

Council Activity Briefings

Date: Thursday 6 August 2020
Time: 9.00am
Venue: Council Chamber
137 Havelock Street, Ashburton

Attendees:

Mayor	Neil Brown
Deputy Mayor	Liz McMillan (Chair)
Councillors	Leen Braam
	Carolyn Cameron
	John Falloon
	Rodger Letham
	Lynette Lovett
	Angus McKay
	Diane Rawlinson
	Stuart Wilson

Executive Team:

Chief Executive	Hamish Riach
GM Business Support	Paul Brake
GM Community Services	[Vacant]
GM Infrastructure Services	Neil McCann
Manager People & Capability	Sarah Mosley
Manager Strategy & Compliance	Jane Donaldson

31 July 2020

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1. Community Services

1.1 EA Networks Centre

Stadium

The stadium is back to full operation with capacity reached during peak times. Mid-Canterbury Netball have resumed their competitions albeit with a shortened season. The inaugural Pickleball Winter Classic was held to great success with competitors featuring from all over the country. Considerable positive feedback was received and we are well known as the leading Pickleball facility in the country. An EANC run futsal competition is underway for adults for term three.

Learn to swim

The swim school is back to operating at full capacity and numbers are looking positive with 793 enrolments to begin the term. School groups are beginning to return and a promotion is underway for adult learn to swim.

Gym

The gym and group fitness classes have returned to approximately 95% of pre-Covid and continue to grow each day. The gym is preparing to roll out a virtual cycling programme from Les Mills called “The Trip” and will be the first location in the South Island thanks to the facility that we have for cycling.

Aquatics

The pool area showed considerable numbers during the July school holidays, however this was met with recruitment challenges meaning the large inflatables were unavailable.

Recreation events

The EANC school holiday programme proved popular and feedback was as high as ever. Numbers were down on certain days and we believe that this may be in part due to the impact of Covid on family situations. Nonetheless the team undertook a range of activities including sign language, a Museum visit and slime making as well as sports and visits to Christchurch and Mt Hutt. The stadium inflatable was also up during the middle of the holidays and had 297 participants across the weekend including the ever popular toddler time sessions.

Future plans

In the next 12 months we are signalling the following two projects:

- Software replacement project – has the potential to change a number of the ways we operate, communicate and interact with our customers
- Disc Golf – interest has been shown and researched into adding a disc golf course to the reserve next to EANC.

1.2 Library

Children’s library

During July 6-17 we ran our school holiday programme “Once Upon a Time”. Overall we had lower numbers than previous programmes, however this seemed to be similar to other councils’ facilities over this time. On Monday 6th we had fairy tale puppet theatre with 25 children. Wednesday 8th we had a one minute fairy tale film festival with 15 children attending.

On Friday 10th we had roll and move fairy tale board games with 17 children attending. Monday 13th had our lowest count of 10 children attending our medieval fun fair. Wednesday 15th saw a rise in numbers to 20 children for the fairy tale themed green screen, and a further rise in numbers for our final event – the Mad Hatters Tea Party with 25 children attending.

Starting back into Term 3 we have our standard programmes resuming with good numbers to wriggle and read and our usual smaller group attending story and rhyme time. It is great to see Riff-Raff our library reading dog back with eager readers awaiting his return. We have had a big increase in school visitation this term now with St Joseph's needing to use their own library as a classroom until the end of this year. We currently have one class from St Joseph's school visiting every Monday, Wednesday and Friday and with Ashburton Christian school resuming their visits (the entire school visits the library across the week once every three weeks).

Looking forward we will be starting a Coding Club named Microbytes; this will be aimed at students years 5-8, held every Monday afternoon during term time. The programme will be limited to 10 spaces due to a limited number of computers. The children will have access to Micro:bits, robots and programmable gaming devices.

New Zealand Libraries Partnership Programme

Fuller details have come to hand about this Government initiative to “support librarians and library services to be retained in New Zealand libraries and assist them to support community recovery” after Covid-19. This will be done by supporting literacy, both print and digital, through subsidising online resources and funding and upskilling librarians in public libraries so they can provide greater assistance for library users.

In Ashburton, this means that Te Puna cataloguing and search services from National Library, the APNK (Aotearoa People's Network Kaharoa) free public internet, and the two electronic resources provided to us by the National Library, PressReader and Ancestry.com, will all be free of charge for the next two years, 1 July 2020 to 30 June 2022.

A staff secondment component in the programme is something that naturally we will be following up. Libraries can apply to be reimbursed for the costs of one or more library staff, both experienced and trainee librarians, for up to 21 months. The areas of focus listed are relevant to most public libraries, including digital inclusion, supporting job seekers and learners, library workforce development, community engagement, programming and outreach, reading for pleasure, Te Reo and matauranga Maori, and curation of online New Zealand resources. Applications by libraries close on 7 August.

1.3 Museum

Sharing collections

Our Winter Exhibition 'Billy Thomas, Architect' has been well received by locals and visitors alike. We have fielded a number of requests for information on local houses along with the sharing of stories of Billy Thomas himself and of his designs which is valuable additional information for the Collection. Even locals are amazed at the range of buildings he designed around the District including wards and boiler house at Ashburton Hospital, the Ashburton County Council building, the Ashburton Club & MSA, memorial halls, and retail, industrial and commercial premises.

In conjunction with the Billy Thomas exhibition we will be hosting a free public workshop in September - 'Researching your home' with guest speakers.

The school holiday programmes were kept busy, having our third highest numbers since 2016. While the numbers were down on last year, we were still kept very busy for the two weeks.

Our 'Build your own Billy Thomas' house activity has created a housing boom in our kid's activity area and we have incorporated a number of these creations into some mini displays around the permanent exhibition space.

School visits have begun again with more visits planned over the next few weeks. The Outreach programme visits to local rest homes and day care facilities have increased. The staff member uses photographs from our collection to lead discussion about local places, people and events with many recollections being shared.

Although research requests have always been steady in the past, this has increased over recent weeks keeping our Archives Officer helping and supplying a wide range of researchers, both local and out of town.

Caring for our collections

Work continues in the collection stores to assess new items and cataloguing of those that have been accepted for our collections. The photo store negative project and the inventory project are also ongoing.

1.4 Open Spaces

Ashburton Domain

Work programmed for the Ashburton Domain includes commencement of a playground upgrade (\$204,000) and redevelopment/treatment of pond edges (\$209,000). Detailed design for this work is being deferred until the Domain Development Plan is adopted.

Work has commenced on installing irrigation to the cricket oval outfield in the Domain (\$108,000).

Rakaia beautification

The upgrade of the toilets in Rakaia is nearing completion and landscaping and improvements to the playground (\$78,000) will occur this financial year.

Methven toilet upgrade

An upgrade of the Methven toilets (\$76,000) has commenced and is due for completion in August.

Methven playgrounds

Further improvements are being made to the Camrose playground including path lighting, furniture and play equipment (funded by the developer).

Ashburton cemetery

Improvements to fencing and drainage (\$33,000) continues at the Ashburton Cemetery and we anticipate this work being completed in September.

Public conveniences

Two new pre-fabricated toilets have been ordered to replace the long-drop toilets at Bowyers Stream and Wakanui Beach (\$193,000). These will be installed in March.

There has been significant damage to the new toilets in the Ashburton Domain playground as a result of arson. One of the cubicles requires a complete refitting and relining. The toilet block will re-open once an electrical inspection has been completed but one of the four most severely damaged units will remain out of action until it is stripped and refitted.

State Highway/Kiwi Rail land

We have received positive feedback on the recent tree lifting work undertaken on State Highway 1 at the northern end of Ashburton. Other work is underway to identify the current and proposed maintenance activity undertaken by the Council on land administered by NZTA and Kiwirail and to formalise arrangements and costs associated with this. This will be the subject of a separate Council report in due course.

Bowyers Stream Reserve

The Bowyers Stream reserve on the Inland Scenic Route will undergo some improvement works as per the Taylors Stream reserve. New bollards, landscaping, and furniture will be installed. The entrance track will also be upgraded.

Stockwater operations

The intakes for Methven Auxiliary and Pudding Hill have been reinstated after a heavy rainfall earlier in the year. A number of improvements are also being implemented around applications for stockwater closures/alterations, recording of maintenance requests, and advance notification of affected parties when there potential disruptions to supplies.

Biodiversity

Rabbit-proof fencing has been installed around last year's planting areas at Lake Camp. The Kanuka Trust undertook a planting day at Wakanui Beach in July. Another round of plantings, weed and pest control are proposed for both Wakanui Beach and the Lake Camp biodiversity projects this financial year.

1.5 Economic Development

The past month has been very busy with the Economic Advisory group meeting to work through the current situation within the Ashburton District.

Unemployment is holding steady, up approximately 200 on what would be normally expected at this time of the year. The Advisory group is keeping a close eye on these numbers and ensuring that all sectors are aware of the challenges ahead.

The indications are that 2021 will be the challenging year as wage subsidies cease. The Tourism sector will continue to feel the pain as it appears borders could be closed until 2022. As a district we are a little sheltered with a strong Primary economy and some key food manufacturers within our area.

We were very fortunate to attract Brad Olsen, Senior Economist of Infometrics to speak at a breakfast meeting with about 40 business leaders and elected members. Brad has provided a local economic insights report which can be viewed [online](#).

Agricultural Portfolio Advisor

The Agriculture Portfolio Advisor position has been filled and the successful candidate, Richard Fitzgerald will commence with us on Monday 10 August. Richard has extensive knowledge of working in and with the agricultural sector and farms with his wife in the Methven area. Richard brings a wealth of knowledge and existing contacts. He will be an asset for the District as the advisor's role is to work in a supportive and collaborative way alongside the farming and agribusiness industries, bringing together know-how and knowledge to build resilience and help future-proof the mid Canterbury economy.

Apprenticeship development opportunity

Economic Development is currently working with Venture Timaru and Economic Development in North Otago to facilitate the latest PGF opportunity. This is real money and will be administered by Venture Timaru and will give our district in the initial stage, up to 30 apprentices subsidised through the Regional Apprenticeship Initiative. This is one of three initiatives that work with each other. The three initiatives are set out in [Appendix 1](#). We have had a meeting with the building, contracting and engineering sectors which attracted over 30 people to explain the initiative and have had extremely positive feedback.

My Next Move and Drivers licence initiative

Funding that has been made available by Council and the My Next Move initiative has allowed us to employ a fixed term Project Officer to initiate these programmes. To date an extensive amount of research and planning has gone into a new programme, encompassing both licencing and career development for secondary students. The decision to intertwine the two initiatives was made when the interdependence between career development and licencing was highlighted during discussions surrounding the Regional Apprenticeship Initiative.

The draft programme involves the active participation of local employers, AA, The Salvation Army, YMCA, Safer Mid Canterbury as well as Mt Hutt and Ashburton Colleges with the aim of emphasizing industries and opportunities within the localised micro-economic environment.

Currently the coordinator is looking at other funding opportunities to develop a web and mobile based application to support the students in their journey.

Welcoming Communities

Following the Covid-19 response and recovery phases, the Welcoming Communities programme is now returning to business as usual. A raft of workstreams from the Ashburton District Welcoming Plan have reignited as well as and new emerging initiatives in response to community need. Larger projects such as the te reo Māori, Samoan and Filipino languages app, the Hakatere Home & Heritage book and Global Ambassadors programme are progressing well. Planning and coordination has started for 'International Welcoming Week' in September, which is a series of tours around local and Council facilities to show newcomers what is available to them. The Filipino garden planning phase is now moving into action phase to be delivered November 15.

Community Events

Boulevard Day organisers made the decision to cancel the event for this year, however, Carol Johns has picked up the date and is organising the Mid Canterbury Mardi Gras. Carol has elected to do this as she had a number of vendors contact her with their disappointment of the cancellation of Boulevard Day.

The Rakaia Lions Club have decided to proceed with their annual fireworks event in November, there will be no change to their successful event format.

A number of events are coming through for the use of the Mt Hutt Memorial Hall and the selling of liquor, one of these is a reschedule due to Covid-19.

The annual Santa Parade will be going ahead; we are working with Carol Johns as the route will need to be amended to account for the CBD upgrade road works.

Council events

Nights of Lights Festival is progressing well:

- We have lost EA Networks as the 'presented by' sponsor of Light up the Night as they have reassessed their sponsorship strategy

- We are working with RuralCo to combine their late night shopping event and the Buskers Night
- Family Movie Nights can confirm the screening of Kung FU Panda Holiday (short film), Olaf's Frozen Adventure (short film) and The Polar Express
- We are awaiting the outcome of funding from the Office of Ethnic Communities

We have booked and confirmed the Council site at the Ashburton A&P Show on 30 and 31 October. This year will see our solid waste team and communications team presenting on the updated plastic recycling and the new civic centre and library fly-throughs.

Civic events

As the Department of Internal Affairs are still sending new citizens their certificates directly, there are no official ceremonies being held. We are running two informal ceremonies to acknowledge the new citizens in the district, these are being held 13 August and 5 November. There is a small number of new citizens as the processing has been slowed due to Covid-19

Ashburton Youth Council events

The annual NZ Mountain Film Festival fundraiser is being held Saturday 1 August. Three AYC members will be MC'ing this event and they are looking forward to another well supported event.

Bite Nite Reimagined is ramping up, entertainment has been finalised, sports teams are still being worked on. Pool inflatables may not be available due to staffing levels in the pool. Promotion has begun and it is great to hear a number of people talking about the event. Tickets are on sale from ADC admin building and NBS. As EANC are busy with fee increases they may not be able to sell tickets until September.

Appendix 1

Apprenticeship Support for Employers

The Government has recently announced a variety of initiatives to fund both the training of apprentices and assist employers to attract new and retain existing apprentices, while dealing with the effects of COVID-19.

Below is a summary of key financial support avenues available to apprentices and their employers.

Support	Targeted Training and Apprenticeship Fund (TTAF)	Apprenticeship Boost	Regional Apprenticeship Initiative (RAI)
Funded By	Tertiary Education Commission (TEC)	Ministry of Social Development (MSD)	Ministry Business Innovation & Employment via Aoraki Development
Purpose	To support learners to undertake targeted vocational training without fees from 1/7/20 to 31/12/22, which invests in skills to support the economic recovery.	To support employers of apprentices in their first two years of training (can be claimed for existing and new apprentices)	To support employers taking on new apprentices from 1/7/2020
Criteria	<p>Study in the following areas is covered by the TTAF:</p> <p>All apprenticeships</p> <ul style="list-style-type: none"> Level 3-7 sub-degree programmes in targeted areas delivered by tertiary providers Industry training, outside of apprenticeships, in targeted areas. <p>The targeted areas are:</p> <ul style="list-style-type: none"> Primary industries, including agriculture, horticulture and viticulture, fisheries, and forestry. Construction, including building, plumbing, and civil engineering. Community support, including youth work, care for elderly, and community health including mental health and addiction support Manufacturing and mechanical engineering and technology. Electrical engineering; and Road transport (to operate heavy vehicles). <p>For more details on programmes and qualifications please see the below link – which has the provider-based list of targeted programmes. The list for targeted industry training areas is still being worked through with industry training organisations.</p>	<ul style="list-style-type: none"> Applies to employers of first and second year apprentices who are in a TEC approved New Zealand Apprenticeship or a Managed Apprenticeship. <p>Employers can claim:</p> <ul style="list-style-type: none"> \$1000 per month, for each month that an eligible employee is in the first year of their apprenticeship training \$500 per month, for each month that an eligible employee is in the second year of their apprenticeship training Amounts will vary depending on when an employee started their New Zealand Apprenticeship or Managed Apprenticeship. Employers can apply for Apprenticeship Boost whether an apprentice has just started their training programme or is nearing the end of their first two years - right up until the apprentice has completed 24 months of their training programme (while the initiative is running). E.g. For an apprentice 3 months into their apprenticeship when Apprenticeship Boost starts, the employer could claim \$1000 per month for 9 months and \$500 per month for the next 11 months. Apprenticeship Boost will be available from August 2020 and runs for 20 months. <p>More details will be available in the coming weeks at the below link</p>	<ul style="list-style-type: none"> New apprentice who is participating in the NZ Apprenticeship scheme or other Level 4 industry training qualification similar to an apprenticeship e.g. min 120 credits. Priority will be given to: <ul style="list-style-type: none"> people who have lost work due to COVID19 Māori and Pasifika, including existing employees who want to transition into an apprenticeship people who have undertaken pre-trade training and have been unable to progress into an apprenticeship, and other vulnerable workers who would benefit from undertaking an apprenticeship. Priority sectors being primary, construction (inc electrical), manufacturing and engineering, and wood processing <ul style="list-style-type: none"> a wage subsidy is available for up to \$16,000 for the first year of training and up to \$8,000 for the second year up to \$16,000 of funding is also available to assist with professional advice, pastoral care, training etc... to support the employer or apprentice to be successful in sustaining the apprenticeship as necessary. <p>For more details see the below link</p>

1.6 Memorial Halls and Reserve Boards

Mt Hutt Memorial Hall Board has been working closely with the Council to develop a Community Information Hub. This will be managed by the Board with the support of the Council and will be reviewed by the Board after a three month period.

Ealing Reserve Board have had their triennial meeting on 21 June with good representation from the community. Crs Stuart Wilson and Lynette Lovett asked for options from the Council that the Reserve Board and Hall Society could look at in relation to the Reserve funds being locked into the Reserve land and unable to be used by the Hall Society. Tania Paddock (Legal Counsel) provided a memorandum that set out options for the Ealing Reserve Board. Both options would require Council approval due to the acquisition or disposal of land involved. This was left with the Hall Society for discussion. We are now waiting for feedback on this.

Tinwald Reserve Board are looking to work closely with the Plains Museum Trust to develop a grants process for members of the Plains Museum Trust to enable funding to be allocated to not for profit stakeholders in the Reserve.

As previously reported, the majority of the Boards have held their triennial meetings, but three are yet to happen. Chertsey Reserve Board have a meeting scheduled for 12 August and the remaining two, Highbank and Lagmhor-Westerfield, are being followed up.

Council was unable to host the Workshop for the Hall and Reserve Boards in April due to the Covid-19 level 4 restrictions. A new workshop date is being planned for 17 September. All elected members will be invited to attend this workshop.

As the Council is developing a new website, we are working with the communication team to develop an online portal where all boards are able to go for templates, historical documents, contacts and one point lessons on the day to day running of a Board.

The museum are supporting a project to develop a web page for each Reserve and Hall Board by supplying historic information for each page. We will also have unique information about each Reserve or hall, like contacts for clubs on the reserve, Hire cost etc.

Summary of projects/initiatives for 2020/2021

Funding has been received for the following projects:

- Methven Reserve – purchase a new lawnmower and upgrade the edging to the playground and tidy rooted areas around trees in the reserve.
- Mayfield Reserve - plant the treeline to the north of the sports field in native plants.
- Mt Hutt Memorial Hall - replace the upstairs chairs and carpet in the hall.
- Tinwald Memorial Hall - install a disabled toilet.
- Greenstreet/Ashburton Forks Reserve – beautification of the old tennis courts with a covering of weed mat and stones enabling old machinery to be displayed.
- Alford Forest Reserve – replacing and updating an older part of the kitchen/toilet area roof.
- Hinds Reserve Board - planting native gardens on the reserve to showcase and educate the community on what can be grown in the area.
- Rakaia Reserve Board – tree pruning has been delayed from 2019, but will be completed by September.

I look forward to updating the Council on these projects as they progress.

2. Strategy & Compliance

2.1 Alcohol Licensing

Breakdown of licensing activity for the reporting period is as follows:

Month	On/OFF/Club new applications	On/OFF/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
May	0	2	0	15	1
June	1	1	4	20	1

2.2 Building Services

Proposed Amendment to Building Act – exempt work

We had previously reported the announced proposed changes to the current list of building consent exemptions to take effect in August 2020 would have an impact on consent income. For example, we would lose about 70 hay shed consents a year. Now that we have received information on the proposal from the Cabinet paper proposing the changes, we only lose about six consents a year but we will need to see what is actually passed into legislation. As of mid-July, nothing was before Parliament.

Building consents/amendments

Month	Building Consents Received	Building Consents Received YTD	Building Consents Issued	Building Consents Issued YTD	% Processed within 20 Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
Mar	56 (66)	434 (481)	41 (50)	413 (461)	100%	213 (2)	98.2%
Apr	29 (72)	463 (553)	37 (59)	450 (520)	100%	2 (1)	97.7%
May	68 (72)	531 (625)	55 (97)	505 (617)	100%	287 (2)	100%
Jun	64 (59)	595 (684)	77 (56)	582 (673)	100%	301 (2)	100%

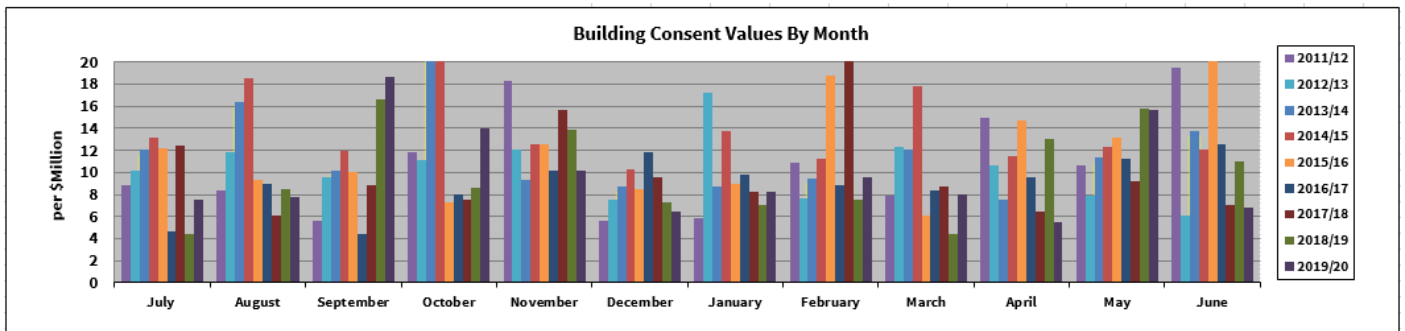
Note: figures in brackets are for the corresponding month the previous year

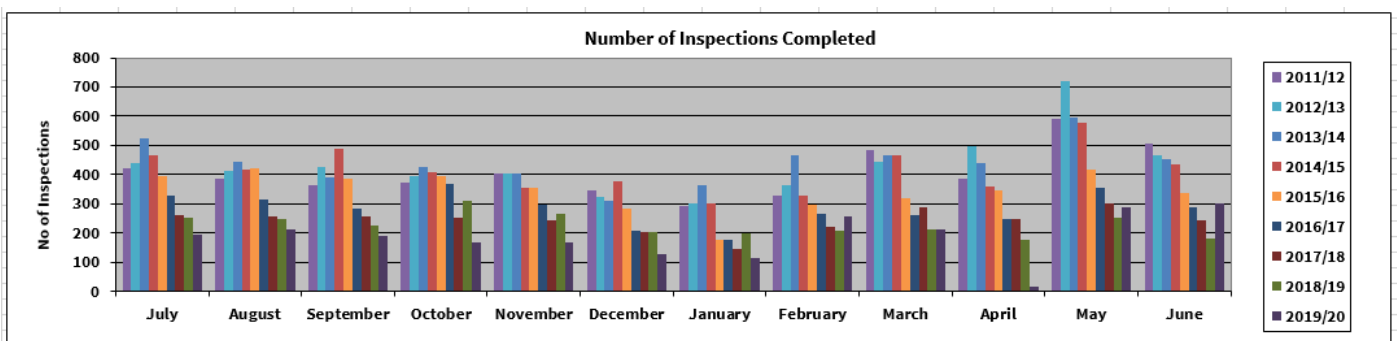
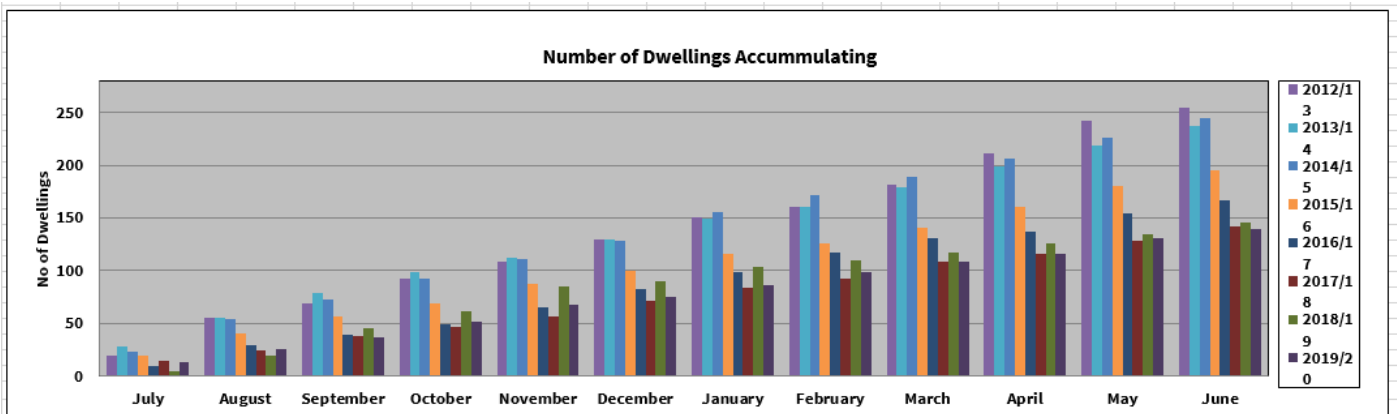
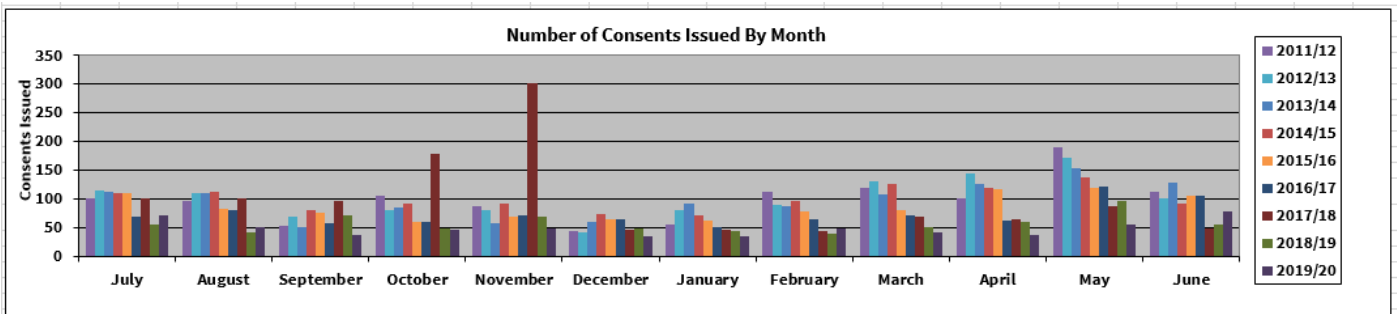
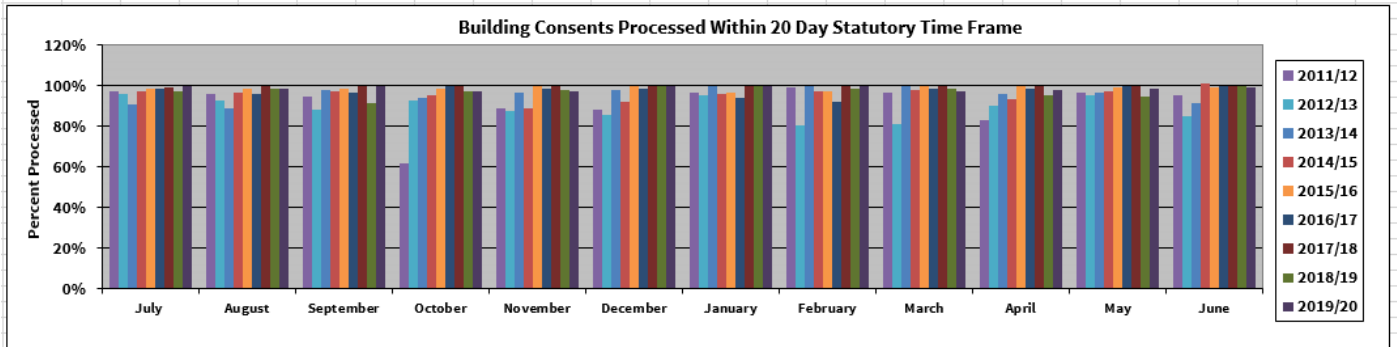
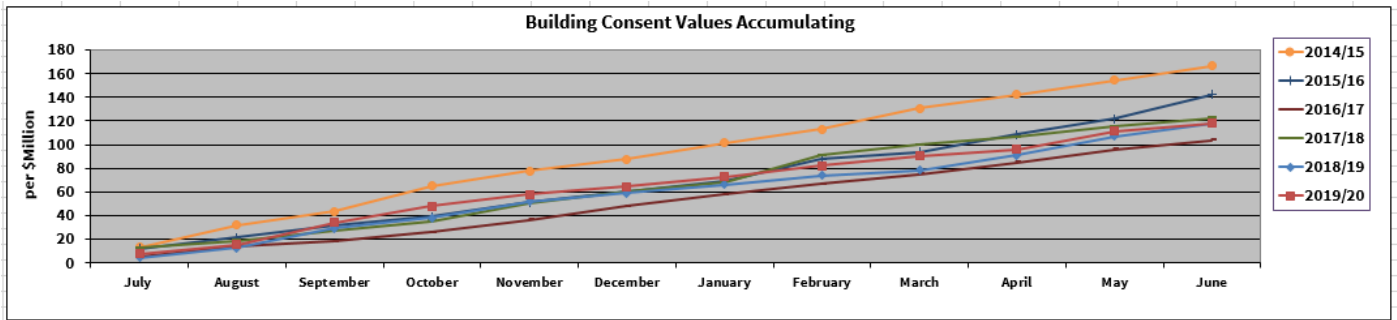
Month	BC Value of Work Received	BC Value of Work Received YTD	BC Value of Work Issued	BC Value of Work Issued YTD
Mar	\$9,412,041 (\$14,448,103)	\$90,753,334 (\$94,068,964)	\$7,970,336 (\$4,422,222)	\$90,160,638 (\$78,095,207)
Apr	\$4,894,424 (\$9,759,390)	\$95,637,758 (\$103,828,354)	\$5,473,792 (\$13,047,237)	\$95,634,430 (\$91,142,444)

May	\$8,149,287 (\$16,087,677)	\$103,787,045 (\$119,916,031)	\$15,562,527 (\$15,794,340)	\$111,196,957 (\$106,936,784)
Jun	\$7,559,874 (\$7,732,799)	\$111,346,918 (\$127,648,830)	\$6,791,796 (\$8,322,987)	\$117,988,753 (\$115,259,771)

Month	Building Amendment Received	Building Amendment Received YTD	Building Amendment Issued	Building Amendment Issued YTD	% Processed within 20 Days
Mar	20 (20)	191 (228)	24 (21)	191 (230)	100%
Apr	4 (17)	195 (245)	6 (10)	197 (240)	83.3%
May	21 (32)	216 (277)	16 (32)	213 (272)	93.8%
Jun	22 (26)	238 (303)	22 (28)	235 (300)	95.5%

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





2.3 Civil Defence Emergency Management

COVID-19 pandemic

EOC and Civil Defence involvement in the Covid-19 response was wound down in June. At the beginning of the month in preparation for the new Caring for Communities Welfare Recovery Group, the EMO and Recovery Manager meet with Safer Communities Ashburton to finalise the transition plan. It was agreed that the CD Welfare committee would meet for the last time on 9 June. Then from Tuesday 16 June the Caring for Communities Welfare Recovery Group would convene. The group would be chaired by the Deputy Mayor and coordinated by Safer Communities Ashburton. Funding was secured from Advance Ashburton to allow a regional research project into welfare concerns post Covid-19 and the community's ability to respond.

2.4 Animal Control

Breakdown of animal control activities for the reporting period is as follows:

Month	Dogs currently registered	Known unregistered dogs	Percentage of dogs registered	Notices	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
May	6904	540	92.8%	2	9	1	1	13	3
June	6891	540	92.3%	6	14	0	1	13	1

2.5 Planning

Resource consents

Resource Consents	May 19	May 20
No. of resource consent applications decided ₁	24	24
No. of resource consents decided within statutory timeframe	6	6
Notified/ Limited notified applications decided	0	1
Other		
No. of 223 Certificates processed	6	2
No. of 224 Certificates processed	7	7
No. of building consents reviewed against District Plan ₂	19	29

Resource Consents	Jun 19	Jun 20
No. of resource consent applications decided ₁	20	20
No. of resource consents decided within statutory timeframe	19	18
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	6	7
No. of 224 Certificates processed	2	7
No. of building consents reviewed against District Plan ₂	19	26

Land information memoranda

LIMs	May 19	May 20
LIMs Produced	89	51
LIMs Produced within 10 working days	89	51

LIMs	Jun 19	Jun 20
LIMs Produced	53	61
LIMs Produced within 10 working days	53	61

2.6 Strategy & Policy

2020-21 Work Programme

The Strategy & Policy Team is responsible for community engagement and the development of strategies, policies, bylaws and plans. The work programme for 2020-21 is as follows:

WORK STREAM	2020-21 PROJECTS
Bylaws	Stormwater Bylaw (TBC) and research for 2021 bylaw reviews
Policies	R&F Policy, DFC Policy, LTP Financial Policies, S&E Policy, Backflow Prevention Policy, Pressure Sewer Systems Policy, Rates Remission Policy, Property Leases & Licenses Policy
Corporate Planning	Annual Report 2019-20, Long-Term Plan 2021-31, Performance Management Framework & Reporting, external submissions (as required)
Community Engagement	R&F Policy, DFC Policy, Ashburton Domain Development Plan, Millbrook Place, LTP Pre-engagement and SCP, Baring Square East upgrade
Grants & Funding	Assessment and advice to Council for all Community Grants & Funding, including AAG, ATEC and SMC.
Stakeholder Relationships	Aoraki Environmental Consultancy and Arowhenua

Current Projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Long-Term Plan 2021-31	October 2019	30 June 2021	Yes	Yes	No	R&F and DFC Policy at hearing stage, AMPs & BCs at review stage, IS & FS reviews underway, Financial Policies under review, Pre-engagement underway
Aoraki Environmental Consultancy (AEC)	July 2018	Ongoing	Yes	Yes	No	Officers continue to meet regularly with AEC. Current topics of discussion include water services regulator proposals, water race network, Ashton Beach project and Library and Civic Centre

Community Grants and Funding	January 2020	September 2020	Yes	Yes	No	Round 2 of the heritage grant funding due to open, as well as round 1 of the Creative Communities scheme.
Bylaws & Policies	Ongoing	Ongoing	Yes	Yes	No	Reviews underway include R&F Policy, DFC Policy, Backflow Prevention Policy, Pressure Sewer System Policy and Property Leases and Licenses Policy
Annual Residents Survey	August 2019	July 2020	Yes	Yes	No	2019-20 survey complete. Results presented to Council 13 August 2020.
Speed Limit Review - Consultation	January 2020	June 2020	No	Yes	No	Council will finalise decisions 13 August.
Ashburton Domain Development Plan	August 2019	June 2020	No	Yes	No	Submission hearings scheduled 10 August, followed by hearings on the 11 August.

External submissions

Organisation	Submission Summary	Process	Due Date
Ministry for the Environment	Proposed National Environmental Standards for Air Quality.	Environmental Services reviewed the draft submission on 9 July 2020. Submissions closed 31 July 2020.	Submitted
Environment Canterbury	Proposed Fees & Charges Policy Changes - The proposed changes will increase hourly charge-out rates for Consents Planners and Senior Consents Planners. This increase will cover the systems, overheads, equipment and staff costs for the time taken to assess and process consent applications.	Management-level submission supporting the user-pays approach but challenging ECan to ensure that consents are processed pragmatically and efficiently.	Submitted

2.7 Projects/Initiatives

Some additional work planned over the next year includes;

- Improvements to the building warrants of fitness process arising from a recent MBIE audit.
- Progress Plan Change 4 to prevent further fragmentation of retail and strengthen CBD planning provisions.
- Host a public seminar to explain earthquake prone strengthening requirements and provide an overview of Plan Change 4.
- In conjunction with various Council teams, complete a package of information for Councillors as the first stage of a 30 year spatial plan for the district.
- Advance the Racecourse Road structure plan with Council and stakeholders.
- Analyse potential changes arising from the Government review of the Resource Management Act and the likely impacts on ADC.
- Progress the development of the Baring Square East master plan, including a decorative hoardings project fronting the site of the new library and civic centre.
- Arrange training for District Licensing Committee members, and for Civil Defence volunteers.

3. Infrastructure Services

3.1 3 Waters Projects

Project	Description	Progress
Ashburton wastewater pipeline river crossing	This project covers the construction of a new 670m pipeline under the Ashburton River. Project value is \$3.5M.	The contractor has installed the entire length (500m) of the pipeline crossing the river and have started installing the 170m of pipeline needed to connect to the existing pipe. 75% of the project has been completed. Covid-19 Alert Level 3 & 4 related variations have been processed. ECan have been very happy with how the project is being managed and undertaken. They have been using this as an exemplar project for their staff who frequently come on site to learn.
Wilkins Road wastewater pumping station	This project involves the construction a bulk pumping station that will pump wastewater from the new pipeline to Wilkins Road wastewater treatment facility. Project value is \$4.2M.	All pumping station walls have been poured and the contractor has filled the chambers with water to test for leaks. 38% of the project has been completed. Covid-19 Alert Level 3 & 4 related variations have been processed.
Ashburton town centre revitalisation	This project involves replacing and upgrading three-waters infrastructure; constructing new road and footpath surfaces; and constructing urban landscape features. Project value is approx. \$15m.	The contractor has installed all the 3-waters infrastructure on Cass St, Burnett St East and Tancred St East. Some 3-waters infrastructure and EA Networks ducts have also been installed on Tancred St West. Rain-gardens, garden beds, tree pits, driveways and kerbs on Cass St are currently being constructed. It is anticipated that the footpaths on the Eastern side of Cass St will be nearly completion at the end of August. 14% of the project has been completed. Covid-19 Alert Level 4 related variations are being processed.
Bore head raising	This project involves raising eight bore heads to above ground. This will then achieve compliance with DWSNZ bore water security. Project value is \$0.8M.	Seven of the eight bore heads have been completed and awaiting final sign-off from Beca. Work on the remaining bore in Rakaia will be undertaken later.
Contract for three waters treatment and network operations and maintenance	The Three Waters Treatment and Network Operations and Maintenance Contract has been awarded to Ashburton Contracting Limited. The new 5 year contract is valued at \$10M.	ACL successfully commenced their 5 year contract on 1 July 2020. Systems integration is currently progressing to streamline the flow of information between ACL and ADC (eg CRM, KPIs, claims etc). This will enable tracking of nearly live updates on

		CRMs and minimises manual involvement.
Ashburton relief sewer	This project is to construct a new trunk sewer main to address capacity issues in a key trunk sewer main known as the Ashburton relief sewer.	The initial site survey work and geo-tech investigations have been completed.
Rakaia salmon site public toilets	The replacement and upgrade of the Rakaia Salmon Site public toilets.	All three permanent units have arrived on site and the roof will be constructed next. The toilet construction is 75% complete and should be 100% complete by the end of August.
Wilkins Road WWTP Sludge Reduction Trial	The trial involved dosing the ponds at Wilkins Road WWTP with live bacterial cultures designed to reduce the accumulated sludges.	The trial that commenced in 2016 was completed in February 2020. While the trial managed to achieve a reduction in sludge levels, the small reduction achieved was not cost effective. Contributing factors could have been low temperatures, lack of mixing and aeration, compaction by prevailing winds, and high rainfall events washing the bacteria out of the system. An alternative solution will be suggested later.

3.2 Drinking Water

Projects

The following table outlines key water supply capital projects to be progressed in 2020/21.

Project Name	Description	Budget
Telemetry Resilience Improvements	Ongoing programme of work to renew and upgrade the telemetry systems.	\$ 52,600
Installation of Chlorine Analyser	Provision of continuous chlorine monitoring equipment at the Chertsey & Mayfield water treatment plants.	\$ 31,800
Installation of Water Meters	Provision of smart water meters on all connections on the Chertsey water supply.	\$ 37,500
Construction of Bore Sanitary Seals	Retrofitting a sanitary seal on bores on the Chertsey and Mayfield water supplies.	\$150,000
Chlorination Building	Design and construction of a building extension to house the chlorination equipment on the Dromore water supply.	\$ 12,600
Groundwater Source Investigations	Exploratory drilling to find a suitable groundwater source for Methven water supply. Note:- This project may be subject to change pending further consideration by Council.	\$ 240,000
New Reservoir	Construction of new, and upgrades to existing reservoir on the Methven water supply.	\$ 892,300

CBD – Watermain Renewal / Upgrade	Renewal and upgrading of watermains to be carried out in conjunction with the Town Centre Revitalisation project.	\$ 443,252
Watermain Renewal Programme – Physical Works	Renewal of existing watermains in Ashburton and Methven. - Moore St-River Tce (Park/Smallbone) - Allens Rd (Alford Forest/Elizabeth) - Hanrahan St (Lochlea/Belt) - Main Street (Forest/McKerrow)	\$ 420,000
Chlorine Equipment Renewal	Renewal of existing chlorine equipment on the Ashburton, Chertsey and Mayfield water supplies that has reached the end of its serviceable life.	\$ 84,300
Watermain Renewal Programme - Forward Design	Survey and design of watermain renewals in Ashburton and Methven programmed for construction in 2021/22. - Chalmers Ave (E) (Dobson/Wellington) - Archibald St (Johnstone/Graham) - Allens Rd (Harrison/Middle) - McKerrow St (Forest/Main)	\$ 43,400
Network PRV Renewals	Renewal of pressure reducing valves on the Methven Springfield water supply.	\$ 78,800
Water Meter Renewals	Routine renewal of existing water meters on the Ashburton, Methven, and Rakaia water supplies.	\$ 31,600

3.3 Wastewater

Projects

The following table outlines key wastewater capital projects to be progressed in 2020/21.

Project Name	Description	Budget
River Crossing and Pump Station	Continuation of construction of the pipeline under the Ashburton river and pump station at the Wilkins Road oxidation ponds.	\$ 3,500,000
CCTV Pipeline Condition Assessment	Ongoing programme of pipeline condition assessment using closed circuit TV inspection equipment.	\$ 52,500
CBD – Sewermain Renewal / Upgrade	Renewal and upgrading of sewer mains to be carried out in conjunction with the Town Centre Revitalisation project.	\$ 498,098
Sewermain Renewal Programme – Physical Works	Renewal of existing sewer mains in Ashburton and Methven. - Wellington St (27 Eton/30a Church) - Forest Dr (McMillan/22 Chapman)	\$ 405,600
Sewermain Renewal Programme - Forward Design	Survey and design of sewermain renewals in Ashburton and Methven programmed for construction in 2021/22. - Clark St (full length)	\$ 71,000

	<ul style="list-style-type: none"> - Wellington St (122 Chalmers/55 Wellington) - William St (Burnett/Cameron) - Brucefield Ave (21 Brucefield/Princes) - Russell Ave (Somerset/Saunders) - Mt Hutt College (Netball Courts/20 Main) 	
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The contracts upcoming for renewal includes the pipe lining contract around the district, the cut and carry contract, and the grazing contract at Ocean Farm.

3.4 Stormwater

Projects

The following table outlines key stormwater capital projects to be progressed in 2020/21.

Project Name	Description	Budget
CBD – Stormwater Upgrades	Extension of stormwater infrastructure to be carried out in conjunction with the Town Centre Revitalisation project.	\$ 454,635

3.5 District Water Management

Cracroft intake

Work on the new intake on the MHV race is continuing. The changes relating to the Cracroft consent are also being progressed. A pre-application meeting was held with an ECan staff member on 14 July. This was helpful and has provided guidance on the approach for our application.

3.6 Solid Waste Management

Changes to recycling

On 1 August 2020, we have changed what will be collected through our recycling collection systems. A comprehensive communications campaign was undertaken throughout July.

The adjustment to collections system will ensure all loads can be sent for recycling.

Further work will be needed to ensure levels of contamination are kept to a minimum. This will be achieved through kerbside audits of bins in problem areas.

Projects for 2020

We only have one project to complete in 2020/21. This is to roof the cardboard bunker. This a carry-over from 2019/20. The project was delayed due to competing priorities and the Covid 19 lockdowns.

Ashburton District waste activity data report

Below is the volume (tonnes) of waste and recycling handled through Council's waste management and minimisation services for the 2019-2020 financial year.

Tonnes													
Waste To Landfill													
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	12 month Total
Kerbside waste to landfill (Red Bin)	314.54	309.73	315.88	343.18	333.41	344.96	362.16	311.21	344.04	396.41	331.05	313.30	4,019.87
RRP Pit Waste to Landfill	673.30	722.05	692.05	760.84	659.83	737.53	659.82	614.75	579.43	297.20	683.76	683.57	7,764.12
Kerbside Bags (RRP - drop offs)	4.45	4.22	3.90	4.34	4.96	6.66	4.84	5.20	4.16	2.25	4.04	3.25	52.26
Litter bin waste	10.57	10.42	8.11	9.05	9.96	8.81	11.94	9.89	9.50	1.49	8.19	7.15	105.07
Contaminated Drop Off Recycling	1.41	1.72	1.90	3.14	10.25	7.35	3.86	3.53	11.06	71.07	45.09	16.05	176.43
Contaminated Kerbside Recycling	5.12	0.62	7.02	3.99	0.47	9.81	1.65	2.01	21.60	148.32	116.41	97.74	414.76
Re-Use Shop Waste	1.53	1.96	4.52	3.40	2.19	2.87	1.70	2.10	2.68	-	3.59	1.79	28.33
Material Recovered from Pit	-12.93	-3.81	-10.29	-10.70	-0.26	-9.79	-0.03	-0.15	-0.03	-0.67	-0.44	6.69	55.79
Waste Received for Landfill	997.99	1,046.90	1,023.10	1,117.24	1,020.81	1,108.20	1,045.94	948.54	972.44	916.06	1,191.68	1,116.15	12,505.04
Waste Sent out to Kate Valley Landfill	961.67	1,024.23	999.01	1,112.20	1,023.26	1,097.06	1,089.41	896.94	992.93	893.34	1,196.84	1,131.97	12,418.86
Balance in the Pit Yard	36.32	22.67	24.09	5.04	-2.45	11.13	-43.47	51.60	-20.49	22.72	-5.16	-15.82	86.18

Recycling and Recovery													
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	19-20 Total
Kerbside Recycling - (Yellow Bin)	126.22	124.64	107.91	138.39	133.57	139.75	141.39	118.17	3.57	-	-	14.01	1,047.61
Drop Off Recycling - (Rural and RRP)	39.93	42.58	69.72	49.09	40.53	33.23	39.21	35.69	37.26	-	-	6.92	394.16
Recycling Other	68.09	75.45	68.66	79.90	73.22	89.50	70.92	65.78	69.21	13.15	62.52	83.74	820.13
Kerbside Glass	61.92	61.81	57.84	63.50	66.37	81.42	82.08	60.50	54.36	10.20	80.67	71.66	752.33
Drop Off Glass - (Rural and RRP)	51.12	68.36	54.28	61.22	79.87	89.71	76.51	64.69	61.35	33.46	97.40	54.23	792.20
GreenWaste - IN	81.87	114.85	94.47	153.77	157.31	114.25	99.09	66.44	81.13	22.92	109.89	98.12	1,194.11
Clean Fill - IN	8.31	7.52	10.24	12.50	6.35	8.02	6.68	24.32	7.46	0.88	11.44	3.85	107.57
Electronics - (E-Waste) - Out	2.59	2.62	2.33	3.44	4.21	5.42	3.71	4.00	3.35	-	-	4.45	36.12
Hazardous Chemicals, Oils - Out	1.26	0.59	2.66	2.14	2.61	1.06	4.58	2.41	0.77	-	2.49	1.58	22.15
Hazardous Waste - Aerosols, Batteries, LPG Bottles, Other - Out	-	-	-	-	-	-	0.90	-	2.21	-	0.24	-	3.35
Tryes - Out	0.55	-	-	2.36	-	-	-	2.44	-	-	-	-	5.35
Scrap Metals - Out	18.35	17.45	14.73	20.53	17.35	13.02	26.24	11.91	11.53	0.80	9.76	15.90	177.57
	296.16	304.48	304.13	330.88	313.69	343.90	333.60	280.13	164.40	23.35	143.19	176.32	5,352.64

17,857.68

30.0%

3.7 Roads and Footpaths

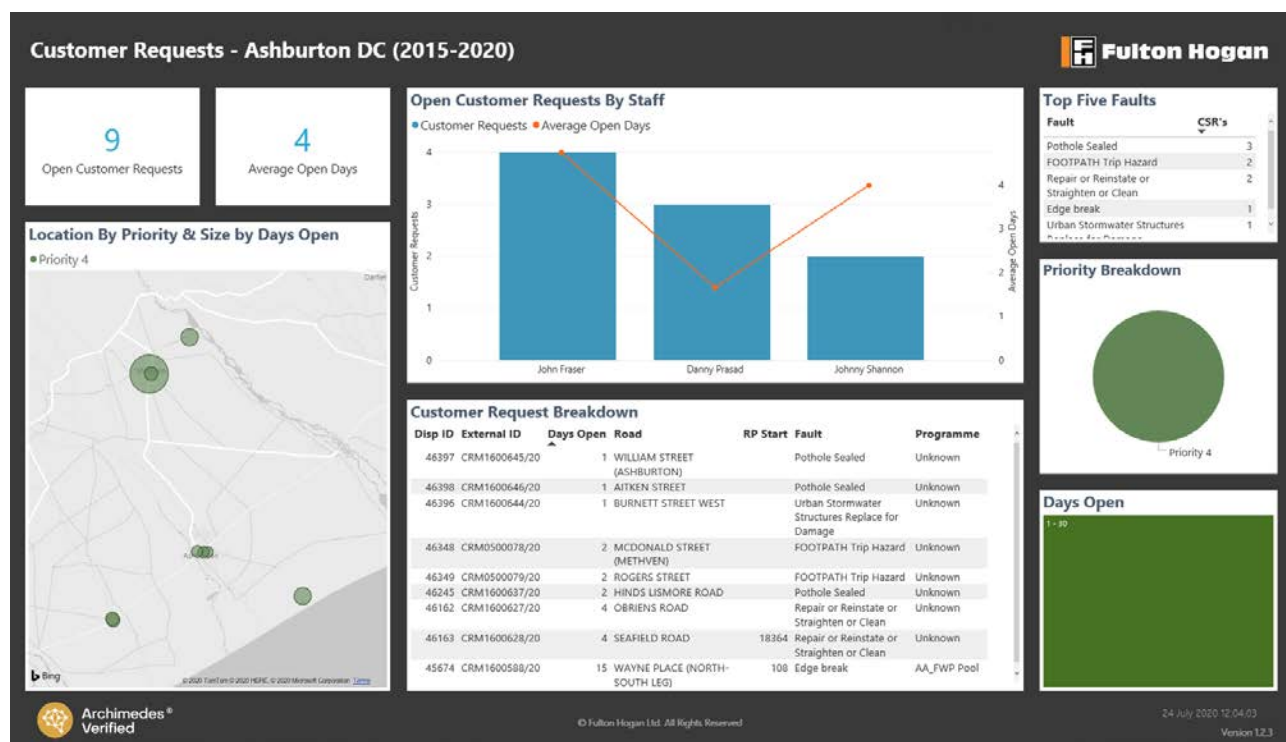
ADC network operations and maintenance contract

The current contract expires on 30 November 2020. Council officers have been working on a new contract, separate to the Aoraki Rooding Collaboration (ARC), which will start on 1 December 2020. The new contract was publicly tendered on 2 June with a closing date of Friday 31 July.

Monthly programme update – June



Customer-Request Update



District speed limit review

Fourteen submitters attended the hearing on the 22 June 2020 and the hearing panel deliberated that afternoon. A District Speed Limit Review report was presented to the Infrastructures Services Committee on 9 July 2020. Recommendations from this Committee are to go to Council on 13 August 2020.

Ashburton walking and cycling strategy

Abley Ltd completed the technical report for the district's Walking and Cycling Strategy in March 2020. The strategy is currently being revised to comply with ADC's strategy format and be more user friendly for the community to understand before it goes out for consultation. Due to the Covid-19 pandemic, progress has been delayed on the development of the strategy and is now expected to go out to consultation near the end of this calendar year.

Maintenance and renewal contracts

All contract MSQA (Management, Supervision and Quality Assurance) is being undertaken in-house.

Project	Description	Progress
C640 Road Network Operations and maintenance 2015-2020	Maintain the Ashburton District transportation network	Currently in year 5 of this five year contract. Contract value to date \$22.6m.
Road Network Operations and Maintenance 2020- 2025	Network Operations and Maintenance contract 2020 - 2025	The Request for Proposal (RFP) was posted on Tenderlink 2 June 2020. Tender closing 31 July 2020.
C657 Road Resurfacing Ashburton District 2018-20	Design and construct proposed resurfacing sites within the Ashburton District over the two seasons 2018/19 and 2019/20	All sites for both year 1 and 2 are completed. Defects for sites are being identified with remedies proposed for approved.
CON00107 Sealed Road Rehabilitation Rural South 2019-20	Rehabilitation of 2.1km of Arundel Rakaia Gorge Road, 0.9km on Fords Road and 1.4km of Ashburton Staveley Road	Both the Arundel Rakaia Gorge Road site and the Fords Road site have been completed. The Ashburton Staveley Road site is completed.
CON00109 Bridge Replacements Arundel Rakaia Gorge Road	Replacing three RDR bridges on the Arundel Rakaia Gorge Road	Design and contract tendering has been undertaken. The contract has been awarded to Smith Cranes and Construction. Bridge beams and other concrete pre-cast sections are under construction. Site works to commence in 17 August on all three bridges concurrently. The construction at the Prices Road bridge will be prioritised to allow access between Mt Somers and Staveley on sealed roads.
ROAD0151 Rural Footpath and Kerb & Channel	New footpath and kerb to be constructed on Methven Chertsey Road. New kerb to be constructed on Robert St and Hinds Domain.	Tender closed on 24 April with works completed by 30 June.
ROAD0145 Road Resurfacing – Ashburton District 2020-22	Resurfacing district sealed roads over the coming two seasons	Currently out to tender with this closing on 11 August 2020.

Ashburton second urban bridge – detailed business case

Council officers and Stantec met with NZTA staff in mid-February for a workshop utilising, among other tools, the new Benefits Framework (an outcome of the Investment Decision-Making Framework review) to progress the business case process. Stantec have continued work and the next stage is an ILM workshop with locals to discuss the current problems and reinforce the new bridge solution. This workshop is scheduled for the afternoon of 5 August 2020.

Forward works programme

Staff have prepared an interactive map for roading activities that will be available on Council's website. This will be shown to Councillors at the meeting.

3.8 Contracts Awarded / Upcoming Tenders

Tender/contract	Awarded to
No tenders have been awarded in the last period.	

Tender/contract	Tenders called for:
Road Resurfacing – Ashburton District 2020-2022	2 July 2020

4. Business Support

4.1 Information Systems

Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
Business Improvement Application Enhancement and development	BAU Activity		N/A	-	No	Ongoing development of new and existing processes and support tools to support business improvement across Council Business Groups within Council's ERP and other core applications. Work underway in the areas of ; Liquor Licensing (Special Licence), Vehicle Crossing, Debt Management, and Service Request (data exchange between contractor and ADC). Payroll processing, Service Connection, Water Billing, Security Categories Recent delivery include process development of Glasgow Lease and Stock Water Closure management
New financial year activities	May 2020	July 2020	Yes	N/A	No	Complete - Works associated in readying licence renewals, charge maintenance and rating for the new year.
Core enterprise software upgrades	June 2020	July 2020	Yes	N/A	No	Implementation of supplier's new application version for Council ERP system Technology One Complete: Technology One 2020A version upgrade applied
Health & Safety management system	August 2019	September 2020	At risk	Yes	Yes	Work continues with the P&C Team and supplier in the configuration of the Assura solution.
Stadium management system	November 2019	March 2020	Yes	Yes	No	Replacement of existing solution. Preferred supplier identified with solution reference checking underway. Completed. Rfp released and currently waiting on proposals
AP Automation	June 2020	August 2020	Yes	Yes	Yes	Working with Project Manager, Finance Team and supplier in supporting enablement of automated order processing
Aerial imagery	December 2019	March 2021	No	Yes	Yes	Aerial imagery capture of Ashburton District urban and rural areas. Contract in collaboration with ECan and Timaru District Councils. Urban imagery captured, applied and

						available for us by Council and public Rural capture delayed due to summer 20/21 weather conditions and COVID-19
INFOR IPS	February 2020	June 2020	No	Yes	No	GIS integration with water supply, waste and stormwater assets within INFOR IPS solution. Continuing to work with supplier on enablement.
Systems Site (Disaster) Recovery	BAU Activity		No	Yes	No	Design, scope and application of the disaster recovery systems. Activity in developing and documenting disaster recovery protocols, processes and supporting business continuity functions such as digital back up.
Telephony	July 2019	December 2020	No	Yes	Yes	Renewal of current telephony and call centre solution. Solution presentations held with further assessment continuing.
Telephony	January 2020	July 2020	No	Yes	No	Switch to internet based telephone line service as current method being retired by Chorus. Transfer of services underway
Water Monitoring	January 2020	July 2020	No	Yes	No	Complete - Work in association with Assets to enable digital monitoring of district water supplies.
Microsoft M365 application suite	September 2020	June 2021	Yes	Yes	No	Application of this office suite. The application includes Office products such as Word and Excel, but also includes a number of other productivity applications that could benefit Council operation.
Security audit	May 2020	June 2020	Yes	Yes	No	Complete - External audit of Council IT security configuration and management.
Desktop	July 2020	September 2020	Yes	Yes	No	Investigation into cloud based virtual desktop delivery and desktop devices in readiness for renewal of current devices. Subject to the outcome of this work, future work will follow on implementation of confirmed solutions and hardware.
Network	August 2020	May 2021	Yes	Yes	No	Renewal of network firewalls and core network switches.
Information Management Physical Record Management	BAU Activity		N/A	N/A	N/A	Ongoing work to identify, record and assess Council physical records that are held within Council operational locations.

						<p>Assessment of Council records held at Mt Hutt Hall</p> <p>Assessment of records received from Experience Mid Canterbury.</p> <p>Each records assessment includes classification against Council's adopted retention and disposal schedule as part of the management of the life of that record including that of protected or permanent retention under the Public Records Act.</p>
Electronic document record management	BAU Activity		N/A	N/A	N/A	<p>Ongoing EDRMS development working with Council Teams to review original spaces and functionality delivered in 2018 to provide solution improvement and use of.</p> <p>Current activity is in the areas of Projects, Assets and District Plan.</p> <p>Close off of old file share areas and migration of records from these to the EDRMS.</p> <p>Investigation into management of social media records</p>
Digitalisation of Property and Consent files	August 2015	July 2020	No	Yes	No	32,922 building, resource consent and property files have been scanned to 20 July 2020. All bar a small handful of files have been scanned and attached to digital building and consent records.
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.
Information Management Audit	August 2020	August 2020	Yes	Yes	Yes	ALGIM audit of ADC's Information Management service and compliance
Digital Record Management	BAU Activity		N/A	N/A	N/A	Retention and disposal activities for digital records held within the EDRMS against Councils retention schedule

Future Works 20/21

The following task, activities and projects have been identified for the current financial year. These will run alongside continual improvement programmes and business as usual activities that are tasked and look to add service effectiveness and efficiency.

Systems

Email\Web monitoring system replacement
Helpdesk migration to cloud service
Security recommendation as identified from external audit
Desktop hardware renewals

Business Improvements

GIS - version upgrades, application enablements
Electronic cash receipting – current solution upgrade
Contract (Financial) management

Information Management

Retirement of digital record file shares
Retention and disposal activities of digital records held on file shares.

4.2 Communications

Website development

The development of the new website continues to be on track with a completion date of December 2020.

Methven i-HUB

The rebranding of the Methven Information Centre is being delivered in two stages. Stage 1 was the immediate signage with the development of a new logo and branding. This was completed ready for the reopening in the first week of July.

Work is progressing on Stage 2 which is a rearranged layout inside the building.

Bin it Right Campaign

Currently we are running a campaign on the changes in recycling of plastic. The campaign includes new an information handbook, a recycling sticker for the yellow recycling bin, fridge magnets and an updated collection calendar. This is also being promoted through our normal communication channels.

4.3 Commercial Property

Projects

Current	
Geoff Geering Drive	There are currently 25 sections for sale with some enquiries in respect to purchase.
Ashburton Business Estate	Stages 2 and 3 of the development is progressing with kerb and channel construction, along with water, power, stormwater, phone and sewerage services being laid in both stages. Of the two agreements signed over the Covid-19 lockdown one comprising 2ha in the existing development has had earthworks commencing for new buildings in week of 13-7-2020.
Elderly persons housing	Sixteen people on the waiting list with ten people wanting single units, six wanting double units or single.

	<p>Three units currently being redecorated and one completed with a relocated tenant.</p> <p>Three units at Mona Square (old weather board units) and one at Kitchener Street are vacant as they are not suitable for tenants due to the expenditure required to meet a minimum required standard. There are two vacant units at Methven with one of these being redecorated. There is one vacant unit at Rakaia.</p>
Ng King Bros Chinese Market Garden Settlement	<p>The sign depicting the history of the site has been completed and arrangements with the family are being made to erect this on the site. Discussions with the family on the style of a fence along Allens Road have also taken place and the style approved. The fence will be completed when siting of access to the site is finalised. Applications for funding from the Heritage Reservation Incentive Fund closes Friday 31 July and are to be considered by them in late August. Council has an application in for funding in order to complete the work at the settlement.</p>
Airport	<p>Rent reviews and new leases have been sent to a number of tenants at Ashburton Airport. Staff also attended Airport Safety training in Christchurch.</p>
Earthquake Strengthening	<p>Final design for work on the Mt Somers Memorial Hall has been completed and prices are being obtained. The Rakaia Hall is having the final design work completed which will then be put out for tender.</p>

4.4 Finance

Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
CI Anywhere upgrade	November 2016		NA	NA	NA	This is an ongoing activity migrating Finance system modules to the supplier's next solution version. The current focus is on Procure to Pay.
Procure to Pay project – scanning solution	July 2019	October 2020	Yes	Yes	Yes	The Procure-to-Pay module was implemented in December 2019. This module is now being successfully used for our BAU accounts payable function. The overall project is ongoing. We have commenced work on the scanning solution, with an expected delivery date of October 2020.
Water Meter Billing Solution	June 2020	Uncertain – will depend on Technology One availability	Yes	NA	NA	Working with the IS team, the 3Waters team and Technology One to design and implement an amended water billing module to allow annual billing of Residential D & Rural A properties with quarterly reads still tracked and checked within the system.

2021-2031 Long Term Plan	October 2019	June 2021	Yes	Yes	NA	Working closely with the Strategy & Policy team to prepare the 2021-31 LTP and all associated pre-work (policies, strategies etc).
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4.5 Forestry

Log Sales & Harvesting

The last significant log sale completed by the Council was the harvesting of Pinus radiata between the Rakaia township and the Rakaia River. Two stands of trees of different ages were harvested, 10 hectares of 1980 P.rad and 4.7 hectares of 1996 P.rad. This sale was through Forest Management Ltd. 60% of the volume was sold as export logs and balance going to local processors. With a high proportion of lower grade logs (63% chip, firewood, pulp & industrial) the net price per unit of \$36 is a good result.

Sales Report - Forest Summary SH1/Rakaia River			
Ashburton D.C.	Cpt: 085	01/10/2019 to	
Products	Quantity	Unit	Net Value
KA EXPORT	598.206	JAS	\$32,111.62
KI EXPORT	1455.905	JAS	\$44,054.96
KI OS EXPORT	11.645	JAS	\$309.52
KIS Export	28.268	JAS	\$706.49
KS EXPORT	139.281	JAS	\$5,099.79
KX Export Pulp	329.897	JAS	\$4,591.04
Export Wash Up	0.000	JAS	\$12,293.00
PRAD chip	515.060	tonnes	\$9,794.16
PRAD firewood	415.830	tonnes	\$4,005.13
PRAD M18 SRS	636.960	tonnes	\$34,395.84
S20 Sawlog	35.980	tonnes	\$2,248.75
Smallwood	108.700	tonnes	\$5,326.30
Forest Total	4275.732	Units	\$154,936.60

Methven Cemetery - Harvesting 2020

Log Grade	Qty	\$/Unit	Net Value
A40 Export	106.303	\$72.21	\$7,676.39
A Export	56.795	\$70.21	\$3,987.71
A Export	91.976	\$65.95	\$6,066.04
K Export	13.714	\$54.72	\$750.46
KI Export	68.041	\$48.85	\$3,323.97
Dfir Fwood	43.550	\$15.50	\$675.03
Prad Fwood	62.880	\$5.50	\$345.84
	443.259	\$51.49	\$22,825.44

In addition to the Rakaia log sale a couple of small jobs were completed at the Methven Cemetery and a small plantation at Highbank. This harvesting was completed just after we came out of alert level 4 lockdown when export prices peaked. Even though these were two very small jobs excellent log prices provided good returns, especially from the Methven Cemetery which is summarised in the adjacent table.

It is intended that this money is reinvested in improvement works at the cemetery.

The next log sale the Council has scheduled is a Douglas fir plantation near Mayfield. This plantation has relatively modest volumes and it appears that its growth has been impeded by a relatively late thinning which has left trees with a shallow green crown.

The grade out-turn should however be good, as you would expect from a Douglas fir stand. Local log traders will be invited to price the plantation. It is estimated that the block should yield a net return of approximately \$400K.

Operational activity

The 2020 planting programme has just been completed. A total area of just over 20 hectares has been planted at Rakaia, Mayfield and Staveley. All areas were planted with Radiata pine.

Tree stocks were sourced from Leithfield Nursery. These areas will be release sprayed in the Spring to ensure trees are able to establish before broom weed establishment is able to suppress their growth. A broadcast release spraying is being undertaken to achieve the best possible results, the herbicide is applied by helicopter. Special care will be taken to avoid spray drift towards the township at the Rakaia block and notice will be given to the neighbouring land owners including the Rakaia Camping Ground.