

Council Activity Briefings



Date: Wednesday 14 February 2024
Time: 9:30am
Venue: Hine Paaka Council Chamber, Te Whare Whakaterere
2 Baring Square East, Ashburton

Attendees

Mayor Neil Brown

Deputy Mayor Liz McMillan (Chair)

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

Executive Team

Chief Executive Hamish Riach

GM Infrastructure & Open Spaces Neil McCann

GM Compliance & Development Jane Donaldson

GM Business Support Leanne Macdonald

GM People & Facilities Sarah Mosley

GM Democracy & Engagement Toni Durham

Activity Reports

1	People & Facilities		Time	Page
1.1	EA Networks Centre	Richard Wood	9:30am	4
1.2	Ashburton Library	Jill Watson	9:35am	12
1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	9:40am	23
1.4	Customer Services	Amanda Watson	9:45am	31

2	Infrastructure & Open Spaces			
2.1	Open Spaces	Ian Soper	9:50am	34
2.2	Solid Waste Management	Hernando Marilla	9:55am	41
2.3	3 Waters Operations	Hernando Marilla	10:00am	47
2.4	4 Waters Projects	Andrew Guthrie	10:05am	50
2.5	Stockwater Operations	Crissie Drummond	10:10am	65
2.6	Roads and Footpaths	Mark Chamberlain	10:15am	67
2.7	Contracts Awarded / Upcoming Tenders	Neil McCann	10:20am	73

Morning tea 10:30am

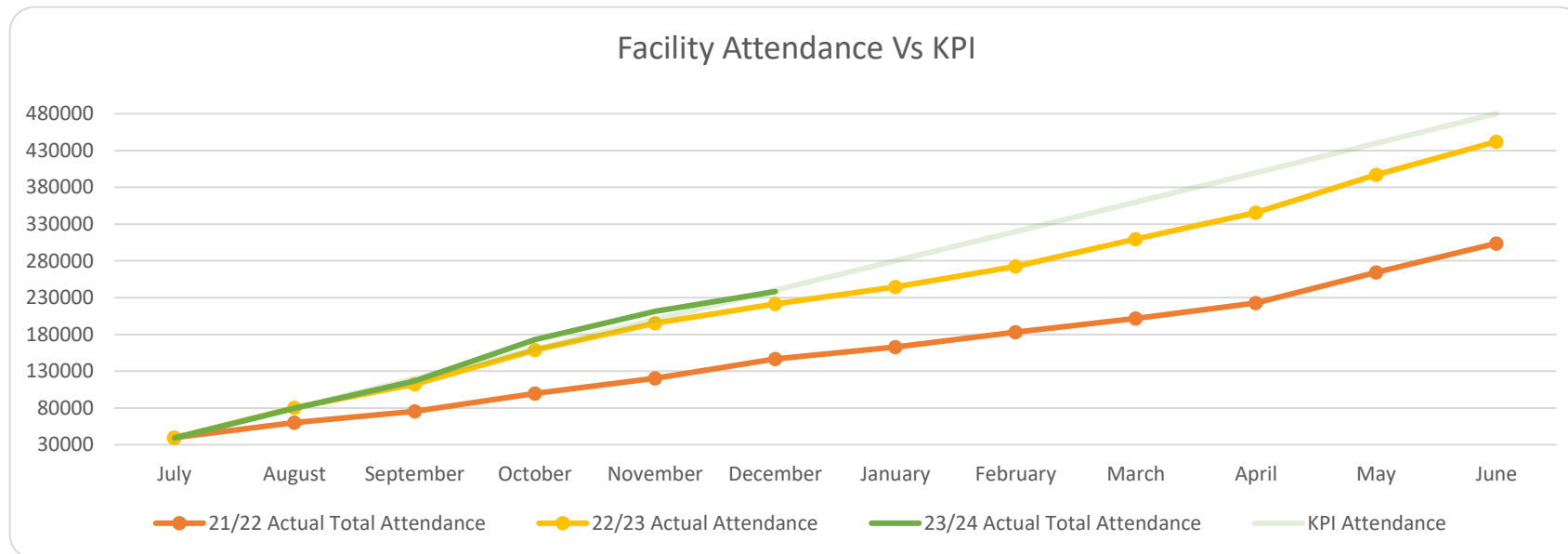
3	Compliance & Development			
3.1	Building Services	Michael Wong	10:45am	74
3.2	Civil Defence Emergency Management	Jim Henderson	10:50am	81
3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	10:55am	83
3.4	Animal Control	Rick Catchpowle	11:00am	84
3.5	Environmental Health	Rick Catchpowle	11:05am	85

3.6	Planning	Ian Hyde	11:10am	86
3.7	Economic Development	Simon Worthington	11:15am	88
4	Business Support			
4.1	Information Systems	Gordon Tupper	11:20am	99
4.2	Property	Renee Julius	11:25am	103
4.3	Forestry	Renee Julius	11:30am	106
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5	Democracy & Engagement			
5.1	Communications	Janice McKay	11:40am	111
5.2	Strategy & Policy	Mark Low	11:45am	114
5.3	Memorial Halls & Reserve Boards	Ann Smith	11:50am	118
5.4	Welcoming Communities	Mercedes Walkham	12.00pm	119

1. People & Facilities

1.1 EA Networks Centre

1.1.1 Facility

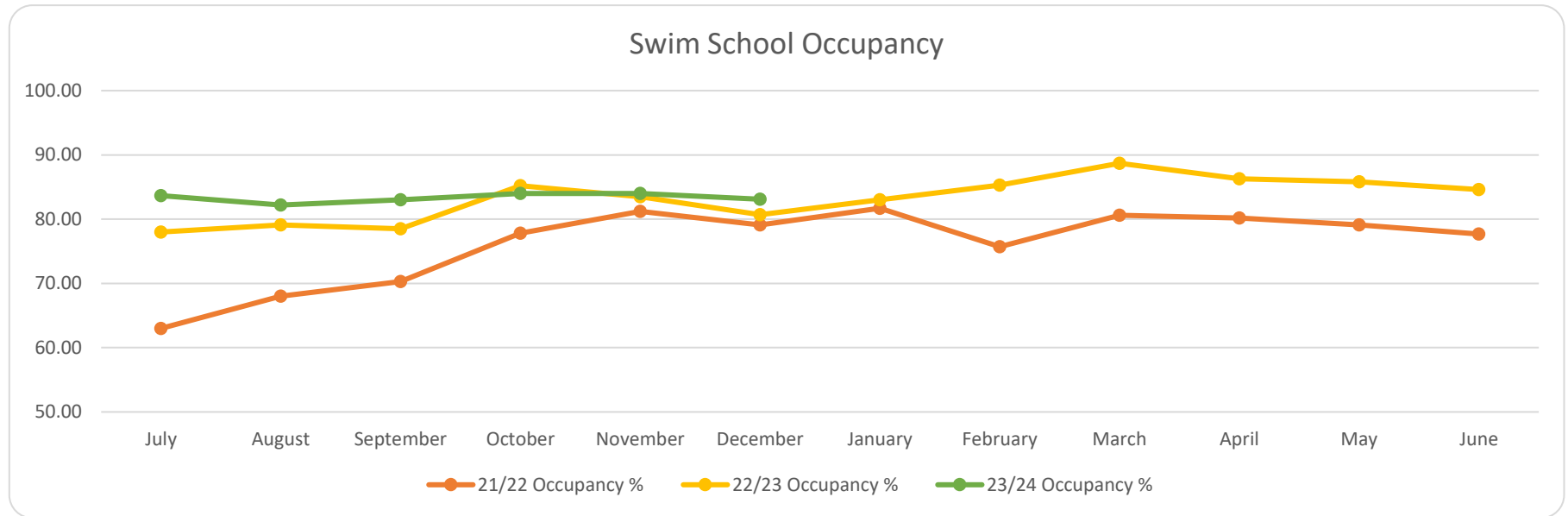


Comments:

- The 2021-31 LTP outlines the level of service and performance measures for EANC: “We provide quality gym, pool and stadium facilities”.
- The EA Networks Centre is well utilised with a goal of 485,000¹ attendees in the 2023/24 year, as per the LTP. At the end of December 2023 238,256 visitors had attended the EA Networks Centre.

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

1.1.2 Swim School Occupancy

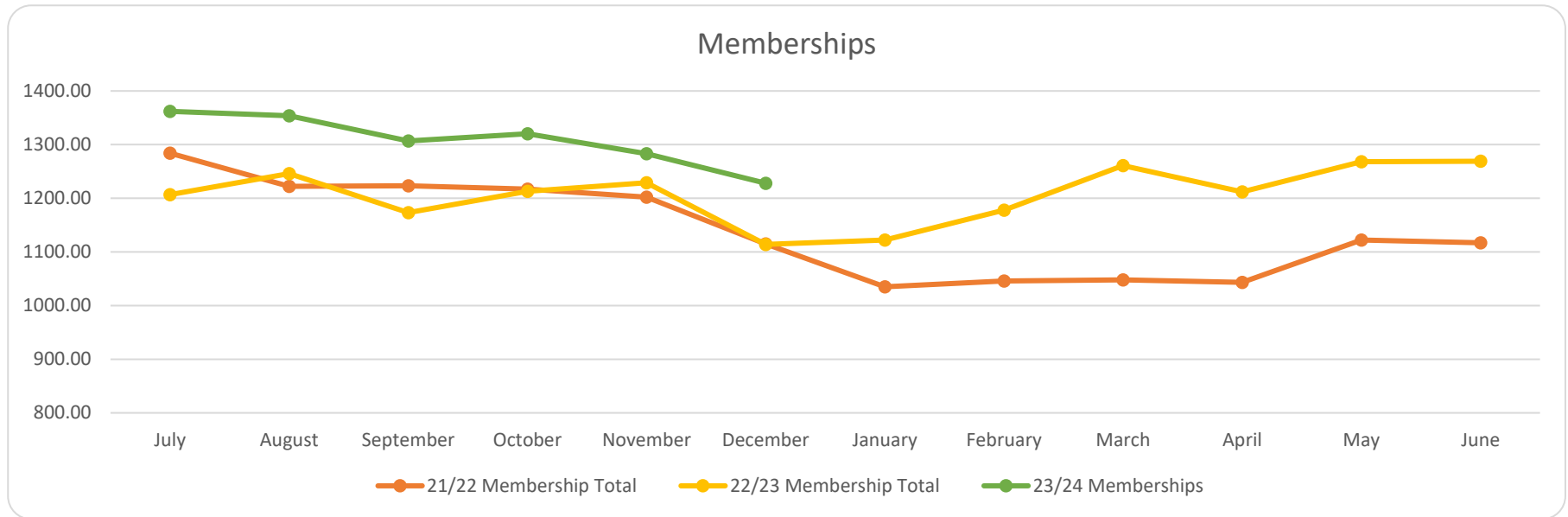


Comments:

- This graph represents the occupancy percentage of the Swim School. Approximately 1,075 Learn to Swim students participated each week up to end of Term 4 2023.
- With the opening of the Methven Community Pool we were able to hold lessons for most of the Methven Primary School children seeing over 280 children during the week.

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

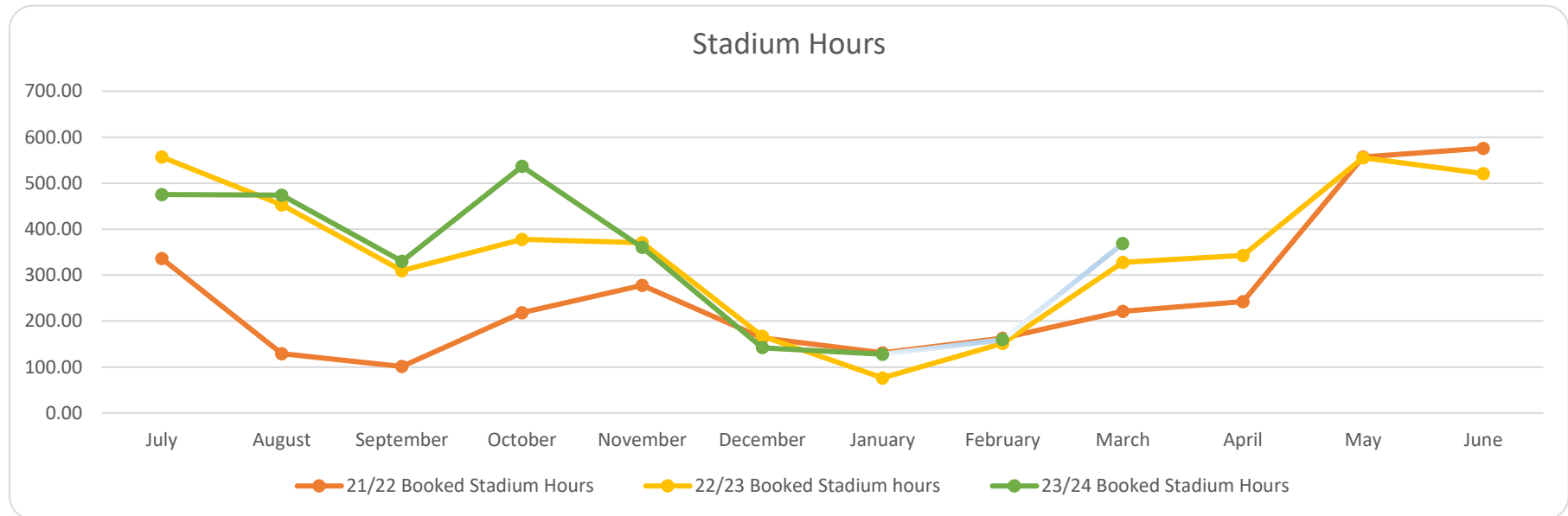
1.1.3 Memberships



Comments:

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

1.1.4 Stadium Hours





Comments:

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

1.1.5 Activity comments for October 2023

Facility	
Activity/Programme	Description
Stadium Stadium bookings	<ul style="list-style-type: none"> January sees the return of multiple sports after their Christmas break, including Mid Canterbury Netball summer league competition, a new Mid Canterbury Basketball summer league, and the EANC run Pickleball programme. Netball New Zealand are also returning for the second year in a row to host one of their two national development camps. This will see players from across the South Island travel to spend three days training here at the Centre. The EANC Holiday Programme finished 2023 strong, with the programme at 93.5% capacity, following on from the September/October programme which had 94%. The January programme is set to be slightly lower in attendance, especially in week one. However, this is not uncommon given that many families are still on their Christmas break during this time.
Fitness Centre Gym activities	<p>Numerous fitness initiatives have recently kicked off and are demonstrating continued success:</p> <ul style="list-style-type: none"> "Couch to Wellness" Programme: Successfully concluded with remarkable improvements in participants' well-being. The next block is set to commence on February 16. Bootcamp: Following the success of the initial programme, another Bootcamp is scheduled to start on February 13, offering participants challenging workouts and pushing their fitness boundaries. FitMum's Fitness Programme: Set to restart on February 15, this programme has been designed to meet the unique fitness needs of mothers in the community, allowing them to engage in fitness activities alongside their children. <p>Staff are proud of these initiatives as they showcase ongoing positive developments in individuals' lives as well as the commitment to provide the wider community with fitness opportunities to start their journey.</p>

<p>Pool Aquatics activities</p>	<ul style="list-style-type: none"> Better off Funding has been utilised to upgrade the inflatable obstacle course used in the Learn to Swim pool for children under aged 10, as well as to purchase an inflatable tower slide for the main pool. This offers a platform for children aged 8+ to jump off and can be used in conjunction with the existing modular inflatable course. <p>Pool Aquatic Play Items – BOF Funding</p> <div style="text-align: center;">  <p>Learners pool (10 and under inflatable)</p> </div> <div style="text-align: center;">  <p>Main Pool slide/bombing platform</p> </div> <ul style="list-style-type: none"> Staffing levels have remained steady throughout the holiday period. We are in the process of recruiting a fulltime position and the new Senior Lifeguard started January 3rd and has already gained his PLPC qualification.
<p>Swim School</p>	<ul style="list-style-type: none"> In Week 9 (4-9 Dec) of Term 4 2023, we held our Summer Water Safety programme for our Swim School lessons. In this week, instead of our weekly technique teaching, we taught swimmers the ins and outs of lifejackets, boating safety and how to be safe at local aquatic environments. The Summer Water Safety programme reached approximately 1070 swimmers that week.

	<ul style="list-style-type: none"> • In Week 11 (18-23 Dec) of Term 4 2023, we held our second Annual Swim School Summer Games. In this week we took the technique we learned all year and applied it to the competitive fun nature of swimming. • We held holiday swim lessons over the three weeks in January with some new classes that have received great feedback. Our Swim for Fitness is becoming popular as a class where higher level swimmers come to learn more about technique, endurance and have a little fun in a 45 min session each day of the week. • We also provided learn to swim families the opportunity to hire a vest lifejacket for the summer while they were not in use at EANC. Four families gratefully accepted this opportunity and given the interest we are likely to do it every holidays. This initiative aligns well with our water safety teaching and goals.
<p>Business Maintenance</p>	<ul style="list-style-type: none"> • During the holiday break the sole chlorine tank for the Aquatic area began leaking and this progressed rapidly. Officers relocated a temporary tank and contractors have fitted the appropriate installation. • Officers are now working on a permanent fix including adding resilience to the system for the future (mitigating subsequent issues). • Additionally, equipment failures were experienced in a chlorine analyser, valve compressor and a chlorine pump – all have now been mitigated with no lost pool time. • Replacement heat pump install has also begun.
<p>Business Community Pool Funding Support</p>	<ul style="list-style-type: none"> • Officers have been working on a range of improvement projects at recreational water facilities, supported by 200k of Better-Off-Funding. Funding was distributed to the community pools based on an assessment of their current assets. <p>Community Pool Changing Rooms:</p> <p>Hinds \$48,200 – <i>Alternations to Plunket Rooms to become changing rooms,</i></p> <p>Rakaia \$39,500 – <i>New changing rooms.</i></p> <p>Water Treatment Equipment & Design Works</p> <p>Mayfield \$3,300 – <i>New chlorinator.</i></p> <p>Mt Somers \$400 – <i>Chemicals for pool water quality.</i></p> <p>Ruapuna \$400 – <i>Chemicals for pool water quality.</i></p> <p>Tinwald \$36,100 – <i>surveying, concepts and design works for potential rebuild.</i></p> <p>Hinds \$19,500 - <i>New pumps and new chlorinator including works required to install all.</i></p> <p>Rakaia \$2,400 – <i>New chlorinator</i></p> <p>Recreational Waterplay/Equipment</p>

	EANC \$15,200– <i>pool inflatables, water wheelchair</i> Lake Hood \$35,000 - <i>Jumping Platform (currently under construction – see photo below)</i>
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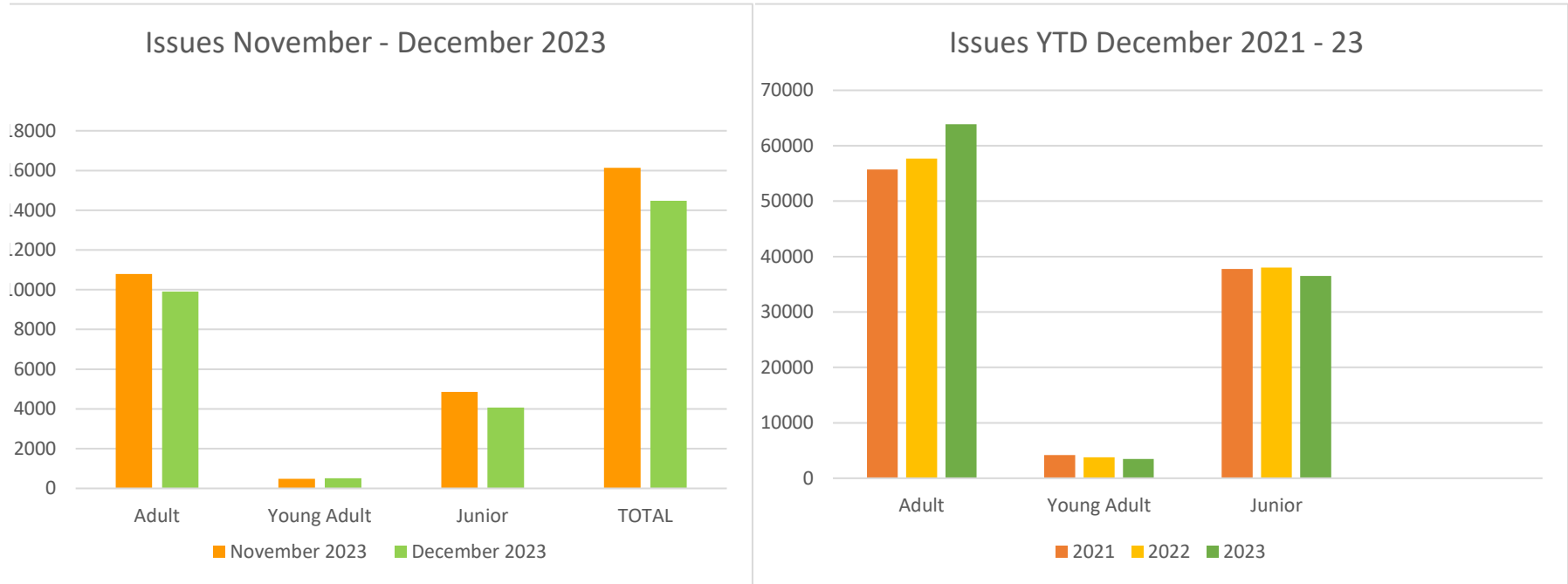


1.1.6 Accessible change rooms

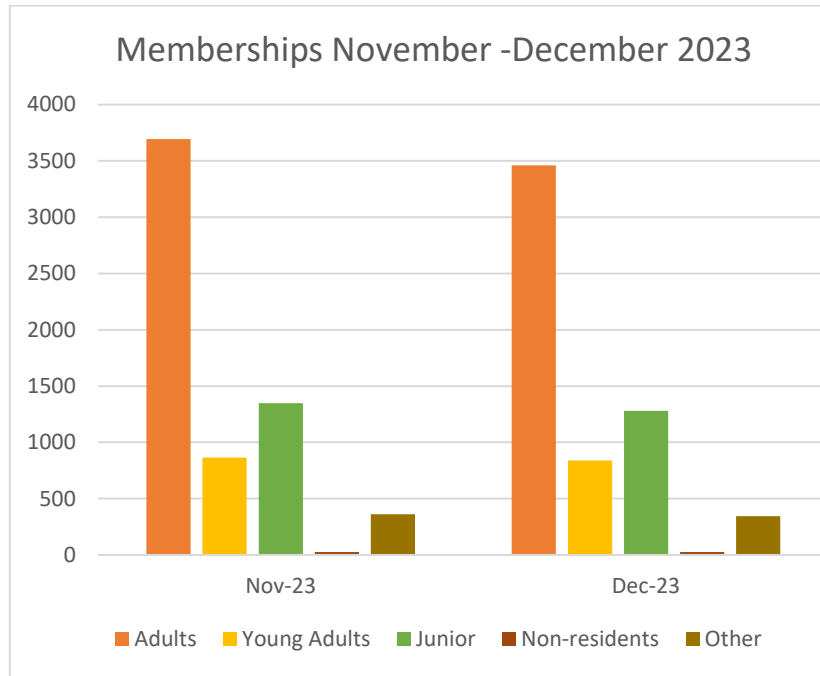
A public forum request on 6 December sought Council’s consideration of making the accessible change rooms at EA Networks Centre solely for disabled people and their carers. Officers were asked to provide more information and will do so with a report to Council on 21 February.

1.2 Library

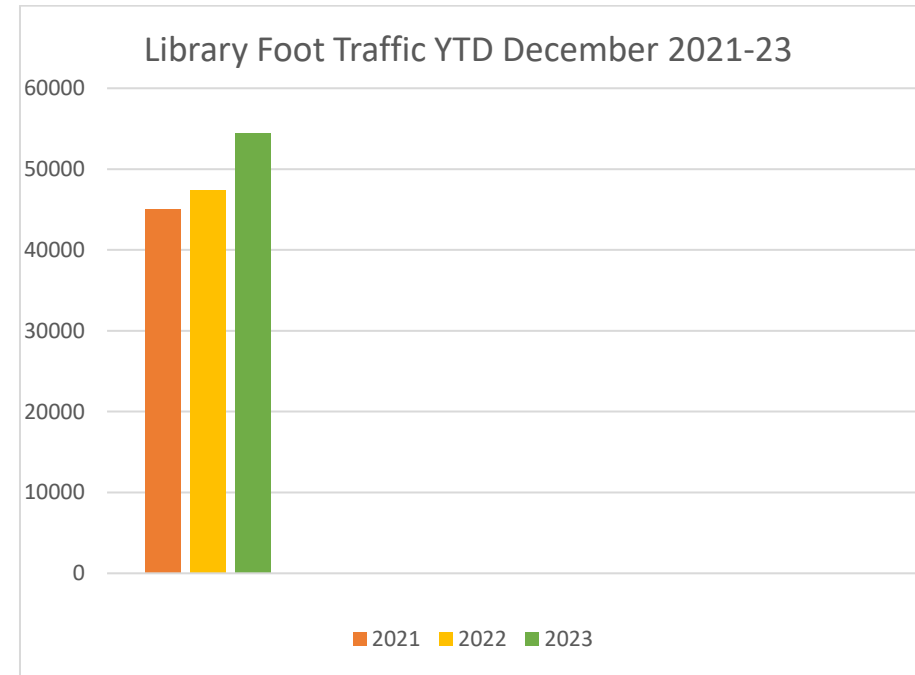
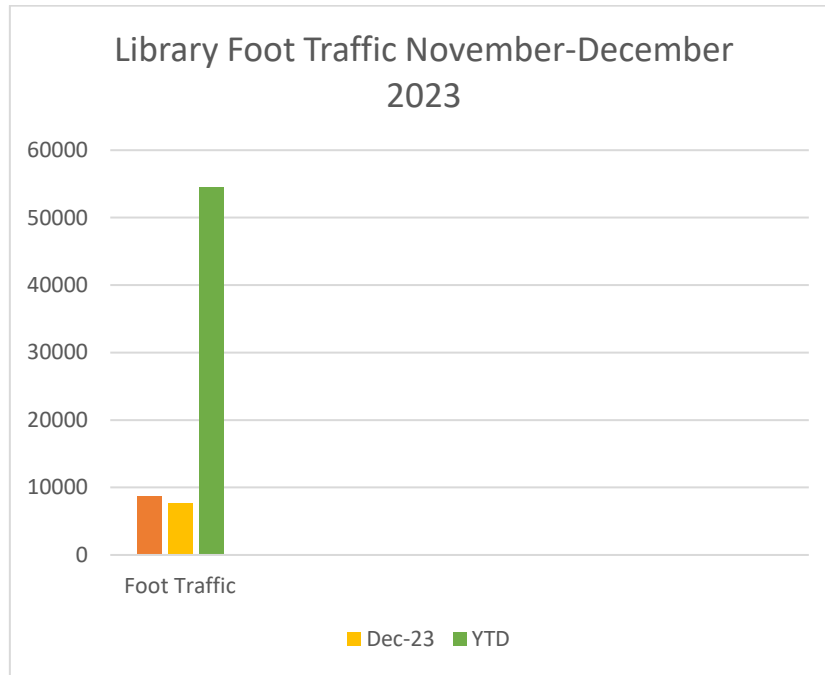
1.2.1 Issues



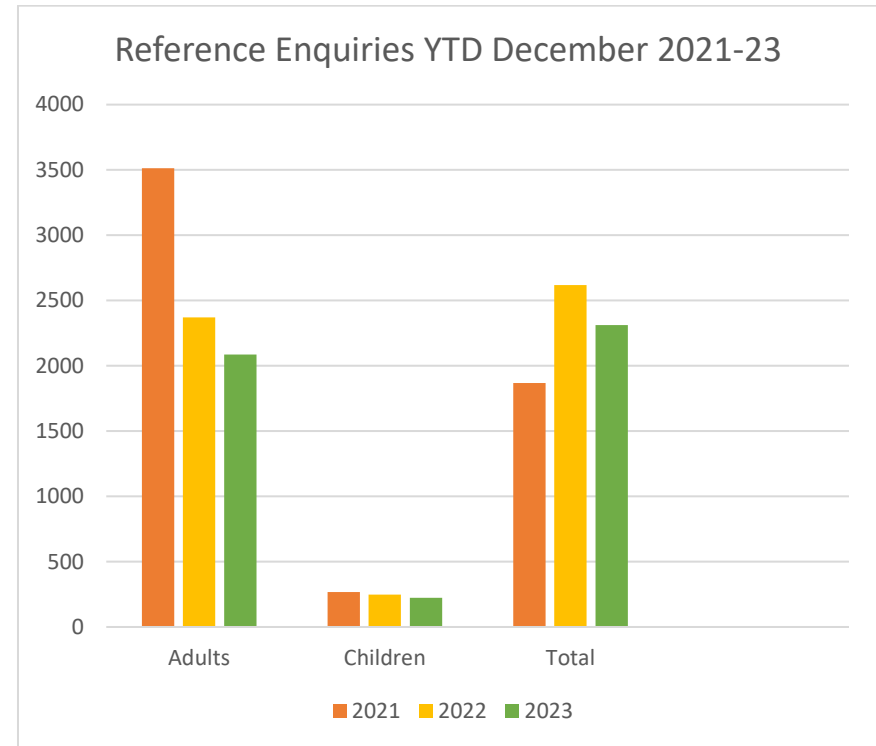
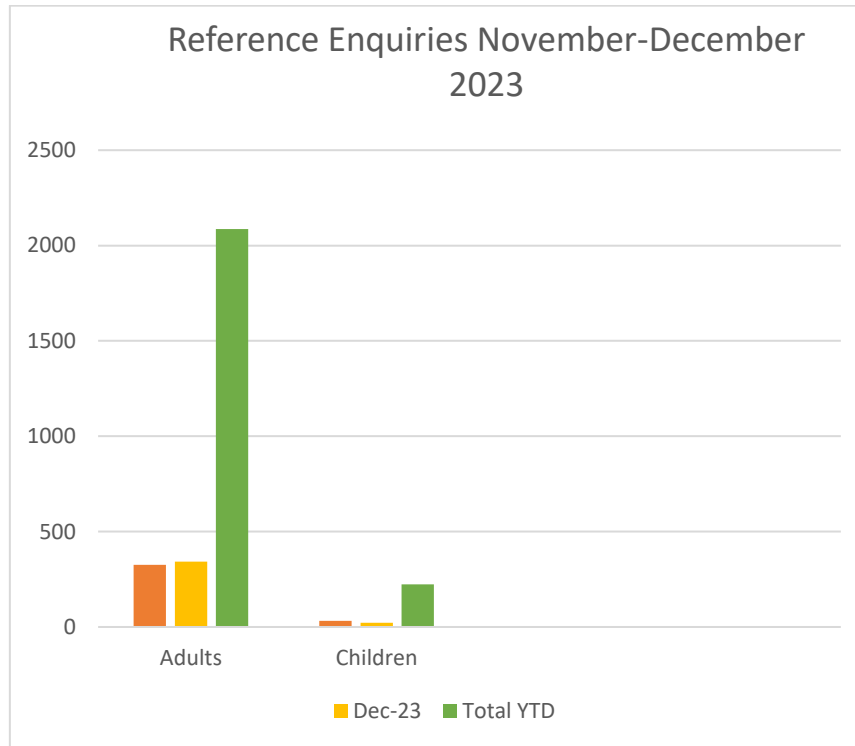
1.2.2 Memberships



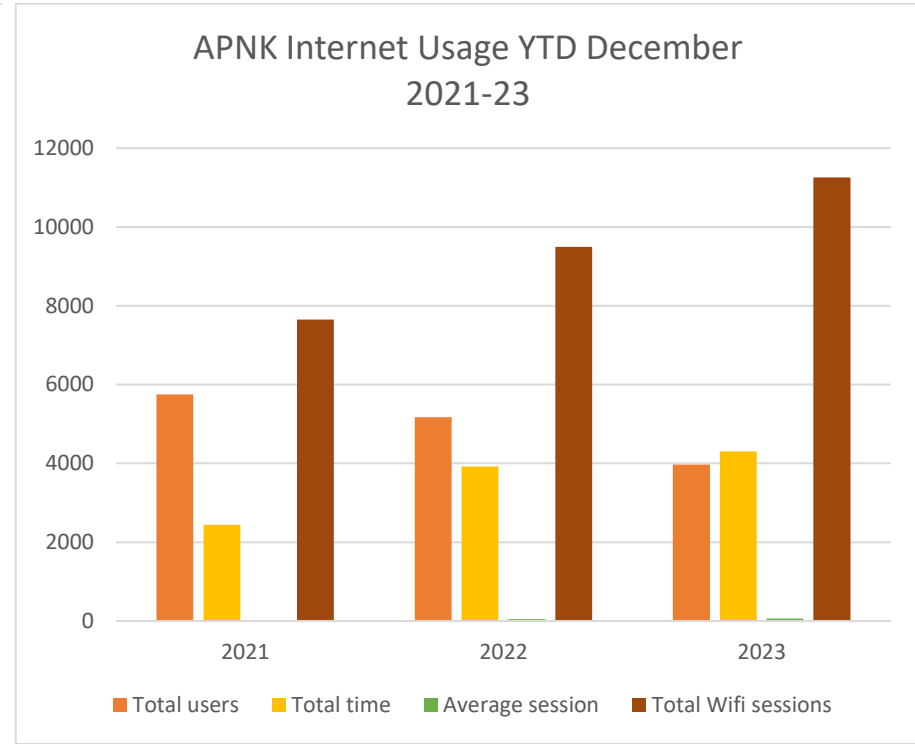
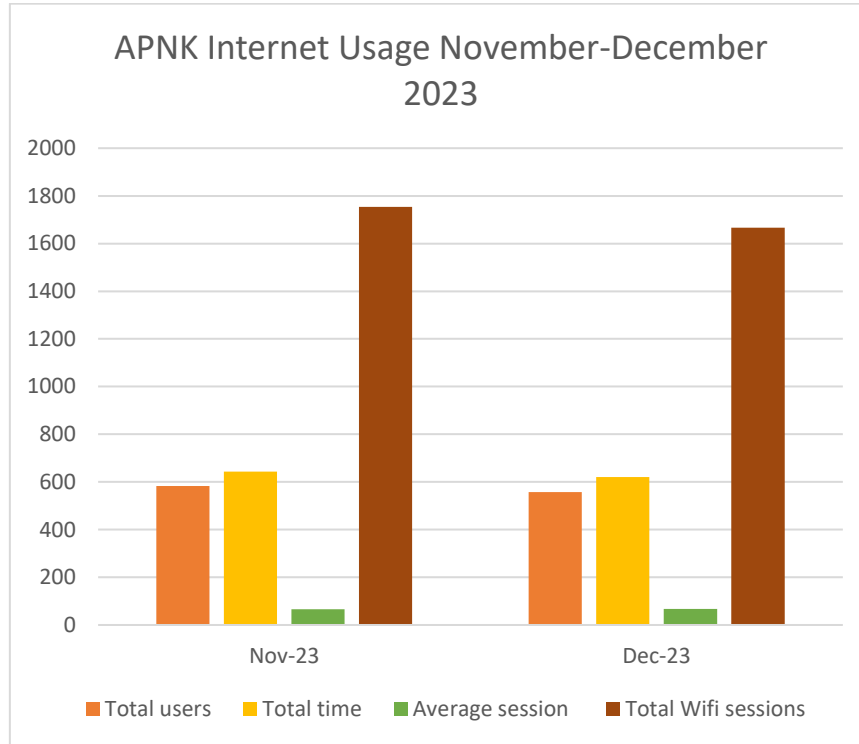
1.2.3 Library Foot Traffic



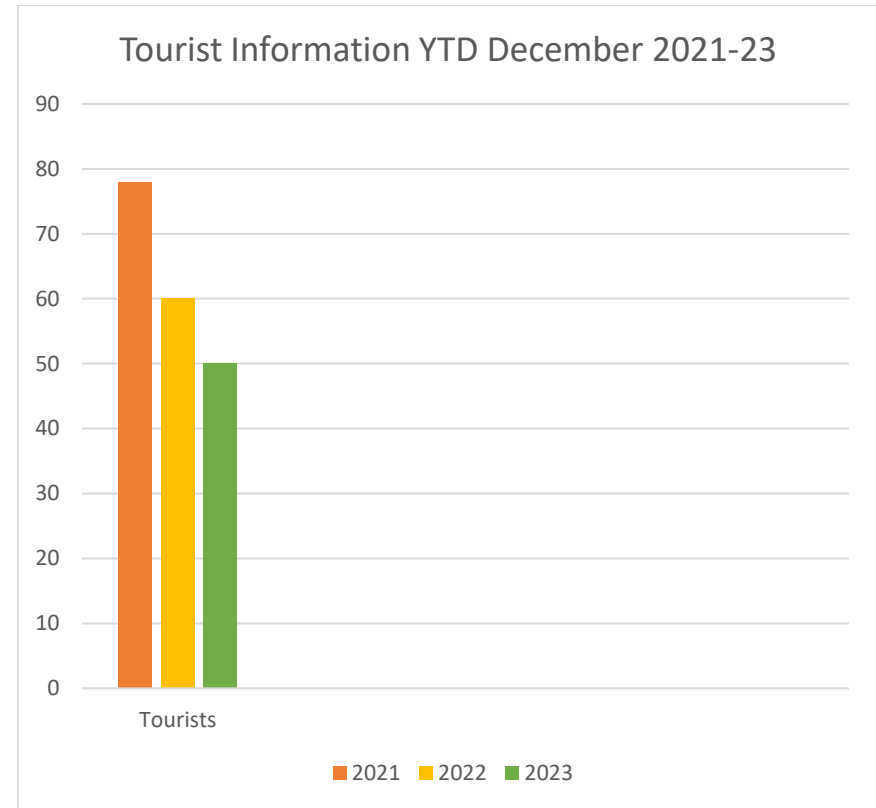
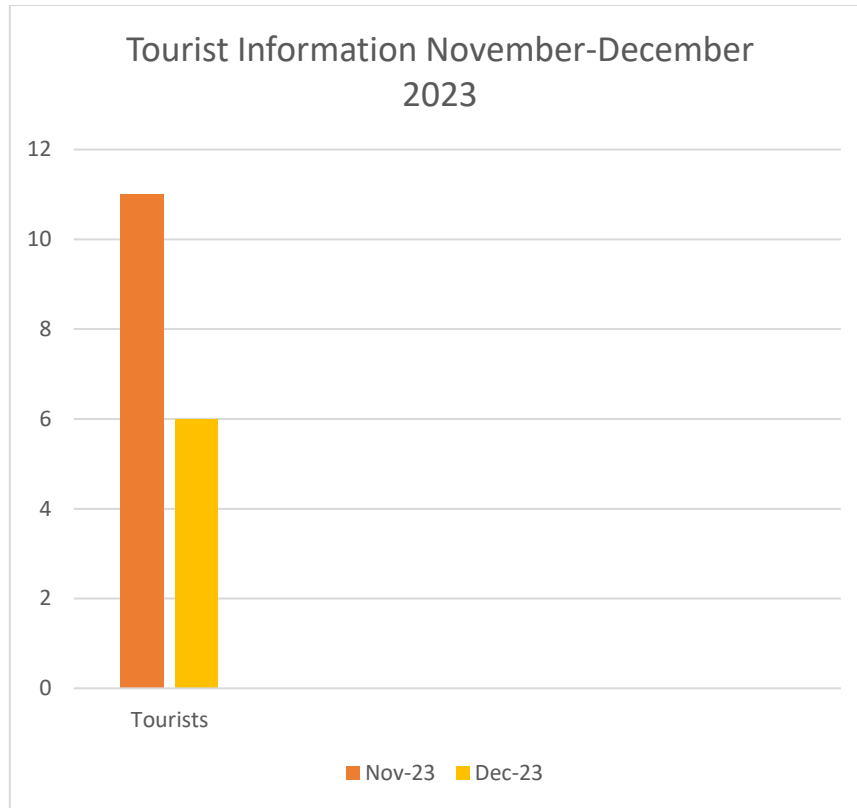
1.2.4 Reference Enquiries



1.2.5 APNK Internet Usage



1.2.6 District Tourism Information Requests



1.2.7 Activities for November / December 2023

Community Engagement Activities	
<i>Activity/Programme</i>	<i>Description</i>
Meeting spaces	<p>Community use of meeting rooms</p> <p>There were 25 room bookings during the period, with a total of 152 people attending.</p> <p>Groups utilising meeting spaces at the library included art & creativity classes; individuals attending online video interviews; meditation groups; Schools; Dementia Canterbury, Mental health providers, NGOs.</p>
Craft & Chatter	<p>Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts</p> <p>Two Sessions were held with 18 participants attending.</p>
Book Club	<p>Monthly community book club</p> <p>The book club held two sessions with 36 attendees.</p>
Next Chapter	<p>A monthly programme of literacy-based activities designed for those living with a diagnosed dementia</p> <p>9 people attended one session.</p>
Elderly outreach	<p>A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories</p> <p>Three Sessions with 68 participants attended from Elizabeth St Daycare</p>
Knitting Group	<p>A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone.</p> <ul style="list-style-type: none"> • Eight sessions were held, 90 people attended.
Sign Language classes	<p>A collaboration with NZ Sign Language 4 U to give the community the opportunity to learn sign language. This was held on Tuesday and Wednesday evenings.</p> <ul style="list-style-type: none"> • 110 attendees
Adult Paint Along with Bob Ross	<p>21 adults attended 2 sessions in November</p> <p>This creates an opportunity to highlight the painting and drawing collection</p>
Presentations	<p>Three presentations to various groups – 38 attendees</p>
Books on Wheels	<p>A fortnightly service to library users who are housebound or who find it difficult to get to the library. Books are curated by library staff and delivered by volunteers from Altrusa. 32 users each fortnight.</p>

Christmas Music in the library	Music sessions in the library performed by Mid Canterbury Choir, Ashburton Silver Band, St Joseph's Choir, and Roger Woodham
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Digital Access Projects	
<i>Activity/Programme</i>	<i>Description</i>
CV Help	<p>CVs, cover letters and applications</p> <p>This drop-in service is available when required, with 2 people attending during this time. Feedback continues to be positive from both Work and Income NZ and those accessing this service.</p>
Device drop-in	<p>One-on-one assistance with devices</p> <p>There were no people requiring assistance with their devices in the reporting period.</p>
Digital help	<p>One-on-one assistance with digital skills, including device and e-Book help outside of official sessions</p> <p>There were no people requiring assistance in the reporting period.</p>
E-Book sessions	<p>One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm</p> <p>There were no people requiring assistance with e-books in the reporting period.</p>
Recycle a Device	<p>Training young people to refurbish devices, diverting them from landfill and donating them to families in need</p> <ul style="list-style-type: none"> • The total number of people attending a RAD Club class in November/December was: 35 Young Adults. • There were no devices given out in November/December (58 given out since the programme started) • In November/December, we've had an additional 3 new people apply to be added to the device waitlist
Skinny Jump Wi Fi Modem	<p>Low-cost broadband</p> <p>10 people accessed Skinny Jump during the period.</p>

Youth Programming	
<i>Activity/Programme</i>	<i>Description</i>
VR headset	A VR headset is available to those aged 13 years and older during open hours. 48 people use the VR.
Dungeons & Dragons	There were 6 sessions of Dungeons & Dragons in November/December. The age of participants is between 13- 18 years, averaging 9 teens attending each session.
Mother Daughter Body Butter Making	In November: We had 8 children/teens, and 8 adults attend our first session. We had 6 children/teens, and 7 adults attend our second session.
Ashburton College Visits	In December we had two college groups visit the library. The first group of 6 students looked for books on sculpture and used the Multibrush on the VR. The second group of 25 ESOL students had a tour of the library and then browsed our collection.
Totes the season	In December we had a totes the season activity where 2 teens and 2 parents attended the session.
Children's Library	
<i>Activity/Programme</i>	<i>Description</i>
Wriggle and Read	Movement to music for ages 0-3 Seven sessions were held over November and December, with 126 Children and 119 Adults (245 in total) attending.
Create Explore Discover	STEM learning through play We held six sessions over November and December, with 28 children and 21 adults (49 in total) attending.

Children's Library (continued)	
School class visits	<p>Story and browsing</p> <ul style="list-style-type: none"> • The library hosted 16 school class visits during November and December. • Schools that visited the library included Ashburton Christian School, a small ALP's (Assisted Learning Programmes) group from Hampstead and Ashburton Intermediate, St Joseph's and Lauriston School. • 268 children and 32 adults attended, a total of 300.
Story & Rhyme	<p>Story & Rhyme sessions ages 3-5 years</p> <p>We had 8 Story & Rhyme sessions over November and December with 37 children and 14 adults attending.</p>
<i>Activity/Programme</i>	<i>Description</i>
Christmas Craft Week	<p>We held an assortment of Christmas crafts as a passive (help yourself activities). As the Christmas craft was not manned no numbers were recorded but observationally this was very popular and had kids crafting most of the time.</p> <p>a Lego I-Spy activity (50 children entered).</p> <p>Family Christmas Story time had 14 children and 7 adults (21 in total)</p> <p>Family Christmas Movie 14 children and 7 adults (21 in total)</p>

Te Kete Tuhinga – Our New Library

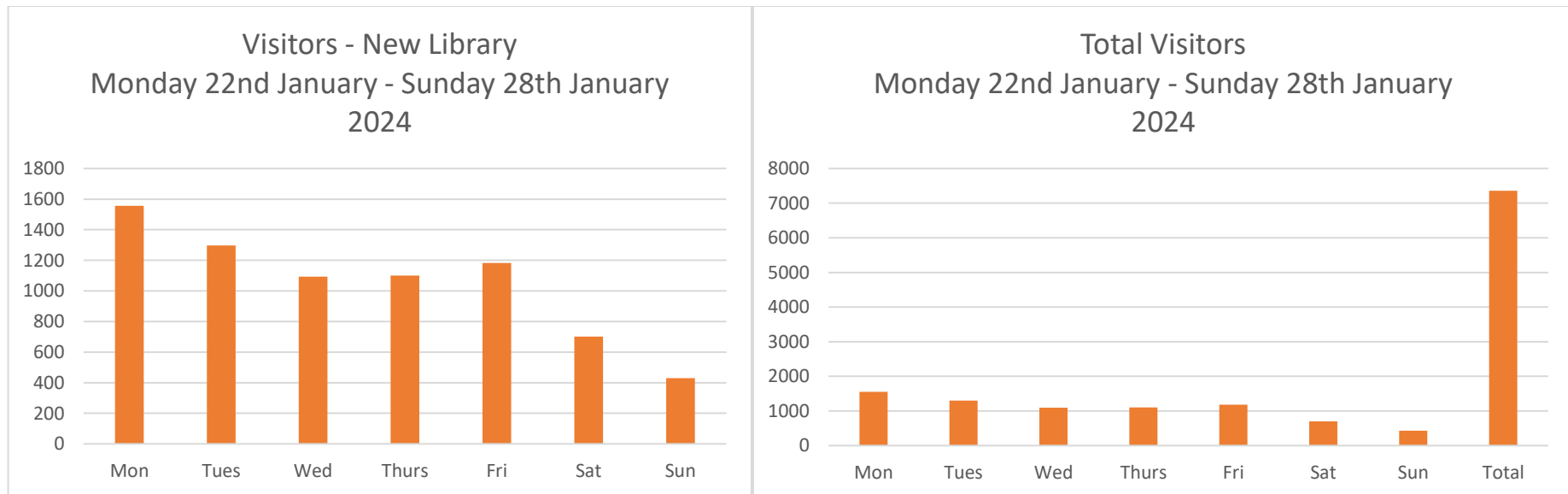
Te Kete Tuhinga opened to the public on Monday 22 January. We had over 7335 people visit library areas within Te Whare Whakarete within the first week. Compared to this week last year, the number was just under four times as many people.

The library tours have been extremely popular and they are a great way for members of the community to learn and see all areas of the new library, even if they don't intend to personally use that part of the library going forward.

As the ground floor is a shared space between the library and Council services, future statistics will combine total people visiting Te Whare Whakarete as whole.

Library Foot Traffic – New Library

(noting that council services remained located within the 5 Baring Square West Administration building this week)



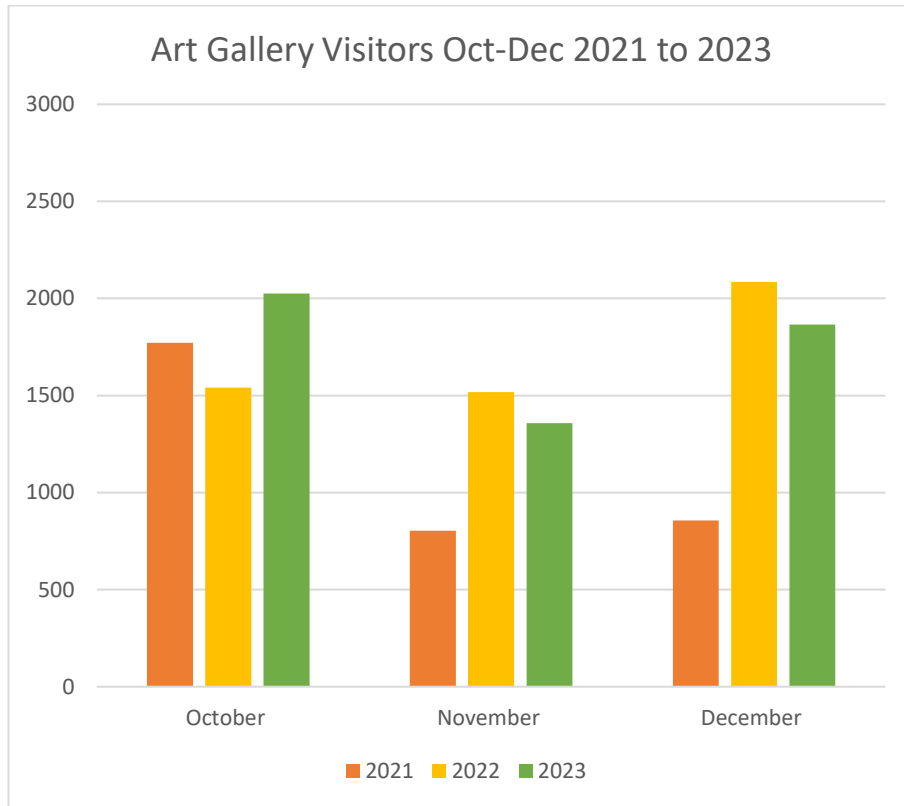
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

Visitor numbers were highest in October due to the Term 3 school holidays, a number of Term 4 school visits and the joint opening of *eating stars together at dusk*, *Nurture Nature* and Hakatere Ceramics' *From the Earth*, which drew almost 150 attendees. Visitor numbers in December increased due to the summer school holidays and the Santa Hunt late night opening, which brought in 150 visitors.



Comments:

Visitor numbers to the Art Gallery and Museum in Oct-Dec 2023 exceeded the 2021 figures, however this is partly due to a change in recording the number of visitors to the building from November 2022 onwards. 2023 visitor numbers in November and December were less than the previous year due to fewer school visits, a lower turnout for the Santa Hunt late night opening and no involvement in the Light up the Night event.

1.3.2 Activities:

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

Exhibitions and Displays (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Iain Cheesman's <i>The River Is</i> foyer wall installation	<ul style="list-style-type: none"> • <i>The River Is</i> connects to the observation of nature. This work is inspired by a childhood memory in which Iain's grandmother's friend uses a wooden divining stick to search for water underground. • <i>The River Is</i> speaks to the value of water; the value that cannot be commodified, measured, or owned. 	19 October 2023 – 19 April 2024
<i>Suffrage in Stitches</i>	<ul style="list-style-type: none"> • In 2023, we celebrated the 130th anniversary of women's suffrage in Aotearoa New Zealand. When the Electoral Act 1893 was passed, this landmark legislation saw New Zealand become the first self-governing country in the world to give all women the right to vote. • Curated by Wellington Museum in partnership with St Vincent de Paul and Vinnies Re Sew initiative, <i>Suffrage in Stitches</i> features a 300-metre long textile work made up of 546 individual panels, representing the length of the main Suffrage petition presented to Parliament in 1893 (274 metres long with a page count of 546). 	2 December 2023 – 18 February 2024
<i>From Tasman Glacier to Table Service</i>	<ul style="list-style-type: none"> • For three Hakatere Ashburton men, Wilf Holland, Allen Kelly and Jack Pattle, an adventure awaited them at Aoraki Mt Cook in March 1958. They were tasked with cutting three blocks of clean white ice from a glacier and preparing them for shipping to New York. • <i>From Tasman Glacier to Table Service</i> follows the journey of the ice from Aotearoa New Zealand to New York City, where it was intended to be used to cool drinks at a 'New Zealand Night' dinner hosted by the Overseas Press Club of America. 	9 December 2023 – 11 February 2024
Chris Pole's <i>Crooked Spur</i>	<ul style="list-style-type: none"> • In <i>Crooked Spur</i> Chris Pole has sought inspiration from excursions throughout the volatile Southern Alps, Kā Tiritiri-o-te-moana. • This has manifested in paintings that employ a diagonal 'slice' that shifts and offsets the imagery, a technique that has been taken further in this exhibition with the titular painting <i>Crooked Spur</i>, where the additional separation of the paintings across the gallery space leaves the viewer in a position of being offered all of the pieces, but having to fill in the voids. 	11 December 2023 – 11 February 2024

Exhibitions and Displays (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
David Elliot's <i>Wind and Waves</i>	<ul style="list-style-type: none"> • In <i>Wind and Waves</i>, people and creatures, in, on, above and near the ocean become characters that are interwoven with histories of exploration and scientific research, as well as mythological tales and high sea adventure. • Port Chalmers and Otago Harbour – Kōpūtai and Ōtākou – serve as inspiration for many of the works in the exhibition, as do the natural elements, such as wind, which are personified as giant entities that command the weather. • Other works look beyond Ōtākou, and informed by David's love of maps and old books, traverse a watery expanse to explore domains both real and imagined. 	18 December 2023 – 11 February 2024

Education and Public Programmes		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Art Addicts	<ul style="list-style-type: none"> • AA is a weekly after school art space for children and families. • Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials. 	1, 8, 15, 22, 29 November, 6, 13 December 2023
Kōwhai Mums	<ul style="list-style-type: none"> • A fortnightly art group for ethnic and migrant mums and carers, as well as newcomers to Hakatere Ashburton, with children aged 0-5 years. • This programme is delivered in partnership with Hakatere Multi-Cultural Council and Safer Mid Canterbury Newcomers Network. 	1, 15, 29 November 2023
Two O'Clock Tours	<ul style="list-style-type: none"> • A fortnightly tour of one of our current exhibitions delivered by our Front of House Assistant Jacqui. • These 20-minute tours are a chance for visitors to gain further insight into our current exhibitions. 	5, 19 November, 3, 17 December 2023
In Colour	<ul style="list-style-type: none"> • A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group. 	10 November, 8 December 2023

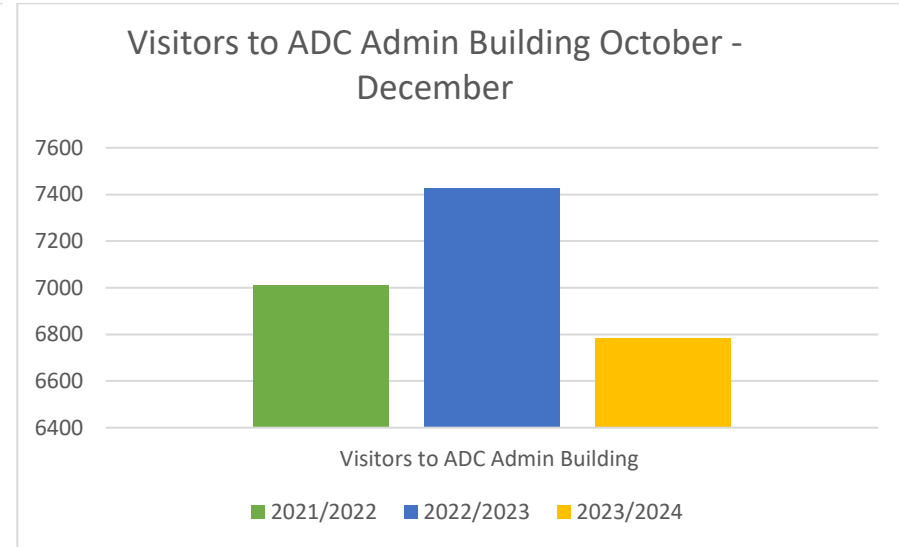
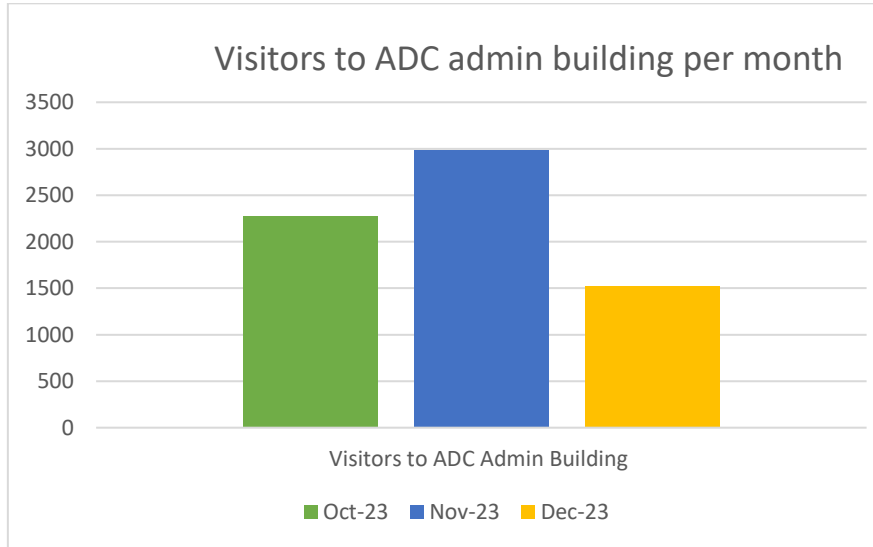
Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Artzheimers	<ul style="list-style-type: none"> A specialised monthly programme delivered by our Programmes Coordinator Simone to a group of Dementia Canterbury members, based around a current exhibition or items from our collections. 	23 November 2023
St Joseph's School visits	<ul style="list-style-type: none"> Our Educator Katie delivered a number of programmes to a class from St Joseph's School based around Saskia Bunce-Rath's <i>eating stars together at dusk</i>, Iain Cheesman's <i>Nurture Nature</i>, and the topic of 'Living off the land'. Katie also collaborated with South Canterbury Museum's educators to deliver a joint programme based around insects and biodiversity in Hakatere Ashburton. 	2, 13, 20, 23 November 2023
Lost Art of Letter Writing installation	<ul style="list-style-type: none"> This installation was loaned to us by Binge Culture, a contemporary performance company based in Wellington, to coincide with our <i>Art of the Letter</i> exhibition. Visitors were able to send letters to, and receive them from, strangers via our onsite 'bureau' or our postie who was delivering letters across town. 	4-5 November 2023
Lagmhor School visit	<ul style="list-style-type: none"> Our Educator Katie delivered programmes to a class from Lagmhor School based around Saskia Bunce-Rath's <i>eating stars together at dusk</i> exhibition and <i>Suffrage in Stitches</i>. 	6 November, 4 December 2023
Friends shop night	<ul style="list-style-type: none"> An AAGM shop night sale was held for the Friends of AAG and the AM&HS members. 	8 November 2023
Home school group visit	<ul style="list-style-type: none"> Our Educator Katie delivered a programme to a local home school group based around Iain Cheesman's <i>Nurture Nature</i> exhibition. 	24 November 2023
Japanese Cultural Workshop	<ul style="list-style-type: none"> This was the seventh in a series of workshops organised in partnership with Hakatere Multicultural Council and Volunteering Mid & South Canterbury. The workshop was led by Chiyo Hunt, a member of the Japanese community in Ashburton. 	24 November 2023
St Joseph's School community artwork	<ul style="list-style-type: none"> Our Educator Katie ran several sessions with a class from St Joseph's School to create a community artwork about the Hakatere Ashburton region utilising photographs of local monuments and landmarks. It was installed at Te Kete Tuhinga. 	1, 7 December 2023

Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Embroidery workshop with Saskia Bunce-Rath	<ul style="list-style-type: none"> In this workshop, Saskia gave an insight into her practice and shared how she transforms her preliminary paintings and sketches into embroidery works. Saskia guided attendees in doing their own drawing and creating their own embroidery work. 	2 December 2023
International Volunteers Day celebration	<ul style="list-style-type: none"> In partnership with Volunteering Mid & South Canterbury, we hosted a sewing workshop for volunteers in the district and provided them with a tour of <i>Suffrage in Stitches</i> to celebrate International Volunteers Day. 	5 December 2023
Southern Health School visit	<ul style="list-style-type: none"> Our Educator Katie delivered a programme to a class from Southern Health School based around <i>Suffrage in Stitches</i>. 	8 December 2023
Exhibition opening: <i>Suffrage in Stitches</i> and Chris Pole's <i>Crooked Spur</i>	<ul style="list-style-type: none"> The opening event for two new exhibitions <i>Suffrage in Stitches</i> and Chris Pole's <i>Crooked Spur</i> was well-attended with 70 attendees. 	10 December 2023
Design your own placemat activity	<ul style="list-style-type: none"> Our design your own placemat activity was based around our <i>From Tasman Glacier to Table Service</i> exhibition. 	16 December 2023 – 4 February 2024
Tagata Moana school holiday programme	<ul style="list-style-type: none"> Christchurch-based organisation Tagata Moana delivered a two-day school holiday programme exploring the world of Pacific ancestors through STEM technology. Activities included the DNA extraction of bananas, the exploration of Pacific attire, making minecraft skins and designing virtual worlds. 	19-20 December 2023
The Great Santa Hunt – Late Night Hunt	<ul style="list-style-type: none"> The annual Great Santa Hunt around the museum, which runs throughout summer until 31 January, began with a late night hunt where kids could bring torches to find santas in the dark. The event drew 89 children and 58 adults. 	20 December 2023
'Colour the River' and 'Art Lab' school holiday activities	<ul style="list-style-type: none"> Our 'Colour the River' school holiday activity was based around Iain Cheesman's <i>The River Is</i> foyer installation, while our 'Art Lab' was based around David Elliot's <i>Wind and Waves</i> exhibition. 	22 December 2023 – 14 January 2024

Collections and Research		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Research enquiries	<ul style="list-style-type: none"> • Our Archivist Connor responded to 18 research enquiries in November, 13 of which were from the public. • In December, he responded to 15 research enquiries, 13 of which were from the public. 	Nov-Dec 2023
Collection Development and Management	<ul style="list-style-type: none"> • Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues • Work on uploading collection records to PastPerfect Online continues 	Nov-Dec 2023
ADC Art Collection	<ul style="list-style-type: none"> • Work was completed on the two works from the Library which were with a painting conservator for treatment • The collection was relocated from the admin building and library to the AAGM collection stores 	Nov-Dec 2023
Media and Promotion		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Reviews/Features	<ul style="list-style-type: none"> • Hakatere Ceramics' <i>From the Earth</i> and Chris Pole's <i>Crooked Spur</i> were featured in Metropol's <i>ArtScene</i> • The AAGM/ADC district card competition was featured in the <i>Ashburton Guardian</i> • Iain Cheesman's <i>Nurture Nature</i> was included in <i>The Press</i>' 10 exhibitions to see in November • David Elliot's <i>Wind and Waves</i> was featured in <i>The Press</i>' 10 exhibitions to see in December • Saskia Bunce-Rath was interviewed by <i>North & South</i> about <i>eating stars together at dusk</i> • <i>Suffrage in Stitches</i>, Saskia Bunce-Rath's <i>eating stars together at dusk</i>, Iain Cheesman's <i>The River Is</i> and <i>Nurture Nature</i> were featured in ArtBeat • <i>Suffrage in Stitches</i>, David Elliot's <i>Wind and Waves</i> and Chris Pole's <i>Crooked Spur</i> were featured on the <i>Art News Aotearoa</i> discover page 	Nov-Dec 2023
Articles and Blog Posts	<ul style="list-style-type: none"> • In November-December, our Archivist Connor wrote 8 articles for the <i>Ashburton Guardian</i>'s 'Timeless Tales' page about early settler John Brown, our <i>Tasman Glacier to Table Service</i> exhibition, the Commercial Hotel, Queen Elizabeth II's visit to Ashburton in 1954, a Souvenir Views of Ashburton album and various articles about Ashburton's suffrage history. 	Nov-Dec 2023

1.4 Customer Services .

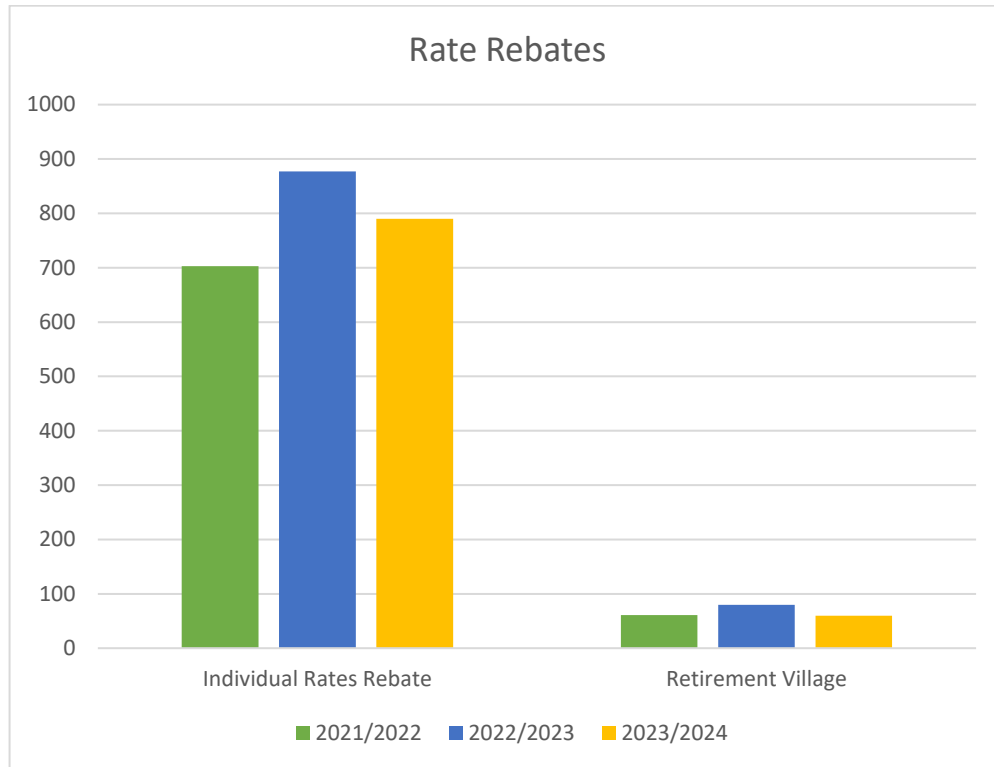
1.4.1 Visitors to ADC administration building



Comments:

We received increased foot traffic in November due to the second rates instalment. Rates Rebate application continued to come in over the counter in October and November as well as other general business of council.

1.4.2 Rate Rebates



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

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

For a couple Superannuation is \$42,500.64.

For example:

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

Comments: Rates Rebate Calculator on DIA website very easy to use and we encourage you to visit site.

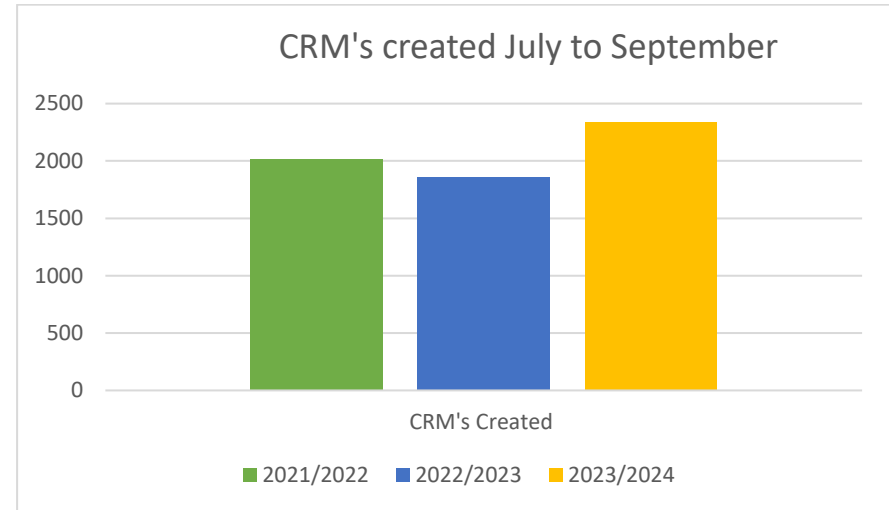
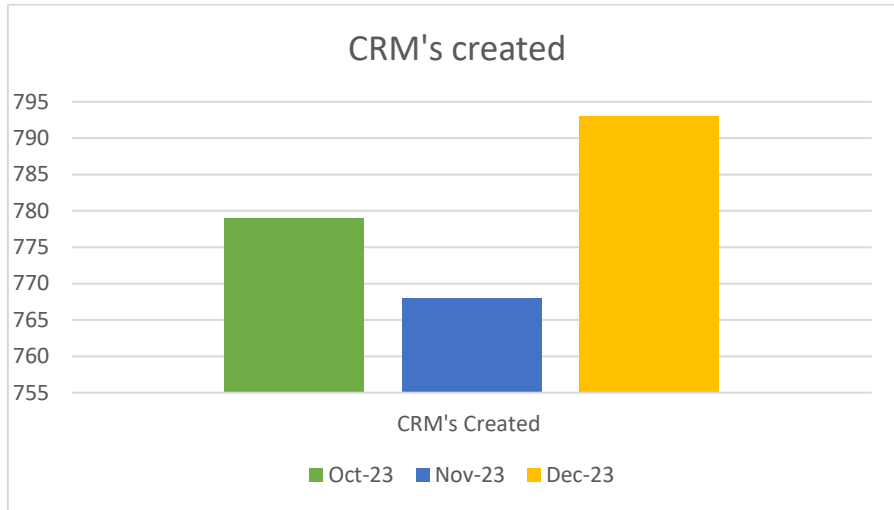
<https://www.govt.nz/browse/housing-and-property/getting-help-with-housing/getting-a-rates-rebate/rates-rebate-calculator/>

Now at 790 Rates Rebate applications having been sent away to Department of Internal Affairs this has had \$531,699.51 paid to back to ADC in rebates.

Retirement Village residents who have applied have had rebate payments paid back to them directly, not to the Retirement Village. \$40,022.25.

These application forms will continue to come in over the next 6 months as due to DIA by 30 June 2024.

1.4.3 CRMs Created



Comments:

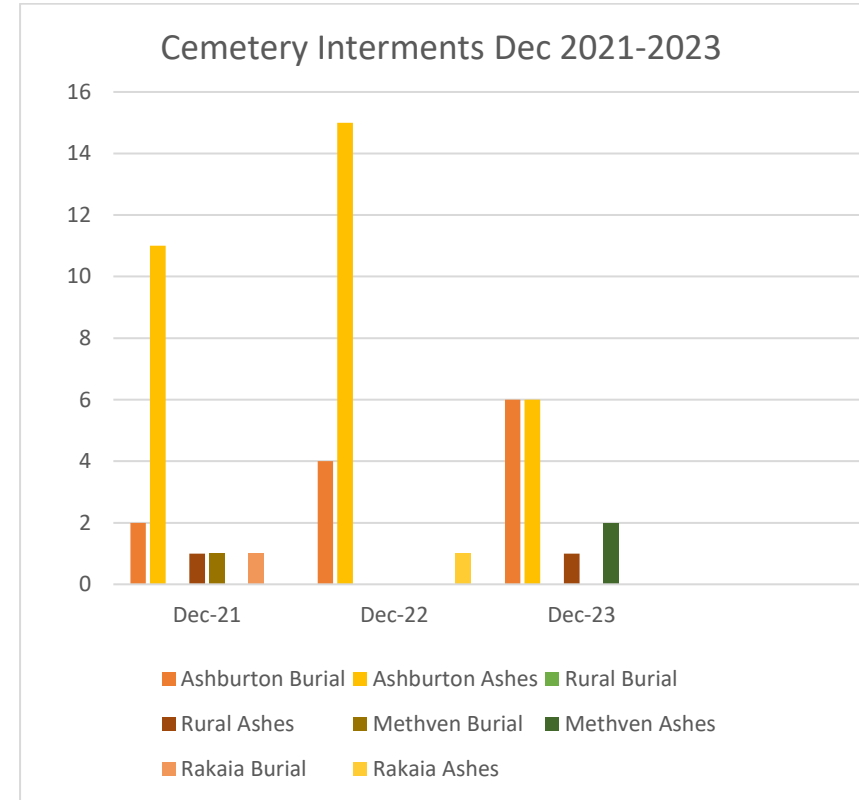
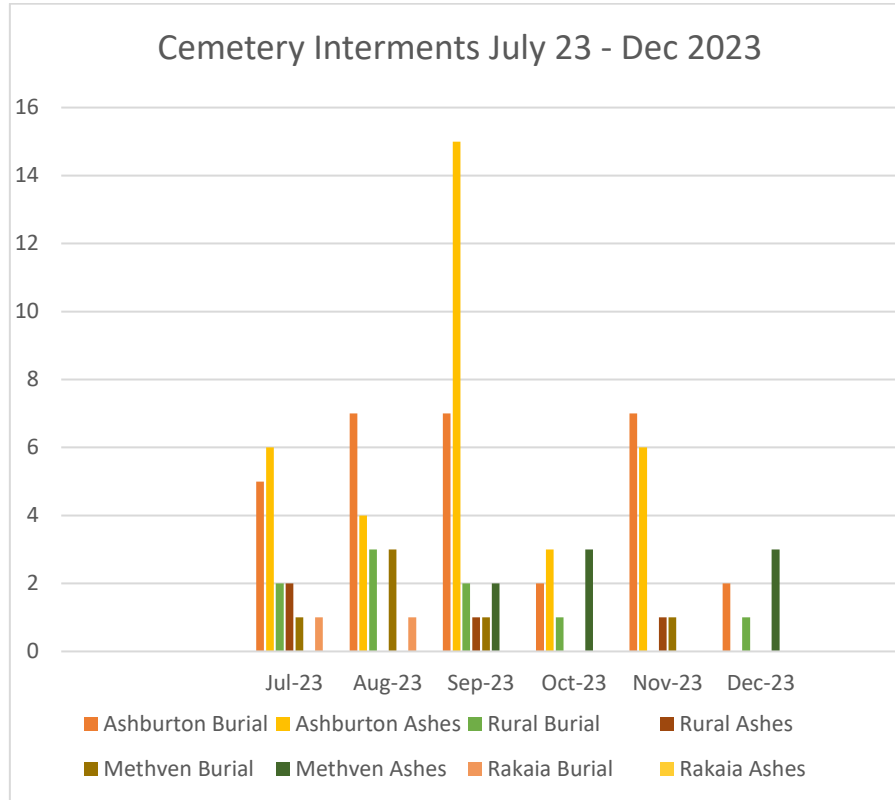
Request Type	Oct	Nov	Dec	Total	Previous 3 month rolling Total
Kerbside	226 (1)	170 (3)	197 (1)	593	643
Assets Water	163 (2)	171 (2)	196 (2)	530	507
Roading	146 (3)	182 (1)	118 (3)	446	449
Animals	67	56	110	233	179
Info Requests	49	53	38	140	158
Noise	33	38	56	127	106
Property	16	22	16	54	60
Trees	17	14	17	48	40

December had an increase in Animal and Noise service requests which is common for this time of year.

2. Infrastructure & Open Spaces

2.1 Open Spaces

2.1.1 Cemeteries



2.1.2 Activities – items of importance

Cemeteries

- Cemetery staff remain busy and focused on keeping on top of the current growth in all district cemeteries. Spraying rounds are again underway as the weather permits.
- Interments have slowed down which has been welcomed by staff at a busy time of the year for maintenance.
- Staff continue to have regular contact and dialogue with undertakers on various cemetery matters.
- Regular cyclical maintenance continues to occur at the closed district cemeteries.
- Installation of new replacement bins in district cemeteries is continuing.

Open Space Management

- The Open Spaces management team continue to work on the delivery of scheduled capital work projects, as profiled in the Long-Term Plan. Staff are just tidying up the last of the previous year's CAPEX where funding was carried over. Staff are now focused on delivery of the current year's list of projects – which are all on target for completion by 30 June.
- Work on Reserve Management Plans (RMPs) is ongoing. Iwi consultation is continuing with the team having another specific session with AEC in relation to the plan's development in the coming weeks.
- Work on the reserve classification project is continuing in tandem with the RMP work.
- Recently employed new staff are settling into the team environment well and another fixed term staff member who joined the team in January for maternity leave cover.
- Multiple subdivisions working their way through the system. Staff are working with developers to ensure good outcomes for our community open spaces. This includes strategic linkages to other currently developed or future foreseen opportunities.
- Bike Skills Park planning is progressing with staff assisting the group in appointing a landscape architect to prepare concept plans.
- Long Term Planning works remain ongoing with focus on the timelines.
- Traffic Management Plan (TMP) training of 10 staff to TMO level NP is in progress with practical training commencing at the end of January.

Ashburton Domain

- The resurfacing of hard surfaces and driveways throughout the Domain is scheduled for March.
- The bottom pond continues to slowly fill following the installation of new pond edging late last year. Staff have been informed that the refilling can take up to eight weeks as the base sediment swells up to form a seal after drying out to allow for works to be undertaken.
- Work has commenced reconfiguring paths in the natural wildflower/butterfly garden area with the removal of existing surfacing pre-Christmas. Reinstatement works are scheduled to commence in early February.
- New main gates are now installed and looking great. Local engineers have done a wonderful job of recreating new steel gates which mirror the design of the 1897 gates outside the Domain office. These gates will be locked at night and replace the basic barrier which had been used to secure the site overnight.



- The replanted herb garden is growing well and has enjoyed the recent warm growing conditions.
- Staff are about to commence propagation of some plants from the CBD gardens. This will include propagating some species from cutting and others shall be divided and grown-on ready for when they are needed as replacements in the rain gardens.
- The summer cycle of annual bedding plants is currently being grown-on in the Domain nursery.

- The new flying fox has been a hit with users all summer since its opening. Some days there are people there of all age groups from daylight to dark. It is hugely satisfying to see this level of utilisation of a new Council provided community asset.
- Bike Skills Park – landscape architects have workshopped ideas with the service groups in early December 2023 and a first draft of the concept plan is to be presented at the next workshop 12 February 2024.
- Culvert replacements at the water wheel and top pond are scheduled to commence 29 February.
- Irrigation installation Beach Road roundabout is pending.
- Upgrade of electrical connections along Town Green between the railway line and East Street is a work in progress with electrical contractors relocating the new electrical junction boxed at the back of the garden plots adjacent to the boundary fence with KiwiRail.

General Parks and Reserves and Gardens

- Playground weekly and monthly safety checks and maintenance continues throughout the district. The new playground in Te Whare Whakaterere has been added to the cyclical assessment rounds.
- Street garden maintenance is getting back on track with the catchup work now nearing completion.
- Staff have let a contract to re-letter the Pioneer Park memorial which contains the names of approximately 220 early settlers interred at the site – which is now a closed cemetery. Work is scheduled for early in the New Year.
- Baring Square East maintenance is now being delivered by Open Spaces staff following handover from contractors. There is a list of rectifications which will be worked through in the coming weeks. The biggest issue is lawn weed.
- Ng King Chinese Market Garden Settlement – ground works largely completed for formal opening on the 25 February 2024. Fencing will be removed just prior to the formal opening. Additional landscaping work is proposed (more paths, seating and planting) after the formal opening and throughout the year.
- Proctor Park (Ashbury Grove). The playground has been fully operational since the beginning of December 2023. The soft landscaping (planting) will be undertaken in autumn 2024 when weather conditions are more conducive for planting.
- Ashburton town centre and Archibald Street railway crossings/intersections. Work is being undertaken by contracted arborists undertaking tree pruning for sight/speed regulations as notified from Kiwi Rail.
- Digby Park landscaping work was completed with staff installing ready lawn around the new public convenience facility. Staff will keep watering it over the coming weeks until established.
- Smallbone Drive Reserve has had two very large white poplars removed. The trees were assessed as dangerous following an inspection after a partial failure in wind. These trees were located on a storm water drain.

The Council Biodiversity Advisor is organising natives to be planted in the cleared areas. This is in keeping with the area being a natural stormwater flow path that makes its way towards the river.

- Ashburton Dog Park 'All Dog Area' has had ACL finishing the swale that runs through this area. It was left unfinished after initial developments were concluded. It is a stormwater network egress point so ACL have covered the base in stone and will be planting grasses along each side of swale in autumn.
- There are two seats scheduled to be installed at the Ashburton Dog Park in the coming weeks.
- Ashburton Lions donated a seat for Smallbone Drive Reserve which has been installed at beginning of disc golf course. A new rubbish bin to be installed nearby soon.
- Some street trees were removed on Rolleston Street East, Rakaia. stumps have been ground out. Replacement trees will be replanted this year when more favorable planting conditions prevail. Other street trees in Rolleston Street West, Rakaia have been pruned.
- Five picnic tables have been installed on the Rakaia River Mouth South settlement domain.
- Methven has two new drinking fountains. One at the Railway Reserve, where the existing unit has been replaced due to ongoing issues and a new one is scheduled to be installed at the Camrose playground in the coming months.
- Methven Dog Park has had two new seats installed at the dog park.
- Chertsey cemetery has had a new seat installed. It was donated by a local family.
- Staff back from Christmas will be getting on top of mowing in coming weeks. The warmer weather has really slowed growth which has helped out.
- Spraying rounds for weed control continue throughout the district.
- Annual beds around the district are looking good with nice displays of flowering annuals adding colour to the streetscapes.
- Tree assessments are continuing with the database now sitting at 9754 trees individually assessed.
- Removal of vegetation from the problematic Splitter Berm at SH1/Railway/East Street intersection is scheduled to commence as soon as the contractor has an approved TMP.

Public Conveniences

- The building of the new Rakaia Domain facility has been procured and the overall project is in the final planning stages. Council staff remain in close contact with project leaders.
- Rakaia Gorge Redevelopment – platform and toilets were opened prior to Christmas. Formal opening and blessing proposed for late February (date TBC) when the interpretive signage will be unveiled. Soft landscaping - ready lawn and native planting has occurred.

2.1.3 Biodiversity

Biodiversity Strategy Development/ Community Engagement

- Public hearings and deliberations were completed on 14 December 2023. The deliberation panel also considered the new coalition government statement for an urgent review of the National Policy Statement. While we wait to understand more from the Central Government, it is expected that the amended draft of the Biodiversity Strategy will be presented to the Council for adoption - this financial year.

Completed Projects

- Community Engagement:
A free Community Workshop on Pest Control is planned for 25 January 2024, from 4.30 pm at the Mt Hut Memorial Hall Methven, in collaboration with the Department of Conservation, Environment Canterbury, Methven Lion and Kanuka Trust. The workshop will explore ideas on Methven Lion's birdsong initiatives and how to set and manage trap lines and trap libraries. Trap Libraries are information receptacles of - the who, the where, the how long and why traps are out in the field.
- School Programmes:
 1. Methven Primary School Biodiversity Project at Taylors Stream Reserve
The Methven Primary school children, aged 10, underwent mulching activities at the Taylors Stream Reserve, SH72, on the newly planted native trees on November 30, 2023. This is the school's commitment to expose the children to real-life scenarios outside the classroom and away from the school. They have indicated an interest in managing the site going forward as their school endeavour.
 2. Ashburton Borough School Planting programme
Ashburton Borough School Year 8 pupils will be undertaking planting at the Smallbone Drive reserve as part of their school project on the United Nations' Sustainable Development Goals. They picked the 15th goal, life on land, for this project. Native Plants for the project are being donated by the parents and Council Ecologist/Biodiversity Advisor will oversee the project.
- Routine District-wide Biodiversity monitoring
The district-wide biodiversity monitoring is ongoing across the summer season to monitor existing biodiversity in the district including native vegetation clearance and weed survey. This involves using aerial imagery and drive-throughs around the district and the event is completed every six months.

- Weed Control

Staff completed annual weed control at Ashton Beach and Lake Camp/Clearwater in December 2023, before the summer holidays. This is to suppress the spread of undesirable weeds around the area. Some of the weeds sprayed include Russel lupins, gorse, broom, wilding pines, rowans and silver birch.

- Release Spray – Taylors’ Stream Reserve and Rakaia Gorge Restoration Projects

A second round of release spray has been completed at Taylor Stream after mulching activity and Rakaia Gorge Plantings. This is a continuation of post-planting maintenance and to reduce weed competition with native trees/grasses.

Planned Biodiversity Projects

- Routine District-wide Biodiversity monitoring

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

- Plantation Road Insurance Reserve

Investigation into making Plantation Road, a native vegetation site, an insurance reserve is ongoing following Council approval of ADBAG recommendations on December 6, 2023. A report will be prepared and forwarded to the Council once the process has been completed.

- Pudding Hill Stream Weed Control (collaboration with Donna Field, ECan)

Control of willows, sycamore trees, larches, Douglas fir, Himalayan honeysuckle, alders, poplars and monkey musk along the pudding hill stream is ongoing. The project was initiated by the Ashburton District Biodiversity Advisory Group and managed by the Council Ecologist/Biodiversity Advisor and ECan’s Senior Biodiversity and Land Management Advisor. Staff have secured \$8,000 in funding from the Water Zone Committee towards the project.

- Pest Control

Annual animal pest control around Lake Camp/Clearwater is planned for February 2023. This is to reduce the number of rabbits/hares around the area and part of the extensive pest management approach at the Council-managed land at the Lakes. A long-term solution would be installing rabbit-proof netting around the huts. Consultation with Lake Clearwater Hut-holders and Council contractors is ongoing.

2.2 Solid Waste Management

2.2.1 Solid Waste Management

Nationwide changes to recycling to kick in from 1 February 2024. Ashburton is not affected by the changes. Our existing recycling activities are already consistent with the requirement of the new rules.

The only variation between the new rule and our existing kerbside collection activity is in the collection of glass bottles. The new rules allows glass bottles to be collected through the recycling “yellow” bin. We have a separate glass bottle collection scheme which provides more added value to the re-usability and marketability of bottles collected.

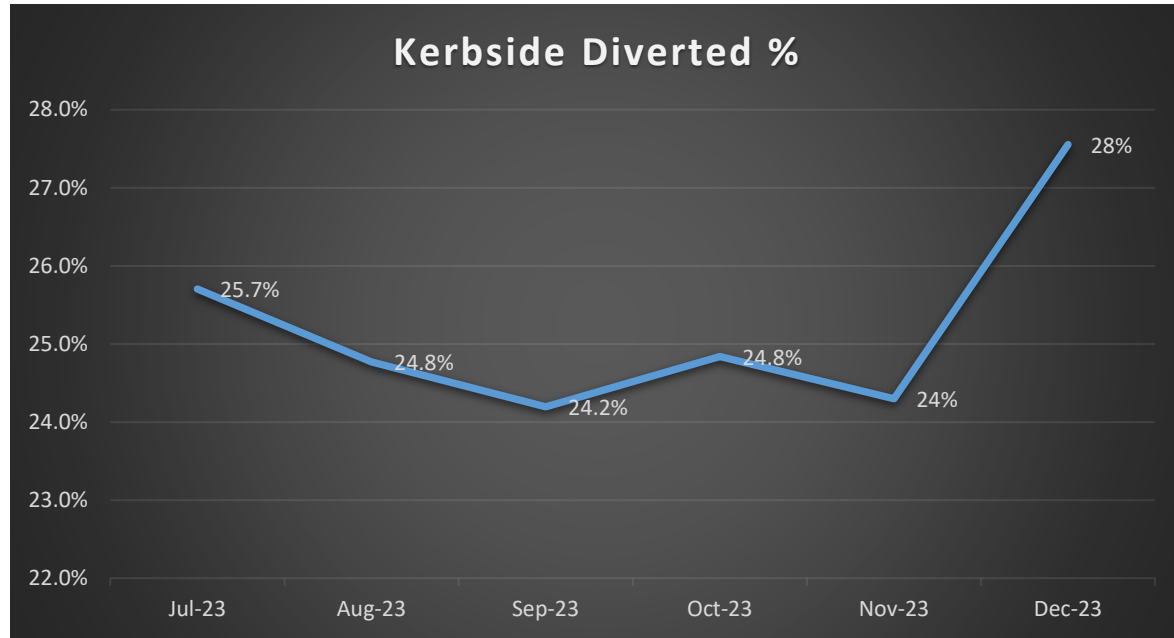
The number of CRMS received has trended down the last 3 months of the year. A total of 154 CRMs received in December 2023 bringing the total number of CRMs raised in 2023 to 1811. A summary of the CRMs in the last 6 months of the year is shown below.



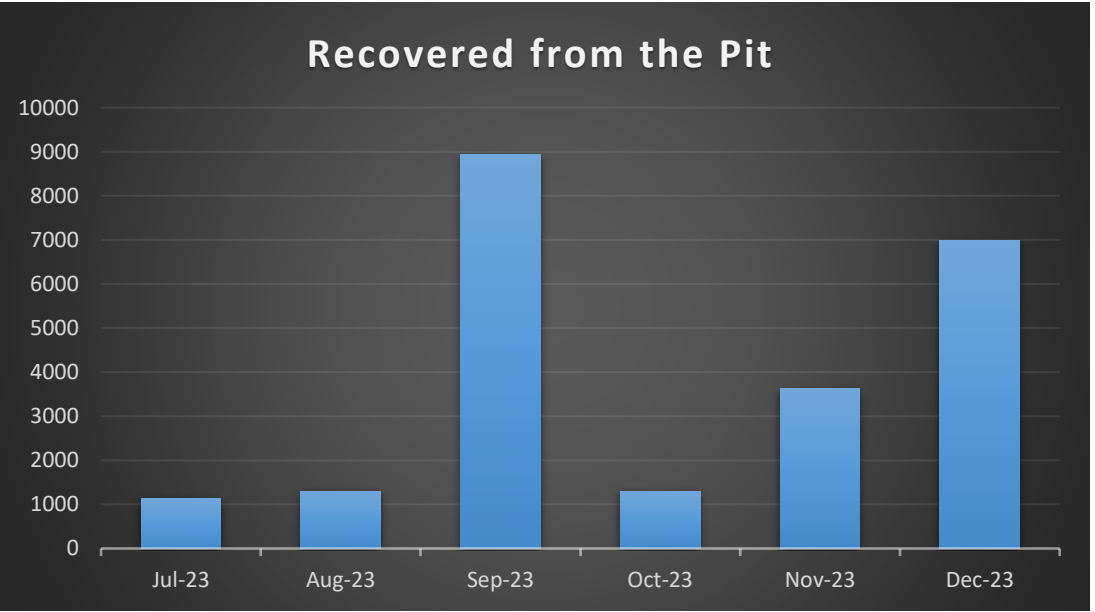
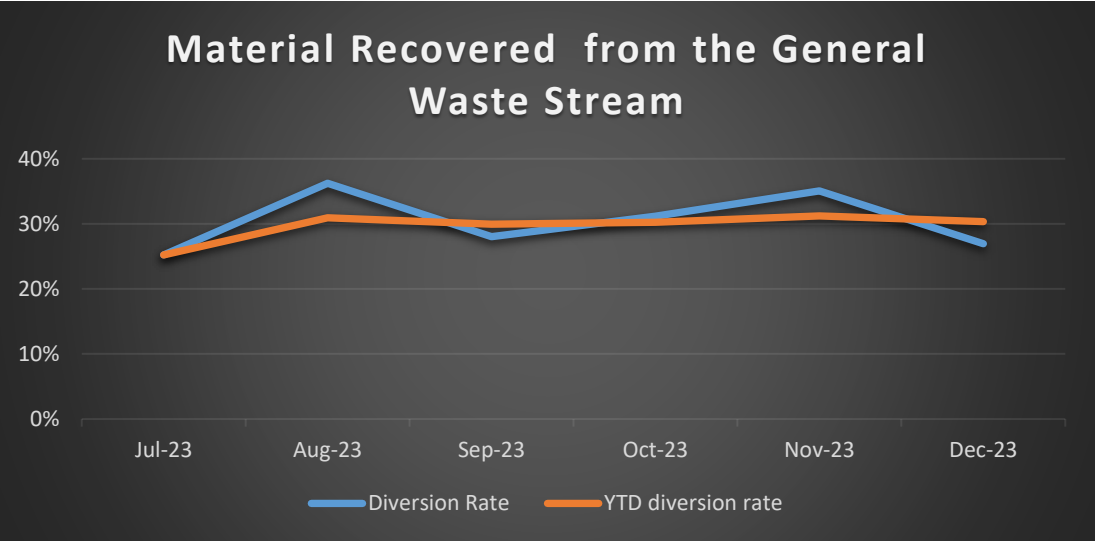
Request Enquiry	Monthly Total Number					
	July	Aug	Sep	Oct	Nov	Dec
Illegal dumping	12	12	21	12	10	9
Kerbside - Bin Accessory	9	4	17	25	6	7
Additional Bins	25	34	21	21	32	37
Damaged Bins	13	17	16	24	21	7
New Bins	24	34	20	17	21	19
Gross Contamination	19	15	19	16	13	35

Missing Bins	6	9	12	16	5	7
Miss Collections & Other Contractor Complaints	16	29	89	39	43	31
Satellite Drop Off Site Issues	6	4	14	7	8	2
Total	130	158	229	177	159	154

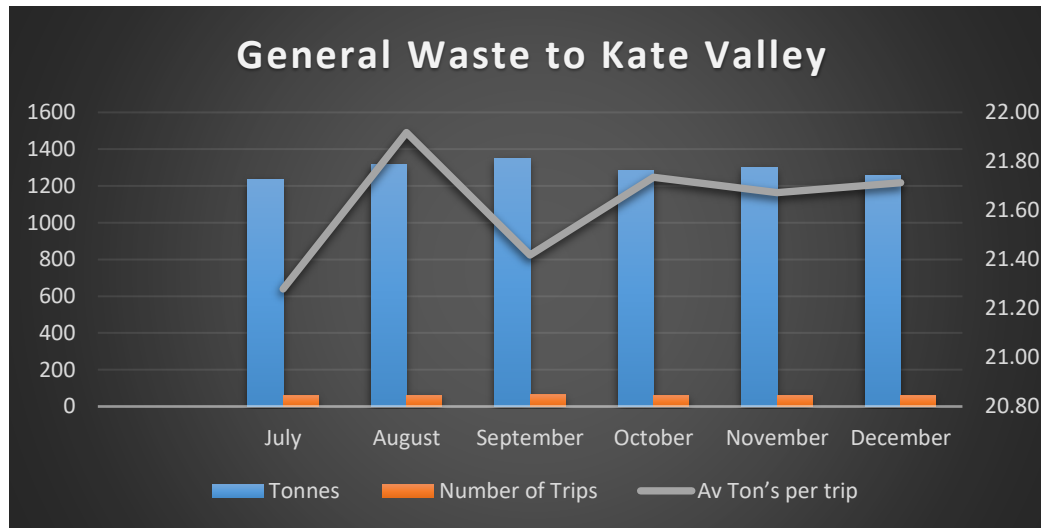
- Illegal dumping has been trending down the last three months of the year. There were 138 illegal dumping incidents reported in 2023 of which 30 was from Rakaia, 26 from Methven, 9 from Chertsey and the rest are scattered around various areas in Ashburton. The most prevalent area for illegal dumping in Ashburton is on Melrose Road with 24 incidents. Rakaia Highway, Acton Road, Normanby Road and Elizabeth Street are the hotspots in Rakaia while Methven Chertsey Road and Line Road are the Methven hotspots.
- There were 37 requests for additional wheelie bins from existing residential properties received in December bringing the total of additional bins requested to 311 for 2023. The most preferred bin size is the 240L.
- A total of 248 new bins were issued in 2023. The number is slightly higher than the 236 issued in 2022.
- There were 181 gross contamination incidents in 2023. The highest was in December with 35 bin contaminations reported. A total of 105 bins were taken away and the rest have been added onto the watch list and pulled backed from the kerbside.
- December diversion was up because of lower refuse and higher recycling levels.



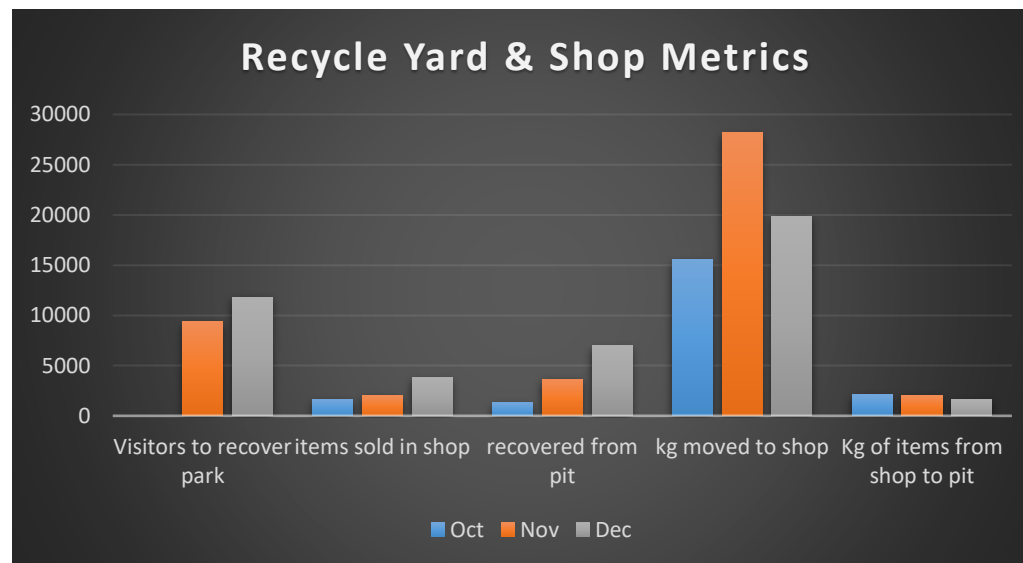
- The diversion rate is averaging 30 percent during the past 6-months of the year. The contractor aims to increase materials recovery in 2024.
- Pit recovery has increased to 6.9 tonne for December with the monthly average sitting at 3.6 tonne the past 3-months. The contractor aims to increase pit recovery in 2024.



- A total of 14870 tonnes of waste was sent to Kate Valley in 2023. The average tonnes of waste per is about 21.5 tonnes per trip.



- December has seen a decrease in items dropped in the recycling area for Re-Use but there is an increase in the items recovered from pit deem suitable for resale.



2.2.2 Waste Education

- Kerbside audits have resumed following a break between Christmas and New Year. The number of bins being ‘pulled back’ is remaining static so far. The “Bin it Right” booklets are provided to all new houses and newly sold houses as the team does their rounds.
- The nationwide changes to recycling which started on 1 February are not expected to cause too many issues for the auditors and educators as the Ashburton district is recycling similarly to the new rules. The standardisation across the country may in fact assist with newcomers and visitors to the district being less confused with what they can and can’t recycle at the kerbside.
- The Ashburton RRP site tours to be made available to schools and community groups should commence within the next couple of months.
- The Eco Educate Tuesday open sessions at the Education Centre at the ARRPP have recommenced. Each session is seeing different people attending.
- Six worm farms are being built at the Education Centre. These farms will be used to educate people on how to build and operate these farms. The food waste from the events that Eco Educate attend, and the ADC administration building will be composed in these bins.
- In December the team attended the Council’s Light up the Night and Movie Night events. They also attended the Mt Somers Playcentre Market where some very useful discussions were had.

2.3 3 Waters Operations

2.3.1 General Operations and Maintenance Activities

- For the month ending December 2020, the following activities were carried out:
 - Repair of water mains along Dromore Station Road and Dobson Street.
 - The installation of two algae plant screens at Ocean Farm has been completed. The screens play a pivotal role in addressing persistent algal bloom growth during the summer months. Prior to the installation of the screens, the algal growth had to be removed manually which was labour intensive and very costly.



- Accumulation of sludge at the oxidation pond at the Wilkins Road wastewater treatment plant is an ongoing issue. Of particular concern is the development of sludge crusts around the north and western banks of the pond, and a significant increase in odour. A specialist wastewater scientist confirmed that all indications suggests that there is a significant risk of the pond ‘turning’ should further warm dry weather be experienced in the coming months.

To address the immediate impact of the surface sludge crusting and anaerobic conditions developing in the oxidation pond, Eco-tabs have been used to break down the pond sludge. As shown in the photos below, the area of solidified sludge has reduced. Staff are continuing to monitor and measure the degree of success of the Eco-tabs.



Directional mechanical aerators will also be installed to introduce additional oxygen into the pond. Induced active aeration will promote aerobic digestion thereby reducing sludge volume to some degree. It also allows for the creation of specific flow paths within the pond. The aerators are programmed to be commissioned during the last week of February.

While the above short-term solution has been effective, the long-term solution will require desludging of the oxidation pond.

2.3.2 General Operations and Maintenance Contract Works


- A total of 109 CRMs were received in December. Ninety-seven CRMs are for drinking water, 11 for wastewater and 1 for stormwater. There are 13 priority-one (P1) CRMs mostly related to service connections and toby leaks. Wastewater CRMs were for blocked sewers and other sewers related issues.


Location	Total %
Ashburton and Tinwald	66
Hinds	4
Methven	13
Montalto	5
Mt Somers	1
Rakaia	4
Springfield	1
Chertsey	2
Dromore	1
Ocean Farm	3
TOTAL	100


- Water operation and maintenance contract works are on the water supply network. The work includes maintenance of the water treatment plants, repairing leaks, inspecting connections and water meters.
- Wastewater operations and maintenance activities are mainly focused on the wastewater treatment plants in Ashburton, Rakaia and Methven including work such as the repair of sewer pipes, unclogging of blockages and small sewer pipe renewals relates to 13% of the work.


2.4 4 Waters Projects

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia Bore Drilling</u> Project covers the drilling phase for second bore for the Rakaia water supply.	10/07/23	30/06/24 (revised)	Yes	Yes	HAM	Service Provider – McMillan Drilling & Fulton Hogan <ul style="list-style-type: none"> • Drilling of the bore is complete. • Pipeline works was awarded to Fulton Hogan. • Work to commence 14 February 2024.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Ashburton Wastewater Renewals 2022-2023</u></p> <p>Project covers the renewal of wastewater pipelines in Elizabeth Street; Wills Street; Cameron Street; Princes Street; Nixon Street; Kermode Street; and William Street in Ashburton.</p>	04/09/23	16/02/24	Yes	Yes	HAM	<p>Service Provider – Utilities Infrastructure NZ Ltd</p> <ul style="list-style-type: none"> • Construction commenced on 4 September 2023 • Work is completed 2 February 2024 waiting practical completion. • Work on William Street will start thereafter and is expected end of March 2024. William St is the last site for this project. 

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Contract WATE0289 - Ashburton District Council Watermain Renewals 2022/2023</u></p> <p>Project covers renewal of watermains in Ashburton (Elizabeth St, Grigg St, River Terrace and Cass Street, Chalmers Ave, Melcombe St, Grove St), Methven (Kilworth St, Main ST, Barks Road, Mackie St), Hinds (Cracroft St, Peter St, Isleworth Rd, and Hakatere (Hakatere Drive, Hakatere Drive Extension)</p>	01/07/22	30/06/24	Yes	Yes	HAM	<p>Service Provider – Ashburton Contracting Ltd</p> <ul style="list-style-type: none"> • The contract period is for two (2) financial years. The contract commenced in April 2023 and is due to finish in June 2024. • Work on Melcombe Street and Lagmhor Road is complete. • Work at Mackie, Kilworth Streets and Main Street is complete. • Work on Chalmers Avenue and Cass is complete. • Work on Elizabeth and Grigg Street is ongoing. 

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Mount Somers Membrane Plant</u> Project covers the construction and commissioning of a new membrane treatment plant for Mount Somers.</p>	17/0723	31/03/24	Yes	Yes	HAM	<ul style="list-style-type: none"> • Service Provider – Masons Engineers NZ • Contract was awarded on 26 June 2023 • Siteworks are progressing well according to the programme. • Construction of the concrete pad was completed in December.  <ul style="list-style-type: none"> • Building of the building and the ponds is ongoing. • The new plant is programmed to be commissioned on July 2024

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Ashburton Wastewater Relining Contract 2022-2023</u></p> <p>This project is part of Council's annual capital works which covers the sections of the sewer main located in Grey St, Eton St, Rapley St, Wakanui St, Chapman St and Wellington St. A total of 1563 meters of sewer line was relined.</p>	12/22	05/23	Yes	Yes	HAM	<ul style="list-style-type: none"> • Service Provider – Pipe-Tech Trenchless Technology • 3-year contract awarded in 2021 on a 1+1+1 basis • Enabling works has started and is expected to be completed Mid-February 2024.  <ul style="list-style-type: none"> • Relining works will be completed in April, weather permitting. • A new tender will be prepared and released before the end of this year.

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

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
Project covers the design phase for the treatment upgrades of the Rakaia water supply.						<ul style="list-style-type: none"> • Concept design and survey have been completed. Detailed design is set for phase 2 (along with Tinwald), to follow the four small supplies. • This project requires the reconfiguration of the site and addition of a new building. As the site is constrained and in a road reserve, careful design is required, and consenting (land use) may be required. • Officers currently reviewing siting options for new building. • A Safety in Design (SID), and Hazard & Operability (HazOp) workshop was completed on 29/01/24. • This project is the subject of additional funding in Year 1 of the proposed 2024-34 LTP.
<u>UV and Filtration Upgrades – Hinds, Fairton, Mayfield & Dromore</u> Project covers the design phase for the treatment upgrades of the Hinds, Fairton, Mayfield and Dromore water supplies.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Concept designs and survey have been completed. • An electrical, instrumentation and control specification is under development, and the remaining detailed design is under way. • Due to the extra treatment equipment, the sites need to be converted to modern PLC control so that they have the flexibility to adapt to the new quality assurance rules, including the monitoring requirements and the requirement for controlled shutdowns if equipment or instruments fail. • Land will need to be acquired at Dromore to accommodate the new building. This will be progressed through the property team. • Safety in Design (SID), and Hazard & Operability (HazOp) workshops have been completed for the Hinds, Mayfield & Dromore concepts. • Additional work has been carried out on the feasibility of connecting Fairton to the Ashburton scheme. A pipeline to Fairton is expected to be slightly more expensive than the proposed treatment upgrade for Fairton but considering the nitrate trends in the Fairton bore, it does seem to be the logical option. This was considered by Council on 7 February.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>UV and Filtration Upgrade - Chertsey</u> Project covers the design phase for the treatment upgrade of the Chertsey water supply.	26/10/22	30/06/25	No	Yes (at risk)	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Concept designs and survey have been completed. • Due to the extra complexities with this site, it is separated, but can be built alongside the others if design proceeds without issues. • We are proceeding with detailed design based on a site within the Alexander Street road reserve (unformed road). Work on getting access to this area will be progressed by ADC officers while Beca continue design. • Beca have identified the need for pH correction for this supply. This was not envisaged as part of the original project but given we are designing a new plant in its entirety; it is logical to include provision for the additional treatment process at this time. • A Safety in Design (SID), and Hazard & Operability (HazOp) workshop was completed on 29/01/24.
<u>Rakaia Second Bore Consenting</u> Project covers the consenting process associated with the second bore project.	10/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Draft consent documentation prepared and completed. • Consultation with Arowhenua took place 18 & 19/01/24. They raised no concerns with the application. • Consent application was lodged with ECan on 26/01/24. • The consent is very straight-forward, with the only change being sought is the inclusion of new bore as an operational source.
<u>Definition of Source Risk Management Areas</u> Project covers investigations to determine extent of source risk management areas for each community drinking water source.	BAU	BAU	Yes	Yes	ARG	Service Provider - Aqualinc Research Ltd <ul style="list-style-type: none"> • Work has now commenced on the Mayfield water supply.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Water Safety Plans</u> Project covers the development of water safety plans for all ADC water supplies.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Updated plans for the Ashburton, Methven, Rakaia & Hinds supplies were completed by Beca in December. These will be uploaded to the Hinekōrako portal in the few weeks. Officers have been focusing on the development of an Emergency Response Plan which is a critical subset of the new WSPs. The balance of plans are due for completion by 30 June 2024.
<u>Montalto Water Supply Investigation</u> Project covers the investigations into upgrade options to address protozoal compliance.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The I&O intake addendum has been received and is under review by officers. Once the report is finalised, a workshop will be needed to take Council through the findings and determine a preferred direction. A meeting was held with representatives of the Montalto water supply user cmte on 19 October. An options review and SID workshop was held on 8/12/23.
<u>Peri-urban Water Network Detailed Design</u> Project covers the investigations, survey and detailed design of watermain extensions necessary to service the peri-urban areas of Ashburton.	24/08/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> High level modelling is complete. Already identified potential pipeline upgrades required outside subject area. Draft report was issued for officer review on 15/12/23. This is still under active review.
<u>Ashburton - Lime Dosing Equipment Renewal (3 sites)</u> This project covers the renewal of the lime dosing equipment at the Ashburton water treatment plants.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A 3-month-long (fortnightly) monitoring programme has been completed with the last sample taken early November. Beca and completed the analysis of the results and have concluded that Lime dosing could cease without any significant implications to the water supply. This will free up space in the treatment plants to be repurposed as part of the pending upgrades.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Leak Detection Programme</u> This project covers the procurement of specialist acoustic leak detection contractors to progress our annual leak detection programme.	BAU	BAU	Yes	Yes	ARG	Service Provider – Detection Services <ul style="list-style-type: none"> The scope for this work for the current year includes Methven, Rakaia, Hinds and Tinwald. All work is now complete and identified a total of 256 leaks (comprising 151 private leaks and 105 leaks on the public network). Letters have been sent to the affected property owners. Operations are following up the public network leaks through the maintenance contractor.
<u>Hydrant Testing</u> This project covers the annual hydrant testing programme.	BAU	BAU	Yes	Yes	ARG	Service Provider – To be confirmed. <ul style="list-style-type: none"> Schedule of hydrants for inclusion on the programme has been completed. Prices are being sought for this work currently, closing 23 February. The actual testing is scheduled to commence toward the end of the summer period.
<u>2023/24 Water Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Archibald Street (Graham St-Hassal St), East Street (Cameron St-Walnut Ave), and Mason Place (full length) in Ashburton; Spaxton Street (Carr-Alford) in Methven; and Taverners Road (full length) in Dromore.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site walkovers with Beca/ADC officers have been completed. Scope of works confirmed in Jan 2024.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Grit Chamber Pipeline Renewal</u> Project covers design phase of a renewal of the wastewater pipeline from the Trevor Rd grit chamber to the new river crossing pipeline.	26/10/22	30/06/24 (revised)	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A final draft consent application for the construction phase has been prepared and has been forwarded to Arowhenua (AECL) for comment prior to lodgment. AECL reps visited the site and no issues were raised. Application was lodged on 25 January 2024.
<u>Ocean Farm Irrigation Investigation</u> Project covers the detailed investigations into potential upgrades of the current, or replacement irrigation systems for Ocean Farm.	08/03/23	31/12/23 (at risk)	No	Yes	ARG	Service Provider – Beca Consultants Ltd (+Waterforce Ltd) <ul style="list-style-type: none"> Beca have completed reviewing results of the field testing and identified some potential leakage in network. ACL have completed a further round of field testing following the leak detection works. We have asked Beca to proceed with the option development for replacement systems ahead of finalizing the field testing in order to make progress with this project.
<u>Ocean Farm Wetland Improvement Works</u> Project covers the detailed design of inter-cell connecting structures for flow control.	08/12/22	30/06/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site investigations have been completed and draft design prepared and submitted for consideration. O&M contractor has expressed concerns about the constructability of the structures due to site constraints. Prompted consideration of other construction materials. Project on hold pending reconsideration of options.
<u>Wilkins Rd & Ocean Farm Groundwater Assessment</u> Project covers an assessment of groundwater depth and flow directions in and around the WWTPs at Wilkins Rd & Ocean Farm and the subsequent oversight of the redrilling of piezo monitoring bores.	04/11/22	31/12/23 (revised)	No	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> McMillan’s Well Drilling has been engaged for the construction of new piezo bores. Beca oversaw the installation works to ensure construction is in accordance with the agreed assessment. The majority of bores are now installed. Only one bore, above the aeration pond at Wilkins Road could not be installed due to rig access issues. This bore will be reattempted mid-summer. Note-: This is unbudgeted work but as compliance related is being progressed using available carry over funding.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>AMP Tradewaste Investigation</u> Project covers the investigations into the feasibility of a future tradewaste discharge from Ashburton Meat Processors on Bridge Street.	01/03/23	30/11/23 (revised)	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The report has been finalised and received. It is envisaged that a workshop will be required to present the report findings to Council determine the next steps. AMP representatives are keen to meet with officers to discuss the results and determine if there is a pathway to accept their discharge. Note-: This work is being funded by AMP.
<u>Sludge Surveys</u> Project covers the development of a methodology for annual (repeatable) sludge surveys of Council WWTP oxidation ponds and completion of survey for the 2023 year.	24/07/23	31/10/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Officers have reviewed the results of the investigation and confirmed that there is less sludge than expected. This is positive news but doesn't preclude the need for future sludge management in the short and medium-term. The report has been reviewed by officers and is now finalized.
<u>NE Ashburton Wastewater Servicing Investigation</u> Project covers investigations into options to provide a wastewater service to the NE Ashburton area. This is conceptual only.	24/08/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> This project is being undertaken in conjunction with the Peri-urban water network detailed design. Concepts for gravity servicing being explored. Struggling to get minimum grades across the contour of land. Potentially dictating additional network pump stations

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia WWTP Sludge Drying Beds</u> Project covers the detailed design and consenting of sludge drying beds at the Rakaia WWTP.	06/09/23	31/12/24 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Following Council approval of funding the project in December, officers advised Environment Canterbury and sought relief from the Abatement Notice that would have made it necessary to transport sludge from the site. • A new abatement has been issued with a date for compliance of 31 December 2024. • A programme was developed to show key milestones from now through to tendering of physical works. This was supplied to ECan on 2 February. • Beca has commenced work on the detailed design and consenting aspects of the project.
<u>2023/24 Wastewater Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Catherine Street (McMurdo St-Grove St), Philip Street (Oak Gr-Walker St), Saunders Road (Creek Rd-Pages Rd), Tancred Street (No: 245-Chalmers Ave) in Ashburton.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Site walkovers with Beca/ADC officers have been completed. • Scope of works confirmed in Jan 2024.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>CCTV Pipeline Condition Assessments</u></p> <p>This project covers the pipeline condition assessments using CCTV. These surveys are used to improve our understanding the condition and performance of wastewater networks in Ashburton & Methven, and stormwater networks in Ashburton.</p>	BAU	BAU	Yes	Yes	ARG	<p>Service Provider – To be confirmed</p> <ul style="list-style-type: none"> Officers are continuing the development of contract document for this year’s works. It is proposed to be a multi-year contract.
<p><u>Mount Somers Stormwater Investigation</u></p> <p>Project covers investigations into a potential cut-off drain to protect the Mt Somers Township</p>	24/04/23	15/09/23 (revised)	Yes	Yes	ARG	<p>Service Provider – Beca Consultants Ltd</p> <ul style="list-style-type: none"> The report has been finalised and officers propose to hold a workshop to discuss the report findings. Given the increasing pre-Christmas rush of LTP & budget workshops, this item is now likely to be held over until early in the new year.
<p><u>Stockwater Intake Fishscreens</u></p> <p>Project covers the detailed design of suitable fishscreening infrastructure at the Methven Auxiliary, and Brothers intakes.</p>	28/03/23	30/06/24 (revised)	Yes	Yes	ARG	<p>Service Provider – Beca Consultants Ltd</p> <ul style="list-style-type: none"> ALIL have confirmed they have no further interest in Methven Auxiliary intake, so Council will have to decide what next for the site. Beca redirecting design efforts to the Brothers intake site, which MHV & ALIL have confirmed interest. Beca have commenced work on a concept design consistent with the recently released fish screening guidelines. Preliminary discussions have been held with ECan on the concept. The results of the discussions to be considered by officers on 2 February.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Scarness Weir Abatement Notice Resolution</u> Project covers work required to retrospectively consent the structure and carry out modifications as necessary.	28/03/23	30/06/24 (revised)	Yes	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • A consent application being prepared to cover the preferred option to replace the weir. • The ecological report required for the consent has been received and reviewed by officers. • Preliminary discussions have been held with ECan on the concepts. The results of the discussions to be considered by officers on 2 February. Note: Unbudgeted expenditure, compliance related.
<u>MHV/ALIL Stockwater Delivery Investigations</u> Project covers the investigations being undertaken by MHV Ltd (and Ashburton Lyndhurst Irrigation Ltd) into taking over stockwater delivery.	01/08/22	01/09/24	Yes	Yes	ARG/CD	Service Provider – MHV Water and Ashburton Lyndhurst Irrigation <ul style="list-style-type: none"> • A proposal for the provision of this service has been received from MHV & ALIL. • A second proposal review/clarification meeting between ADC/MHV/ALIL personnel was held on 7 September. • Discussions are ongoing and officers are awaiting a refined proposal from MHV. • No change from previous report.
<u>Pudding Hill Intake Closure</u> Project covers the investigation of the potential closure of the Pudding Hill stockwater intake.	Nov. 2022	TBC	Yes	Yes	ARG/CD	Service Provider – John Wright, Melius Ltd <ul style="list-style-type: none"> • A draft report was received from Melius on 29 January which is currently being reviewed by officers. • Once finalised, this work will be the basis of a future report to Council.

2.5 Stockwater Operations

2.5.1 General

- Mains race cleaning and spraying is ongoing. The monitoring of local races is continuing and where needed, property owners are being contacted to get their races cleaned. Generally, property owners are attending promptly to these cleaning requests.
- There are low flows at many of our intakes which is putting considerable pressure on our ability to get water across the whole network with the current dry summer weather we are experiencing. Mt Somers is the area of most concern with Stoney Creek running extremely low at present. Low flows for the Pudding Hill and Methven Auxiliary intakes have also resulted in difficulties in getting water down to Chertsey and the lower sections of the network.
- A text alert system has been set up where users can text the word STOCK to 4196. We will periodically send updates advising how the network is functioning and include advice on alternative stock water options that can be implemented. We will also be able to advise of any issues or shutdowns – proposed or otherwise due to weather events etc.
- With MHV discontinuing their ranger activities for the southern area, a new Water Ranger has been appointed and commenced his duties on Monday 22 January.

2.5.2 Applications

- A summary of the current applications is listed below:

2.6 Roads and Footpaths

2.6.1 2023/24 financial year expenditure to 31 December 2023

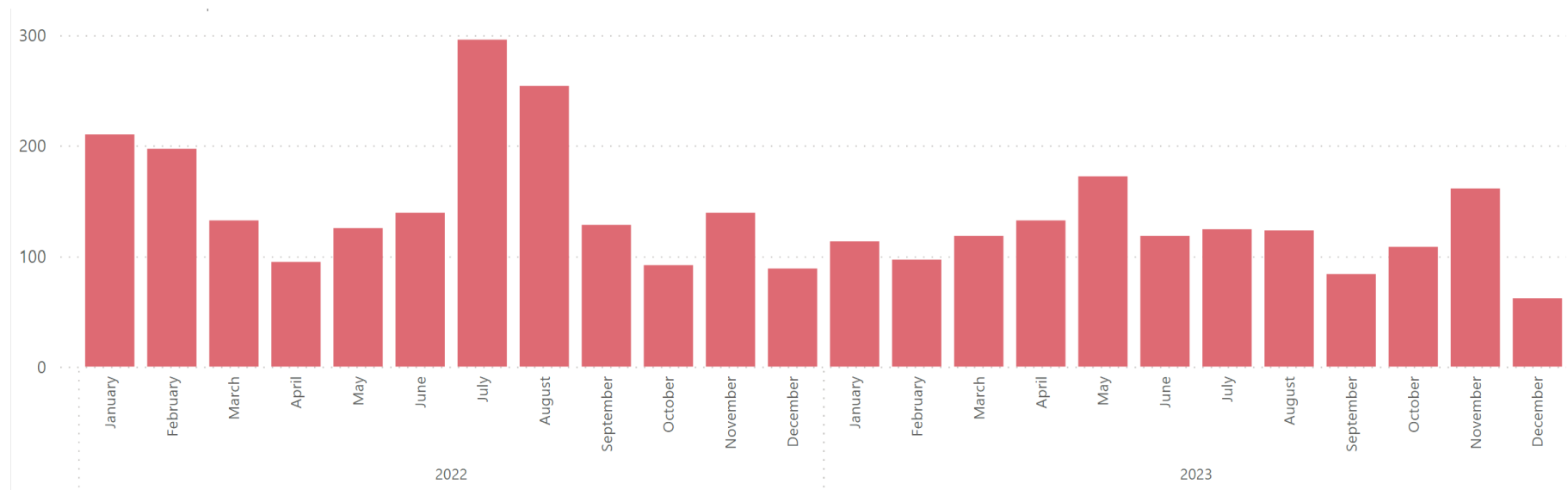
Subsidised Road Maintenance	to 31/12/2023	Budget
Sealed Pavement Maintenance	\$1,163,005	\$1,661,652
Unsealed Pavement Maintenance	\$420,660	\$780,300
Routine Drainage Maintenance	\$215,852	\$436,800
Structures Maintenance	\$101,749	\$75,000
Environmental Maintenance	\$372,171	\$493,055
Network Services Maintenance	\$641,123	\$896,570
Network Operations	\$10,025	\$17,320
Cycle Path Maintenance	\$651	\$3,641
Footpath Maintenance	\$230,058	\$338,130
Level Crossing Warning Devices	\$17,750	\$39,880
Minor Events	\$87,638	\$65,499
Emergency Works	\$947,243	\$1,044,790 (Waka Kotahi approved)
<u>Network and Asset Management</u>	<u>\$463,127</u>	<u>\$1,024,350</u>
Total Subsidised Maintenance	\$4,671,053	\$5,832,197 (\$6,876,987 including emergency works)
Subsidised Renewals		
Unsealed Road Metalling	\$985,764	\$1,144,440
Sealed Road Resurfacing	\$519,818	\$2,747,150
Drainage Renewals	\$82,262	\$623,595
Pavement Rehabilitation	\$467,545	\$3,141,143 (Waka Kotahi approved an additional \$1,000,000)
Structure Component Replacement	\$2,642	\$30,000
Traffic Services Renewals	\$130,121	153,380
<u>Footpath Renewals</u>	<u>\$445,715</u>	<u>\$500,000</u>
Total Subsidised Renewals	\$2,633,867	\$8,339,708
Subsidised Local Road Improvements		
LCLR Roding Improvements	\$761,991	\$1,220,517

2.6.2 2023/24 expenditure

- 5,793 m² of sealed road digouts completed
- 1,858 m² of sealed road stabilisation repairs completed
- 3,975 km of unsealed grading completed
- 27,579 m³ of maintenance metal placed
- 64% of the maintenance budget (excluding emergency works) and 32% of the renewals budget has been spent. Halfway through the financial year, 45% of the total maintenance and renewals budget spent.
- The reseal and rehabilitation work is under way and will be the main focus for the remainder of the summer along with some heavy maintenance sites.

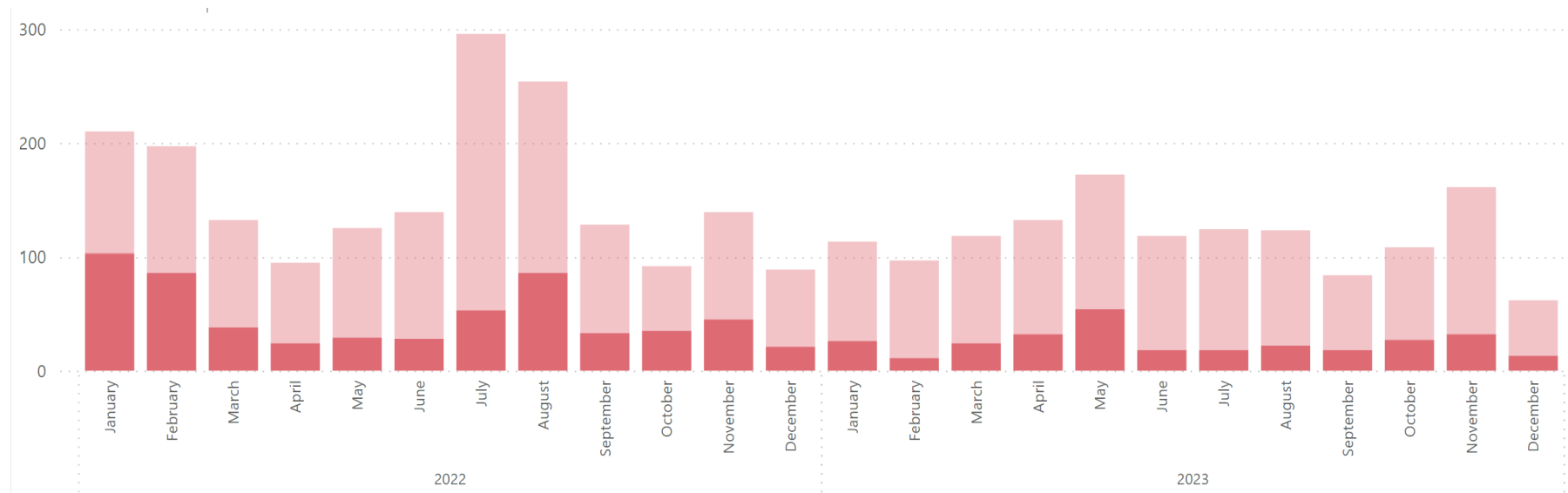
2.6.3 Roding CRM data

January 2022 to December 2023 All Roding CRMs



All roding CRMs with the fluctuations through the year. The increase in July August 2022 evident from the heavy rain events.

January 2022 to December 2023 Pavement CRMs



Pavement only CRMs in relation to the overall CRMs with a general decrease since January/February 2022.

2.6.4 Main areas of work

- Pre-reseal repairs and heavy maintenance on sealed roads continuing.
- Another full round of weed spraying is under way in January. There has been a lot of weed growth in footpaths and kerb and channel from the occasional rain and warm weather.

2.6.5 Sealed Road Rehabilitation

- The first 2023/24 sealed road rehabilitation contract has been awarded to Fulton Hogan and includes:
 - Thompsons Track 1.107 km (construction in progress)
 - Thompsons Track 1.332 km (construction in progress)
 - Seafield Road 1.260 km
 - Tinwald Westerfield Mayfield Road 0.860 km (sealed, tidy up in progress)
 - Tramway Road 0.672 km (sealed, tidy up in progress)
- The second sealed road rehabilitation contract has been awarded to ACL and includes:
 - Ealing Montalto Road 0.990 km
 - Ealing Montalto Road 0.990 km (construction in progress)
 - Lismore Mayfield Road 1.400 km
 - Maronan Road 0.410 km (construction in progress. An additional 0.500 km added because of deterioration of the adjacent section which was originally programmed for heavy maintenance).



Tinwald Westerfield Mayfield Rd prior to sealing



Maronan Road shoulders prepared

2.6.6 Local road improvements and new footpaths

- The contract for new footpath and associated kerb and channel for the Three Waters Better Off funding awarded to Fulton Hogan has construction well under way on Dolma Street and Line Road, Methven, and in progress on Albert Street, Ashburton.
- The new footpath and kerb and channel on Racecourse Road has been added to this contract as a variation. The power undergrounding is largely complete so the work may commence when resources are available.



Dolma St, Methven footpath preparing for seal



Albert St, Ashburton – prepared for kerb and channel

2.7 Contracts – Tenders

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

3. Compliance & Development

3.1 Building Services

3.1.1 Building consents / amendments

Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
January	56 (61)	394 (428)	48 (46)	380 (411)	58.3%	20.8	219 (5)	100%
February	50 (51)	443 (479)	47 (59)	427 (470)	80.9%	14.3	320 (5)	100%
March	80 (110)	523 (589)	47 (96)	478 (566)	70.8%	18.9	438 (5)	100%
April	89 (57)	612 (646)	66 (58)	544 (624)	72.7%	16.5	333 (10)	100%
May	56 (75)	668 (721)	70 (53)	614 (677)	71.4%	16.6	427 (10)	98.8%
June	46 (77)	714 (798)	72 (88)	686 (765)	54.2%	20.8	388 (10)	100%
July	55 (66)	55 (66)	69 (43)	69 (43)	55.1%	21.6	373 (10)	100%
August	30 (69)	84 (135)	44 (51)	113 (94)	68.2%	16.3	373 (10)	96.5%
September	44 (59)	128 (194)	42 (64)	155 (158)	78.6%	15.1	342 (10)	93.3%
October	29 (56)	156 (250)	28 (64)	183 (222)	67.9%	17.7	324 (10)	97.9%
November	31 (55)	187 (305)	32 (52)	215 (274)	74.2%	18.8	348 (10)	100%
December	29 (32)	216 (337)	26 (57)	241 (331)	76.9%	16.2	245 (7)	93.1%

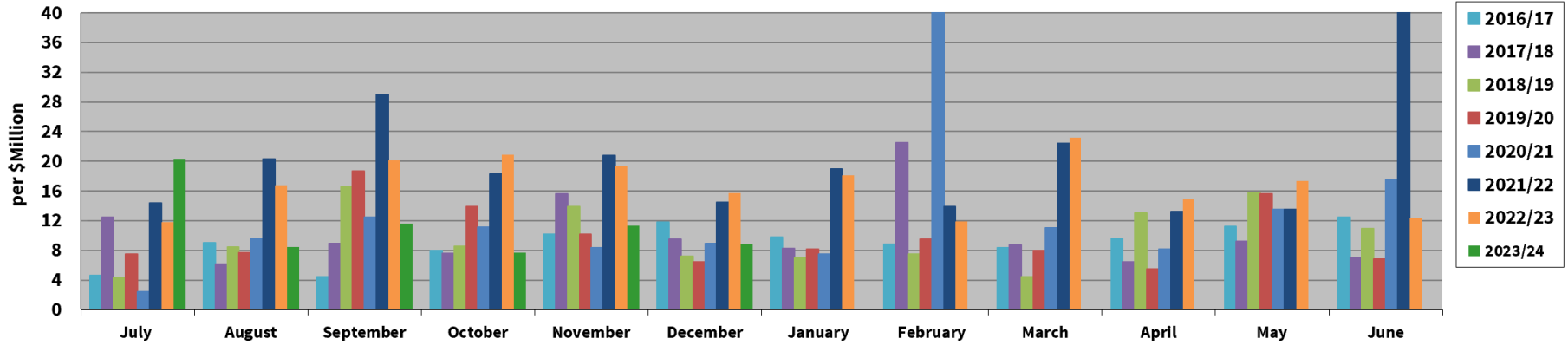
Note: figures in brackets are for the corresponding month during the previous year.

Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
January	\$15,209,792 (\$16,688,544)	\$126,601,306 (\$127,974,651)	\$18,111,744 (\$12,879,953)	\$116,664,201 (\$127,030,298)
February	\$14,353,875 (\$11,328,367)	\$145,435,181 (\$139,303,018)	\$12,253,667 (\$13,900,058)	\$128,917,868 (\$140,930,355)
March	\$17,093,386 (\$55,206,875)	\$163,205,362 (\$194,509,893)	\$23,143,790 (\$22,416,574)	\$152,927,658 (\$163,346,929)
April	\$27,051,031 (\$15,041,804)	\$190,256,393 (\$209,551,698)	\$14,871,519 (\$13,295,489)	\$167,799,177 (\$176,642,418)
May	\$4,904,661 (\$13,867,109)	\$195,161,054 (\$223,418,807)	\$17,353,453 (\$13,478,121)	\$188,152,630 (\$190,120,539)
June	\$12,387,195 (\$26,913,674)	\$207,548,249 (\$250,332,481)	\$18,242,825 (\$47,456,951)	\$203,395,455 (\$237,577,490)
July	\$8,738,727 (\$19,070,838)	\$8,738,727 (\$19,070,838)	\$20,219,273 (\$11,771,787)	\$20,219,273 (\$11,771,787)
August	\$9,886,060 (\$16,691,862)	\$18,605,787 (\$35,762,700)	\$8,484,452 (\$10,711,920)	\$28,703,724 (\$22,483,707)
September	\$12,316,580 (\$20,935,138)	\$30,922,367 (\$56,697,837)	\$11,568,003 (\$20,074,811)	\$40,271,727 (\$42,558,518)
October	\$12,217,236 (\$17,760,643)	\$43,134,602 (\$74,458,480)	\$7,710,277 (\$20,483,747)	\$47,982,004 (\$63,042,265)
November	\$15,015,499 (\$22,671,793)	\$58,150,101 (\$97,130,274)	\$11,365,505 (\$19,347,252)	\$59,347,509 (\$82,389,517)
December	\$14,337,900 (\$13,811,240)	\$71,488,001 (\$110,941,514)	\$8,853,920 (\$15,729,540)	\$68,201,429 (\$98,119,057)
Note: figures in brackets are for the corresponding month during the previous year.				

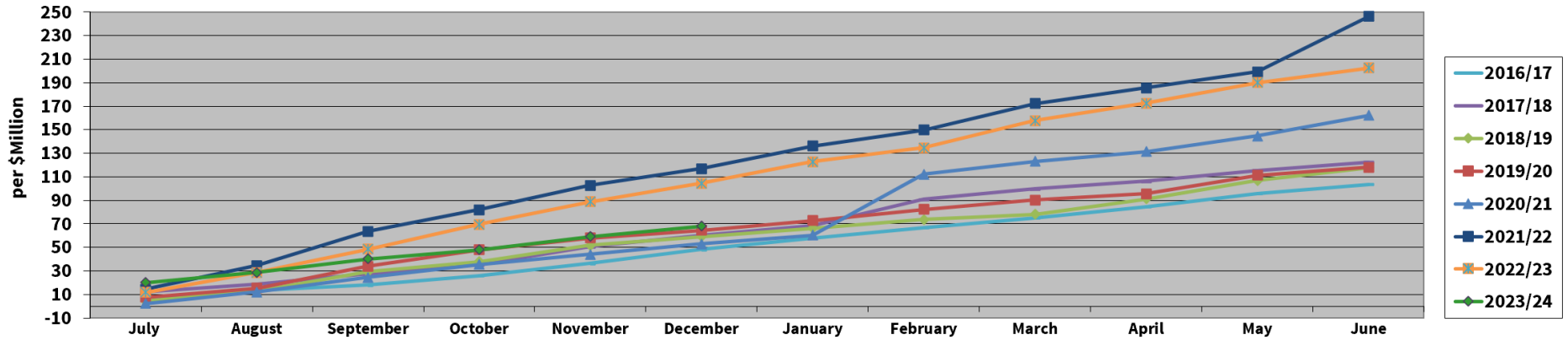
Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
January	16 (6)	194 (118)	13 (2)	179 (113)	100%
February	33 (16)	227 (134)	40 (15)	219 (128)	97.4%
March	35 (19)	265 (153)	35 (13)	256 (141)	100%
April	19 (26)	303 (186)	24 (16)	295 (164)	100%
May	24 (32)	327 (218)	22 (38)	317 (202)	100%
June	20 (29)	347 (247)	18 (25)	335 (227)	94.4%
July	26 (47)	26 (47)	20 (35)	20 (35)	100%
August	26 (47)	53 (83)	20 (35)	49 (70)	100%
September	28 (26)	81 (109)	27 (39)	76 (109)	96.3%
October	20 (37)	101 (146)	20 (32)	96 (141)	90%
November	35 (40)	136 (186)	28 (28)	124 (169)	100%
December	22 (24)	158 (210)	22 (26)	146 (195)	90.9%

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

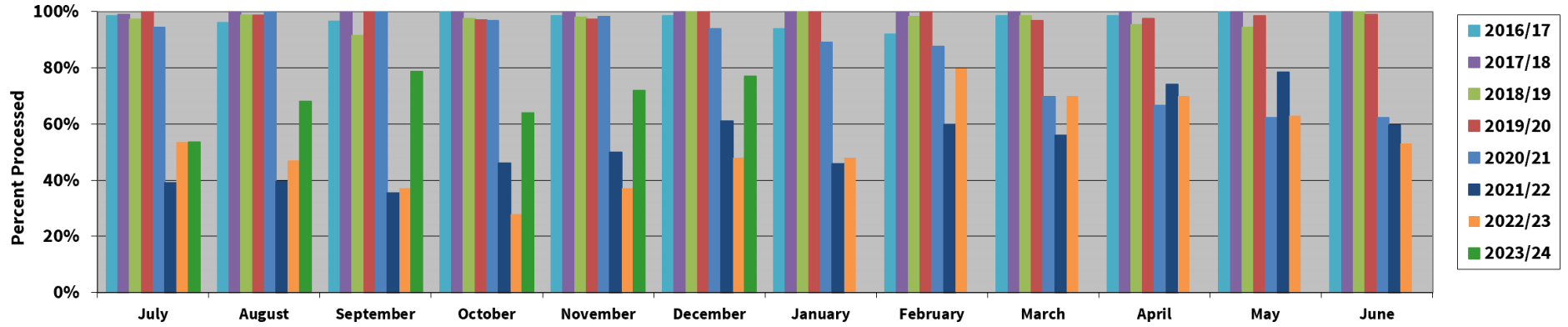
Building Consent Values By Month



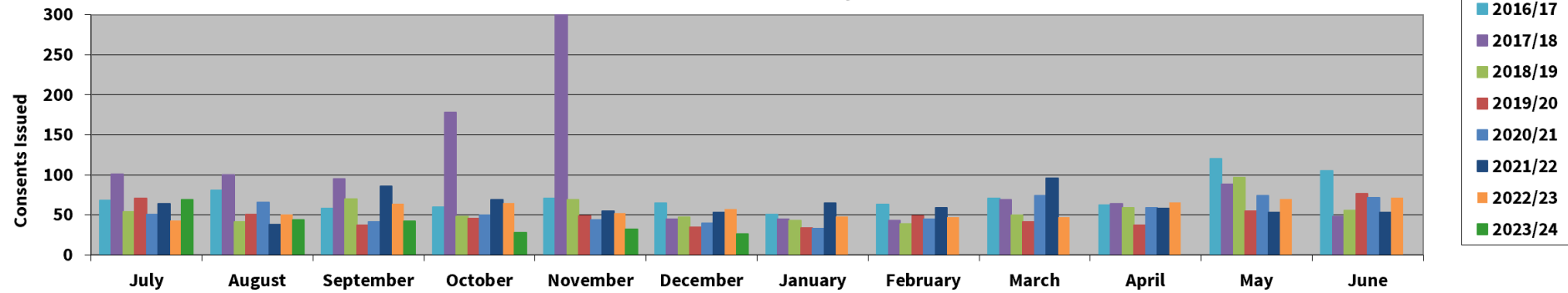
Building Consent Values Accumulating



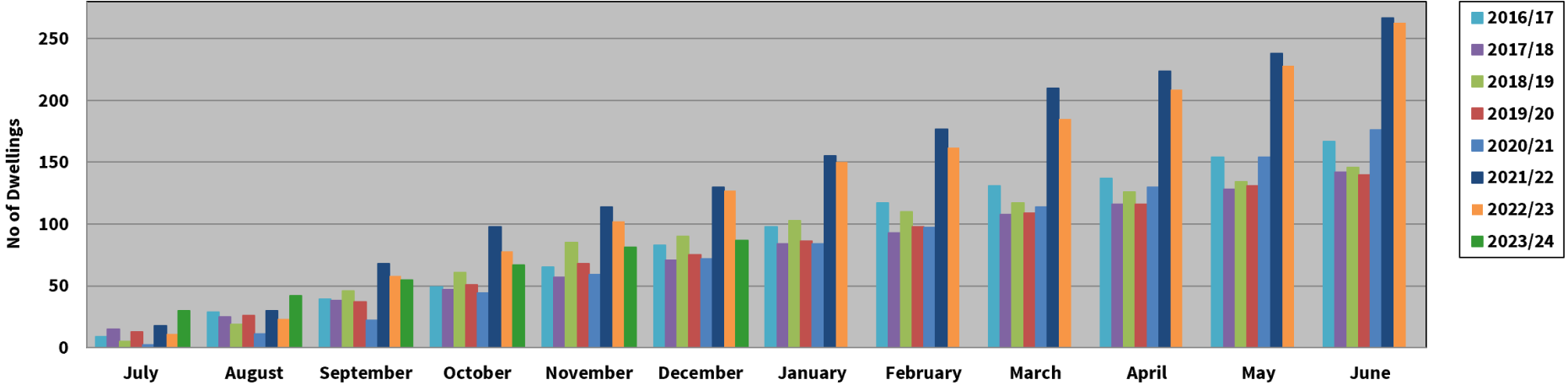
Building Consents Processed Within 20 Day Statutory Time Frame



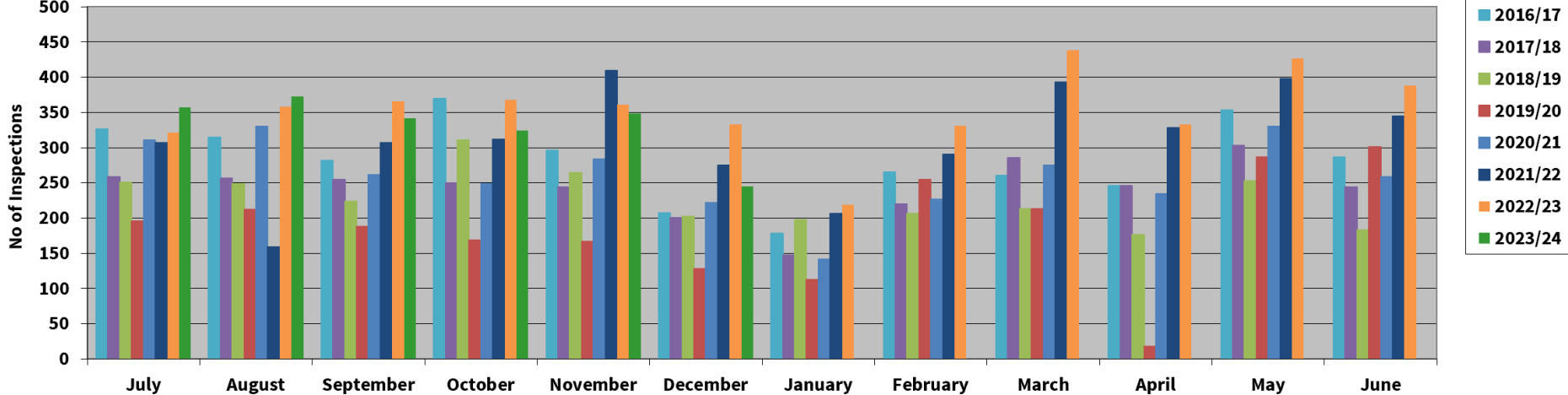
Number of Consents Issued By Month



Number of Dwelling Consents Accumulating



Number of Inspections Completed



3.1.2 The \$71.5 million worth of work received through consents is the lowest since Covid19 began (Feb 2020) but still \$9 million (13%) above pre Covid figures. If the proposed developments take place in the next half of this financial year as predicted, we should end up on par with previous years. Residential applications are on par with pre Covid numbers averaging 13 new houses per month.

The Ministry of Business Innovation and Employment (MBIE) have outlined what the new government has itemised in either the 100 day plan or coalition agreements that could affect our delivery of building services.

- Introduce legislation mandating approval of building materials and product systems meeting international standards equivalent to New Zealand's
- Appoint a small group of experienced practitioners and technical advisors to review materials and product systems
- Make the promotion of competition a building regulatory goal
- Widen the multiproof approval process for new product solutions and building methods to allow approvals by other accredited agencies such as CodeMark or BRANZ
- Investigate options to reduce potential council liability for building performance
- Make construction more efficient by requiring councils to accept video and photo evidence of work done
- Define 'minor variation' in the Building Act to avoid consents for negligible product or design changes
- Streamline CCCs by requiring them to be issued within 5 working days after a building passes final inspection
- Transfer the processing of buildings over 10m high to dedicated consenting teams
- Work with the industry to allow plumbers, gasfitters and drainlayers to self-certify
- Explore allowing homebuilders to opt out of requiring building consent provided they have long term insurance for the building work
- Review the building code with a goal to introduce streamlined risk-based consenting that considers the size and complexity of a development and the builders credentials
- Streamline the building consent process, for example by looking at standards to deliver a seamless experience across all councils
- Encourage more Accredited Building Organisations to prepare consents, undertake building inspections and prepare documents for CCCs to be issued by BCAs
- Amend the Building Act and Resource Management Act to make it easier to build granny flats or other small structures up to 60m² requiring only an engineers report
- Support BRANZ to work more collaboratively with the building and construction sector focusing on research and testing of materials, product systems and technologies to deliver better outcomes for consumers
- Encourage building standards to reduce environmental impact and green house gas emissions

3.2 Civil Defence Emergency Management

3.2.1 November 2023

November commenced with a two day Emergency Management Officer Forum in Tai Tapu where a number of topics were discussed across the region. This was a good opportunity to catch up with colleagues and to gain a better understanding of the planning going in from the CDEM Group regarding their LTP Planning. Updates were provided by all Territorial Authorities and two excellent presentations were made about the Public Education calendar for 2024 and how we will look to train our volunteers and EOC staff going forward.

The EMO and three of our Welfare EOC Staff travelled to Christchurch for the Canterbury Welfare Forum, where we conducted an excellent workshop, facilitated by EM staff from Canada on catastrophic flood planning to help inform decisions they are making in Canada around river flooding similar to what we have experienced in the last few years. The activity was well run and all participants gained from the experience of attending.

The EMO provided AF-8 presentations to two groups within the district and also a presentation on AF – 8 Planning to a class of year 10 Geography students from Ashburton College.

There was a follow up workshop with Councillors to provide feedback to the draft Canterbury Recovery Plan, and some excellent questions and feedback provided by our elected officials. This feedback will be collated into a document for presentation to Council for sign off on 6 December before being sent to the Canterbury CDEM Group Recovery Manager.

FENZ staff from the Ashburton Brigade conducted an evacuation exercise in the ADC Admin Building on the evening of 8 November. This collaboration between our local brigade and ADC allowed their firefighters and leadership team to exercise the systematic evacuation of a large multi-storied building. The opportunity was appreciated and the relationship building invaluable from an emergency management standpoint.

An AF -8 Planning meeting was conducted with FENZ Staff from Ashburton and Wellington (via Teams). This activity proved invaluable for both organisations to gain an understanding of how we can work together better in the Readiness and Response phases before and during an AF-8 event. There are plans to conduct a follow up to this meeting in the new year.

Two planning workshops were also conducted with the irrigation companies within Ashburton District, facilitated by MHV Water. Participants were provided with a briefing from the EMO on the AF – 8 and then proceeded to workshop what their initial actions would be following a rupture. The second workshop was around post quake communications and how to build resilience into these networks to maintain situational awareness and keep staff safe while conducting their duties. The workshops were an excellent example of industry coming together to plan and prepare for this large event.

The EMO has continued to assist the P & C Team with planning for the induction at Te Whare Whakare with a visit and walk around conducted with security contractors to allow for planning for duress and fire alarm drills. This has included discussions and confirmation of visits from Ashburton Police, FENZ and St Johns staff to the new building for planning purposes for them.

The final meeting for November was the Response Planning Group (RPG) meeting which was attended via Teams to discuss planning and readiness activities across Canterbury.

3.2.2 December 2023

December was a short month but a number of meetings and activities still occurred leading into the Christmas break. The month commenced with the final AEC Hui for the year conducted in person, which was a welcome break from working from home.

The second of the Canterbury Regional El Nino working group meetings was conducted which allowed Emergency Services, Health and CDEM staff a chance to meet and discuss further the impending effects of the El Nino pattern and to put plans in place to see us through the holiday period. The next meeting is scheduled for early 2024.

The second meeting of the Canterbury CDEM Training Action Group (CTAG) was conducted at the Justice Precinct in Christchurch. This group, made up of EM staff from across the region, has a focus on standardisation of training for EOC staff based on a training model used by the Wellington Regional Emergency Management Office. The meeting was the second of several which will see the Canterbury Group move to a more streamlined and consistent model of training our staff.

A volunteer training day was conducted at EA Network Centre for our CDEM Volunteers. This was partially successful in terms of attendance, but unfortunately there were some technical issues which hampered our ability to train. The volunteers quickly adapted to these issues and reverted to paper copies of needs assessment which was excellent from them and showed resilience on their behalf. The technical issues have subsequently been sorted by our Helpdesk Team. To complete the day we all met at Speights Ale House to share a drink and some food as a thank you to the team for their dedication throughout the year.

The EMO attended the budget workshop for the LTP 24-34 process and answered questions from Councillors on proposed Capital Expenditure in years one to three of the LTP.

The EMO provided an AF-8 and readiness presentation to the Longbeach Fire Brigade on the evening of 11 December, which was well received, with a number of pertinent questions asked by the brigade members.

The final two meetings for 2023 were a MS teams meeting with the Canterbury CDEM Group, where a final round up of our preparations for the holiday period were discussed and call out and after-hours arrangements were confirmed. The final meeting was a get together of the District Liaison Committee to share some food and a drink and to discuss arrangements for the committee members over the holidays and provide an update from EA Networks on funding they have included in their budget for the new year, to install generator plugs in identified community centres to allow for generators to be connected to these quickly. A workshop will be conducted in the new year to decide on the order of installation for these.

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
January	0	2	1	7	0
February	0	1	6	19	2
March	1	1	10	11	1
April	0	2	4	18	0
May	4	4	8	27	2
June	1	4	7	23	0
July	1	6	9	17	1
August	2	3	9	8	2
September	0	1	10	19	0
October	1	4	11	13	0
November	2	2	6	17	0
December	1	3	6	7	1

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
January	6559	521	92.6%	3	5	2	1	7	6
February	6743	274	96.0%	20	9	0	2	0	2
March	6847	132	98.0%	49	8	1	0	1	3
April	6857	127	98.0%	5	7	1	1	1	5
May	6892	112	98.4%	1	9	0	0	3	3
June	1204	5736	17.3%	3	5	0	2	8	3
July	5590	1392	80.1%	2	5	0	0	5	5
August	6325	625	91.1%	2	8	0	0	4	6
September	6414	549	92.1%	3	10	1	2	3	5
October	6505	461	93.4%	10	15	0	2	0	5
November	6596	376	94.6%	18	12	0	1	3	3
December	6643	356	94.9%	13	15	0	0	0	5

3.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
January	13	13	0	0	1
February	11	11	*74	0	5
March	9	9	0	0	1
April	5	5	0	0	0
May	10	10	0	0	18
June	8	8	0	0	0
July	10	10	0	0	8
August	8	8	0	0	3
September	8	8	0	0	2
October	16	16	0	0	2
November	14	14	0	0	0
December	13	13	0	0	0

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

3.6 Planning

Resource Consents	November 2022	November 2023
No. of resource consent applications decided ₁	16	18
No. of resource consents decided within statutory timeframe	16	17
Resource consent KPI Compliance (accumulating)	97.9%	98.8%
Notified/ Limited notified applications decided	1	1
Other:		
No. of 223 Certificates processed	7	2
No. of 224 Certificates processed	9	5
No. of building consents reviewed against District Plan ₂	17	9

Land information memoranda	November 2022	November 2023
LIMs Produced	74	86
LIMs Produced within 10 working days	74	86
LIMS (accumulating)	359	347

Resource Consents	December 2022	December 2023
No. of resource consent applications decided ₁	17	15
No. of resource consents decided within statutory timeframe	17	15
Resource consent KPI Compliance (accumulating)	98.2%	98.9%
Notified/ Limited notified applications decided	1	2
Other:		
No. of 223 Certificates processed	10	4
No. of 224 Certificates processed	1	2
No. of building consents reviewed against District Plan ₂	22	14

Land information memoranda	December 2022	December 2023
LIMs Produced	49	55
LIMs Produced within 10 working days	49	55
LIMS (accumulating)	397	402

3.6.1 Plan Change Five

Councillors will be aware of the notification of Plan Change 5 to the Ashburton District Plan which was undertaken last year.

A number of submissions were received on the proposed changes and staff have been working with submitters on the points raised. This process was successful and by late December 2023, all submitters who had initially signalled they wished to be heard had withdrawn that right. On this basis, the Independent Commissioner appointed to make a recommendation to the Council (Matt Bonis of Planz Consultants) was satisfied that a hearing would not be required.

The Commissioner is currently preparing his recommendations which will then be brought to Council for decision. It is intended that this will occur at the first meeting in March.

3.7 Economic Development

3.7.1 Events

Events Programme 2022/23

Council Events

- The “Light up the Night” event for lighting of the town Christmas tree took place on the evening of Saturday 25 November, on East Street. There were performances from local performers and food trucks, the Court Jesters from Christchurch appeared as Santa and his elves. The weather was perfect and circa 6,000 people attended the event.
- Christmas outdoor movie night took place in the domain on Saturday 9 December with an increase in numbers from 900 (2022) to 1,400 this year.
- Officers are starting to work on Glow in the Park in the Domain, a sponsorship package has been developed for local businesses. Businesses will be approached through February with a view to sponsors being in place by the end of March.

Community Events

- The Kids Triathlon will take place on 27 January 2024 run by the EA Networks Centre. Officers are working alongside Sport Mid Canterbury to bring this event to life, and are co-branding the event with Weet-Bix’s Try Challenge branding. The event will be both a duathlon and a triathlon based in and around the EA Networks centre and the Riverside Industrial Park.

Upcoming Events and Activities

- Waitangi Market Day
- Multicultural Bite
- Airport Fly In
- Business of the Year
- Ng King Chinese Garden Celebration

3.7.2 Mayors Taskforce for Jobs

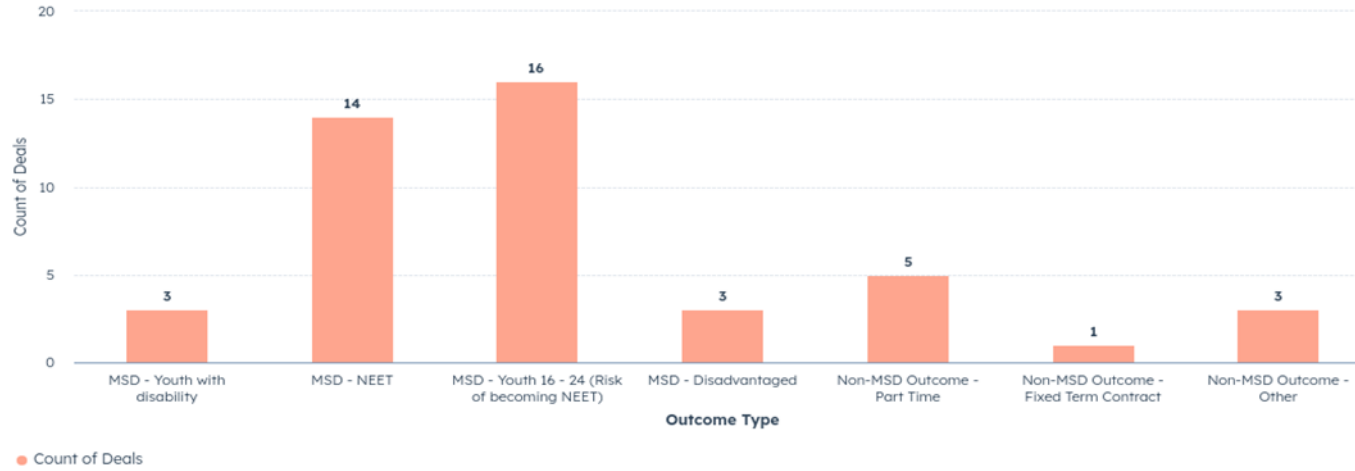
- There have been 42 placements for the 2023-24 financial year, with an electrical apprenticeship with EA Networks our latest addition.
- Officers are supporting 4 people with licences in the New Year, and Class 2 was achieved last thing in 2023.
- New business has surprised with the start of the year bringing 7 new clients who have contacted us directly looking for support into employment for themselves or their children.
- New officer has transitioned well and is meeting with clients independently.
- Officer has been meeting with Stakeholders to make collaborative plans for the new year.
- Officer continues to develop relationships at the 3 secondary schools within the district.
- Booking Driver Licensing tests has improved with the new person now fully trained and working at VTNZ in Ashburton

Outcomes by Type 23/24

Outcomes by Type 23/24

ALL TIME

FILTERS (2)

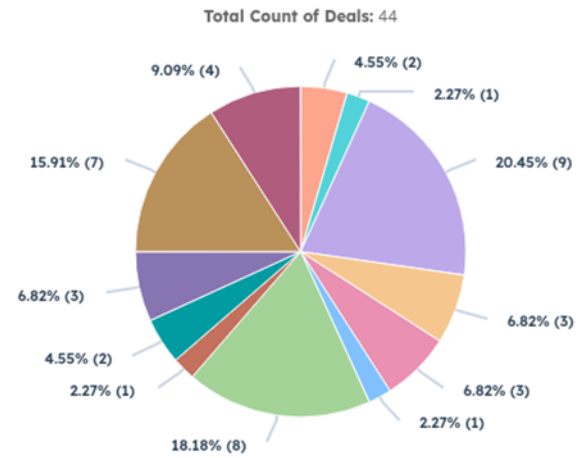


No. of all job placements by industry 23/24

No. of all job placements by industry 23/24

ALL TIME | FILTERS (3)

Administration Agriculture / Forestry Agriculture and Primary Industries, forestry, farming, fishing, food production Arts and Recreation Construction
▲ 1/2 ▼

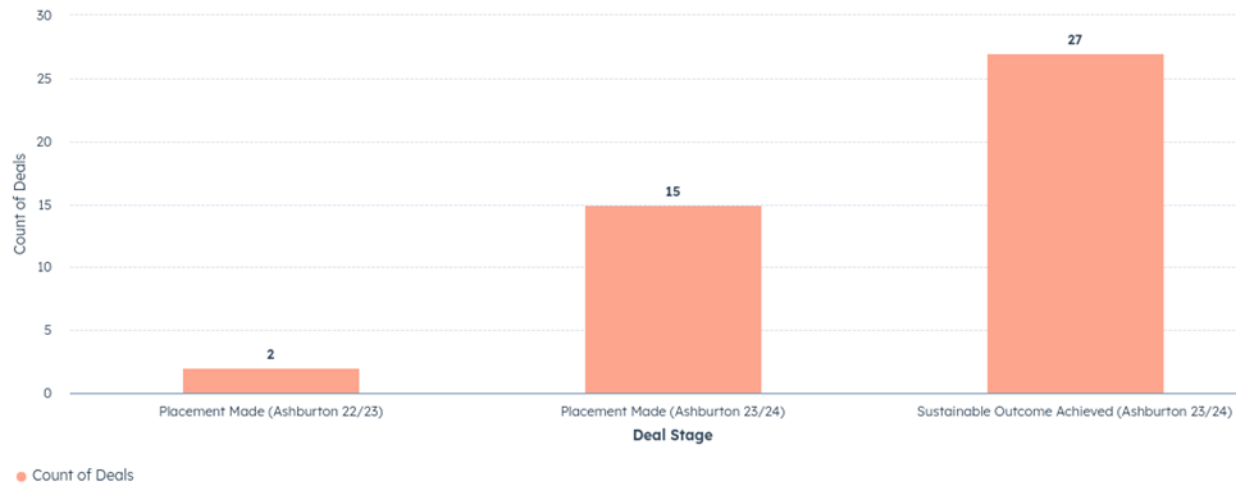


Total Placements Made And Sustainable Outcomes 23/24

Total Placements Made And Sustainable Outcomes 23/24

ALL TIME

FILTERS (2)



3.7.3 Visitor Promotion

Visitor Promotion

- Officers have been meeting with operators throughout the district to discuss visitor promotion and the current summer campaign.
- A comprehensive summer campaign is under way, spanning multiple digital channels and targeting three key audiences across the domestic market. The campaign began mid-November and will run until February/March depending on results. Multiple businesses across the district will be involved. Development of campaign content is ongoing.
- 3 familiarisation events (famils) are planned over the summer, 2 have been completed and the third is due to start soon.
- One of the famils with Roady NZ has led to a collaboration of digital content on social media that has been developed and shared across multiple platforms. The online engagement has been extremely positive.

Instagram Stories - 14 Instagram Stories were posted with an average of 5,100 views on each.

Instagram Posts - 5 separate Instagram reels were posted.

The total for Instagram was 274,415 people reached with 5,905 likes, 2,222 shares & 3,654 saves.

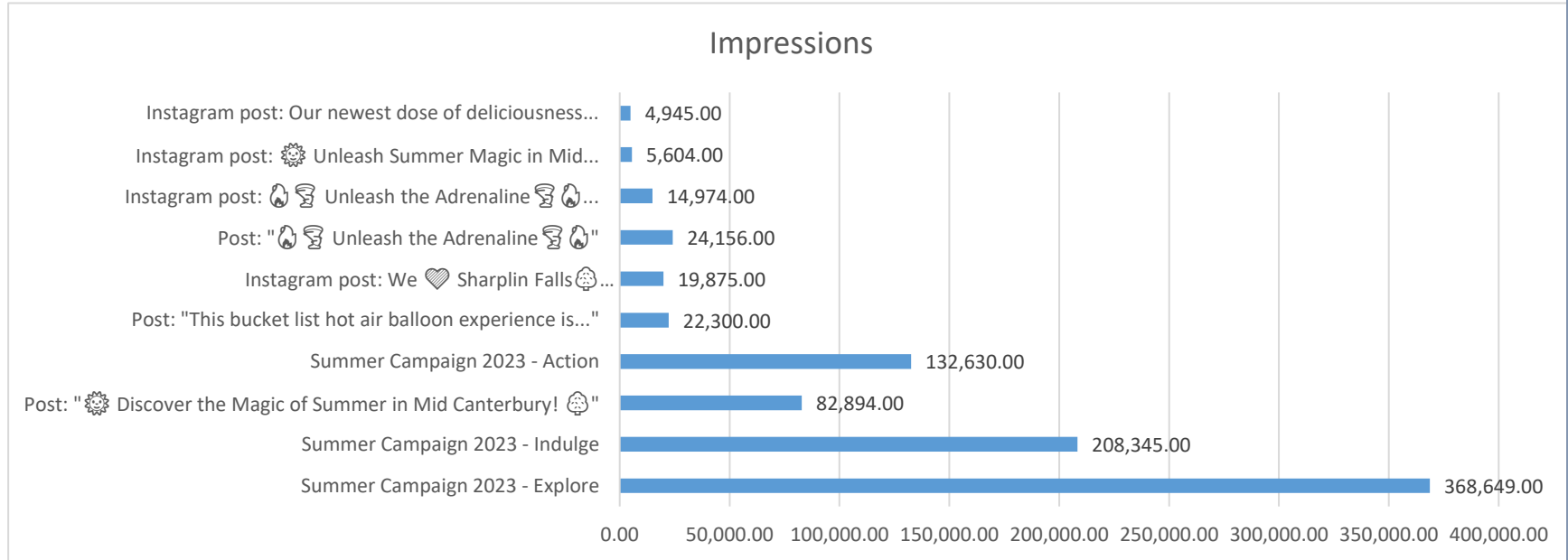
Tiktok Posts - 4 posts were published.

The total for Tiktok was 40,527 people reached with 1,566 likes, 84 shares & 641 saves.

The total for the Roady campaign was 314,942 people reached with 7,471 likes, 2,306 shares & 4,295 saves.

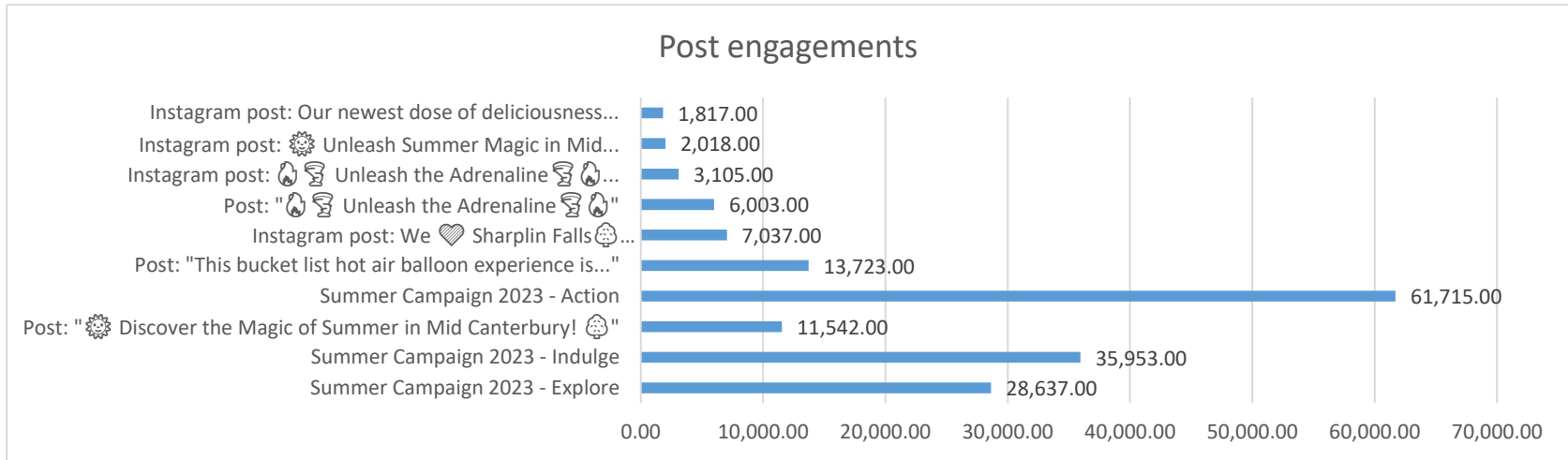
Social Media Metrics - Facebook & Instagram

Impressions = Number of times our post/advert was on screen in front of our target audience



These results are incredibly positive and show a huge increase in engagement with the Experience Mid Canterbury brand.

Post Engagement - number of interactions (likes/shares/saves/follows etc) on our social profiles attributed to our adverts

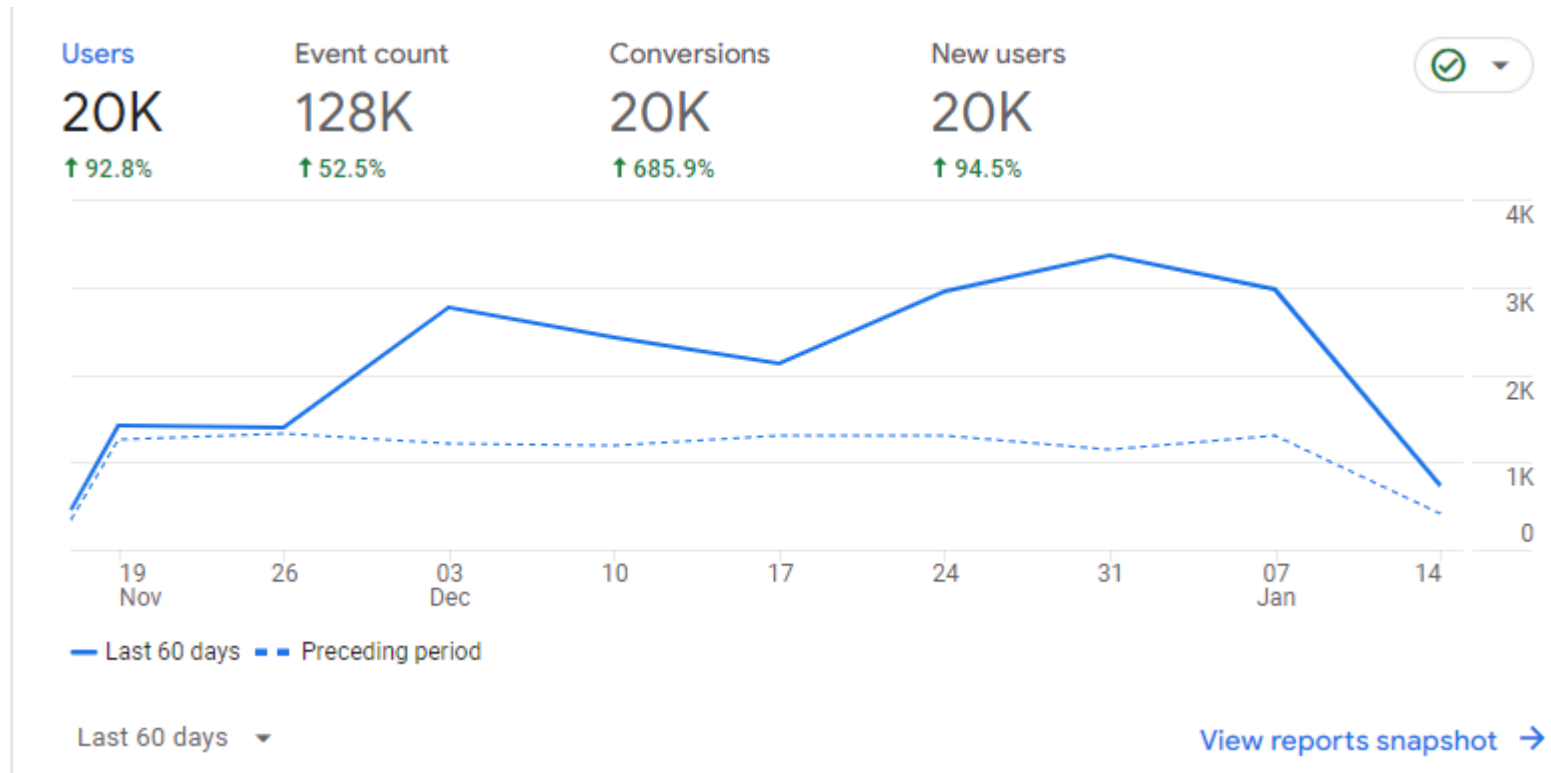


The following is a comparison of the Experience Mid Canterbury Instagram page vs similar competitor pages over the past month.

Account	Followers (lifetime) ↓	Instagram followe... ↑↓	Published content
christchurchnz Otautahi Christchurch	61K	↑ 210	37
experiencemidcanterburynz Experience Mid Canterbury	2.4K	↑ 906	17
selwyn.nz Selwyn NZ	2.3K	↑ 83	2
welovetimaru Official Timaru Tourism (Venture Timaru)	2.2K	↑ 81	23

Website

The Summer Campaign is driving users to custom-built landing pages on our website with very positive results.



- The Mid Canterbury Tourism Advisory Group met in December and re-established the focus and purpose of the group. Group discussion determined that current Chair remains and new members are to be encouraged to join the Group.

The expectations from ADC were defined: That the Group provide advice, recommendations, and information to the Council through the council representatives.

New District Promotions – Marketing Advisor presented the Visitor Promotion Marketing Plan and Summer Campaign.

ADC are focused on getting people to the district and targeting the domestic market as outlined in the Visitor Promotion Plan. Additionally, operators will be offered further marketing training and support as well as content toolkits (to be developed) that will contain campaign related images and footage for operator use in promoting their business and the district. The Council will not promote one business over another, but work actively to increase visitor numbers to the region. Once the visitors are in the district, businesses need to put their best foot forward and deliver outstanding experiences.

Brochures/Fliers and new civic building – many brochures have been collected from operators and are now on display in the new civic building

Rakaia Visitor centre – a brief discussion was held on the merits of maintaining the Rakaia visitor centre as a satellite location for visitor information. This was previously maintained by Experience Mid Canterbury, but has not been restocked with promotional material for some time. The area is old and requires updating or removal.

ChristchurchNZ – A decision was made to invite Kath Low, Head of Tourism, to the next meeting. Members to consider what we want

- Some hero imagery and video work has been commissioned and received. This new footage will help to rebuild the image and video library for marketing moving forward. This is a good start to rebuilding the current library, however more images and new video footage is urgently required.
- 2 Brightsign interactive touch screens have been installed and set up in the new civic building and are designed to display visitor information. The layout and content is currently being designed and tested. The signs and operator brochures provide an area for visitors to source information on activities within the district.
- The Mid Canterbury Visitor Guide Brochure is being reprinted. Updated content is in production and hopefully this new booklet will be printed late February.
- Experience Mid Canterbury is part of a greater Canterbury promotion via a printed fold out brochure that contains a map of the whole province and information about each district. 80,000 copies will be printed and distributed across NZ to places such as i-Sites, Visitor Centers, DOC offices and huts, hotels, motels, rental car offices etc.

- As part of the Summer Campaign, new street flags have been designed and mounted on East and West Streets. Travellers that have already seen the Summer Campaign videos will experience reinforced branding from the flags.

A redesign of the Events section on the Experience Mid Canterbury website is due to be completed by the end of February. The new design will allow specific events to be featured and for users to be able to search upcoming events.

Notes for Interpreting the Social Media Data Above

The Significance of Shares and Saves:

Intent and Interest: When people share or save a campaign, it indicates a higher level of engagement beyond a simple view or like. These actions suggest that the content resonated with them, and they are interested in revisiting or sharing it with their network.

User-Generated Content: Shares and saves often lead to user-generated content, where people actively contribute to the campaign by sharing their own experiences, thoughts, or creations related to the promoted activity. This user-generated content serves as authentic testimonials and endorsements.

Word-of-Mouth Marketing: Sharing is a form of word-of-mouth marketing, and this is such a powerful endorsement method. When people share a campaign, they are essentially recommending it to their friends, family, and followers, creating a ripple effect of potential participants in the campaign.

Planning and Consideration: The act of saving a campaign suggests that people are not only interested but are considering or planning to engage in the promoted activity or experience. It serves as a tangible expression of their intent to participate.

3.7.4 Business Attraction

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

4. Business Support Group

4.1 Information Systems

4.1.1 Projects

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

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Application and Process Development						
Application enhancement and development	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p>Recently deployed developments included:</p> <ul style="list-style-type: none"> • Development of integration between 3rd party afterhours service request solution and Council's service request system, reducing input effort. • Te Whare Whakatere public room booking online solution. • Version upgrade of Property, Finance and HR solution <p>Current developments include:</p> <ul style="list-style-type: none"> • Investigation of new platform service for Museums object management application, Past Perfect • Review and update of Open Spaces H&S plant inspection surveys. Multi-phased project

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> • GIS Water Supply Borehead inspection survey and reporting • Revenue & Finance – map development to support future consultation and development activities • GIS field survey development for new water connections • A programme of conversion works has commenced to convert functions within Property, Finance and HR applications. Due to the scale of these works and resourcing available, it is estimated that these works will take 2 -3 years to completed.
Aerial Imagery Capture 23/24 – Urban and Rural Areas	July 2023	June 2024	Yes	Yes	Yes	These works are in collaboration with ECan, Selwyn DC, Timaru DC and LINZ and form part of a planned cyclic renewal of this asset.
IT Infrastructure, Server and Desktop						
Cyber Security	BAU Activity		N/A	N/A	N/A	Continuing assessment and solution application to reduce Council cyber security risk profile.
Library and Civic Centre - Te Whare Whakaterere	May 2021	January 2024	Yes	Yes	N/A	<p>The delivery of ICT to support business activities for library and administration functions has been completed.</p> <p>With a range of new technology and increase scale of Council’s operation at this site it is expected that</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						over the next 6-12 months demand for ICT support will maintain high as all learn to operate in their new environment.
Desktop Hardware Renewals	February 2023	February 2023	Yes	Yes	Yes	Cyclic renewal of desktop hardware for Emergency Management, Communications, Library and Art Gallery & Museum teams. With the completion of Te Whare Whakare only the deployment of Emergency Management devices remains. This work is anticipated to be completed by end of February.
Server and Storage Hardware Renewal	May 2023	May 2024	Yes	Yes	Yes	Forms part of our cyclic renewal programme of required server and storage hardware. Design confirmed with works to commence 1 st quarter 2024.
Information Management						
Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.	BAU Activity		N/A	N/A	N/A	Continuing and ongoing activity with business teams to assess digital and physical 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.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Digitalisation of Physical Format Records	January 2024	tbc	Yes	Yes	No	Review of received requests for digitalisation of record sets. Deliverable will be recommendation of a programme of works based on value, priority, cost, and effort.
Information Management Audit	January 2024	tbc	Yes	Yes		Works to assess Council current Information Management operational framework and activity against Archives NZ audit standards. This work will allow us to measure ourselves against best practice and benchmark ourselves against other New Zealand Council, providing us with direction on future areas of improvement and management.
Information Asset Register	January 2024	Tbc	Yes	Yes		Development of a project brief to deliver a council wide Information Asset Register that details held record sets and types. Having a register is considered best practice, supporting good management of records held and their management. On completion this work would lead to subsequent works relating to information asset management.
Data Management - Monitoring and Reporting	BAU Activity		N/A	N/A	N/A	Ongoing activity for service monitoring on information creation and disposal for physical and digital form, supporting current and future service activity.

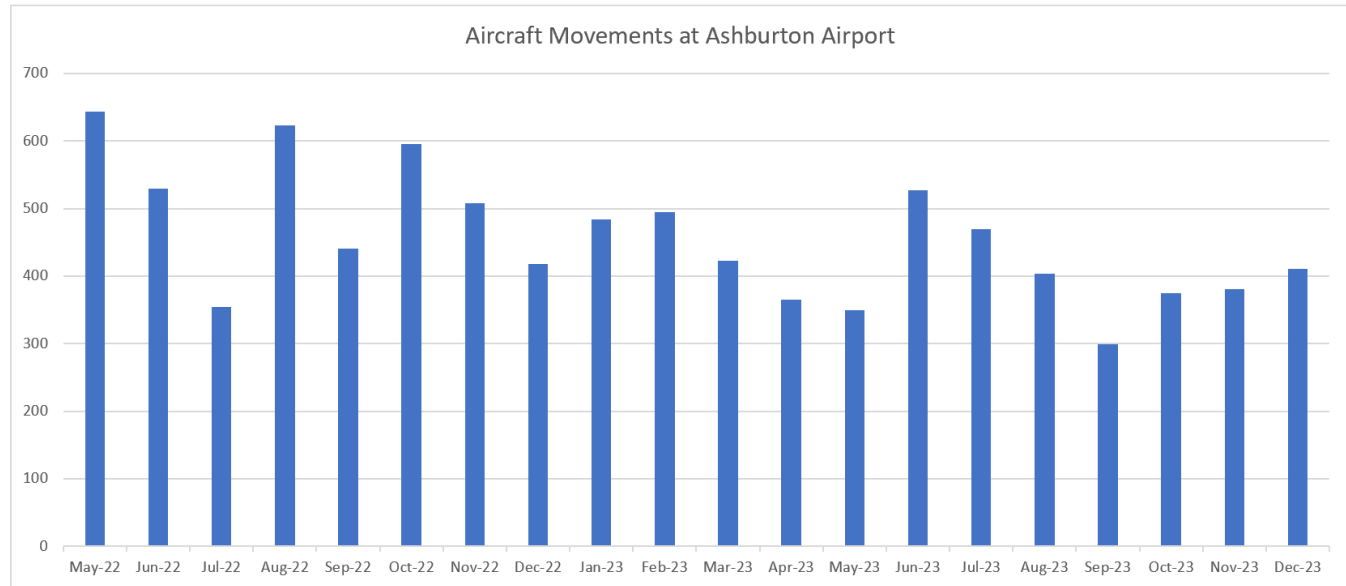
4.2 Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> • Two sections in stage two are on hold while a potential purchaser completes due diligence. • Officers are working through the details for the sale of 1.7-hectares, which is also within the undeveloped 21-hectare lot off Ashford Avenue. • In total, approximately 43-hectares of the Business Estate remains unsold, with 39-hectares sold.
Elderly persons housing	<ul style="list-style-type: none"> • Out of Council's 102 available units, 88 are occupied. • Of the 14 units that are vacant, 7 are part of the Friendship Lane development, which is due to be demolished and redeveloped, 4 units are being redecorated. Three units are ready to be tenanted (tenants expected to take possession in February). • There are currently 20 applications on the waiting list, with 10 people wanting single units and 10 requesting double units (2 couples and 8 individuals). • 11 people on the waiting list are current residents in the Ashburton District, with 9 being from out of town. • The occupancy rate is currently at 97% of available units. • Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on their position in the waitlist, their location and the urgency of the applicant's situation. • At the time of writing, the tender evaluation process for Friendship Lane was being undertaken. A formal report will come to Council in due course.
Alfresco Dining	<ul style="list-style-type: none"> • Council officers have been finalising Licence to Occupy agreements for the occupation of footpaths for alfresco dining for the 2023/24 financial year in accordance with the Use of Footpath for Alfresco Dining Policy. • A Variation is being sent to the users regarding the change to the Local Alcohol Policy for the use of the footpaths that now continue until 1am (previously 12am), effective in March 2024.
Methven Medical Centre upgrades	<ul style="list-style-type: none"> • Methven Medical Centre have completed the internal alterations to the current building. Officers are working on options for a relocatable building.

Current	Brief Project Description / progress
Oval Pavilion – Ashburton Domain	<ul style="list-style-type: none"> Some members of the Trust met with Council officers in mid-August 2023. Both the Trust and Council have various matters to progress before a full report can be prepared for Council.
Walnut Avenue Pavilion – Ashburton Domain	<ul style="list-style-type: none"> The Sale and Purchase Agreement is fully signed. Council staff are working with the Trust to ascertain bookings, current usage and to arrange the building transfer date in Council ownership.
West Street - car park	<ul style="list-style-type: none"> Council has agreed to enter into a lease with KiwiRail for the car park. The resource consent application was lodged on 11 September. Planning issued a request for further information on 25 October, which officers are currently working through following discussions with KiwiRail on the land available within the leased area that Council is able to use. These discussions have resulted in a redesign of the stormwater management area being required. It will be re-submitted as soon as we are able.
Former Ashburton Public Library	<ul style="list-style-type: none"> Marketing for the sale of the former Ashburton Library is planned to start early February.
Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"> Council officers are currently working through proposed 2024/2025 fees & charges after receiving quite strong feedback from the user group meeting. Council Officers have met with multiple users regarding the fees & charges for the Airport. There still needs to be a greater discussion with the wider Airport User group as the amount of feedback received to date has been much less than anticipated. A Valuation for the Airport was completed and received by Council late last year. Council Officers are currently working through rent increases and tidying up any variation to Leases.

Current

Brief Project Description / progress



- *The following table provides an update of aircraft movements by month*

4.3 Forestry

4.3.1 Forest Harvesting & Sales

The log sale of the forest adjacent to the Rakaia Gorge off Wightmans Road was completed with the cartage of the firewood logs in December. Prior to replanting this area some further site preparation associated with the skid site is required. The skid site is the area where tree stems are processed, logs stack and trucks loaded.

Planning works now needs to start with regard to the next plantation that is scheduled for harvest, a potentially high value Douglas fir forest at Pudding Hill immediately behind the Mt Hutt Retreat. The forest is located on a relatively steep hill with difficult access and potential environmental issues as the forest borders conservation land and Pudding Hill stream.

4.3.2 Activity Briefing Questions

How does Council manage between gorse and broom when spraying with a helicopter?

Helicopter spraying is carried out to control weeds prior to planting and in the first couple of years following planting. Included with the weeds being controlled are gorse and broom. Both gorse and broom are legumes which means the same chemicals can be used to control them. As with many weed species they are easier kill in a juvenile state. Gorse as it matures becomes more difficult to kill and the timing of spraying becomes important and the use of surfactants. Broom is the most widespread forest weed species in our district. Broom can smother a tree crop and it competes vigorously for ground water, lack of water is the most significant factor that limits tree growth in Canterbury.

Spraying of plantations is needed opposite recycling centre on the Hinds Arundel Road.

Spraying of this location will be prioritised when we engage a contractor to complete our perimeter spraying.

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
LTP 2024-34	Current	June 2024	Yes	Yes	No	Finance is working in preparing the suite of financial information required for the Consultation document and the final LTP. Being an LTP this is a significant piece of work, with a lot of checking to ensure the rates are relatively consistent across the years, minimising material unders and overs and checking we have funded capital as expected to mitigate the cost of capital where possible. Ongoing.
Rates Audit	Current	November 2024	Yes	Yes	No	District property revaluations happen in 2024/25, as a result the rating team are ensuring they have captured all known subdivisions, reviewing properties for correct rating categories and generally ensuring there is as much information to assist QV in revaluing our districts properties. The new valuations will be effective 01 July 2025.
Procurement Cards	Current	June 2024	Yes	Yes	No	Finance is investigating the use of debit cards through Westpac to enable staff out in the field to be able to purchase small items <\$50. While this will not be the fully automated long-term process, it will enable staff to gain some procurement efficiencies.
Sale of vehicles	Current	Ongoing	Yes	Yes	No	Four new vehicles have arrived since the last report and are now operating within the fleet. Two more are now on order and the final three will be purchased before the end of the year.

5. Democracy & Engagement

5.1 Communications

5.1.1 Overview

- Main workstreams completed in the last reporting period were Ng King Gardens interpretive signage, Christmas Event marketing, Biodiversity Strategy consultation and Representation Review pre-engagement.
- Consultations and campaigns in the planning phase are: Long-Term Plan consultation, Library new website, 1000 Books Before School campaign.
- Other ongoing work includes participation in regional workstreams, requests to answer media enquiries, design and production of print and signage materials, website management, oversight of 13 social media channels, troubleshooting and supporting staff with digital communications, livestreaming and video production, intranet and newsletter communications for staff, recruitment, and facility advertising (except Art Gallery and Museum).

5.1.2 Planned projects

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

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
Representation Review – pre-engagement campaign ‘Get Vocal about Local’	Nov	Dec	Yes	[COMPLETED] <ul style="list-style-type: none"> • This was a shorter, three-week campaign to gain early community feedback in helping to shape the representation review thinking.
Christmas Events campaign <ul style="list-style-type: none"> • Light up the night • Family movie night 	Oct	Dec	Yes	[COMPLETED] <ul style="list-style-type: none"> • We saw improvements in attendance numbers to both events this year

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> • Sentiment overall was much more positive than last year – no negative comments seen. We did see increased chatter and interest in Christmas in the Park returning. • Closer examination on the cost of the event by media. • Good relationship with our media partners for this event Courier and NZME, particularly DJ Luke Howden’s involvement which helped offset costs. Our relationship was made stronger which helps set up for future partnerships. • Official photos from Family movie night • Official photos from Light up the night
Library – On The Move campaign	Oct	Dec	Yes	<p>[IN PROGRESS]</p> <ul style="list-style-type: none"> • Inform the community about the temporary closure and reopening date. • Encourage library members to get out books before the closure. • Proactively address concerns that may be raised about the closure/move and promptly answer questions as they arise. • Share alternative options for library services such as computer use, printers & meeting spaces. • Build excitement for the new location, services and spaces that the library will provide.
Biodiversity consultation	Sep	Nov	Yes	<p>[COMPLETED]</p> <ul style="list-style-type: none"> • Received good feedback from stakeholders but not as much public interest as expected.

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> Limited media coverage on the consultation and hearings and deliberations. This could have been affected by the temporary ceasing of livestreaming services. The topics of discussion didn't attract any controversy. We had over 300 conversations with members of the public, took part in A&P show winning best small site, and attended a Sunday market. The free trees given away at these events were well received.
Rakaia Gorge Matariki Viewing Platform signage	Aug	Feb	Yes	<p>[IN PROGRESS]</p> <ul style="list-style-type: none"> Artwork with Te Rūnanga o Arowhenua for review, installation to be in place before site blessing planned in February.
Ng King Gardens interpretive signage	Sep 2022	Nov	Delayed	<p>[COMPLETED]</p> <ul style="list-style-type: none"> Signage now installed
Work supporting the move to Te Whare Whakaterere	Oct	Dec	Yes	<ul style="list-style-type: none"> Internal comms – ongoing updates to landing page, fortnightly e-newsletter for staff Updating of address to letterheads, e-signatures, Google and website Planning for livestreaming in new Chambers

5.2 Strategy & Policy

5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Long Term Plan 2024-34	1 January 2023	30 June 2024	Yes	<ul style="list-style-type: none"> • Work underway or ongoing on: <ul style="list-style-type: none"> - Finalising the Draft LTP for consultation has included a number of public workshops with Council covering the draft budget and other LTP matters (e.g. Financial Strategy) - Preparation of the LTP Consultation Document and supporting information for audit review. This is planned for Council adoption on 20 March. - Planning and preparations underway on the LTP engagement (planned for March/April 2024). Consultation is planned for 27 March to 28 April, Hearings and Deliberations in May and final adoption on June 26. - The new government have also advised the repeal of the Affordable Waters reform legislation, likely to occur in February 2024. Based on that Council have maintained inclusion of three waters (Drinking Water, Sewer, Stormwater) activities in the plan for the full ten years. - Ongoing project review and planning.
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> • Local Alcohol Policy – Following review and the consultation/hearing process, the policy was formally considered and approved at the 6 December Council meeting. Implementation is now progressing under the Sale and Supply of Alcohol Act procedure, which requires public notice of the new policy and advising licence holders. The policy formally comes into force three months after the date of the public notice, which will be 14 March 2024.

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
				<p>LTP policies –</p> <ul style="list-style-type: none"> • A draft Rates Remissions and Rates Postponement Policy has been approved for consultation by Council. • The Draft Revenue and Financing Policy, Community engagement Policy and Development and Financial Contributions Policy are being finalised for Council approval. • The Treasury Management Policy has been reviewed and adopted by Council. • Solid Waste Bylaw – A next steps report for the Solid Waste Bylaw was presented to Council in December. This will delay consultation until following the LTP considerations relating to kerbside greenwaste collection.
Strategies and plans	Ongoing		Some delays	<ul style="list-style-type: none"> • Economic Development Strategy – The strategy was considered and adopted Council in December. • Biodiversity Strategy – A hearing was held on the strategy in December 2023 with 15 submitters heard in person. The final strategy will come to Council for adoption in early 2024. • Reserve Management Plans – works is progressing on the RMP development, with draft information to considered in early 2024. Formal consultation has been delayed until May-July 2024 to avoid a clash with the LTP consultation. • Climate Change Resilience Plan – Action Plan – work continuing.
Annual Residents Survey 23/24	Aug 23	July 2024	Yes	Second wave of surveying for 2023/24 complete. Interim results reported through the mid-year performance reporting.
Representation Review	Oct 23	Nov 24	Yes	Early engagement closed in December with 54 responses received. These will be reported to Council in early 2024, with a decision on an initial (draft) proposal required by the end of May. Consultation is planned for June/July with the final proposal confirmed by 4 September

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	<ul style="list-style-type: none"> Officers continue to meet regularly with AEC. Current topics of discussion include the Long term plan, representation review and reserve management plan development.
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> Long Term Plan consultation to commence end of March.

5.2.2 External Submissions

The new coalition government has signalled numerous changes to legislation that impacts local government. Repeal of the Natural and Built Environment Act and Spatial Planning Act (Resource Management Act replacements) was completed prior to Christmas. Repeal of the Affordable Water Reform legislation is expected in February 2024. We await the rollout of government policy/direction in several areas.

The following are submissions **have been made**:

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

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

Organisation	Submission Summary	Type	Due Date	Status
Canterbury Regional Transport Committee	Draft Canterbury Regional Land Transport Plan The draft plan sets out visions and priorities for Canterbury's transport system for the next 10 years and how they can be achieved. It includes transport projects provided by the region's councils, Waka Kotahi NZ Transport Agency the Department of Conservation. A total of \$10.8 billion investment is proposed in the region's land transport system over the next decade, almost double the funding outlined in the previous plan.	Council	26 February	Open

The following **are likely 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.

Organisation	Name of initiative	Stage
TBC	Local Government (Facilitation of Remote Participation) Amendment Bill This is a Private Member’s bill that seeks to amend the Local Government Act 2002 to permanently allow local authority members to participate in local authority meetings remotely and be counted towards quorum for those meetings.	TBC
TBC	Repeal of the Water Services Entities Act legislation (actual title currently unknown) Legislation gives effect to the first phase of Government repeal of affordable waters reform. This legislation places asset ownership back with councils, as well as the legal obligations.	Feb/March
Ministry of Transport	Government Policy Statement (GPS) Land Transport Funding 2024 – Mark II New GPS to make funding switch to support the RONS and certain public transport priorities.	Feb/March
Ministry of Justice	Local Electoral (Restoration of Polls) Legislation to restore community right to demand a poll on the establishment of Māori wards/constituencies.	TBC
MFE/Environment Committee	Fast track consenting Legislation to meet the Government’s 100-day commitment to develop a permanent fast-track consenting regime. NB the carried over Natural and Built Environment Act regime will apply until this legislation is passed.	Feb/March?
MFE/Board of Inquiry	New National Policy Statement for Freshwater Management Cabinet has agreed to replace the National Policy Statement for Freshwater Management 2020 (NPS-FM) ‘to better reflect the interests of all water users.’	TBC

5.3 *Memorial Halls and Reserve Boards*

5.3.1 Activities – items of importance

Memorial Hall and Reserve Board Meetings

Rakaia Reserve Board

- The Reserve Board asked for an onsite meeting with someone from the Assets team to discuss connecting the Rakaia Domain to the town supply – an onsite meeting took place on Thursday 25 January 2024.
- The Board have had a request from a Rakaia local to rent the Michael Street lease block – the Board have agreed and are happy to finally have the lease block being occupied and maintained.
- The Reserve Board are looking at installing some seating and picnic tables around the playground area

Mt Somers Reserve Board

- Campground caravan outlets have been upgraded and the switch board relocated
- Issues with the septic tank for the campground toilet block has revealed it is nearing its end of life
- The Board are concerned about the Willow tree beside the playground - Open Spaces has engaged a contractor to inspect trees on Council Reserves and the Willow will be assessed through this process

Hinds Reserve Board

- The Board discussed redeveloping the muddy area beside the trees into a garden, this will also stop the public driving over this area
- The concrete block War Memorial fence in front of the pool needs preserving, the Board are looking into funding to help with the refurbishment
- The result of a public tender process indicated no-one was interested in relocating the un-used Lynnford and Maronan Halls

Tinwald Reserve Board

- 2023 has been the Ashburton Holiday Park's busiest year so far, to date 2019 had been the campground's busiest year
- Removing the old shelter belt/hedge and re-plant the area with native trees. The Board will apply for a Biodiversity Grant to help with the re-planting of native trees
- 24 February the Christchurch Disc Golf Club is going to hold a tournament at the Tinwald Domain course

Mayfield Reserve Board

- The Mayfield Reserve Board agreed to Paul and Karen Dalgety as representatives of the Mayfield Community Pool, becoming appointees to the Mayfield Reserve Board, but without voting rights
- Mower shed size has been increased slightly and if all goes to plan the entire building project will come in under budget
- A Working-bee with the Mayfield Lions will be happening in preparation for the Mayfield Show in March

Methven Reserve Board

- A preseason game between the Crusaders and the Highlanders, is being held at the Methven Domain on the 16th February
- The Reserve Board are very happy with the new playground equipment installed, just in time for the Christmas and school holidays
- The resealing of the carpark beside the Rugby and Cricket clubrooms has been programmed in for in this year's sealing season

5.4 Welcoming Communities

- A new Welcoming Communities Advisor has been appointed, Mercedes Walkham.
- The focus since mid-January has been on reviewing and understanding the Welcoming Communities programme and actions undertaken over the past 18 months.
- Digitising the Newcomers Guide and finalising a reprint are initial priorities, before updating the Welcoming Communities Plan.