

# Council Activity Briefings



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**Date:** Wednesday 8 February 2023  
**Time:** 9:30am  
**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  
Russell Ellis  
Phill Hooper  
Lynette Lovett  
Tony Todd  
Richard Wilson

## Executive Team

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

## Activity Reports

Time	1.	People & Facilities		Page
9:30am	1.1	EA Networks Centre	Richard Wood	1
9:35am	1.2	Ashburton Library	Jill Watson	8
9:40am	1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	18
9:45am	1.4	Customer Services	Amanda Watson	28

Time	2.	Infrastructure & Open Spaces		Page
9:50am	2.1	Open Spaces	Ian Soper	31
9:55am	2.2	Solid Waste Management	Hernando Marilla	38
10:00am	2.3	3Waters Projects	Hernando Marilla	41
10:05am	2.4	CBD Upgrade Project	Hernando Marilla	42
10:10am	2.5	Waters Operations	Hernando Marilla	43
10:15am	2.6	Asset Management	Andy Guthrie	47
10:20am	2.7	Drinking Water	Andy Guthrie	48
10:25am	2.8	Wastewater	Andy Guthrie	50
10:30am	2.9	Stormwater	Andy Guthrie	51
10:35am	2.10	Stockwater	Crissie Drummond	52
10:40am	2.11	Roads and Footpaths	Mark Chamberlain	53
10:45am	2.12	Contracts Awarded / Upcoming Tenders	Neil McCann	55

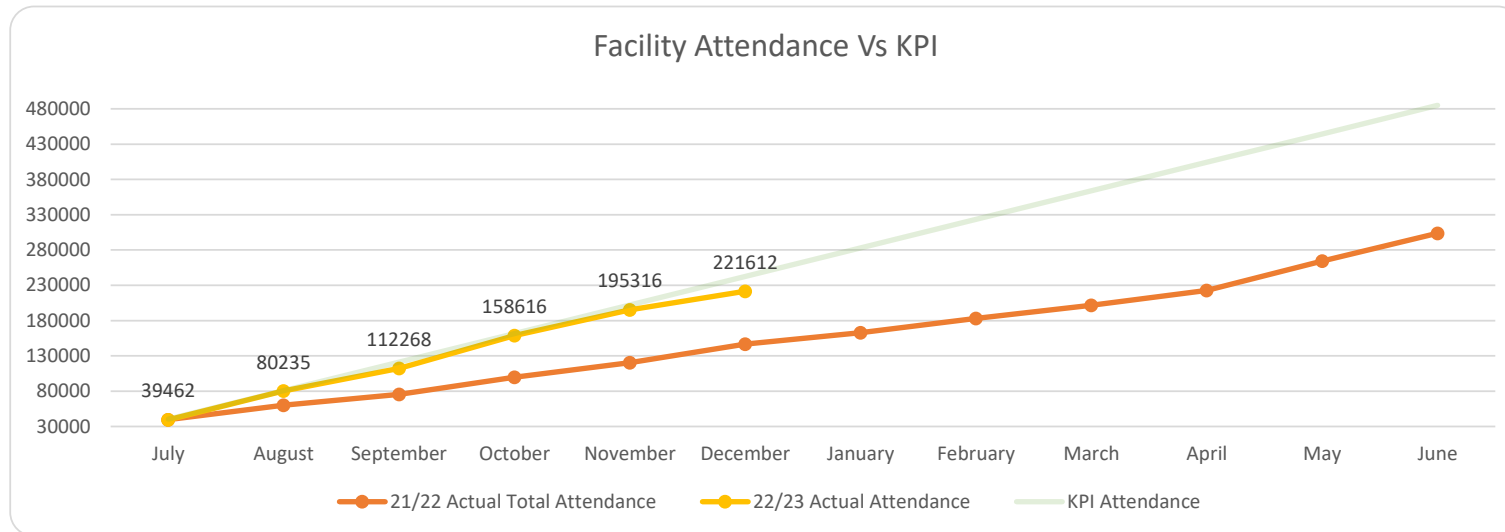
**10:50am Morning tea**

<b>Time</b>	<b>3.</b>	<b>Compliance &amp; Development</b>		<i>Page</i>
11:05am	3.1	Building Services	Michael Wong	56
11:10am	3.2	Civil Defence Emergency Management	Jim Henderson	63
11:15am	3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	66
11:20am	3.4	Animal Control	Rick Catchpowle	67
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11:30am	3.6	Planning	Ian Hyde	69
11:35am	3.7	Economic Development	Simon Worthington	71
<b>Time</b>	<b>4.</b>	<b>Business Support</b>		<i>Page</i>
11:40am	4.1	Information Systems	Gordon Tupper	79
11:45am	4.2	Property	Tania Paddock	86
11:50am	4.3	Forestry	(Terry O'Neill - apology) Tania Paddock	90
11:55pm	4.4	Finance	(Erin Register - apology) Leanne Macdonald	91
<b>Time</b>	<b>5.</b>	<b>Democracy &amp; Engagement</b>		<i>Page</i>
12:00pm	5.1	Communications	Janice McKay	93
12:05pm	5.2	Strategy & Policy	Toni Durham	96
12:10pm	5.3	Reserve Boards, Halls, Grants, District Pools, Mt Hutt Memorial Hall	Toni Durham	102
<b>12:15pm</b>	<b>Finish</b>			

## 1. People & Facilities

### 1.1 EA Networks Centre

#### 1.1.1 Facility

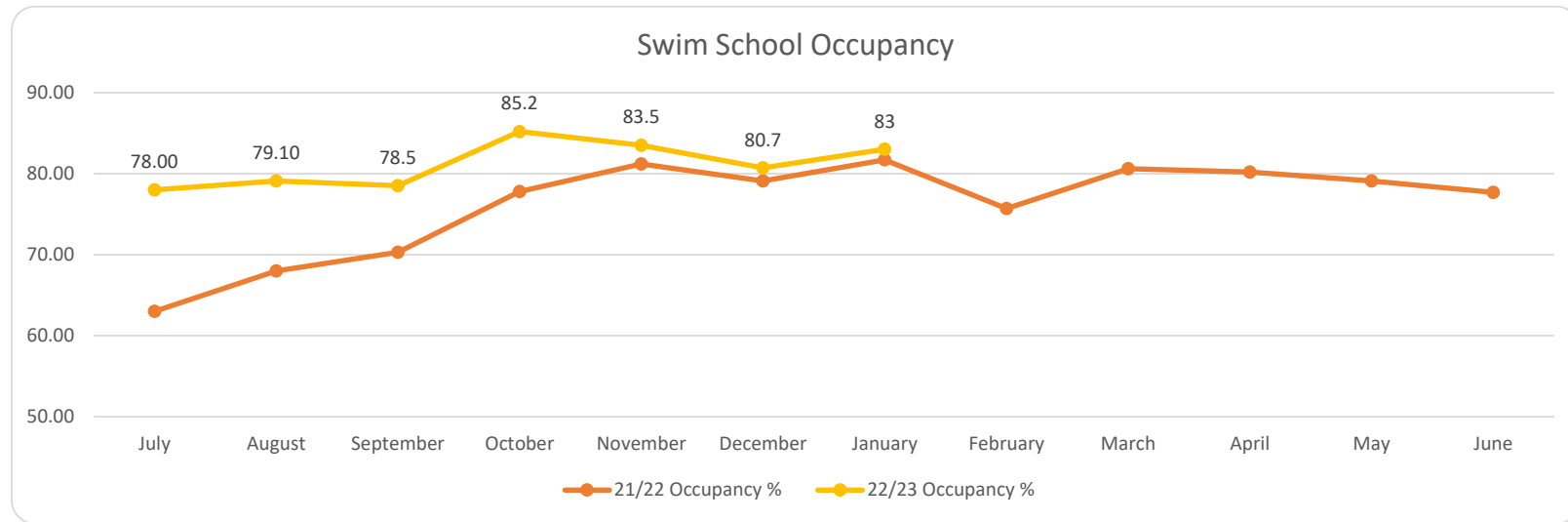


#### Comments:

- The 2021-31 LTP outlines the level of service and performance measures for EANC to be: “We provide quality gym, pool and stadium facilities”.
- The EA Networks Centre is well utilised with a goal of 485,000 attendees in the 2022/23 year, as per the LTP. As at 31 December 2022 EANC had 221,612 visitors, tracking slightly below the target. The target is unlikely to be met given the two quieter months (December/January) and the impact maintenance has had on attendance.
- It should be noted that no adjustment to the KPI has been factored in due to the change in facility operating hours nor the change in counting methodology – although the new method is considered an improvement on accuracy. The forthcoming business and marketing plan identifies the potential need to review this measure.

**Note:** During September to November 2021 entries into the stadium were not counted due to using outdoor court door entry, as per Covid-19 protocol measures.

### 1.1.2 Swim School Occupancy

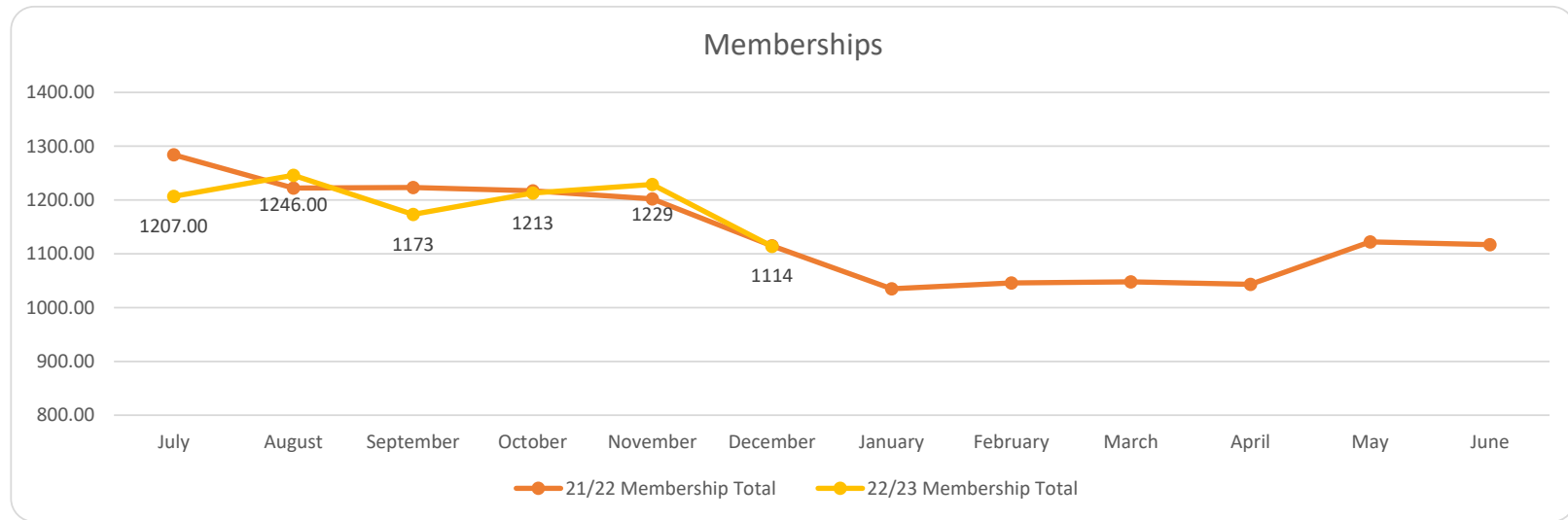


#### Comments:

- This graph represents the occupancy percentage of the swim school.
- Occupancy continues to track above the 2021/22 result year-to-date.
- Officers ran the “Swim School Summer Games” during the last week of Term 4 which was well received by participants.
- Growth in Water Safety education will be a strong theme for 2023 given the national challenges once again with water rescues and incidents over the holiday break.

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

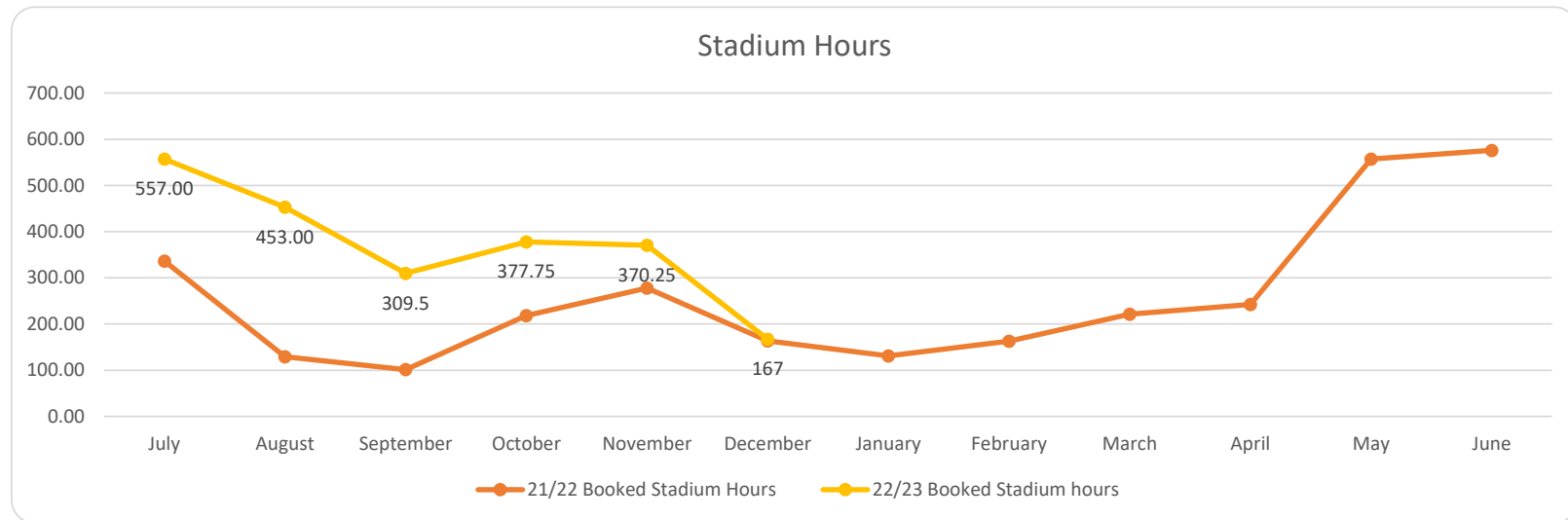
### 1.1.3 Memberships



**Comments:**

- This graph represents the tracking of EA Networks Centre memberships.
- Customers are now able to fully self-manage their membership online through our web portal.
- Officers are looking at the group fitness timetable and reviewing programmes with an eye to reinvigorate this space.

#### 1.1.4 Stadium Hours



#### Comments:

- This graph represents booked stadium hours stadium by external customers and is demonstrating expected seasonal trends.
- This does not include internally run programmes such as holiday programmes and Active Adventures.
- Netball New Zealand have recently utilised the stadium for an emerging talent camp.
- Booking utilisation during peak times continue to be strong through 2023.

### 1.1.5 Activity comments for November/December 2022

Facility	
Activity/Programme	Description
<b>Business</b>	<ul style="list-style-type: none"> <li>• The Utilisation Study of Recreation Facilities is well underway, and we look forward to receiving the results and report by the end of March/early April 2023.</li> <li>• The roadway change due to health and safety issues was completed during the week 16 January 2023. This involved lifting the height of the road to remove tripping hazards. An additional project to add a café deck and ramps is at the design and procurement stage.</li> <li>• Officers are investigating options to support gaps left by the ceasing of the Green Prescription programme and will report back with any findings.</li> <li>• Further upgrades of EANC software systems are enabling improvements in the programme offerings and customer experience processes. These include moving from barcode cards to tags which will speed up access, offer enhancements to online offerings and will soon feature improvements to the automated e-mail systems.</li> <li>• Four EA Networks Centre staff were accepted by the Ashburton Lions Club to attend the Berwick Outdoor Experience later this year. We see this opportunity as a positive growth opportunity for young professionals in the recreation industry.</li> </ul>
<b>Stadium</b> Stadium bookings	<ul style="list-style-type: none"> <li>• December 2022 saw use of the stadium slowly wind down towards Christmas as sports finished up their summer leagues/tournaments. A number of local schools, however, utilised the stadium as an additional activity for their end of year excursions.</li> <li>• The December EANC Holiday Programme created a buzz in the final week before Christmas, with 3 out of 5 days at full capacity, and only a handful of spaces left available on the remaining two day. The January programme is currently underway and bookings are continuing to increase.</li> <li>• The Lifeguard and Recreation Assistant teams have been working hard to remove scuff marks from the stadium floor ahead of the scheduled maintenance at the end of January. This will involve sanding the top layer of the floor, adding additional markings for pickleball as well as touching up any lines that have damage, before finally resealing with a polyurethane topcoat.</li> </ul>

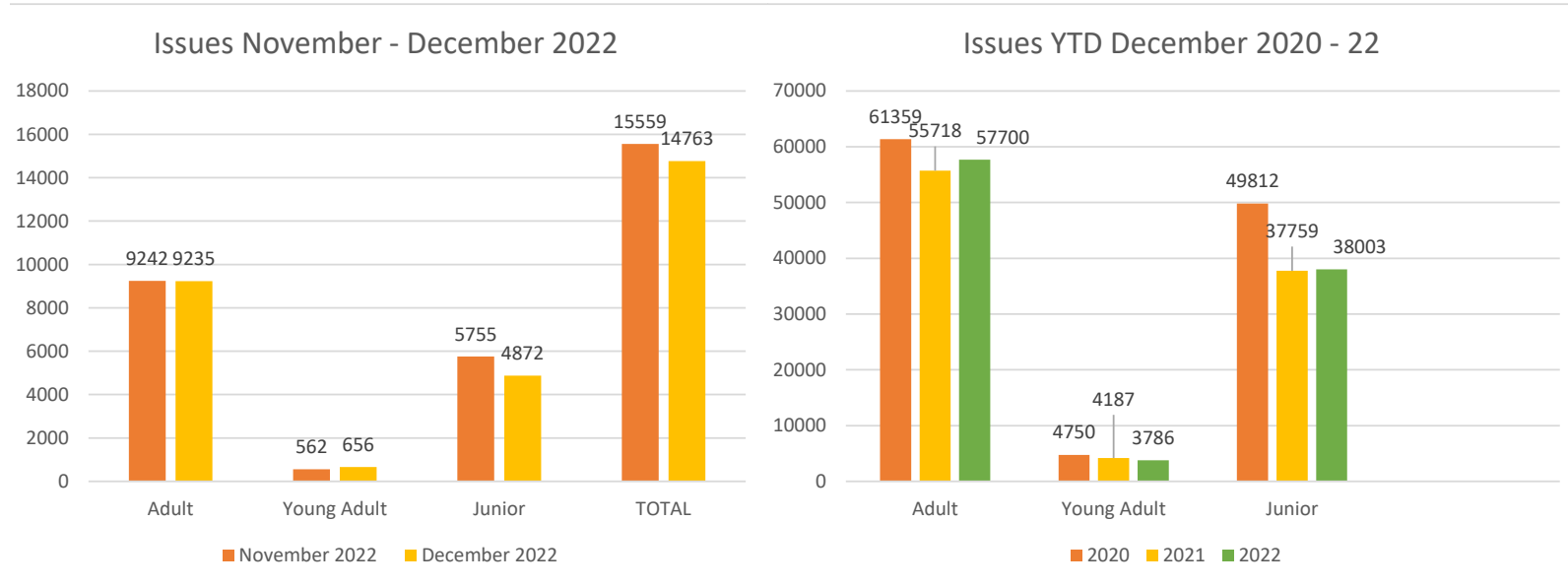


<b>Facility</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Pool</b> Aquatics activities	<ul style="list-style-type: none"> <li>• The opening of the Tinwald pool was well received by the community, however staffing has been a challenge. The team have been very receptive and flexible to limit the impact on service levels to the public.</li> <li>• The lifeguard team, as a whole, continues to be plagued by recruitment challenges, however the team are working together effectively.</li> <li>• The aquatics area is currently getting a refresh of Aquaplay equipment as part of the renewals programme and the fixtures are being altered to allow for simplistic changing in the future. This enhancement includes the addition of a small slide that has long been sought. Officers will review this area once completed to investigate opportunities to maximise aquaplay.</li> <li>• The new Bi-sulphate system for managing the pH level in the pools has been running smoothly.</li> <li>• The Jasi Swim Club returned again for their summer swim camp which saw the club run both in-water and dry-land training sessions in the gym and the stadium.</li> </ul>
<b>Fitness Centre</b> Gym activities	<ul style="list-style-type: none"> <li>• The gym continues to move from strength to strength, with its targeted special population's programs, and is looking to add to them with exercise as medicines new program 'Red Script', a class designed to support heart conditions.</li> <li>• New year resolutions are keeping the gym team busy with a number of assessments booked and personal training sessions increasing regularly.</li> <li>• Staffing changes in the group fitness space have triggered a small timetable change and the team are reviewing and looking for other group fitness opportunities, as well as where additional engagements for specialised populations can be found to support community needs.</li> </ul>

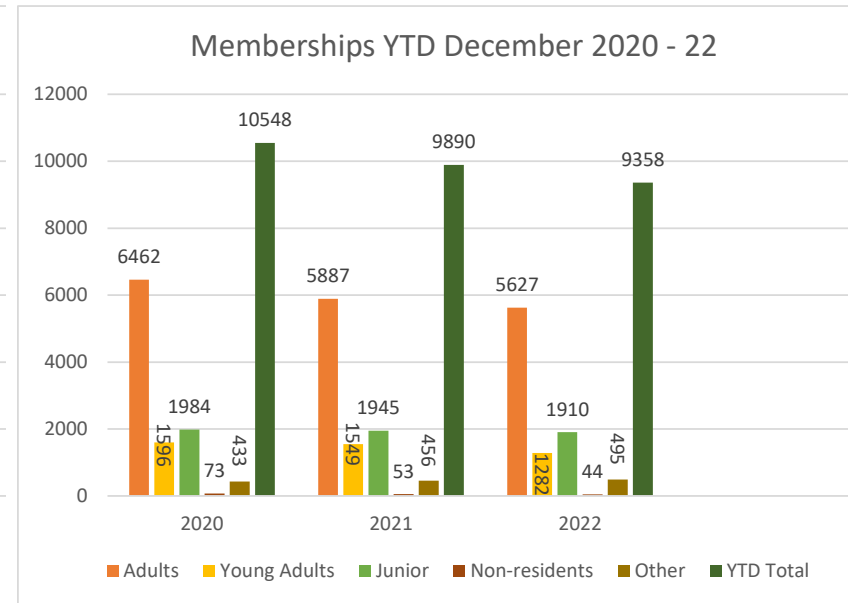
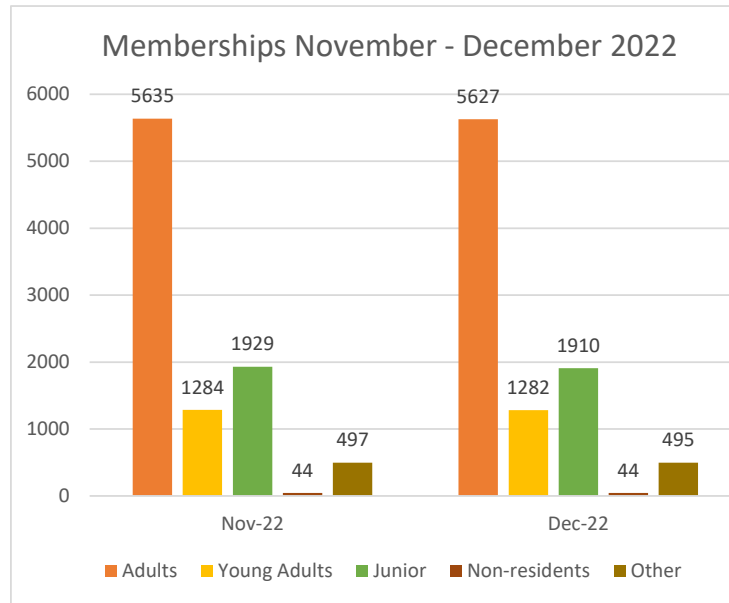
Facility	
Activity/Programme	Description
<b>Swim school</b>	<ul style="list-style-type: none"> <li>• The swim school had great success when it ran its first 'Swim School Summer Games' in week 10. The feedback was very positive, with parents enjoying a different and fun learning environment for swim lessons.</li> <li>• The squad programme had a fun filled swim camp in Geraldine, with swimming taking place between the Geraldine and Timaru pools.</li> <li>• The swim school are currently running their holiday swim lesson programme, with the normal swim lesson programme starting back up for Term 1 on 30 January 2023.</li> <li>• The primary focus for the swim school this year is on water safety and how to educate the community on being safe with the water features around the area, through our alignments with Water Safety NZ and Coastguard Safe Boating.</li> </ul>

## 1.2 Library

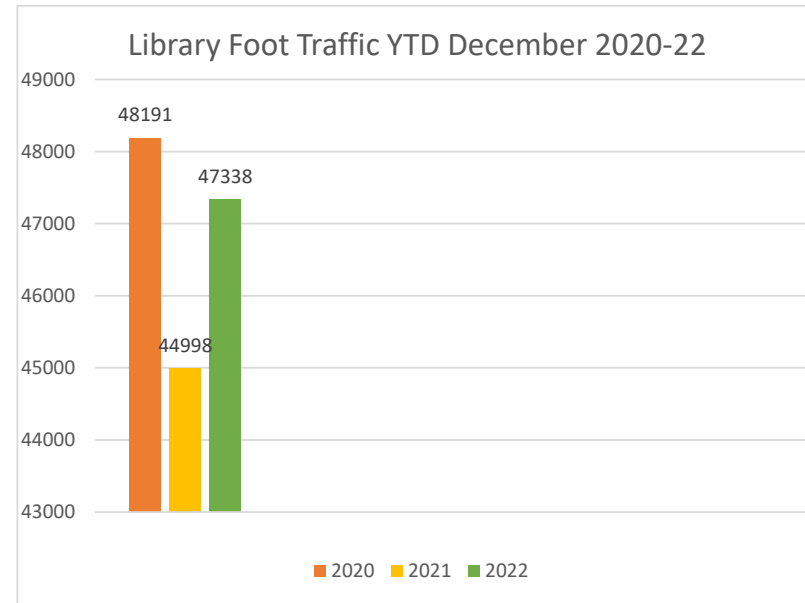
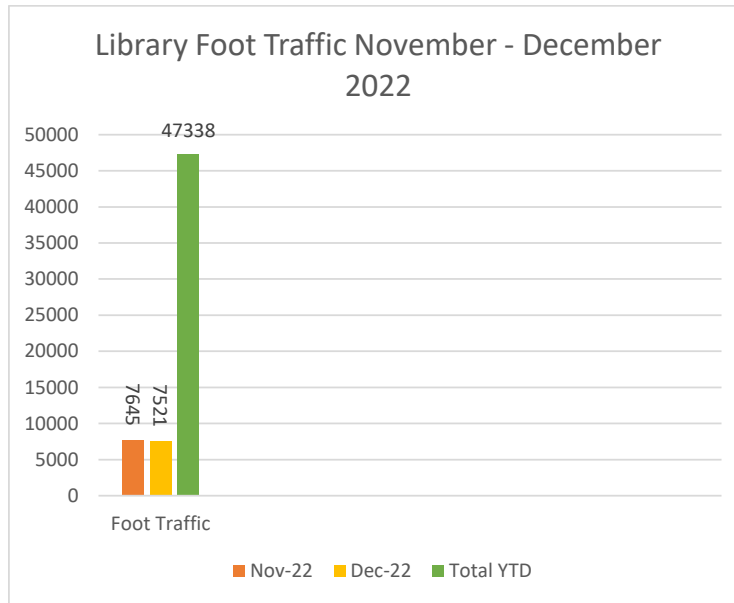
### 1.2.1 Issues



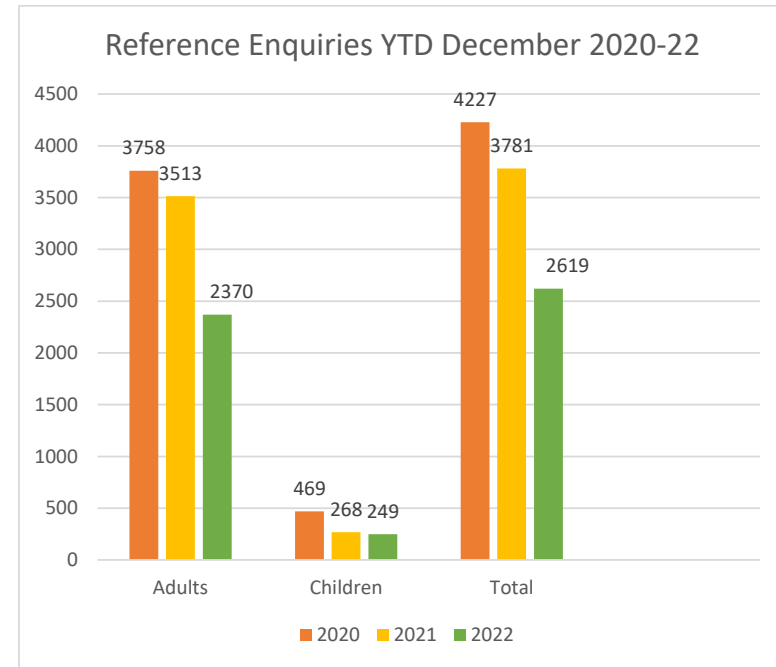
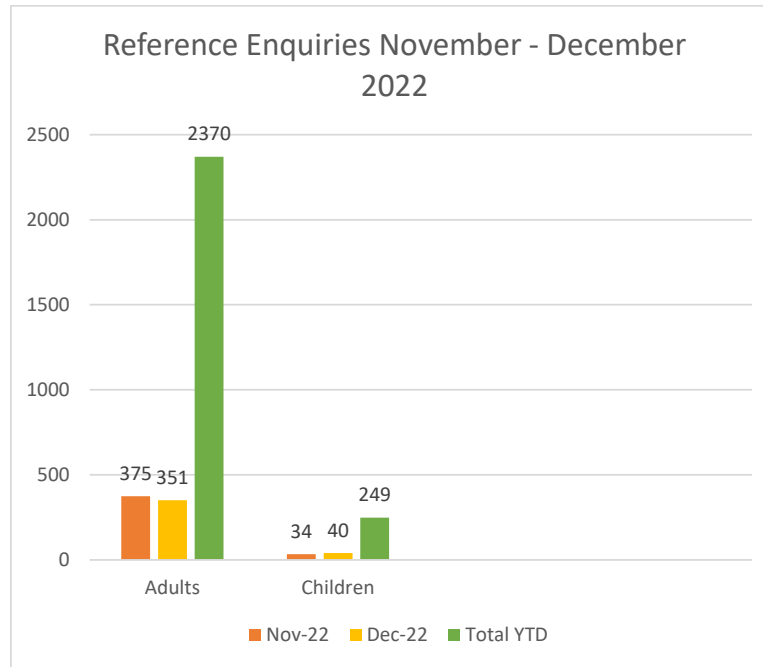
### 1.2.2 Memberships



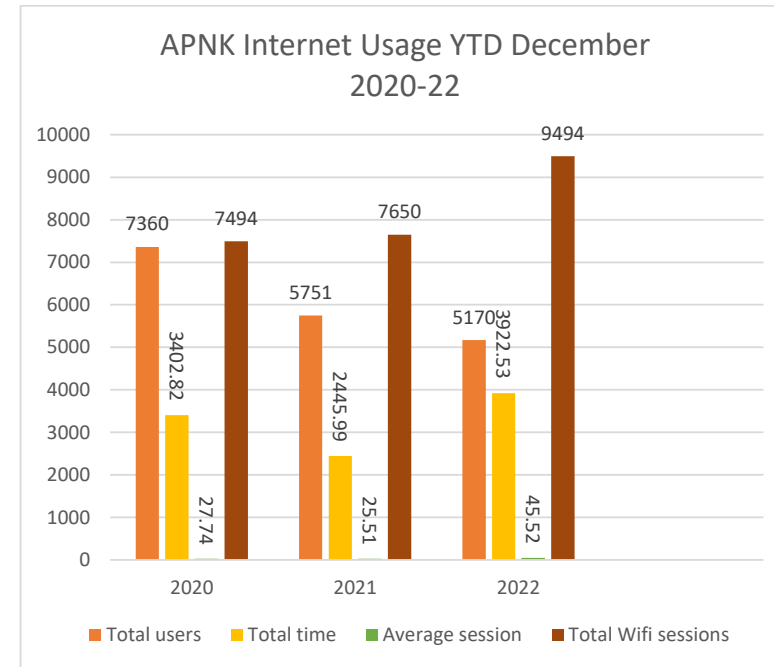
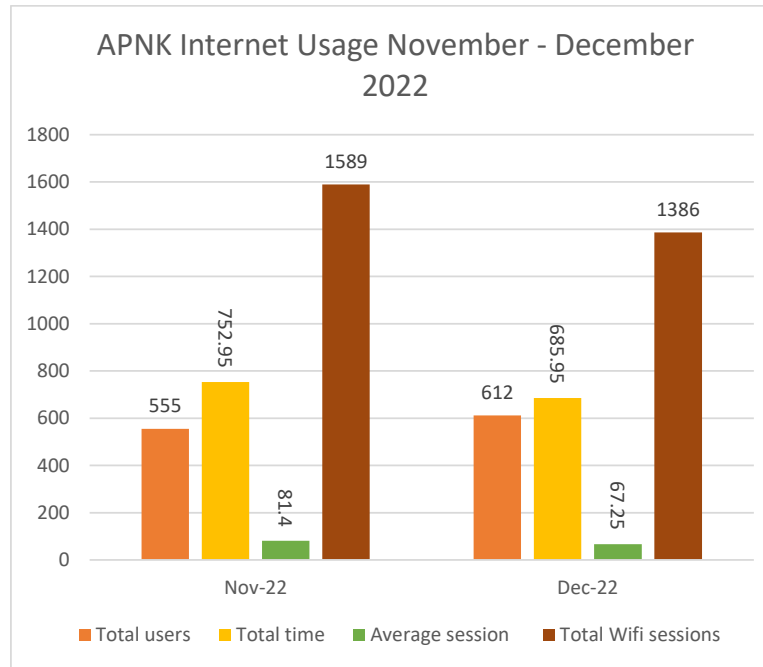
### 1.2.3 Library Foot Traffic



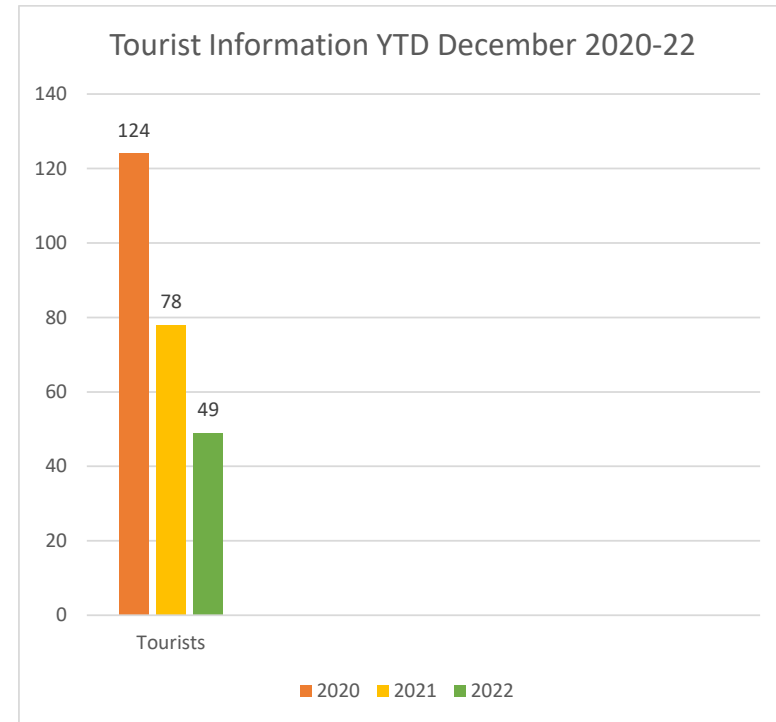
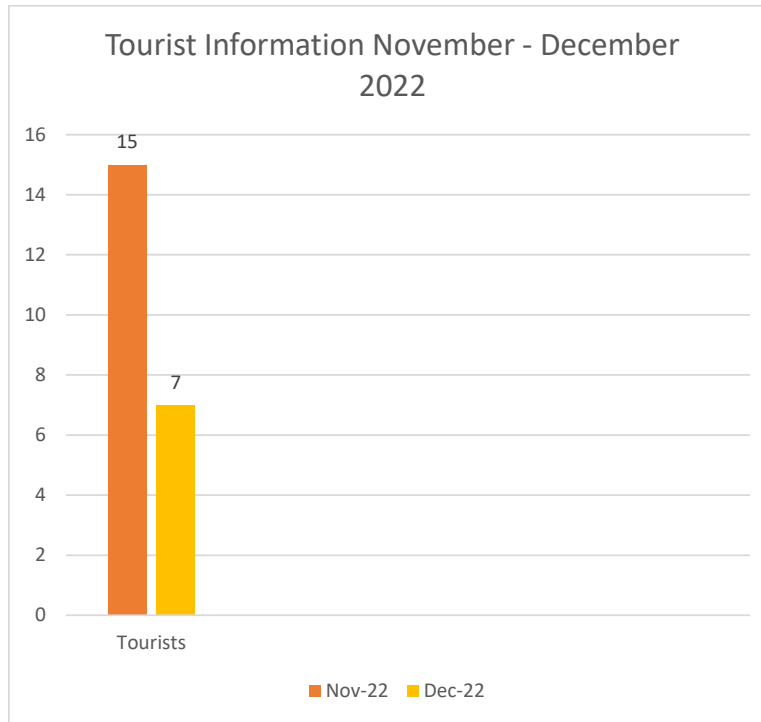
#### 1.2.4 Reference Enquiries



### 1.2.5 APNK Internet Usage



### 1.2.6 District Tourism Information Requests





### 1.2.7 Activities for November and December 2022

<b>Community Engagement Activities</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Meeting spaces</b>	<b>Community use of meeting rooms</b> <ul style="list-style-type: none"> <li>The meeting rooms were booked by 55 groups during the period, with a total of 387 people attending.</li> <li>Groups who utilised meeting spaces at the Library included art &amp; creativity classes; Greg Dunne (Counsellor); speech &amp; language therapy; individuals having video health consultations online; meditation groups; work placement coaching services; Dementia Canterbury; English Language Services; and NZSL4U (sign language classes).</li> </ul>
<b>Craft &amp; Chatter</b>	<b>Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts</b> <ul style="list-style-type: none"> <li>Two sessions were held, with 28 participants attending.</li> </ul>
<b>Presentations</b>	<b>Library promotion</b> <ul style="list-style-type: none"> <li>Two presentations were given during the period with 36 attendees in total.</li> </ul>
<b>Book Club</b>	<b>Monthly community book club</b> <ul style="list-style-type: none"> <li>The book club held two sessions during the period, with 33 people attending.</li> </ul>
<b>Next Chapter</b>	<b>A monthly programme of activities for those living with a diagnosed dementia</b> <ul style="list-style-type: none"> <li>7 participants attended two sessions.</li> </ul>
<b>Elderly outreach</b>	<b>A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories</b> <ul style="list-style-type: none"> <li>Five sessions were held.</li> <li>79 participants attended from Elizabeth Street Daycare, Tuarangi Home, Rosebank Resthome and the Senior Social Group</li> </ul>
<b>School holiday outreach</b>	<b>Library staff held sessions at Methven and Dorie, with participation from AAGM, EANC and Wellbeing Opuke</b> <ul style="list-style-type: none"> <li>105 children and 36 adults attended.</li> </ul>

<b>Digital Access Projects</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Stepping Up</b>	<b>Digital Steps and Better Digital Futures Programmes between 10am and 12pm</b> <ul style="list-style-type: none"> <li>• Digital Steps classes are held on Tuesdays and are aimed at all beginners looking at specific topics, e.g. Facebook, Trade Me and Google.</li> <li>• Better Digital Future classes are held on Thursdays. They are aimed at people aged over 65 years of age and include introduction, essentials, safety and engagement.</li> <li>• One-off sessions are held for all age groups.</li> <li>• Eight people attended the Stepping Up classes during the period.</li> </ul>
<b>CV Help</b>	<b>CVs, cover letters and applications</b> <ul style="list-style-type: none"> <li>• Eight people attended the sessions over the period.</li> <li>• The library continues to offer assistance outside of programme hours as required.</li> <li>• Feedback continues to be positive from both Work and Income NZ and those accessing the service.</li> </ul>
<b>Device drop-in</b>	<b>One-on-one assistance with devices</b> <ul style="list-style-type: none"> <li>• 35 people received assistance with their devices over the period.</li> </ul>
<b>Digital help</b>	<b>One-on-one assistance with digital skills, including device and e-Book help outside of official sessions</b> <ul style="list-style-type: none"> <li>• Assistance was provided to 177 people during the current period.</li> </ul>
<b>E-Book sessions</b>	<b>One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm</b> <ul style="list-style-type: none"> <li>• There was no one looking for assistance with e-books during the session, however, one person asked for assistance outside the official help session.</li> </ul>
<b>Skinny Jump Wi Fi Modem</b>	<b>Low cost broadband</b> <ul style="list-style-type: none"> <li>• Supply chain issues caused a delay in delivery of Skinny Jump modems.</li> <li>• One person accessed Skinny Jump during the period.</li> </ul>

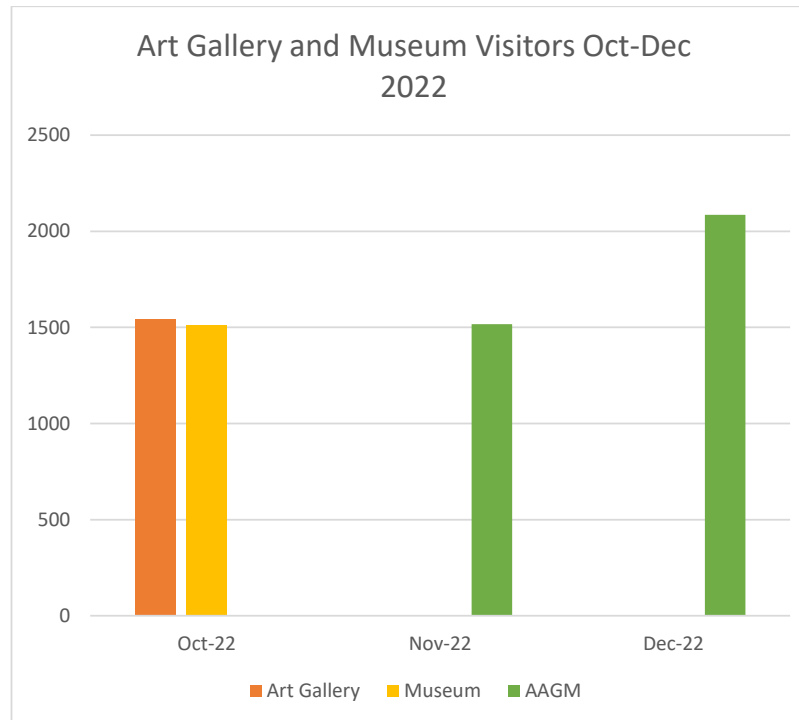
Youth Programming	
Activity/Programme	Description
<b>VR headset</b>	<b>General public use of a VR headset</b> <ul style="list-style-type: none"> <li>22 people attended during November and December.</li> <li>A VR headset is available to those aged 13 years and older during open hours.</li> </ul>
<b>Dungeons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

Children's Library	
Activity/Programme	Description
<b>Wriggle and Read</b>	<b>Movement to music for ages 0-3 (run during school term time)</b> <ul style="list-style-type: none"> <li>Seven sessions were held over November and December, with 128 Children and 118 Adults (246 in total) attending.</li> </ul>
<b>Story and Rhyme Time</b>	<b>Stories and rhymes (run during school term time)</b> <ul style="list-style-type: none"> <li>Five sessions were held during November and December, with 35 attending in total (23 children and 12).</li> </ul>
<b>School class visits</b>	<b>Story and browsing</b> <ul style="list-style-type: none"> <li>The library hosted 17 school class visits during November and December.</li> <li>Schools that visited the library included Ashburton Christian School, Ashburton Borough School, Ashburton Intermediate, Hampstead School, Saint Joseph's, and Carew Peel Forrest school.</li> <li>375 children and 32 adults attended, a total of 407.</li> </ul>
<b>Coding Club</b>	<b>Game development using Microsoft Makecode Arcade (Microbytes and Megabytes Coding Clubs are run during school term time)</b> <ul style="list-style-type: none"> <li>30 children attended eight sessions during November and December, which also included a Code Jam for our final session.</li> </ul>

<b>Children's Library (continued)</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Riff-Raff</b>	<b>Library reading dog</b> <ul style="list-style-type: none"> <li>Three sessions were held over November and December with 4 children reading to Riff-Raff.</li> </ul>
<b>Christmas craft week</b>	<b>Christmas crafts and activities in the lead up to Christmas</b> <ul style="list-style-type: none"> <li>Overall, we had 177 children and 89 adults attend across seven activities (266 in total): <ul style="list-style-type: none"> <li>Beaded Christmas ornaments</li> <li>Threaded paper ornaments</li> <li>Christmas flip books</li> <li>Simple gingerbread houses</li> <li>2x Family movie nights</li> <li>Family Christmas story time</li> </ul> </li> </ul>
<b>Coding Outreach</b>	<b>Lagmhor School</b> <ul style="list-style-type: none"> <li>Three coding sessions were held with Lagmhor school, where one class attended three separate sessions (a total of 75 children and 3 adults).</li> </ul>
<b>Homeschool coding group</b>	<b>Coding sessions</b> <ul style="list-style-type: none"> <li>Four sessions were held over November and December with 33 children and 17 adults (50 in total) attending.</li> </ul>

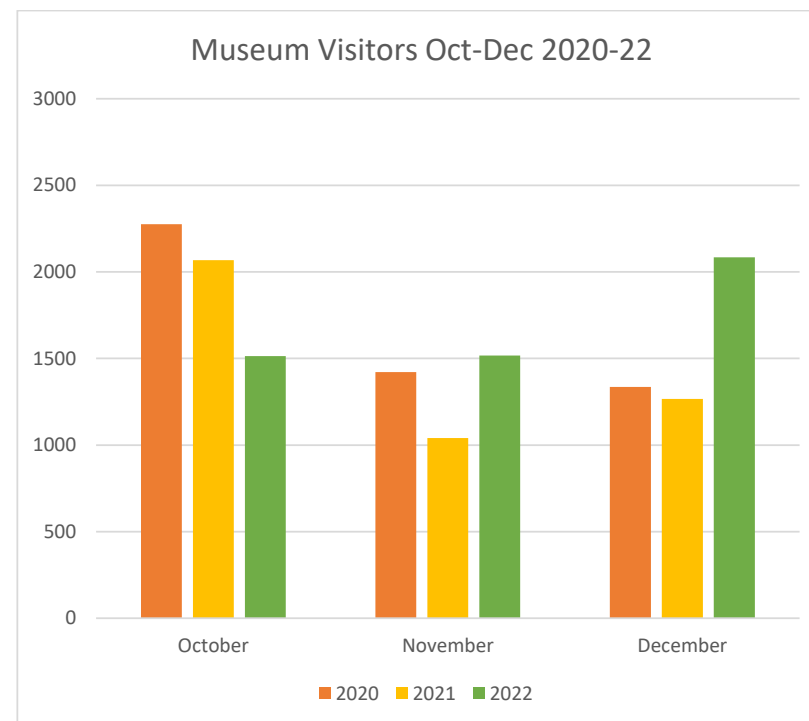
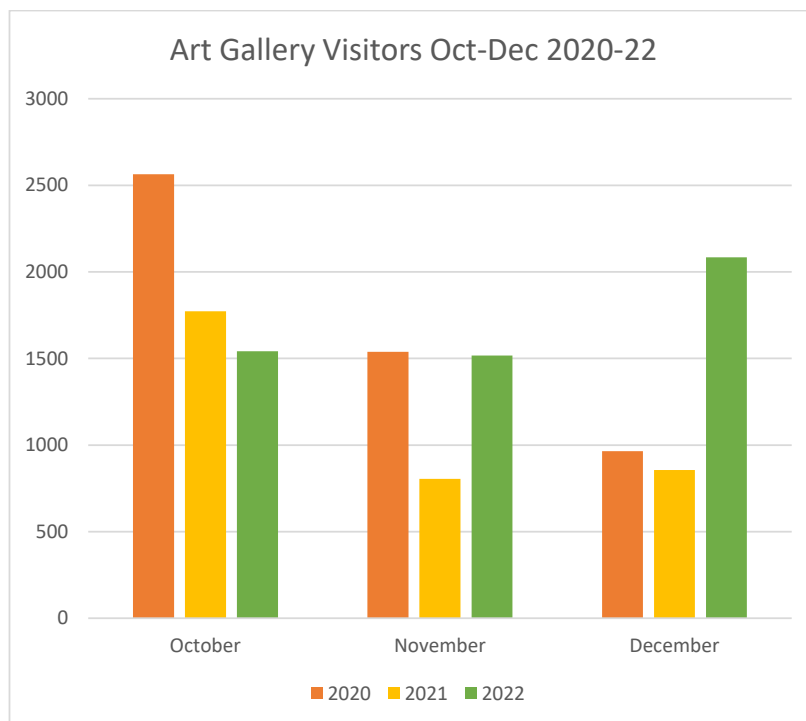
### 1.3 Ashburton Art Gallery and Museum

#### 1.3.1 Art Gallery and Museum Visitors



**Comments:**

- Visitor numbers to the Art Gallery and Museum increased significantly in December compared to the previous two months, due to summer school holidays, outreach at Council's Light up the Night event and the Great Santa Hunt 'lights out' evening.
- Please note that as of November 2022, visitor numbers are now recorded for our facility/building rather than museum and gallery visitors being recorded separately.



**Comments:**

- While October 2022 visitor numbers for the Art Gallery and Museum have not reached their 2020 figures, the November and December visitor numbers either reached or exceeded their 2020 and 2021 figures. The recording of visitors to the building, rather than recording museum and gallery visitors separately, may be contributing to this increase.

### 1.3.2 Activities:

Exhibitions and Displays		
Activity/Programme	Description	Date
<b>Capturing Colour and Light</b>	<ul style="list-style-type: none"> <li>Solo exhibition by local artist Ngaio McKee.</li> <li>A selection of works from private collectors and the artist exploring majestic landscapes and delicate florals.</li> </ul>	31 October to 2 December 2022
<b>Earthly Origins: Touchstones of Fired Earth</b>	<ul style="list-style-type: none"> <li>The artists in this exhibition utilise ancient artefacts as a source of artistic inspiration, yet ultimately question societal and gender norms, and recast and reclaim stories.</li> <li>Their works are examined alongside ancient Athenian vessels on loan from the University of Canterbury's Teece Museum of Classical Antiquity, showing the way that ceramic art form has evolved.</li> <li>Artists involved are Sarah Harper, Hannah Kidd and Marian Maguire.</li> </ul>	27 November 2022 to 20 January 2023
<b>Indecipherable Celebration</b>	<ul style="list-style-type: none"> <li>Solo painting exhibition by Christchurch artist Gareth Brighton.</li> <li>Figurative paintings, along with sculptures made from recycled and scavenged items.</li> </ul>	10 December 2022 to 27 January 2023
<b>Tūhura Tuarangi: Aotearoa in Space</b>	<ul style="list-style-type: none"> <li>Space Showcase developed by Otago Museum.</li> <li>Hands-on interactives to play with, build, launch and explore outer space.</li> </ul>	22 December 2022 to 31 January 2023
<b>Tatau: Sāmoan Tattooing and Photography</b>	<ul style="list-style-type: none"> <li>Touring exhibition from Te Papa Tongarewa capturing the dynamic practice of contemporary Samoan tatau over the last 40 years.</li> <li>Presents the work of four photographers Mark Adams, Greg Semu, John Agcaoili, and Angela Tiatia.</li> </ul>	22 December 2022 to 17 February 2023

Education and Public Programmes		
Activity/Programme	Description	Date
<b>Art Addicts</b>	<ul style="list-style-type: none"> <li>AA is a weekly art space for children and families after school.</li> <li>Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials.</li> </ul>	Held Weekly: 2, 9, 16, 23, 30 November and 7 December 2022
<b>Jub Jub Club</b>	<ul style="list-style-type: none"> <li>Jub Jub Club is a membership programme for young people aged 8-13 that wish to extend and grow their knowledge and appreciation for art. The sessions provide a series of art and culture-based experiences for young people.</li> <li>In November the group collaborated on paintings, akin to the working relationship of Euan Macleod and Gregory O'Brien. As well as sculpted vessels inspired by the mythology behind <i>Earthly Origins: Touchstones of Fired Earth</i>.</li> <li>In December the club was led by guest artist Hannah Herbert-Olsen. Hannah introduced the group to the alla prima painting technique and observational tips and tricks</li> </ul>	6 and 27 November and 11 December 2022
<b>Molly's Masterpiece #9</b>	<ul style="list-style-type: none"> <li>Molly is the Gallery's imaginary dog drawn by Ashburton's own, David Elliot.</li> <li>Molly hides in the Gallery or Museum every month, with a particular activity or question for her friends to find. Those who complete the activity receive a piece of Molly's masterpiece, which is an image of an artwork from the AAG Inc collection.</li> <li>There are nine pieces to collect throughout the year.</li> <li>The final piece of Molly's Masterpiece was released in December.</li> </ul>	3 December 2022 to 20 January 2023
<b>In Colour</b>	<ul style="list-style-type: none"> <li>A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group.</li> <li>Monthly sessions continue.</li> </ul>	Held monthly: 11 November and 9 December 2022



Education and Public Programmes (continued)		
Activity/Programme	Description	Date
<b>Kōwhai Mums</b>	<ul style="list-style-type: none"> <li>• A fortnightly art group for ethnic and migrant mums and carers, as well as newcomers to <i>Hakatere</i> Ashburton, with children aged 0-5 years.</li> <li>• Sessions provide a safe and fun environment for mums and carers to relax and socialise whilst children explore their world through sensory play, imaginative materials, and art activities.</li> <li>• This programme is delivered in partnership with Hakatere Multi-Cultural Council and Safer Mid Canterbury Newcomers Network.</li> </ul>	9, 23 November and 7 December 2022
<b>Climate Action Mural</b>	<ul style="list-style-type: none"> <li>• Drop-in activity in upstairs foyer.</li> <li>• Inspired by the exhibition <i>Local Knowledge</i> by Gregory O'Brien and Euan Macleod.</li> <li>• This activity was designed to encourage the community to work collaboratively on a mural that is focused on climate action.</li> </ul>	17 October to November 2022
<b>Fijian Cultural Awareness Workshop</b>	<ul style="list-style-type: none"> <li>• A partnership event with Hakatere Multicultural Council and Volunteering Mid and South Canterbury about Fijian cultural awareness.</li> <li>• Archival items from the AM&amp;HS collection related to a Fiji-Ashburton cricket match were presented.</li> </ul>	1 November 2022
<b>Our Lady of the Snow School Outreach visit</b>	<ul style="list-style-type: none"> <li>• Still-life drawing programme centered on Ngaio McKee's exhibition <i>Capturing Colour and Light</i>.</li> <li>• Students learned how drawings build the foundations for paintings and explored traditional tools and techniques to create a unique sketchbook with still-life drawing experiments.</li> </ul>	3 November 2022
<b>Wakanui School visit</b>	<ul style="list-style-type: none"> <li>• Self-guided tour of the gallery exhibition spaces.</li> </ul>	3 November 2022

<b>Education and Public Programmes (continued)</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<b>Laghmor School Visit</b>	<ul style="list-style-type: none"> <li>Bobbie Barwell-themed programme covering changing photographic processes and technological developments, as well as a make your own banknote activity.</li> </ul>	3 and 4 November 2022
<b>Ashburton Borough School visit</b>	<ul style="list-style-type: none"> <li><i>Hakatere</i> Ashburton history programme covering Ngāi Tahu history, early buildings, town planning, transport and farming.</li> </ul>	7 November 2022
<b>Make a Photo Reel Activity</b>	<ul style="list-style-type: none"> <li>Drop-in activity based in the upstairs foyer.</li> <li>Inspired by the exhibition <i>Bobbie Barwell: Capturing People and Places</i>, this hands-on craft activity is designed to get visitors thinking about old school photography processes - namely, the photo film reel - and to reflect upon photographs displayed in the exhibition.</li> </ul>	8 November to 15 December 2022
<b>Girl Guides Senior Visit</b>	<ul style="list-style-type: none"> <li>The group curated their own art exhibition using miniature models of gallery space.</li> </ul>	10 November 2022
<b>St Joseph's School Visit</b>	<ul style="list-style-type: none"> <li>Kā Huru Manu programme covering Ngāi Tahu history, maps and place names, the museum's Whakanui collection and a Nōti Raureka pounamu trail game activity.</li> </ul>	10 November 2022
<b>Carew Peel Forest School Senior Visit</b>	<ul style="list-style-type: none"> <li>Art and Social Change programme centered on Euan Macleod and Gregory O'Brien's <i>Local Knowledge</i>. Students learned how to communicate messages with visual impact using typography, then worked collaboratively to create a typography based painting that raises awareness about climate change</li> </ul>	16 November 2022
<b>Hakatere Kāhui Ako Teachers' visit</b>	<ul style="list-style-type: none"> <li>A presentation was delivered to the Hakatere Kāhui Ako teachers' group (a network of teachers dedicated to building capacity in Te reo Māori, Te āo Māori, local histories etc.) about the Whakanui taonga collection, the 1975 Protected Objects Act, the colonisation of cultural heritage and changing museum practice related to tikanga.</li> </ul>	17 November 2022
<b>World Children's Day Activity</b>	<ul style="list-style-type: none"> <li>Drop-in activity in upstairs foyer.</li> <li>An activity designed to celebrate World Children's Day by making a children's rights superhero sculpture.</li> </ul>	20 November 2022

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
<b>Make a holiday card activity</b>	<ul style="list-style-type: none"> <li>• Drop-in activity in upstairs foyer.</li> <li>• Visitors are invited to make a holiday card inspired by a still-life scene that they will compose from festive objects.</li> <li>• This programme connects to themes in Ngaio McKee's <i>Capturing Colour and Light</i> exhibition.</li> </ul>	20 November to 13 December 2022
<b>Winchmore Rural Womens' group visit</b>	<ul style="list-style-type: none"> <li>• The Winchmore Rural Women's Group were given a guided tour of Ngaio McKee's <i>Capturing Colour and Light</i> and <i>Bobbie Barwell: Capturing People and Places</i> exhibitions.</li> </ul>	22 November 2022
<b>Carew Peel Forest School, junior school visit</b>	<ul style="list-style-type: none"> <li>• Still-life drawing programme centered on Ngaio McKee's exhibition <i>Capturing Colour and Light</i>. Students learned how drawings build the foundations for paintings and explored traditional tools and techniques to create a unique sketchbook with still-life drawing experiments.</li> </ul>	22 November 2022
<b>Alzheimer's support group</b>	<ul style="list-style-type: none"> <li>• This group was specially developed for people living with dementia and consists of a guided tour of exhibitions followed by morning tea.</li> <li>• The intent of this type of group is to connect people with dementia to art, and create an experience that enlightens memories, as well as forms new ones.</li> </ul>	24 November 2022
<b>Ashburton Baptist Pre-School teachers' visit</b>	<ul style="list-style-type: none"> <li>• The Kā Huru Manu exhibition was re-created in the Learning Centre for a session with the Ashburton Baptist Pre-School teachers who are working on their localised teachers' curriculum and enhancing their knowledge of local history.</li> <li>• A presentation about the exhibition content and development, Ngāi Tahu history and the museum's Whakanui taonga collection was delivered.</li> </ul>	26 November 2022
<b>Dairy Farmers Group visit</b>	<ul style="list-style-type: none"> <li>• A group of local dairy farmers were given a guided tour of our <i>Earthly Origins</i>, <i>Local Knowledge</i> and <i>Ngaio McKee: Capturing Light and Colour</i> exhibitions.</li> </ul>	30 November 2022

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
<b>Light Up the Night activity</b>	<ul style="list-style-type: none"> <li>An AAGM activity was delivered as part of ADC's annual <i>Light up the Night</i> Christmas event</li> <li>This involved making Christmas wreaths out of recyclables and silhouette stained glass windows from craft materials.</li> </ul>	2 December 2022
<b>Creative Futures: Christmas Miniatures with Ruby</b>	<ul style="list-style-type: none"> <li>A new initiative to invite young people from the community to design and deliver art classes for children and families.</li> <li>12-year-old Ruby taught the public how to create festive jewellery designs using polymer clay.</li> </ul>	4 December 2022
<b>BASE Youth Centre</b>	<ul style="list-style-type: none"> <li>Monthly art group at the local youth centre for children aged 13+ years. For the last session of the year, we made miniature models using polymer clay.</li> </ul>	8 December 2022
<b>Ashburton Intermediate School visit</b>	<ul style="list-style-type: none"> <li>The school engaged with the programme <i>Sculpting Stories</i> which looked at <i>Earthly Origins: Touchstones of Fired Earth</i></li> <li>Students unlocked stories from Ancient Greece to discover their legacy. Then, they developed creative communication by sculpting a clay vessel in response to stories from the exhibition. On this occasion, students were fortunate to have a floor talk by artist Marian Maguire.</li> </ul>	8 December 2022
<b>Southern Health School visit</b>	<ul style="list-style-type: none"> <li>The school engaged with our programme <i>Sculpting Stories</i> which looked at <i>Earthly Origins: Touchstones of Fired Earth</i>.</li> </ul>	12 December 2022
<b>School holiday outreach - Methven</b>	<ul style="list-style-type: none"> <li>The Ashburton Library and EA Networks Centre joined forces to facilitate a festive programme at the Methven Community Hall.</li> <li>A Monster Mash activity was ran, inspired by <i>Earthly Origins: Touchstones of Fired Earth</i>.</li> <li>We joined the Library and EA Networks to facilitate a festive programme at Methven Community Hall. The <i>Monster Mash</i> activity inspired by <i>Earthly Origins: Touchstones of Fired Earth</i> was facilitated.</li> </ul>	16 December 2022

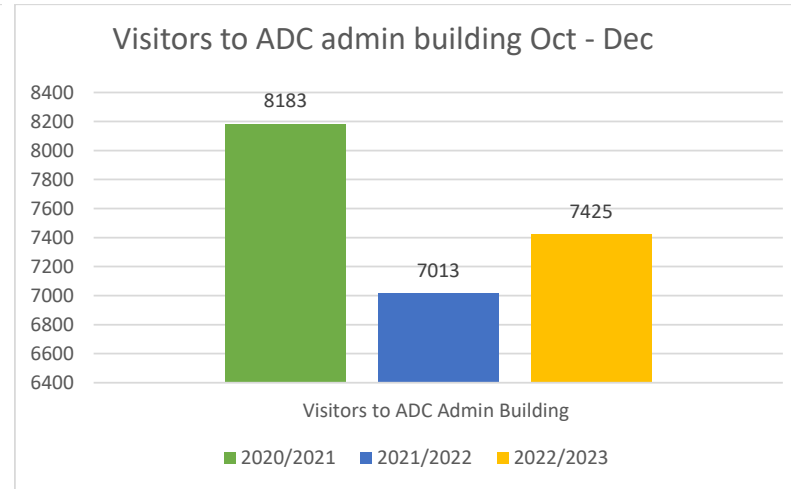
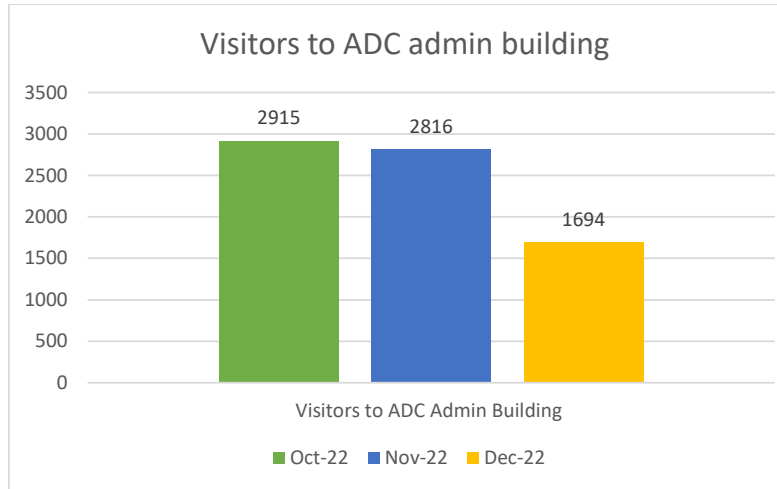
Education and Public Programmes (continued)		
Activity/Programme	Description	Date
<b>School holidays – The Compass of Tāwhaki</b>	<ul style="list-style-type: none"> <li>Visitors were invited to make a compass to help guide Tāwhaki and his waka through the stars and to the heavens. This activity was inspired by the mōhiotaka, understanding, an element of the Tūhura Tuarangi space exhibition.</li> </ul>	19 December 2022 to 1 January 2023
<b>School holidays – Monster Mash</b>	<ul style="list-style-type: none"> <li>Drop-in foyer activity.</li> <li>Visitors were invited to collage a mythical monster inspired by ancient Greece.</li> </ul>	19 December 2022 to 1 January 2023
<b>Burty challenge</b>	<ul style="list-style-type: none"> <li>Run in collaboration with other ADC facilities.</li> <li>This year, if visitors completed all of the Burty challenges they went into a prize draw to win one of three family passes to Ōpuke Thermal Pools, Methven.</li> <li>In addition, completed cards received a Disc Golf free hire voucher from EA Networks Centre.</li> </ul>	19 December 2022 to 29 January 2023
<b>School holiday outreach - Dorie</b>	<ul style="list-style-type: none"> <li>We joined the Library and the EA Networks Centre to facilitate a festive programme at the Methven Community Hall.</li> <li>The <i>Monster Mash</i> activity was inspired by <i>Earthly Origins: Touchstones of Fired Earth</i>.</li> </ul>	20 December 2022
<b>Santa hunt</b>	<ul style="list-style-type: none"> <li>Families and whānau were invited to bring their torches to find thirty Santa's hiding around the Museum in the dark.</li> </ul>	21 December 2022
<b>Molly's Scavenger Hunt</b>	<ul style="list-style-type: none"> <li>For Molly's friends who were missing pieces of her masterpiece, this scavenger hunt was a chance to catch-up, finish her masterpiece, and enter her end of year prize draw.</li> </ul>	21 December 2022 to 20 January 2023

Collections and Research		
Activity/Programme	Description	Date
<b>Research Enquiries</b>	<ul style="list-style-type: none"> <li>Our Archivist responded to 22 research enquiries during November, 18 of which were from the public.</li> <li>In December there were 18 research enquiries, 15 of which were from the public</li> </ul>	November and December 2022
<b>Collection Development and Management</b>	<ul style="list-style-type: none"> <li>Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues.</li> <li>Work is progressing well with PastPerfect Online whereby digitised collection items owned by AM&amp;HS will be made publicly accessible online.</li> </ul>	November and December 2022
<b>ADC Art Collection</b>	<ul style="list-style-type: none"> <li>A conservation plan is in development to identify works in need of remedial care. This will focus on framing and matting to meet archival standards.</li> </ul>	November and December 2022

Media and Promotion		
Activity/Programme	Description	Date
<b>Reviews/Features</b>	<ul style="list-style-type: none"> <li>A review of our <i>Bobbie Barwell: Capturing People and Places</i> exhibition by Warren Feeney was featured in <i>The Press</i> newspaper and on Stuff.co.nz as one of the '10 exhibitions to look out for in Canterbury in November'</li> <li>AAGM was commended during an Aotearoa NZ histories regional resources presentation for our Kā Huru Manu exhibition, in particular for our innovative relationship with Ngāi Tahu, for creating a temporary show that complimented and expanded on a permanent display, and that the exhibition content is a great resource for us to retain for future use.</li> </ul>	November and December 2022
<b>Articles and Blog Posts</b>	<ul style="list-style-type: none"> <li>Our Archivist and guest contributors wrote four articles for the <i>Ashburton Guardian's</i> heritage page in November, and four articles during December.</li> </ul>	November and December 2022

## 1.4 Customer Services

### 1.4.1 Visitors to ADC administration building



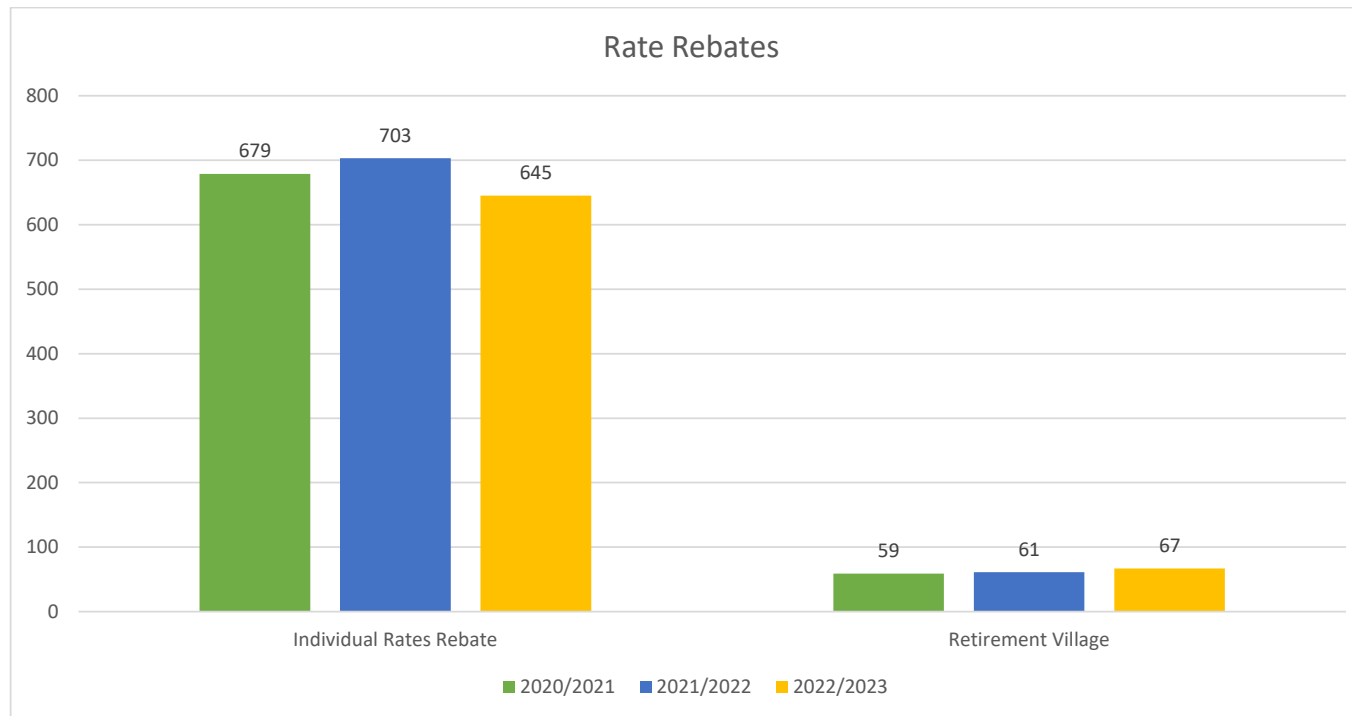
#### Comments:

Visitors to ADC Reception continue to reflect what business is happening at the time. Customer Services were busy in October with rate rebate applications being received and a wash-up of late rate payments. November was also steady with Rates Rebates applications and included the 2<sup>nd</sup> rates instalment payments. The December reporting period is short by one week due to Christmas holidays and early end of year closure.

During the 2021/2022 year, a reduction in visitor numbers during October to December is due to the Covid-19 situation.

The current year shows that many more customers are now paying for services online or by using Direct Debit options for rates and accounts, as there are many more online options now available for submitting applications and requesting service.

### 1.4.2 Rate Rebates

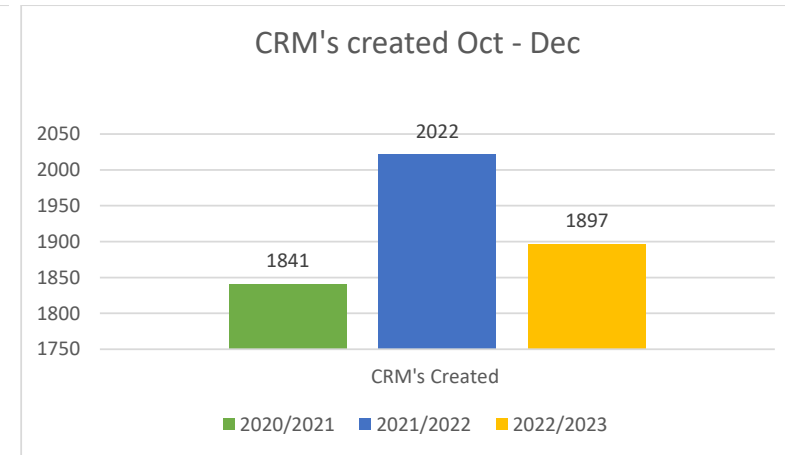
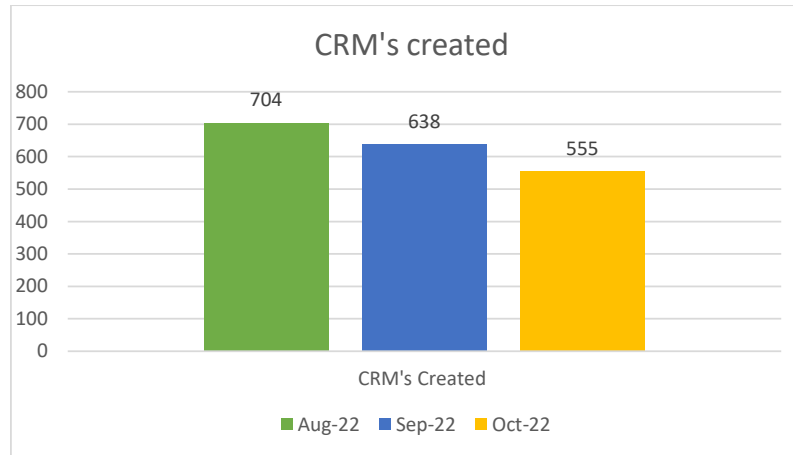


#### Comments:

- The numbers of rate rebate applications being processed are pleasing and indicate that there will be an increase from the previous two years. This is likely because income vs rates has increased considerably from the previous years for a number of people.
- Some comms will go out during March/April to remind those property owners on low incomes to check if they are eligible to receive a rates rebate.



### 1.4.3 CRMs Created



#### Comments:

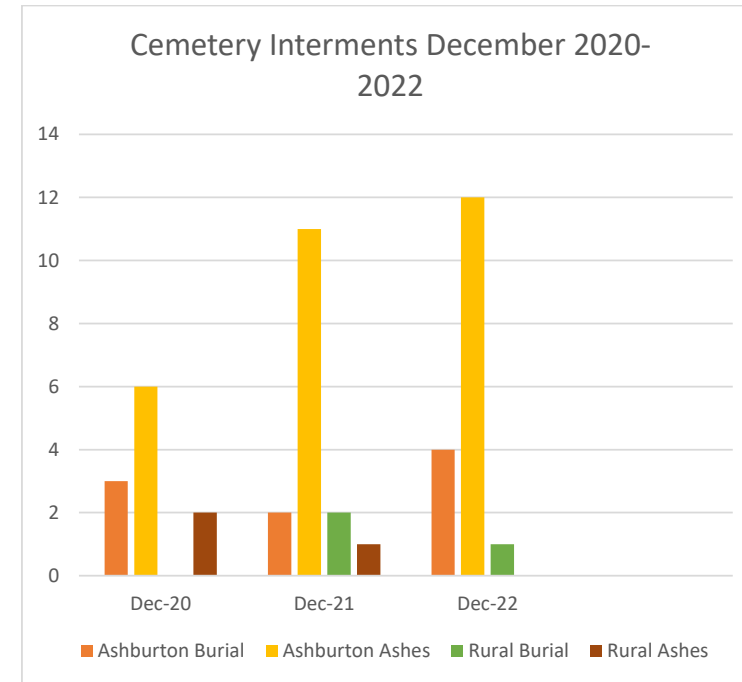
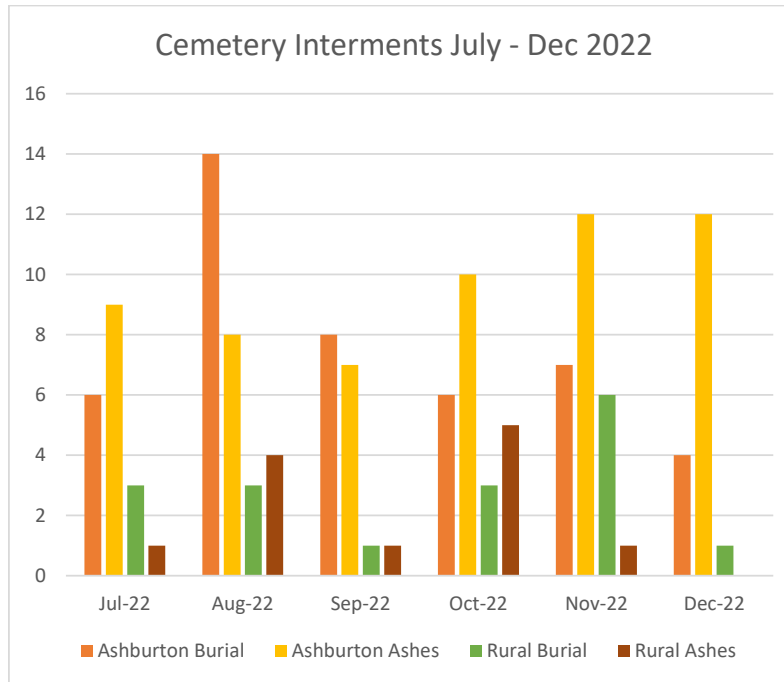
Top (8) categories	Oct	Nov	Dec	Total
Animals	60	58	82	<b>200</b>
Information requests	37	58	19	<b>114</b>
Noise nuisance	37	34	41	<b>112</b>
Property maintenance	18	17	18	<b>53</b>
Kerbside rubbish/recycling	123	133	115	<b>371</b>
Roading issues	114	158	125	<b>397</b>
Assets - water	98	187	137	<b>422</b>
Trees	9	27	14	<b>50</b>

- Looking at the top 8 CRM categories, there was a considerable increase in animal requests which involved the animal contractor and officer.
- Information requests are LGOIMAs (8) and Property files (106), these quietened down in December with property sales lessening.
- Kerbside audits continue to be carried out.
- An increase in roading and water related CRMs in November were due to wet weather issues.

## 2. Infrastructure Services Group

### 2.1 Open Spaces

#### 2.1.1 Cemeteries



### 2.1.2 Activities – items of importance

#### **Cemeteries**

- Summer has continued to be a busy time for the district cemeteries, with an increase in both burials and ash interments compared with the same period in the previous two years.
- Staff are committed to presenting all cemeteries in the best way possible to the community over the festive period. Visitor numbers are at their highest at this time of year, with people coming from near and afar to pay their respects to their deceased friends and family.
- Council is still currently recruiting for an assistant Sexton.
- The closed cemeteries at Kyle, Westerfield and Highbank are being checked regularly, with staff carrying out quarterly inspections and undertaking maintenance as required.
- It is pleasing that no cemetery-related complaints were received over the festive period.

#### **Open Space Management**

- The Open Spaces management team continue to work on delivery of scheduled capital work projects, as profiled in the Long Term Plan.
- Work on Reserve Management Plans (RMPs) continues. Proposed sites and their classifications are currently being determined.
- Staff are now updating the works in the Open Spaces Asset Management Plan. It is envisaged that this plan will be complete by 30 June 2023 in time to be included in the 2024-34 LTP process which is developed in the next financial year.
- Open Spaces Supervisors are busy getting their respective teams back on-track with regular cyclical maintenance rounds. The maintenance horticultural team is fully staffed as of 17 January, with three new recruits commencing work in the New Year.
- Recruitment is underway for one Nursery person.
- Over summer, there were a number of staff shortages due to annual leave and various reasons. Staff were reassigned to provide cover to enable our levels of service to be maintained.

### **Gardens**

- The Open Spaces nursery has emptied out with bedding plants all in the ground and just a skeleton number of replacements remaining. There was a quantity of underplanting species grown which were also planted out in the Domain prior to Christmas. This process will continue over the coming years as staff build up the Domain understory planting. These species are perennials opposed to the annuals in the bedding schemes.
- Seed was sown in January for some of the early winter/spring bedding plants. This is in preparation of the next changeover in April.
- Weeding is now well underway and a regular task with ground and growing conditions being favorable.
- Street gardens are now solely into their maintenance phase, with replanting of replacements on hold until more favourable weather is present in autumn.
- Both Rakaia and Methven have their annual bedding plants now delivering colourful displays. Again, these displays add a sense of vibrance to the respective townscapes.
- The CBD gardens are looking good, with seating in the shaded areas getting a lot of use recently.

### **Ashburton Domain**

- Summer has seen a vast increase in Domain patronage. Many of those visitors are families that start their visit at the playground area and progress to the gardens thereafter, often for a picnic or a walk around. This use is why the Domain is provided and it is pleasing to see our community seeing and using the benefits provided.
- Most Domain border gardens containing summer flowering species are currently looking good. There is a proliferation of blooms on Dahlias, and these are creating a lot of interest in the community.
- The Rose Garden is again delivering a colourful and ongoing display. Staff are regularly deadheading the roses and with the irrigation controlling their moisture, the summer heat is doing the rest.
- The large Golden Elm that failed and split outside the Domain office was fully removed just prior to Christmas. It has left a large gap in the canopy but has opened up new opportunities for staff to replant this area with suitable species. Staff did have to remove all the underplanting from this area. It was predominately shade loving Hosta's and with the source of the shade now removed the Hosta's were already starting to burn off. A replacement species will be chosen and planted in autumn.
- In early January there was another large branch from a nearby English Elm which failed for no apparent reason. Arborists have removed the debris and tidied up the resulting tree scar. A report is pending from the arborists as to the tree's overall health.
- Summer sport in the Domain is continuing with cricket appearing to have good numbers at its events.
- Passive sport is still ramping up as the community make good use of longer evenings.
- Ashburton Domain hosted a cricket tournament from 9 to 12 January. Staff provided extra mowing in the evenings for tournament so that the grounds were looking and playing at its very best.

### General Parks and Reserves

- Staff continue to undertake scheduled playground maintenance around the district with weekly and monthly checks being undertaken.
- Staff have placed more landscape rocks and additional plantings at the entrance to the Ashburton dog park. Further work is still scheduled to occur at the dog park but there is a holdup in having to wait until the contractor has the capacity to complete the work. This issue is becoming a common occurrence especially in our capital works. Once this work is complete, staff will commence planning for enhancements at the Methven dog park. This will be in the form of similar canine enrichment features to those in the Ashburton park.
- Staff are currently scheduling Methven central business district maintenance to occur in the coming autumn/winter. The tasks include refurbishing /replacing the timber on seats and litter bins and replanting/bulking up plantings under street trees. Predominately these will be grasses of smaller grades due to the tree root burden in most plots. Another task is turf renovation at the site historically occupied by a hawker's caravan in front of the Mt Hutt Hall. One grass plot currently only has about 50 percent cover and gets muddy when it rains.
- Grass growth on turf areas is at different stages around the district. We are seeing increased growth in the Methven area. This is attributed to variance in rainfall across the district. Reviewing the recent Metservice rainfall data for the month prior to 2 January 2023 confirms that Methven received 195mm of rainfall compared to Ashburton with 53.8mm. This fourfold difference has a huge impact upon growth as at the same time temperatures were comparable.
- Weed control is still in full swing with regular rainfall maintaining the growth cycle for plants. Staff have been very conscious of getting on top of the growth to make it easier to manage over summer, but the weather has not played its part in this, so far.
- Staff have marked out locations for development plantings at Awa Awa Rata Reserve. It is in preparation for the autumn arrival of a collection of rare Rhododendron species from Pukeiti Rhododendron Gardens. Staff are consulting with the Awa Awa Rata Reserve Society on the location and there will be a presentation to the Society members nearer the time.
- Bowyers Stream has had four new picnic tables installed. These tables were made by a local engineer.
- Hampstead Sports Club has had its mower stolen. Open Spaces is helping out with the mowing of their fields until the insurance matter is concluded. This work is being on-charged.
- In the coming weeks the iconic Rakaia jet boat will be refitted to its place of prominence at the SH 1 Rakaia Reserve. While away it has been fully refurbished, some safety issues repaired/removed or made safe and repainted. It will be re-sited with river boulders around it to demonstrate or replicate its place of use.
- While machinery is onsite to reinstate the jet boat, it will remove the tractor. It will then go back to the local engineering workshop for similar treatment to the boat. The community desire is for antique tractors to feature in play areas district wide as they have for a number of generations. Staff are working with our playground consultant in conjunction with engineers to come up with a workable solution that complies with play standards as well as retaining the community values that the tractors provide. Once complete, staff plan to work our way around the district stock of these assets.

### **Trees**

- Some tree watering has been required for newly planted street trees. New trees are monitored especially over summer.
- Various stump grinding continues around the district, where trees have been removed or cut down. These sites will need to be re-soiled and seeded to reinstate back to lawn.
- Domain tree works are scheduled for the coming month. There will be communications out to the community when this work is due to commence. There will be a large Douglas Fir removed. It was damaged in the winter windstorm which left it safe to remain standing but compromised its long-term viability which required removal when suitable ground conditions were present.

### **Public Conveniences**

- New toilets at Awa Awa Rata and Taylors Stream have had their verandas constructed and holding tanks installed and connected. Both are now just waiting on site works to be complete prior to their opening. This includes driveways and paths. Staff had expected they would be open over the festive period but again contractor delays has stretched out this timeline.
- Rakaia River Mouth Public Toilet has experienced ongoing issues with tree roots causing problems over the Christmas break. New sewer pipes have been installed to replace clay pipes and the soak hole has been repaired after it was found to be only partially working.
- The Ashburton Domain main entrance toilet block has been having blockage issues. Investigations found that the clay pipes had sunken out of alignment with its gradient which caused the backups. New sewer pipes were installed before the Christmas rush.
- The Hinds public toilet sewage field has had a new pump installed.

### 2.1.3 Biodiversity

#### Completed projects

##### Pest control

- Annual weed spraying completed at Lake Camp to suppress spread of undesirable weeds around the area. Some of the weeds sprayed include Russel lupins, gorse, broom, wilding pines, rowans and introduced male ferns.
- A letter was sent by Council to the Hut Holders Association highlighting weeds around the Lakes and efforts needed to keep these weeds away from their baches and the entire Lake environs. The letter was based on the outcome of a weed survey undertaken by Council and the Department of Conservation.

##### Biodiversity protection

- 4WD and ATV access to the back part of Lake Camp has been blocked off to protect water quality and biodiversity values. A few breaches have been noticed since the signs were installed.
- The Lake Camp/Clearwater Landscape Management Plan is under review as part of the 30-year plan implementation. A meeting and discussions have been held with some representatives from the Hut holders Association and the Department of Conversation.

#### Planned planting projects

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

- Replacement planting of eco-sourced native plants to replace the old-man pine tree that was removed in Council ASCV site has been delayed until March 2023 due to summer weather conditions not being conducive to new plantings.

##### Wakanui Beach Restoration

- Shelterbelt planting with natives at the boundary with private farmland planned for the end of April 2023.

##### Fairton/Works Road site

- Staff are working with Property Department staff on a proposed native re-vegetation project of an ex-forestry site. Staff developed a project brief which has been sent out to external contractors for costing the proposed native planting.



## 2.2 Solid Waste Management

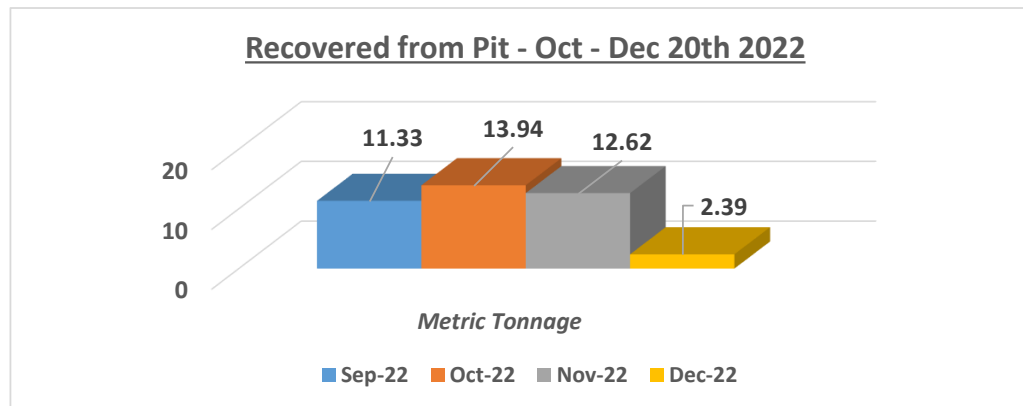
### 2.2.1 Solid Waste Collection and Audits – December 2022

Town/Area	Watch List						Strike 2 Pull Backs						Strike 3 Confiscations						Returned Bins					
	July	Aug	Sep	Oct	Nov	Dec	July	Aug	Sep	Oct	Nov	Dec	July	Aug	Sep	Oct	Nov	Dec	July	Aug	Sep	Oct	Nov	Dec
Methven & villages	161	169	201	229	232	258	126	131	147	168	168	160	6	9	7	8	8	12	10	10	13	14	15	15
Showgrounds Area	98	104	96	133	137	130	70	63	78	84	85	80	23	23	19	22	22	26	10	11	15	14	14	15
Extended Triangle (Allenton)	127	132	138	188	185	196	68	70	96	126	112	122	18	19	19	19	23	23	12	13	14	16	13	14
Racecourse Area	88	84	86	103	112	99	48	49	49	62	46	48	10	10	8	5	5	5	12	12	13	16	16	16
Beach Road Area	142	148	166	227	241	220	74	79	101	133	121	110	15	13	15	16	15	14	13	15	14	16	17	18
Tinwald/Lake Hood	155	160	153	201	207	210	124	96	97	124	136	149	13	13	16	16	14	16	8	8	7	9	11	10
Hampstead Area	138	135	133	128	157	158	93	92	86	87	117	126	19	20	20	20	20	22	23	23	23	21	24	26
W.Tinwald & Hinds	80	88	111	141	168	169	48	47	56	83	103	110	4	4	4	4	4	5	3	6	6	6	6	6
Argyle Park Area	95	93	86	88	105	96	54	55	53	51	66	82	6	8	7	7	7	7	6	6	7	7	7	7
E.Town/Chertsey/Rakaia	194	196	218	256	266	267	94	99	99	107	124	139	13	13	14	14	15	17	8	8	8	11	9	9
	1278	1309	1388	1694	1810	1803	799	781	862	1025	1078	1126	127	132	129	131	133	147	105	112	120	130	132	136

- The watchlist number increased by 306 or 22% in October. The trend continues to increase in November and December. There are now 713 29% more dwellings on the watch list in the last 3 months.
- The number of Strike 2 offenders is trending proportional to the numbers on the watch list. There was a significant increase in both the watch list and the Strike 2 offenders in October, with no apparent cause for the increase.
- The number of Strike 3 confiscations has remained approximately 10% of the watch in the past 6 months.

### 2.2.2 Solid Waste Management

- The contractor has officially requested in writing the extension of the contract for a further two years. The awarding of the two year extension is at the sole discretion of Council. A report will be prepared by Officers with a recommendation being presented to Council for approval.
- The contractor is considering adopting a “cash-less” weighbridge operation for both the Ashburton and Rakaia Recourse Recovery Parks. Cash-less operations were occasionally adopted during the Covid-19 restrictions with very few issues being raised by the residents. The contractor is requesting Council approval to make the system permanent. A report will be prepared by officers with recommendations presented to Council for consideration.



- *Approximately 40MT* of waste has been diverted from the pit in the past 4 months.
- December diversion rate was due to staff shortages and Christmas & New Year holidays.
- Diversion rate is expected to improve in February 2023 when work is back to normal routine.
- Radio adverts encouraging people to recycle household items and not dump them in the pit, has resulted in a significant rise in the number of reusable items arriving at the recycling drop off centre. Most items are able to be sold through the re-use shop, with the balance having to be sent to landfill.

### **2.2.3 Waste Education**

- The Eco Educate team undertakes three hours of kerbside auditing of bins every collection day. Their team is well versed in what can and can't be recycling at the kerbside. However, they are not always welcomed by some residents whose bins don't make the grade. Overall, even though there is still a high number of bins being monitored or removed, they have seen positive changes over the three years they have been doing the audits.
- The Council funds the provision of large recycling bins at the district schools. Eco Educate audit these bins when they are delivered back to the Ashburton RRP for emptying. Generally, most schools are very good at recycling, however some bins do have contaminated contents. A full report is provided to the schools advising the outcome of the audits. During Covid-19 school visits were mostly curtailed, so the team is looking forward to getting back out into the schools and classrooms this year.
- The Education centre at the Ashburton RRP is looking forward to re-commencing education sessions again with Covid-19 having curtailed this. Some local groups have started attending monthly sessions at the centre with more public sessions in the pipeline.
- In December waste stations were provided and manned by the education team at Council's Ashburton Light up the Tree and Movie Night events. More events are coming up where the waste station will be on site.

## 2.3 3Waters Projects

Project	Description	Progress
Methven Water Reservoir - Reliant Solutions Limited	Construction of two reservoirs, associated pipe works, valves, meters, fencing and access track. Project value is \$1.7m plus a contingency sum.	<ul style="list-style-type: none"> <li>Tank No 1 is now being used to supply water in Methven. The old concrete tank has been decommissioned and will be subject to a structural investigation to determine its usable life. The investigation will allow staff to decide whether to continue using or retire the tank.</li> <li>The replacement tank for Tank 2 (damaged during a wind event) has been packaged in preparation for shipping from the UK. The vessel departed in November and is expected to arrive in New Zealand in early February 2023.</li> </ul>
Contract WATER0220 – Supply of Membrane and Balance of Plant (BOP) for Methven and Mt Somers	The supply, installation and commissioning of membrane plants for Mt Somers and Methven.	<ul style="list-style-type: none"> <li>Masons Engineers NZ have been awarded the contract.</li> <li>Construction of the building commenced. Building construction is programmed to allow the installation of the membrane tracks in April 2023. The membrane is programmed to be commissioned by winter 2023.</li> <li>The Architectural and Structural construction drawings of the Mt Somers Membrane plant have been recently issued by BECA.</li> <li>BOP Contract for Mt Somers will be tendered by mid-February 2023.</li> </ul>
Contract WWAT0254 – Sewer Main Renewal Contract (Design and Build)	Renewal of sewer mains.	<ul style="list-style-type: none"> <li>ACL were awarded the contract which included the sites below: <ul style="list-style-type: none"> <li>Site 1 – Brucefield Avenue (21 Brucefield St to Princes St) - <b>Completed</b></li> <li>Site 2 – Russell Avenue (between Somerset St and Saunders Rd) - <b>Completed</b></li> <li>Site 3 – William Street (between Burnett St and Cameron St) - <b>Completed</b></li> <li>Site 4 – Clark Street (full length) – <b>Ongoing</b></li> <li>Site 5 – Mt Hutt College (from McDonald St to 20 Main St) – <b>Completed except for 1 manhole that will be installed during school holidays in March or April 2023</b></li> </ul> </li> </ul>
Contract WAT0236 – Water Pipeline Renewals Contract	Renewal of potable water pipelines in Ashburton, Methven, Rakaia and Hinds, and the associated fittings.	<ul style="list-style-type: none"> <li>The contract was awarded with two separable proportions.</li> <li>Separable Portion 1 has been completed.</li> <li>Separable Portion 2 commenced in McKerrow Street, Methven which has been completed.</li> </ul>

Project	Description	Progress
		<ul style="list-style-type: none"> <li>• Work on Archibald Street will be delayed due to Waka Kotahi activities. It is expected that works will be completed by the end of April 2023 (total of 8 sites).</li> <li>• Pipe laying to connect the Methven Springfield water supply to the Methven Water supply scheme was included to the contract as separable proportion No 4. Work commenced in November and is expected to be completed in March 2023.</li> </ul>
Contract WWAT089 - NW Ashburton Wastewater Servicing Contract	Installation of approximately 2 kilometres of gravity pipe network on Farm Road, Carters Road and Allens Road	<ul style="list-style-type: none"> <li>• Pipe laying works on Allens, Carters and Farm Roads have been completed.</li> <li>• Laying of the in-ground storage tank on Allens Road to commence early February.</li> <li>• Installation of the pump station to commence March 2023</li> <li>• The project is currently five weeks ahead of schedule.</li> </ul>

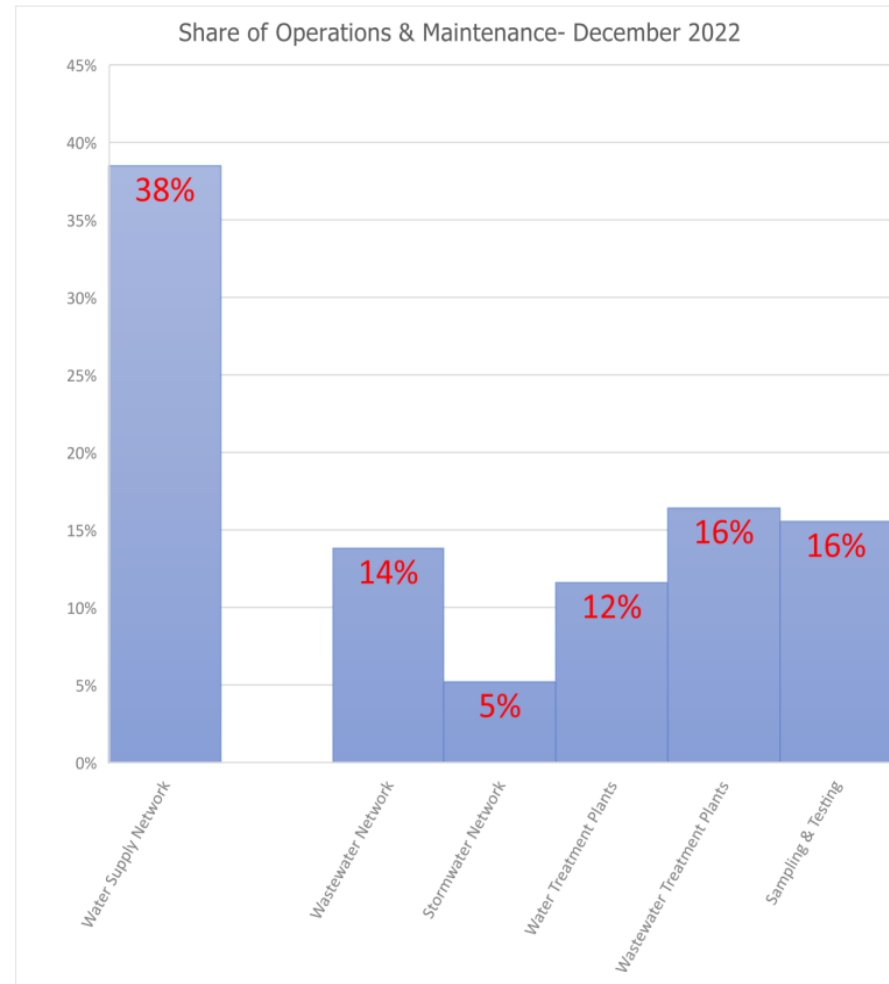
## 2.4 CBD Upgrade Project

- The majority of outstanding SNAG list items have been completed.
- The replace of three trees adjacent to the public toilets on East Street remains outstanding.

## 2.5 Waters Operations

### 2.5.1 General Contract Management

- About 38% of contract works is related to the operations and maintenance of the water supply network. The work includes repair of leaks, inspection of connections and water meters.
- Repair of sewer pipes, unclogging of blockages and small sewer pipe renewals make up 14% of contract works.
- About 28% of contract works is related to ensuring that the performance of the water treatment plants (12%) and wastewater treatment plants (16%) are within operational standards.
- Since August 2022, ACL has been carrying out sampling and testing of wastewater, stormwater (ground water monitoring bores) and Tradewaste. Sampling and testing is about 16% of contract activities.
- Only 5% of contract works is related to stormwater activities mainly unclogging of sumps and mains during heavy downpours.



### CRMs by Location

Location	Number	%
Ashburton	61	56
Chertsey	0	0
Dromore	0	0
Fairton	1	1
Hinds	6	6
Mayfield	0	0
Methven	12	11
Montalto	13	12
Mt Somers	2	2
Ocean Farm	0	0
Rakaia	8	7
Springfield	1	1
Hakatere	1	1
Tinwald	3	3
<b>Total</b>	<b>108</b>	<b>100</b>

### CRMs by Category

Category	Number	%
Pipe Burst and Leaks	21	20
Water (meter, toby, connection, etc)	31	30
Blocked Sewer	6	6
Water Pressure	0	0
Sewer	2	2
Stormwater	1	1
Others	47	45
<b>Total</b>	<b>70</b>	<b>100%</b>

- The majority of CRMs are from Ashburton (56%), Methven (12%) and the Montalto (12%) water schemes.
- 50% of CRMs are drinking water related, of which 30% are pipe burst and leaks.
- 6% of CRMs are wastewater, the majority of which are for blocked sewers.
- Only 1% of CRMs are stormwater related, commonly about block drains.
- 45% of the CRMs are operational issues raised by the operators related to repairs and maintenance of the water and wastewater treatment plants.

### 2.5.2 Monthly KPI measures December 2022

Measure		Water		Wastewater		Stormwater		Compliance Reporting	
		Weight	Score	Weight	Score	Weight	Score	Weight	Score
Measure 1	Responsiveness	44	22	39	28	19	19	60	60
Measure 2	Customer Satisfaction	6	6	6	6	5	5	40	40
Measure 3	Reporting	7	3	9	5	10	10		
Measure 4	Health and Safety	7	0	11	7	9	3		
Measure 5	Operations and Maintenance	14	14	13	13	25	20		
Measure 6	Communication	8	6	8	8	12	12		
Measure 7	Process Documentation	6	6	6	6	8	8		
Measure 8	Asset Management Response and Recording	8	2	8	8	12	12		
<b>TOTAL</b>		<b>100</b>	<b>59</b>	<b>100</b>	<b>81</b>	<b>100</b>	<b>89</b>	<b>100</b>	<b>100</b>
<b>Overall Rating</b>		<b>82.25</b>							

- Customer satisfaction and reporting scores across all activities was good.
- The performance on health and safety and operations and maintenance items was according to contract specifications.
- The contractor was not able to respond within the allocated time of 1 hour to only one of the 7 P1 CRMs. The contractor's response is within the allocated timeframes for majority of the CRMs received in December.
- The contractor was scored low on Measure No. 6 due to not submitting incident reports on time as required.
- Two blocked sewer CRMs were not responded to within the time allocation of .5 hour and one sewer blockage CRM re-occurred at the same location within a period of less than 3 years. The contractor was scored low for these responses.



### **2.5.3 Tradewaste**

- A total of 270 tradewaste consents were issued as of December 2022. These comprise of 71 conditional and 199 permitted fee-paying consents with various forms of treatment and non-treatment.
- The contractor has inspected 60 of the 70 conditional consent holders to verify compliance to consent conditions and to establish GPS locations for each treatment device. The treatment facilities list has been updated to reflect any new devices installed. It has been found that many devices were not listed as described in the original consent document issued to the businesses.
- There are 135 permitted fee-paying and 64 non-fee-paying consents as of December 2022. These businesses maintain various forms of treatment and non-treatment facilities. The consent holders will be visited to verify whether they are performing as per their consent conditions and if any changes are required to make them compliant.
- Ongoing network management issues has resulted in Officers tracing the cause to a specific tradewaste discharger. The customer was approached previously (~10 months ago) around the quality of their discharge and the impact it was having on the network. Further testing is currently being undertaken and should this confirm the discharge continues to breach the bylaw, further action will be taken. This action will include suspension of the customer's consent to discharge until such time they can demonstrate their ability to meet the Trade Waste Bylaw.

## 2.6 Asset Management

### 2.6.1 3 Waters Reform

- Officers have been participating in numerous workshops and responding to various data request relating to the reform programme.
- A data request has been made for operational expenditure (Opex) forecasts for the period of 10 years from 1 July 2024 onwards. This work has been completed and returned.
- Officers met the entity D stormwater lead in December to provide information on stormwater functions undertaken by Council and clarify the delineation of the stormwater activity against the roading activity.
- An “Operations Stocktake” was carried out at Council on 19 January with consultants working for DIA. This involved six staff members for most of the day. The stocktake was effectively a workshop where the consultant posed questions and then documented how 3Ws functions are carried out at Council. They were particularly interested in “unique and unusual” activities or arrangements as these pose the most risk post 1 July 2024.
- A meeting was held with key staff on 24 January to discuss and confirm our Opex data return.

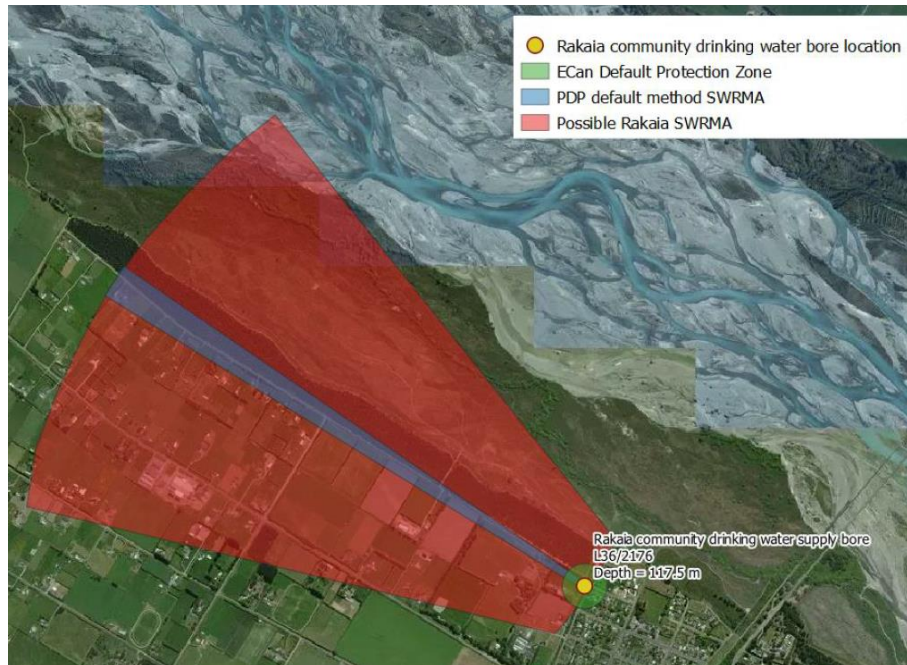
## 2.7 Drinking Water

### 2.7.1 Methven Fluoridation

- As noted at the previous briefing, the current Methven water treatment plant uses Sodium Fluoride (NaF). We have sufficient supply of this product to operate until March/April. To obtain additional product requires a minimum order of two tonnes and has a lead time of eight months (assuming current shipping constraints). Under normal operation this is approximately three years supply.
- The new membrane water treatment plant is being designed to fluoridate using Hydrofluorosilicic Acid (H<sub>2</sub>SiF<sub>6</sub>) which is now the widely used alternative. This means, there is a need to find an alternate method of fluoridating the Methven water supply for the period between the time when the existing supply of Sodium Fluoride is exhausted, and the new plant and fluoridation system is commissioned. Note: Council is legally required to continue to fluoridate the supply – refer legislation [here](#).
- In light of these circumstances, the Assets Manager wrote to the Director General of Health (DGH) seeking relief from the requirement to fluoridate during the period in question. This correspondence was sent on 4 November. A reply to this letter has been received and does not provide Council any formal relief but instead encourages Council to “make all reasonable efforts to find a solution”.
- It should be noted that at the time of writing to the DGH, Council was still exploring fluoride supply options. However, this work is now complete and no alternate supplies of the fluoride we currently use can be located in the country. Therefore, we will cease fluoridating the Methven supply sometime in March or April this year. This matter will require appropriate communication to the community at that time. Normal fluoridation of the supply will recommence when the new facility is commissioned – expected around July this year.

### 2.7.2 Rakaia Source Water Risk Management Area

- Aqualinc were engaged to investigate and determine a suitable Source Water Risk Management Area (SWRMA) for the existing Rakaia community bore. This work was necessary to confirm if the methodologies outlined in the proposed amendments to the Resource Management (National Environmental Standards for Sources of Human Drinking Water) Regulations would impact on the supply source protection area. It should be noted these regulations were consulted on in March last year and as yet have not been finalised.



- Aqualinc have now completed their investigations. Aqualinc considered the hydrogeology of the site and aquifer characteristics and concluded that the **ECan default protection zone** denoted by a 100 metre radius around the bore is sufficient protection for the supply for the SWRMA 2 zone. Note:- The other shaded (red and purple) zones shown above were considered but discounted due to the nature of the aquifer in this location.

### **2.7.2 Rakaia Second Bore**

- Beca have started work on this project with the first task being to confirm a suitable location for the proposed bore. The idea is to site the bore as far as possible away from the existing bore while still being considered to be part of the same aquifer system. The early advice indicates that separation of greater than 50 metres may trigger more complex consenting requirements which, in the current environment, need to be avoided if at all possible. Beca will be utilising the investigation work recently completed by Aqualinc (noted in the previous item).
- Tender and contract documentation for bore drilling is expected to be available late February for tendering by the Projects and Ops team in March. The bore drilling phase is expected to take around 8 weeks.

## **2.8 Wastewater**

### **2.8.1 Consent Compliance**

- Officers are continuing to work through compliance issues at all Council wastewater treatment plant (WWTP) sites.
- Beca has been briefed to carry out an Issues and Options investigation on the irrigation system at Ocean Farm. This work will include considering potential upgrades to the existing solid set irrigation system and options using other irrigation methods. This is expected to be a fairly detailed examination of the issue which may have significant implications in terms of future capital expenditure.
- The groundwater assessment work required to confirm location and screening depths for our piezometric monitoring bores has been completed. The output report confirms that the location of the bores is correct, but all sites will need new bores to be installed and screened at different levels to ensure they will intercept groundwater during all seasons. The report will be submitted to ECan and once accepted, work will commence on installation of the new monitoring bores. It is envisaged that this work can be met from existing budget provisions.

## **2.9 Stormwater**

### **2.9.1 Mount Somers**

- Officers have been looking at options for a possible cut-off drain to be constructed to the west of the township. The purpose of the cut-off drain is to intercept stormwater that is conveyed down the water race network and Ashburton Gorge Road, before it gets to the township. This drain would ultimately discharge to the South Branch of the Ashburton River.
- It is proposed to engage Beca to develop options to concept level in order to support discussions with Environment Canterbury and the community. It is unclear at this point whether the drain and associated discharge would be supported by ECan.
- Officers met the Mount Somers Community Association on 30 January to discuss the current approach.

## **2.10 Stockwater**

### **2.10.1 General**

- Mains race cleaning is continuing across the district. Where necessary property owners are being requested to check and clean the sections of local race through their properties.
- With the drier warmer weather the river and spring levels are dropping quickly. There will potentially be difficulty in getting water to some areas if the levels continue to drop further.
- Officers are investigating options for the upgrade of the Scarness weir following the receipt of an abatement notice from Environment Canterbury in November 2021.
- The Anama area stockwater race closure hearing was held on 8 December 2022. At the hearing it was agreed to create a focus group (to be chaired by the mayor) to investigate possible options for properties who still require the provision of stockwater. This group is currently be established.

## 2.10.2 Applications

- A total of 33 closure/race alteration applications were received for the 2022 calendar year.
- A summary of the current applications is listed below:

Stockwater closures/alterations/culvert installation applications as at 26 January 2023									
PHASES									
Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/004/21	Hinds Highway	3122.8	6						Physical work to be completed
SKW/006/22	Ealing Road	0	1						Physical work to be completed
SKW/008/22	Brothers Road	12164	17						Focus Group to be established
SKW/009/22	Forest Drive	0	1						Physical work to be completed
SKW/013/22	Back Track	4431	10						Additional information being sought
SKW/018/22	Rangitata Terrace Road	4519.1	5						Additional information being sought
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/022/22	354 Barford Road	0	1						Physical work to be completed
SKW/024/22	83 Massey Road	1838	2						Physical work to be completed
SKW/025/22	579 Back Track	2081	2						Physical work to be completed
SKW/027/22	Fords Road	1347	4						Physical work to be completed
SKW/029/22	226 Frasers Road	609	5						More info requested from applicant
SKW/030/22	797 Maronan Valetta Road	700	1						Draft Report
SKW/031/22	Ealing Road	7992	5						Physical work to be completed
SKW/032/22	1049 Stranges Road	0	1						Physical work to be completed
SKW/034/22	792 Lismore Mayfield Road	9026	10						Draft Report
SKW/001/23	2574 Tinwald Westerfield Mayfield Road	2272	3						Checking all info received
SKW/002/23	2574 Tinwald Westerfield Mayfield Road (realignment)	Close 708m Open 735	2						Checking all info received
	Phase complete		Phases:	Application received	Information gathering	Review significance and scope	Reporting and decision making	Sign off work completed and rates/GIS update	
	On track								
	Overdue								

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

## **2.11 Roads and Footpaths**

### **2.11.1 2022/23 financial year expenditure**

- 46% of the maintenance and renewals budget has been spent.
- This does not include the cost for the repair work required from the heavy rain event in July which is \$2,375,718 to date with some repairs still to be completed.
- The request for additional Emergency Works funding has been made to Waka Kotahi with a decision still to be made on the approval. Waka Kotahi staff had a drive over of some of the repaired sites with Council staff on 20 January.

### **2.11.2 Main areas of work completed**

- 2,769 km of unsealed roads graded.
- 13,185 m<sup>3</sup> of maintenance metal placed along with 29,302 m<sup>3</sup> associated with flood repairs.
- 34 km of reseals have been completed.
- The main areas of focus have been pre-reseal repairs along with ongoing routine sealed and unsealed pavement maintenance.

### **2.11.3 Sealed Road Rehabilitation**

- Four sections of Arundel Rakaia Gorge Road and a section of Ashburton Staveley Road have been completed.
- Construction has commenced on a 1.3 km section Mayfield Valetta Road included in a contract awarded to Fulton Hogan along with seal widening of the adjacent section.
- Construction has also commenced on another section of Thompsons Track north of Line Rd.

### **2.11.4 Local road improvements and new footpaths**

- A programme of local road improvements and new footpaths for 2022/23 and 2023/24 has been compiled and in a tender that closed 23 January 2023.
- The unsealed footpath on SH77 from the Methven township to past the Ōpuke Thermal Pools and was completed prior to Christmas 2022.



#### **2.11.5 Ashburton Tinwald Connectivity - second bridge**

- The Detailed Business Case has been uploaded to Waka Kotahi's Transport Investment Online to support the request for funding of the Pre-Implementation and Implementation stages of the construction and associated property purchases in the 2024-2027 Land Transport Programme.

#### **2.11.6 Tinwald corridor upgrade**

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

#### **2.11.7 Tinwald Viaduct**

- The issue of high vehicles hitting or stopping at the viaduct is ongoing. There has been discussion with Waka Kotahi on signage on SH1 and Melcombe Street to warn drivers. It is being proposed to replace the signs on the underside of the viaduct with larger, brighter signs. It is difficult to get the message to drivers of high vehicles before they turn into Melcombe Street. An overhead bar prior to the viaduct to alert drivers is difficult and costly to install because it requires a gantry type construction to hang from.

#### **2.11.8 Bleeding Seals Issue**

- There are several recent reseals that have had issues with bleeding seal being tracked along the road by vehicles on the hot days recently experienced. Following is a brief summary of the causes, etc. of this.
- During recent periods of hot weather there are several roads that have bleeding seals with bitumen tracked along the roads by the vehicles.
- Most of these roads are where a reseal has been applied over the past two years. Bitumen will stay soft and susceptible to bleeding for at least two years after resealing. This is because the bitumen takes time to harden and for the additives at the time of spraying to evaporate out of the binder. The binder used in Canterbury is a softer penetration grade to avoid chip loss during the cold winter months. As a result it is susceptible to bleeding during hot weather when the surface temperature on the seal can reach over 60°C.
- Bleeding occurs because of the rise of bitumen up the chip so that it gets to the surface. Even if it is not up to the top of the chip heavy vehicles can track bitumen because the tyres can go down to 1.5 mm below the top of the chip.
- Chip seal designs have a number of factors to take into account to get the correct application rate of binder to retain the chip. These include:
  - The texture of the existing chip seal surface.

- The traffic volume.
  - The size and shape of the chip being applied.
  - The temperature on the day of application.
- Even a well-designed chip seal can have bleeding if there is a long period of high temperatures associated with heavy vehicle movement or an increase in traffic volume.
  - However bleeding seals will usually occur when there has been an excess of binder applied. We want to avoid chip loss on a chip seal so there is a fine line between sufficient binder to retain chip and too much binder that causes flushing and bleeding.
  - We will be reviewing the seal designs for the recent reseals that have had bleeding and work with the contractor to determine any issues to avoid similar bleeding in the future.
  - Unfortunately once there is too much binder there is little that can be done to resolve that. The application of small chip or crusher dust to the surface can provide some very short term relief but that chip will exacerbate the issue in the future because the chip fills the space where the binder is so will raise it further up the chip. The best relief in hot weather is to cool the surface by applying water but it is difficult to cover all the roads.
  - While there is little that can be done to stop bleeding seals where there is a surplus of binder, they will be less susceptible to bleeding when the binder has hardened after two or three years.

## 2.12 Contracts - Upcoming Tenders

Contract/Tender	Date to be tendered
ROAD0284 - Footpath Renewals 2022-2023	March 2023

### 3. Compliance & Development

#### 3.1 Building Services

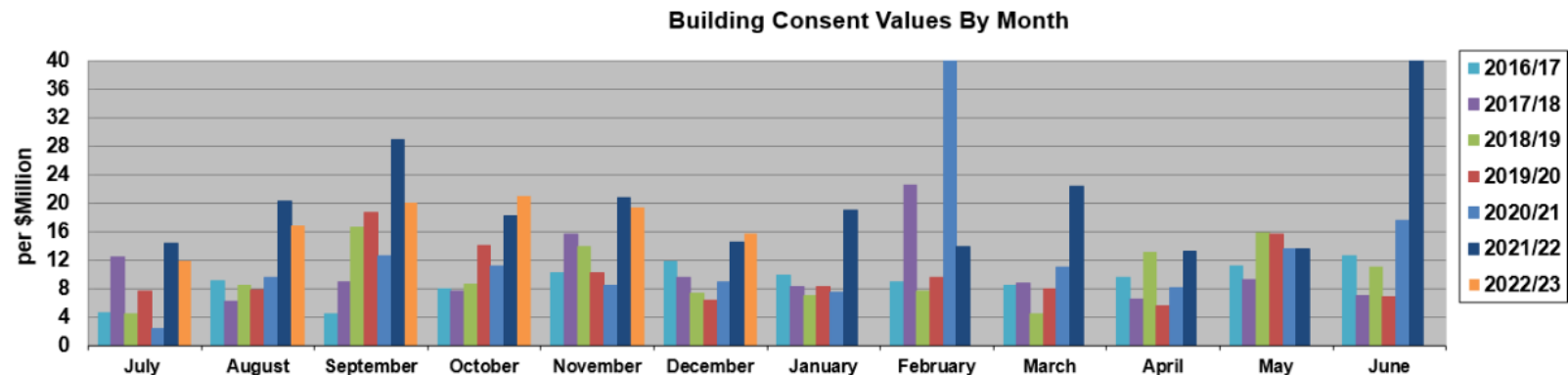
##### 3.1.1 Building consents / amendments

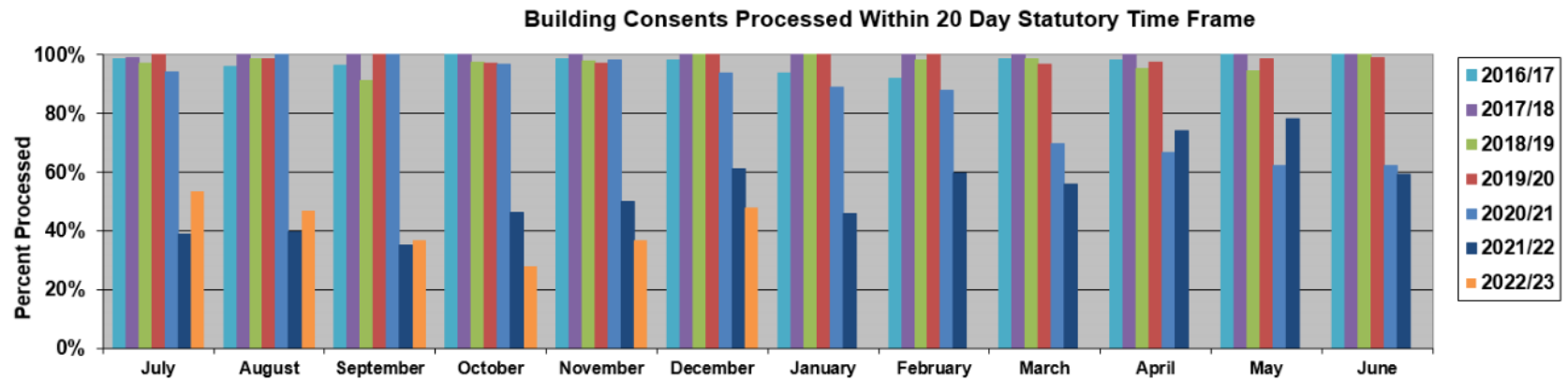
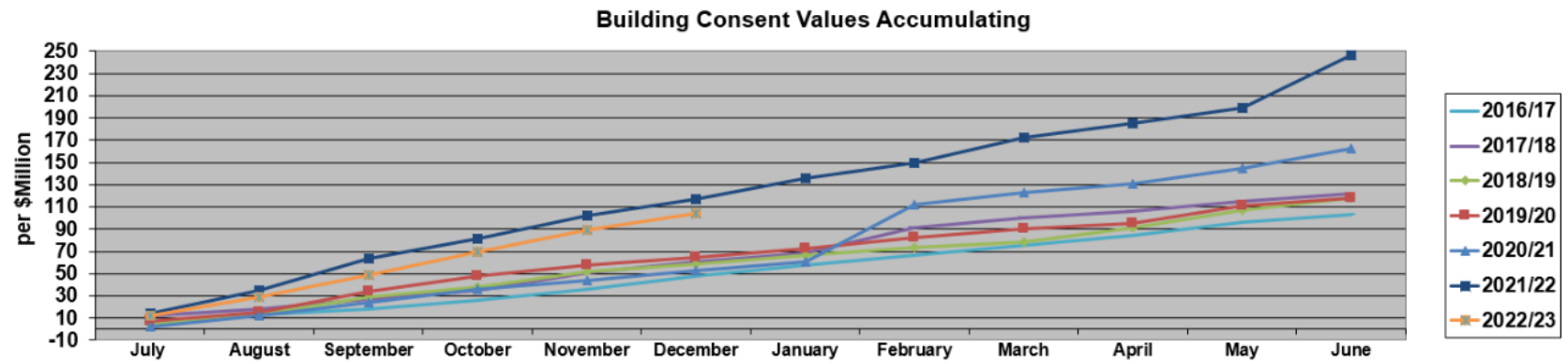
Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
January	65 (37)	435 (369)	46 (33)	411 (325)	43.5%	26.1	206 (7)	97%
February	46 (55)	481 (424)	59 (45)	470 (370)	59.3%	19.8	290 (7)	97%
March	115 (84)	596 (508)	96 (74)	566 (444)	50%	20.6	393 (8)	98.3%
April	56 (74)	648 (582)	58 (59)	624 (503)	67.2%	18.9	328 (10)	100%
May	74 (98)	722 (680)	65 (74)	689 (577)	65.1%	21.1	398 (10)	96.9%
June	78 (71)	799 (751)	88 (72)	765 (649)	50%	25.8	345 (10)	100%
July	66 (76)	66 (76)	43 (64)	43 (64)	53.5%	21.7	321 (7)	98.9%
August	69 (47)	135 (123)	51 (38)	94 (102)	47.1%	21.0	358 (10)	97.9%
September	60 (75)	195 (198)	64 (86)	158 (188)	39.1%	23.0	366 (10)	97.3%
October	55 (60)	250 (258)	64 (69)	222 (257)	32.8%	22.8	368 (10)	100%
November	56 (71)	306 (329)	52 (55)	275 (312)	44.2%	24.9	361 (10)	98.3%
December	32 (38)	338 (367)	57 (53)	332 (365)	49.1%	23.1	333 (10)	100%
Note: figures in brackets are for the corresponding month during the previous year.								

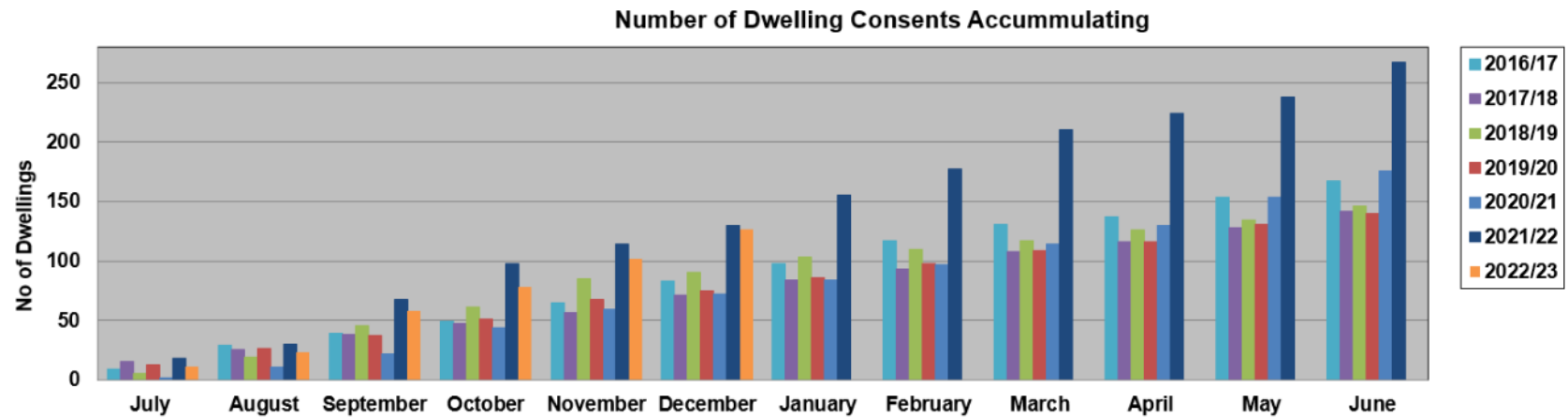
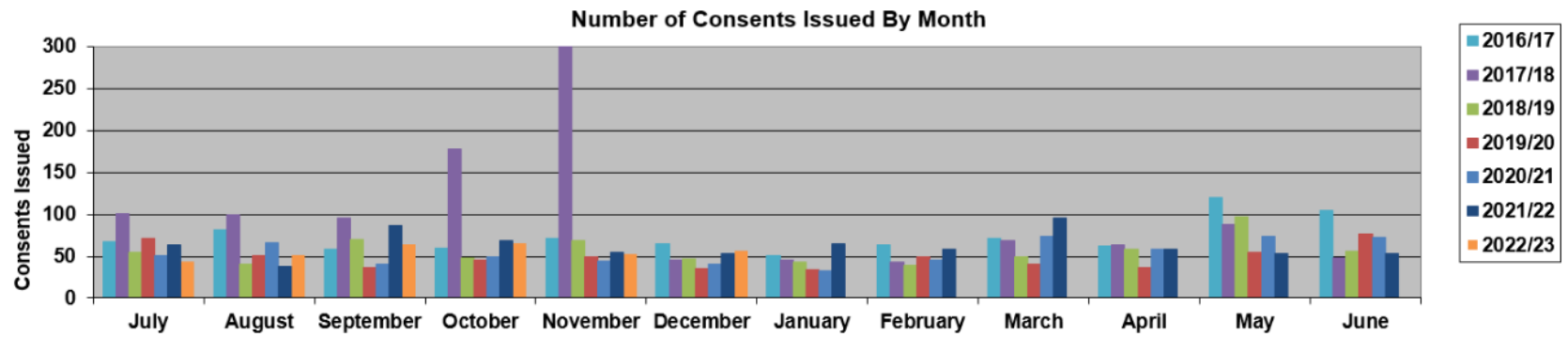
Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
January	\$18,488,067 (\$7,053,638)	\$129,713,624 (\$130,708,715)	\$12,879,953 (\$7,547,388)	\$127,030,298 (\$60,539,971)
February	\$9,627,344 (\$9,439,316)	\$139,951,518 (\$140,148,031)	\$13,900,058 (\$51,680,937)	\$140,930,356 (\$112,220,907)
March	\$53,796,495 (\$17,194,668)	\$193,749,513 (\$157,342,699)	\$22,416,574 (\$11,000,853)	\$163,346,930 (\$123,221,760)
April	\$14,905,654 (\$13,709,442)	\$210,345,548 (\$171,052,141)	\$13,295,188 (\$8,142,678)	\$176,642,118 (\$131,364,438)
May	\$13,027,570 (\$22,420,108)	\$223,373,118 (\$193,472,249)	\$15,724,521 (\$13,538,179)	\$192,366,639 (\$144,902,617)
June	\$26,608,674 (\$19,240,993)	\$249,912,942 (\$214,713,242)	\$47,342,412 (\$17,509,197)	\$237,462,951 (\$164,411,814)
July	\$19,070,838 (\$19,080,527)	\$19,070,838 (\$19,080,527)	\$11,771,787 (\$14,325,251)	\$11,771,787 (\$14,325,251)
August	\$16,279,502 (\$11,440,552)	\$35,350,340 (\$30,521,079)	\$10,711,920 (\$20,293,764)	\$22,483,707 (\$34,619,015)
September	\$21,935,138 (\$25,917,675)	\$57,285,478 (\$56,438,754)	\$20,074,812 (\$28,958,306)	\$42,558,519 (\$63,577,321)
October	\$16,760,643 (\$21,667,808)	\$74,458,481 (\$78,106,562)	\$20,484,017 (\$18,248,787)	\$63,042,536 (\$81,826,108)
November	\$23,121,793 (\$21,756,185)	\$97,580,274 (\$99,862,747)	\$19,347,252 (\$17,868,388)	\$82,822,917 (\$99,694,496)
December	\$13,811,240 (\$11,423,360)	\$111,391,514 (\$111,286,106)	\$15,729,540 (\$14,455,849)	\$98,552,457 (\$114,150,345)
Note: figures in brackets are for the corresponding month during the previous year.				

Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
January	6 (10)	118 (124)	2 (13)	113 (122)	100%
February	16 (13)	134 (137)	13 (12)	126 (134)	100%
March	19 (14)	153 (151)	16 (13)	142 (147)	100%
April	26 (8)	179 (159)	16 (4)	157 (151)	100%
May	28 (21)	207 (180)	38 (25)	195 (176)	100%
June	29 (12)	236 (192)	21 (10)	216 (186)	100%
July	36 (25)	36 (25)	35 (26)	35 (26)	100%
August	32 (11)	68 (36)	24 (12)	59 (38)	100%
September	26 (14)	94 (50)	35 (13)	94 (51)	100%
October	29 (26)	123 (76)	28 (24)	122 (75)	100%
November	31 (20)	154 (96)	20 (16)	142 (91)	100%
December	22 (16)	176 (112)	24 (20)	166 (111)	95.8%
Note: figures in brackets are for the corresponding month during the previous year.					

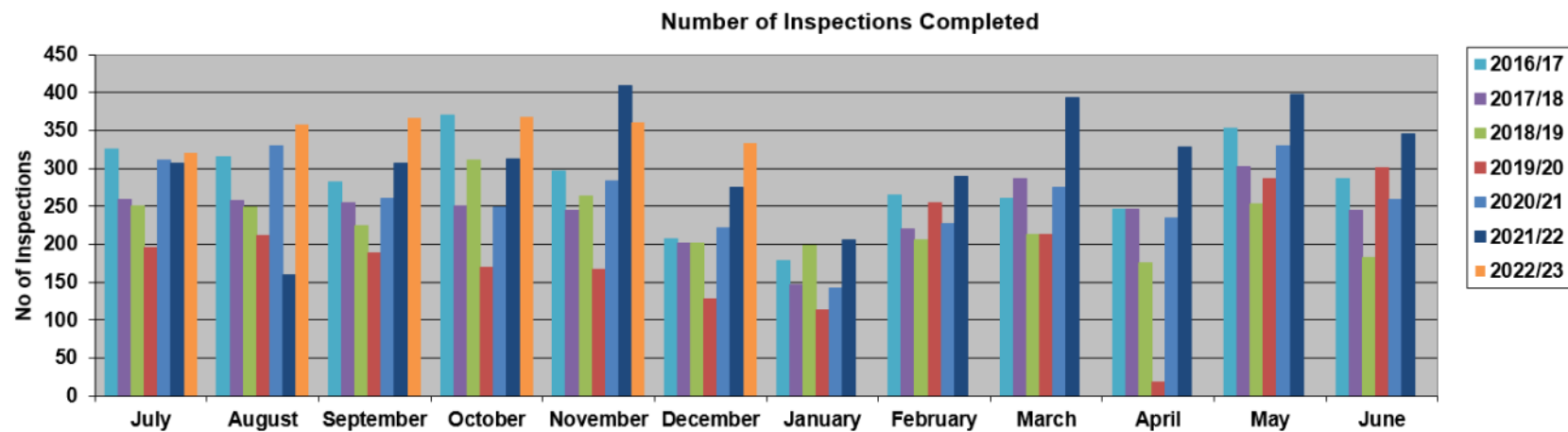
- We are halfway through the 2022/2023 financial year, and it is similar to the same period last year. The number of building consents received is slightly down, but the value of work is the same. The number of amendments has had a significant increase being 57% up (note for information – amendments are changes to an issued building consent that we must re-assessed for compliance). This appears to have a direct correlation to supply chain issues. It will be interesting to see how interest rates and the continuing uncertainty about a recession affect numbers in the next half of the financial year.
- There has been a great effort over the last couple of months by the other teams in Council to get the PIM portion processed quickly so we can meet our timeframes, and I'm pleased to report an upward trend. December and January (apart from last year) are normally our quietest times for consents coming in so by the end of February we should be able to continue the upward trend. Going forward for the rest of the financial year, our compliance timeframes will only be affected by those consents that we have already processed but are waiting for answers to come in, because we have no control of when they will arrive. For example, there are 91 consents awaiting information of which 75 are over the 20 days. If answers for say 20 of those consents come in in January, our compliance timeframe will take a significant hit.











## 3.2 Civil Defence Emergency Management

### 3.2.1 November 2022

- During November 2022 the EMO attended a number of meetings, forums and workshops. The month started with a Controllers Initial Course being run in Timaru which was attended by all four of the Ashburton District's Controllers and two of our Response Managers, focussing on the practical elements of a Response, including detailed discussion on declarations and transition to Recovery process and documents.
- While attending the course we received warnings of a weather event which passed through the region the following day and saw 70mm of rain fall, driven by nor' west winds, into the catchments of the north and south branches of the Ashburton River. Close to 180mm of rain also fell in the catchments of the Rangitata and Rakaia, with increased flows within each of these rivers. There were no breakouts on the Ashburton or Rakaia, and only isolated breakouts on the Rangitata on the South Canterbury side of the river. The EOC was not stood up, and the EMO was able to manage the event in BAU. This event did mean that the EMO was unable to attend the first day of the Canterbury Region EMO Forum in Hanmer Springs, but he did travel there late in the afternoon of 3 November after the river flows had peaked.
- The two-day EMO Forum occurred 3 and 4 November with a number of valuable presentations made. This included briefings on the recent State of Emergency in the Nelson/Tasman and Marlborough regions as a result of the severe weather event and the revised Needs Assessment process being developed by NEMA which is due for release to CDEM Groups in the new year.
- On 7 November the new Tsunami Evacuation Zone information went live on the ECan Website and the EMO travelled to each of the coastal communities to remove the old tsunami signs. The following day the EOC was stood up with a great turnout from our watch staff and followed up with an AF-8 presentation to all of those who attended. The EMO also attended an AF-8 Planning Workshop in Timaru with CD staff from Waimate, McKenzie, Timaru and Ashburton, along with representatives from NZ Police, St John, FENZ, Lifelines, KiwiRail and Territorial Authorities commenced planning for a four district AF-8 initial response plan.
- At 12:07am on the morning of 12 November there was a national Tsunami Warning issued following 7.5 magnitude earth, at a depth of 33km, on the Tonga-Kermadec Trench. When issued the warning stated that NEMA and GNS were assessing the earthquake to see whether it would generate a tsunami. The EMO prepared his SOPs so that if needed the call trees could be activated. Fortunately, at 12:45am a stand down message was issued as the earthquake had not generated a tsunami.
- On 14 November the EMO revisited each of the coastal communities to install the new Tsunami Evacuation Zone signage and deliver letters to each resident of the communities with information about the zones, which included a booklet with further information and a planning guide for evacuation. This same information was provided to each of the Committee Secretaries and Presidents for the huts to be emailed out to

those without letterboxes. In the final step of the process the EMO prepared a second letter to those farmers with property along the beach that the modelling has shown will receive water inundation in a tsunami, but where there was no threat to dwellings. This provides information on where the water would go on their properties (gullies and lower lying land on the coast).

- The EMO conducted in-district meetings with our partners from FENZ (including rural stations), Neighbourhood Support, St Johns and NZ Police, along with a training night for our local CDEM Volunteers. A new training programme was introduced, which will be run out over the upcoming months, on the use of the equipment that is now available for our Welfare Away Kits.
- The EMO and District Planning Manager attended the Canterbury Regional Natural Hazards Risk Reduction Forum on 16 November, where the regional hazard scape was discussed, including sea level rise, flooding and weather events, climate change. Presentations were given by FENZ GM Response and Recovery Craig Chambers, on the Tekapo Fire Risk Reduction project and FENZ Land Management Forums and EQC staff on a new Hazards Portal project and their broader work programme.
- Ashburton CDEM have also purchased two Starlink Portable Satellite Data Receivers and related monthly data packs, which arrived on Monday 28 November. These will provide resilience and ensure that should we lose the cellular or data networks during an event we will have satellite back up for these services. Alongside our portable generators or power inverter on the EMO vehicle these also provide for a deployable satellite data functionality into any location within the district.
- The final activities undertaken in November were the third Canterbury CDEM Capability Workshop on Roding. This focused on implementing a common operating picture for road closures and impacts during an event and the Canterbury Lifelines Group Meeting, conducted quarterly to discuss the management of Lifelines assets during Reduction, Readiness, Response and Recovery phases (4R's).

### **3.2.2 December2022**

- December commenced with a Land Search & Rescue sponsored Coordinated Incident Management System (CIMS) course which was held in Ashburton. 15 staff from ADC attended the course along with people from Statistics NZ and EA Networks. This course is the foundation for our CDEM volunteers and allows them to now specialise within one of the CIMS functions within the Emergency Operations Centre. This increased capability places ADC in a good position to maintain numbers within our CDEM watch system, and also to foster relationships with other entities within Ashburton District that we work with during an event.
- A meeting with the Methven Community Civil Defence Team (CCDT) to finalise their Community Response Plan occurred in early December, which was a follow up from the previous meetings. This allowed the EMO and team members to focus on completing the last of the coordinating instructions for the Methven Response Plan review. In early 2023 the plan will be socialised with the community via a meeting

and short duration advertising campaign. The Methven CCDT are a proactive group, and this plan will stand Methven in good stead for responding to events going forward.

- ADC CDEM incident management software D4H, has been updated with the community response plans, draft evacuation plans, District Tsunami Plan and the AF-8 Initial Response Plan, which has now been loaded into the system. A number of initial tasks will be conducted, dropping out of this piece of work, which will allow CDEM teams will be able to respond more efficiently to events.
- The EMO has updated the Deployment Box(es) for the CDEM Welfare teams. Previously we had one box with stationery items, needs assessment forms and desk files for our welfare volunteers to deploy with and set up a Civil Defence Centre. This has recently been updated to two storage boxes on wheels that allow for these items to be stored along with work lights, a Starlink System to provide satellite data functionality and when coupled with a 3.5 KVA generator for each team enhances our deployable capability. In early 2023 the deployment equipment will be upgraded further to include a laptop, 2 cell phones, stretchers, thermal mats, and sleeping bags which will allow each of the welfare teams to be self-sufficient, no matter where they are deployed to and under any circumstances.
- The Canterbury CDEM Group Community Engagement Advisor conducted a workshop with EMOs to look at the engagement and community resilience information requirements for 2023. This allowed for planning and alignment to occur to ensure that our messaging across the group was consistent and more closely aligned with the National Emergency Management Agency (NEMA) program for 2023. A number of campaigns will be undertaken across the year, commencing with an AF-8 workshop visiting Ashburton in late April. This will be followed by the national “Emergency Mobile Alert” drill in May, “Get the Flood Out” campaign in June, earthquake awareness and National Shakeout drill in October and Emergency Preparedness and Tsunami awareness month in December.
- On 16 December EMOs were informed that the Group Controller had resigned with his final day in the role being 23 December 2022. The Alternate Group Controller has been appointed into the acting role for the foreseeable future while recruitment is undertaken.
- ‘Red Watch’ was the duty team for December, however with a number of staff away during this closedown period, staff from other duty teams were on call to fill these vacancies. This demonstrates a real team approach across our staff and ensured that we were ready to respond over the Christmas break, if required.

### 3.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/Off/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
November	2	2	3	27	0
December	1	8	2	20	1
January	1	1	1	9	2
February	1	1	2	11	0
March	0	3	2	11	1
April	2	1	4	27	1
May	0	3	5	7	0
June	5	1	6	17	0
July	0	4	4	19	0
August	2	0	8	13	0
September	0	2	9	14	0
October	0	4	6	14	0
November	0	2	8	27	1
December	0	9	5	11	1

#### 3.3.1 Alcohol Licensing Hearings

On the 2 December 2022 a public hearing was convened of the District Licensing Committee (DLC) to consider an opposed application for an Off Licence from KD Kumar Investments for premises at 160 Tancred Street, Ashburton. The licence application had been opposed by the Ashburton Alcohol Licensing Inspector and NZ Police on the grounds that the applicant was considered unsuitable to hold a licence.

Having taken all matters into consideration the decision of the DLC was to grant the licence for one year with conditions, which includes employment of additional Duty Managers plus supervision and training of the applicant.

### 3.4 Animal Control

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

Month	Dogs currently registered	Known un-registered dogs	% of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
November	6311	741	88.0%	9	1	0	1	7	1
December	6350	701	90.0%	1	0	0	0	9	3
January	6392	688	90.3%	0	7	0	3	2	0
February	6437	626	91.0%	3	6	0	1	8	1
March	6498	574	91.8%	18	6	1	2	5	7
April	6557	513	92.7%	6	4	0	0	4	3
May	6590	444	93.8%	26	9	0	0	5	8
June	6953	75	98.9%	4	12	0	0	3	4
July	5097	1990	71.9%	0	4	0	0	11	7
August	6110	963	86.3%	4	10	2	2	5	3
September	6271	787	88.8%	9	5	0	2	8	5
October	6374	666	90.6%	21	13	2	0	4	3
November	6459	601	91.4%	25	10	0	2	4	2
December	6484	580	91.5%	5	16	0	1	4	8

### 3.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
November	23	23	0	0	0
December	17	17	0	0	0
January	4	4	0	0	0
February	9	9	1	0	1
March	6	6	0	0	1
April	3	3	0	0	1
May	16	16	0	0	1
June	8	8	0	0	2
July	2	2	0	0	37
August	11	11	2	0	8
September	8	8	0	0	0
October	9	9	0	0	1
November	27	27	0	0	0
December	17	17	0	0	0

### 3.6 Planning

Resource Consents	Nov2021	Nov 2022
No. of resource consent applications decided <sub>1</sub>	25	15
No. of resource consents decided within statutory timeframe	23	15
Resource consent KPI Compliance (accumulating)	98%	97.9%
Notified/ Limited notified applications decided	1	1
<b>Other:</b>		
No. of 223 Certificates processed	10	7
No. of 224 Certificates processed	7	9
No. of building consents reviewed against District Plan <sub>2</sub>	29	17

Land information memoranda	Nov 2021	Nov 2022
LIMs Produced	109	74
LIMs Produced within 10 working days	109	74
LIMS (accumulating)	420	310



<b>Resource Consents</b>	<b>Dec 2021</b>	<b>Dec 2022</b>
No. of resource consent applications decided <sub>1</sub>	24	16
No. of resource consents decided within statutory timeframe	22	16
Resource consent KPI Compliance (accumulating)	96.8%	98.2%
Notified/ Limited notified applications decided	0	1
<b>Other:</b>		
No. of 223 Certificates processed	2	0
No. of 224 Certificates processed	7	1
No. of building consents reviewed against District Plan <sub>2</sub>	32	22

<b>Land information memoranda</b>	<b>Dec 2021</b>	<b>Dec 2022</b>
LIMs Produced	83	49
LIMs Produced within 10 working days	83	49
LIMS (accumulating)	503	359

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

## 3.7 Economic Development

### 3.7.1 Economic Development – items of importance

#### Economic Development

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

#### Specific to this period

- District Promotion
  - ChristchurchNZ issued notice of their intent to end the contract for services on 7 February 2023. Officers are working through options and a paper will be presented to Council with a recommendation.
- Mayoral Forum
  - The first meeting of the Mayoral Forum Economic Development group took place in December 2022. This group will:
    - ✓ support the Mayoral Forum to take a strong leadership role and provide strategic foresight for economic development in Canterbury.
    - ✓ maintain a regional overview of economic development opportunities to avoid duplication and provide support to all Canterbury councils.
    - ✓ understand gaps and opportunities for economic development in Canterbury.
    - ✓ work on joint collaborations for economic development in Canterbury.
    - ✓ provide a conduit for Central Government to liaise with the region for economic development initiatives.
  - The group is Chaired by Dawn Baxendale (CEO of Christchurch City Council) and comprises of economic development specialists from each territorial area in Canterbury.
- Mayors Taskforce for Jobs (MTFJ)
  - An application was submitted for the Mayors Taskforce for Jobs, Rural Community Resilience Programme in December. This application was approved by the Mayors Taskforce for Jobs and work has commenced immediately to get the project underway.
  - The pilot scheme is until June 2023 and is in partnership with Ashburton District Council, Mayors Taskforce for Jobs and the Ministry for Social Development. The scheme targets young people aged from 16 to 24 years and the funding presumes that 12 outcomes (an outcome is considered to be full time work of 30 hours or more, for a duration of 90 days or more) will be achieved.

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

### 3.7.2 Items of importance

#### Events Programme 2022/23

##### Council Christmas Events

- The three events held over the Christmas period were highly successful with great community involvement and attendance:
  - **Light up the Night** – lighting up the Christmas tree
  - **Movie Night** – pop up Christmas Movie in the Domain
  - **Buskers** – in the CBD on the 23/24 December
- Christmas Light up the Night had challenges with the weather, but despite the cold evening over 3,000 people attended. Involvement from the Samoan Christian Congregation Church Ashburton Choir, Ashburton Event Centre performers, Netherby Kapa Haka, Tongan Language & Culture Group, and Life Dance Academy made for a wonderful showcase of local talent.
- Movie Night saw over 850 people bring picnics into the Ashburton Domain to enjoy a screening of Home Alone. Entry into this event was a voluntary donation of an item for the Salvation Army Food Bank. A total of 277 items were donated on behalf of the community.
- Buskers Day in the CBD saw a hive of activity and involvement from over 60 individuals which brought music and Christmas cheer to those shopping in town during the two days before Christmas.

##### Regional Event Fund

- Two applications were granted funding for the end of 2022 funding round:
  - The Methven Foothills Walking Festival - \$2,500
  - Mid Canterbury Basketball for South Island Under 13 Basketball Championships - \$5,000

## **Events Programme 2022/23**

### **Community Events**

- End of year activities saw officers finalising permits for the following local events:
- Ignite '23 – 15<sup>th</sup> New Zealand Scout Venture, Mayfield. Large scale event with collaboration from Mayfield Domain and Hall Board, A&P Show Committee, Playcentre, Swimming Pool, Squash Racquet Club, Rugby Club, and Tennis Clubs all working together to host over 700 scouts from around New Zealand.
- The Barden Party A “rockabilly retelling” of Much Ado About Nothing, set on a beautiful summers evening from 6pm till 8pm on the Royal Lawn of the Ashburton Domain. Attended by around 70 people.
- Run and Walk Summer Series in the Ashburton Domain. Mix of distances to run or walk of 1km, 3km, or 5km on Tuesdays throughout January and February.

### **Upcoming Events and Activities**

- The Amazing Dinosaur Discovery - Ashburton Domain from 28<sup>th</sup> January till 6<sup>th</sup> February. A family friendly ticketed event involving a 90 minute interactive dinosaur walk that brings prehistoric times alive again. Waitangi Day sees officers working on three potential events simultaneously in the Ashburton Domain – The Amazing Dinosaur Discovery, the return of the Multi-Cultural Bite & Waitangi Day Market. In addition to these events there is also the Great Plains Fly-In, at the Ashburton Airport which is a closed event but will see some out of district planes fly in for a social gathering for the Airport Aircraft Association of NZ.
- Ashburton Car Club Gravel Sprints.

### 3.7.3 Ashburton Youth Council

#### Ashburton Youth Council 2022

- The final meeting of AYC was held on 9 December 2022.
- There has been an expression of interest from two young people to join. They have been sent application forms to complete and have been invited to the February 2023 meeting.
- The next AYC meeting is planned for 7 February 2023 as many of the members are away with family until school returns.

#### Recruitment

- Recruitment activities are attempting to lift the membership of AYC up to 12-15 young people.
- Youth Council members are continuing to create TikTok promotional content and other social media promotions. They are meeting with the ADC communications team during s in January to discuss further.
- The Recruitment plan will see promotions of AYC in January and February 2023
  - Radio – AYC members to talk about why they joined and what they do - aimed at parents and caregivers.
  - Newspaper & ADC Connected pages – aimed at parents, caregivers, schools and community groups.
  - Facebook and Instagram to connect with both young people and supporters.
  - TikTok - promoting AYC to their peers and showcasing what they do.
  - ADC website will be refreshed with AYC poster and photos of activities.
- Email received from the office of Jo Luxton giving contact details of church leaders with young people possibly interested in AYC – Officers are following up.

### **Ashburton Youth Council 2022 (continued)**

#### **Activities**

- Youth Councillors had a very successful but oversubscribed Popcorn stall at ADC's Movie night making and handing out hundreds of bags of popcorn. For the 2023 event more popcorn machines will be hired and preparation for the event will start earlier ensuring the demand for popcorn is met.
- Youth Councillors are going to invite guest speakers to meetings that can support and help them:
  - understand how to manage social media accounts;
  - how to become braver when speaking in public or people they don't know; and
  - managing budgets and spending.

#### **2023**

- AYC will get involved with other Council events for 2023 including Citizenship Ceremonies, another Movie Night, Christmas events and others as they arise - working with the Events Advisor and Welcoming Communities Advisor to promote AYC participation.
- AYC members will submit to Council on LTP or Annual Plan issues and ideas that interest and concern young people. They will select areas of interest in the plans to focus on.
- They are looking forward to meeting and working with new Councillors appointed to AYC.

### 3.7.4 Welcoming Communities

#### Welcoming Communities

- A refreshed 'Newcomers Guide' is being produced to support and inform newcomers and migrants to the district. The booklet will provide comprehensive information from multiple agencies for those people new to the Ashburton District. The new booklet will be mostly digital with a small number of printed copies available, this allows information to be quickly updated and translations to other languages possible. Local support agencies and groups will be able to have links to the guide, therefore supporting the newcomers needs on a consistent platform.
- We continue to develop relationships with local hapu and Hakatere Marae through participation at citizenship ceremonies, Council events and in the Welcoming Plan.
- Women's swim nights were held during 2022 and a review has taken place. It is recommended that the swim night should re-commence during March 2023 and will be a monthly event (either the 1<sup>st</sup> or 3<sup>rd</sup> Sunday). This will be trialled for four months, after which time fortnightly sessions will be considered if more than 40 people are regularly attending.
- The Welcoming Advisor and People and Capability are working together, planning initiatives and experiences for the organisation about Māori culture and language and our wider cultural diversity in the district. This will include inductions for new staff, with development opportunities being offered to existing staff.
- Community and Service Groups are planning a wide range of events and workshops during 2023 that will connect, support and educate our diverse community.
- A meeting was held with Census NZ in order to explore how the 2023 Census can be better promoted to Ashburton District's migrant community. There are employment opportunities for local people to get involved with the administration of the Census. A higher response to the Census would allow ADC to receive data with a higher level of certainty to assist with decision-making.

### 3.7.5 Workforce Development

#### Workforce Development

##### Mayors Taskforce for Jobs

- Recruitment for a Youth Coach commenced during December 2022. This will be a fixed term position, completely from project funds. Interviews will take place in late January 2023 with a start date as soon as possible once the interviews are completed.
- A launch for the programme is planned for 9 February 2023.
- The Mayor, Deputy Mayor and interested Councillors will work with Officers to help develop employment opportunities with businesses across Ashburton District. Pre and post placement support will be delivered by the Youth Coach.
- The Economic Development team is working to partner with employers in the district to help place young people into their businesses and provide support to both the business and the young person for a period of three months from the start of the employment relationship.

##### Job Fairs and Workshops

- A Hiwa-i-te-rangi Wahine series was held supporting women to increase their readiness for employment and awareness of agencies and qualifications available. ADC staff spoke, sharing recruitment information and life experiences.
- A Hospitality and Tourism Seminar hosted by Ashburton District Council is planned for 31 January, in conjunction with Connected. Hospitality and Tourism are two sectors in our economy which have been adversely impacted by skills shortages and many businesses are running reduced operating hours. The aim of this session is to showcase opportunities in these sectors and try and encourage locals to consider employment.



### 3.7.6 Agricultural Portfolio

#### Agricultural Portfolio

##### Supporting Land Use Adaption project

- The 'Land Use Adaption in a Climate Changed Future' project was presented in a public meeting in Mid-December. Approximately 50 people attended including farmers, District Councillors, representatives from other councils, Regional Council representatives, MPI, bankers, lawyers and local industry representatives.
- The audience was well engaged during the meeting, which included the presentation of the findings of the project followed by a panel discussion with two local, leading farmers.
- An article about the project was published in 'the Ground Up' prior to Christmas. Ground Up is an annual journal produced by Our Land and Water. A copy of the full journal can be found here [2099-New-Ground-Volume-2-screen.pdf \(ourlandandwater.nz\)](#).

##### Resilient Business

- The Resilient Business proposal has been redrafted based on feedback from MPI and re-submitted prior to Christmas.
- A tighter focus on the NZ benefit was incorporated into the proposal, which was submitted to the Sustainable Farming Futures Fund.
- MPI are currently considering the proposal and if successful, will be approved to go to an independent review panel for consideration.

##### Science Collaboration

- The Hekeao Hinds Science Collaboration met to discuss ways of working together.
- The collaboration is facilitated by the Mid Canterbury Catchment Collective and aims to compile information that has been generated to co-ordinate new research which will maximise the effectiveness of the information. For example, water monitoring data, hydrology research, etc.
- A range of stakeholders (freshwater quality focussed) are involved in this initiative such as MHV, BCI, ALIL, ECAN, MHWET.

##### Wellbeing Indicators

- A meeting was held with the Agricultural Economics Research Unit (Lincoln University) to provide feedback on the design of a research project for which they have been commissioned.
- The project is called 'Measuring the true (integrated) effects of land use change – selection of wellbeing indicators' and will be undertaken in the Ashburton District.

##### Submission on Agricultural Emissions

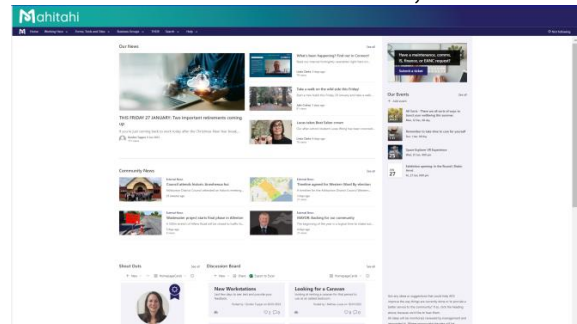
- Provided technical research and feedback ADCs submission on agricultural emissions.

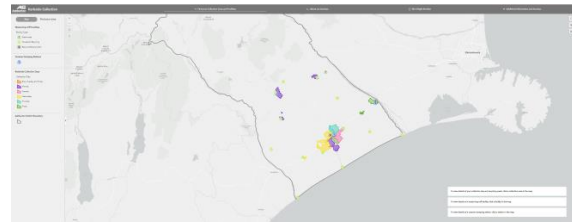
## 4. Business Support Group

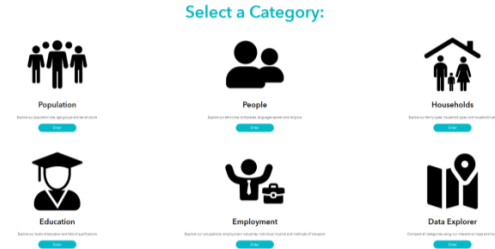
### 4.1 Information Systems

#### 4.1.1 Projects

The following provides detail on a selection of activity, typically the larger or more complex work items currently active within Information Systems:

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Business Improvement and GIS</b>						
<b>Application enhancement and development</b>	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p>Recently complete work included:</p> <ul style="list-style-type: none"> <li>• Launch of new business intranet, Mahi Tahi.</li> </ul>  <ul style="list-style-type: none"> <li>• Solid Waste –digital capture of audit result for recycling bin content and view of current strike status against the property.</li> <li>• Current developments include:</li> </ul>

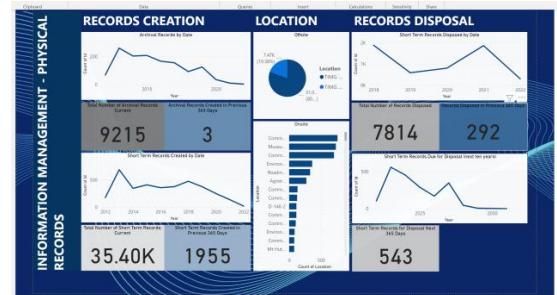
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Business Improvement and GIS (continued)</b>						
						<ul style="list-style-type: none"> <li>• Planning (pre-application planning)</li> <li>• Cemetery Interments</li> <li>• Privacy related requests</li> <li>• Building: Exemptions and Swimming Pool Inspection processes</li> </ul> <p>Digitalisation of half year Staff PDR process.</p>
<b>Urban Aerial Imagery</b>	October 2021	December 2022	No	Yes	No	Complete - Imagery updated with capture from the summer of 2022
<b>Rural Aerial Imagery</b>	July 2022	June 2023	Yes	Yes	No	<p>Refresh of rural imagery used within our GIS activities. Covers rural areas from the coast to the foothills. Works in collaboration with ECan and other Canterbury Councils.</p> <p>Forms part of a planned cyclic renewal of this asset.</p>
<b>Waste Collection Map Series</b>	September 2022	December 2022	Yes	Yes	No	<p>Complete. Internal and public mapping showing kerbside collection days, recycling, and waste dump stations.</p> 

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Business Improvement and GIS (continued)</b>						
<b>Methven Community Emergency Response Plan</b>	October 2022	December 2022	Yes	Yes	No	Map development to support activity. Complete
<b>Spatial Census Data Dashboard and Analysis solution</b>	September 2021	June 2023	Yes	N/A	No	<p>Design of GIS dashboard and analysis tool to replace 3<sup>rd</sup> party system used by Strategy and Policy.</p>  <ul style="list-style-type: none"> <li>• First phase released with Population and People data.</li> <li>• Second phase released with Household and Education data.</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Systems</b>						
<b>Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.</b>	January 2022	January 2023	Yes	Yes	No	Approximately 95% of the deployment complete. Art Gallery & Museum to be handled separately once service design confirmed.
<b>Microsoft 365</b>	September 2020	Ongoing Activity  Telephony target June 2023	Yes	Yes	No	Introduction of Microsoft application and productivity suite.  The application includes Office products such as Email, Word, and Excel, but also includes other productivity applications including SharePoint (which our document management system is built on) and Teams (multi-function communication platform including telephony).  Current works have deployed to Council Officers OneDrive and with the virtual desktop upgrade the Office products of Email, Word, Excel and PowerPoint.  Full migration to Microsoft Teams telephone system is being planned, building off the existing solution which provides and supports internal communication and video meetings.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Systems (continued)</b>						
<b>Cyber Security</b>	BAU Activity		N/A	N/A	N/A	<p>Continuing assessment and solution application to reduce Council cyber security risk profile.</p> <p>Actions from external security audit have been assessed with immediate items actioned.</p> <p>A response plan has been put in place to work through other recommendations.</p> <p>This audit measures our security profile and application against international standards and allows for monitoring and measurement across functional areas of Identity, Management, Protection, Detection, Response and Recovery.</p>
<b>Library and Civic Centre - Te Pātaka o kā Tuhituhi and Te Waharoa a Hine Paaka</b>	May 2021	September 2023	Yes	Yes	tbc	<p>Works associated to the ICT scope and supply for new Library and Civic Centre. Items included are within and outside main contract covering areas such as network, wi-fi, audio-visual, desktop and library services.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Information Management</b>						
<b>Electronic document record management system (EDRMS)</b>	BAU Activity		N/A	N/A	N/A	Continual improvement works within the EDRMS system.  Recent and current activity has included works in Alcohol Licensing and Biodiversity
<b>Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.</b>	BAU Activity		N/A	N/A	N/A	Continuing and on-going activity with business teams to assess physical and digital records held by Council as part of the management of the life of that record including that of protected or permanent retention under statutory Acts including the Public Records Act and Local Government Official Information and Meetings Act.  Work includes the decision to retain or dispose a record based on Council's adopted retention and disposal schedule.
<b>Digitalisation of Physical Format Records</b>	May 2022	June 2023	Yes	Yes	No	Commercial Property files – pilot testing of process and deliverables with identified provider prior to digitisation of the full set of physical files (approximately 700 files).

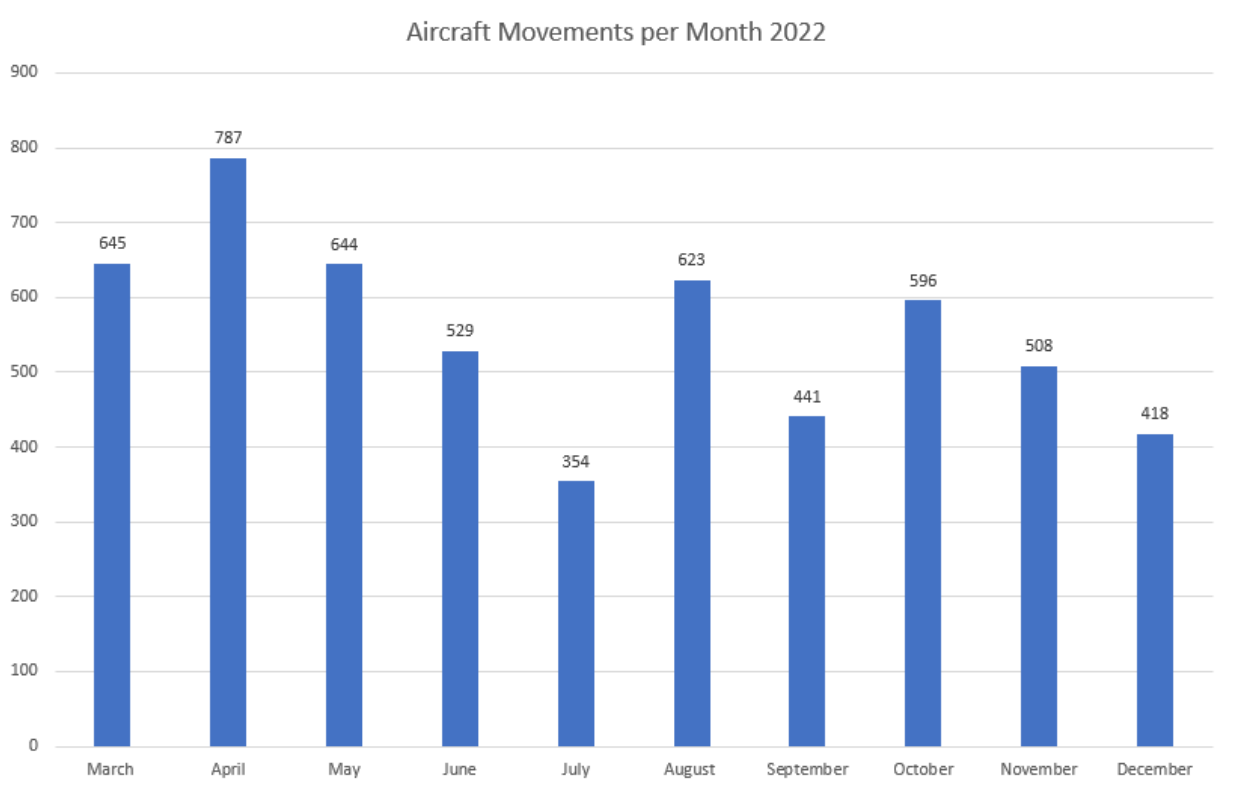
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Information Management (continued)</b>						
<b>Data Management - Monitoring and Reporting</b>	BAU Activity		N/A	N/A	N/A	<p>Development of management tool for service monitoring on information creation and disposal for physical and digital form, supporting current and future activity</p> 
<b>Data Management – Name Amalgamation</b>	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.</p>



## 4.2 Property

Current	Brief Project Description / progress
<b>Ashburton Business Estate</b>	<ul style="list-style-type: none"> <li>Two sections in stage two are on hold for potential purchasers to complete due diligence. Two sections in stage two went unconditional late last year.</li> <li>The sale and purchase agreement is currently with the potential purchaser for a 6 hectare lot within the undeveloped 21 hectare lot off Ashford Avenue.</li> <li>Officers are working through the details for the sale of 1.7 hectares which is also within the undeveloped 21 hectare lot off Ashford Avenue.</li> <li>In total, approximately 50-hectares of the Business Estate remains unsold, with 32-hectares sold.</li> </ul>
<b>Elderly persons housing</b>	<ul style="list-style-type: none"> <li>Out of Council's 102 available units, 92 are occupied.</li> <li>Of the nine units that are vacant, four are in process of being redecorated. The five remaining units are in the area to be redeveloped. Four units are scheduled to be demolished in the first phase of the staged demolition, however the fifth unit, is outside of phase one, but is beyond refurbishing.</li> <li>There are now 36 people on our waiting lists. Of these, six people are wanting single units, while 30 want double units (four are couples and are counted as one application).</li> <li>23 people on waiting list are currently residents in the Ashburton District with 13 being from out of town.</li> <li>Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on the urgency of the applicant's situation and their location.</li> </ul>

Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"> <li>CFZ (common frequency zone) – the proposal to establish a dedicated frequency zone for the Ashburton Area has been approved and CAA are currently working on deciding which frequency is most suitable for our airspace. Officers have queried as to why the CFZ was not integrated into this year’s aeronautical charts. CAA have not respond so far to the officer’s request. They may still be working through deciding what the appropriate radio frequency to adopt for the CFZ will be.</li> <li>One further commercial hangar site next to existing sky diving hangar has been reserved with the intention of establishing a sky diving school. The site is reserved until end of January 2023 by which time they are either to submit a building consent application or relinquish the site.</li> <li>Council officers continue to researching the NZ Airline Academy flight school proposal. A report to Council will be required before this proposal can proceed.</li> <li>A draft Memorandum of Understanding from the Skydiving operation has been received and has been reviewed. This MoU needs to be taken back to the Ashburton Airport User group for Comment before ADC adopts it.</li> <li>Officers continue to review and considering the TAIC report recommendations which have been made to the CAA in order to avoid a similar incident occurring. The following recommendations to CAA are particularly relevant to Council, as operator of a similar uncontrolled airport: <ul style="list-style-type: none"> <li>Ensure that managers and users of aerodromes, in particular for unattended aerodromes, understand and fulfil their responsibilities for ensuring safe operations. This includes: <ol style="list-style-type: none"> <li>Facilitating a coordinated approach with WorkSafe New Zealand, LGNZ and NZ Airports Association, among others,</li> <li>Providing training and support to aerodrome operational and management personnel, and</li> </ol> </li> </ul> </li> <li>With the new Property Manager commencing at the end of January, it is anticipated that the aerodrome’s User Group will commence regular meetings. It is also envisioned that staff will take this opportunity to establish the future involvement of the new Chief Flying Instructor of the Mid Canterbury Aero Club as the person to become the default centre of excellence for Ashburton Airport Safety / culture of safety.</li> </ul>

Current	Brief Project Description / progress																						
<b>Airport (continued)</b>	<ul style="list-style-type: none"> <li> <b>The following table</b> provides an update of aircraft movements by month. December was notably quiet. Waitangi Weekend 2023 will see the Sport Aviation group holding their Biannual Fly In at Ashburton airport. This involves around 70 Homebuilt aircraft flying in for the weekend. </li> </ul> <div data-bbox="689 370 1917 1161"> <p style="text-align: center;">Aircraft Movements per Month 2022</p>  <table border="1"> <thead> <tr> <th>Month</th> <th>Aircraft Movements</th> </tr> </thead> <tbody> <tr> <td>March</td> <td>645</td> </tr> <tr> <td>April</td> <td>787</td> </tr> <tr> <td>May</td> <td>644</td> </tr> <tr> <td>June</td> <td>529</td> </tr> <tr> <td>July</td> <td>354</td> </tr> <tr> <td>August</td> <td>623</td> </tr> <tr> <td>September</td> <td>441</td> </tr> <tr> <td>October</td> <td>596</td> </tr> <tr> <td>November</td> <td>508</td> </tr> <tr> <td>December</td> <td>418</td> </tr> </tbody> </table> </div>	Month	Aircraft Movements	March	645	April	787	May	644	June	529	July	354	August	623	September	441	October	596	November	508	December	418
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Current	Brief Project Description / progress
<b>Land for community buildings</b>	<ul style="list-style-type: none"> <li>• A meeting was arranged with Pasifika groups on 13 August to ascertain their needs. Appropriate land / areas are still being investigated, however this is a complex request with little, if any, suitable land currently available.</li> <li>• A further meeting being held with one of the interested groups on 21 November. Several potential sites were discussed, however none immediately met the needs of this group, but the group were going away to research the sites. Council officers are waiting to hear back from this group.</li> </ul>
<b>Medical Centre upgrades</b>	<p><b>Methven</b></p> <ul style="list-style-type: none"> <li>• Officers are currently working with Methven Medical Centre staff on the internal alterations to the current building and the requirements for a relocatable building. The relocatable building will be a temporary solution for up to 5 years.</li> </ul> <p><b>Rakaia</b></p> <ul style="list-style-type: none"> <li>• The Medical Centre have decided to defer the extension project due to budget restraints. Council is currently working with Medical Centre staff on some minor alterations to the existing building.</li> <li>• Officers will look into options for a temporary relocatable building for up to 5 years.</li> </ul>
<b>Oval Pavilion – Ashburton Domain</b>	<ul style="list-style-type: none"> <li>• Council is waiting for the Trust lawyers to complete their winding up of the Ashburton Domain Oval Pavilion Trust before Council can complete the transfer. Once the building is in Council ownership, officers will liaise further with the occupiers in order to engage contractors to complete the upgrade of the building. In the interim, Property are investigating security and lighting options following further broken windows on the building.</li> </ul>
<b>Walnut Avenue Pavilion – Ashburton Domain</b>	<ul style="list-style-type: none"> <li>• Discussions are being held with the Ashburton Domain Pavilion Trust lawyers to allow the transfer of the Walnut Avenue building to Council.</li> </ul>
<b>West Street Car Park</b>	<ul style="list-style-type: none"> <li>• Council officers have been negotiating lease terms with KiwiRail, but are yet to reach agreement. Officers are waiting on a response from KiwiRail.</li> <li>• While these negotiations are ongoing, the preparation of the resource consent application is on hold.</li> </ul>
<b>Rangitata Campground</b>	<ul style="list-style-type: none"> <li>• The campground will remain open until 1 May 2023 and will then be closed over winter. Over a 21-day period (15/12 -05/01) we had a total of 93 bookings at the campground.</li> </ul>

## 4.3 Forestry

### 4.3.1 Forest Harvesting & Sales

- With some firming of the Chinese export log market and demand expected to lift after lunar new year celebrations the forester will go to the market for the sale of Wightmans Road plantations. The plantation was measured February 2022 and the log outturn predicted from this inventory has relatively tight confidence limits which should give potential buyers confidence in pricing the plantation, buyers will therefore be requested to submit a lump sum for the plantation. Potential buyers are expected to include Forest Management Ltd, Port Blakeley, Matariki Forests, PF Olsen, Laurie Forestry and Trans Tasman Forestry. The deadline for pricing the plantation will be mid-February with harvesting expected to be completed prior to the end of the financial year although some flexibility in harvest dates could improve the value of the offers received and the total number submitted.

### 4.3.2 Release Spraying 2022

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

### 4.3.3 Mackenzie District Council – Forest Management Contract

- Following the expiry of our three-year contract with Mackenzie District Council last year, Mackenzie decided to tender for the provision of all its forestry management requirements. This is significantly different to what ADC has currently been providing. The tender looked to outsource all work associated with the forestry operation which included some significant management projects, debt and health and safety liabilities and staff management. Ashburton District Council did submit a tender which included ADC sub-contracting some of the major project work but also advocating the strength of Ashburton and Mackenzie Council working together to manage their forest resource. Unfortunately, it appears we were unsuccessful with our submission for the work, although we note the decision is yet to be ratified by Council. Discussions remain ongoing as to the forester's role in supporting Mackenzie District Council, as due to the long-term relationship and the knowledge and synergies created, there may well be a place for the ADC forester to assist Mackenzie.

## 4.4 Finance

### 4.4.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
<b>2021/22 Annual Report</b>	30 June 2022	December 2022	Yes	No	NA	Annual report has now been adopted (December 21 2022) and an un-modified opinion on the summary annual report has now also been received from Audit New Zealand.
<b>Sale of vehicles</b>	Current	Unknown	Yes	Yes	No	The remaining 3 vehicles have been taken to Turners and are waiting to be auctioned. A new round of procurement will commence over the next few months.
<b>2023/24 Annual Plan</b>	Current	30 June 2023	Yes	Yes	N/A	Overhead budget packs (without rate funding) have been completed by the relevant managers. These were reviewed by ET on 22 November and were subsequently rolled into the rest of the activity budgets. The balance of budgets are now sitting with ET for review.
<b>Purchase card implementation</b>		Unknown	No	Yes	NA	<p>The introduction of purchase cards for small miscellaneous purchases is the final part of the procure-to-pay project. This has been in conjunction with the IS Team and has been waiting on TechOne to confirm their availability to proceed.</p> <p>Hoping TechOne will be available in February 2023 to work with finance to train and implement.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
<b>Debt management process</b>			Yes	Yes	N/A	Testing is being carried out in conjunction with the IS team. All issues must be resolved, and letters updated before implementation. This is ongoing.

## 5. *Democracy & Engagement*

### 5.1 Communications

#### 5.1.1 Projects

- As of Wednesday 25 January 2023 there are currently 50 Helpdesk tickets with the Communications Team (down from 61 as at 9 November 2022).
- The following table provides detail on planned communications projects, campaigns or consultations in the last reporting period.
- Future work includes the upcoming By-Election and consultations with the Strategy and Policy team.
- Other work includes requests to answer media inquiries, take photos, produce print and signage materials, provide website and social media updates, troubleshoot and support staff with digital and AV communications.

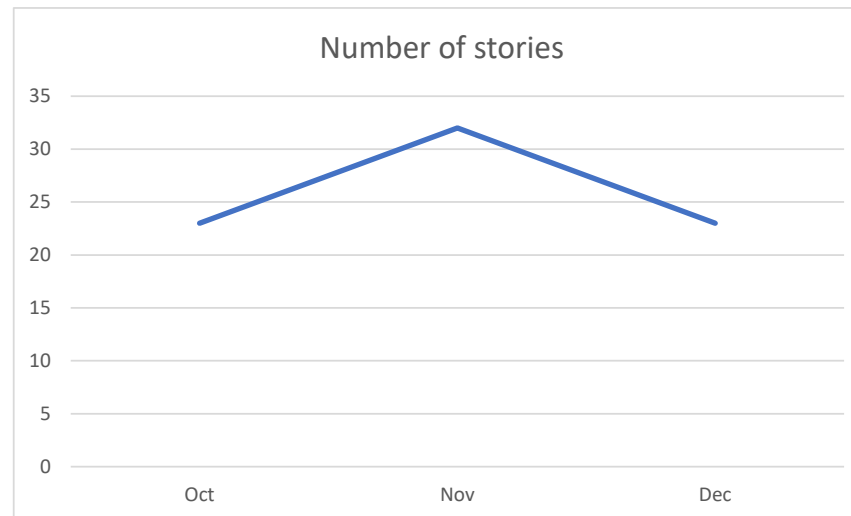
Brief Project Description	Comms Start Date	Estimated Completion Date	On track	Within budget	Comments
Ng King Gardens interpretive signage	08 Sep 2022	01 Apr 2023	Yes	Yes	Working with heritage consultant, Heritage NZ and the descendants of the Ng King Brothers to create outdoor interpretive panels appropriate to the archaeological site and to the families
Triennial meetings campaign	17 Oct 2022	30 Mar 2023	Yes	Yes	Print and social media campaign in progress
Nights of Lights festival campaign	01 Nov 2022	31 Dec 2023	Yes	Yes	Completed
Website audit	08 Nov 2022	01 Mar 2023	No	Yes	Now on hold while we do not have a Digital Communications Officer
Internal work	Ongoing		Yes		<ul style="list-style-type: none"> <li>• Intranet &amp; newsletter communications for staff</li> <li>• Brand and signage guideline update</li> <li>• Templates for facility advertising</li> <li>• Visual asset storage improvements</li> </ul>



### 5.1.2 Number of stories delivered

Measured by how many stories uploaded to ashburtondc.govt.nz per month in the previous quarter of 2022:

- We saw a surge in the number of news stories in November.
- These stories are also posted on Facebook.



### 5.1.3 Engaging Facebook posts

- Measured by top performing posts with the highest engagement over the last 28 days, from January 25.

18 November	18 December	18 November
<p>[Pictures of launch]            “The new traffic lights on Walnut Avenue should be operating about 7pm tonight folks. Thanks for your patience over the long construction period. 🙌</p> <p>Waka Kotahi shouted a few cupcakes with traffic light icing today to mark the occasion.”</p>	<p>“We share sad news today and hold the family of Cr Rodger Letham in our hearts”</p>	<p>[Video of new traffic lights]            “First set underway!”</p>
<p>Post impressions -15,906</p> <p>Post reach – 15,426</p> <p>Post engagement – 6,659</p>	<p>Post impressions – 8,478</p> <p>Post reach – 8,083</p> <p>Post engagement -4,231</p>	<p>Post impressions – 32,151</p> <p>Post reach – 31,318</p> <p>Post engagement – 4,116</p>

## 5.2 Strategy & Policy

### 5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
<b>Annual Plan</b>	30 October 2022	30 June 2023	Yes	<ul style="list-style-type: none"> <li>Budgets being reviewed for quality assurance</li> <li>Budget workshop scheduled with Elected Members 2 February</li> </ul>
<b>Annual Residents Survey</b>	August 2022	July 2023	Yes	<ul style="list-style-type: none"> <li>Wave 2 survey complete, wave 3 to commence in March</li> </ul>
<b>Aoraki Environmental Consultancy (AEC)</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Officers continue to meet regularly with AEC.</li> <li>Current topics of discussion include policy &amp; bylaw development, stormwater consent application and stockwater race closures.</li> </ul>
<b>Bylaws and Policies</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Revenue and Finance Policy – drinking water Methven-Springfield (Council, February)</li> <li>Alcohol Control Bylaw (Council, March)</li> <li>Trade Waste Bylaw (Council, February)</li> <li>Traffic Management Bylaw (Council, April)</li> </ul>
<b>Consultation</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Preparing for consultation on: <ul style="list-style-type: none"> <li>Alcohol Bylaw</li> <li>Annual Plan (TBC)</li> <li>R &amp; F Policy</li> <li>Traffic management Bylaw</li> </ul> </li> </ul>
<b>Internal work</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Service delivery reviews – Regulatory and Economic Development (Council, February)</li> <li>LocoDelegations (Council, February).</li> </ul>
<b>Strategies</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Economic Development strategy - Workshop (Council, February)</li> </ul>

### 5.2.3 External Submissions

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

Organisation	Submission Summary	Process	Due Date
Environment Select Committee	<b>Natural and Built Environment Bill</b> First of two Bills giving effect to RMA reform. This focuses the setting of environmental limits, environmental and land use planning, and the governance of those activities. <a href="https://www.legislation.govt.nz/bill/government/2022/0186/latest/096be8ed81cc5fe.pdf">https://www.legislation.govt.nz/bill/government/2022/0186/latest/096be8ed81cc5fe.pdf</a>	Staff supporting development of CMF submission	5 February 2023
	<b>Spatial Planning Bill – added 15 November</b> Second of two Bills giving effect to RMA reforms. This one focuses on regional spatial strategies and the governance of these activities <a href="https://www.legislation.govt.nz/bill/government/2022/0187/latest/contents.html">https://www.legislation.govt.nz/bill/government/2022/0187/latest/contents.html</a>		
Justice Select Committee	<b>Sale and Supply of Alcohol (Community Participation) Amendment Bill</b> This bill aims to improve communities' ability to influence alcohol regulation in their area by making targeted changes to the alcohol licensing process provided for in the Sale and Supply of Alcohol Act 2012. (This is the Bill that would remove appeal rights on provisional LAPs) <a href="https://legislation.govt.nz/bill/government/2022/0205/latest/LMS791367.html?src=qs">https://legislation.govt.nz/bill/government/2022/0205/latest/LMS791367.html?src=qs</a>	Staff have prepared a management submission given technical nature	12 February 2023
Finance and Expenditure Committee	<b>Water Services legislation Bill</b> Second of two Bills giving effect to water reform. Bill will cover powers, funding and pricing, links to land use planning, and amendments to LGA (including LTP 2024). <a href="https://www.legislation.govt.nz/bill/government/2022/0210/latest/096be8ed81cdb86b.pdf">https://www.legislation.govt.nz/bill/government/2022/0210/latest/096be8ed81cdb86b.pdf</a>	Submission to be considered by Council 15 February	12 February <i>(all local authorities have been granted an extension until 17 February)</i>

Organisation	Submission Summary	Process	Due Date
	<b>Water Services Economic Efficiency and Consumer Protection Bill</b> Gives effect to Government decisions to introduce economic and consumer protection regulation for the three waters services, <a href="https://www.legislation.govt.nz/bill/government/2022/0192/latest/096be8ed81cdb8db.pdf">https://www.legislation.govt.nz/bill/government/2022/0192/latest/096be8ed81cdb8db.pdf</a>	Staff supporting development of CMF submission	12 February
<b>Future for Local Government panel</b>	<b>Future for Local Government draft report</b> Draft report including recommendations from the panel. <a href="https://www.futureforlocalgovernment.govt.nz/assets/Review-into-the-Future-for-Local-Govt-Draft-Report.pdf">https://www.futureforlocalgovernment.govt.nz/assets/Review-into-the-Future-for-Local-Govt-Draft-Report.pdf</a>	Submission to be considered by Council 1 March	28 February (extension has been granted until 1 March)

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

Organisation	Name of initiative	Due date
<b>Justice Select Committee</b>	<b>Inquiry into the 2022 Local Elections</b> The Committee is interested in hearing about issues arising from the most recent local elections, and has therefore initiated this inquiry. The committee will examine the law and administrative procedures for the conduct of the 2022 local elections.  <a href="https://www.parliament.nz/en/committees/justice-select-committee/inquiry-into-the-2022-local-elections">Inquiry into the 2022 Local Elections - New Zealand Parliament (www.parliament.nz)</a>	14 February 2023
<b>Ministry of Housing &amp; Urban Development (HUD)</b>	<b>Regulation of Methamphetamine Contamination in Rental Housing</b> It is currently unclear what to do when residential rental premises are found to contain meth residue. Specifically, it is not clear at what level residue becomes a problem which should be addressed.  <a href="https://consult.hud.govt.nz/policy-and-legislation-design/methamphetamine-regulations/">https://consult.hud.govt.nz/policy-and-legislation-design/methamphetamine-regulations/</a>	20 February 2023
<b>Ministry of Business, Innovation and Employment (MBIE)</b>	<b>Business Payment Practice Regulations</b> This regime will improve information and transparency around business-to-business payment practices by requiring large firms (those with turnover of \$33 million a year) to publicly disclose information on their payment practices, including payment times. This includes local authorities.  NB – Taituara will be making a submission on behalf of the sector  <a href="https://www.mbie.govt.nz/have-your-say/business-payment-practices-regulations">https://www.mbie.govt.nz/have-your-say/business-payment-practices-regulations</a>	28 Feb 2023

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

Organisation	Name of initiative	Stage
<b>Governance Admin Select Committee</b>	<b>Civil Defence and Emergency Management Amendment Bill</b> Gives effect to the Trifecta Review consultation and policy development process. NEMA officials have said this is the formal consultation.	TBC
<b>Transport and Infrastructure Select Committee</b>	<b>Land Transport Management Amendment Act</b> Legislation to give effect to changes to the Passenger Transport Operating Model.	TBC
<b>Presumably Environment</b>	<b>Climate Adaptation Bill</b> Will introduce the legal framework for managed retreat and other climate response matters.	TBC
<b>Not clear</b>	<b>Epidemic Preparedness Legislation</b> Develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics.	Early 2023
<b>Not clear</b>	<b>Building Amendment Bill</b> Bill will introduce energy ratings for buildings and waste minimisation plans to support Aotearoa New Zealand's climate change goals. <a href="#">Learn more about the Government's proposed changes</a>	Early 2023
<b>Not clear</b>	<b>Electoral (Strengthening Democracy) Amendment Bill</b> Bill lowers the voting age to 16, makes the Māori Electoral option continuous, and allows prisoners to vote. <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	TBC

Organisation	Name of initiative	Stage
Not clear	<p><b>Sale and Supply of Alcohol (Harm Minimisation) Amendment Bill</b></p> <p>Part 1 of the Bill abolishes appeals on local alcohol policies. Part 2 removes the advertising link between sport and alcohol by banning alcohol sponsorship and advertising of all streamed and live sports, and bans alcohol sponsorship at all sporting events.</p> <p><a href="https://www.legislation.govt.nz/bill/member/2022/0147/latest/LMS713437.html?src=qs">https://www.legislation.govt.nz/bill/member/2022/0147/latest/LMS713437.html?src=qs</a></p> <p><i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i></p>	Awaiting first reading
Not clear	<p><b>Sale and Supply of Alcohol (Cellar Door Tasting) Amendment Bill</b></p> <p>This Bill allows winery cellar doors to charge visitors for the samples of their own wine and adds an off-licence category for wineries holding an on-licence.</p> <p><a href="https://legislation.govt.nz/bill/member/2022/0173/latest/contents.html">https://legislation.govt.nz/bill/member/2022/0173/latest/contents.html</a></p> <p><i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i></p>	Awaiting first reading
Not clear	<p><b>Housing Infrastructure (GST-sharing) Bill (New)</b></p> <p>This Bill would introduce a GST-sharing scheme to fund housing infrastructure. Effectively councils would receive 15 percent of the value of building work put in place in their local authority in the preceding year.</p> <p><a href="https://www.legislation.govt.nz/bill/member/2022/0154/latest/096be8ed81c6447d.pdf">https://www.legislation.govt.nz/bill/member/2022/0154/latest/096be8ed81c6447d.pdf</a></p> <p><i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i></p>	Awaiting first reading



## 5.3 Memorial Halls and Reserve Boards

### 5.3.1 Activities – items of importance

#### Mayfield Hall & Reserve Board

- Over 900 Venture Scouts descended on Mayfield at New Year. Each user group on the Domain managed a contract with the Scouts and gained income from this event, which will assist with upgrades in some areas.
- The Pool is being well used and has a passionate Board running it. Dave Folley will be working with the Board to upgrade the filtration system.
- The triennial meeting will be held on 28 March 2023.
- New toilets are being built in the Domain, with Open Spaces and the Board working together on this project.

#### Mt Somers Reserve Board

- The new booking system “*Book It*” has been set up for the campground.
- The Board is hoping this system will improve efficiencies with site management and reduce the handling of cash.

#### Overall

- Due to the new water regulations the below halls may need to upgrade their water to a potable standard. This will be included in the Annual Plan budget:
  - Ealing
  - Seafield
  - Laghmore/Westerfield
  - Rakaia Reserve Board
  - Greenstreet/Ashburton Forks

### 5.3.2 Reserve Hall Board minutes

Minutes of the various Boards’ triennial and subsequent meetings will become available on Council’s website once they have been confirmed by the respective Boards. Council will be provided with links to the minutes and a full update will be included in the March activity briefings?