

# Council Activity Briefings

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**Date:** Wednesday 10 November 2021

**Time:** 9am

**Venue:** Council Chamber  
137 Havelock Street, Ashburton

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## 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	Steve Fabish
GM Infrastructure Services	Neil McCann
GM Strategy & Compliance	Jane Donaldson
Manager People & Capability	Sarah Mosley

4 November 2021

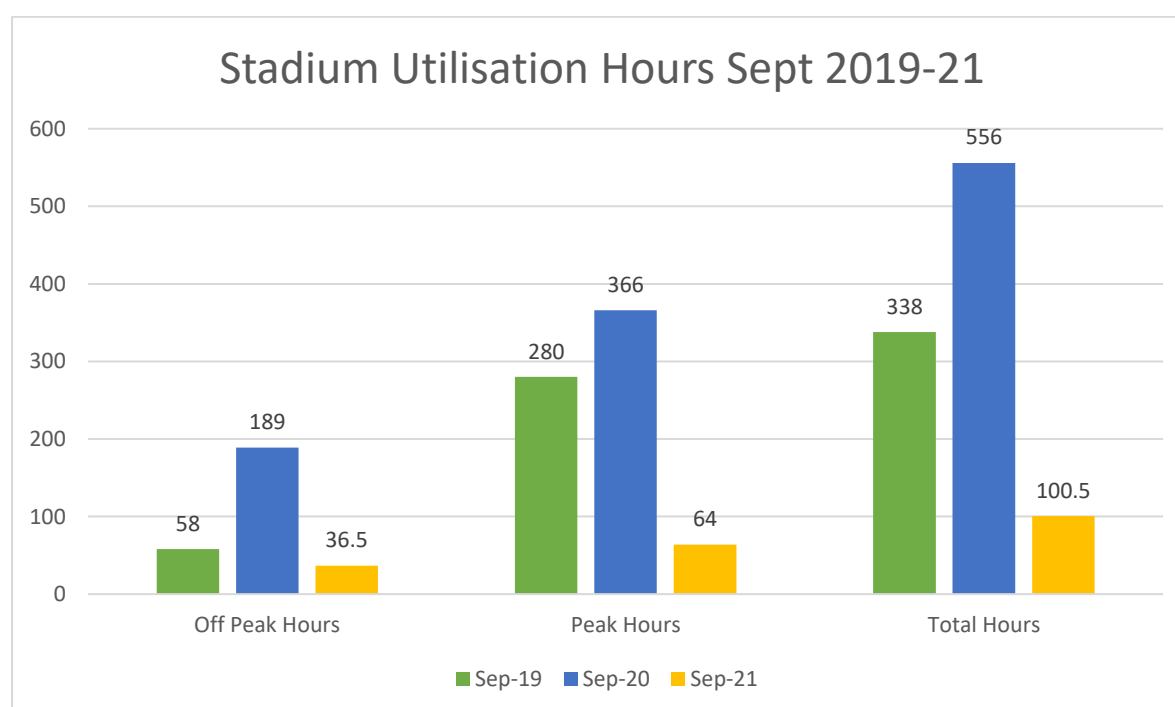
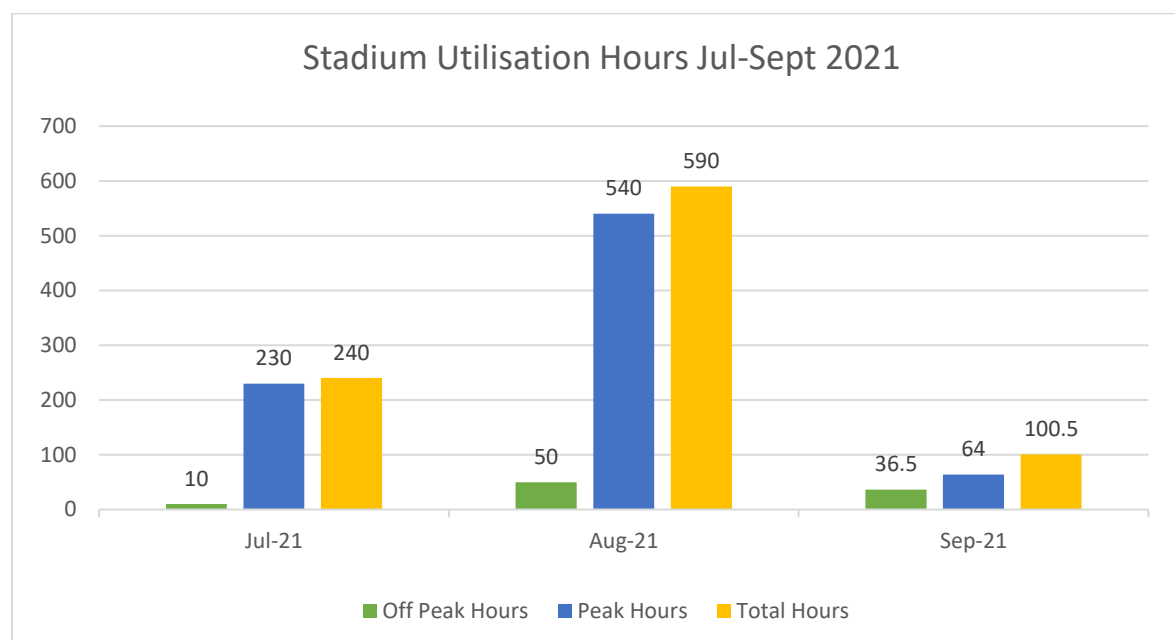
# Activity Reports

<b>1</b>	<b>Community Services</b>	<b>9.00</b>		<i>Page</i>
<b>1.1</b>	EA Networks Centre	9.00	Kate Fowler	<b>3</b>
<b>1.2</b>	Ashburton Library	9.05	Jill Watson	<b>8</b>
<b>1.3</b>	Ashburton Museum & Art Gallery	9.10	Shirin Khosraviani	<b>18</b>
<b>1.4</b>	Open Spaces	9.15	Ian Soper	<b>23</b>
<b>1.5</b>	Economic Development	9.20	Simon Worthington	<b>28</b>
<b>1.6</b>	Memorial Halls and Reserve Boards	9.25	Clare Harden	<b>31</b>
<b>1.7</b>	Customer Services	9.30	Amanda Watson	<b>33</b>
<b>2</b>	<b>Strategy &amp; Compliance</b>	<b>9.35</b>		
<b>2.1</b>	Building Services	9.35	Michael Wong	<b>36</b>
<b>2.2</b>	Civil Defence Emergency Management	9.40	James Lamb	<b>39</b>
<b>2.3</b>	Alcohol Licensing/Bylaw Monitoring & Enforcement	9.45	Rick Catchpowle	<b>40</b>
<b>2.4</b>	Animal Control	9.50	Rick Catchpowle	<b>40</b>
<b>2.5</b>	Environmental Health	9.55	Rick Catchpowle	<b>41</b>
<b>2.6</b>	Planning	10.00	Ian Hyde	<b>41</b>
<b>2.7</b>	Strategy & Policy	10.05	Toni Durham	<b>61</b>
	<i>Morning tea</i>	<b>10.10</b>		
<b>3</b>	<b>Infrastructure Services</b>	<b>10.25</b>		
<b>3.1</b>	3Waters Projects	10.25	Shyamal Ram	<b>63</b>
<b>3.2</b>	3Waters Operations	10.30	Shyamal Ram	<b>65</b>
<b>3.3</b>	Drinking Water	10.35	Andy Guthrie	<b>68</b>
<b>3.4</b>	Wastewater	10.40	Andy Guthrie	<b>68</b>
<b>3.5</b>	Stormwater	10.45	Andy Guthrie	<b>69</b>
<b>3.6</b>	District Water Management	10.50	Andy Guthrie	<b>69</b>
<b>3.7</b>	Solid Waste Management	10.55	Hernando Marilla	<b>70</b>
<b>3.8</b>	Roads and Footpaths	11.00	Brian Fauth	<b>72</b>
<b>3.9</b>	Contracts Awarded / Upcoming Tenders	11.05	Neil McCann	<b>75</b>
<b>4</b>	<b>Business Support</b>	<b>11.10</b>		
<b>4.1</b>	Information Systems	11.10	Gordon Tupper	<b>76</b>
<b>4.2</b>	Communications	11.15	Ruben Garcia	<b>80</b>
<b>4.3</b>	Commercial Property	11.20	Colin Windleborn	<b>84</b>
<b>4.4</b>	Forestry	11.25	Terry O'Neill	<b>87</b>
<b>4.5</b>	Finance	11.30	Erin Register	<b>88</b>

## 1. Community Services Group

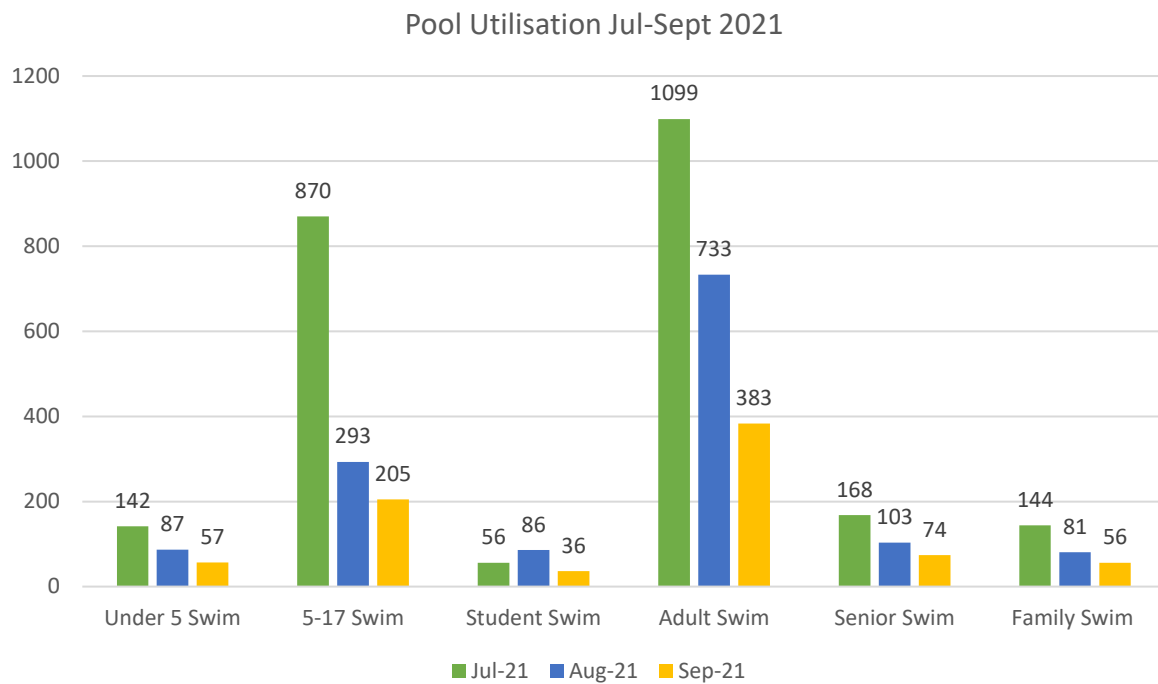
### 1.1 EA Networks Centre

#### 1.1.1 Stadium



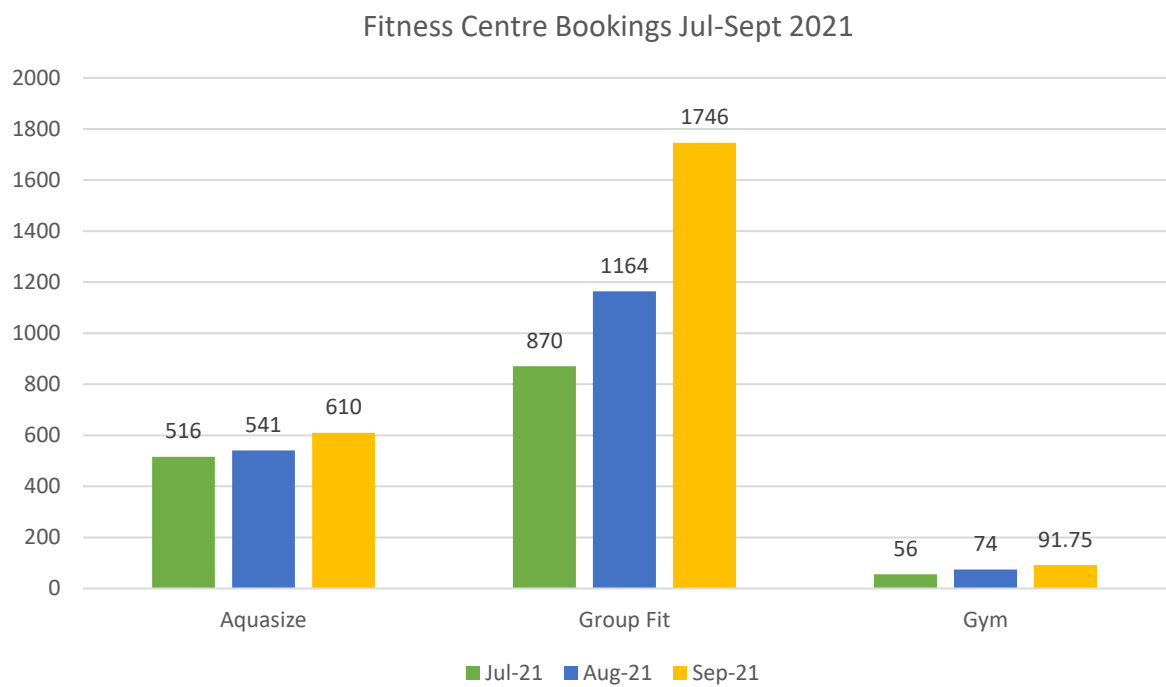
**Comments:** Stadium utilisation in September has been heavily impacted by the COVID 19 lockdown as well as a projected change to the structure of netball seasons resulting in a shortened playing season.

### 1.1.2 Pool



**Comments:** Pool usage is down in August and September due to the impact of Covid-19 and pool availability. Numbers in the pool area are restricted to 100 at any time. Additionally there is no casual swimming available Mon-Fri 3.30-5.30pm during Level 2.

### 1.1.3 Fitness Centre Bookings

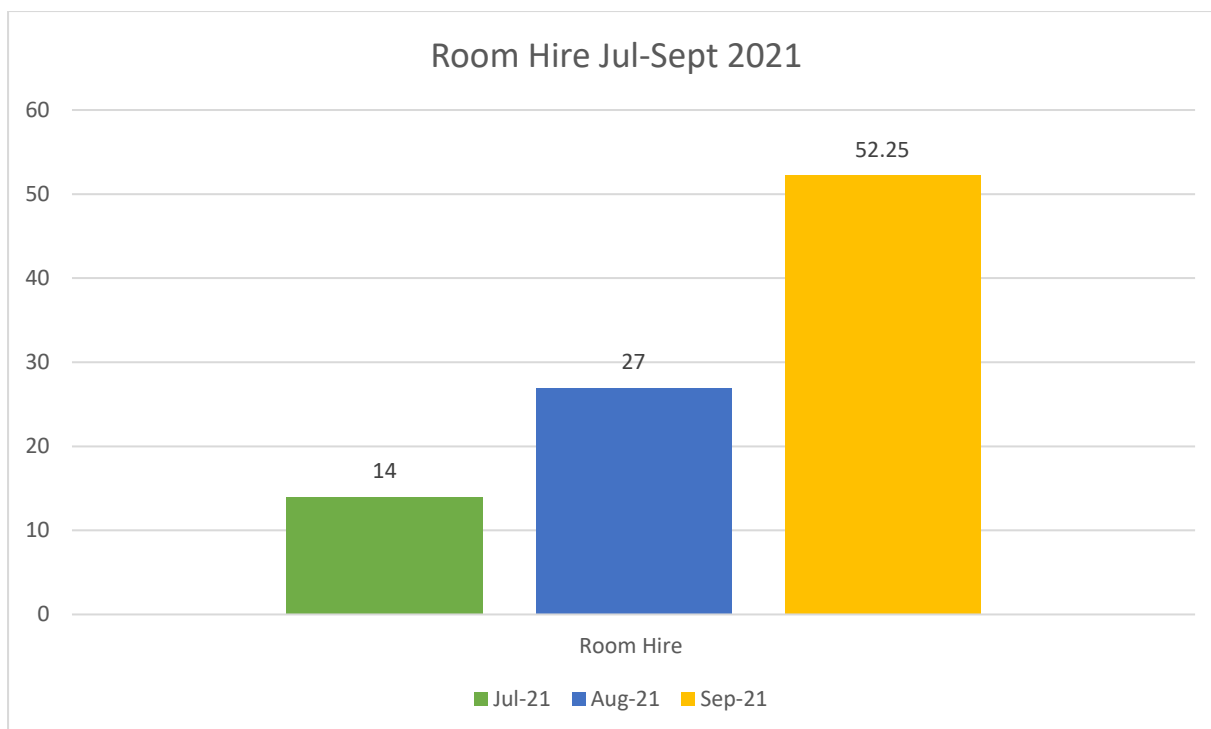


#### **Comments:**

Data for the Fitness Centre begins on 12 July due to system change therefore July data is not in totality.

Data shows consistent utilisation for the Fitness Centre with an increase in Group Fitness bookings in September due to a timetable change, increasing class offerings.

### 1.1.4 Community and meeting room hire



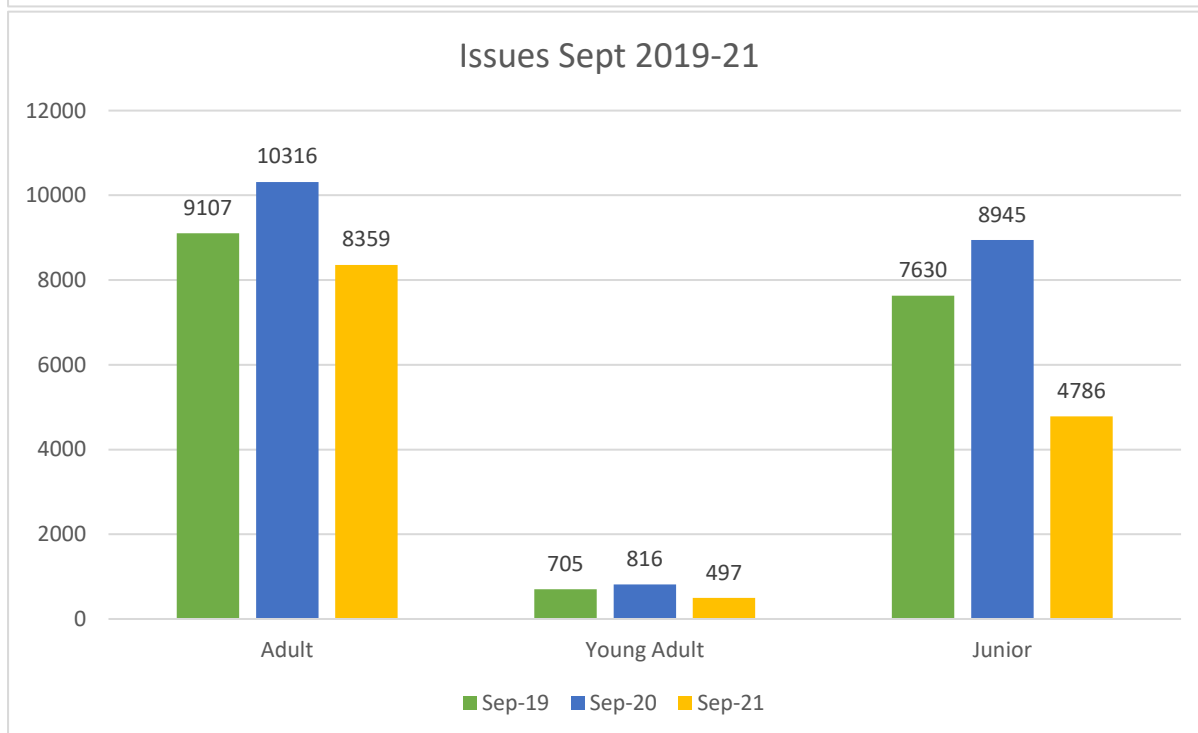
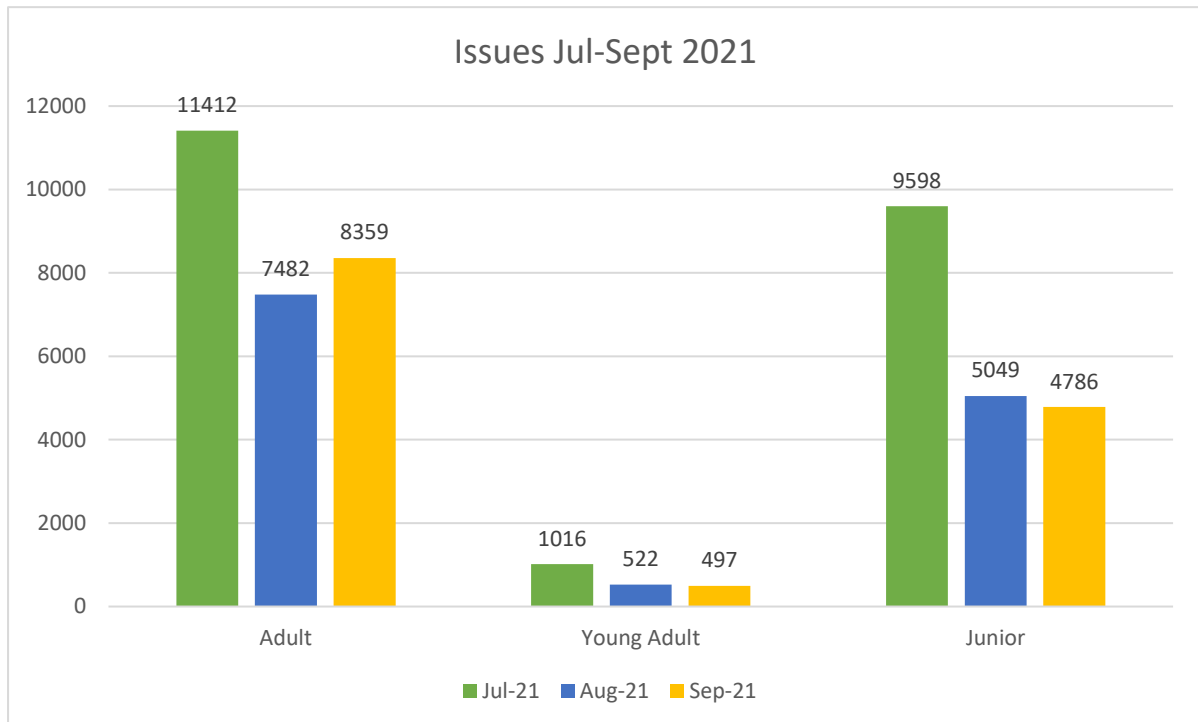
### Activities:

Stadium		
Activity/Programme	Description	Date
Stadium Bookings	During September the stadium was utilised to assist social distancing in the fitness centre by running spin and group fitness classes. In turn this meant bookings were limited in this area. Summer sports have now begun and are popular once again. The EANC School holiday programme was well subscribed once again with a number of activities in the facility, wider district and further afield	September
Comments:		
Pool		
Activity/Programme	Description	Date
Aquatics Activities	Aquatics team had a busy school holiday considering covid restriction. The team also has been working on a weekly training schedule improving their skills. The team has also increased our sanitizing and cleaning schedule.	September
Comments:		

Fitness Centre		
Activity/Programme	Description	Date
Gym Programmes Special Populations	A number of successful programmes continue including the on-going relationships with the Prostate Cancer and Breast Cancer Foundations. The summer block programme fitness for living returns in November providing a holistic view for participants of all things health and fitness and a great opportunity to build foundation fitness for further activities	Aug 2021
Comments:		
Swim School		
Activity/Programme	Description	Date
Swim School	<p>September saw change of alert levels from 3 to 2. Our focus in this time was the deep cleaning of the facility, continuing civil defence duties and preparing for a safe return at level 2.</p> <p>We also saw a number of changes in the Swim school team with Squad team members leaving, and LTS staff members stepping up into these roles. Level 2 also meant a change of schedule and operations for both squad and LTS to increase hygiene measures, and avoid mixing groups. With restrictions changing a number of times during that period it was challenging, but the team worked well to maintain a safe environment.</p> <p>Term 4 has seen the start of the Swim School review project, initially meeting with schools to identify needs for change in their programme.</p>	September
Comments:		

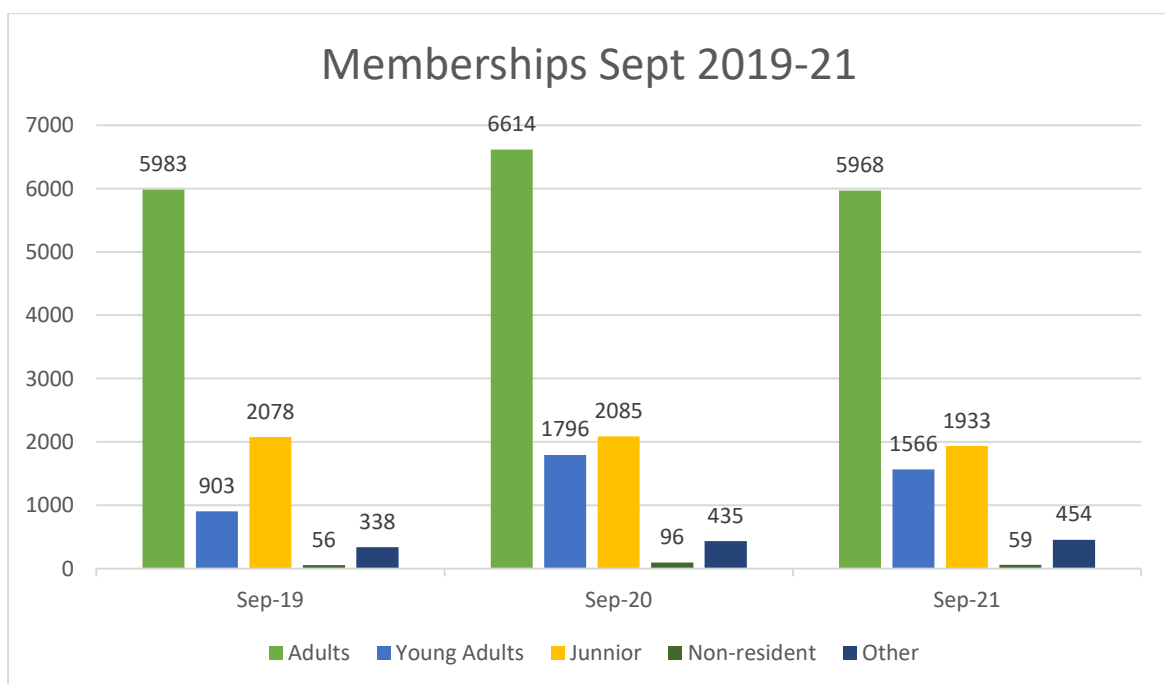
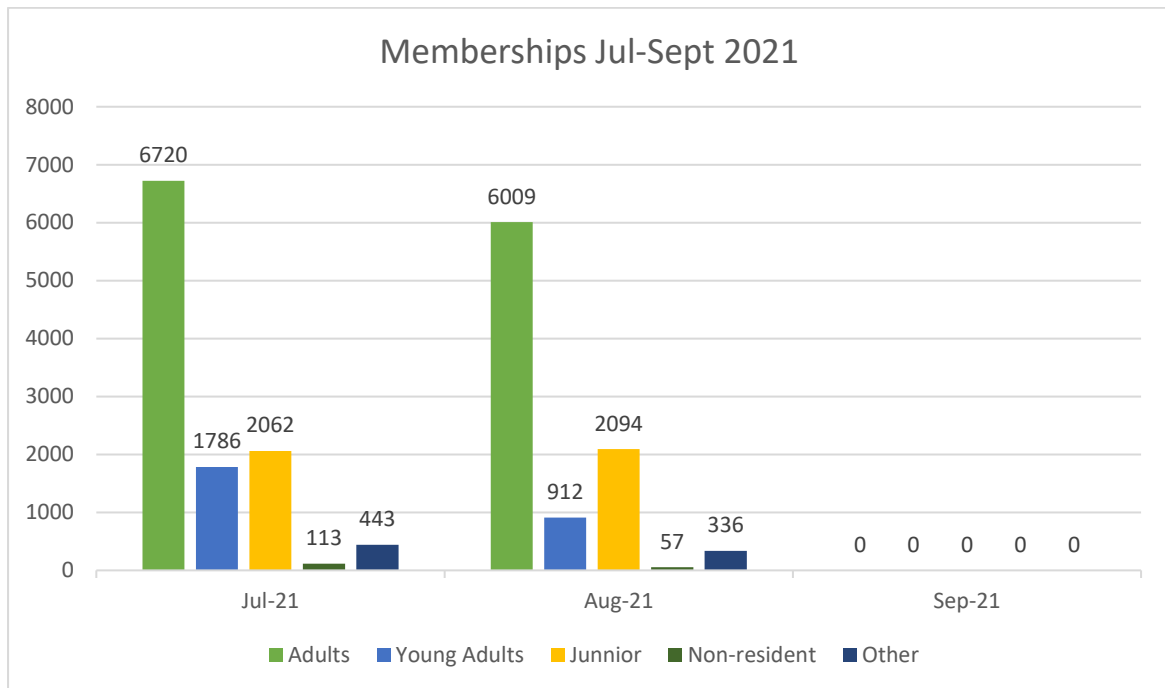
## 1.2 Library

### 1.2.1 Issues

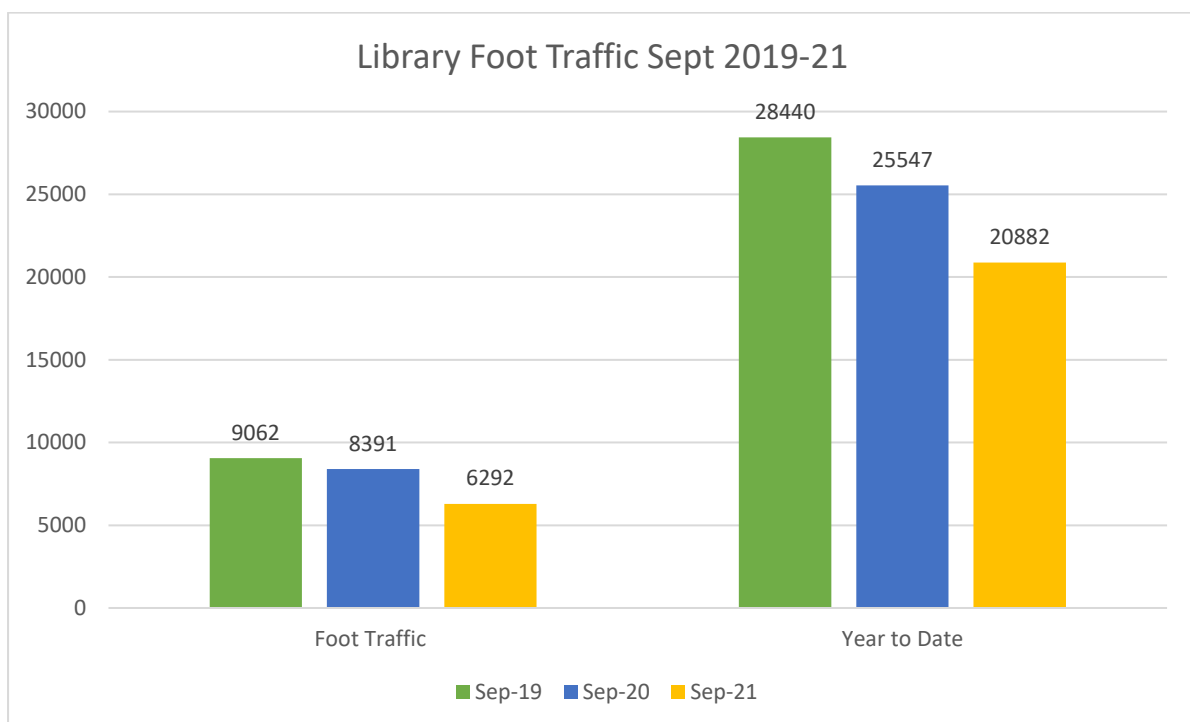
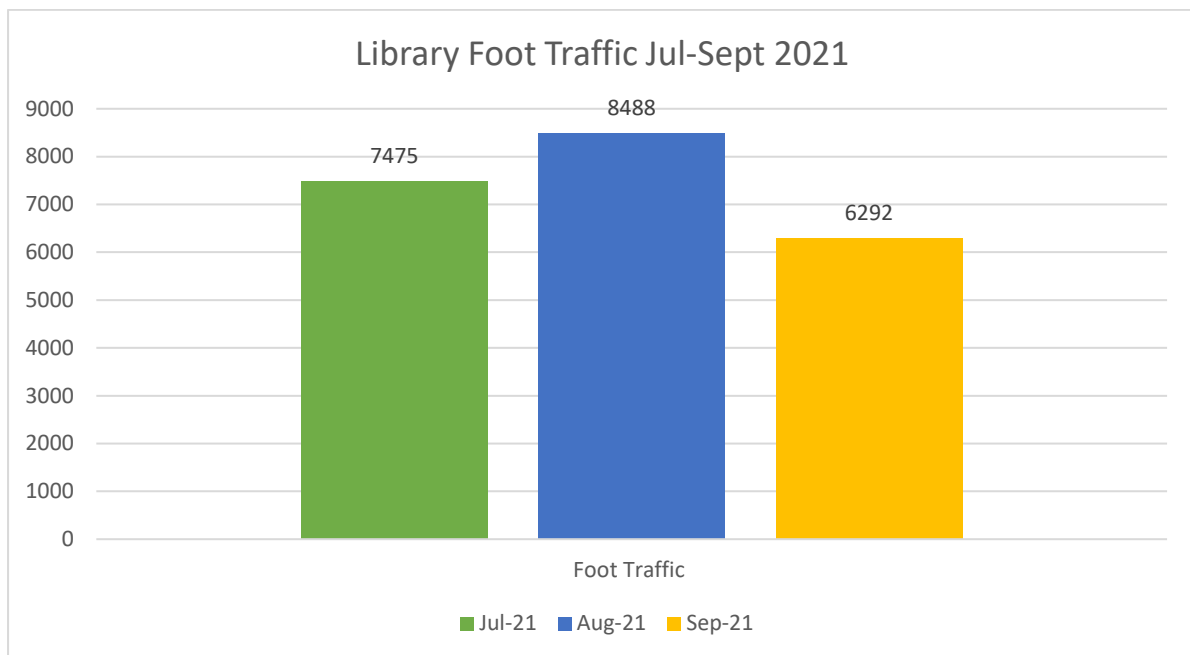




## 1.2.2 Memberships



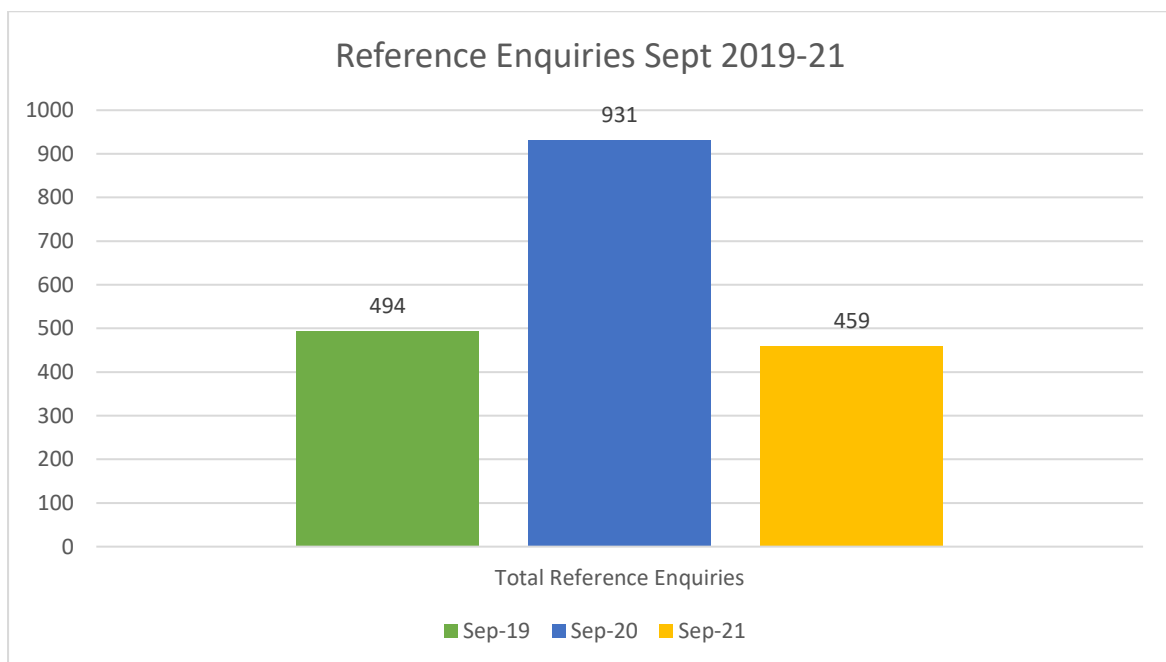
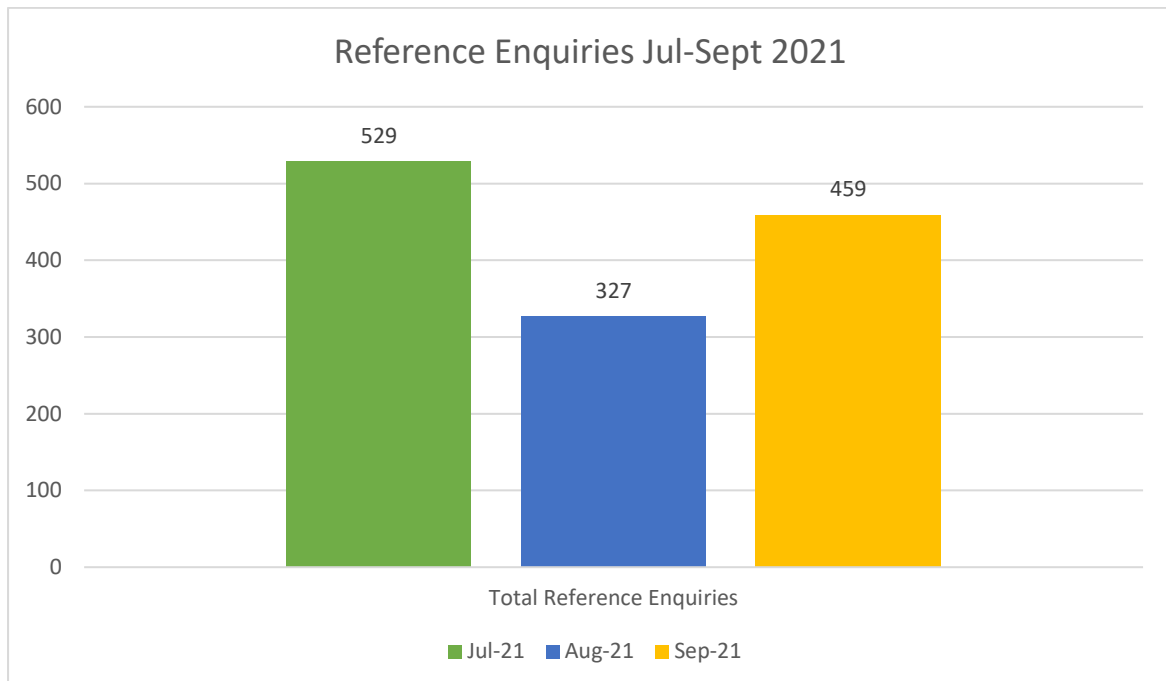
### 1.2.3 Library Foot Traffic



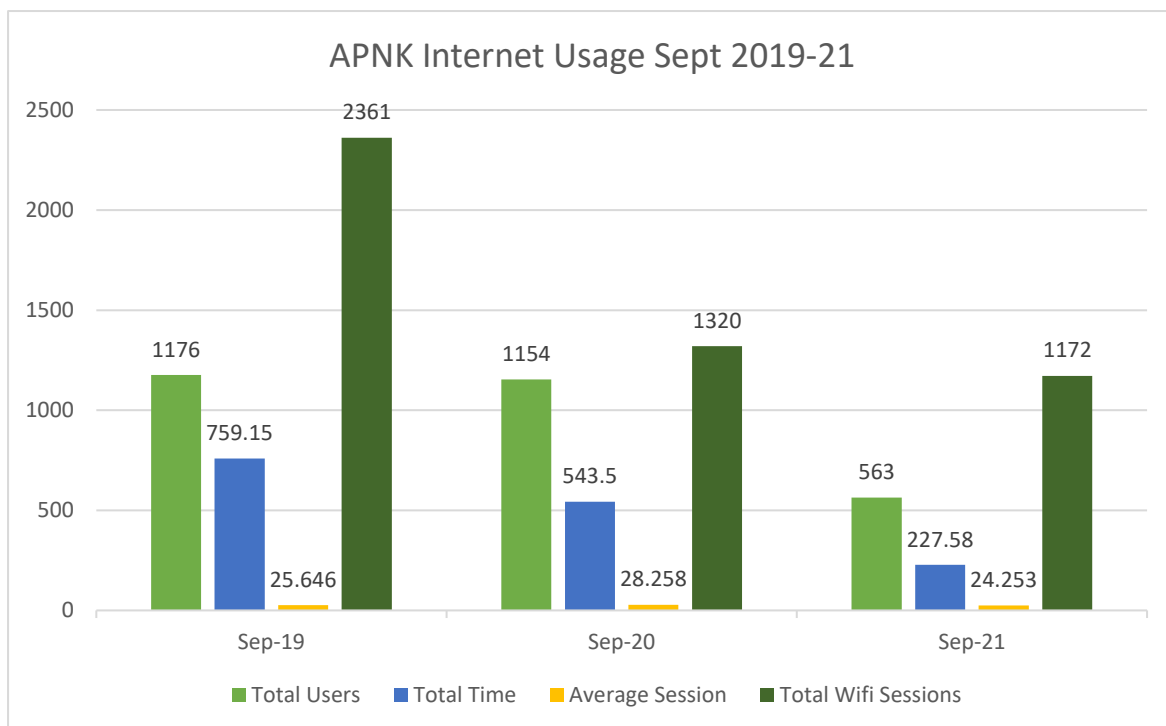
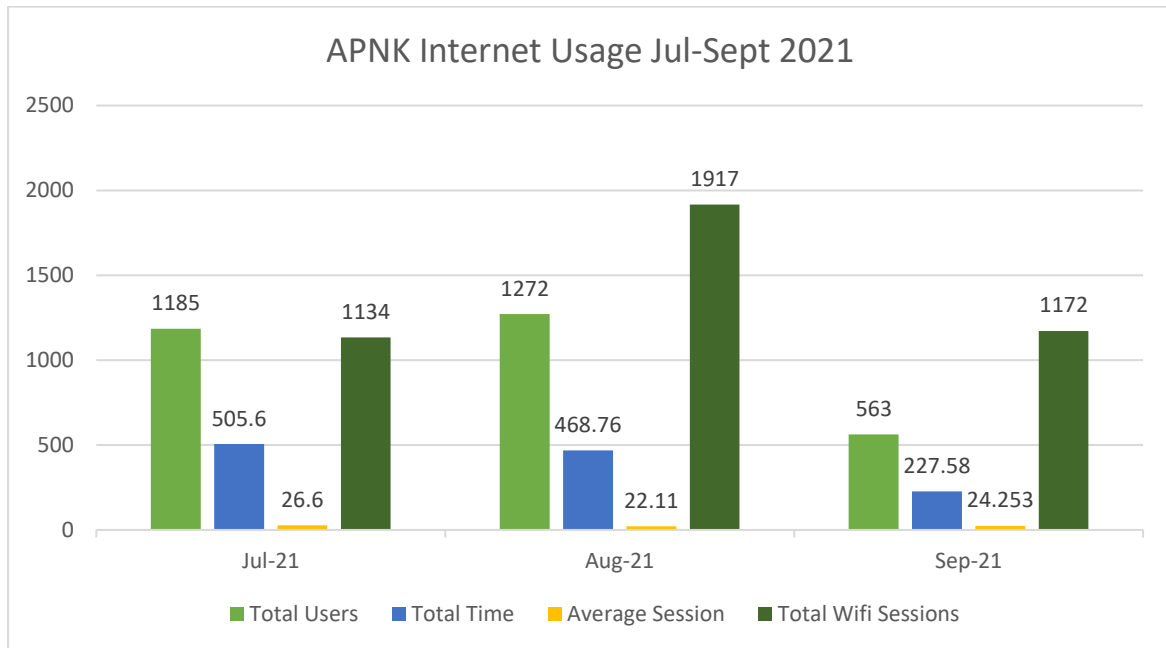
#### Comments:

Foot traffic into the library are significantly down over the last 2 August years due to the effects of COVID 19.

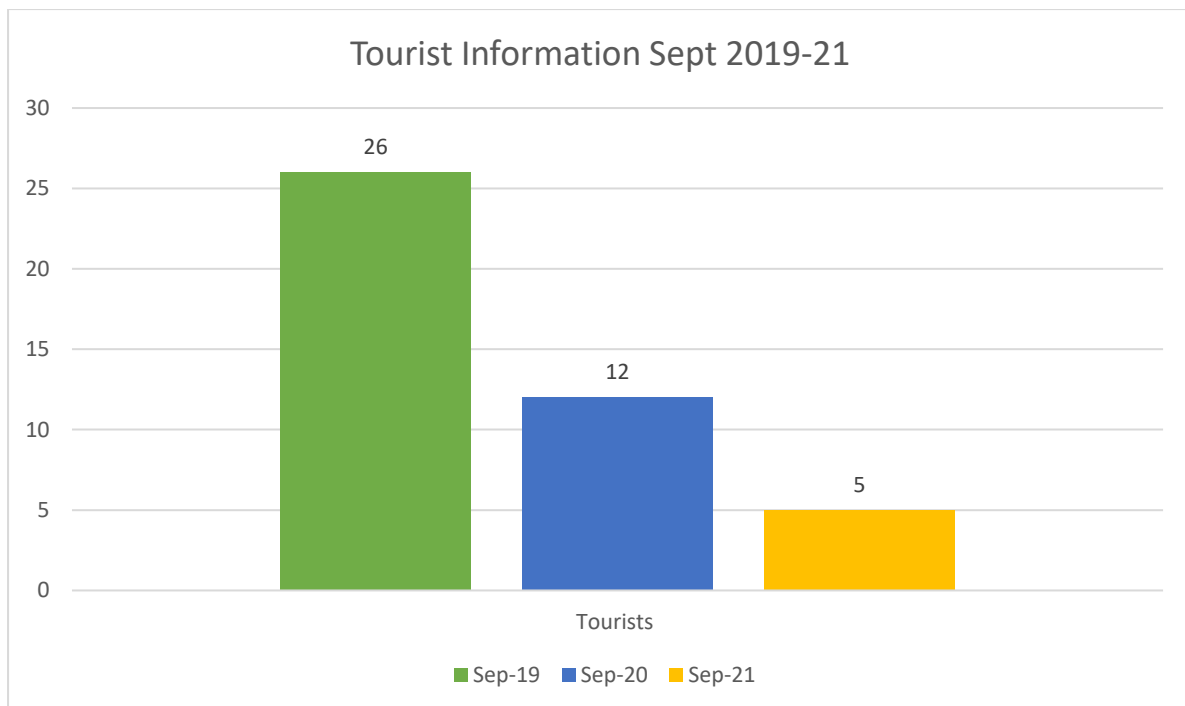
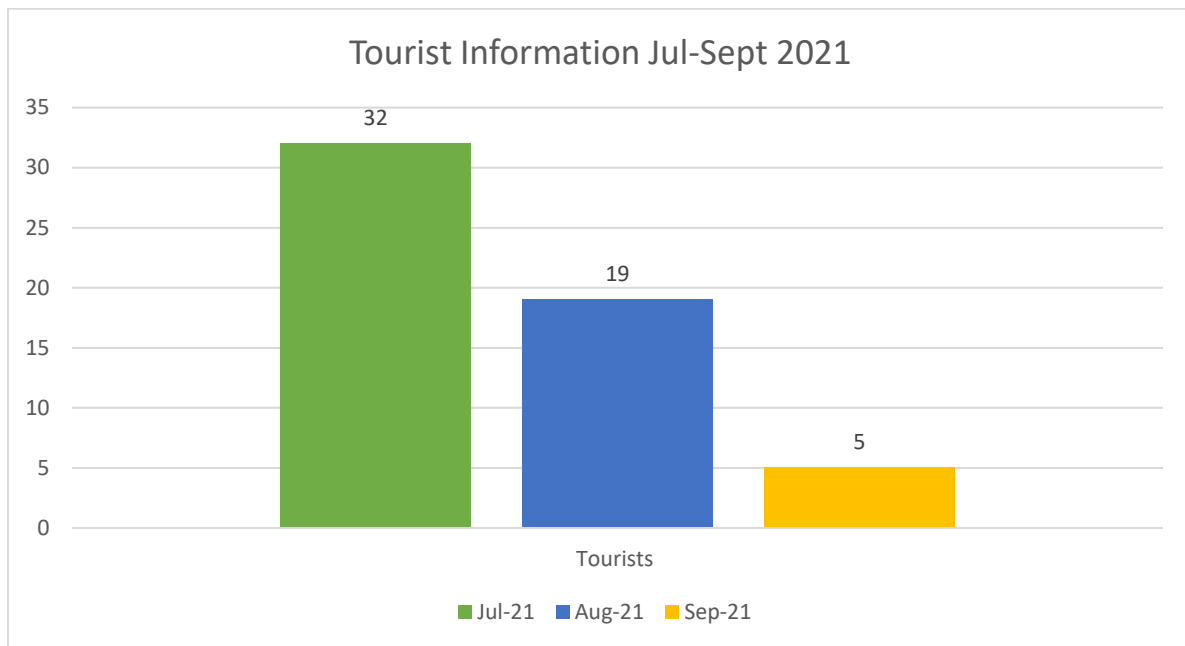
#### 1.2.4 Reference Enquiries



### 1.2.5 APNK Internet Usage



### 1.2.6 District Tourism Information Requests



## Activities:

Community Engagement Activities		
Activity/Programme	Description	Date
<b>Click &amp; Collect</b>	Contactless Book Issue.	Sep-Oct
Comments:	The development and implementation of Click & Collect to assist in public access took place and was initiated at Covid-19 level three. The service has been available during Covid-19 level two, there has been no uptake.	
Activity/Programme	Description	Date
<b>Meeting Spaces</b>	Community use of meeting rooms.	Sep-Oct
Comments:	There were 26 bookings through the period with 105 people attending. Groups who utilised meeting spaces included Anglican Advocacy, Art & Creativity in the Community, FENZ, ACC, Greg Dunne – Counsellor and Kanuka Mid Canterbury Regeneration Trust.	
Activity/Programme	Description	Date
<b>Presentations</b>	Library promotion.	Sep-Oct
Comments:	Presentation to a group of 12 Ashburton College students in the ESOL class.  This activity has been largely unable to proceed at Level 2 due to restrictions in place at outside organisations.	
Activity/Programme	Description	Date
<b>Elderly Outreach</b>	Reading and activities.	Sep-Oct
Comments:	This programme is unable to operate at Level 2 due to restrictions in place at outreach facilities.	
Activity/Programme	Description	Date
<b>Book Club</b>	Community book club.	Sep-Oct
Comments:	17 people attended Book Club during the period.	
Activity/Programme	Description	Date
<b>Local Lives Event</b>	“Human Book borrowing.	Sep
Comments:	12 local lives telling their stories, 30 listeners, 56 sessions booked & attended. Level 2 -Mask wearing & 2m distancing	
Activity/Programme	Description	Date
<b>Holiday Outreach</b>	Facilitated a programme of activities involving the Museum, EANC, Library and FENZ which took place in Methven and Rakaia. This was a collaboration with Wellbeing Opuke	Sep 6 <sup>th</sup> & 13 <sup>th</sup>

Comments:	41 children & 19 adults attended the sessions in Methven and Rakaia.	
Digital Access Projects		
Activity/Programme	Description	Date
Stepping Up	Better Digital Futures and Digital Steps Programmes held Thursday's 10-12pm and Tuesdays 1-3pm respectively, in the Newspaper Reading Room. Classes aimed at 65 years and older include introduction, essentials, engagement, safety and one off sessions are held for all age groups.	Sep-Oct
Comments:	Classes not held for much of Level 2 while working on how to do it within the rules. Classes resumed 12 Oct. There have been 6 attendees.	
Activity/Programme	Description	Date
CV Help	CV cover letters and applications.	Sep-Oct
Comments:	7 people attended the sessions over the period. The library continues to offer assistance outside of programme hours to those requiring assistance. The feedback for the services offered from both Work and Income NZ and those accessing the service continue to give positive feedback.	
Activity/Programme	Description	Date
Device Drop In	One on one assistance with devices.	Sep-Oct
Comments:	14 people received assistance with devices over the period.	
Activity/Programme	Description	Date
Ebook Sessions	One on one assistance with Ebooks.	Sep-Oct
Comments:	Two people received assistance with Ebooks during the period.	
Activity/Programme	Description	Date
Skinny Jump Wi Fi Modem	Low cost broadband	Sep-Oct
Comments:	4 people accessed Skinny Jump during the period.	
Children's Library		
Activity/Programme	Description	Date
Wriggle & Read 0 sessions	Movement to music for ages 0-3	Sept
Comments:	0 due to Level 2 restrictions	
Activity/Programme	Description	Date
Story & Ryme Time 0 sessions	Stories and Rhymes	Sept

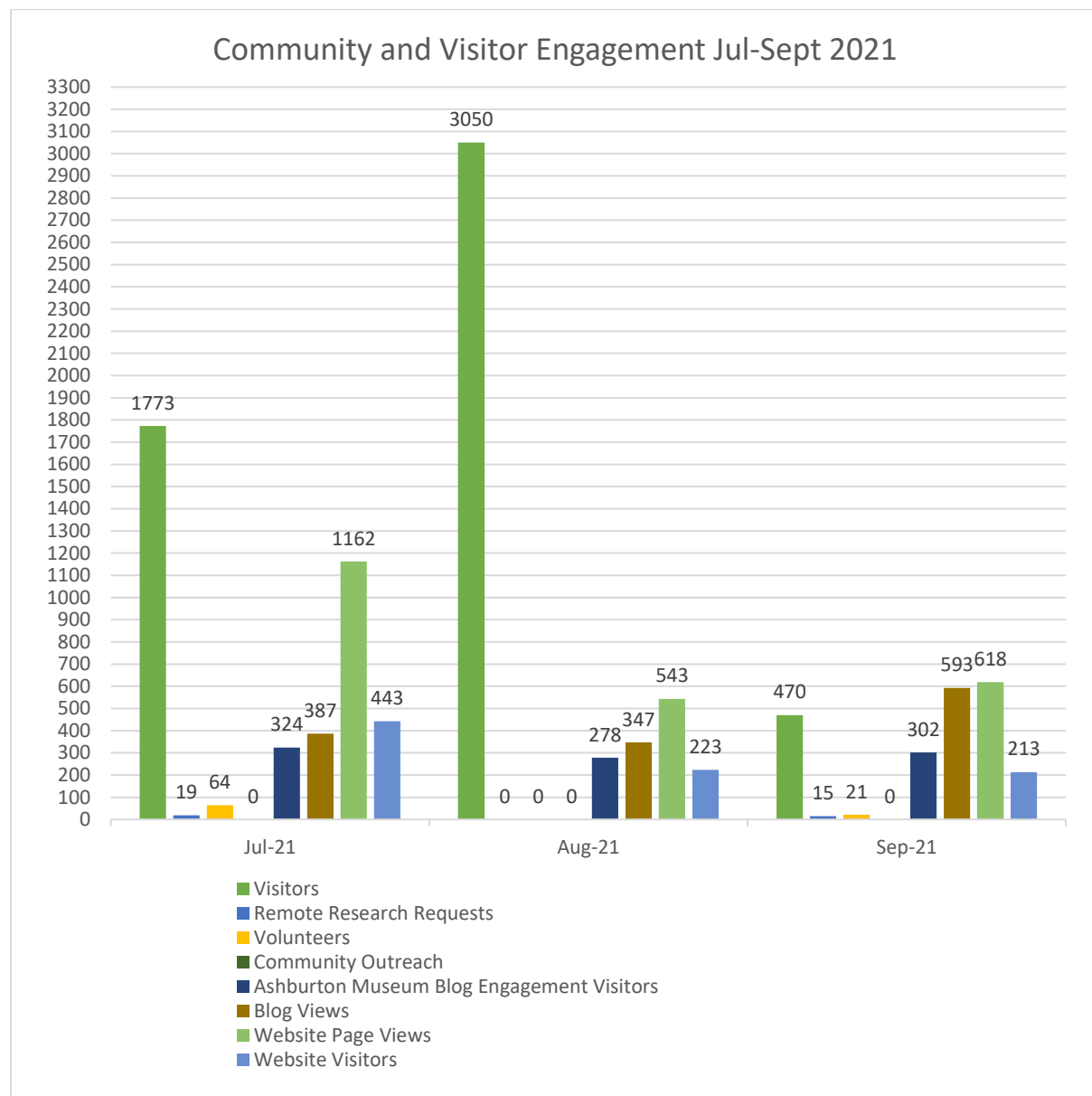
Comments:	0 due to Level 2 restrictions	
Activity/Programme	Description	Date
School Class Visits 0 sessions	Story and browsing	Sept
Comments:	0 due to Level 2 restrictions	
Activity/Programme	Description	Date
Coding Club	Game development	Sept
Comments:	17 children – Online via Google Meet	
Activity/Programme	Description	Date
October Holiday Programme	At the Red Carpet	Oct
Comments:	80 take home craft packs Week 1 840 Minutes viewed - Facebook Live stream activities Week 1 80 take home craft Packs Week 2 375 Minutes viewed - Facebook Live stream activities Week 2	
Activity/Programme	Description	Date
Wriggle & Read 0 sessions	Movement to music for ages 0-3	Oct
Comments:	0 due to Level 2 restrictions	
Activity/Programme	Description	Date
Story & Ryme Time 0 session	Stories and Rhymes	Oct
Comments:	0 due to Level 2 restrictions	
Activity/Programme	Description	Date
School Class Visits 0 sessions	Story and browsing	Oct
Comments:	0 due to Level 2 restrictions	
Activity/Programme	Description	Date
Coding Club	Game development	Oct
Comments:	Stopped this Term	
Activity/Programme	Description	Date
Comments:	25 Children + 14 adults = 39 total	
Activity/Programme	Description	Date
Coding outreach 1 class	Visits to schools and teaching coding	Oct

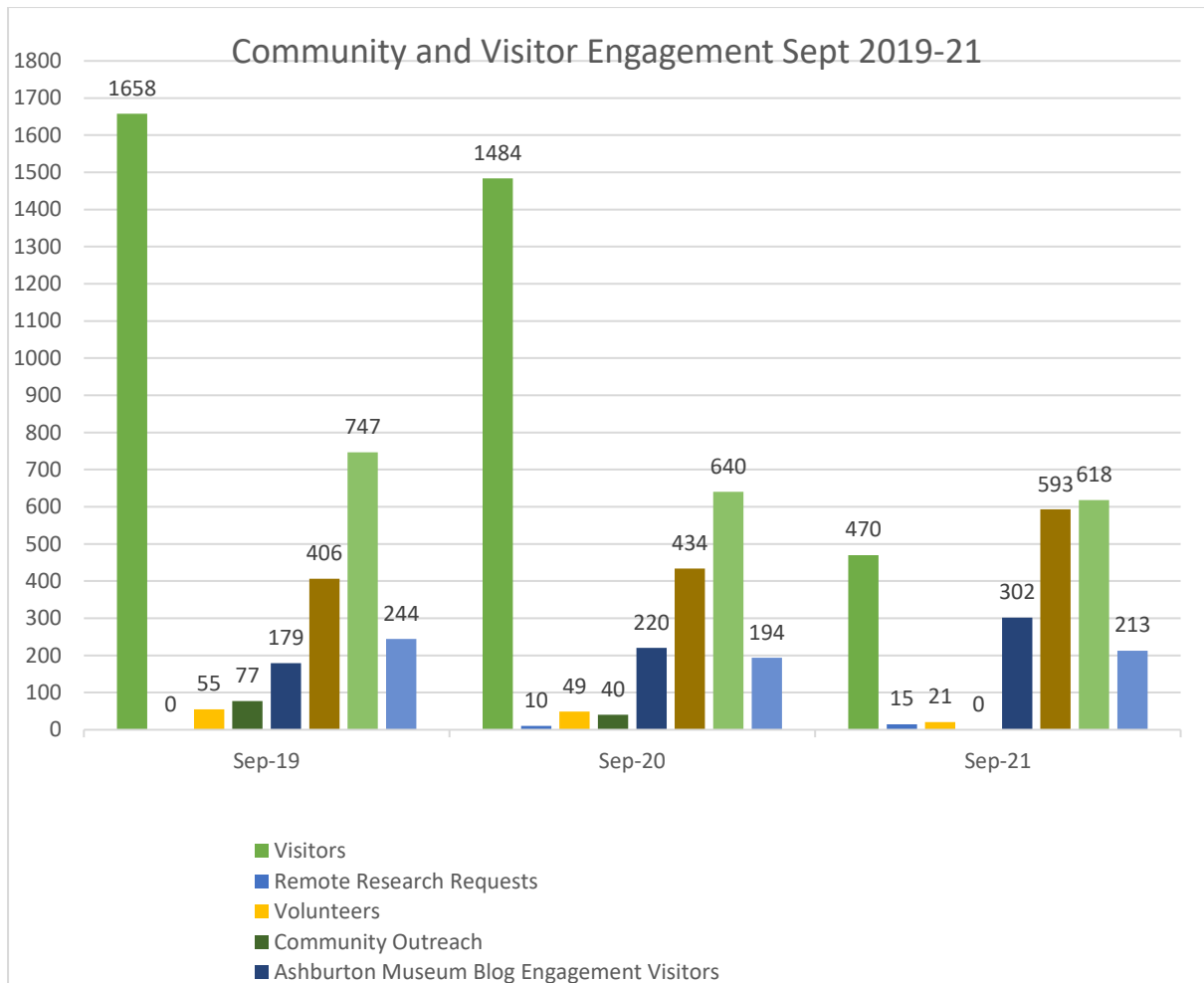


Comments:	12 children – This is just re starting
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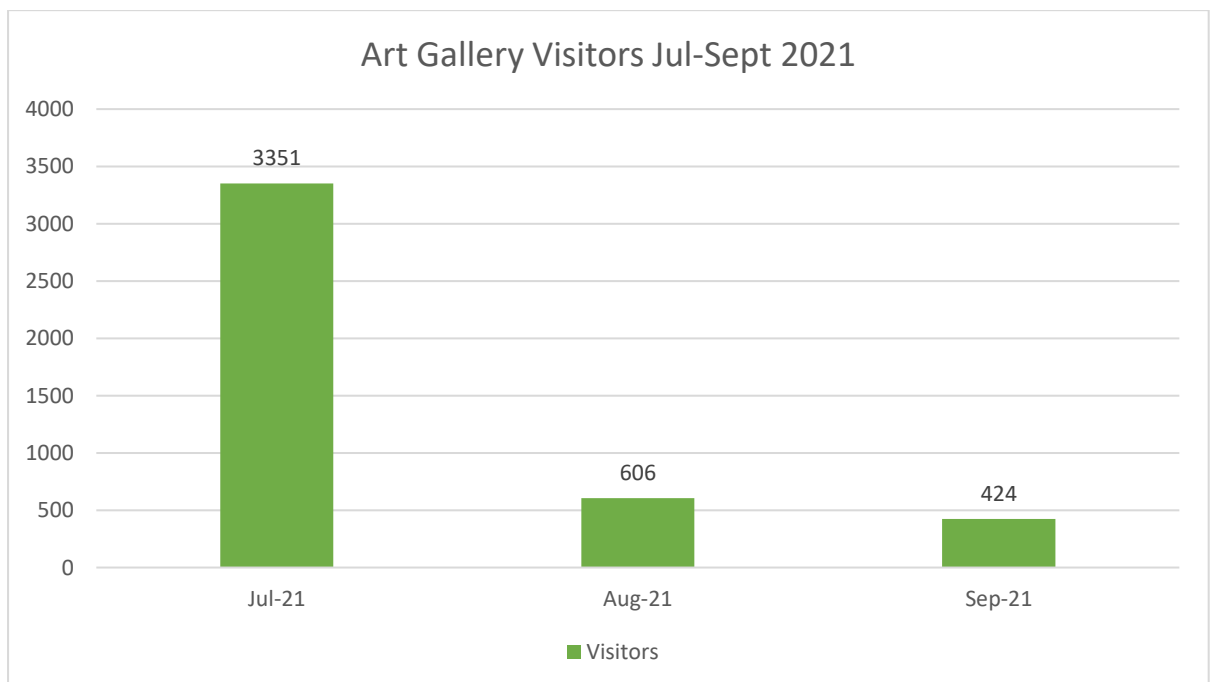
## 1.3 Ashburton Museum and Art Gallery

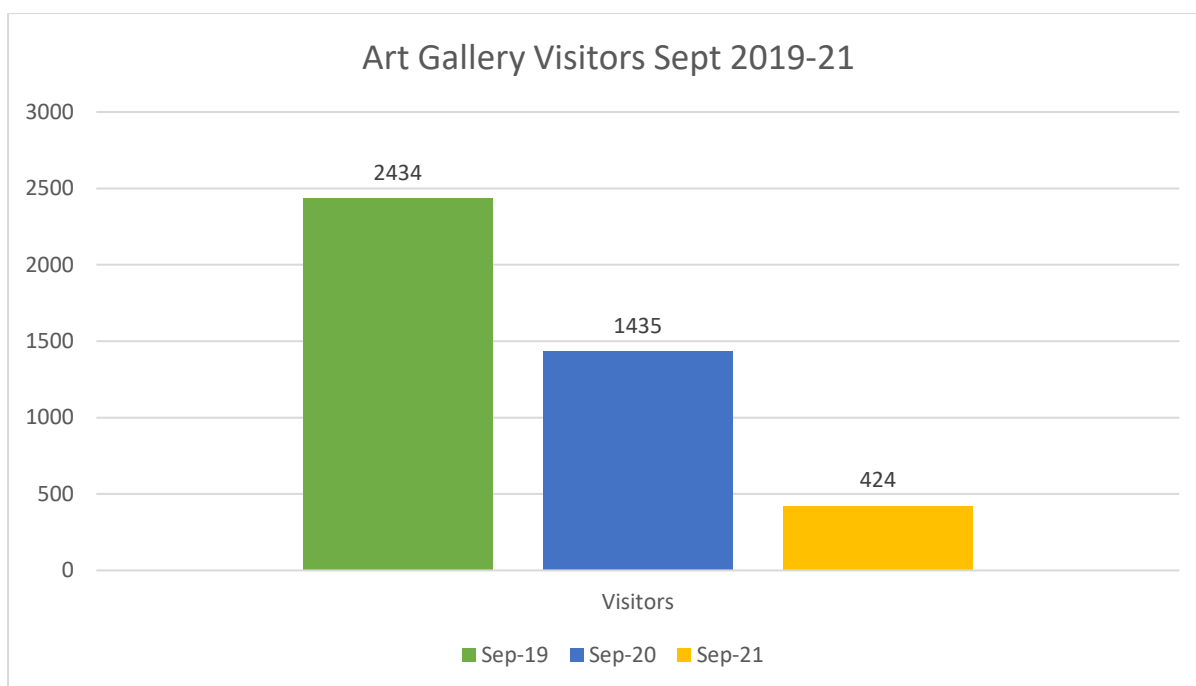
### 1.3.1 Museum Community and Visitor Engagement





### 1.3.2 Art Gallery Visitors





### Comments:

The Ashburton Art Gallery and Museum (AAGM) was closed for eight days in September 2021 due to Covid Alert level 3. Following the move to Delta Level 2, the AAGM was able to open to the public with new Health and Safety regulations in place. Visitor numbers have been unsurprisingly low as all planned events and school visits were cancelled. Staff delivered core programmes through take-home kits and the distribution of 500 activity booklets to schools.

### Activities:

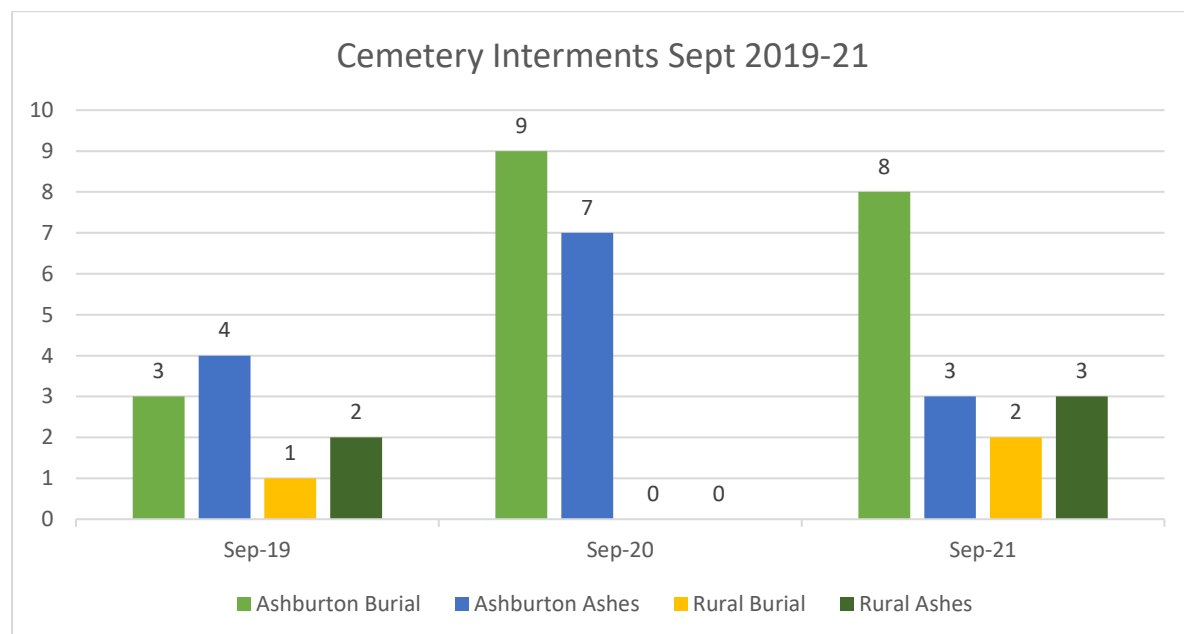
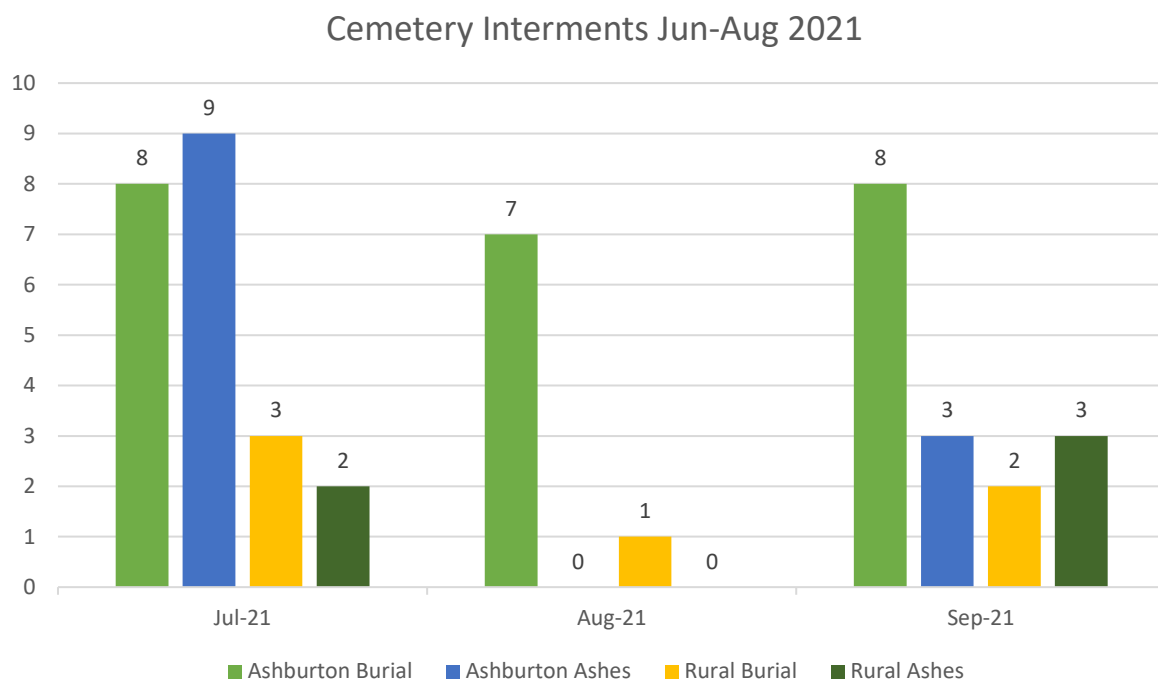
Museum		
Activity/Programme	Description	Date
<b>Education visits</b>	School visits on site	Sept
Comments:	Nil due to level 2 restrictions	
Activity/Programme	Description	Date
<b>Community Engagement:</b>	Nil due to level 2 restrictions	Sept
Activity/Programme	Description	Date
<b>Outreach:</b>	Nil due to level 2 restrictions	Sept
Comments:	All outreach cancelled	
Activity/Programme	Description	Date
<b>Collection Care</b>	Care in the Archives, Object & Photo store	N/A
Comments:	Continues with staff working on backlogs	

Activity/Programme	Description	Date
<b>Research Visit</b>	On site visits	Sept
Comments	Nil – Research room closed during level 2	
Activity/Programme	Description	Date
<b>Research Request</b>	District Plans.	N/A
	Archives officer has been working on phone and email based requests while in level 2.	
Activity/Programme	Description	Date
<b>Current</b>	Hakatere Home & Heritage.	9 July – 10 Oct
	The exhibition was extended to allow for more visitation during level 2.	
<b>Art Gallery</b>		
Activity/Programme	Description	Date
<b>Cellular Memory Exhibition</b>	Survey exhibition of Elizabeth Thomson	14 Aug – 24 Oct
Comments	As in previous report	
Activity/Programme	Description	Date
<b>ADC Collection</b>	Care and storage	Ongoing
Comments	A workshop to progress work on the ADC collection is planned for November.	
Activity/Programme	Description	Date
<b>Art Addicts</b>	Weekly family drop in sessions	15, 22, 29 Sept
Comments	During the course of level 2, AA sessions were conducted through take-home art packs. The themes explored were linked to the exhibitions on display. All materials and instructions required were supplied in the packs.	
Activity/Programme	Description	Date
<b>Jub Jub Club</b>	Junior membership programme	26 Sept
Comments	The members looked at the work of Elizabeth Thomson with particular attention to the beaded and textured surfaces. Members were then taught to make their own version of a Thomson beaded artwork.	
Activity/Programme	Description	Date
<b>In-Colour</b>	Colour and craft group	10 Sept

Comments	A total of four participants in attendance.	
Activity/Programme	Description	Date
<b>School Visits</b>	Facilitated and structured school sessions on art.	Sept
Comments	Bookings for the following school visits were cancelled due to Covid disruptions: Ashburton intermediate (1 class) Peel Forest (entire school) Borough (4 classes) Ashburton Christian School (2 classes) Our Lady of the Snows (entire school) Allenton (3 classes)	
Activity/Programme	Description	Date
Group Tours	Cellular Memory Tour for Timebank	22/9
Comment	Private tour of the Elizabeth Thomson show for members of Timebank. Attendance numbers were low due to level 2 restrictions.	

## 1.4 Open Spaces

### 1.4.1 Cemeteries



## Activities:

Cemeteries
Items of Importance:
<p>Cemetery staff are currently focused on coping with the spring growth in all cemeteries. This is ongoing while good growth conditions prevail. This is coupled with edge maintenance, usually spraying. Again staff are getting on top of this activity conscious of not letting it get away into a larger task.</p> <p>Topping up of sunken graves is also progressing. This task was accentuated in the past winter due to greater than average rainfalls. This work will be ongoing given the large scope of work being required to be undertaken.</p> <p>The construction of a new memorial wall is almost complete at the Ashburton Cemetery. There are some remedial works yet to be undertaken which should be complete in the coming week. Thereafter some landscaping groundworks still required.</p> <p>Staff are also preparing to have the Councils suite of Cemeteries looking their best for the Christmas period - which is historically a busy time at these sites.</p> <p>Tree felling at the Methven Cemetery has concluded with saleable logs being removed from site. Staff are currently working through the cleanup options with various contractors. Staff are focusing on the cost implications of the options, looking to effect the best outcome for the community.</p>
Stock Water Races
Items of Importance:
<p>This financial year to date there has been 11 applications for stock water race closure. All are tracking through the Council-defined bylaw process.</p> <p>A summary of the race closures work in progress is appended for information. <b>Appendix 1</b></p> <p>At the time of writing, there are two vacancies in the Stockwater Division. Recruitment for a Stockwater Administrator is progressing well and it is hoped to have the successful candidate commencing work in December. A vacancy also exists for a Field Officer.</p> <p>Silt laden water continues to pose challenged for Rangers and staff. It is clogging, sometimes on a daily basis electronic flow meters which in effect causes the rangers more work and incurs more cost to physically have to go onsite to confirm the flowrates.</p> <p>A contractor has been onsite recently inspecting flumes. The checks are focusing on flume integrity. There are still some more to be assessed.</p> <p>Local engineers are working through a few jobs where additional or upgraded H&amp;S barriers are required. This includes a new one at the Blairs Grill siphon.</p>
Gardens
Items of Importance:
<p>The Mt Hutt Hall in Methven is getting a spring tidy-up. The Council property division is planning exterior maintenance tasks which necessitate the shrubbery to be opened up to allow access. There</p>



will be some taller natives removed and others trimmed. Then there will be replacement plantings. Open Spaces reported to the Mt Hutt Hall Committee in October outlining the proposed work. The report and recommended plan was adopted by the committee. Staff hope to have the work complete by Christmas.

The East Street Fountain garden will be replanted in the coming month. Stonework around the fountain has also had some additions and the fountain bases have been cleaned out and resealed. The refurbished fountain will return to being fully operational in time for the Streetscape upgrade opening on 22 November.

With completion of the replacement stonework at the Baring Street West flagpoles, the next portion of work is to repaint the actual flagpoles. This work is currently being competitively priced so should be undertaken over summer.

## **Ashburton Domain**

### **Items of Importance:**

The Domain was very busy over a fine Labour Weekend with lots of families out enjoying the facilities that the Domain has on offer.

Turf renovations have occurred following The Great Moscow Circus leaving town. The circus undertook turf renovations of compacted areas with their machinery prior to leaving. New seed has germinated and is looking good.

The Domain also hosted the Extravaganza Fair in October with good patronage evident.

A number of other events are booked for November such as Relay for Life, Cricket and numerous Athletic events. Tennis is also in full swing.

Other larger gatherings tentatively scheduled for prior to Christmas will be dependent upon the changing Government rules around gatherings and its implications.

## **Recreation**

### **Items of Importance:**

Ashburton Dog Park - rebuild project.

Some large trees have been removed and other improvements and site contouring are underway. The park is closed while these works are being undertaken and while there is no perimeter fence.

Rakaia Salmon Site

This project is nearing completion. All new paths have been constructed, the carpark behind the toilet has been formed and sealed, and new park furniture has been installed. Improvements to the perimeter fencing are also being organised. We are just awaiting the installation of additional playground equipment which is scheduled for delivery November and December. Once this is installed we will be able to complete the associated landscaping, lighting and interpretative panels.

## **Trees**

### **Items of Importance:**

Council officers are working on various tree issues around the district. Currently and historically these works are reactively based. Either upon community comment or staff observation. In the

future, it would be good to get to a position where there are scheduled tree assessments which in turn drive the maintenance schedule. This task is on the managers to-do list however, it will require additional resource and system implementation to enable it completely. It will most probably be a project flagged in the 2022/23 Asset Management Planning process for possible inclusion and Council consideration in the 2024-34 Long Term Plan.

## Public Conveniences

### Items of Importance:

The arson damage to the Ashburton Domain women's toilets has been repaired and repainted. It is now fully operational.

Staff are in the process of fitting two baby change units to the public conveniences in Methven. This was at the communities' request.

At the time of writing this report, there is a recruitment process underway for a new part-time Ashburton CBD caretaker. The role should be filled by mid-November.

## Biodiversity

### Items of Importance:

Planting Natives 101	Information session for public wishing to plant native trees and shrubs	15/10
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The Planting Natives 101 Event, was held on Friday 15 October. The event was organised by the Ashburton Biodiversity Advisory Group with a lot of work and organisation by Council Open Spaces Planner Mr Bert Hofmans. It was a successful day with around 45 attendees. The morning session was held in the Mt Hutt Hall and the afternoon session onsite at a local farmers property where ongoing revegetation plantings are occurring.

Recruitment of a Biodiversity Officer is due to commence soon. The job description has been finalised along with other position information. It is intended to complete recruitment prior to Christmas having the role commence in January 2022.

## Appendix 1– Applications for Stock Water Race Closure

	Quantity of applications	Information Gathering, Internal, External, and Consultancy	Review of Significance and Scope of Initial Application/Proposal	Review Reporting and Decision-Making	Application Approved or Declined	Conclusion Reporting and Landowner Implementation
Historic Closures pre-June 2021	26	-	-	8	18	13
Closure applications 2021/22	11	2	3	3	3	

## 1.5 Economic Development

### Activities:

Economic Development		
Activity/Programme	Description	Date
Comments:	<p>Council staff have started the roll out of the Resilient Business Programme. The working group has met to determine next steps and critically review activities, this group comprises of local farmers, agriculture lead bodies, irrigation companies, regional government and farmer group liaison. Work has also commenced with Ara to explore the co-creation of a regional masterplan for post school education. This will involve exploring the provision of tertiary education in the Mid Canterbury area, with a particular focus on building provision.</p> <p>Council staff have commenced the process of review the effectiveness of the current Economic Development Strategy.</p> <p>Officers continue to coordinate conversations with developers, potential investors and stakeholders as part of our economic development activities.</p>	
Events		
Comments:		Comments:
Activity/Programme	Description	Date
<b>Regional Event Fund</b>	Round 2 of the Regional Event Fund opened on 1 September and runs until 30 September. This is for events between 1 February and 30 June 2022.	1 – 30 September
Comments:	<p>The Winter Whiteout Festival and Pickelball Tournaments have been successfully held, both received funding from round 1.</p> <p>9 applications were received for the round 2 funding requesting a total of \$60,670, there was \$38,175 available. All 9 applications were approved.</p>	
Activity/Programme	Description	Date
<b>ANZ Business of the Year</b>		Feb 2022
Comments:	<p>Work is continuing on the ANZ Business of the Year Awards. 20 registrations have been received covering four of the eight categories, a further seven are due in.</p>	

Activity/Programme	Description	Date
<b><i>Nights of Lights Festival</i></b>		Nov 2021 – Jan 2022
Comments:	This festival has been cancelled for 2021 due to the ongoing uncertainties and restrictions of the Covid-19 pandemic.	
Items of Importance:		
<p>Work is continuing with community events with the beginning of the Spring/Summer event season. Due to Covid-19 alert level restrictions there have been a number of events that have been impacted, this may continue as alert levels change.</p> <p>The government has announced new regulations for events going forward, specifically in relation to QR scanning/manual record keeping. The DPMC have confirmed that outdoor events will NOT be subject to mandatory record keeping, which will be a significant relief for un-ticketed outdoor events.</p> <p>A review and stocktake of Council’s role in events is currently in progress.</p>		
<b>Youth Council</b>		
Activity/Programme	Description	Date
<b><i>Bite Nite Culture Fest</i></b>		6 Nov 2022
Comments:	This festival has been cancelled for 2021 due to the ongoing uncertainties and restrictions of the Covid-19 pandemic.	
<b>Welcoming Communities</b>		
Activity/Programme	Description	Date
<b><i>Welcoming Communities</i></b>	A programme that fosters welcoming protocols throughout Council and the community.	Ongoing
Comments:	The Welcoming Plan is now in a draft state with one more workshop planned.	
Comments;	Desktop research has been conducted into the local delivery of the Migrant Settlement Strategy.	
Comments:	An app to support staff with basic Tikanga Māori (protocols), te reo Māori (language) and Samoan and Filipino cultural protocols has now completed the voice recording stage. It is now in the final stages of proofing before the launch.	
<b>Refugee Resettlement</b>		
Activity/Programme	Description	Date

Refugee Steering Group	Supports and oversees the local delivery of the Refugee Resettlement Strategy.	Ongoing
Comments:	The August Steering Group meeting was moved into October. The meeting minutes will be reported to Council. Four families are now resettling with one more group of eight people expected to arrive to Ashburton in Mid-December.	
Agricultural Portfolio		
Activity/Programme	Description	Date
<i>Resilient business</i>		
Comments:	<p>The Resilient Business Programme aims to develop the district's economy to be more diverse, resilient and sustainable. This will be achieved by supporting farmers to explore and implement land uses that deliver good environmental, cultural, social and financial outcomes.</p> <p>The project plan has been reviewed by the working group and refinements included in the plan. Discussion about co-investment and programme design have been initiated.</p>	
Activity/Programme	Description	Date
<i>Our Land &amp; Water</i>		
Comments:	<p>The proposal for the Changing Land Use and Climate Change project has been approved by the Rural Professional's Fund from 'Our Land and Water' (Agresearch). The project will run from 1 October 2021 – 30 June 2022.</p> <p>The Changing Land Use and Climate Change project aims to empower farmers to explore new and alternative land use options by helping them build a clearer understanding of opportunities emerging through climate change.</p> <p>The working group have reviewed the project plan and offered refinements to the process.</p>	
Activity/Programme	Description	Date
<i>Freshwater Nitrate</i>		
Comments:	The follow up Freshwater Nitrate report is completed and accepted by the Council. After meeting with Arowhenua, feedback was incorporated into the final report. The report includes farm system and budget analysis with an economic impact analysis of the Ashburton District. A process of stakeholder engagement has begun.	

## 1.6 Memorial Halls and Reserve Boards

### Activities:

<b>Mt Somers</b>
Items of Importance:
The Mt Somers Reserve Board have completed installing new Camper van power points in the Camp ground this was to upgrade the non-complaint older boxes. The new points have lights and were well received over the long weekend.
<b>Lagmhor – Westerfield Memorial Hall</b>
Items of Importance:
<p>The Lagmhor - Westerfield Memorial Hall had their Triennial Meeting on 27 October. With 15 community members in attendance. There is strong community support for this hall and was great to see the motivation to get events back up and running in this hall.</p> <p>The Lagmhor - Westerfield Memorial Hall Board:</p> <p>Shannon Johnson (Chair)</p> <p>Michael Sheate (Sec/Tre)</p> <p>Cr Leen Braam (Council Rep)</p> <p>Darryl Oldham</p> <p>Jane Tait</p> <p>Matthew Sim</p> <p>Nicola Sim</p> <p>Jacob Holdaway</p> <p>The new Board have a list of projects that they will be working on over the next few months, and are now looking to have regular meeting.</p>
<b>Mt Hutt Memorial Hall</b>
Items of Importance:
<p>The Board have worked with GM Community Services and the Methven Historical Society to update the Memorandum of Understanding for the storage of historical items at the hall.</p> <p>The Board are currently working closely with GM Community Services to develop a more streamlined staffing structure.</p>
<b>Tinwald Reserve Board</b>
Items of Importance:

The Tinwald Reserve Board are working with EA Networks Centre to get the pool up and running again this summer.

The Tinwald Holiday Park has had a successful long weekend. The managers are looking forward to a busy summer.

### **Reserve Hall Board Minutes**

#### **Links:**

Please refer to the following links to view minutes of Hall and Reserve Board meetings held over the last three months:

[Mayfield-Hall-and-Reserve-Board-Minutes-September-2021.pdf \(ashburtondc.govt.nz\)](#)

[Hinds-Reserve-Board-minutes-July-2021.pdf \(ashburtondc.govt.nz\)](#)

[Mt-Somers-Reserve-Board-minutes-September-2021.pdf \(ashburtondc.govt.nz\)](#)

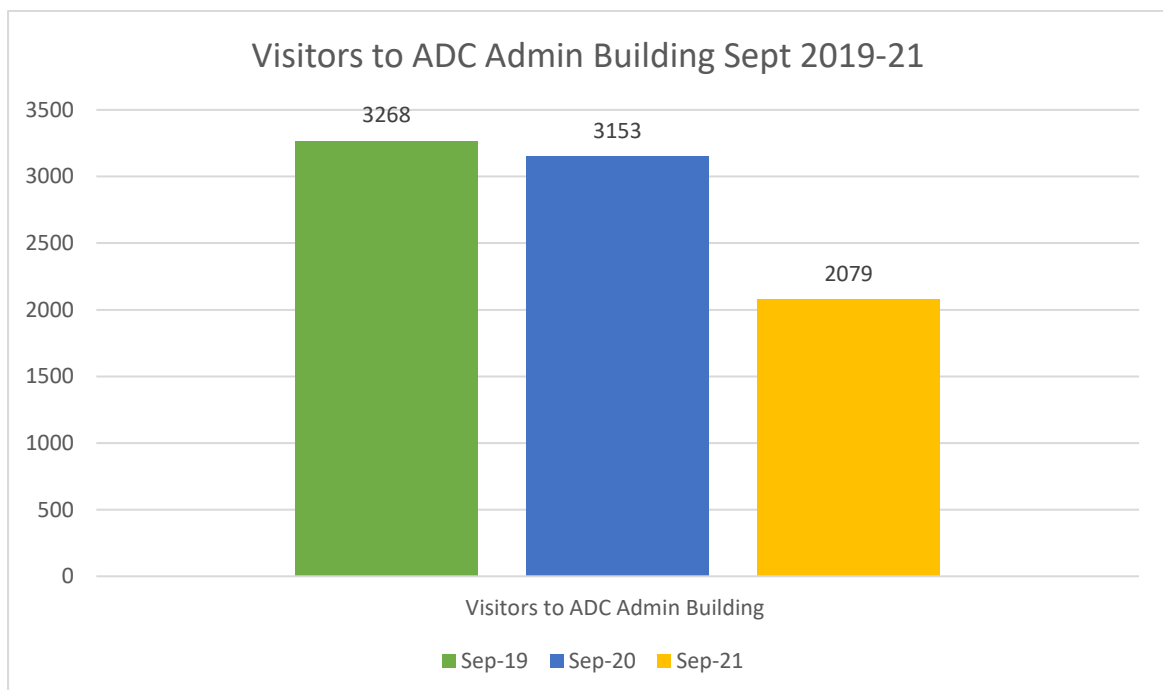
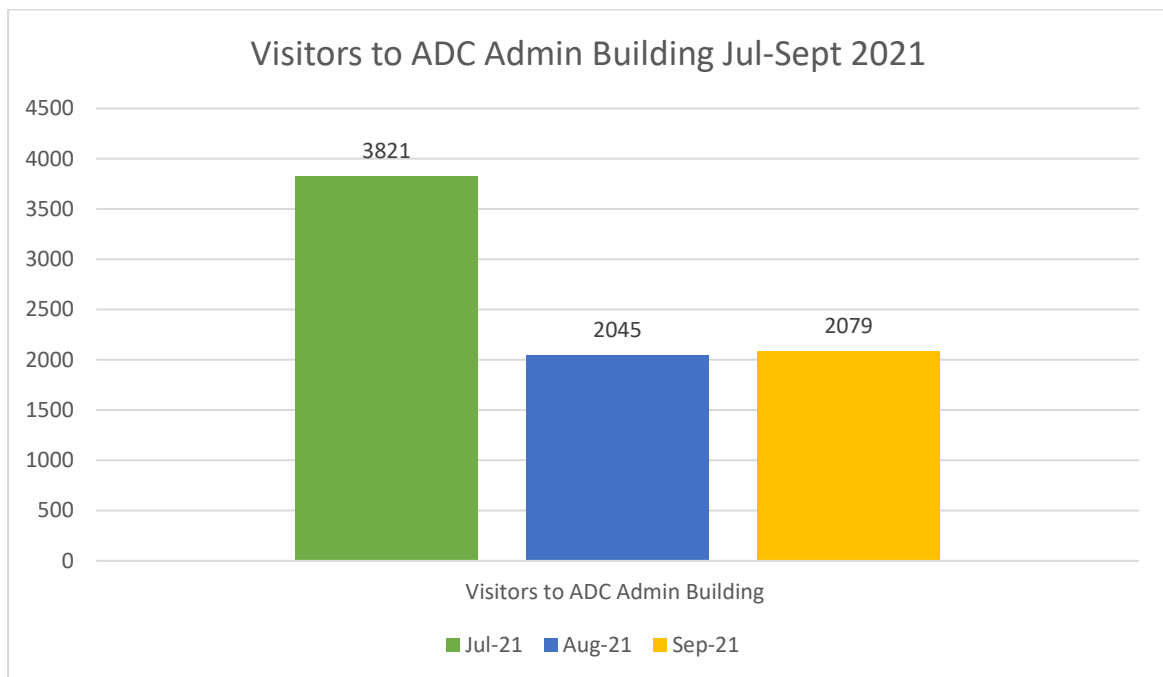
[Tinwald-Reserve-Board-minutes-August-2021.pdf \(ashburtondc.govt.nz\)](#)

[Mt-Hutt-Memorial-Hall-Board-minutes-210913.pdf \(ashburtondc.govt.nz\)](#)



## 1.7 Customer Services

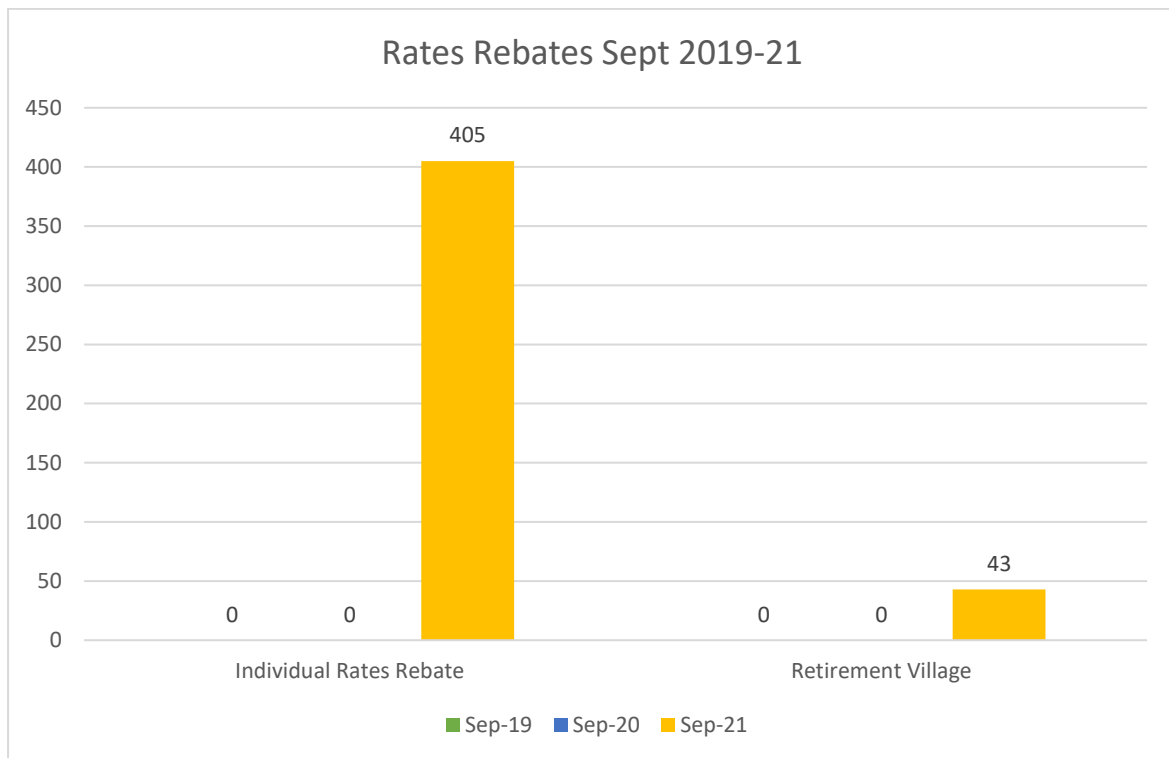
### 1.7.1 Visitors to ADC Administration Building



#### **Comments:**

September is very reflective of the first part of the month we were still in Lockdown level 3 – opening doors again on Wednesday 8<sup>th</sup> September, initially busy with catching up on payments.

### 1.7.2 Rate Rebates

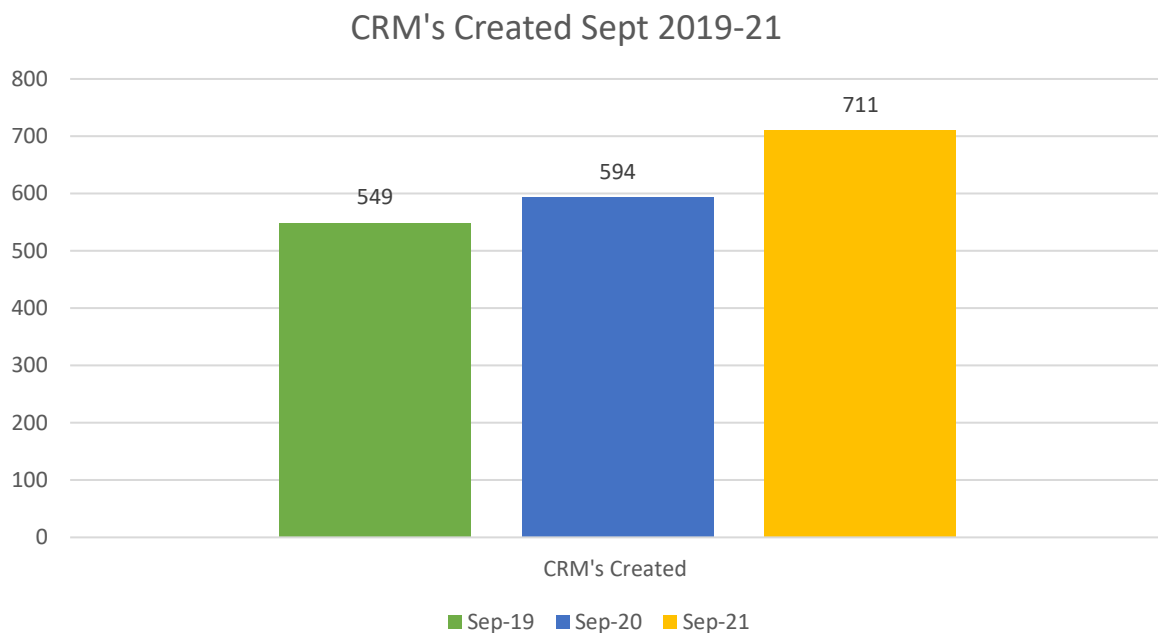
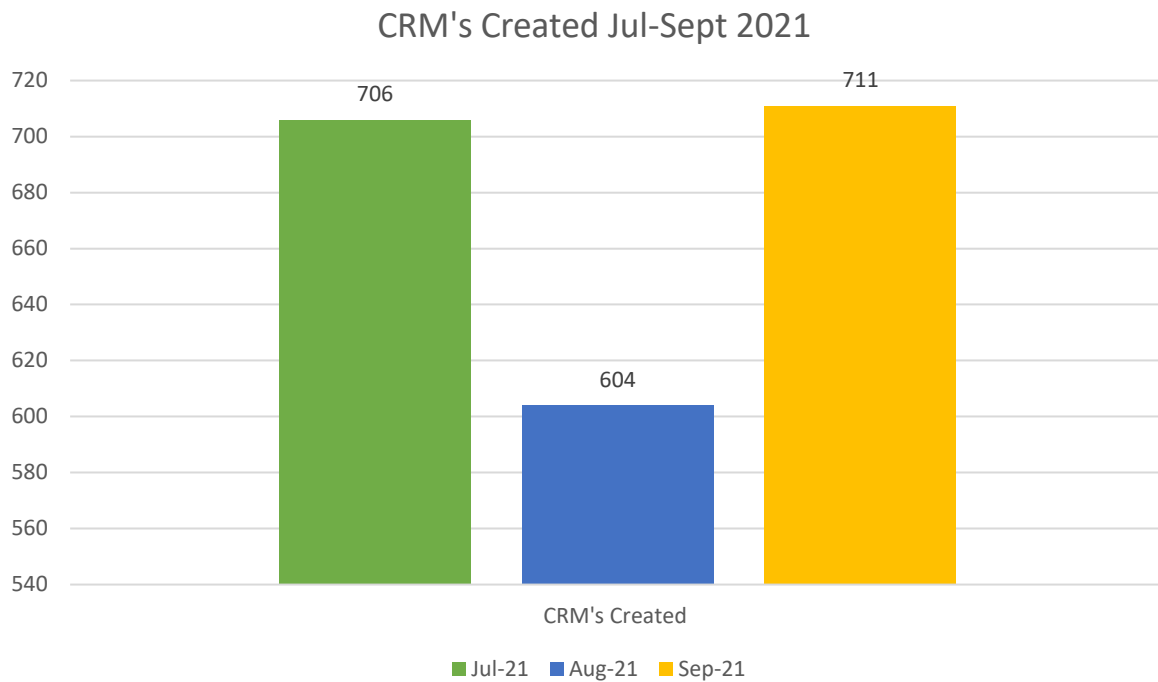


**Comments:**

Rebates have been slow and steady, but good to get a visit to Lochlea Village to have these mostly done. Visits to Rosebank has been postponed and Methven and Rakaia will be getting visits in their villages.

Rates rebates figures are only available on a monthly basis from 2021

### 1.7.3 CRMs Created



#### **Comments:**

The most requests created were for Roading (170), and Water Supply (143) then Kerbside Collections (110) with a gap to Information requests (50) Stock Water races (38), Trees (29) and Noise (27).

## 2. Strategy & Compliance Group

### 2.1 Building Services

- 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
Oct	45 (42)	227 (215)	50 (46)	208 (205)	96%	249 (2)	100%
Nov	60 (46)	287 (261)	44 (49)	252 (254)	97.7%	284 (2)	100%
Dec	45 (33)	332 (294)	40 (35)	292 (289)	92.5%	222 (3)	100%
Jan	37 (41)	369 (335)	33 (34)	325 (323)	84.8%	142 (2)	100%
Feb	55 (41)	424 (376)	45 (49)	370 (372)	86.7%	227 (5)	100%
Mar	84 (56)	508 (432)	74 (41)	444 (413)	67.6%	275 (5)	100%
Apr	74 (29)	582 (461)	59 (37)	503 (450)	66.1%	234 (3)	100%
May	98 (67)	680 (528)	74 (55)	577 (505)	59.5%	330 (8)	98.6%
Jun	71 (65)	751 (593)	72 (77)	649 (582)	58.3%	259 (5)	100%
Jul	76 (71)	76 (71)	64 (51)	64 (51)	39.1%	307 (5)	100%
Aug	48 (46)	124 (117)	38 (66)	102 (117)	39.4%	159 (5)	100%
Sep	83 (65)	207 (182)	86 (41)	188 (158)	25.6%	307 (7)	100%

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

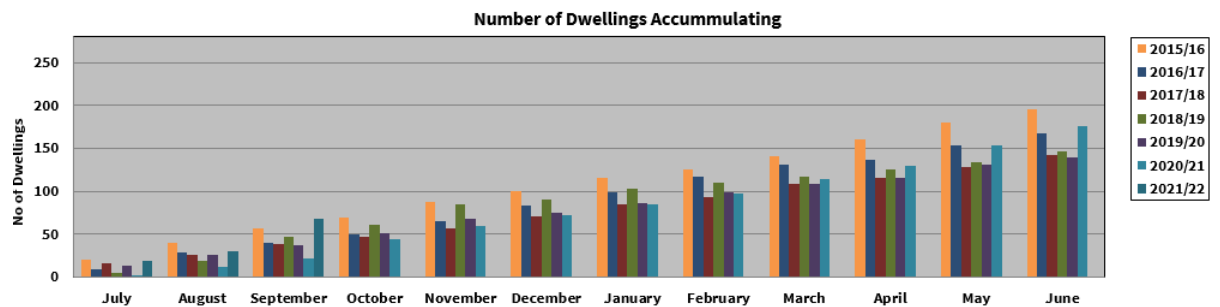
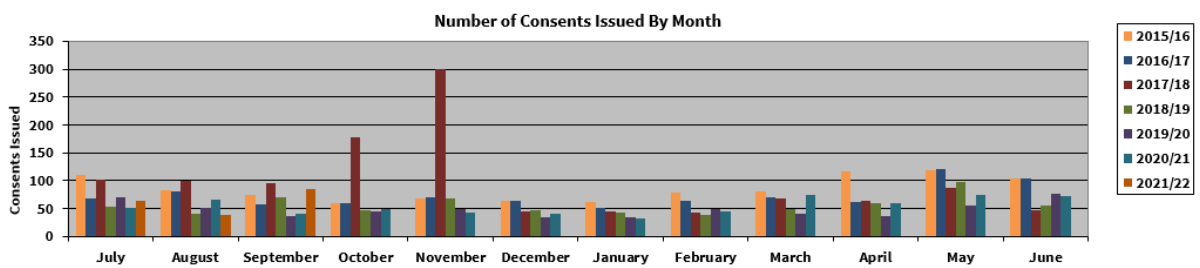
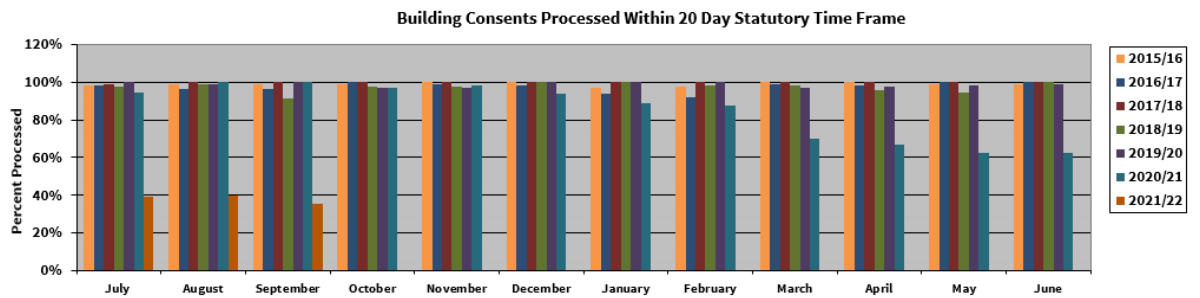
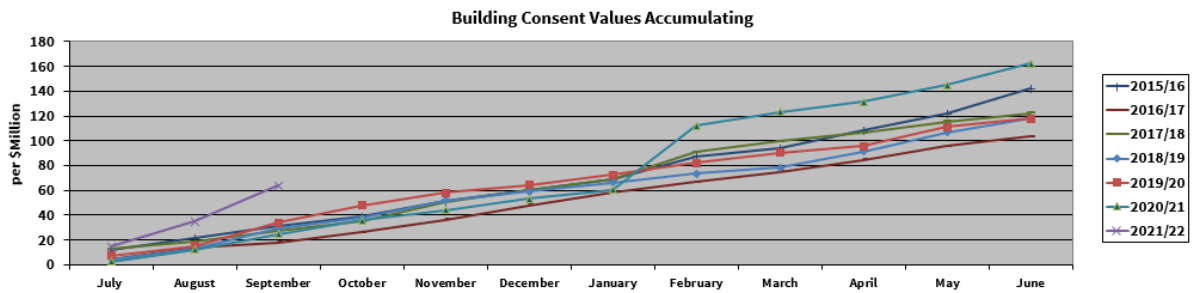
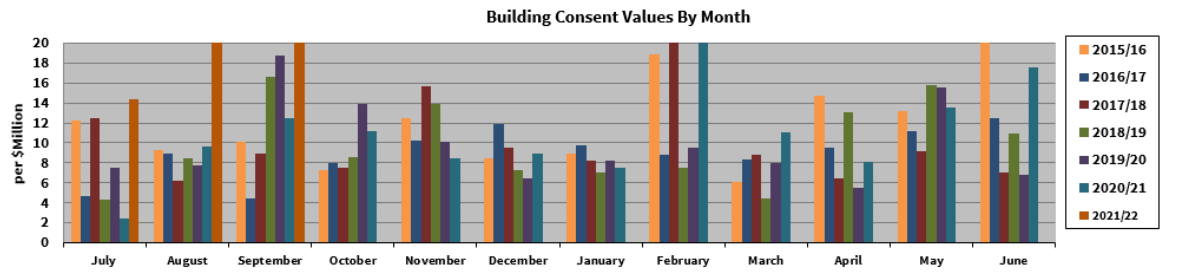
Month	BC Value of Work Received	BC Value of Work Received YTD	BC Value of Work Issued	BC Value of Work Issued YTD
Oct	\$52,632,650 (\$12,252,808)	\$85,407,333 (\$42,964,668)	\$11,122,222 (\$13,940,033)	\$35,644,901 (\$47,901,336)
Nov	\$15,828,544 (\$8,980,066)	\$101,417,067 (\$51,944,734)	\$8,397,120 (\$10,157,602)	\$44,042,021 (\$58,058,938)
Dec	\$21,338,010 (\$10,466,708)	\$122,755,077 (\$62,411,442)	\$8,950,562 (\$6,392,402)	\$52,992,583 (\$64,451,340)
Jan	\$7,035,638 (\$6,203,650)	\$129,808,715 (\$68,615,092)	\$7,547,388 (\$8,205,672)	\$60,539,971 (\$72,657,012)
Feb	\$9,439,315 (\$11,882,201)	\$139,248,030 (\$80,497,293)	\$51,680,937 (\$9,533,290)	\$112,220,907 (\$82,190,302)

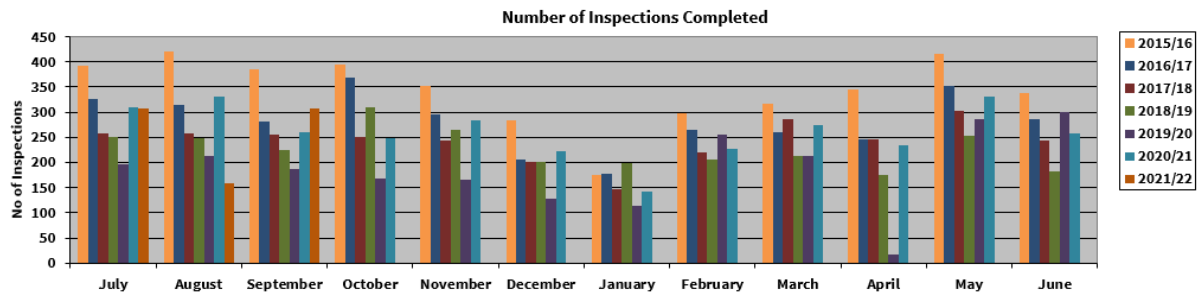
Mar	\$17,169,668 (\$9,402,041)	\$157,317,698 (\$89,899,334)	\$11,000,853 (\$7,970,336)	\$123,221,760 (\$90,160,638)
Apr	\$13,709,442 (\$4,894,424)	\$171,052,141 (\$94,793,758)	\$8,142,678 (\$5,473,792)	\$131,364,438 (\$95,634,430)
May	\$22,420,108 (\$8,114,287)	\$193,472,249 (\$102,908,045)	\$13,538,179 (\$15,562,527)	\$144,902,617 (\$111,196,957)
Jun	\$19,195,465 (\$7,781,874)	\$212,667,714 (\$110,689,918)	\$17,509,197 (\$6,791,796)	\$162,411,814 (\$117,988,753)
Jul	\$19,080,527 (\$6,314,658)	\$19,080,527 (\$6,314,658)	\$14,325,251 (\$2,439,526)	\$14,325,251 (\$2,439,526)
Aug	\$11,668,552 (\$7,507,813)	\$30,749,079 (\$13,822,471)	\$20,293,764 (\$9,576,211)	\$34,619,015 (\$12,015,736)
Sep	\$30,995,470 (\$19,133,403)	\$61,791,549 (\$32,955,873)	\$28,958,306 (\$12,506,942)	\$63,577,321 (\$24,522,678)

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

Month	Building Amendment Received	Building Amendment Received YTD	Building Amendment Issued	Building Amendment Issued YTD	% Processed within 20 Days
Oct	16 (29)	80 (103)	16 (21)	79 (94)	100%
Nov	15 (19)	95 (122)	14 (25)	93 (119)	100%
Dec	14 (16)	114 (138)	11 (19)	109 (138)	100%
Jan	10 (12)	124 (150)	13 (13)	122 (151)	100%
Feb	13 (20)	137 (170)	12 (16)	134 (167)	100%
Mar	14 (20)	151 (190)	13 (24)	147 (191)	100%
Apr	8 (4)	159 (194)	4 (6)	151 (197)	100%
May	21 (21)	181 (215)	25 (16)	176 (213)	76%
Jun	12 (22)	192 (237)	10 (22)	186 (235)	100%
Jul	25 (29)	25 (29)	26 (27)	26 (27)	81%
Aug	11 (27)	36 (56)	12 (21)	38 (48)	92%
Sep	14 (13)	50 (69)	13 (20)	51 (68)	100%

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





The value of consents for the financial year just ended was the highest on record and the first three months of this financial year hasn't let up. Over the last few years housing consent numbers have been increasing; 138, 149, 139, 229 and 98 so far this financial year.

## 2.2 Civil Defence Emergency Management

Canterbury CDEM Group commissioned Resilient Organisations to undertake an After Action Report to Canterbury Floods. This report would bring together lessons and recommendations arising from the response and transition to recovery for the Canterbury TA's involved in the May floods. ADC's EMO and one Local Controller met with Resilient Organisations as part of the report research.

There were concurrent severe weather events (wind) on 9-10 September and 12-13 September. MetService issued an Orange warning for the first event and Red warning for the second event. The initial event caused power outages across the district, roads were blocked due to fallen trees and damage to property (multiple reports of irrigation pivots impacted). While the second wind event did not cause as much damage, it was classified as a Red warning due to higher forecast winds and vulnerability to the power network because of the initial wind storm damage. There were public complaints voiced about the differing warning levels across Canterbury. Most issues appear to stem from a lack of clarity around the criteria process for determining a warning level. While this information is available at the bottom of each warning it is apparent most people either do not read it, or miss the fact it is there. MetService and CDEM are working on an education package to better explain how warning levels are determined.

EMO assisted CDHB in organising a 'walk up' Covid-19 vaccination centre at the Southern Rugby Club in Hinds on Tuesday 28 September. Council has also hosted three vaccination events at the old ACL headquarters at 48 South Street and is currently assisting CDHB and Mid-Canterbury Rural Support Trust in planning vaccination events within the rural district. This will be based around 4 or 5 locations around the district.

Council GIS specialists and the EMO met with Neighbourhood Support coordinator during the month to help develop a mapping tool that will benefit both CDEM and Neighbourhood Support with the Ashburton Gets Ready programme. The mapping tool will segment the district into areas and sub-areas and allow better message management and street contact coordination.

BECA under direction from the Canterbury Mayoral Forum have undertaken further research into mobile blackspot mapping across Canterbury. ADC staff from Open Spaces, Roading, Operations & CDEM undertook cellular data collection for the Spark, Vodafone and 2 Degrees networks while driving around the district. ECAN Ashburton staff also

participated in the data collection. BECA will collate the data and report back to the Mayoral Forum.

## 2.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/OFF/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
October	2	2	6	17	1
November	2	0	8	11	0
December	0	0	0	10	0
January	0	0	5	15	0
February	1	1	7	7	0
March	3	1	10	19	1
April	1	1	3	12	0
May	1	0	6	15	1
June	0	7	8	21	0
July	2	5	5	19	0
August	0	4	4	12	0
September	1	1	4	19	1

## 2.4 Animal Control

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

Month	Dogs currently registered	Known unregistered dogs	Percentage of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
October	6322	522	91.7%	2	7	0	0	9	8
November	6375	491	92.3%	3	11	0	0	7	8
December	6414	495	93%	3	5	0	2	15	8
January	6451	478	92.6%	1	5	0	2	15	5
February	6495	472	92.7%	1	12	0	2	9	7
March	6558	458	93%	1	10	0	0	6	2
April	6585	451	93.2%	11	18	0	1	12	12
May	6619	441	93.3%	15	8	0	1	6	5



June	6728	332	95.1%	3	11	0	0	5	3
July	4708	2321	49.3%	2	14	0	0	5	5
August	5951	1135	80%	0	6	0	0	15	2
September	6151	958	84%	5	7	0	2	10	4

- **Unregistered dogs**

18 Notices to Register issued for September 2021.

## 2.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
October	10	10	2	0	0
November	9	9	0	0	0
December	8	8	0	2	0
January	5	5	0	1	0
February	7	9	3	0	0
March	11	11	0	0	0
April	10	10	0	0	0
May	20	20	0	0	0
June	20	20	0	0	0
July	11	11	3	0	1
August	10	10	0	0	0
September	1	1	4	19	1

## 2.6 Planning

Resource Consents	Sept 2020	Sept 2021
No. of resource consent applications decided <sub>1</sub>	16	14
No. of resource consents decided within statutory timeframe	16	14
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	0	0

Other		
No. of 223 Certificates processed	8	7
No. of 224 Certificates processed	11	6
No. of building consents reviewed against District Plan <sub>2</sub>	51	38

Land information memoranda	Sept 2020	Sept 2021
LIMs Produced	88	85
LIMs Produced within 10 working days	88	85

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

- **Environmental Reporting – Alford Forest vegetation monitoring**

Planning and Open Spaces staff have recently received a monitoring report from ecologist Mike Harding in relation to 12 indigenous monitoring plots in Alford Forest. The plots were established in 2001 by Alford Forest Landcare Group and Ashburton District Council and were previously monitored in 2012. The report is attached for Councillors’ information and has also been provided to landowners in the area.

**Appendix 2**

- **Indigenous Vegetation Research**

Planning staff have engaged Mike Harding to conduct initial research in anticipation of the National Policy Statement on Indigenous Biodiversity which is currently scheduled to be implemented next year and in particular the identification of Significant Natural Areas or “SNAs”. This promises to be a resource intensive exercise over several years and staff are mindful of the sensitivity of this subject. The initial work involves using GIS data held by ECan. Councillors will be kept updated as the project proceeds.

- **National Policy Statement – Urban Development Standards**

Councillors will be aware that minimum parking standards will be required to be removed from the District Plan by February next year. While there is no plan change process required to remove the parking provisions, there are likely to be consequential amendments to the District Plan arising from the removal of the standards. A plan change is being scoped on this matter.

# **ALFORD FOREST VEGETATION MONITORING PLOT RE-MEASUREMENT**

August 2021

Mike Harding  
Environmental Consultant  
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027-434-0184

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## SUMMARY

This report presents the results of the second re-measurement of twelve indigenous forest monitoring plots at Alford Forest, mid Canterbury. These plots were established in 2001 at the request of Alford Forest Landcare Group and Ashburton District Council. The plots were re-measured in 2012 and again in 2021 (this report). All plots are located in indigenous beech (*Fuscospora*) forest in the Staveley/Bushside/Alford Forest area.

The objectives of the monitoring are to gain an understanding of the composition of the indigenous forest ecosystem and to assess changes to that ecosystem, particularly the recruitment of canopy trees and expansion at forest margins. A variation of the Quick Plot method was used to establish the monitoring plots in 2001. An improved version of this method was employed to re-measure the plots in 2012 and 2021.

Scientific analysis of change at the forest monitoring plots is beyond the scope of this re-measurement exercise. And, there is some doubt whether earlier data collection was sufficiently rigorous to enable reliable analysis of some changes at the plots. Despite these limitations, plot data do provide information on forest composition and do permit general conclusions to be made about changes to the forest at the monitoring plots.

The 2021 monitoring shows most tree recruitment at plots 2, 3, 4 and 5, and moderate recruitment at plots 9, 11 and 12. Plots 2, 3 and 4 are located on the plains. Recruitment at plots 3 and 4 appears to be due to the loss of medium-sized beech trees/branches and the rapid growth of other species in response to canopy gaps. At Plot 5, recruitment is of marbleleaf and beech. Recruitment at Plot 2 is largely growth of existing branches on broadleaf trees.

There has been an increase in beech tree biomass at five of the plots (1, 2, 8, 10 and 11), and a decline in biomass at six plots (3, 5, 6, 7, 9 and 12); there is little change at Plot 4.

On hill slopes, the number (diversity) of understorey species declined at all plots between 2001 and 2021, except at Plot 9. The largest declines were at plots 5, 6 and 8, with lesser declines at plots 7, 11 and 12. The cause of these declines is almost certainly the presence of ungulates, notably feral deer. The corresponding increase in unpalatable crown fern at plots 6 and 8 is consistent with browsing pressure. On the plains, the number (diversity) of understorey species declined at plots 1 and 2, and increased at plots 3 and 4.

The effects of feral deer are severe and obvious at plots on the hills, especially those on lower slopes near the forest edge (plots 5, 6, 7 and 8). The decline in understorey species' diversity and the loss of palatable (preferred) understorey species recorded by this monitoring are consistent with the effects of feral deer. Other observed pest effects are those of feral pigs at the hill plots and the establishment of new plant pests (Darwin's barberry, elderberry and Chilean flame creeper) at the plots on the plains.

Landowners' efforts to exclude feral deer by fencing and by recent control is to be congratulated and supported. Control of feral deer at other locations is urgent.

Establishment and re-measurement of these 12 forest monitoring plots provides a valuable record of the condition of some important mid-Canterbury beech forests. Monitoring of these plots at regular intervals will provide a longer record and more robust data for analysis of change.

## 1.0 Introduction

This report presents the results of re-measurement of twelve indigenous forest monitoring plots in the Staveley/Alford Forest area, mid Canterbury. These plots were established in 2001 by the Christchurch-based firm Boffa Miskell at the request of Alford Forest Landcare Group and Ashburton District Council. The plots were first re-measured in 2012. The second re-measurement of the plots, outlined in this report, was undertaken in July 2021. This re-measurement and reporting were undertaken at the request of Ashburton District Council.

All plots are located in indigenous beech<sup>1</sup> (*Fuscospora*) forest. The monitoring was established in 2001 with the objectives of gaining an understanding of the composition of the indigenous forest ecosystem and to assess changes to that ecosystem, particularly the recruitment of canopy trees and expansion at forest margins.

## 2.0 Method

A variation of the 'Quick Plot' method, as described by Handford (2000) was used to establish the monitoring plots in 2001 (Boffa Miskell, 2001). This is a simplified form of the 'Permanent Plot' method described by Allen (1993). The Quick Plot method and the methods adopted for measurement are described below.

### Quick Plot Method (Handford, 2000)

The Quick Plot method records trees, tree ferns, saplings, seedlings, vines and ferns along a permanent 20 metre-long transect. The forest components measured are:

- Trees: woody plants taller than breast height (1.35m) with a trunk diameter at breast height (DBH) greater than 3cm;
- Tree ferns: ferns with a distinct trunk greater than 1.35m in height;
- Saplings: plants greater than 1.35m in height with trunk diameter (DBH) less than 3cm;
- Epicormic shoots: shoots from tree trunks/stems longer than 0.15m, sprouting from lower than 1.35m, with top of shoot greater than 1.35m in height and with DBH less than 3cm;
- Seedlings: plants greater than 0.45m, but less than 1.35m, in height;
- Ferns: ground ferns greater than 0.15m in height;
- Vines: climbing plants greater than 0.45m in height.

Trees, tree ferns and vines are measured in a four metre-wide plot, two metres either side of the transect tape. Saplings are measured in a two metre-wide plot on one side of the transect tape. Seedlings and ground ferns are measured in a half metre-wide plot on one side of the transect tape.

Each separate trunk or stem taller than 1.35m is identified with a numbered aluminium tag (nailed to the trunk) and the diameter at breast height (DBH) of each trunk is measured and recorded on a plot sheet. Individual tree ferns, saplings, seedlings and ground ferns within each plot are counted and recorded on a plot sheet. Individual vines are counted and recorded as occasional (1 to 5), common (5-20) or abundant (more than 20) (Handford, 2000).

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<sup>1</sup> The beech species present at the plots appears to be an intermediate form between mountain beech (*Fuscospora cliffortioides*) and black beech (*Fuscospora solandri*).

### Alford Forest method (Boffa Miskell, 2001)

Changes to the Quick Plot method (Handford, 2000) adopted when the plots were established by Boffa Miskell in 2001 were:

- Epicormic shoots (shoots from tree trunks) were not measured;
- All ground ferns were counted and recorded, including those below 0.15m in height;
- All seedlings were counted, including those below 0.45m in height;
- Ground ferns were recorded in a 2m wide strip at some plots (instead of 0.5m).

Also, at Plot 12, trees were measured in a one-metre (instead of four-metre) wide plot.

### First re-measurement method (2012)

Initial plot re-measurement attempted to use the method described by Boffa Miskell. However, very small seedlings and dense patches of low-growing ground ferns (notably *Blechnum penna-marina*) were present at some plots. Counting each small seedling would be inaccurate (as species identification is sometimes difficult) and of little value (as many of these seedlings would not persist for long). Counting low-growing ferns would also be difficult and inaccurate, as fronds frequently arise from creeping rhizomes and are often densely clustered.

To address this difficulty, individual seedlings and ground ferns were counted and recorded in two classes: seedlings taller than 0.45m and ground ferns taller than 0.15m (i.e. the Quick Plot method); and seedlings and ground ferns below 0.45m and 0.15, respectively. These low-growing plants were counted where possible or otherwise recorded in abundance classes: occasional (1 to 5); common ( $6^2$  to 20); and, abundant (more than 20). In addition, the presence and abundance of other forest floor plant species were recorded, including herbs, grasses and sedges (except dense swards of pasture grasses at forest margins).



At Plot 12, trees were measured in a one metre-wide plot to enable comparison with 2001 data. Additional trees in a four metre-wide plot were also tagged and measured for future monitoring.

Trees measured in 2001 that no longer had tags were remarked with new tags (using the same tag number). New stems or trunks, which were not recorded in 2001, were tagged with tag numbers commencing at 300.

*A new tree tag (left) and an old tree tag (right), 2012.*

### Second re-measurement method (this report; 2021)

The method used for this (2021) re-measurement was the same as that used for the first re-measurement (2012). At Plot 12 trees in the four metre-wide plot were re-measured.

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<sup>2</sup> This differs slightly from Handford (2000), to avoid overlap with the occasional (1-5) class.

A number of the original (2001) tree tags were missing, and a relatively large number of the replacement tree tags used in 2012 were also missing or had been damaged (chewed) by possums. Trees that no longer had tags, and new trees, were marked with new tags. These replacement tag numbers are recorded on the Plot Forms.



*New/replacement tags used in 2021*

### 3.0 Plot Locations

The twelve plots are located in the Staveley/Bushside/Alford Forest area in mid Canterbury. All plots lie on the inland (northwest) side of Arundel Rakaia Gorge Road (State Highway 72).

The plots lie on the boundary of the High Plains and Mt Hutt ecological districts. The ecological district boundary proposed by McEwen (1987) places all plots within Mt Hutt Ecological District (ED). However, a more detailed study by Arand and Glenn (1990) places the alluvial surfaces at this location in the High Plains Ecological District. Plots 1, 2, 3, 4 and 12 are located on alluvial surfaces (i.e., High Plains ED) and Plots 5 to 11 are located on hill slopes (i.e., Mt Hutt ED).

The plots within Mt Hutt ED lie within Level IV Land Environment (LENZ) E1.4c and the plots within High Plains ED lie within N2.1c (Leathwick *et al*, 2003). Under the threat classification system proposed by Cieraad *et al* (2015), Level IV Land Environment N2.1c is acutely threatened as it has less than 10% of the original vegetation cover remaining nationally.

The precise locations of the plots are described in Table 1 and illustrated in Figure 1, below.

Table 1: Location of Forest Monitoring Plots

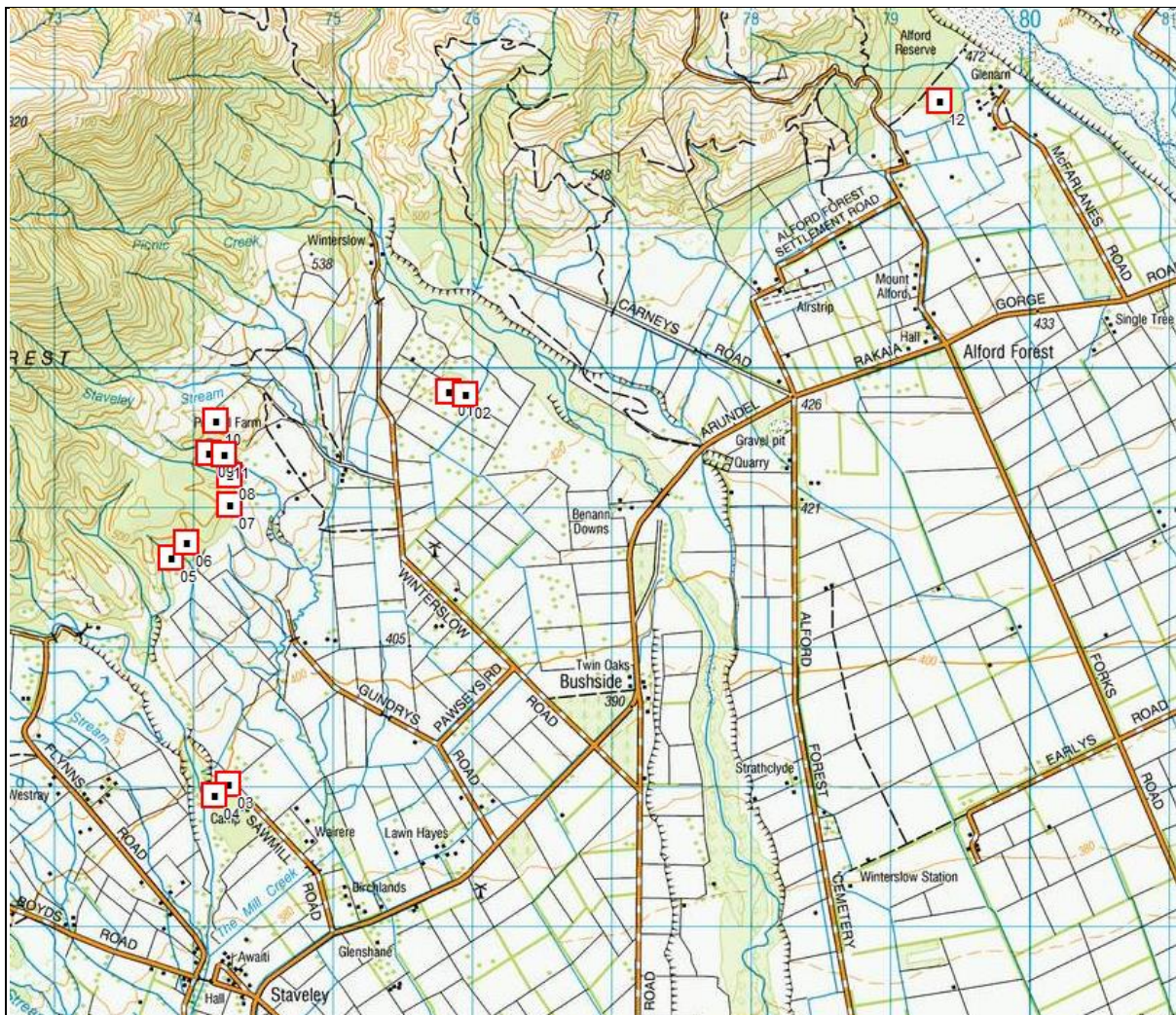
Plot No	Access Road	Property Owner	Transect Start NZMG		Transect Start NZTM 2000	
			Easting	Northing	Easting	Northing
01	Winterslow	Totty	2385799	5731455	1475825	5169839
02	Winterslow	Totty	2385915	5731439	1475941	5169823
03	Sawmill	Staveley Camp	2384216	5728651	1474243	5167035
04	Sawmill	Staveley Camp	2384113	5728571	1474140	5166955
05	Gundrys	Cook	2383800	5730269	1473827	5168653
06	Gundrys	Cook	2383910	5730375	1473937	5168759
07	Gundrys	Harmer M&L	2384222	5730649	1474249	5169033
08	Gundrys	Harmer M&L	2384219	5730860	1474246	5169244
09	Gundrys	Harmer M&L	2384074	5731020	1474101	5169404
10	Winterslow	Harmer J&J	2384127	5731245	1474154	5169629
11	Gundrys	Harmer M&L	2384179	5731007	1474206	5169391
12	McFarlane	Symon	2389317	5733532	1479343	5171916



The map references listed in Table 1 are the locations of the start of each plot, as described on the 2012 monitoring forms. For some plots, these map references differ slightly from those recorded in 2001. However, some 2001 monitoring forms do not clearly describe which end of the plot is the start of the measuring transect.

Two sets of map references are listed in Table 1. The first references are those recorded for the 2001 survey and are compatible with the NZMS 260 map series, based on the NZMG datum. The second map references are compatible with the current New Zealand topographical map series (NZTopo50), based on the NZTM 2000 datum.

Figure 1: Location of Forest Monitoring Plots



## 4.0 Results

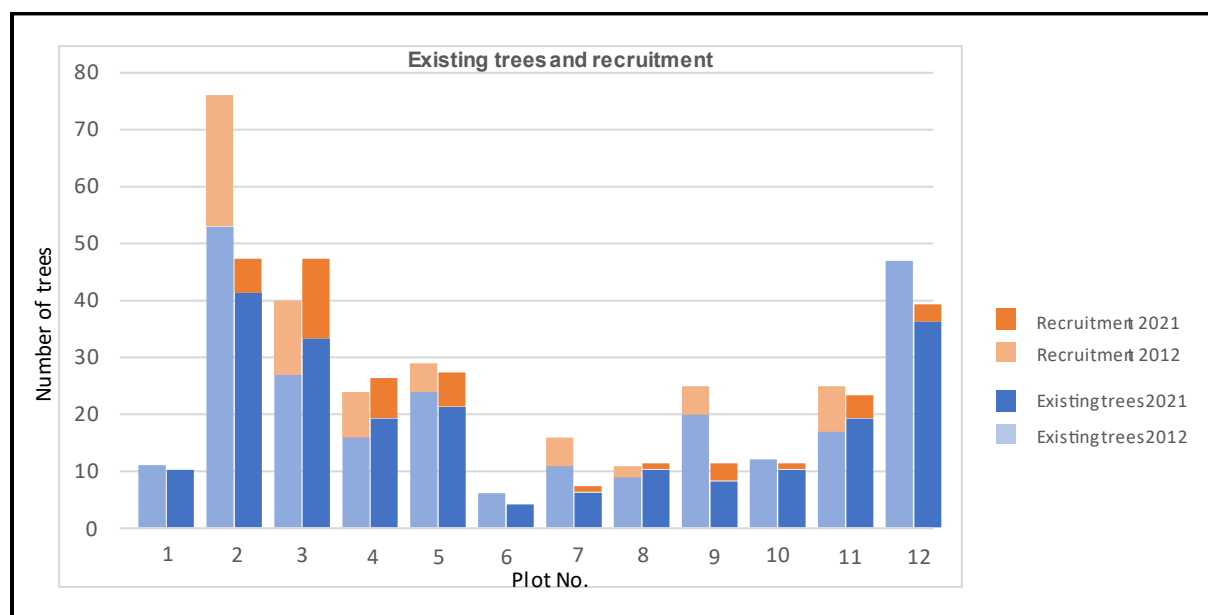
Monitoring data were transcribed from field monitoring sheets to electronic forms, created in Microsoft Excel. These electronic forms were created to ensure these data are safely stored and readily retrievable. This year's monitoring data (2021) are presented on Plot Forms separate to this report. Results from earlier monitoring data (2001 and 2012) are discussed in the 2012 monitoring report (Harding, 2012).

Scientific analysis of change at the forest monitoring plots is beyond the scope of this re-measurement work. Such analysis is a specialized area of work and requires confidence that the plot data are sufficiently robust to produce meaningful results. There are not enough plots (i.e., insufficient data) to enable scientifically-robust analysis of vegetation change at the plots. However, the data for several key components of vegetation change are presented below. Significant changes are discussed in the following section of this report (Section 5.0).

### 4.1 Recruitment of canopy trees

The numbers of existing (already tagged) trees, and the number of additional (newly tagged) trees, in each plot in 2012 and 2021 are indicated in Figure 2 below. The additional trees are those which attained sufficient height (1.35m) and stem/trunk diameter (3cm) to be added as "trees" since the previous monitoring. These newly-tagged trees represent recruitment of canopy tree species.

Figure 2: Tree recruitment 2012 to 2021



Recruitment of trees, as measured by this method, is by saplings or low-growing (1.35m tall) branches of existing trees growing to a diameter larger than 3cm. This measure does not mean that these trees are present in the forest canopy, though they have the potential to eventually become canopy trees.

The 2021 monitoring shows most recruitment at plots 2, 3, 4 and 5, and moderate recruitment at plots 9, 11 and 12. Plots 2, 3 and 4 are at plains locations. The forest canopy at these plots is beech, though all recruitment at these plots is of other tree species: marbleleaf (*Carpodetus*

*serratus*); broadleaf (*Griselinia littoralis*); and kohuhu (*Pittosporum tenuifolium*). Recruitment at plots 3 and 4 appears to be due to the loss of medium-sized beech trees/branches and the rapid growth of these other species in response to canopy gaps. At Plot 5, recruitment is of marbleleaf and beech. Recruitment at Plot 2 is largely growth of existing branches on broadleaf trees. Recruitment at Plot 2 is largely growth of existing branches on broadleaf trees.

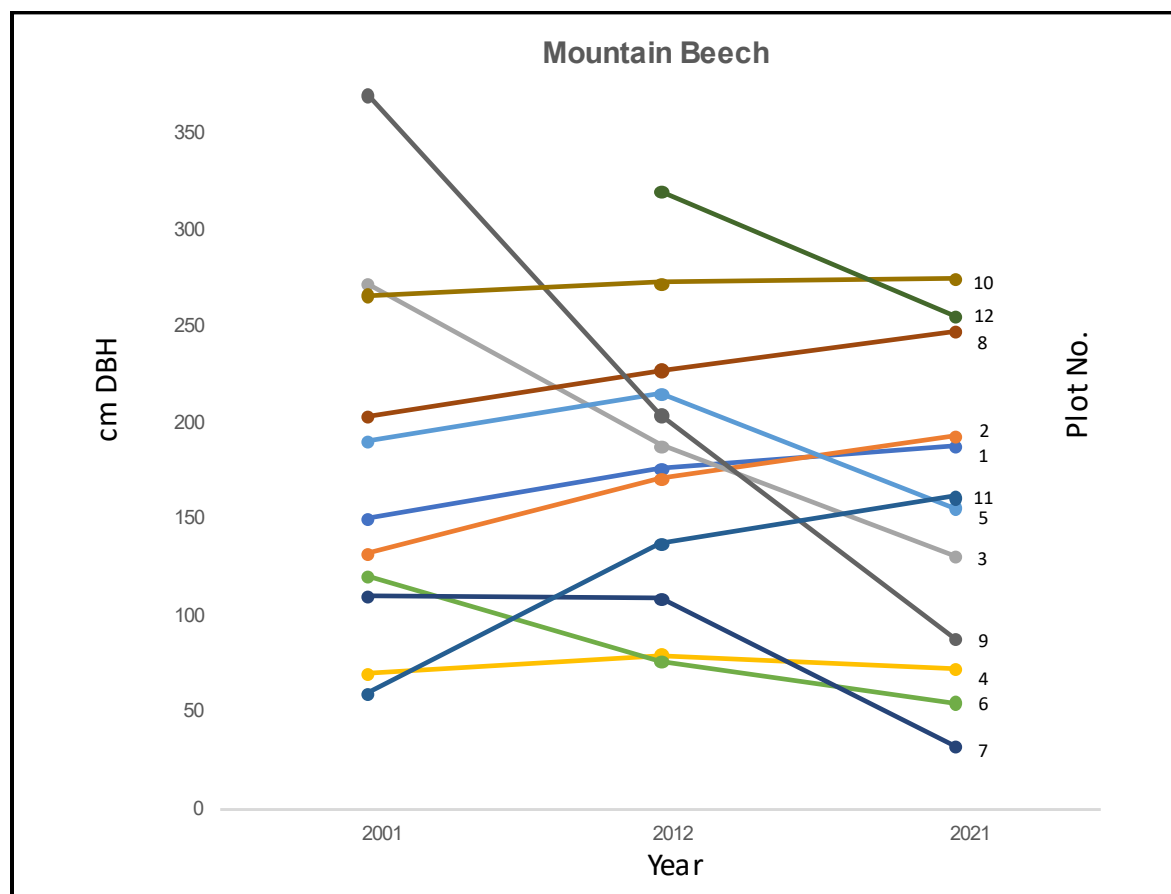
The relatively high recruitment at plots 9, 11 and 12 are of young beech saplings or branches, in response to openings in the forest canopy. At other plots, on the hill slopes, there is proportionally less recruitment. At these plots, recruitment is principally of beech, and less commonly of marbleleaf, weeping mapou (*Myrsine divaricata*) and pokaka (*Elaeocarpus hookerianus*).

The lack of recruitment at plots 1 and 6 is because those sites are dominated by fewer larger trees which form a closed canopy; the shaded understorey discourages sapling or low-branch growth.

## 4.2 Change in tree biomass

The total DBH (diameter at breast height) of trees at each plot provides a proxy for the amount of tree biomass at the plots. It is not accurate for determining the actual biomass, but provides over time an indication of changes in biomass. Under this monitoring method, losses in biomass occur when trees die; gains in biomass occur when new saplings become trees (i.e., reach a size where the trunk diameter is greater than 3cm at breast height/1.35m).

Figure 3: Change in beech (*Fuscospora* sp.) tree biomass 2001 to 2021<sup>3</sup>



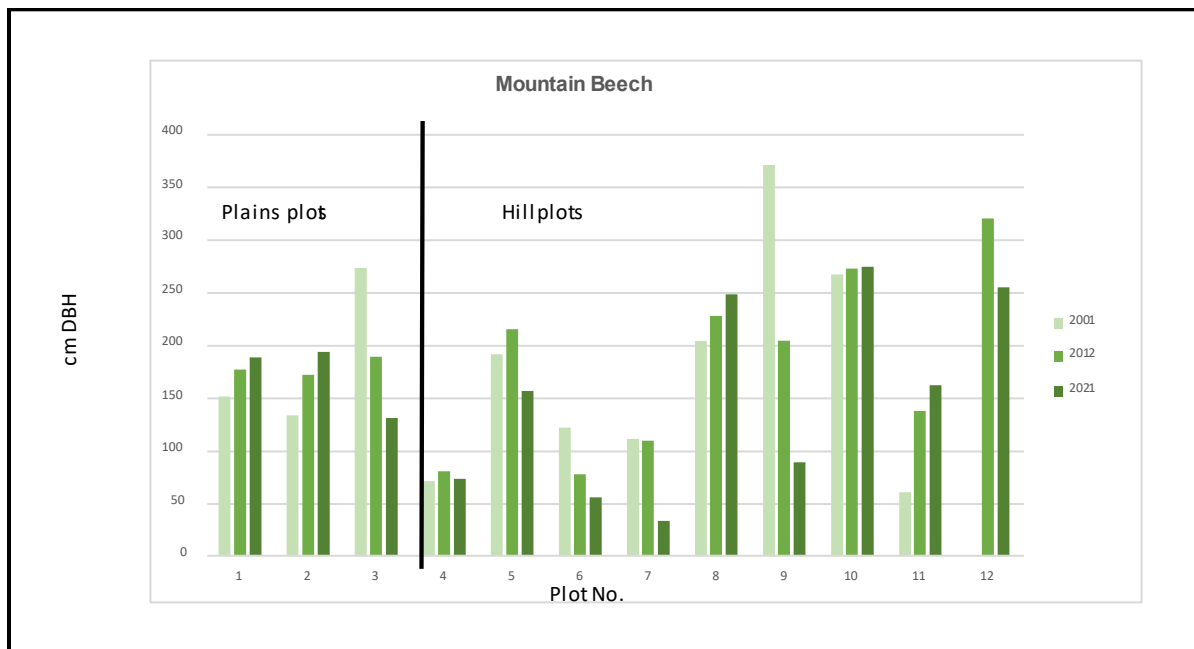
<sup>3</sup> Note that 2001 data is excluded from the Plot 12 analysis. A different survey method was used at Plot 12 in 2001, so those data are not comparable to the 2012 and 2021 monitoring data.

Changes in biomass are presented for the main tree species present at the plots: mountain beech<sup>4</sup>; broadleaf; lancewood; and marbleleaf (figures 3 to 6). Beech trees are present in all plots; the other tree species are not present in all plots.

The data for beech trees (figures 3 and 4) suggest that there has been an increase in tree biomass at five plots (1, 2, 8, 10 and 11), and a decline in biomass at six plots (3, 5, 6, 7, 9 and 12); there is little change at Plot 4. A likely explanation for the increase in biomass at the first five plots is that it comprises well-established trees which are growing (maturing). The changes in tree numbers (Figure 2) most likely indicate a high turnover (death and recruitment) of saplings and small trees (mostly not beech) at these plots.

The decline in biomass at plots 3 and 5 indicates forest disturbance (death of trees), because recruitment is high at those plots. The decline in biomass at plots 6 and 7 appears to be due to the effects of feral deer. The decline at Plot 9 is because the forest comprises young regenerating beech trees at a very dry site where attrition of these sapling trees is high.

Figure 4: Change in beech (*Fuscospora*) tree biomass 2001 to 2021



The biomass of broadleaf trees at the five plots where this species is present is largely unchanged (Figure 5). The broadleaf biomass at plots 2, 3 and 4 comprises many small branches (28 at Plot 2 in 2021); changes are due to the death or growth of these branches. Most of the broadleaf biomass at plots 1 and 6 comprises single large trees; the slight decline at Plot 6 is the death of other smaller branches.

Broadleaf is characteristic of forest at sites (plots 1, 2, 3 and 4) on the high plains. Plot 6 is the only hill slope site at which broadleaf trees are present.

<sup>4</sup> The beech species present at the plots appears to be an intermediate form between mountain beech (*Fuscospora cliffortioides*) and black beech (*Fuscospora solandri*).



Figure 5: Change in broadleaf (*Griselinia littoralis*) tree biomass 2001 to 2021

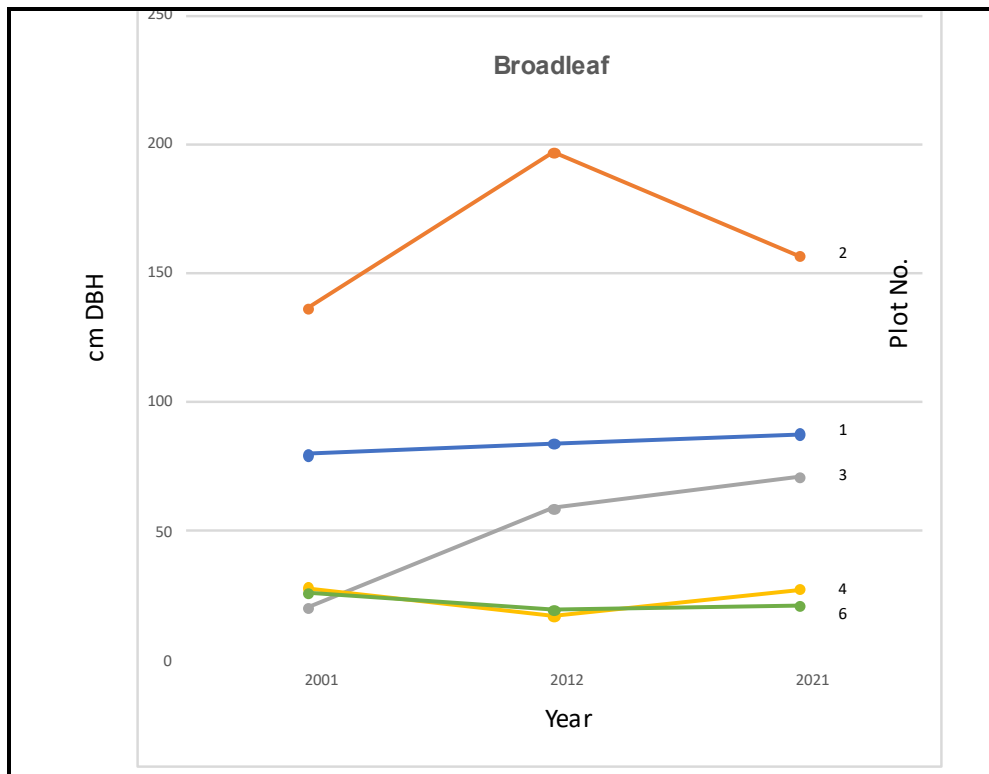
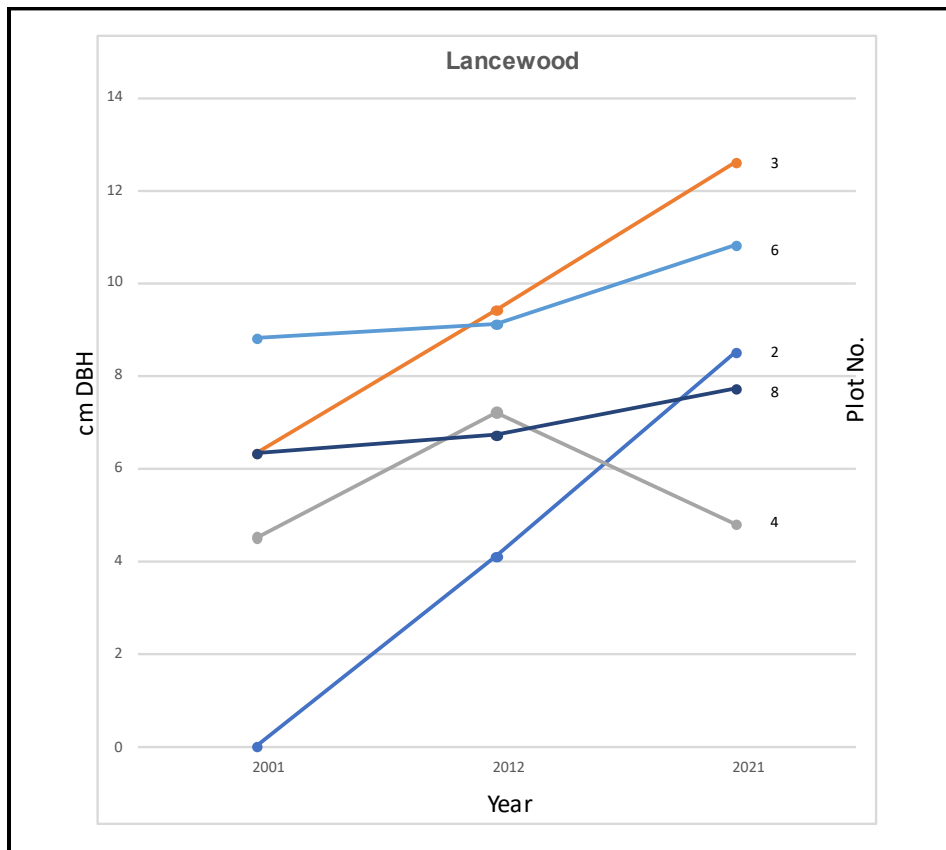
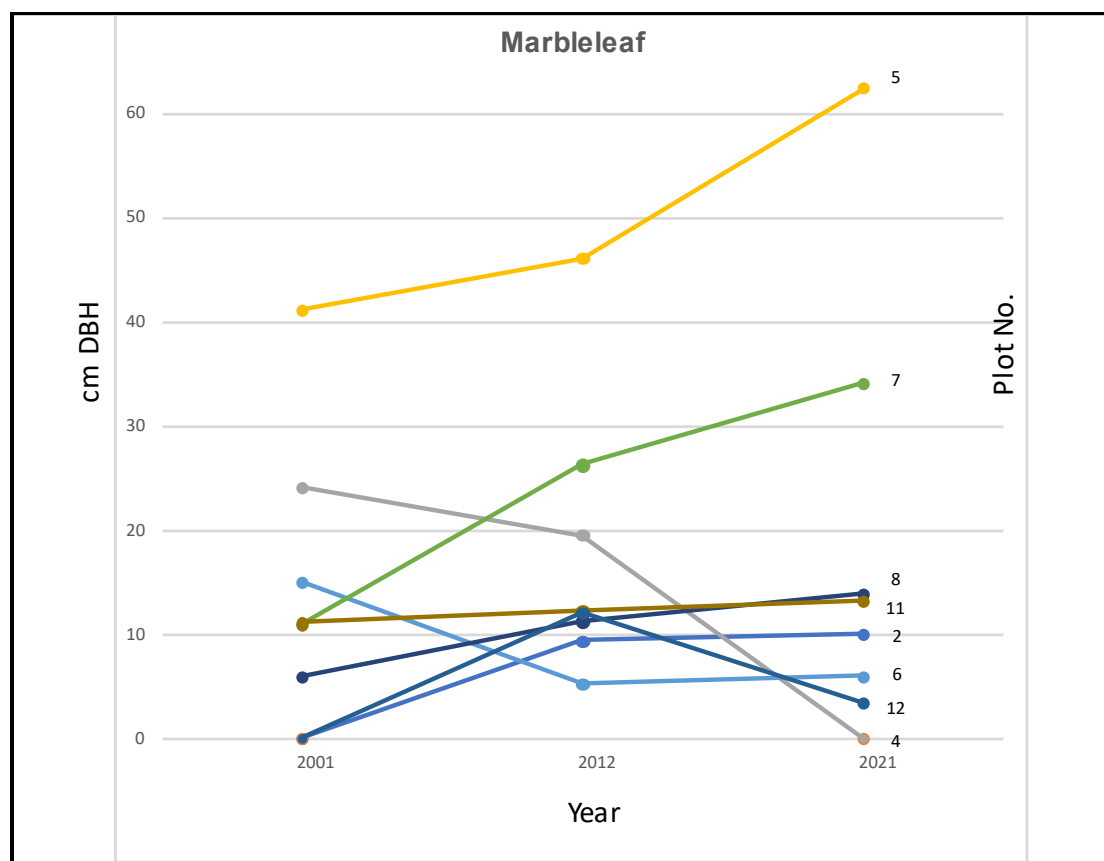


Figure 6: Change in lancewood (*Pseudopanax crassifolius*) tree biomass 2001 to 2021



The biomass of lancewood trees at the plots is very small (Figure 6); it comprises small saplings (one or two at each plot) ranging (in 2021) between 5cm and 13cm total DBH. The biomass decline at Plot 4 is due to the loss of one of two saplings; the increase at Plot 2 is due to the recruitment of saplings (one in 2012, and one in 2021).

Figure 7: Change in marbleleaf (*Carpodetus serratus*) tree biomass 2001 to 2021



The biomass of marbleleaf trees at the plots is relatively small (Figure 7). At most plots it comprises numerous small branches on a few trees. The biomass increases at plot 5 and 7 are due to new branches on multi-trunked trees. The biomass decline at Plot 4 is due to the loss of a small tree in 2012 and a larger tree in 2021.

### 4.3 Understorey species' diversity

The numbers of understorey species present in each plot at each of the three monitoring dates are presented in Figure 8. For this analysis, understorey species are defined as all indigenous saplings (plants greater than 1.35m in height with a DBH less than 3cm), seedlings (plants between 0.45m and 1.35m in height), vines (climbing plants greater than 0.45m in height) and ground-cover species (seedlings less than 0.45m in height).

Ferns, sedges, rushes, grasses and herbaceous plants are excluded from this analysis. Beech saplings/seedlings are also excluded, as they have remained present in all plots. Naturalized (exotic) species are rare in the plots and are excluded from this analysis.

Figure 8: Change in understorey species diversity 2001 to 2021

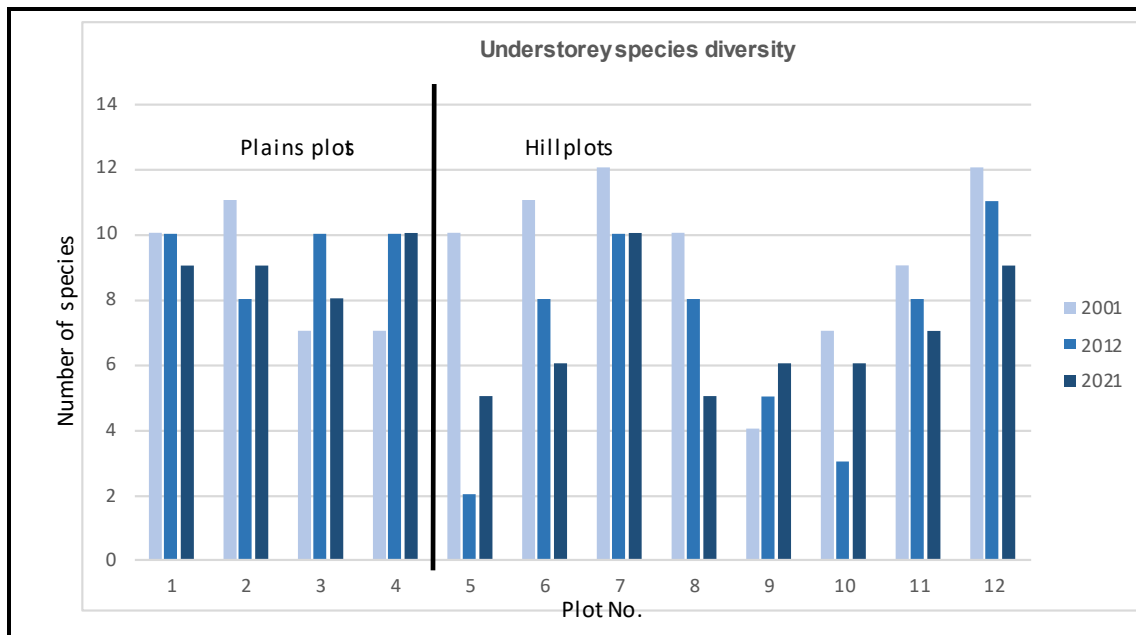
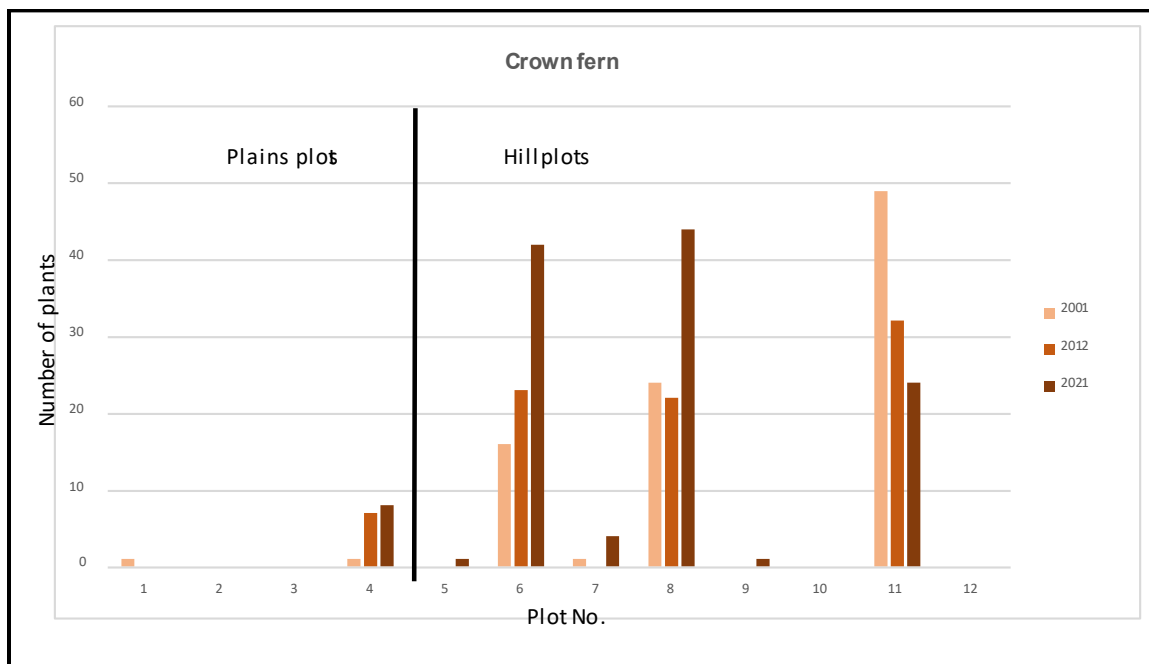


Figure 9: Change in crown fern (*Blechnum discolor*) numbers 2001 to 2021



The number of crown fern (*Blechnum discolor*) plants at each plot is presented in Figure 9. These data are presented because there appears to be a correlation between the diversity of understorey species and the dominance of crown fern, notably at plots 6 and 8 where a marked decline in understorey species' diversity is matched by a large increase in the number of crown fern plants.

On hill slopes, the number (diversity) of understorey species declined at all plots except Plot 9 between 2001 and 2021. The largest declines were at plots 5, 6 and 8, with lesser declines at plots 7, 11 and 12. The cause of these declines is almost certainly the presence of ungulates, notably

feral deer. The corresponding increase in unpalatable crown fern at plots 6 and 8 is consistent with browsing pressure.

The increase in species diversity at Plot 9 is due to the change from a dense pole stand of young beech saplings with very low understorey species' diversity (4) in 2001 to an open-canopied forest with high sapling dieback (see figures 3 and 4) and only slightly higher species' diversity (6) in 2021.

On the plains, the number (diversity) of understorey species declined at plots 1 and 2, and increased at plots 3 and 4. The causes of these changes are less clear. Plots 3 and 4 are securely fenced, and plots 1 and 2 have been deer-fenced since 2013 (Alan Totty, *pers. comm.*).

#### 4.4 Changes in understorey species

The loss or recruitment of each understorey species at the plots are recorded for the 2001-2012 monitoring period in Table 2, and for the 2012-2021 period in Table 3. There are considerable differences between the plains and hill-slope plots. The two main reasons for this are likely to be the difference in forest type on each of those landforms, and the difference in ungulate browsing pressure, notably feral deer.

Table 2: Changes in understorey species at plots 2001-2012

	Plot Number											
Species	1	2	3	4	5	6	7	8	9	10	11	12
wineberry		+	+	+								
marbleleaf		—		+		—						
clematis	+		+				+			—	+	
<i>Coprosma dumosa</i>					—	+						+
<i>C. linariifolia</i>					—	—	—	—	—		—	
<i>C. microcarpa</i>									+			
<i>C. rhamnoides</i>									+	—		
<i>C. propinqua</i>	—	—									—	—
<i>C. rigida</i>					—	—		—				
<i>C. rotundifolia</i>	+											—
kahikatea							+					
pokaka					—				—	—		
fuchsia		—										
broadleaf				+	—							
mingimingi									+			
pohuehue		+										
weeping mapou					+					—		
rohutu											—	
native jasmine					—		—					
five-finger			+		—	+						
horopito		—										
lancewood												
bush lawyer		+			—	—	—				+	



Table 3: Changes in understorey species at plots 2012-2021

Species	Plot Number											
	1	2	3	4	5	6	7	8	9	10	11	12
marbleleaf							—		+		—	
clematis	—		—				—				—	
<i>Coprosma dumosa</i>	—				+	—			+	+	+	—
<i>C. microcarpa</i>							+	—			+	
<i>C. rhamnoides</i>				—					—			
<i>C. rigida</i>												+
<i>C. rotundifolia</i>		+										
pokaka									+	+		
fuchsia				+								
broadleaf					+	—			—		—	
pohuehue	+											
weeping mapou					—			+		+		—
native jasmine							+					
five-finger						—		—				
horopito	+					+		+				—
lancewood			—		+		—	—	—			
bush lawyer	—	—			+		+		+			

At plains plots (1 to 4) there was an increase in the presence of four understorey species over the monitoring period (2001 to 2021): wineberry (+3); *Coprosma rotundifolia* (+2); broadleaf (+1); and five-finger (+1). The presence of five species decreased at the plains plots over that period: *Coprosma dumosa* (-1); *Coprosma rhamnoides* (-1); *Coprosma propinqua* (-2); lancewood (-1); and bush lawyer (-1).

At hill plots (5-12) there was an increase in the presence of five understorey species over the monitoring period (2001 to 2021): *Coprosma dumosa* (+3); *Coprosma microcarpa* (+2); mingimingi (+1); horopito (+1); and bush lawyer (+1). The presence of thirteen species decreased at the hill plots over the monitoring period: marbleleaf (-2); clematis (-1); *Coprosma linariifolia* (-6); *Coprosma rhamnoides* (-1); *Coprosma propinqua* (-2); *Coprosma rigida* (-2); *Coprosma rotundifolia* (-1); pokaka (-1); broadleaf (-2); rohutu (-1); native jasmine (-1); five-finger (-2); and lancewood (-2).

Of the plant species present at the monitoring plots, those that are preferentially selected by deer (Forsyth *et. al.*, 2005) are broadleaf, marbleleaf and lancewood; those that are not selected by deer are horopito, mingimingi and crown fern. Of the plant species present at the monitoring plots, the species most frequently browsed by deer in beech forest (where deer have been present for some time) are: broadleaf, weeping mapou, lancewood, fuchsia, *Coprosma rhamnoides* and mountain beech. The most preferred species generally are *Pseudopanax* species (e.g., five-finger and lancewood), large-leaved *Coprosma* species, pate, broadleaf and hen and chickens fern (Wardle, 1984).

The species with the greatest reduction in the hill plots were broadleaf, five-finger, lancewood, marbleleaf and *Coprosma* species (notably *Coprosma linariifolia*). These losses are consistent with the presence of feral deer. The absence of other understorey species that would normally be expected in these forests (fuchsia, pate, large-leaved *Coprosma* species and hen and chickens fern) is also consistent with the presence of feral deer.

## 5.0 Discussion

The previous report (Harding, 2012) includes detailed discussion about the monitoring method, plant identification, and reliability of the monitoring data. Those issues are not discussed again in this report.

The monitoring was originally established to gain an understanding of the composition of the indigenous forest ecosystem and to assess changes to that ecosystem, particularly the recruitment of canopy trees and expansion at forest margins.

The small number of monitoring sites, variability between those sites, and limitations of the monitoring method prevent robust scientific analysis of the monitoring results. Furthermore, the monitoring method does not specifically measure recruitment of new trees at the forest margin. However, the monitoring data and the site conditions observed while re-measuring the plots allow some analysis of vegetation change.

Changes in the number of beech trees and the relative biomass of trees at the plots over the monitoring period likely indicate variability between the plots, rather than systemic changes in the beech forest ecosystem. Plot sites range from well-drained alluvium (plots 1 to 4), gentle spurs near the forest edge with high feral deer impacts (plots 5 to 8), a dry spur-crest (Plot 9), an open forest-edge (Plot 10), a damp gully (Plot 11), and a poorly-drained terrace (Plot 12).

Similarly, recruitment of canopy trees is likely determined by the age of the forest at the plot, and disturbance factors such as drought and storm damage. A much larger number of plots, at each landform/slope/aspect, would be necessary to provide data which permits robust scientific analysis. And, forest management activities (notably fencing and animal pest control) would need to be documented and included in the analysis.

Despite these data limitations, the effects of feral deer at the hill plots are obvious even to the casual observer. Feral deer effects (tracking, droppings, browse and antler-rubbings) are severe and obvious at the hill plots, especially those on lower slopes near the forest edge (plots 5, 6, 7 and 8). The decline in understorey species' diversity and the loss of palatable (preferred) understorey species recorded by this monitoring are consistent with the effects of feral deer.

Landowners' efforts to exclude feral deer by fencing (plots 1, 2, 3 and 4) and by recent control (Plot 12) should be congratulated and supported. Control of feral deer at other locations is urgent.

Other observed pest effects are those of feral pigs at the hill plots and the establishment of new plant pests (Darwin's barberry, elderberry and Chilean flame creeper) at the plots on the plains.

## 6.0 Acknowledgements

Several people provided important assistance for this monitoring effort:

Bert Hofmans (Ashburton District Council) arranged and administered the project. Alan Totty (Alford Forest) contacted landowners and assisted with re-measurement of Plots 1 and 2. All landowners willingly provided access to the plots and information about the history and management of the forests. I thank these people for their assistance.

## 7.0 Plant Species

Plant species recorded at plots. Naturalized (exotic) species are indicated with an asterisk\*. Light-grey highlighted rows are additional species recorded in 2012 (not recorded in 2001). Dark-grey highlighted rows are additional species recorded in 2021 (not recorded in 2001 or 2012).

Plot Code	Scientific name	Common name	Plant type
Aca ans .....	<i>Acaena anserinifolia</i> .....	bidibid .....	herb
Ace pse* .....	<i>Acer pseudoplatanus</i> * .....	sycamore .....	tree
Ari ser .....	<i>Aristotelia serrata</i> .....	wineberry .....	tree
Ast fra .....	<i>Astelia fragrans</i> .....	bush lily .....	
Ber dar* .....	<i>Berberis darwinii</i> * .....	Darwin's barberry .....	tree
Ble cha .....	<i>Blechnum chambersii</i> .....		fern
Ble dis .....	<i>Blechnum discolor</i> .....	crown fern .....	fern
Ble flu .....	<i>Blechnum fluviatile</i> .....		fern
Ble pen .....	<i>Blechnum penna-marina</i> .....		fern
Ble pro .....	<i>Blechnum procerum</i> .....		fern
Car ser .....	<i>Carpodetus serratus</i> .....	marbleleaf .....	tree
Cle pan .....	<i>Clematis paniculata</i> .....	clematis .....	climber
Cop dum .....	<i>Coprosma dumosa</i> .....		shrub
Cop lin .....	<i>Coprosma linariifolia</i> .....	yellowwood .....	tree
Cop mic .....	<i>Coprosma microcarpa</i> .....		shrub
Cop pro .....	<i>Coprosma propinqua</i> .....		shrub
Cop rha .....	<i>Coprosma rhamnoides</i> .....		shrub
Cop rig .....	<i>Coprosma rigida</i> .....		shrub
Cop rot .....	<i>Coprosma rotundifolia</i> .....		shrub
Cra mon* .....	<i>Crataegus monogyna</i> * .....	hawthorn .....	tree
Cyt sco* .....	<i>Cytisus scoparius</i> * .....	broom .....	shrub
Dac dac .....	<i>Dacrycarpus dacrydioides</i> .....	kahikatea .....	tree
Dic rob .....	<i>Dicranoloma robustum</i> .....		moss
Ela hoo .....	<i>Elaeocarpus hookerianus</i> .....	pokaka .....	tree
Fuc exc .....	<i>Fuchsia excorticata</i> .....	tree fuchsia .....	tree
Fus sol .....	<i>Nothofagus solandri</i> .....	mountain/black beech .....	tree
Gra bil .....	<i>Grammitis billardiieri</i> .....		fern
Gri lit .....	<i>Griselinia littoralis</i> .....	broadleaf .....	tree
His inc .....	<i>Histiopteris incisa</i> .....	water fern .....	fern
Hyd mos .....	<i>Hydrocotyle moschata</i> .....	hairy pennywort .....	herb
Hyp amb .....	<i>Hypolepis ambigua</i> .....		fern
Ile aqu* .....	<i>Ilex aquifolium</i> * .....	holly .....	tree
Jun edg .....	<i>Juncus edgariae</i> .....		rush
Jun eff* .....	<i>Juncus effusus</i> * .....	soft rush .....	rush
Kor cla .....	<i>Korthalsella clavata</i> .....	dwarf mistletoe .....	parasite
Lag str .....	<i>Lagenophora strangulata</i> .....		herb
Lep jun .....	<i>Cyathodes juniperina</i> .....	mingimingi .....	shrub
Lep sco .....	<i>Leptospermum scoparium</i> .....	manuka .....	shrub
Lyc vol .....	<i>Lycopodium volubile</i> .....		clubmoss
Mue aus .....	<i>Muehlenbeckia australis</i> .....	pohuehue .....	climber
Myr div .....	<i>Myrsine divaricata</i> .....	weeping mapou .....	shrub
Neo ped .....	<i>Neomyrtus pedunculata</i> .....	rohutu .....	shrub
Ner dep .....	<i>Nertera depressa</i> .....		herb

Par het.....	<i>Parsonsia heterophylla</i> .....	native jasmine.....	climber
Pit ten.....	<i>Pittosporum tenuifolium</i> .....	matipo.....	tree
Pol ves.....	<i>Polystichum vestitum</i> .....	prickly shield fern.....	fern
Pot ves*.....	<i>Potentilla vesca</i> *.....	wild strawberry.....	herb
Pse arb.....	<i>Pseudopanax arboreus</i> .....	five-finger.....	tree
Pse colo.....	<i>Pseudowintera colorata</i> .....	horopito/pepperwood.....	shrub
Pse cra.....	<i>Pseudopanax crassifolius</i> .....	lancewood.....	tree
Ran rep*.....	<i>Ranunculus repens</i> *.....	creeping buttercup.....	herb
Rub aus.....	<i>Rubus australis</i> .....	lawyer.....	climber
Rub cis.....	<i>Rubus cissoides</i> .....	lawyer.....	climber
Rub fru*.....	<i>Rubus fruticosus</i> *.....	blackberry.....	cane
Sam nig*.....	<i>Sambucus nigra</i> *.....	elderberry.....	tree
Sen jac*.....	<i>Senecio jacobaea</i> *.....	ragwort.....	herb
Sch tri.....	<i>Schizaelema trifoliolatum</i> .....	.....	herb
The sp.....	<i>Thelymitra</i> sp.....	.....	orchid
Tro spe*.....	<i>Tropaeolum speciosum</i> *.....	Chilean flame creeper.....	climber
Ule eur*.....	<i>Ulex europaeus</i> *.....	gorse.....	shrub
Unc rup.....	<i>Uncinia rupestris</i> .....	hookgrass.....	sedge

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## 2.7 Strategy & Policy

### • Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
<b>Annual Plan</b>	30 October 2021	30 June 2022	Yes	Project Scope & Plan underway
<b>Annual Report</b>	1 July 2021	30 October 2021	No	Audit NZ have signalled that due to their resourcing constraints, that the Annual Report will not be ready for adoption until early December 2021.
<b>Annual Residents Survey</b>	August 2021	July 2022	Yes	Round 1 complete
<b>Aoraki Environmental Consultancy (AEC)</b>	Ongoing		Yes	Officers continue to meet regularly with AEC. Current topics of discussion include three waters projects, river management issues, policy reviews and planning matters.
<b>Bylaws &amp; Policies</b>	Ongoing		Yes	Mobile Shops Bylaw – under review Fraud Policy – under review External Appointments Policy – under review Property Leases & Licenses Policy – pre-engagement
<b>Consultation</b>	Ongoing		Yes	Lakes Camp & Clearwater – planning underway
<b>Internal Work</b>	Ongoing		Yes	Performance Management Framework & reporting – complete Service Delivery Reviews – Animal Control & Environmental Health – pending Council review
<b>Strategies</b>	Ongoing		Yes	Parking Strategy – pending Council finalisation Open Spaces Strategy – action plan under review Surface Water Strategy – progress review underway Sport & Recreation Strategy – scoping
<b>Transfer of Acton water races</b>	October 2020	December 2021	Yes	Officers working with Acton to provide Council-held information for transfer proposal.

### • External Submissions

Organisation	Submission Summary	Process	Due Date
<b>Ministry for the Environment</b>	Government have released proposals for a new national waste strategy, and options for developing new, comprehensive waste legislation.	Internal technical submission prepared by officers, sign off by Chief Executive.	26 Nov 2021

<b>Ministry for the Business, Innovation &amp; Employment</b>	MBIE is consulting on how economic regulation and consumer protection for the future three waters system should be designed.	Draft submission will be presented to Council for approval on 17 December 2021	20 December 2021
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### 3. *Infrastructure Services Group*

#### 3.1 3Waters Projects

Project	Description	Progress
Ashburton relief sewer – Part 1 - ACL	This project covers the construction of a new 3,020m pipeline from Bridge Street to Wakanui Road. Project value is \$5.1m plus a contingency sum.	<p>The contractor has installed 2,510m of DN 600 &amp; 700 PE pipe. The final section between Geoff Geering Drive and Bridge Street is currently being constructed.</p> <p>DIA officers visited the site to monitor progress and the project was scored “green”, indicating a low risk for not completing on time and under budget.</p> <p>Programme completion – 83%</p> <p>Financial completion – 81%*</p> <p>Finance spend - \$4,220,472.00*</p>
Ashburton relief sewer – Part 2 - Seipp	This project covers the construction of a new 2,189m pipeline from Wakanui Road to Milton Road South. Project value is \$4.2m plus a contingency sum.	<p>The contractor has installed 1,611m of DN 800 &amp; 700 PE pipe. As the water table is slowly dropping, the contractor is focusing on the final section south of Milton Road South and Beach Road intersection.</p> <p>Good progress has been made and the intersection of Beach Road/Milton Road South has reopened. Covid and lockdown related variations have been processed.</p> <p>DIA officers also assessed this part of the works as “green” in terms of risk.</p> <p>Programme completion – 74%</p> <p>Financial completion – 83%*</p> <p>Finance spend - \$3,845,000.00*</p>
Ashburton town centre revitalisation	The replacement and upgrading of 3-waters infrastructure, construction of new road and footpath surfaces, and urban landscape features. Project value is approx. \$15m plus a contingency sum.	<p>East Street – bulk of footpath paving along shop frontages is complete, with tidy up work now underway.</p> <p>The Christmas tree area is being prepared and work along the green belt is progressing in preparation for new grass.</p> <p>Havelock Street – kerb and channel has been completed. The west end of the street has been dug out and resurfaced. The remainder of the street is programmed for completion by 8 November.</p> <p>Cass, Moore, Tancred and Burnett Streets – the contractor will be addressing outstanding items including decorative concrete cutting, garden planting, road signs etc. The parking sensors will now be installed in November/December.</p> <p>The overall project is on track to be completed on time and within the approved budget with contingency. A full</p>

		<p>breakdown of costs will be presented at the end of the project.</p> <p>Programme completion – 95%</p> <p>Financial completion – 85%*</p> <p>Finance spend - \$15,546,988.79*</p>
Methven Water Reservoir - Reliant Solutions Limited	Construction of two reservoirs, associated pipe works, valves, meters, fencing and access track. Project value is \$1.7m plus a contingency sum.	The contractor has placed the order for the reservoir panels, which are expected to arrive in the country by March 2022. Pot-holing to locate services has been completed and new fences will be constructed in November.
Methven and Mt Somers Membrane Water Treatment Plant	Construction of two new membrane water treatment plants to service Methven, Methven-Springfield, and Mt Somers schemes. Estimated project value is \$10-15m.	<p>Five Registrations of Interest were received for the supply and installation of the membrane filters.</p> <p>The three short-listed potential suppliers are Mason Engineers (NZ) Limited, Pall Marshall Water Consortium and Filtec Limited. Once the specifications are finalised, a price-quality tender will be let to procure and install the membrane filters.</p> <p>A separate tender may be let for the civil and building portion of the project.</p>

*\*Estimated figures for October*



## 3.2 3Waters Operations

### • 3 Waters CRMs

Water	J	F	M	A	M	J	J	A	S	O	N	D
P1	13	9	11	10	8	12	13	11	17			
P2	69	52	67	41	34	38	34	28	46			
P3	3	5	1	1	3	0	4	6	6			
P4	12	8	14	10	18	7	5	4	0			
Total	<b>97</b>	<b>74</b>	<b>93</b>	<b>62</b>	<b>63</b>	<b>57</b>	<b>56</b>	<b>49</b>	65			
Wastewater												
P1	7	4	5	7	6	5	7	5	4			
P2	9	9	6	3	0	2	3	2	1			
P3	3	1	5	0	0	1	2	2	0			
P4	6	4	4	0	6	5	7	4	0			
Total	<b>25</b>	<b>18</b>	<b>20</b>	<b>10</b>	<b>12</b>	<b>13</b>	<b>19</b>	<b>13</b>	5			
Stormwater												
P1	2	0	1	3	2	0	0	0	0			
P2	1	1	2	1	3	1	0	2	1			
P3	0	0	0	0	0	0	0	0	1			
P4	0	0	0	0	0	0	3	0	0			
Total	<b>3</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>1</b>	<b>3</b>	<b>2</b>	2			
Overall Total	<b>125</b>	<b>93</b>	<b>116</b>	<b>76</b>	<b>80</b>	<b>71</b>	<b>78</b>	<b>64</b>	72			

### • Monthly KPI measures – August 2021

Water KPIs	KPI Achieved	Actual % Achieved	Overall % Of At Risk Sum
WS1 – Priority 1 work on site within 1 hour - urgent reactive	No	59	0
WS2 – Priority 1 restore service within 4 hours	No	82	0
WS3 – Priority 1 full reinstatement of site with 5 working days	Yes	88	2
WS4 - Priority 2 work carried out within 5 working days	No	74	0
WS5 - Priority 3 work carried out within 10 working days	Yes	100	2
WS6 - Priority 4 work carried out within 20 working days	Yes	100	2
WS7 - Customer satisfaction	Yes	100	3
WS8 - Contractor's reports are accurate and complete	Yes	100	4
WS9 - All accidents investigated and reported	Yes	100	3
WS10 - Complete safety audits planned for month	Yes	100	3
WS11 - Compliance with DWSNZ and WSP	Yes	100	3
Total			22
Wastewater KPIs			
WS1 – Priority 1 work on site within 1 hour - urgent reactive	Yes	100	5
WW2 - Priority 1 restore service within 4 hours	Yes	100	5
WW3 - No repeat sewer blockages within a 2 year period	Yes	100	3
WW4 - Priority 1 full reinstatement of site with 5 working days	Yes	100	3
WW5 - Priority 2 work carried out within 5 working days	Yes	100	3
WW6 - Priority 3 work carried out within 10 working days	Yes	100	3
WW7 - Priority 4 work carried out within 20 working days	Yes	100	2
WW8 - Customer satisfaction	Yes	100	3
WW9 - Contractor's reports are accurate and complete	Yes	100	4
WW10 - Notify Council of all significant overflow	Yes	100	3
WW11 - All accidents investigated and reported	Yes	100	3

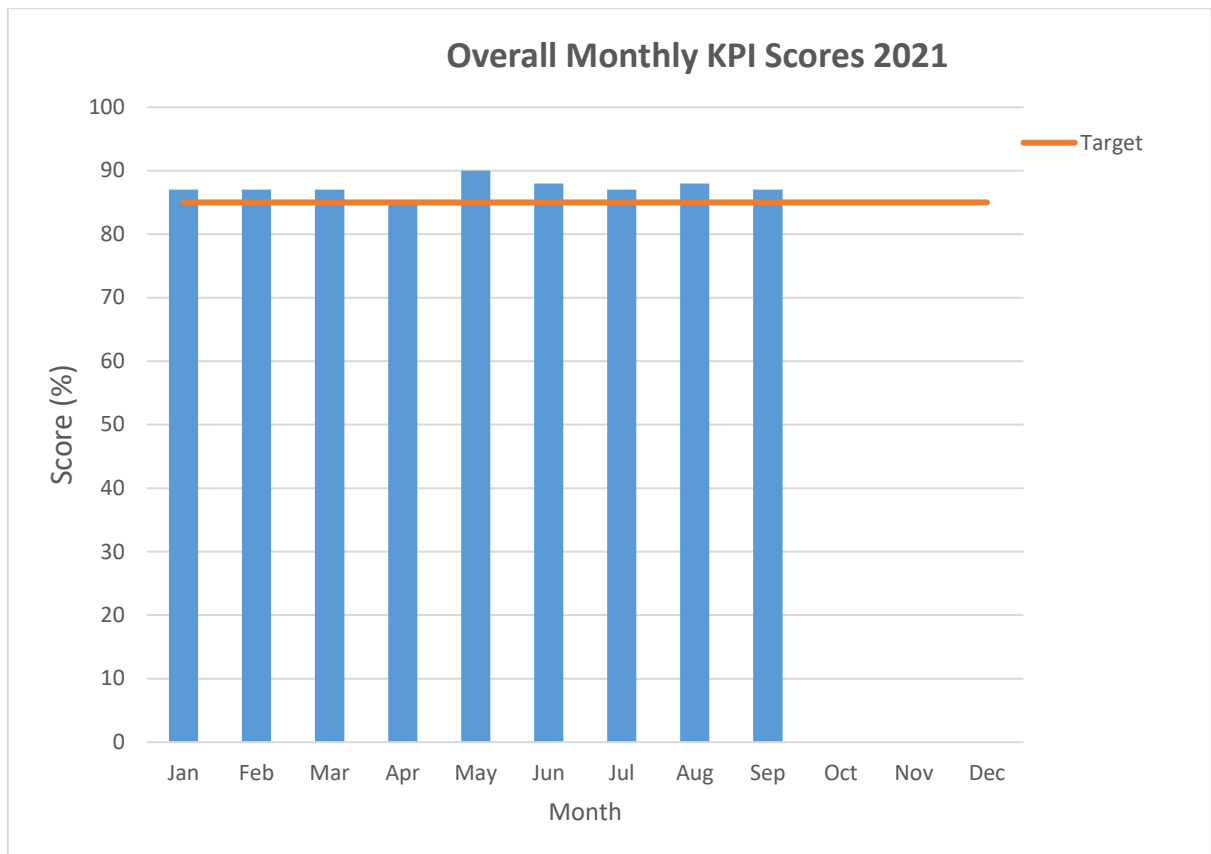
WW12 - Complete safety audits planned for month	Yes	100	3
Total			40
Stormwater KPIs			
SW1 - Priority 1 work on site within 1 hour - urgent reactive	Yes	100	4
SW2 - Priority 1 restore service within 4 hours	Yes	100	4
SW3 - Priority 1 full reinstatement of site with 5 working days	Yes	100	2
SW4 - Priority 2 work carried out within 5 working days	Yes	100	2
SW5 - Priority 3 work carried out within 10 working days	Yes	100	2
SW6 - Priority 4 work carried out within 20 working days	Yes	100	2
SW7 - Customer satisfaction	Yes	100	2
SW8 - Contractor's reports are accurate and complete	Yes	100	2
SW9 - All accidents investigated and reported	Yes	100	3
SW10 - Complete safety audits planned for month	Yes	100	2
Total			25
Overall Total			87

The WS1 performance measure may not be achieved in some cases when ACL have to travel some distance to the site, and are unable to undertake the repair within an hour.

Although the performance against the WS2 measure is close to the target, there are circumstances where additional work (or material) is required to restore service, and the timeframe cannot be met.

The instances where ACL have not met WS4 have largely involved reinstatement of road surface, where the Customer request cannot be closed until final reinstatement is complete, which, in some cases cannot be achieved.

In the above cases, council and ACL staff discuss the exceptions in the regular monthly meetings to ensure there is good reason for not meeting the timeframe.



The slight increase in the number of reported 3-waters CRMs for September is attributed to the increase in non-urgent (Priority 2) water supply issues.

In September, the maintenance contractor received an overall KPI score of 87%. For the past nine months, the contractor has always achieved the minimum target of 85%.

### 3.3 Drinking Water

- **Mayfield bore forecasting tool**

As noted in previous briefing, the forecasting tool for the Mayfield drinking water bore has now been completed. This is expected to provide a useful insight into the general water level trends as they relate to this bore. The tool can be accessed at: [https://aqualinc.shinyapps.io/ADC\\_groundwater\\_forecast/](https://aqualinc.shinyapps.io/ADC_groundwater_forecast/).

- **Bore drilling – Methven water supply**

Council directed officers to facilitate and formalise an offer made to Council from Aquifer Locations Limited (ALL). In essence, ALL has approached Council to locate and drill a bore at their own risk for the Methven water supply. Only if a suitable and successful water source (in terms of location, quantity and quality) is found would any payments be made to the company.

A draft contract document has been prepared and is with ALL for consideration. The draft document has been through internal legal review, and it is understood that ALL are also seeking legal review. Once the document has been finalised, it will be provided to Council for consideration and approval.

### 3.4 Wastewater

- **Tradewaste**

Council was approached earlier this year by Ashburton Meat Processors (AMP) to enquire whether Council could accept a tradewaste discharge from their Bridge Street site. Coincidentally, officers were about to commission some modelling and investigations on the Ashburton wastewater scheme, so the modelling work and investigation was widened to provide the necessary answers on a potential future discharge from AMP.

The first stage of this work is complete and it appears that the discharge can be managed in the network and at the wastewater treatment plant. It should be noted that this has been looked into previously, but at that stage the quality of the discharge was much lower than what is currently being achieved on their site. Also, the Ashburton network at that time had some significant capacity constraints, which are soon to be resolved with completion of the Ashburton relief sewer (ARS).

Officers will be meeting with AMP to discuss the physical means of providing a discharge which would necessitate the construction of a pumping main from their site to the head of the ARS near intersection of Bridge St & Kitchener St. It will also be necessary to develop a tradewaste agreement acceptable to both parties.

Officers are motivated to make this work as there are significant environmental benefits to the local north-east area if AMP cease their discharge to land.

While acceptance of the discharge will be utilising some of the scheme capacity that is allocated for growth, this will be offset through payment development contributions.

#### **Rakaia WWTP**

ECan are continuing to ramp up compliance efforts around our wastewater sites. In particular, ECan's expectations around reporting has changed significantly over the last 12 months. Many conditions are being reviewed more strictly and their

monitoring staff are requesting additional data as a consequence. Much of the additional data has previously not been reported, or recorded.

As noted previously, officers engaged WSP to carry out a minor investigation into the compliance issues as they relate to sludge disposal. These initial investigations indicate that the current method of sludge disposal onsite is no longer sustainable if we are to achieve compliance. Consequently, officers are initiating further investigations into an alternate method of sludge disposal for this site. Once a preferred solution is identified, any adoption and implementation of the solution will be the subject of standalone report to Council for consideration.

The ongoing compliance issues around effluent reporting continue and officers have concluded that these cannot be addressed satisfactorily with the reporting framework currently in place. ECan are also calling into question the performance of the existing effluent irrigator (centre pivot). Given that the irrigator is programmed for replacement in year 3 of the LTP, officers see little value in trying to upgrade the current unit. Instead, the preferred solution is to bring forward the replacement of the effluent centre pivot irrigator and include as part of the replacement project, a proprietary compliance reporting package. Officers have already sought prices for this replacement. This matter will be the subject of a standalone report to Council.

- **CCTV Inspection**

This year's CCTV inspection programme is progressing as scheduled. This consists of inspections of pipelines on the relining programme (to identify potential structural defects that need physical repair prior to the reline works), and inspections of randomly selected sample of the network for condition & performance monitoring purposes.

### **3.5 Stormwater**

- **Flood management**

Officers met with representatives from MHV Limited on 20 September to discuss a concept proposal MHV had been considering. In essence, MHV believe their infrastructure may be able to be utilised during extreme rainfall events to provide attenuation and conveyance. Attenuation could be achieved through tactical use of scheme storage ponds, and their open race network could provide opportunities to intercept and convey over-land flows back to rivers.

Council's Emergency Management Officer, who was in attendance, believes the concept has merit and agreed to explore the matter further with MHV and other irrigation providers in the district. ECan is to be invited to participate in those discussions.

### **3.6 District Water Management**

- **ALIL water transfer**

The agreement that formally licenses a portion of Council's stockwater (under Council's water supply agreement with RDR), to Ashburton Lyndhurst Irrigation Limited, has been finalised. This transfer was approved by Council September 2019. This licensing agreement formalises ALIL's ability to provide stockwater to customers within its scheme area.

- **Water Race Network Advisory Group**

A meeting of the WRNAG took place on 1 October. The group considered a report from Ashburton Lyndhurst Irrigation Limited (ALIL) detailing their experiences and results from the stockwater provision trial.

The results and recommendations arising from the WRNAG meeting will be the subject of a covering report for the 17 November meeting of Council.

- **Managed Aquifer Recharge**

Officers met with MAR representatives on 20 October. The purpose of this meeting was to further explore the dual use of races in the network. There are two general areas being considered (South of the Hinds River and North of the Hinds River). Investigations are continuing to identify the specific race systems where this concept might be trialled. Once a detailed proposal is developed, it will be brought to Council for consideration.

- **Surface Water Strategy**

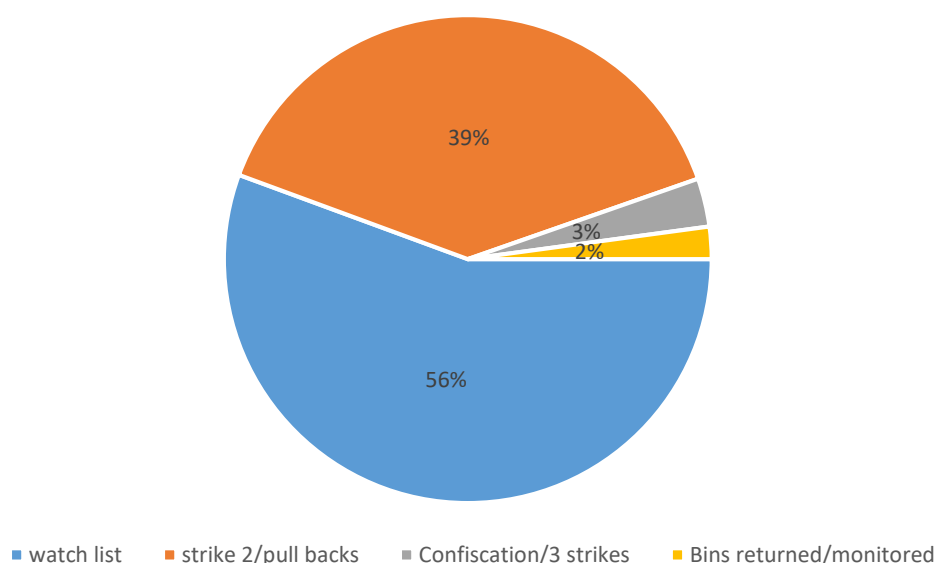
Officers are compiling the progress report at present. This will provide a comprehensive summary of progress made in the implementation of the Surface Water Strategy. Because the strategy touches on many areas of Council, it has taken longer to compile than initially envisaged. Officers consider the progress report of sufficient importance that separate consideration by Council is appropriate. Consequently, it will now be the subject of a standalone report to the 1 December meeting of Council.

### 3.7 Solid Waste Management

- **Recycling – bin audits**

Town/Area	On the watch list	strike 2/ pull backs	Confiscation/ 3 strikes	returned/ monitored
Methven & villages	104	73	6	4
Showgrounds Area	108	86	22	7
Extended Triangle (Allenton)	132	92	10	14
Racecourse Area	62	50	10	4
Beach Road Area	140	66	19	7
Tinwald/lake Hood	94	62	10	6
Hampstead Area	114	77	16	13
W. Tinwald & Hinds	77	35	4	2
Argyle Park Area	88	52	12	3
E. Town/Chertsey/Rakaia	107	59	10	5
	1025	652	119	65
	<b>1861</b>			

Bin Interventions September 2021



The September data shows an additional 25 houses on the watch list from the previous month.

An additional 79 houses received Strike 2/pull backs warnings and were sent letters.

Two bins were confiscated and 10 rubbish bins returned to their owners.

It will take an average 4 to 5 visits (1 visit per pick-up cycle week) before a house is taken off the watch list.

### • **Waste Management Minimisation Plan (WMMP) 2022**

Section 50 of the Waste Management Act of 2008 requires Territorial Authorities to carry out a review of its WMMP. ADC's current WMMP was prepared and adopted in 2016 and must be reviewed by July 2022 at the latest.

Eunomia Research & Consulting in partnership with Waste Not Consulting Ltd (Waste Not) have been engaged to carry out the Waste Audit & Assessment and to develop a new WMMP for adoption by Council in July 2022. The programme provided by Eunomia to complete their tasks is as follows:

Month	Activity
September 2021	Project commencement
October 2021	Start of waste assessment
November 2021	Waste audit to be completed
December to January 2022	Stakeholder engagement
February 2022	Councillor workshop – Waste assessment outcomes, WMMP vision, goals and objectives
March 2022	Councillor workshop – WMMP action plan Adoption of consultation draft
April 2022	Statutory consultation
May 2022	Consultation outcomes, WMMP revision as deemed necessary
June 2022	Presentation of the Final Draft and

	Adoption of the WMMP 2022
July 2022	WMMP take effect

- **Waste levy expenditure audit**

A waste disposal levy is collected under the Waste Management Act and is partially refunded to Council. The refund is based on the district's population in proportion to the total population of New Zealand. Over the past few years, Council has received an average of \$120,000 per year of levy funds.

A waste levy expenditure audit was conducted on 20 October 2021 by the Ministry of Environment. The main objective of the audit was to assess whether the waste disposal levy money Council receives is being spent to achieve the outcomes of the Waste Minimisation Act on matters that promote or achieve waste minimisation.

A draft audit report has been received by Council for review and comment. The report has highlighted full compliance by Council for its obligations under the Waste Minimisation Act, and adherence to the Ministry's guidelines for WMMP planning and levy expenditure.

The gradual increase in waste levy (from \$10 to \$20/tonne this year) has been budgeted for in the Long Term Plan, and Council has some flexibility when it comes to expenditure of their allocated waste levy, particularly in the timing and way the waste levy money is used, however use of the that levy must be clearly signalled in the WMMP.

- **Projects for 2021**

The construction of the new Hinds Transfer Station on the corner of Gills Road and Hinds Arundel Road is 90% complete. It is expected that existing facility located at the rear of the Hinds Bar and Restaurant will be moved by the end of November 2021.

### 3.8 Roads and Footpaths

*Refer to table on following page*

The ADC Budget column reflects what ADC requested from the National Land Transport Programme (NLTP).

The NZTA Budget column reflects what was approved.

The Revised Budget column shows the current Emergency works situation (as at 30 September). It also shows the Capital Improvement Programme (3 year LCLR budgets) with corresponding ADC original budget requested for the 2021-24 NLTP period.

We requested approximately \$11m and received approximately \$5.4m.



	NZTA Budget	Revised Budget	ADC Budget	Expenditure @ 30/9/21	Balance
<b>Emergency Works</b>					
Rain Event May 2021 @ 51%		\$ 1,062,820	\$ 50,000	\$ 1,149,061	-\$ 86,241
Rain Event May 2021 @ 71%		\$ 439,324		\$ 912,441	-\$ 473,117
Rain Event July 2021 @ 51%		\$ 236,401		\$ 162,137	\$ 74,264
	\$ -	\$ 1,738,545	\$ 50,000	\$ 2,223,639	-\$ 485,094
<b>Road Maintenance</b>					
Sealed Maintenance	\$ 1,600,000		\$ 1,639,749	\$ 151,050	\$ 1,448,950
Unsealed Maintenance	\$ 750,000		\$ 758,218	\$ 177,383	\$ 572,617
Drainage Maintenance	\$ 428,196		\$ 428,196	\$ 38,941	\$ 389,255
Structures Maintenance	\$ 50,000		\$ 50,000	\$ 23,654	\$ 26,346
Environmental maintenance	\$ 483,401		\$ 483,401	\$ 266,109	\$ 217,292
Network Services	\$ 878,884		\$ 878,885	\$ 386,940	\$ 491,944
Network Operations	\$ 17,069		\$ 17,069	\$ 353	\$ 16,716
Cycle Path Maintenance	\$ 3,500		\$ 4,000	\$ -	\$ 3,500
Footpath Maintenance	\$ 325,000		\$ 329,700	\$ 40,935	\$ 284,065
Level Crossings	\$ 39,100		\$ 40,900	\$ 1,946	\$ 37,154
Minor Events	\$ 60,000		\$ 104,917	\$ 12,401	\$ 47,599
Network & Asset Manage	\$ 1,042,000		\$ 1,110,450	\$ 348,012	\$ 693,988
	\$ 5,677,150	\$ -	\$ 5,845,485	\$ 1,447,724	\$ 4,229,426
<b>Local Road Renewals</b>					
Unsealed Metalling	\$ 1,100,000		\$ 1,118,132	\$ 3,190	\$ 1,096,810
Seal Resurfacing	\$ 2,703,387		\$ 2,703,387	\$ 19,498	\$ 2,683,889
Drainage Renewals	\$ 586,860		\$ 586,860	\$ 57,456	\$ 529,404
Seal Rehabilitation	\$ 2,058,000		\$ 2,058,080	\$ 13,046	\$ 2,044,954
Structure Components	\$ 33,500		\$ 33,500	\$ 14,577	\$ 18,923
Bridge & Structures Renewals	\$ -		\$ -	\$ -	\$ -
Environmental Renewals	\$ -		\$ -	\$ -	\$ -
Traffic Services Renewals	\$ 150,313		\$ 150,343	\$ 87,144	\$ 63,169
Cycle path Renewal	\$ -			\$ -	\$ -
Footpath Renewal	\$ 683,000		\$ 683,730	\$ 415,155	\$ 267,845
	\$ 7,315,060	\$ -	\$ 7,334,032	\$ 610,066	\$ 6,704,994
<b>Total Maintenance Prog.</b>	\$ 12,992,210	\$ -	\$ 13,179,517	\$ 2,057,790	\$ 10,934,420
Safety Promotion, Education & Advertising	\$ 135,800		\$ 168,000	\$ 12,066	\$ 123,734
<b>Investment Management</b>					
Ashburton Urban Walking & Cycling Programme	\$ 51,480		\$ -	\$ -	\$ 51,480
<b>Low Cost Low Risk (Budgets for 3yrs)</b>					
Walking and Cycling improvements		\$ 565,000	\$ 1,105,200	\$ -	\$ 565,000
Local Road improvements		\$ 3,909,376	\$ 8,961,330	\$ 1,158,879	\$ 2,750,497
Road to Zero		\$ 933,647	\$ 933,647	\$ 3,757	\$ 929,890
	\$ -	\$ 5,408,023	\$ 11,000,177	\$ 1,162,636	\$ 4,245,387
ASUB - DBC	\$ 74,400	\$ 215,797	\$ 641,397	\$ 151,775	\$ 64,022
<b>Total Investment Prog</b>	\$ 125,880	\$ 5,623,820	\$ 11,641,574	\$ 1,314,411	\$ 4,360,889
<b>Unsubsidised Road Works</b>					
Street Cleaning			\$ 191,500	\$ 43,333	\$ 148,167
Seal extension					\$ -
Work for NZTA			\$ 41,200	\$ 24,682	\$ 16,518
Subdivision Contribution			\$ 15,000	\$ 2,550	\$ 12,450
Projects			\$ 2,720,592	\$ 1,318,064	\$ 1,402,528
Minor Investigation					\$ -
	\$ -	\$ -	\$ 2,968,292	\$ 1,388,629	\$ 1,579,663
<b>Total</b>	\$ 13,253,890	\$ 7,362,365	\$ 28,007,383	\$ 6,996,535	\$ 16,513,612

- **Monthly achievements**

The 2021-2023 rehabilitation work to be undertaken on Thompsons Track and Arundel Rakaia Gorge Road has commenced at first of the Thompsons Track sites.

The current All Faults Survey is complete for this financial year and the data is being reviewed by officers. The all faults survey is to be actioned annually going forward. The survey identifies specific faults and condition information of our carriageways and is intended to provide an annual snapshot of the overall state of the network. This then guides the planning and programming of activities going forward.

A night time survey was carried out focusing on signs and delineation. However, there was concern that the survey in the northern area had only been partially undertaken. This concern was substantiated by ADC officer checks and HEB has been asked to re-do this area to the appropriate standard. This will be an ongoing activity until all faults have been addressed. The night time survey is to be carried out twice during the contract period.

The next survey will not commence before 1 January 2024.

HEB has completed validation inspections of approximately 1,854 of the 3,346 known culverts in the district. This allows us to update and confirm asset condition, improves our knowledge and understanding of our assets and assists us in preparing a repair programme and most importantly, calculation of the value of this asset class.

The water cutting programme started on 6 September and has now been completed for this financial year. Sites included Seafield Road, Racecourse Road, Ashburton Staveley Road and Arundel Rakaia Gorge Road at the single lane bridges.

HEB has completed basecourse renewals on several roads in the Westerfield area. This work will resume on unspecified sites late March 2022. They are continuing to action flood damage and rain event repairs as well as having three crews working on digouts (two on the Arundel Rakaia Gorge Road and the other on Thompsons Track). A stabilisation crew will commence work at the start of November, weather permitting. Design and consenting is underway for a replacement bridge at Surrey Hills.

The Stantec Indicative Business Case was forwarded to Waka Kotahi for review, and they have agreed to proceed to the Detailed Business Case. Stantec have drafted the proposed scope of the work for ADC and WK staff to review.

- **Tinwald corridor upgrade**

Recent work on this project has been a series of ground testing required to inform the construction drawings.

- **SH1/Walnut Avenue/East Street signalisation of intersections**

Fulton Hogan has commenced this work by removing the two roundabouts and above ground vegetation. A new KiwiRail depot has been established immediately north of the pedestrian overbridge. Stormwater and some kerb and channel work has been completed. Fulton Hogan are working to complete the SH1/Walnut Avenue section initially before moving across to undertake the works on the Walnut Avenue/East Street intersection.

Various utility services are also being upgraded and relocated as required.

### 3.9 Contracts Awarded / Upcoming Tenders

Contract/Tender	Date awarded/tendered
Water Pipeline Renewals 2021-2023	Closes 11 November 2021
Methven & Mt Somers WTP Membrane Filter Upgrade – ROI (Registration of Interest)	Closed 8 October 2021
Sealed Road Rehabilitation Rural North - Ashburton District 2021-2022	Closed 26 October 2021

## 4. Business Support Group

### 4.1 Information Systems

- Projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Business Improvement</b> Application Enhancement and development	BAU Activity		N/A	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 continues in the areas of; Purchase Cards (Procurement), Debt Management (Rates), Security Categories (system delegations), Request Management (Planning and Solid Waste), Traffic Management Plans (Open Spaces), Stock Water Race (closure management), Approved Contractor Application (Health & Safety), Liquor (online applications), Cemetery Management
Aerial imagery	December 2019	March 2021	No	Yes	No	Rural aerial imagery (flown 2020/21) updated on internal and external GIS applications.  Tenders for refresh of current urban aerals (last flown in 2019/20) under review.
Spatial Plan	October 2020	August 2021	No	N/A	No	Development of GIS strategic planning work identifying planning consent activity, constraints, and location across the district. Revised delivery October 2021.
Census Data	September 2021	November 2021	Yes	N/A	No	Design of spatial analysis tool exposing population statistical data from key census data.
Building Information Map	August 2021	September 2021	Yes	N/A	No	Consolidation of GIS and other data into a single map representation for building team

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Mobile Spatial Capture	January 2021	February 2021	No	N/A	No	Development of spatial mobile applications to capture data on street trees. Delayed pending available resource. Recommencing October 2021, with delivery December 2021
Dryland Survey Spatial Presentation	December 2020	March 2021	No	N/A	No	Recreation of district vegetation survey for internal and public reference (map view). Delayed pending available resource. Recommencing October 2021, with delivery December 2021
Microsoft M365 application suite	September 2020	June 2022	Yes	Yes	No	Application of this office suite version. The application is cloud based and includes Office products such as Email, Word, and Excel, but also includes several other productivity applications that could benefit Council operation.  Current activity includes the migration of our email system to the cloud equivalent, application of Office products and introduction to the business
Transformation to Technology One Cloud	May 2021	December 2021	Yes	Yes	No	Transfer of property, financial and payroll systems to hosted cloud service.
<b>Systems</b> Desktop	September 2020	August 2022	Yes	Yes	Yes	Renewal of desktop devices. Selection, design, and deployment methods confirmed. Deployment complete to Assets, Strategy & Policy, Planning P&C, and Governance teams. Underway with Finance and Information Systems. Tablet devices to support Stock Water activities deployed to all rangers
Network	June 2021	October 2021	Yes	Yes	Yes	Site switches at EANC, Museum and Open Spaces to be replaced. Ready for installation.
	August 2021	February 2022	Yes	Yes	Yes	Replacement of Wi-Fi solution across EANC, Open Spaces and Art Gallery\Museum
Cyber Security	June 2021	July 2021	Yes	N/A	N/A	Overview of current protection methods and identification of any action.
Mobile Phone Renewal	June 2021	November 2021	Yes	Yes	Yes	Cyclic renewal of corporate mobile phones.
New Library and Civic Centre	May 2021	December 2021	Yes	N/A	No	Confirmation of ICT fit out for new building equipment including as network, desktop, AV and library services. Continuing.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Information Management</b> Physical Record Management	BAU Activity		N/A	N/A	N/A	<p>Ongoing work to identify, record and appraise Council physical records and disposal, if applicable.</p> <p>Appraisal 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> <p>Off-site storage transfer underway to 3<sup>rd</sup> party storage facility to hold Council protected and long retention physical records. 200 of approximately 750 storage boxes transferred to date. 300 ready for transfer.</p>
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	<p>Ongoing EDRMS development working with Council Teams to define new areas and improvements</p> <p>Current development activity is in the areas of Museum, Mayor and Councillors</p>
Data Management – Name Amalgamation	BAU Activity		N/A	N/A	N/A	<p>Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system. Continuing work but to date over 9,500 name records have been updated</p>
Information Management Audit Work plan	BAU Activity		N/A	N/A	N/A	<p>Identified priority work items from the completed external service audit.</p> <p>Developed end user training programs are now in place with inductions, video guides and refresher sessions.</p> <p>Complete Developed suite of digital record monitoring reports across Council systems to support information management activities.</p>
Digital Record Management	BAU Activity		N/A	N/A	N/A	<p>Ongoing retention and disposal activities for digital records held within the EDRMS and other digital repositories against Council's retention schedule.</p> <p>Assessment of migration between older digital storage solutions and data management of Museum records, asset cctv record storage, and disposal of expired records.</p>

- **Other Activities**

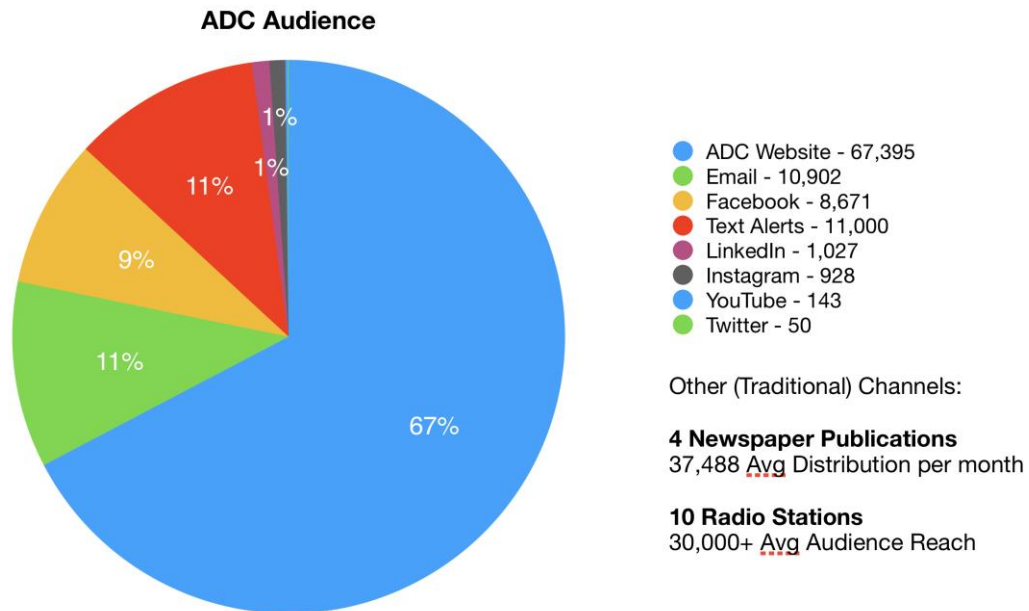
Microsoft three-year licence renewal. Optimisation of licensing of both server and desktop software complete with agreements signed. Licensing secured through All of Government agreement negotiated by the Department of Internal Affairs.

Art Gallery. Activities across Information Systems to transfer ICT services into Council environment. Audit of current network, server, desktop and information management practices commenced.

## 4.2 Communications

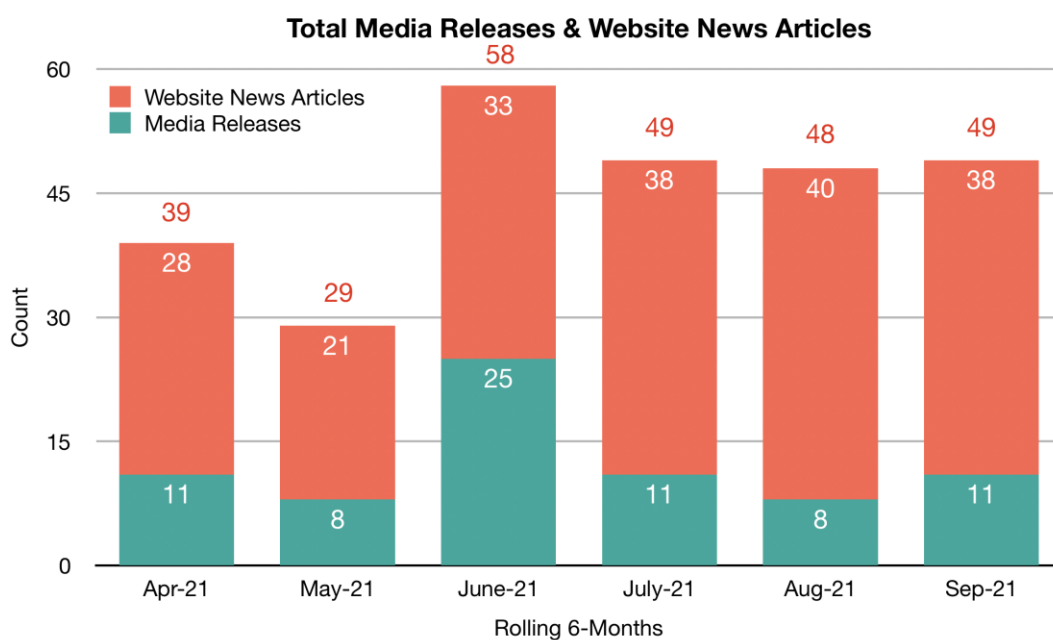
- **Key Performance Indicators**

**ADC Audience** – This graph shows ADC’s current *total audience* distribution across multiple digital channels; data represents unique contacts. Traditional channels (newspaper and radio) are noted separately as data represents *average* distributions and audience reach.



- **Total Media Releases & Website News Articles**

The total number of unique editorial pieces written for ADC’s website and media distribution (email). Not all website news content results in a media release.

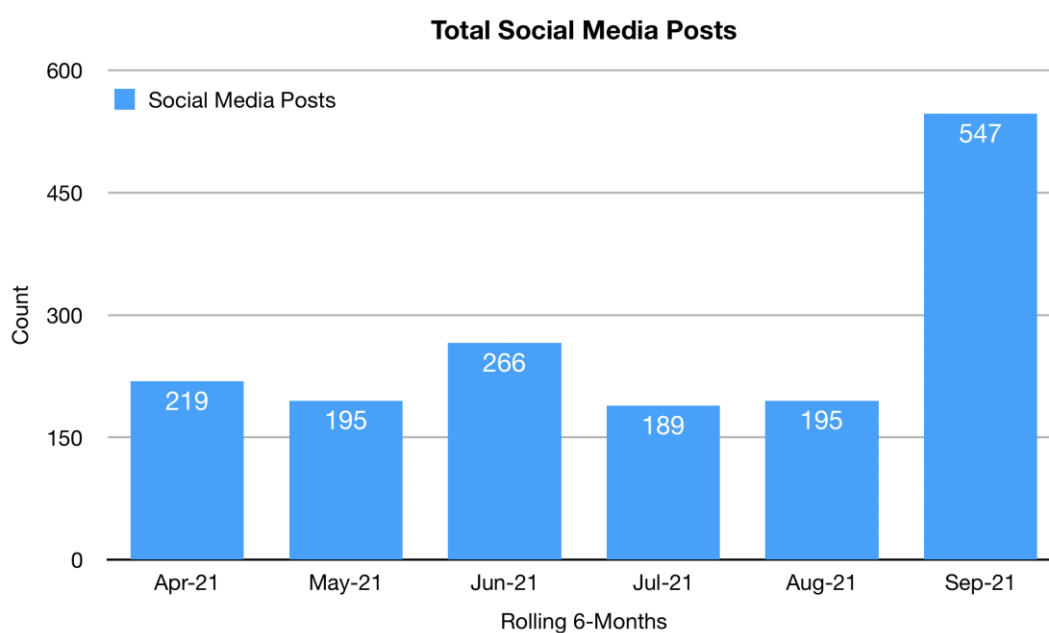




- **Total Social Media Posts**

Total number of posts shared across multiple ADC-managed social media accounts, including Facebook, LinkedIn, Twitter, Instagram, and YouTube.

**Note:** Historically, this graph has reported only Ashburton District Council specific social media channels. From September onward, ALL ADC-related channels will now be reported, including Ashburton Public Library, EA Networks Centre, Ashburton Museum, Ashburton Youth Council, and Mid Canterbury Open for Business related accounts.

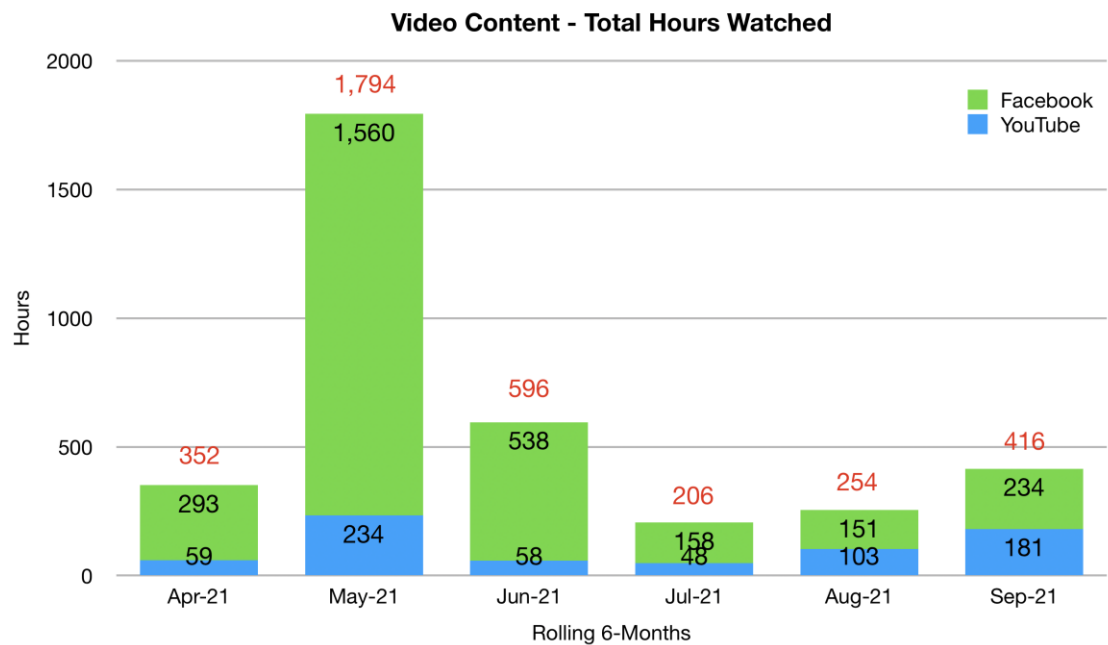


- **Video Content – Total Hours Watched**

Total number of hours watched of ADC-produced video content on both Facebook and YouTube platforms. Videos primarily consist of live coverage of Council meetings.

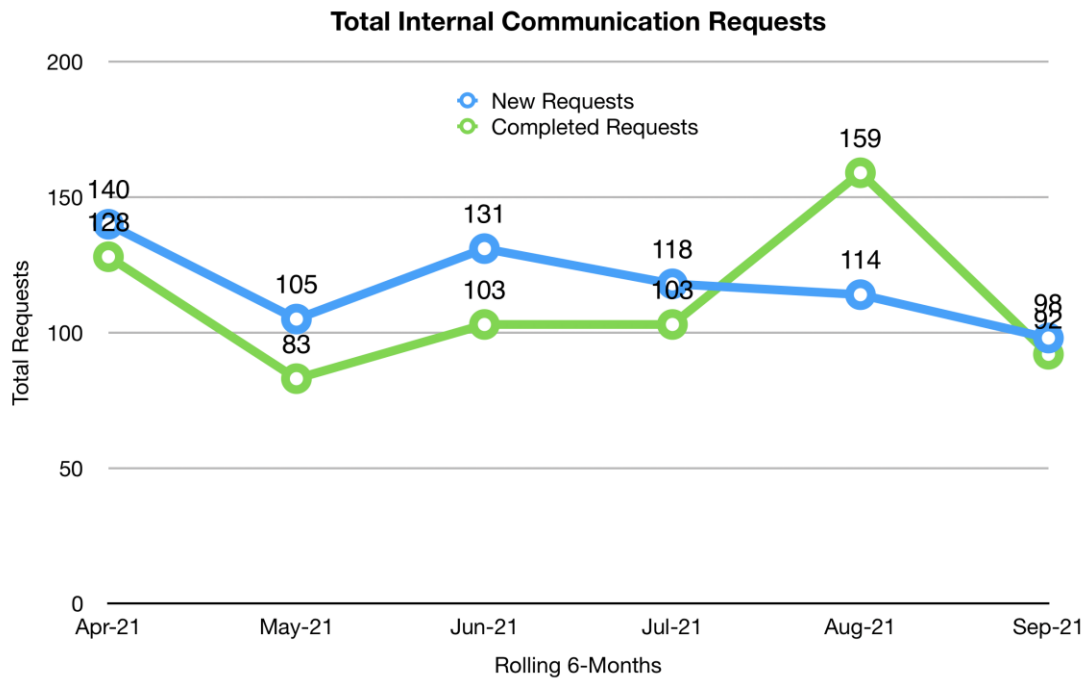
The increase in viewership for the month of September was in part driven by the following high interested videos:

1. 16 September 2021 – ADC Resource Consent Hearing: Smiths City (Live)
2. 29 September 2021 – ADC Extraordinary Council Meeting for 29 September 2021 (Live)
3. 15 September 2021 – Draft Parking Strategy (informational video)
4. 30 September 2021 – Mayor & CE Three Waters Reform Update
5. 16 August 2021 – ADC Recruitment Video



- **Total Internal Communication Requests**

All work produced by ADC's Comms Team is managed through a request system. This graph shows the total number of new requests for service submitted by ADC internal departments, and total number of requests completed by the Comms Team, by month.



- **Major Projects / Updates**

**Improved Media Requests Process**

Beginning in November, we will be testing a new request system for media partners. Media enquiries, traditionally sent in through email, will be encouraged to use a newly built online form on ADC's website. The form is intended to capture of all relevant details of a media enquiry, while also providing reporting capabilities on the back-end, including total number of requests received, average handle times, and alerts/notifications.

### 4.3 Commercial Property

Current	Brief Project Description / progress
Ashburton Business Estate	<p>A submission has been lodged with LINZ to progress titles for the newly subdivided sections.</p> <p>Three sections are under contract subject to title issuing on the newly subdivided sections.</p> <p>Lot 2 in the original subdivision is under contract with confirmation on 29 October 2021.</p> <p>Lot 3 in the original subdivision is currently under offer. The agreement is with the potential purchasers for consideration.</p>
Elderly persons housing	<p>Ashburton: 23 people on the waiting list with 11 people wanting single units, 12 wanting double units.</p> <p>Scoping of the redecoration of the Friendship Lane Units 1-16 is currently underway with an expected delay of commencement of building works until the new year.</p> <p>Three vacant units are currently being redecorated with one being offered to a current tenant in anticipation of redecoration of units. One recently vacated unit is in the process of being re-tenanted.</p> <p>Methven has two people on the waiting list. The two units at Kitchener Street are now vacant with a report to be presented to Council on the property's future in November.</p>
Ng King Bros Chinese Market Garden Settlement	<p>Work is continuing on the buildings with an expected finish date late spring.</p> <p>A working bee is being organised late November to paint/stain the buildings.</p> <p>The landscape and planting plans have been completed.</p> <p>The interpretive panels are underway with a draft text for eight panels written and with the families for comment.</p> <p>The location of the fence along Allen's Road has been discussed in depth in order to accommodate the storm water swale gradient and informal parking along Allen's Road.</p>
Airport	<p>The new online system for collecting landing fees has seen \$505 received for this financial year. We have made progress on a process to compare Council's financial system for fee collection with the monitoring system which is being developed.</p> <p>Mid Canterbury Aero Club clubrooms are currently completing the upgrade to their building with carpet to be laid and landscaping being completed. The airside path to the accessible toilet is yet to be completed.</p> <p>CFZ – common frequency zone- we are awaiting confirmation from CAA that this will annotated onto the next issue of visual navigation charts.</p> <p>Contractors have been given consent for Power and fibre to Seafield road with work yet to commence (there is a lead in time).</p>

Property Inspections	<p>Inspections of properties are continuing as and when needed with remedial work for sites planned. All Council gravel reserves and leased land, as well as forestry, have been inspected using Council's app which was developed between the Roading and Commercial Teams.</p>
Ex ACL Yard South Street	<p>The workshop and all outbuildings are currently leased and the office block has been used by the CDHB for a walk in Covid vaccination clinic.</p>
Lake Clearwater	<p>We are in the process of corresponding with the Hut Holders Association and lessees with respect to the aerial imagery and the various non-compliance issues this has highlighted.</p> <p>Bach owners are contacting us with respect to compliance with the requirement to disestablish their long drops by 31 December 2021.</p> <p>The demolition of the toilets adjacent to the water sports club is programmed for completion in the coming two weeks with work on what this will be replaced with commenced.</p>
Earthquake Strengthening and Condition Assessments of Halls	<p>Mt Somers Hall completed can be removed from update</p> <p>Rakaia Memorial Hall – we have received a scope for this work, we are awaiting estimates for the work at which time a report will be presented to Council.</p> <p>Mayfield – completed and can be removed from update.</p> <p>Swimming pool changing rooms – an engineer has been engaged to undertake an assessment of three buildings which we have one report -Community Services will report on.</p> <p>Mt Hutt Memorial Hall And Heritage Centre – a consultant has been engaged to provide a condition assessment of the Hall. This has been delayed because of COVID.</p>
Glasgow Leases	<p>Valuations have been arranged for the lessee's making requests to freehold, reports will be presented to Council as these valuations come in.</p> <p>Rent reviews and renewals are completed as and when the leases require.</p>
Medical Centre upgrades	<p><i>Methven</i> – Methven Medical Centre – meeting with the Medical Centre management staff identified a number of issues the current site and the limitation regarding a potential extension.</p> <p>Further work is required around costs and other potential sites for a new purpose built medical centre, Council will also need to consider what the current building would be used for if it a new building was built.</p> <p><i>Rakaia</i> – The resource consent application has been lodged with Council, once this is approved final plans will be approved with the medical centre.</p>

Library and Civic Centre	The last concrete pour including the floor in Pioneer Hall is due for Thursday 21-10-2021 with work being undertaken to support the construction of the floors over the coming month.
Oval Pavilion –Ashburton Domain	Documentation is currently being prepared for the transfer of the building to Council.
Walnut Avenue Pavilion – Ashburton Domain	Documentation is currently being prepared to allow the transfer of the building following a report which will be presented to Council. This report cannot be finalised until we have;-a valuation of the building as well as an earthquake assessment.

## 4.4 Forestry

### • Log Sales & Harvesting

As previously reported the Council's forest estate suffered significant damage during wind storms on 10 and 12 September. Fortunately, Council had two logging crews working in Council plantations along with another local contractor who was working on an adjacent property. These three crews have been working in areas affected by the storm and already salvage work is complete at Withells Road - Carew, Hinds-Lismore Road - Hinds, Lennies Road - Lismore, Cemetery Corner - Westerfield, Methven Walkway and the Methven Cemetery. Currently two of the logging crews are working at the 35 hectare Frasers Road plantation which is expected to be completed prior to the end of the year and the other logging crew continues to harvest the Diamond Town plantation at Staveley. There is still another 16 hectares requiring salvage at Hackthorne Rd - Westerfield, Oakley Rd - Mayfield, Ashburton Staveley Rd - Springburn, Tanks Rd - Punawai and Lovetts Rd - Winslow.

The sales report below for August and September includes salvage volume and harvesting prior to the wind storm including Douglas fir at Ruapuna, the completion of the Company Road job and the commencement of work at Cemetery Corner.

<b>SALES INFORMATION REPORT - Forest SUMMARY</b>				
Period:	01/08/2021	to	30/09/2021	
<b>Products</b>	<b>Quantity</b>	<b>Unit</b>	<b>Net Value</b>	
Exp Dfir CIS Small Industrial	411.836	JAS	\$17,456.00	
Export Dfir sawlogs CF-	390.294	JAS	\$25,309.40	
KA EXPORT	120.260	JAS	\$7,049.51	
KA OVERSIZE EXPORT	71.082	JAS	\$4,816.06	
KI EXPORT	100.209	JAS	\$4,632.56	
KIS Export (Small Industrial)	1229.551	JAS	\$36,743.56	
KS EXPORT	682.587	JAS	\$32,698.85	
KX Export Pulp	38.121	JAS	\$166.70	
Pruned Export	12.392	JAS	\$961.54	
Dfir Firewood	117.16	tonnes	\$3,866.28	
Douglas fir L-grade	94.06	tonnes	\$5,878.75	
Douglas fir S20 sawlog	299.78	tonnes	\$22,783.28	
Douglas fir S30 sawlog	274.80	tonnes	\$28,756.22	
PRAD chip (LED<55cm)	365.42	tonnes	\$6,599.29	
PRAD firewood	24.00	tonnes	\$168.00	
PRAD M20 SRS	502.52	tonnes	\$31,739.16	
PRAD M30 sawlogs	74.8	tonnes	\$5,247.97	
Smallwood - Posts & Poles	55.40	tonnes	\$2,635.60	
<b>Forest Total</b>	<b>4864.272</b>	<b>Units</b>	<b>\$237,508.73</b>	

- **Establishment**

With planting completed, release spraying has unfortunately been delayed as the chemical is being delivered from Auckland where the supplier's production is being affected by the Level 3 lockdown. They are also awaiting the supply of some chemical from overseas which has been disrupted by supply chain issues. It is expected that the releasing programme will now be completed in November.

## 4.5 Finance

- **Projects**

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
20/21 Annual Report		1 December 2021	Yes	Yes	NA	Work is ongoing. Due to Audit NZ resource constraints, Audit NZ has highlighted they won't be able to meet the original timetable, and we are now looking at adoption of the Annual Report in early December 2021.
Vehicle Replacements	Current	Unknown	Unknown	Yes		While some orders have been placed, only one vehicle has been received to date. We have been advised there are extensive delays in delivery for the remainder, with no reliable delivery dates at this stage.
Purchase card Implementation		Late 2021	No	Yes	NA	The final part of the procure-to-pay project is the introduction of purchase cards for small miscellaneous purchases. Due to Covid levels, the September and November site visit by TechnologyOne consultants have been cancelled. The next available time is yet to be confirmed, and is dependent on Covid levels.
Debt Management Process		20/11/2021	Yes	Yes	N/A	The current target is to have the Debt Management Process implemented for Rates instalment 2. This is dependent on testing, as any issues will need to be resolved, with IS support, prior to implementation.
Query from September Meeting requesting			N/A	N/A	N/A	There were 1039 properties that were given a penalty after we delayed applying them.



confirmation of number of rate payers who were late paying after the extended period until penalties were payable.						This is no different to any other penalty run, delaying made no significant difference.
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