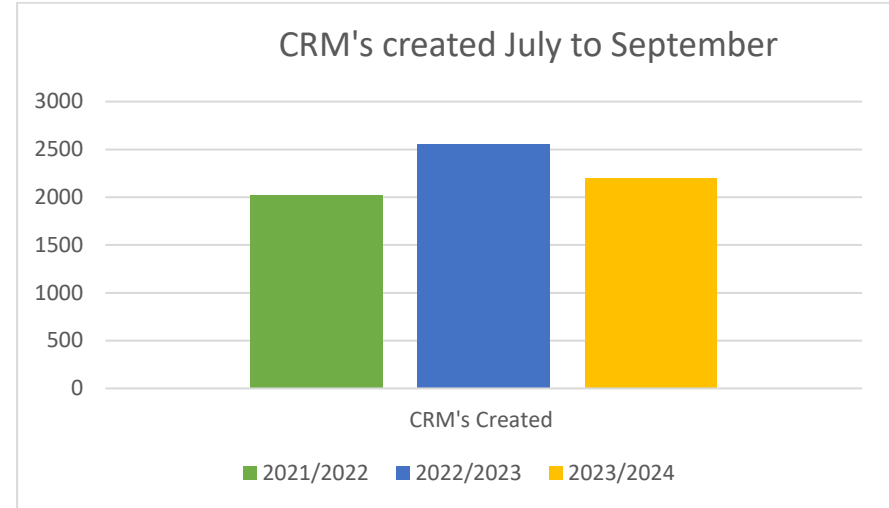
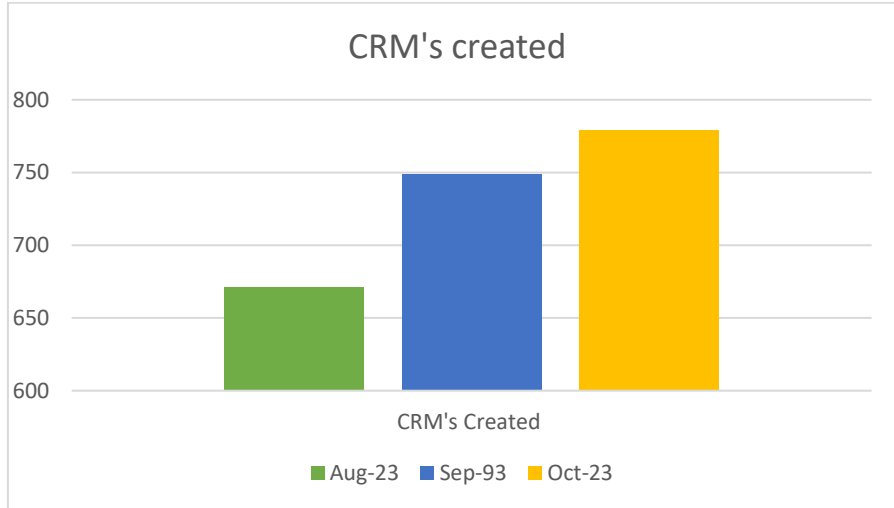
- Rates value of \$2,900 & income \$42,500.64 = rebate of \$276.67;
- Rates value of \$3,100 & income \$42,500.64 = rebate of \$410.00;
- Rates value of \$3,300 & income \$42,500.64 = rebate of \$543.33;
- Rates value of \$3,500 & income is \$42,500.64 = rebate of \$676.67.

Comments: Rates Rebate Calculator on DIA website very easy to use

As at 20 November, 774 rebates have been received and batched to DIA and \$499,454.92 has been paid against ratepayers rates. 60 Retirement Village residents have received a total of \$40,022.25.

Rebate forms are still coming in and will continue to do so at a slow and steady pace.

1.4.3 CRMs Created



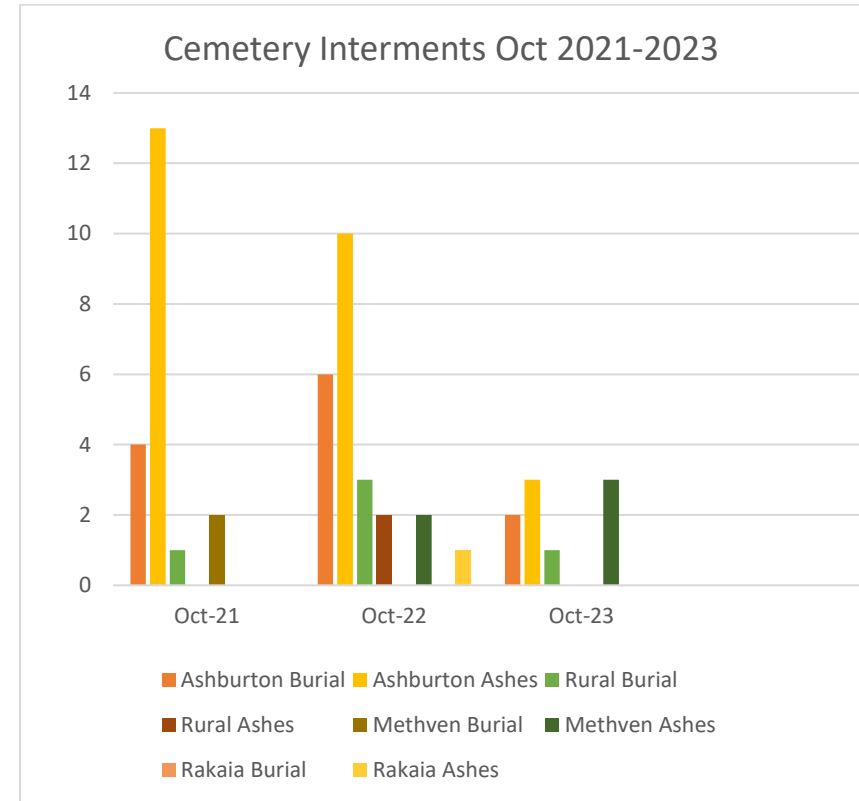
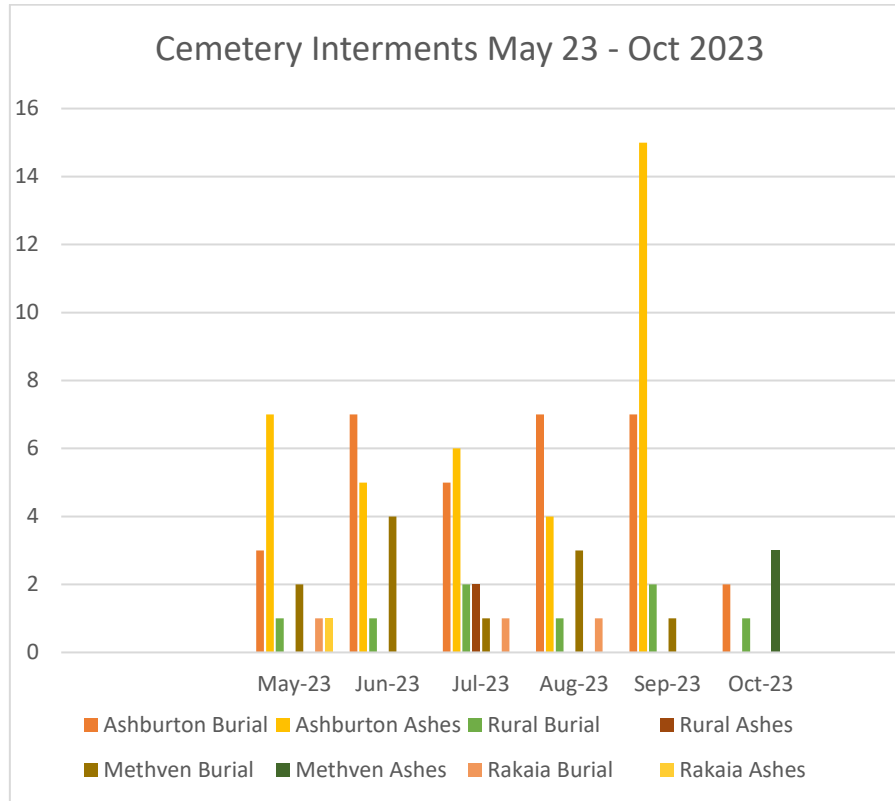
Comments:

Request Type	August	Sept	Oct	Total	Previous 3 month rolling Total
Kerbside	167	247	226	640	583
Assets Water	143	173	163	479	489
Roading	163	121	146	430	443
Animals	51	56	67	174	162
Info Requests	55	56	49	160	161
Noise	13	35	33	81	84
Trees	6	9	17	32	21
Property	26	22	16	64	72

2. Infrastructure & Open Spaces

2.1 Open Spaces

2.1.1 Cemeteries



2.1.2 Activities – items of importance

Cemeteries

- Cemetery staff remain busy and focused on keeping on top of the current Spring growth in all district cemeteries. Spraying rounds are again under way as the weather permits.
- Interments have dropped off during October and are down on last year.
- Staff continue to have regular contact and dialogue with undertakers on various cemetery matters.
- Regular cyclical maintenance continues to occur at the closed district cemeteries.
- Installation of new replacement bins in district cemeteries is continuing.

Open Space Management

- The Open Spaces management team continue to work on the delivery of scheduled capital work projects, as profiled in the Long-Term Plan. Staff are focused on the ongoing delivery of projects started last financial year which have been carried forward. Then, on top of this are three new projects for this year.
- Work on Reserve Management Plans (RMPs) continues with another Council workshop scheduled for late November. Iwi consultation is continuing with the team having a specific session with AEC in relation to the plans.
- Work on the reserve classification project is continuing in tandem with the RMP work.
- Recent recruitment has gone well with three staff being offered full-time employment, two being apprentices.
- Subdivisions – multiple subdivisions working their way through the system. Staff are working with developers to ensure good outcomes for our community open spaces. This includes strategic linkages to other currently developed or future foreseen opportunities.
- Bike Skills Park planning is progressing with staff assisting the group with appointing a landscape architect to prepare concept plans.
- Work on selecting a panel of service providers for tree works has concluded. Contracts are in the process of being finalized at the time of writing with five service providers.

Ashburton Domain

- Contractors have been busy on the Domain with capital works ongoing on several fronts. Commencement of the replacement pond edging has occurred with staff being pleased with the result. Some regressing is required and underway.
- A replacement bridge has been installed. It is of steel construction and replaces an old wooden post bridge which had had its day.



- The resurfacing of hard surfaces throughout the Domain is scheduled for Summer. Staff have had a walkover with roading staff who are overseeing the work and some minimal lifting of tree branches is required. Staff will replace the removeable bollards at this time.
- Replacement lighting poles and luminaries on the main footpaths has commenced. The new infrastructure is looking good.
- The reinstatement of the West Street Brick fence which was damaged by a car is complete. Staff are seeking reparations through the court.
- Work has commenced reconfiguring paths in the natural wildflower/butterfly garden area with the removal of existing surfacing. Reinstatement works are pending.
- New main gates are still under way at the engineers. The completed brick pillars are finished and waiting for the gates.
- Replanting of the herb garden is about to commence. This is a re-creation of a design from the 1980's, outside the Domain office.

- The summer cycle of annual bedding plants is currently underway. New plants from the Council nursery are being planted out in bedding plots around the Domain and District towns.
- Work on commissioning the new Domain flying fox is continuing and unfortunately progress has been stymied by further delays. The installer has miscalculated the distance between gantries which means the ramp has to be recontoured to be able to meet the certification criteria. This delay is extremely disappointing as it is another delay for a project plagued with delays.



General Parks and Reserves and Gardens

- Playground weekly and monthly safety checks and maintenance continues throughout the district.
- An upgrade to the playground equipment at Methven Domain is about to commence, once complete it lift this site's compliance rating.
- Mowing is in full swing, district-wide as favorable growth conditions prevail.
- Street garden maintenance is behind schedule. Staff had an issue with compliance in relation to its Traffic Management Plans and qualifications not being current with a practical test signoff. This training has been relentless and expensive for the past two months

with a trainer employed to coach staff through the required training and learnings. It is very complex with staff now having to be qualified for tasks they are not required to perform in their work, such as go/stop, road and lane closure. This training is ongoing at the time of writing as staff cycle through.

- Contractors are booked in to erect the town Christmas Tree and connect the festive lights in late November.
- Ashbury Grove new playground at Proctor Park has its hard surfacing complete and the site is now taking shape. And the Chinese Village is looking good as staff work towards its completion in time for the February official opening.



- Staff are obtaining quotes for the re-colouring/re-lettering of the Pioneer Park memorial which contains the names of approximately 220 early settlers interred at the site – which is now a closed cemetery.
- Staff are working with the Council communications department on two projects raised by the Council. One is to promote the rhododendrons at Awa Awa Rata. The second project is to profile the plant species in the CBD Rain Gardens. Staff are currently unsure as to what form this might take but will keep the Council apprised of progress
- Installation of the replacement fairy lighting in the East Street trees has concluded.
- CBD maintenance is now being delivered by Open Spaces staff. This will include Baring Square East as this site will come directly to Open Spaces after practical completion. The reason there was no maintenance period here was to save on project costs.
- Tinwald Domain has had three dangerous trees removed. These trees were identified in the tree identification and condition assessment programme.

- Staff took delivery of a replacement mower in early November, a Kubota F3690. It is a like-for-like replacement of an existing unit that was very tired. Staff have purchased two mowing decks with this new unit. The second deck is a flail mower and will be used for tidying up rougher areas around the District such as where we see a lot of broom appearing on the North Reserve



- The Rakaia Gorge redevelopment is progressing well. The Matariki viewing platform is complete. Staff are awaiting the arrival of the new prefabricated toilet block.
- Both Rakaia and Methven have had their annual garden beds replanted.
- Water connections have been installed at Rakaia ready for the fountains at the Rakaia dog park, which will occur soon.
- Methven Dog Park development has started with a local contractor digging out two areas for canine agility equipment. The excavated material will be turned into mowable grass bunds as features for dogs to run around and over.
- A contract has been let for a contractor to install a drinking fountain at Rakaia Dog Park, for canines and their owners.

- The Hakatere Ashburton River Trails (HART) group is scheduled to meet in the evening of Monday 30 October. A further update shall be provided after this meeting.
- Tree assessments are continuing with the database now sitting at 6654 trees individually assessed.
- There are a number of new picnic tables to be installed in reserves before Christmas. These will be at the following locations: George Glassey Park in Tinwald, 2 seats; Ashburton Domain sports fields, 4 seats; Mona Square, 4 seats; Clark Street Park, 1 picnic table; Rakaia River Huts domain, 5 picnic tables.
- Staff have been busy spraying and mowing various Ashburton parks and reserves. Broadleaf spraying is also ongoing as weather conditions allow.
- The recent strong winds did not cause too much damage. There was the usual smaller branches being dislodged with only two tree failures, one at Tinwald Domain and the other up at Taylors Reserve on SH 72.
- Work on the RDR pipe is progressing. Staff are awaiting the results of a structural assessment commissioned by RDR.
- Currie Park in Methven (Camrose Estate) has had its front fence installed. Construction of its footpath and soil bunds has commenced. Temporary side fencing shall be erected to protect the reserve during surrounding developments.

Public Conveniences

- The building of the new Rakaia Domain facility has been procured and the overall project is in the final planning stages. Council staff remain in close contact with project leaders.
- The new Digby Park facility is progressing well with the new prefabricated unit arriving in early November. Finishing works are under way and scheduled to be complete by Christmas.
- All other public conveniences are functioning well with minimal recent issues.

2.1.3 Biodiversity

Biodiversity Strategy Development/ Community Engagement

- The Council had a stand at the Ashburton A&P Show 2023 for the Biodiversity Strategy Community consultation. We had the opportunity to speak with the public about biodiversity in the district and the goals the strategy is aiming to achieve. In collaboration with the Strategy/Policy, Communication and Event teams, we won the best small display stand at the event
- We had a repeat of community engagement for the Biodiversity Strategy on 11 November at the Ashburton farmers to capture a different demographic group who were not present at the A&P show.

Completed Projects

- **Taylor Stream Community Volunteer Day (mulching of the new native plantings)**

A community event was held on Sunday 15 October 2023 to mulch all new native plants (3700 plants approx.) at the reserve. This event was disrupted by weather conditions and a new date is yet to be set for completion.

- **Pest Control at Awa Awa Rata Reserve and surrounding forest**

The pest animal control programme at Awa Awa Rata Reserve and the surrounding forest was completed 19 – 31 October in collaboration with the Department of Conservation. Over 80 pest animals were dispatched. The next phase of the pest control will be in late autumn 2024. The Council Ecologist is consulting with the neighbouring landowners, where they plan to extend the project onto their property and build a trap within one of their adjoining paddocks.

- **Release spray completed for Rakaia Gorge Native Planting sites.**

We have undertaken an initial release spray to keep weeds down at the Rakaia Gorge native planting sites beside the Rakaia Gorge Campground. We consulted with ECan before the spraying occurred due to the site's proximity to the river.

Planned Biodiversity Projects

- **Planned Annual Weed Control on Council Lands**

Weed control at the Ashton Beach and Lake Camp/Clearwater revegetation sites to be completed in November 2023, before the summer holidays

- **Routine District-Wide Biodiversity Monitoring**

The district-wide biodiversity monitoring would be undertaken across the summer season to monitor existing biodiversity in the district including native vegetation clearance and weed survey. This involves using aerial imagery and driving around the district and the event is completed every six months.

2.2 Solid Waste Management

2.2.1 Solid Waste Management

- A total of 177 CRMs were received for the month of October. The number of bins not collected has gone down to 39 which is similar to months prior to September 2023. The contractor was faced with driver shortages in September which has now been resolved. A summary of the CRMs is shown below.

Request Enquiry	Total Number					
	May	June	July	Aug	Sep	Oct
Illegal dumping	19	26	12	12	21	12
Kerbside - Bin Accessory	5	6	9	4	17	25
Additional Bins	24	34	25	34	21	21
Damaged Bins	13	12	13	17	16	24
New Bins	25	18	24	34	20	17
Gross Contamination	16	21	19	15	19	16
Missing Bins	9	10	6	9	12	16
Miss Collections	18	27	16	29	89	39
Satellite Drop Off Site Issues	0	4	6	4	14	7
Total	129	158	130	158	229	177

- Requests for new bins in October is slightly low compared to the past five months. These requests are from newly occupied residential houses/units.
- Illegal dumping is back to the July/August level. The area where illegal dumping is prevalent in Ashburton is Melrose Road and Alford Forest Road by the Allenton Shopping Centre. Bowen Street and Rakaia Highway are the hot spots in Rakaia. No illegal dumping was reported in Methven in September and October. Four of the CRMs on illegal dumping was raised by Litter Free Ashburton informing Council staff where they have deposited the rubbish they collected for pick-up by the contractor.
- Twenty-one requests for additional wheelie bins from existing residential properties was received this month. The most preferred bin size is the 240L.
- Gross contamination is slightly down and only 1 bin have been taken away in October. The rest have been added into the watched list and pulled backed from the kerbside.

2.2.2 Waste Education

- Kerbside audits are ongoing across the district. Some residents are good at 'hiding' their bin until the truck arrives in an attempt to avoid the auditors. The EnviroNZ recycling truck driver works closely with the auditors in detecting these bins, especially if they have been previously pulled back.
- The reinstatement of the Ashburton RRP site tours is progressing. These should be available to schools and community groups in the new year.
- Eco Educate has started holding open sessions at the Education Centre at the ARRP. These will be held on Tuesdays from 10.30am till 11.30am and 3.30pm till 4.30pm for anyone who would like to call in and talk recycling.
- Lesley spent time on the Guardian couch chatting with Hoops about recycling. This could be a regular occurrence.
- The team attended the Ethnic Communities Day on 21 October. They also spent the two days at the Ashburton A&P Show educating on recycling, making mini worm farms, giving away seeds and Māori potatoes.

2.3 3 Waters Operations

2.3.1 General Operations and Maintenance Activities

- For the month ending 30 October, the following activities were carried out:
 - Cleaning of Mill Creek inside Braebrook Subdivision is ongoing (picture below).
 - Installation of the algae plant screen at Ocean Farm is underway.
 - Total manhours worked in October – 3200 manhours.
 - ACL is experiencing shortage of skilled manpower. They reported that three staff left and they are struggling to find replacements.
 - Training of ACL Plant Operators by Masons on maintenance of the Methven Membrane plant is ongoing.
 - Training of Laser Electrical team by Masons on how to maintain the electrical component of the new membrane plant is ongoing.
 - Kinetics and Masons are coordinating with ADC staff to perfect the calibration of Methven membrane plant SCADA system.



2.3.2 General Operations and Maintenance Contract Works


- A total of 109 CRMs were received in October. Ninety-seven CRMs are on drinking Water, 11 are on Wastewater and 1 on Stormwater. There are 13 Priority-one (P1) CRMs mostly related to service connection and toby leaks. Wastewater CRMs were for blocked sewers and other sewers related issues.



Location	Total %
Ashburton and Tinwald	71
Hinds	3
Methven	13
Montalto	2
Mt Somers	0
Rakaia	2
Springfield	4
Chertsey	0
Dromore	4
Hakatere	1
TOTAL	100


- 39 % of the operation and maintenance contract works is on the water supply network. The work includes repairing leaks, inspecting connections and water meters.
- Sewer related activities such as the repair of sewer pipes, unclogging of blockages and small sewer pipe renewals relates to 13% of the work.
- Approximately 28% is related to the operation and maintenance of our treatment plants. This includes ensuring that the performance of the water treatment plants (13%) and wastewater treatment plants (15%) are within operational standards.
- Sampling and testing represent approximately 16% of activity.
- 5% is related to stormwater activities such as unclogging of sumps and mains during heavy downpours.


2.4 4 Waters Projects

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
PROJECT AND OPERATIONS TEAM [HERNANDO MARILLA]							
<u>Rakaia Bore Drilling</u> Project covers the drilling phase for second bore for the Rakaia water supply.	10/07/23		28/10/23 (revised)	Yes	Yes	HAM	Service Provider – McMillan Drilling <ul style="list-style-type: none"> • Drilling of the bore is complete. • Procurement of services for the pipe works and fencing is ongoing. • Expected awarding of contract before Christmas
<u>Contract WATE0289 - Ashburton District Council Watermain Renewals 2022/2023</u> Project covers renewal of watermains in Ashburton (Elizabeth St, Grigg St, River Terrace and Cass Street, Chalmers Ave, Melcombe St, Grove St), Methven (Kilworth St, Main ST, Barks Road, Mackie St), Hinds (Cracroft St, Peter St, Isleworth Rd, and Hakatere (Hakatere Drive, Hakatere Drive Extension)	01/07/22		30/06/24	Yes	Yes	HAM	Service Provider – Ashburton Contracting Ltd <ul style="list-style-type: none"> • The contract period is for two (2) financial years. The contract commenced in April 2023 and is due to finish in June 2024. • Work on Melcombe Street and Lagmhor Road is complete. • Work at Mackie, Kilworth Streets and Main Street in Methven is close to completion. • Work on Chalmers Avenue and Cass is complete. • Work on Elizabeth and Grigg Street is ongoing

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Ashburton Wastewater Renewals 2022-2023</u></p> <p>Project covers the renewal of wastewater pipelines in Elizabeth Street; Wills Street; Cameron Street; Princes Street; Nixon Street; Kermode Street; and William Street in Ashburton.</p>	04/09/23		16/02/24	Yes	Yes	HAM	<p>Service Provider – Utilities Infrastructure NZ Ltd</p> <ul style="list-style-type: none"> • Construction commenced on 4 September 2023 and is programmed for completion by mid-February 2024. • Work on Will St and Allens Rd is complete. • Work on Princes Street, Elizabeth St, Kermode and William St, is ongoing. • Work on Cameron Street started 13th of October. • Work on Nixon St is expected to start in early 2024. • Refer below for examples of condition survey data that lead to sites being added to renewal programme. <p><i>Princes Street</i></p>  <p>Pipe Broken, Large, from 3 to 9 o'clock.</p>

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
							<p><i>Elizabeth Street</i></p>  <p>Pipe Broken, Large, from 12 to 6 o'clock.</p>
							<p><i>Wills Street</i></p>  <p>Pipe Broken, Large, from 3 to 1 o'clock, (Extends through lateral).</p>

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Mount Somers Membrane Plant</u> Project covers the construction and commissioning of a new membrane treatment plant for Mount Somers.</p>	17/0723		31/03/24	Yes	Yes	HAM	<p>Service Provider – Masons Engineers NZ</p> <ul style="list-style-type: none"> • Contract was awarded on 26 June 2023 • Siteworks are progressing well according to the programme. • Construction of the concrete pad commence 17 October 2023 and is ongoing. 

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Ashburton Wastewater Relining Contract 2022-2023</u></p> <p>This project is part of Council's annual capital works which covers the sections of the sewer main located in Grey St, Eton St, Rapley St, Wakanui St, Chapman St and Wellington St. A total of 1563 meters of sewer line was relined.</p>	12/22		05/23	Yes	Yes	HAM	<p>Service Provider – Pipe-Tech Trenchless Technology</p> <ul style="list-style-type: none"> • 3-year contract awarded in 2021 on a 1+1+1 basis • This year's contract work was completed in June. • A new tender will be prepared and released before the end of this year. • Enabling works for next year's work programme has started and is expected to be completed by January 2024. 
ASSETS TEAM [ANDY GUTHRIE]							
<p><u>3 Water Reform Activities</u></p> <p>This project covers the various activities required to support the transition to new entities.</p>	BAU		BAU	Yes	Yes	ARG	<p>Service Provider – ADC Staff Resources</p> <ul style="list-style-type: none"> • No activity during period.

<p><u>UV Upgrades - Ashburton</u></p> <p>Project covers the design phase for the treatment upgrades of the Ashburton water supply.</p>	26/10/22		30/06/25	No	Yes (at risk)	ARG	<p>Service Provider – Beca Consultants Ltd</p> <ul style="list-style-type: none"> • Of the water treatment upgrades currently being designed, the Ashburton sites are the most challenging, due to space constraints and our desire to optimize the use of existing building/s where possible. Structural design review is under way to understand the feasibility of reusing the existing buildings. • For Argyle Park, some work was carried out to confirm if the changing rooms NE of the current WTP could be repurposed. This was in anticipation of the buildings potentially becoming surplus in the near future. We understand this is no longer the case, so design at this site is now proceeding on basis of building extension immediately adjacent on the SE side of the WTP. This will trigger the need for building and land use consents. • For Ashburton Domain, the existing WTP is part of a much larger building that includes public toilets, and paddling pool filtration plant. Work is underway to confirm if it is feasible to modify the existing building and take over the entire footprint. Feasibility is heavily reliant on the structural integrity of the building. If this option is feasible then the upgrade project would fund the development of replacement toilets (& paddling pool filtration building) in a nearby location. If this current option is not feasible, we will be forced to develop a standalone water treatment plant building nearby. • For Bridge Street, building extensions are required to the SW and SE of the current building. This site is somewhat constrained by the proximity of a stormwater swale through the site. • For the Tinwald site, a new standalone building to house treatment equipment will be constructed within the existing WTP compound. There will be changes required within the existing building which will require some pipework penetrations through the character façade of the building. • This project is the subject of additional funding in Year 1 of the proposed 2024-34 LTP.
<p><u>UV and Filtration Upgrades - Rakaia</u></p>	26/10/22		30/06/25	No	Yes (at risk)	ARG	<p>Service Provider – Beca Consultants Ltd</p>

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
Project covers the design phase for the treatment upgrades of the Rakaia water supply.							<ul style="list-style-type: none"> • Concept design and survey have been completed. Detailed design is set for phase 2 (along with Tinwald), to follow the four small supplies. • This project requires the reconfiguration of the site and addition of a new building. As the site is constrained and in a road reserve, careful design is required, and consenting (land use) may be required. • This project is the subject of additional funding in Year 1 of the proposed 2024-34 LTP.
<u>UV and Filtration Upgrades – Hinds, Fairton, Mayfield & Dromore</u> Project covers the design phase for the treatment upgrades of the Hinds, Fairton, Mayfield and Dromore water supplies.	26/10/22		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Concept designs and survey have been completed. • An electrical, instrumentation and control specification is under development, and the remaining detailed design is under way. • Due to the extra treatment equipment, the sites need to be converted to modern PLC control so that they have the flexibility to adapt to the new quality assurance rules, including the monitoring requirements and the requirement for controlled shutdowns if equipment or instruments fail. • Land will need to be acquired at Dromore to accommodate the new building. This will be progressed through the property team. • Additional work has been carried out on the feasibility of connecting Fairton to the Ashburton scheme. A pipeline to Fairton is expected to be slightly more expensive than the proposed treatment upgrade for Fairton but considering the nitrate trends in the Fairton bore, it does seem to be the logical option. This will be the subject of a standalone report to Council.
<u>UV and Filtration Upgrade - Chertsey</u> Project covers the design phase for the treatment upgrade of the Chertsey water supply.	26/10/22		30/06/25	No	Yes (at risk)	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Concept designs and survey have been completed. • Due to the extra complexities with this site, it is separated, but can be built alongside the others if design proceeds without issues.

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
							<ul style="list-style-type: none"> We are proceeding with detailed design based on a site within the Alexander Street road reserve (unformed road). Work on getting access to this area will be progressed by ADC officers while Beca continue design. Beca have identified the need for pH correction for this supply. This was not envisaged as part of the original project but given we are designing a new plant in its entirety; it is logical to include provision for the additional treatment process at this time.
<u>Definition of Source Risk Management Areas</u> Project covers investigations to determine extent of source risk management areas for each community drinking water source.	BAU		BAU	Yes	Yes	ARG	Service Provider - Aqualinc Research Ltd <ul style="list-style-type: none"> A draft report for the Fairton water supply SRMA has been received but not reviewed by officers. We have not committed to work on the next supply (Mayfield water supply) at this point.
<u>Water Safety Plans</u> Project covers the development of water safety plans for all ADC water supplies.	26/10/22		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Plans for the Ashburton, Rakaia & Hinds supplies are on track for completion by the end of the calendar year. Officers have been focusing on the development of an Emergency Response Plan which is a critical subset of the new WSPs. Final work on the Methven plan can now commence following recent completion of the facility. The balance of plans are due for completion by 30 June 2024.

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Montalto Water Supply Investigation</u> Project covers the investigations into upgrade options to address protozoal compliance.	26/10/22		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The I&O intake addendum has been received and is under review by officers. Once the report is finalized, a workshop will be needed to take Council through the findings and determine a preferred direction. A meeting was held with representatives of the Montalto water supply user cmte on 19 October. The purpose of the mtg was to update the cmte on our efforts to date.
<u>Peri-urban Water Network Detailed Design</u> Project covers the investigations, survey and detailed design of watermain extensions necessary to service the peri-urban areas of Ashburton.	24/08/23		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> High level modelling is nearing completion. Already identified potential pipeline upgrades required outside subject area.
<u>Ashburton - Lime Dosing Equipment Renewal (3 sites)</u> This project covers the renewal of the lime dosing equipment at the Ashburton water treatment plants.	01/07/23		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A 3-month-long (fortnightly) monitoring programme has been completed with the last sample taken early November. The results are with Beca for analysis and reporting. The results of the investigation may determine that there is no ongoing need for lime dosing. This would mean the renewal of equipment does not to proceed and would also allow for the space in the WTPs to be repurposed.

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Leak Detection Programme</u> This project covers the procurement of specialist acoustic leak detection contractors to progress our annual leak detection programme.	BAU		BAU	Yes	Yes	ARG	Service Provider – Detection Services <ul style="list-style-type: none"> • The scope for this work for the current year includes Methven, Rakaia, Hinds and Tinwald. • Work commenced in Tinwald on 13 November. The work has already identified a number of urgent leaks which have been tasked to the maintenance contractor. • The contractor is expected to start in Methven the week commencing 20/11 with the other townships in the following weeks. Dates are subject to weather.
<u>Hydrant Testing</u> This project covers the annual hydrant testing programme.	BAU		BAU	Yes	Yes	ARG	Service Provider – To be confirmed. <ul style="list-style-type: none"> • Schedule of hydrants for inclusion on the programme has been completed. • Contract document in development with a view to seeking prices prior to the Christmas break. • The actual testing is likely scheduled to commence toward the end of the summer period.
<u>2023/24 Water Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Archibald Street (Graham St-Hassal St), East Street (Cameron St-Walnut Ave), and Mason Place (full length) in Ashburton; Spaxton Street (Carr-Alford) in Methven; and Taverners Road (full length) in Dromore.	01/07/23		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Still confirming scope of works. • Site walkovers with Beca/ADC officers scheduled for early November to determine optimal alignments.

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Grit Chamber Pipeline Renewal</u> Project covers design phase of a renewal of the wastewater pipeline from the Trevor Rd grit chamber to the new river crossing pipeline.	26/10/22		30/06/24 (revised)	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A final draft consent application for the construction phase has been prepared and has been forwarded to Arowhenua (AECL) for comment prior to lodgment. It is intended to incorporate their comments in the final application and lodge with ECan late Nov/early Dec.
<u>Ocean Farm Irrigation Investigation</u> Project covers the detailed investigations into potential upgrades of the current, or replacement irrigation systems for Ocean Farm.	08/03/23		31/12/23 (at risk)	No	Yes	ARG	Service Provider – Beca Consultants Ltd (+Waterforce Ltd) <ul style="list-style-type: none"> Beca have completed reviewing results of the field testing and identified some potential leakage in network. ACL have been tasked to investigate, locate and repair the leaks. Once this work is complete further field testing will be required. We have asked Beca to proceed with the option development for replacement systems ahead of finalizing the field testing in order to make progress with this project.
<u>Ocean Farm Wetland Improvement Works</u> Project covers the detailed design of inter-cell connecting structures for flow control.	08/12/22		30/06/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site investigations have been completed and draft design prepared and submitted for consideration. O&M contractor has expressed concerns about the constructability of the structures due to site constraints. Prompted consideration of other construction materials. Project on hold pending reconsideration of options.
<u>Wilkins Rd & Ocean Farm Groundwater Assessment</u> Project covers an assessment of groundwater depth and flow directions in and around the WWTPs at Wilkins Rd & Ocean Farm and the subsequent oversight of the redrilling of piezo monitoring bores.	04/11/22		31/12/23 (revised)	No	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> McMillan’s Well Drilling has been engaged for the construction of new piezo bores. Beca will oversee the installation works to ensure construction is in accordance with the agreed assessment. The majority of bores are now installed. Only one bore, above the aeration pond at Wilkins Road could not be installed due to rig access issues. This bore will be reattempted mid-summer. <p>Note:- This is unbudgeted work but as compliance related is being progressed using available carry over funding.</p>

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>AMP Tradewaste Investigation</u> Project covers the investigations into the feasibility of a future tradewaste discharge from Ashburton Meat Processors on Bridge Street.	01/03/23		16/10/23 (at risk)	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The report has been finalized and received. It is envisaged that a workshop will be required to present the report findings to Council determine the next steps. AMP representatives are keen to meet with officers to discuss the results and determine if there is a pathway to accept their discharge. Note-: This work is being funded by AMP.
<u>Sludge Surveys</u> Project covers the development of a methodology for annual (repeatable) sludge surveys of Council WWTP oxidation ponds and completion of survey for the 2023 year.	24/07/23		31/10/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Officers have reviewed the results of the investigation and confirmed that there is less sludge than expected. This is positive news but doesn't preclude the need for future sludge management in the short and medium-term. The report has been reviewed by officers and is now finalized.
<u>NE Ashburton Wastewater Servicing Investigation</u> Project covers investigations into options to provide a wastewater service to the NE Ashburton area. This is conceptual only.	24/08/23		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> This project is being undertaken in conjunction with the Peri-urban water network detailed design. Concepts for gravity servicing being explored. Struggling to get minimum grades across the contour of land. Potentially dictating additional network pump stations
<u>Rakaia WWTP Sludge Drying Beds</u> Project covers the detailed design and consenting of sludge drying beds at the Rakaia WWTP.	06/09/23		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Beca has been asked to prepare the additional information on sludge drying beds options as they relate to primary sludge only and opportunities for mgmt. and reuse of secondary sludge. This information is now with officers for review. Once finalized, this information will be presented as part of reconsideration of the matter at the next available Council meeting.

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>2023/24 Wastewater Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Catherine Street (McMurdo St-Grove St), Philip Street (Oak Gr-Walker St), Saunders Road (Creek Rd-Pages Rd), Tancred Street (No: 245-Chalmers Ave) in Ashburton.	01/07/23		30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Currently being scoped and priced by Beca.
<u>CCTV Pipeline Condition Assessments</u> This project covers the pipeline condition assessments using CCTV. These surveys are used to improve our understanding the condition and performance of wastewater networks in Ashburton & Methven, and stormwater networks in Ashburton.	BAU		BAU	Yes	Yes	ARG	Service Provider – To be confirmed <ul style="list-style-type: none"> Officers are continuing the development of contract document for this year’s works.
<u>Mount Somers Stormwater Investigation</u> Project covers investigations into a potential cut-off drain to protect the Mt Somers Township	24/04/23		15/09/23 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The report has been finalized and officers propose to hold a workshop to discuss the report findings. Given the increasing pre-Christmas rush of LTP & budget workshops, this item is now likely to be held over until early in the new year.

Project Title / Description	Start Date		End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Stockwater Intake Fishscreens</u> Project covers the detailed design of suitable fishscreening infrastructure at the Methven Auxiliary, and Brothers intakes.	28/03/23		31/12/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> ALIL have confirmed they have no further interest in Methven Auxiliary intake, so Council will have to decide what next for the site. Beca redirecting design efforts to the Brothers intake site, which MHV & ALIL have confirmed interest. Beca have commenced work on a concept design consistent with the recently released fish screening guidelines.
<u>Scarness Weir Abatement Notice Resolution</u> Project covers work required to retrospectively consent the structure and carry out modifications as necessary.	28/03/23		31/12/23	Yes	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A consent application being prepared to cover the preferred option to replace the weir. An ecological report is required to support the application. Note-: Unbudgeted expenditure, compliance related.
<u>MHV/ALIL Stockwater Delivery Investigations</u> Project covers the investigations being undertaken by MHV Ltd (and Ashburton Lyndhurst Irrigation Ltd) into taking over stockwater delivery.	01/08/22		01/09/24	Yes	Yes	ARG/CD	Service Provider – MHV Water and Ashburton Lyndhurst Irrigation <ul style="list-style-type: none"> A proposal for the provision of this service has been received from MHV & ALIL. A second proposal review/clarification meeting between ADC/MHV/ALIL personnel was held on 7 September. Discussions are ongoing and officers are awaiting a refined proposal from MHV.
<u>Pudding Hill Intake Closure</u> Project covers the investigation of the potential closure of the Pudding Hill stockwater intake.	Nov. 2022		TBC	Yes	Yes	ARG/CD	Service Provider – John Wright, Melius Ltd <ul style="list-style-type: none"> Melius has been able to contact all but one of the 174 surveyed/affected properties. High level design and pricing has been completed. A meeting was scheduled for 24 November to discuss the next steps and reporting requirements.

2.5 Stockwater Operations

2.5.1 General

- Mains race cleaning is going. Rangers are also monitoring local races.
- The maintenance/replacement of old concrete structures is ongoing.
- A letter has gone out to race users, encouraging them to clean their races and to prepare alternative sources of stockwater should the summer be dry and there are issues delivering water around the district.
- With the recent resignation of one of their field staff, MHV will not be able to continue providing stock water ranger services for ADC in their supply area. They will continue as previously agreed through until Christmas. We are currently advertising for a water ranger to fill the vacancy in the team.

2.5.2 HHWET and Managed Aquifer recharge (MAR)

- HHWET has indicated that they would like to formalise race sharing with ADC as an ongoing method of water delivery. The next steps for HHWET is the construction of infrastructure on MHV pipework and delivery intake on the stockwater main. Understandably, they do wish to commit to this infrastructure without a formal approval / agreement with Council.
- This was the subject of a standalone report to the 15 November mtg of Council.

2.5.3 Applications

- A summary of the current applications is listed below:

Stockwater closures/alterations/culvert installation applications as at 31 October 2023

PHASES

Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/008/22	Brothers Road	12164	17						To be readdressed by Feb 2024
SKW/013/22	Back Track	4431	10						Awaiting Pudding Hill closure project
SKW/018/22	Rangitata Terrace Road	4519	5						Alternative application to come
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/029/22	226 Frasers Road	609	5						Draft Report
SKW/034/22	792 Lismore Mayfield Road	9026	10						Draft Report – on hold until end of October
SKW/007/23	1049 Stranges Road	4516	8						Draft Report
SKW/008/23	1170 Ashburton River Road	9623	7						Draft Report
SKW/009/23	384 Methven Chertsey Road	1305	2						Physical work to be completed
SKW/010/23	71 Wilkinsons Road	3635	12						Draft Report
SKW/012/23	490 Old Main South Road	8949	6						Draft Report
SKW/013/23	89 Somerton Road	414	2						Draft Report
SKW/014/23	941 Hinds Highway	1178	1						Physical work to be completed
SKW/015/23	563 Chertsey Kyle Road	5119	5						Reviewing info received
SKW/016/23	721 Chertsey Road	6610	5						Reviewing info received
SKW/019/23	138 Mayfield Valetta Road	2404	4						Reviewing info received
SKW/020/23	1037 Rangitata Highway	6739	7						Checking all info received
SKW/021/23	Ashburton Gorge Road	0	1						Physical work to be completed
SKW/022/23	469 Rangitata Terrace Road	4637	5						Draft Report
SKW/023/23	Junction Road	15135	16						Checking all info received
SKW/024/23	1149 Ealing Montalto Road	841	2						Checking all info received
SKW/025/23	656 Lower Downs Road	8962	5						Checking all info received
SKW/026/23	29 Cochranes Road	14702	14						Checking all info received
SKW/027/23	1149 Ealing Montalto Road	4813	6						Checking all info received
	Phase complete		Phases:	<i>Application received</i>	<i>Information gathering</i>	<i>Review significance and scope</i>	<i>Reporting and decision making</i>	<i>Sign off work completed and rates/GIS update</i>	
	On track								
	Overdue								

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

2.6 Roads and Footpaths

2.6.1 2023/24 financial year expenditure to 31 October 2023

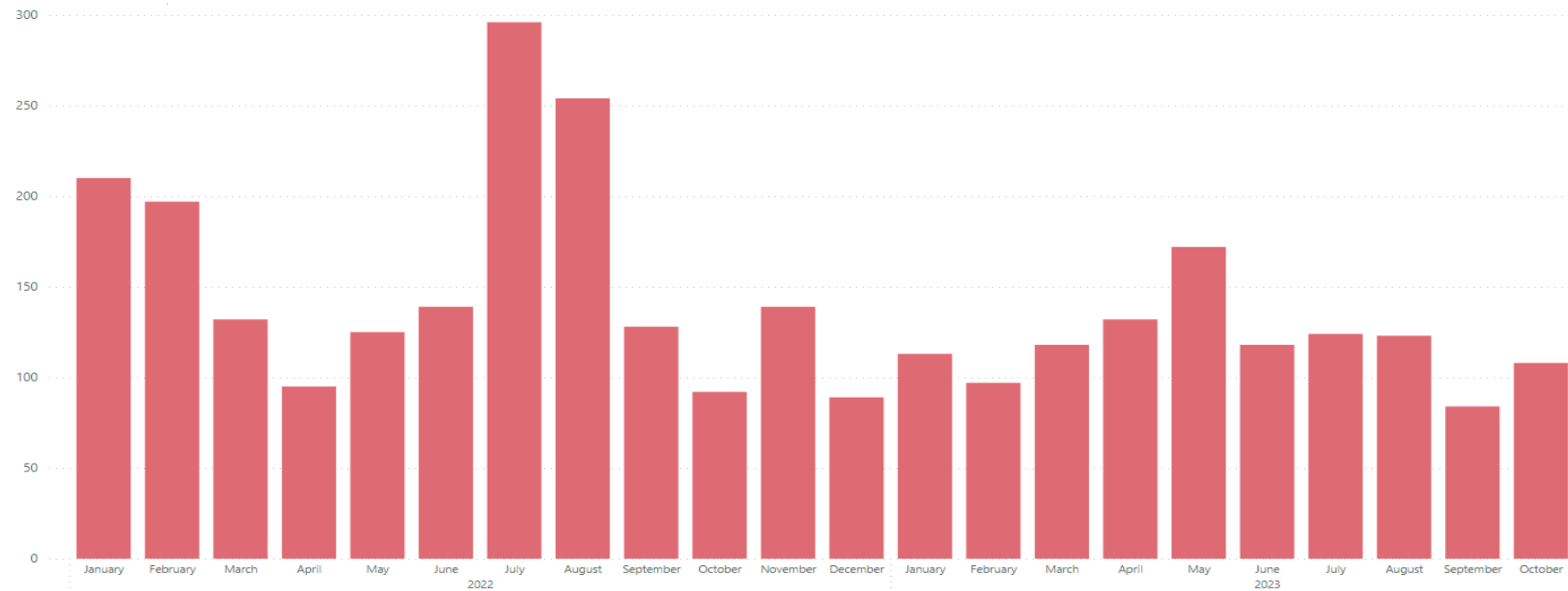
Subsidised Road Maintenance		Budget
Sealed Pavement Maintenance	\$529,052	\$1,664,640
Unsealed Pavement Maintenance	\$330,998	\$780,300
Routine Drainage Maintenance	\$150,872	\$436,800
Structures Maintenance	\$47,118	\$75,000
Environmental Maintenance	\$296,727	\$493,055
Network Services Maintenance	\$519,216	\$896,570
Network Operations	\$6,018	\$17,320
Cycle Path Maintenance	\$633	\$3,641
Footpath Maintenance	\$171,159	\$338,130
Level Crossing Warning Devices	\$10,908	\$39,880
Minor Events	\$65,499	\$62,424
Emergency Works	\$903,180	\$1,044,790 (Waka Kotahi approved)
<u>Network and Asset Management</u>	<u>\$326,636</u>	<u>1,024,350</u>
Total Subsidised Maintenance	\$3,358,646	\$5,832,110 (\$6,876,900 including emergency works)
Subsidised Renewals		
Unsealed Road Metalling	\$953,924	\$1,144,440
Sealed Road Resurfacing	\$30,498	\$2,747,150
Drainage Renewals	\$80,747	\$623,595
Pavement Rehabilitation	\$83,770	\$2,141,143
Structure Component Replacement	\$2,482	\$30,000
Traffic Services Renewals	\$91,219	153,380
<u>Footpath Renewals</u>	<u>\$376,657</u>	<u>\$500,000</u>
Total Subsidised Renewals	\$1,619,298	\$7,339,708
Subsidised Local Road Improvements		
LCLR Roding Improvements	\$575,381	\$1,220,517

2.6.2 2023/24 expenditure

- Work to date has largely been on maintenance work with expenditure 42% of the budget (excluding the emergency works). Renewals expenditure is 22% of the budget with work on rehabilitation and reseals under way that will be the main expenditure over the summer months.
- Funding of \$1,044,790 for repairs from the July heavy rain event has been approved by Waka Kotahi. Council's share of this is \$511,947 and there will be a report to Council on how this is funded.

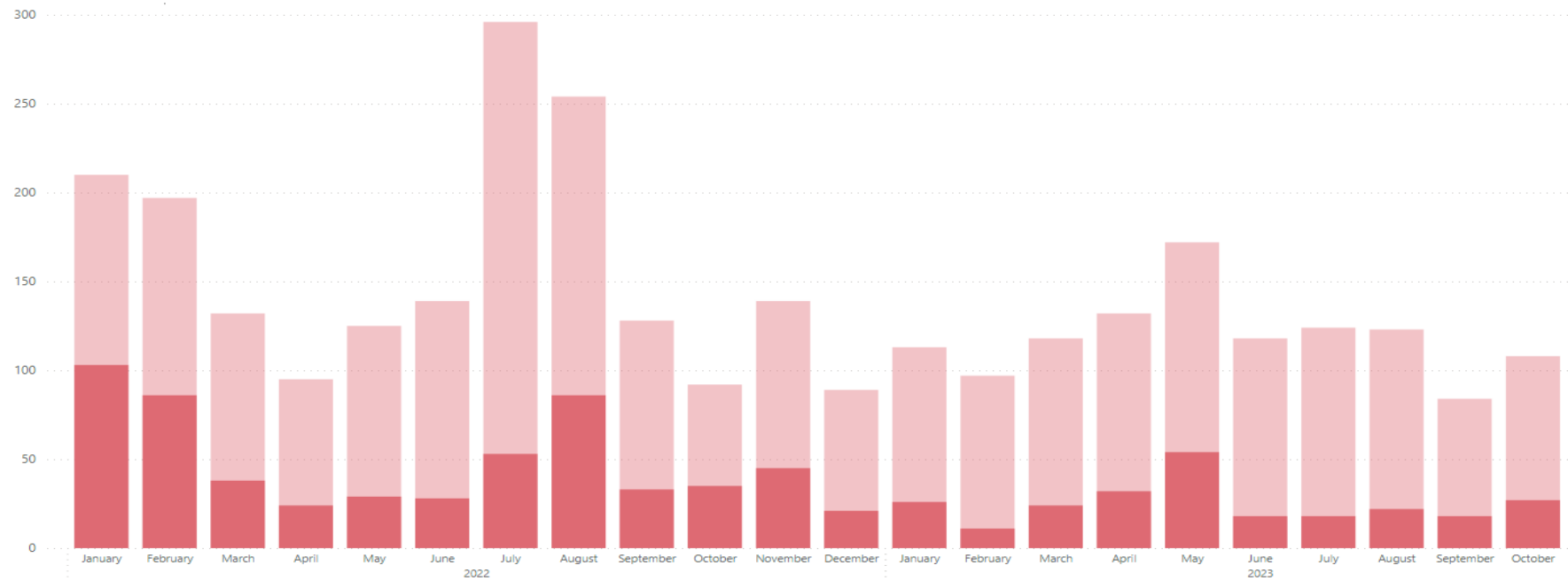
2.6.3 Roothing CRM data

January 2022 to October 2023 All Roothing CRMs



This shows all roosting CRMs with an increase in the winter months of 2022 associated with the heavy rain events.

January 2022 to October 2023 Pavement CRMs



This graph shows the pavement CRMs in relation to the overall CRMs with a general decrease since January/February 2022.

2.6.4 Main areas of work

- Pre-reseal repairs and heavy maintenance is in progress.
- Another round of weed spraying is under way.

2.6.5 Sealed Road Rehabilitation

- The first 2023/24 sealed road rehabilitation contract has been awarded to Fulton Hogan and includes:
 - Thompsons Track 1.107 km (construction in progress)
 - Thompsons Track 1.332 km (construction in progress)
 - Seafield Road 1.260 km
 - Tinwald Westerfield Mayfield Road 0.860 km (construction in progress)
 - Tramway Road 0.672 km (sealed, tidy up in progress)
- The second sealed road rehabilitation contract has been awarded to ACL and includes:
 - Ealing Montalto Road 0.990 km
 - Ealing Montalto Road 0.990 km
 - Lismore Mayfield Road 1.400 km
 - Maronan Road 0.410 km

2.6.6 Local road improvements and new footpaths

- The contract for new footpath and associated kerb and channel for the Three Waters Better Off funding has been awarded to Fulton Hogan with construction under way on Dolma Street and Line Road , Methven.
- The new footpath and kerb and channel on Racecourse Road is to be added to this contract as a variation with construction to commence once the power undergrounding has been completed.
- The new footbridge crossing Mill Creek on Allens Road has been installed.



2.7 Contracts – Tenders

Contract/Tender	Date tendered
There are no contracts out for tender	

3. Compliance & Development

3.1 Building Services

3.1.1 Building consents / amendments

Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
November	56 (71)	306 (329)	52 (55)	275 (312)	44.2%	24.9	361 (10)	98.3%
December	32 (38)	338 (367)	57 (53)	332 (365)	49.1%	23.1	333 (10)	100%
January	56 (61)	394 (428)	48 (46)	380 (411)	58.3%	20.8	219 (5)	100%
February	50 (51)	443 (479)	47 (59)	427 (470)	80.9%	14.3	320 (5)	100%
March	80 (110)	523 (589)	47 (96)	478 (566)	70.8%	18.9	438 (5)	100%
April	89 (57)	612 (646)	66 (58)	544 (624)	72.7%	16.5	333 (10)	100%
May	56 (75)	668 (721)	70 (53)	614 (677)	71.4%	16.6	427 (10)	98.8%
June	46 (77)	714 (798)	72 (88)	686 (765)	54.2%	20.8	388 (10)	100%
July	55 (66)	55 (66)	69 (43)	69 (43)	55.1%	21.6	373 (10)	100%
August	30 (69)	84 (135)	44 (51)	113 (94)	68.2%	16.3	373 (10)	96.5%
September	44 (59)	128 (194)	42 (64)	155 (158)	78.6%	15.1	342 (10)	93.3%
October	29 (56)	156 (250)	28 (64)	183 (222)	67.9%	17.7	324 (10)	97.9%

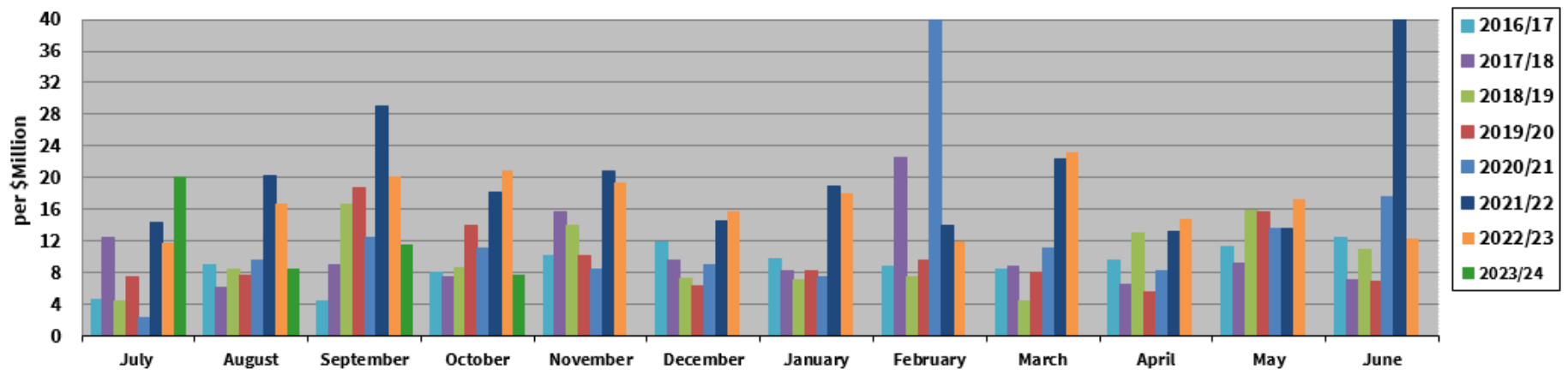
Note: figures in brackets are for the corresponding month during the previous year.

Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
November	\$23,121,793 (\$21,756,185)	\$97,580,274 (\$99,862,747)	\$19,347,252 (\$17,868,388)	\$82,822,917 (\$99,694,496)
December	\$13,811,240 (\$11,423,360)	\$111,391,514 (\$111,286,106)	\$15,729,540 (\$14,455,849)	\$98,552,457 (\$114,150,345)
January	\$15,209,792 (\$16,688,544)	\$126,601,306 (\$127,974,651)	\$18,111,744 (\$12,879,953)	\$116,664,201 (\$127,030,298)
February	\$14,353,875 (\$11,328,367)	\$145,435,181 (\$139,303,018)	\$12,253,667 (\$13,900,058)	\$128,917,868 (\$140,930,355)
March	\$17,093,386 (\$55,206,875)	\$163,205,362 (\$194,509,893)	\$23,143,790 (\$22,416,574)	\$152,927,658 (\$163,346,929)
April	\$27,051,031 (\$15,041,804)	\$190,256,393 (\$209,551,698)	\$14,871,519 (\$13,295,489)	\$167,799,177 (\$176,642,418)
May	\$4,904,661 (\$13,867,109)	\$195,161,054 (\$223,418,807)	\$17,353,453 (\$13,478,121)	\$188,152,630 (\$190,120,539)
June	\$12,387,195 (\$26,913,674)	\$207,548,249 (\$250,332,481)	\$18,242,825 (\$47,456,951)	\$203,395,455 (\$237,577,490)
July	\$8,738,727 (\$19,070,838)	\$8,738,727 (\$19,070,838)	\$20,219,273 (\$11,771,787)	\$20,219,273 (\$11,771,787)
August	\$9,886,060 (\$16,691,862)	\$18,605,787 (\$35,762,700)	\$8,484,452 (\$10,711,920)	\$28,703,724 (\$22,483,707)
September	\$12,316,580 (\$20,935,138)	\$30,922,367 (\$56,697,837)	\$11,568,003 (\$20,074,811)	\$40,271,727 (\$42,558,518)
October	\$12,217,236 (\$17,760,643)	\$43,134,602 (\$74,458,480)	\$7,710,277 (\$20,483,747)	\$47,982,004 (\$63,042,265)
Note: figures in brackets are for the corresponding month during the previous year.				

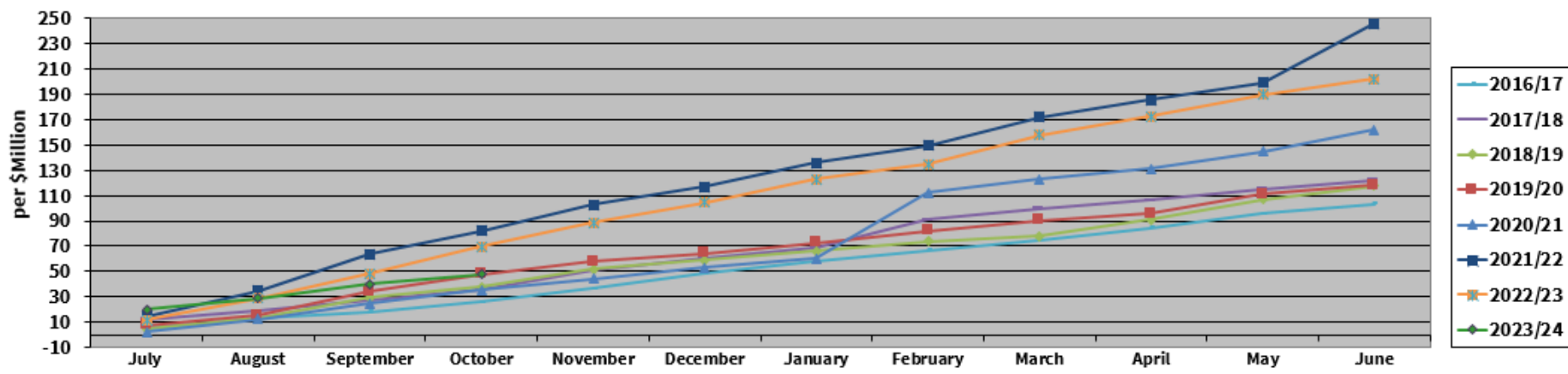
Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
November	31 (20)	154 (96)	20 (16)	142 (91)	100%
December	22 (16)	176 (112)	24 (20)	166 (111)	95.8%
January	16 (6)	194 (118)	13 (2)	179 (113)	100%
February	33 (16)	227 (134)	40 (15)	219 (128)	97.4%
March	35 (19)	265 (153)	35 (13)	256 (141)	100%
April	19 (26)	303 (186)	24 (16)	295 (164)	100%
May	24 (32)	327 (218)	22 (38)	317 (202)	100%
June	20 (29)	347 (247)	18 (25)	335 (227)	94.4%
July	26 (47)	26 (47)	20 (35)	20 (35)	100%
August	26 (47)	53 (83)	20 (35)	49 (70)	100%
September	28 (26)	81 (109)	27 (39)	76 (109)	96.3%
October	20 (37)	101 (146)	20 (32)	96 (141)	90%

Note: figures in brackets are for the corresponding month during the previous year.

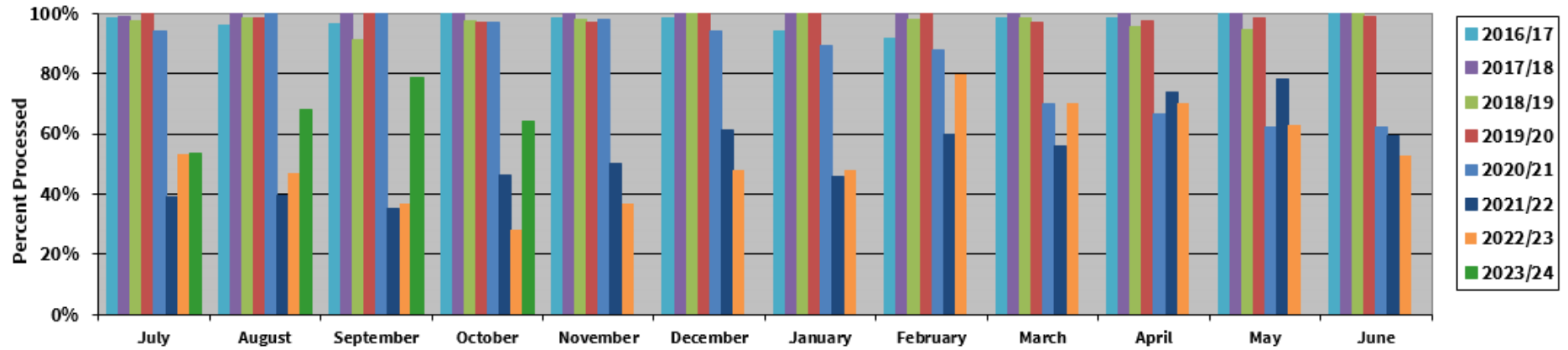
Building Consent Values By Month



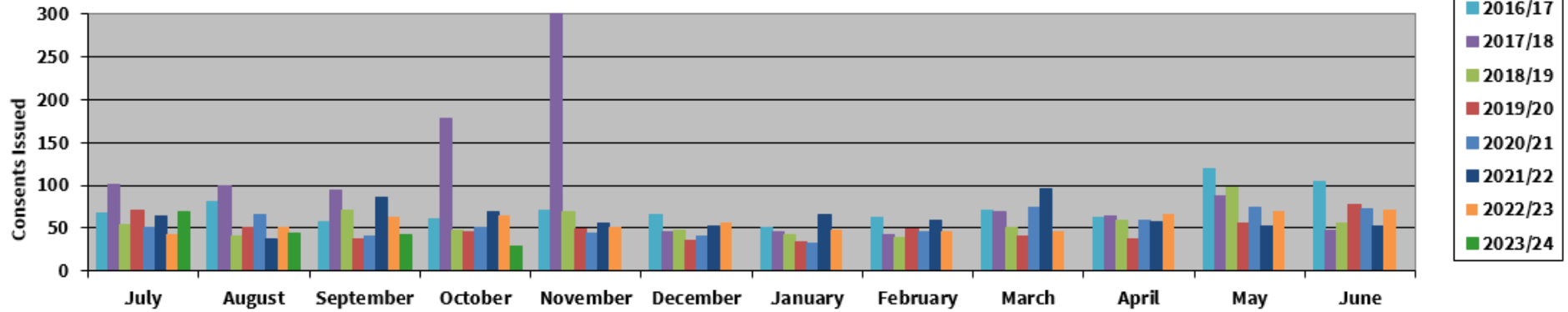
Building Consent Values Accumulating



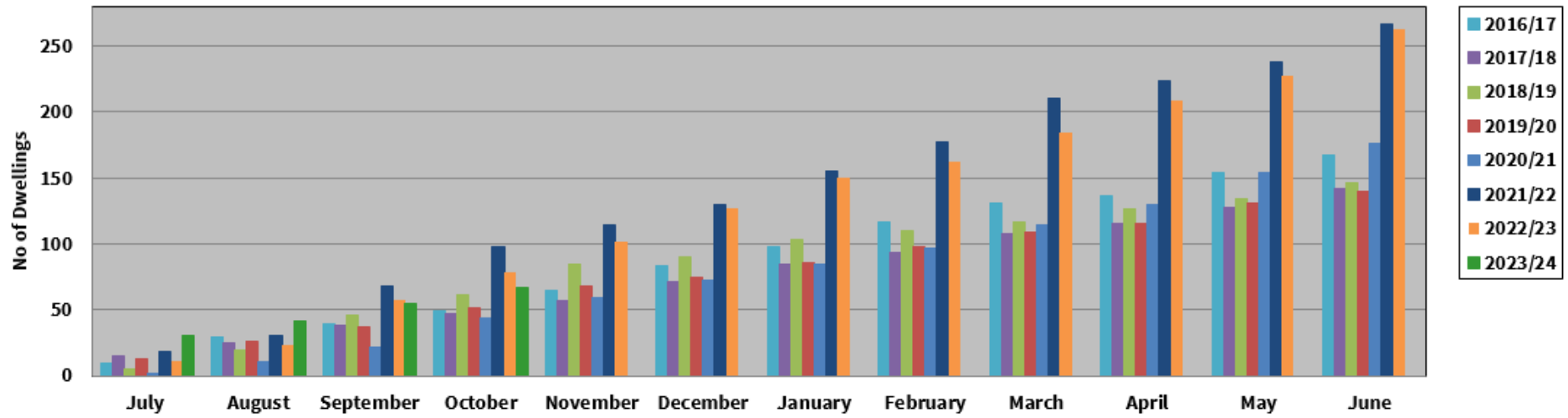
Building Consents Processed Within 20 Day Statutory Time Frame



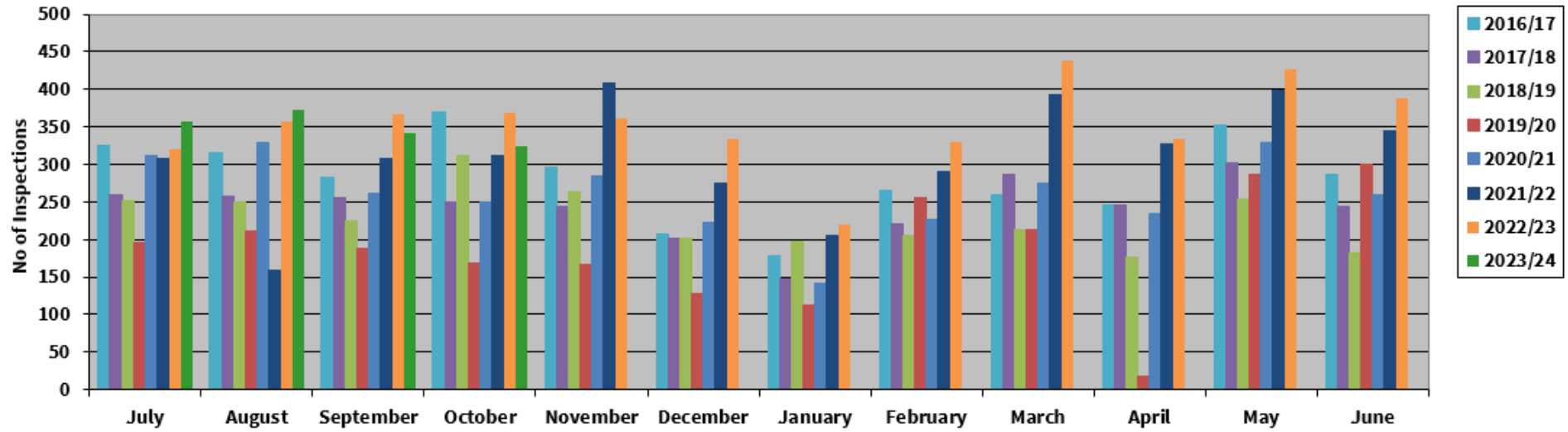
Number of Consents Issued By Month



Number of Dwelling Consents Accumulating



Number of Inspections Completed



3.1.2 Consent numbers were down for October (which was expected due to the election). The amount of the decrease was somewhat of a surprise being larger than expected. We are still expecting numbers to pick up after talking to various designers and builders.

3.2 Civil Defence Emergency Management

3.2.1 October 2023

October was a very active month for CDEM in terms of training and Public Education programmes within the district. The month kicked off with a Coordinated Incident Management System (CIMS 4) course run for ADC Civil Defence volunteers and a number of participants from our partner agencies. As well as eight of our own staff we also had representation on the course from FENZ, St Johns, a local GP, EA Networks, Methven LandSAR, and Timaru District Council. As well as very good training for the attendees it also provided an excellent opportunity to continue to build on our relationships with our partners.

The EMO and some of our welfare volunteers participated in three excellent community run Public Education activities. The first of these was participation in the Methven Civil Defence Community response teams Emergency Services Day on Saturday 7 October. This followed on from the opening of the new Methven Water Treatment Plant and was a chance for all emergency services and some of the welfare services to show what they could offer to Methven in terms of response to an emergency event. The activity was planned by the Methven team and was a fantastic event with great patronage from the Methven public.

The second activity was an Ethnic Communities Day, run on Saturday 21 October at Hampstead Rugby & All Sports club and organised by Neighbourhood Support and the Hakatere Newcomers Network. Once again this was a public education event designed to show our ethnic communities what emergency services could provide in assistance and preparedness advice, and also what other agencies were around to support them as they settle into their new lives in Ashburton District. The event was very well planned and attended by a large number of people who enjoyed the day.

The third activity was the annual Ashburton A & P Show on Friday 27 and Saturday 28 October. Once again CDEM were invited to join the other emergency services and groups from Safer Ashburton in the Emergency Services Village. This year's location was much better than last years for foot traffic and as a result the village was visited by a large number of people wanting to increase their knowledge of readiness and response to events.

The EMO also provided AF-8 and Civil Defence presentations to the staff at Citizens Advice Bureau, the Lake Clearwater Hut Holders and Rotary. He also met with the Chair of the Ashburton Rapid Response Team, which is a group of volunteers from the Brethren Church who provide welfare assistance by way of meals and other social services during events. More work needs to be done to develop a full understanding of how both parties could benefit from this relationship. The EMO also attended Public Education meetings with Canterbury CDEM Group Public Education staff on Rural and Urban topics.

The first meeting of the Ashburton District Emergency Health Forum was conducted at 3 Rivers Health. This was a chance for members of this new group made up of staff from Ashburton Hospital, Te Whatu Ora Emergency Management, the GP's and Medical Practices, St Johns, FENZ, CDEM, and Pharmacies to get together around a table and complete the final areas of the District Emergency Plan – Health, and to continue to foster working relationships between all of these organisations.

The EMO and Senior Policy Advisor facilitated a short workshop with Councillors to work through a draft submission from ADC on the proposed Emergency Management Bill, which was subsequently presented to Council on 31 October for final acceptance before being submitted. Also on 31 October the Group Recovery Manager presented to Council his draft Recovery Plan for the Canterbury Region.

The monthly volunteer training night occurred on the third Tuesday of the month and allowed our volunteers to once again practice starting generators, Starlinks and use of radios and allowed the EMO to provide training for them on the new Needs Assessment Tool that has been developed by Canterbury CDEM Welfare Manager and GIS Specialist.

A meeting was held with the Mt Somers Community Response Team to work through aspects of their Community Response Plan. There was excellent engagement by all present on the night. The revisions discussed will now be added to the plan and a final draft provided for the Response Team to consider. It is hoped that the plan will be finalised, adopted and presented to the community by the end of the year.

The final planning meeting for 2023 of the Mid South Canterbury AF-8 planning group occurred on 31 October and focussed on what the reconnaissance phase of the response to the earthquake would look like.

The work commenced earlier in the year to have a generator installed at Hakatere Marae moved into the installation phase in the final week of October. Hakatere Marae were gifted a large generator (150 KVA), which required work to ensure it was serviced and in good working order, followed by installation. The EMO facilitated this work being completed as a “community good” activity by EA Networks workshop staff. With the generator now serviced, Hakatere Marae will dig the trenching for the cables and the generator will be installed, tested and handed over to the Marae in early November. This has been an excellent community project with input from a number of groups and will result in another of our identified Civil Defence Centres having back up power generation.

The EMO also attended the Aoraki Environmental Consultancy Ltd (AEC) Hui at ADC on 30 October and was able to brief the members of AEC on what activities and projects have been worked on and are in the pipeline from an Emergency Management standpoint.

3.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/Off/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
November	0	2	8	27	1
December	0	9	5	11	1
January	0	2	1	7	0
February	0	1	6	19	2
March	1	1	10	11	1
April	0	2	4	18	0
May	4	4	8	27	2
June	1	4	7	23	0
July	1	6	9	17	1
August	2	3	9	8	2
September	0	1	10	19	0
October	1	4	11	13	0

3.4 Animal Control

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

Month	Dogs currently registered	Known un-registered dogs	% of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
November	6459	601	91.4%	25	10	0	2	4	2
December	6484	580	91.5%	5	16	0	1	4	8
January	6559	521	92.6%	3	5	2	1	7	6
February	6743	274	96.0%	20	9	0	2	0	2
March	6847	132	98.0%	49	8	1	0	1	3
April	6857	127	98.0%	5	7	1	1	1	5
May	6892	112	98.4%	1	9	0	0	3	3
June	1204	5736	17.3%	3	5	0	2	8	3
July	5590	1392	80.1%	2	5	0	0	5	5
August	6325	625	91.1%	2	8	0	0	4	6
September	6414	549	92.1%	3	10	1	2	3	5
October	6505	461	93.4%	10	15	0	2	0	5

3.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
November	27	27	0	0	0
December	17	17	0	0	0
January	13	13	0	0	1
February	11	11	*74	0	5
March	9	9	0	0	1
April	5	5	0	0	0
May	10	10	0	0	18
June	8	8	0	0	0
July	10	10	0	0	8
August	8	8	0	0	3
September	8	8	0	0	2
October	16	16	0	0	2

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

3.6 Planning

Resource Consents	October 2022	October 2023
No. of resource consent applications decided ₁	19	13
No. of resource consents decided within statutory timeframe	17	12
Resource consent KPI Compliance (accumulating)	97.47%	97.01
Notified/ Limited notified applications decided		
Other:		
No. of 223 Certificates processed	3	7
No. of 224 Certificates processed	4	9
No. of building consents reviewed against District Plan ₂	25	9

Land information memoranda	October 2022	October 2023
LIMs Produced	69	69
LIMs Produced within 10 working days	69	69
LIMS (accumulating)	236	261

3.6.1 Resource Consent Decision – 4 Wilkins Road

Earlier this year, Council received a subdivision and land use consent application for the site at 4 Wilkins Road in Tinwald. The site is unusual in that it is listed under the District Plan as a heritage item but its valuable features are primarily its large size which was representative of early residential development in the area. The developer sought permission to retain the house but to subdivide the grounds for residential development.

A decision by independent Commissioner Patricia Harte made on 3 November approved the applications subject to conditions. These conditions include investment in the refurbishment of the dwelling, design elements to be included in new dwellings built on the site and landscaping. The decision can be viewed on the Council's website [here](#).

3.7 Economic Development

3.7.1 Events

Events Programme 2022/23

Council Events

- Officers are in the final planning stages for the festive season. This year the “Light up the Night” event for lighting of the town Christmas tree will be on the evening of Saturday 25 November, on East Street. There will be performances and food trucks, and an appearance from Santa and his elves. In addition to this there will be another outdoor movie night in the domain on Saturday 9 December (postponement date of Saturday 16 December).
- ADCs presence at the Ashburton A&P Show was very engaging, with lots of conversations about biodiversity and the creation of bug hotels for the kids. So much so, that the display managed to take out the trophy for “Best Display – Small Site”.
- The last round of Regional Event Funding saw the final distribution of funds fully allocated, closing out the full grant amount of \$233,310. Nine applicants were successful for the final round of funding:

• Ashburton Rowing Club	\$4,000
• Allenton Rugby Football Club Inc	\$4,000
• Ashburton Aviation Museum & Society	\$7,000
• Mid Canterbury Netball	\$2,400
• Ashburton Multi Cultural Trust	\$1,200
• Hemsworth Estate	\$4,000
• Mid Canterbury Vintage Machinery Club	\$3,000
• Dynamic Gymnastics sports Inc	\$4,000
• Methven & Foothills Walking Festival	\$1,000
- Sixteen graduates along with friends, family and work colleagues attended the Industry Training Graduation on Monday 30 October. Certificates were presented by the Mayor for a range of industries such as health and wellbeing, retail, automotive, fitness and lifeguarding.

- 27 January 2024 will see the return of a kids' triathlon at the EA Networks Centre. Officers are working alongside Sport Mid Canterbury to bring this event to life, and are co-branding the event with Weet-Bix's Try Challenge branding. The event will be both a duathlon and a triathlon based in and around the EA Networks centre and the Riverside Industrial Park.

Community Events

- Unfortunately, due to the extreme wind warnings for 14 October, both the Jackson Holmes Salmon Run, and Diwali were cancelled.

Upcoming Events and Activities

- Plains Rotary Club are running another series of Car Boot Sales in the West Street car park on the first Sunday of the month, starting again on 5 November.
- Scotts Shingle Sprint race by the Ashburton Car Club – 19 Nov.
- NBS Ashburton Santa Parade is set for Saturday 2 December. A new location on Walnut Ave has been applied for. Alongside this event the organiser is planning to run a family market day in the Domain.
- Mt Somers Playcentre are running a Car Boot Sale on 3 December on the Mt Somers Village Green.
- Light up the Night is taking place on Saturday 25 November.

3.7.2 Ashburton Youth Council

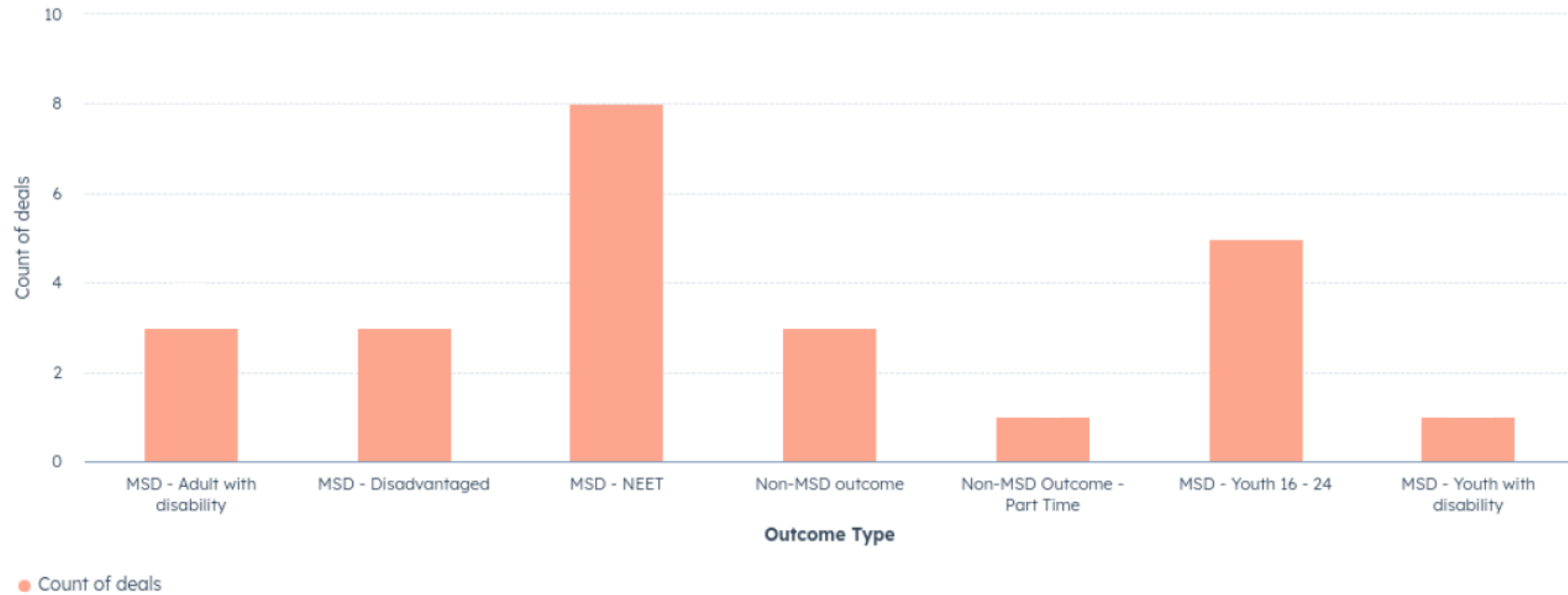
- Youth Council presented to Council on their thinking about the opportunities and issues they see in Ashburton. Youth Council are keen to continue to provide feedback to Council on matters that need a youth view.
- In the most recent meeting Youth Council provided feedback on the Biodiversity Strategy that is currently out for consultation. They also worked on their role in the upcoming Christmas events.

3.7.3 Te Araroa Economic Impact Assessment

- Work is underway with the Te Araroa Trust to understand the economic impact of the walk on Ashburton District and to understand the opportunities if the walkers were better serviced.
- Additionally a development on the route is being considered called Te Araroa Iti – iti meaning small. The idea is to use Methven as the start and end of a 2-3 night walk along Te Araroa utilising local suppliers, accommodation, transport and tourism products such as Ōpuke Pools on visitors first and last nights. Te Araroa Iti is designed for people who love adventure but cannot commit the weeks of time off to complete the whole walk. This product utilises one of the most beautiful parts of Te Araroa and will be promoted domestically and internationally if the economics look favorable.

Outcome by Type Ashburton

Outcome by Type Ashburton

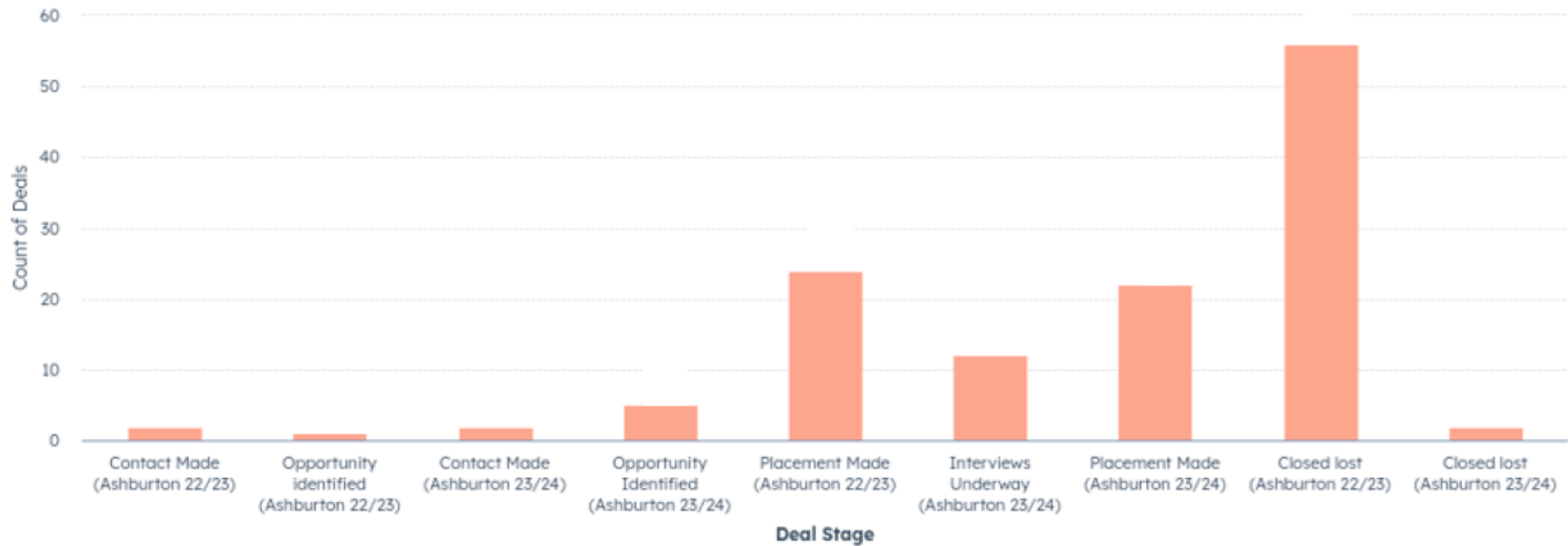


3.7.4 Mayors Taskforce for Jobs

Deal totals by stage in Ashburton

Deal totals by stage in Ashburton

Date range: All time



● Count of Deals

- There have been 32 placements for the 2023-24 financial year, with 2 more apprentices starting today.
- Officer has developed strong ties with Mount Hutt College which has meant students who are 16 + signing up with MTFJ to get help gaining driving licenses giving us 127 clients looking for support to gain employment.
- New business continues to enquire and come on board with 93 registered with us.
- A support coordinator has been employed and will start 21 November 2023.
- Officer has been meeting with businesses in the Methven township to explore a Trades Academy being started there.
- Officer continues to develop relationships at the 3 secondary schools within the district.
- Training classes will slow down as students are seeking holiday employment or full-time opportunities if they are not returning to school.
- Driver Licensing
 - The Ashburton Test Centre has been reduced to one staff member which has caused delays and long waiting times. A new Examiner is starting on Friday 10 November.
 - Whilst the new Examiner is in training, Examiners will be coming down from the North Island to support the Centre here.

Recent correspondence with VTNZ indicates as well as the staff shortages a contributing factor are people not showing for their free re-sit.

3.7.5 Visitor Promotion

Visitor Promotion

- Officers have been meeting with operators throughout the district to discuss visitor promotion and the planned summer campaign.
- A comprehensive summer campaign has been planned, spanning multiple digital channels and targeting three key audiences across the domestic market. The campaign will begin mid-November and run until February/March depending on results. Multiple businesses across the district will be involved. Development of campaign content is ongoing.
- Hero imagery and video work has been commissioned and will be captured mid/late November. This new footage will help to rebuild the image and video library for promotions moving forward.

- A Google ads campaign has been running for two weeks targeting search engine queries relevant to our district attractions (walks, hikes, tramping, outdoors). The campaign has solicited 61 clicks from Google to our website's landing page at a cost of \$0.57c / click. The ad has been presented/shown circa 1700 times to users. This is a long campaign that will learn and grow in traction over time. Metrics below.

Custom Scorecard

Cost ?

NZ\$34.98



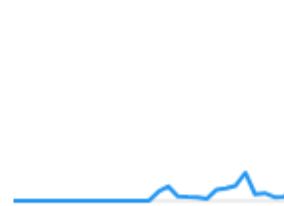
Interactions ?

61



Interaction rate ?

3.63%






Impr. ?

1.68K





Feeds

 Facebook Feeds




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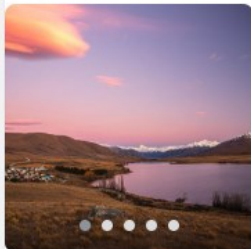
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Experience Mid Canterbury

Published by Shelley Donnelly · 1 September · 🌐

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- A trade ready training programme was held recently at the Lake House for operators, there was a low turnout, and these training events are being reviewed for the future. Operators attending have provided good feedback, but many operators are not engaging.
- An operator survey has been conducted with a disappointing response. The survey will be reissued to operators again to provide an opportunity for their feedback into shaping Experience Mid Canterbury and to voice their needs from EMC.
- Officers have completed the transfer of all digital and social assets of Experience Mid Canterbury from ChristchurchNZ or previous employees of Experience Mid Canterbury. The accounts are now correctly set up as have been found and recovered, meaning that ADC now has full ownership again of all accounts and profiles.
- Officers are currently scoping a re-establishment and rebuild of the Experience Mid Canterbury brand and business plan for this fiscal year.

3.7.6 Business Attraction

- Officers are working with several developers to attract new businesses to Ashburton and support other local businesses to undertake expansion of their existing sites. Due to the commercial sensitivities of this works the details of these developments will be provided to elected members directly.

4. Business Support Group

4.1 Information Systems

4.1.1 Projects

The following provides detail on a selection of team activity, typically the larger or more complex work items that are currently being work on.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Application enhancement and development	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p>Recently deployed developments included:</p> <ul style="list-style-type: none"> • Map development to support Transport and Parking Bylaw public consultation activities. • District Plan map update on public mapping portal. • Pay processing updates. • Kerbside collection process update • Stock underpass process update • Privacy request management process • Building: swimming pool inspection processes • Enablement of content management functions within Property application

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<p>Current developments include:</p> <ul style="list-style-type: none"> • Council owned property map • Investigation of new platform service for Museums object management application, Past Perfect • Development of integration between 3rd party afterhours service request solution and Council's service request system • Review and update of Open Spaces H&S plant inspection surveys • Water supply borehead inspection survey and reporting
Aerial Imagery Capture 23/24 – Urban and Rural Areas	July 2023	June 2024	Yes	Yes	Yes	<p>Contract with selected provider signed off. Awaiting start of image capture.</p> <p>These works are in collaboration with ECAN, Selwyn DC, Timaru DC and LINZ and form part of a planned cyclic renewal of this asset.</p>
Microsoft 365	September 2020	Ongoing Activity	Yes	Yes	No	<p>Introduction of Microsoft 365 cloud-based application and productivity suite.</p> <p>Current activity is focused on the transfer of Council's phone system to Teams Telephony as a replacement for its on-site system. This work has been completed</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Cyber Security	BAU Activity		N/A	N/A	N/A	Continuing assessment and solution application to reduce Council cyber security risk profile.
Library and Civic Centre - Te Whare Whakaterere	May 2021	December 2023	Yes	Yes	N/A	Works associated to the ICT scope and supply for new Library and Civic Centre. Items included are within and outside main contract covering areas such as network, wi-fi, audio-visual, desktop, and library services.
Desktop Hardware Renewals	February 2023	September 2023	Yes	Yes	Yes	Cyclic renewal of desktop hardware for Emergency Management, Communications, Library and Art Gallery & Museum teams. Emergency Management (1 st phase), Communications, Art Gallery and Museum completed. Library and Emergency Management (2 nd phase), to be delivered with new building.
Server and Storage Hardware Renewal	May 2023	April 2024	Yes	Yes	Yes	Forms part of our cyclic renewal programme of required server and storage hardware. Design confirmed with works to commence 1 st quarter 2024
Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.	BAU Activity		N/A	N/A	N/A	Continuing and ongoing activity with business teams to assess physical and digital records held by Council as part of the management of the life of that record including that of protected or permanent retention under statutory Acts including the Public Records Act and Local Government

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<p>Official Information and Meetings Act. Work includes the decision to retain or dispose a record based on Council's adopted retention and disposal schedule.</p> <p>Focus has been with business teams in the administration and library buildings prior to their relocation to the new building and is no</p>
Digitalisation of Physical Format Records	May 2022	September 2023	Yes	Yes	No	<p>Digitalisation of Property Lease files has been completed.</p> <p>Future digitalisation requests to be considered for future works.</p> <p>Physical files that have digitalised will be retained in offsite storage pending any future disposal decision.</p>
Data Management - Monitoring and Reporting	BAU Activity		N/A	N/A	N/A	Ongoing activity for service monitoring on information creation and disposal for physical and digital form, supporting current and future service activity.
Data Management - Name Amalgamation	BAU Activity		N/A	N/A	N/A	Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system.

4.2 Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> • Two sections in stage one are on hold while a potential purchaser completes due diligence. • Officers are working through the details for the sale of 1.7-hectares, which is also within the undeveloped 21-hectare lot off Ashford Avenue. • In total, approximately 43-hectares of the Business Estate remains unsold, with 39-hectares sold.
Elderly persons housing	<ul style="list-style-type: none"> • Out of Council’s 102 available units, 91 are occupied. • Of the 11 units that are vacant, five are part of the Friendship Lane development, which is due to be demolished and redeveloped, one unit is being redecorated, one unit is being repaired for an underfloor water leak (insurance claim, been assessed) and one unit has subsidence issues at Elizabeth Place and work is now underway following a structural engineer recommendation. Two units have tenants lined up for beginning of December. • A Tender has been put out for the Redevelopment of Friendship Lane which closed 8 November 2023. We received 5 submissions. Two tenants from Friendship Lane will be relocated to the 2 vacant units in anticipation of the demolition and redevelopment. • There are currently 25 applications on the waiting list, with 10 people wanting single units and 15 requesting double units (3 couples and 12 individuals). • 16 people on the waiting list are current residents in the Ashburton District, with 9 being from out of town. • Two tenants moved from the EPH units and 3 left the waiting list to move to Haven Housing. • The occupancy rate is currently at 97%. • Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on their position in the waitlist, their location and the urgency of the applicant’s situation.
Mobile Traders	<ul style="list-style-type: none"> • Council officers have been finalising Licence to Occupy agreements with mobile traders for the 2023/24 financial year in accordance with the Mobile Shops, Stalls and Trading in Public Places Bylaw.

Current	Brief Project Description / progress
Alfresco Dining	<ul style="list-style-type: none"> • Council officers have been finalising Licence to Occupy agreements for the occupation of footpaths for alfresco dining for the 2023/24 financial year in accordance with the Use of Footpath for Alfresco Dining Policy.
Medical Centre upgrades	<p>Methven</p> <ul style="list-style-type: none"> • Methven Medical Centre have completed internal alterations to the current building. Officers are working on options for a relocatable building.
Oval Pavilion – Ashburton Domain	<ul style="list-style-type: none"> • Some members of the Trust met with Council officers in mid-August 2023. Both the Trust and Council have various matters to progress before a full report can be prepared for Council.
Walnut Avenue Pavilion – Ashburton Domain	<ul style="list-style-type: none"> • The Sale and Purchase Agreement is with the Trust’s lawyer for signing. Council staff will continue to follow up progress with this. Council staff are working with one of the trustees to ascertain bookings and current usage, as well as scoping out immediate remedial works that are required.
West Street - car park	<ul style="list-style-type: none"> • Council has agreed to enter into a lease with KiwiRail for the car park. The resource consent application is was lodged on 11 September. Planning issued a request for further information on 25 October, which officers are currently working through.
Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"> • The next project to relocate the ‘Rotary Commemorative Stone’ to a more appropriate spot at the Airport has been completed. Due to past works at the Airport, the stone is currently placed in the middle of the carpark in quite an awkward spot which does not allow the stone to be viewed or commemorated appropriately • Next project to take place at the airport is the maintenance of the internal sealed road adjacent to hangars and the gravel road that runs parallel to Seafield road. • Council officers are currently working through proposed 2024/2025 fees & charges after receiving quite strong feedback from the user group meeting. Council Officers have met with multiple users regarding the fees & charges for the Airport. There still needs to be a greater discussion with the wider Airport User group as the amount of feedback received to date has been much less than anticipated. •

Current	Brief Project Description / progress																																								
	<ul style="list-style-type: none"> The Mid Canterbury Aero Club Committee assisted Council to form a small group of airport users. The purpose of this group is to meet and discuss airport topics such as risk management, Aeronautical Information Publication (AIP) changes, landing fees and other discussion points before taking them to the larger user group meetings. The proposed airport user group meeting for November has been postponed with the formation of the small group. Officers are planning to meet with them before we schedule in another user group meeting. 																																								
	<div data-bbox="674 539 1986 1193" data-label="Figure"> <table border="1"> <caption>Aircraft Movements at Ashburton Airport</caption> <thead> <tr> <th>Month</th> <th>Aircraft Movements</th> </tr> </thead> <tbody> <tr><td>Apr-22</td><td>780</td></tr> <tr><td>May-22</td><td>640</td></tr> <tr><td>Jun-22</td><td>520</td></tr> <tr><td>Jul-22</td><td>350</td></tr> <tr><td>Aug-22</td><td>620</td></tr> <tr><td>Sep-22</td><td>440</td></tr> <tr><td>Oct-22</td><td>590</td></tr> <tr><td>Nov-22</td><td>500</td></tr> <tr><td>Dec-22</td><td>420</td></tr> <tr><td>Jan-23</td><td>480</td></tr> <tr><td>Feb-23</td><td>490</td></tr> <tr><td>Mar-23</td><td>420</td></tr> <tr><td>Apr-23</td><td>360</td></tr> <tr><td>May-23</td><td>350</td></tr> <tr><td>Jun-23</td><td>520</td></tr> <tr><td>Jul-23</td><td>460</td></tr> <tr><td>Aug-23</td><td>400</td></tr> <tr><td>Sep-23</td><td>300</td></tr> <tr><td>Oct-23</td><td>370</td></tr> </tbody> </table> </div> <ul style="list-style-type: none"> The following table provides an update of aircraft movements by month 	Month	Aircraft Movements	Apr-22	780	May-22	640	Jun-22	520	Jul-22	350	Aug-22	620	Sep-22	440	Oct-22	590	Nov-22	500	Dec-22	420	Jan-23	480	Feb-23	490	Mar-23	420	Apr-23	360	May-23	350	Jun-23	520	Jul-23	460	Aug-23	400	Sep-23	300	Oct-23	370
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4.3 Forestry

4.3.1 Forest harvesting & sales

The log sale of the forest adjacent to the Rakaia Gorge off Wightmans Road was completed in October. Net log sales to the end of October yielded \$1,244,900. The remaining stockpiles of export pulp, chiplogs and firewood are expected to be cleared in November, the value these logs will yield will be minimal.

4.3.2 Perimeter spraying

As well as spraying its plantations during the establishment phase the Council also sprays the perimeters of its forests to keep weeds clear of boundary fences and roadsides. Any weeds that may have spread to neighbour land will also be sprayed during perimeter spray operations.

4.4 Finance

4.4.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
Annual Report 2022/23	1/07/2023	Oct 2023	Yes	Yes	No	The audit is completed with an unmodified audit opinion issued and Council adopted the Annual Report on 31 October 2023. This report will be presented to the Audit & Risk committee at the end of November.
LTP 2024-34	Current	June 2024	Yes	Yes	No	Finance is working closely with the Strategy & Policy team regarding LTP associated pre-work such as policies and strategies. Finance Manager is working with ET to review first draft of budgets.
Sale of vehicles	Current	On-going	Yes	Yes	No	A new round of vehicle procurement taking into consideration recommendations from the Fleet Report is underway. Four have arrived and are being sign-written. Further vehicles are on track to arrive late 2023, and into 2024.

5. Democracy & Engagement

5.1 Communications

5.1.1 Overview

- Social media has seen generally positive or neutral sentiment, with photo galleries, particularly of the domain proving popular.
- 27-29 October our Senior Communications and Engagement Advisor led a themed A&P show site this year with support from team members across the business to promote the Biodiversity Strategy consultation. It was a great opportunity as it fit with the overall show theme of 'Let's Create a Buzz' and the stand won the Best Small Site ribbon and trophy from the A&P Association.
- 12 October saw production of our [150th edition of Council Brief](#). Council Brief is a weekly roundup of our top news and important notices. Council Brief is purchased as a two-page advertisement which is published every Thursday in the Ashburton Courier, Ashburton Guardian and on this website.
- Consultations and campaigns in the planning phase are: Representation Review consultation, Library Summer campaign and new website, 1000 Books Before School campaign, Christmas event promotion and Long-Term Plan consultation.
- Other ongoing work includes participation in regional workstreams, requests to answer media enquiries, design and production of print and signage materials, website management, oversight of 13 social media channels, troubleshooting and supporting staff with digital communications, livestreaming and video production, intranet and newsletter communications for staff, recruitment, and facility advertising (except Art Gallery and Museum).

5.1.2 Planned projects

- The following table summarises significant communications projects, campaigns, or consultations in the last reporting period.

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
Christmas Events campaign <ul style="list-style-type: none"> • Light up the night • Family movie night 	Oct	Dec	Yes	<ul style="list-style-type: none"> • Inform community and increase awareness about the two Christmas Events. • Create excitement about the events to encourage people to attend.

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> Streamline branding and collateral including update website address to lightupthenight.co.nz replacing nightsoflights.co.nz
Library – On The Move campaign	Oct	Dec	Yes	<ul style="list-style-type: none"> Inform the community about the temporary closure and reopening date. Encourage library members to get out books before the closure. Proactively address concerns that may be raised about the closure/move and promptly answer questions as they arise. Share alternative options for library services such as computer use, printers & meeting spaces. Build excitement for the new location, services and spaces that the library will provide.
Library – Explore over summer campaign	Oct	Dec	Yes	<ul style="list-style-type: none"> Create excitement and a sense of community pride around the new library location. Encourage people to explore the wide range of services the library offers and the new building through a summer calendar of events, classes and celebrations. Inform the community about any new library hours or services. Produce an attractive, modern and fit-for-purpose Library website at ashburtonlibrary.co.nz Support library staff to develop work programme of ongoing promotion and social media presence following the conclusion of the summer campaign. Support growth in library membership.

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
Biodiversity consultation	Sep	Nov	Yes	<ul style="list-style-type: none"> The community and stakeholders are informed of the Biodiversity Strategy and its purpose. Those interested understand the draft Strategy in broad terms, understand why the Council is proposing it. The Council develops an understanding of the community's and other stakeholders' views towards the development of the strategy. Feedback is received from a range of residents and stakeholders. It's easy to find information on the draft strategy and make a submission.
Rakaia Gorge Matariki Viewing Platform signage	Aug	Nov	Yes	<ul style="list-style-type: none"> Content being developed for three interpretive panels at the site
Ng King Gardens interpretive signage	Sep 2022	Nov	Delayed	<ul style="list-style-type: none"> Artwork completed, signage now being printed
Work supporting the move to Te Whare Whakaterere	Oct	Dec	Yes	<ul style="list-style-type: none"> Internal comms – ongoing updates to landing page, fortnightly e-newsletter for staff Updating of address to letterheads, e-signatures, Google and website Planning for livestreaming in new Chambers

5.2 Strategy & Policy

5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Long Term Plan 2024-34	1 January 2023	30 June 2024	Yes	<ul style="list-style-type: none"> Work underway or ongoing on: <ul style="list-style-type: none"> Budget sessions being planned for Council starting in late November, including LTP budget and business cases. Work underway on the LTP engagement (planned for March 2024), including key issues for engagement. Ongoing project review and planning.
Annual Report 2022/23	26 June 2023	31 October 2023	Yes	<ul style="list-style-type: none"> Final audit completed with an unqualified audit opinion received.
Annual Residents Survey 23/24	Aug 23	July 2024	Yes	<ul style="list-style-type: none"> First wave of surveying for 2023/24 complete. Interim results reported through the mid-year performance reporting..
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	<ul style="list-style-type: none"> Officers continue to meet regularly with AEC. Current topics of discussion include the Long term plan, representation review and reserve management plan development.
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> Local Alcohol Policy – second round of hearings completed and policy updates being finalised. LTP policies – work continues on reviews of the LTP policies including the Rates Remissions and Postponement Policy, Revenue and Financing Policy, Development and Financial Contributions Policy and Treasury Management Policy. Solid Waste Bylaw – work has commenced on the review of the Solid Waste Bylaw. It is intended to report to Council on this by December to determine the next steps.

Consultation	Ongoing	Yes	<ul style="list-style-type: none"> Representation Review early engagement due to commence.
Strategies and plans	Ongoing	Some delays	<ul style="list-style-type: none"> Economic Development Strategy – The strategy is being reworked for presentation for adoption by Council. Reserve Management Plans – works is progressing on the RMP development, with formal consultation now delayed until May- July 2024 to avoid a clash with the LTP consultation. Climate Change Resilience Plan – Action Plan – work continuing.

5.2.2 External Submissions

The pace of items for submitting on has paused while the incoming government is being formed.

The following are submissions **we will** be making:

Organisation	Submission Summary	Type	Due Date	Status
Canterbury Group	<p>Draft Canterbury Recovery Plan</p> <p>The draft Canterbury Recovery Plan proposes the parameters for a framework for recovering from a medium to large scale event. Council has had this presented to then via Richard Ball, Group Recovery Manager. Officers are preparing a draft for Council to consider at the 6 December Council meeting.</p>	Council	6 December	Open

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

Organisation	Name of initiative	Stage
Presumably Environment	<p>Responsibility for Reducing Waste Act Consultation</p> <p>The Government has agreed to repeal the Waste Minimisation Act and the Litter Act and replace them with the “Responsibility for Reducing Waste Act”. The aim is for the Bill to be introduced and referred to a Select Committee this year. Details about the proposed legislation can be found at: Cabinet papers seeking policy decisions on the content of new waste legislation Ministry for the Environment</p>	TBC
Presumably Environment	<p>Climate Adaptation Bill</p> <p>Will introduce the legal framework for managed retreat and other climate response matters.</p>	TBC
Not clear	<p>Building Amendment Bill</p> <p>Bill will introduce energy ratings for buildings and waste minimisation plans to support Aotearoa New Zealand’s climate change goals. Learn more about the Government's proposed changes.</p>	TBC
Not clear	<p>Epidemic Preparedness Legislation</p> <p>Develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics.</p>	TBC

5.3 *Memorial Halls and Reserve Boards*

5.3.1 Activities – items of importance

Memorial Hall and Reserve Board Meetings

Tinwald Reserve Board

- The big wind in September brought down some trees in the domain and holiday park
- The Reserve Board have accepted a builder's quote for the refurbishment of the old shower block
- The new Disc Golf pads and baskets have now been installed by Paveco

Mayfield Reserve Board

- Board is focused on seeking quotes for the mower shed.

Methven Reserve Board

- Open Spaces are installing root barrier around the part of the tennis/netball courts, as there are indications tree roots are disturbing the court's surface
- There are ongoing water leaks in the Domain carpark area, ACL have been engaged to investigate and repair
- The Reserve Board supported a request from the Tennis Club for the installation of a hitting wall. Members of the Board put forward the idea of a basketball half-court being added to this project and added to the LTP for the Methven and wider community.