

Council Activity Briefings



Date: Wednesday 22 June 2022
Time: 10:30am
Venue: Council Chamber
137 Havelock Street, Ashburton

Attendees

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

Executive Team

<i>Chief Executive</i>	Hamish Riach
<i>GM Business Support (Acting)</i>	Toni Durham
<i>GM Community Services</i>	Steve Fabish
<i>GM Infrastructure Services</i>	Neil McCann
<i>GM Strategy & Compliance</i>	Jane Donaldson
<i>Manager People & Capability</i>	Sarah Mosley

Covid-19 Protection

Council meetings will go ahead as normal under the Orange traffic light setting. A vaccine pass is not required but people attending must wear a mask. There is also the opportunity view copies of agendas and minutes, and watch live-streams of meetings (if available) on our You Tube channel, Facebook page and website: <https://www.ashburtondc.govt.nz/council/public-meetings-research-centre>

Activity Reports

Time	1.	Community Services		Page
10:30am	1.1	EA Networks Centre	Richard Wood	4
10:35am	1.2	Ashburton Library	Jill Watson	11
10:40am	1.3	Ashburton Museum & Art Gallery	Shirin Khosraviani	21
10:45am	1.4	Open Spaces	Ian Soper	28
10:50am	1.5	Economic Development	Simon Worthington	39
10:55am	1.6	Memorial Halls and Reserve Boards	Clare Harden	45
11:00am	1.7	Customer Services	Amanda Watson	46
Time	2.	Strategy & Compliance		
11:05am	2.1	Building Services	Michael Wong	49
11:10am	2.2	Civil Defence Emergency Management	Jim Henderson	55
11:15am	2.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	57
11:20am	2.4	Animal Control	Rick Catchpowle	58
11:25am	2.5	Environmental Health	Rick Catchpowle	59
11:30am	2.6	Planning	Ian Hyde	60
11:35am	2.7	Strategy & Policy	Toni Durham	62

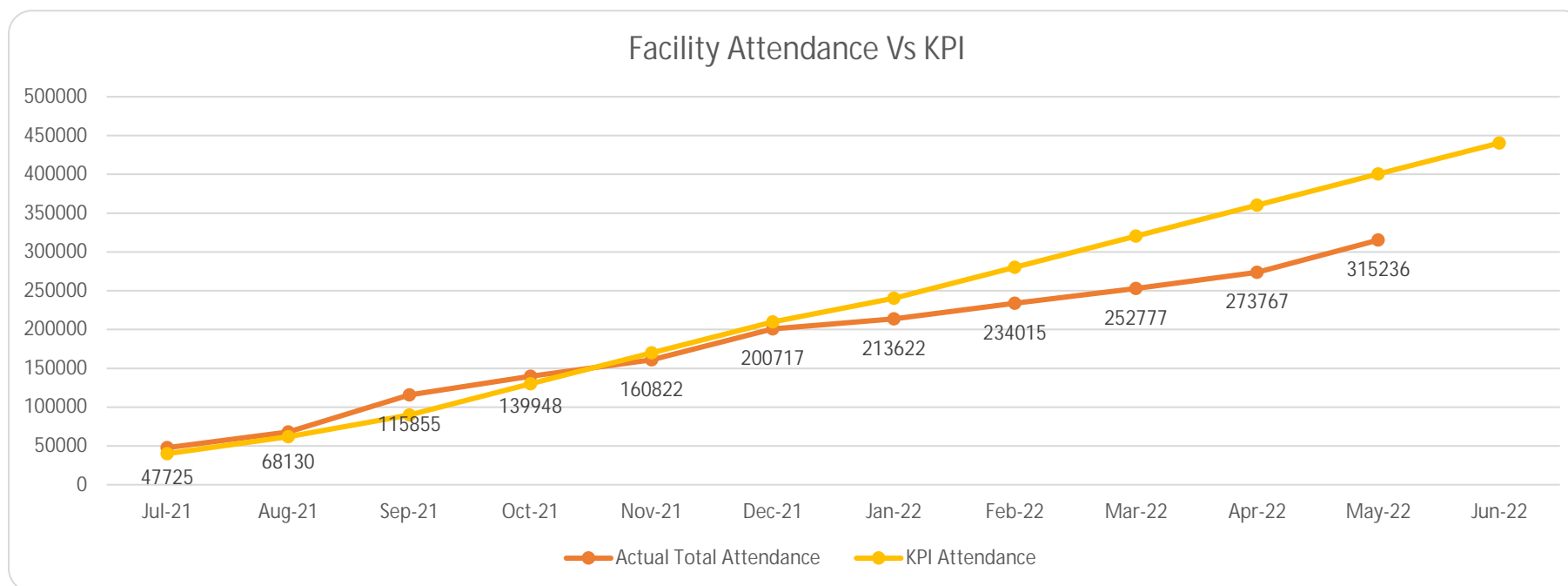
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Time	3.	Infrastructure Services		Page
	3.1	Solid Waste Management	Hernando Marilla	66
11:40am	3.2	3Waters Projects	Hernando Marilla	68
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11:55am	3.5	Drinking Water	Andy Guthrie	74
12:00pm	3.6	Wastewater	Andy Guthrie	75
12:05pm	3.7	Stormwater	Andy Guthrie	75
12:10pm	3.8	District Water Management	Andy Guthrie	76
12:20pm	3.9	Roads and Footpaths	Mark Chamberlain	78
12:25pm	3.10	Contracts Awarded / Upcoming Tenders	Neil McCann	84
12:30pm	3.11	Stockwater Closures	Crissie Drummond	84
Time	4.	Business Support		
12:35pm	4.1	Information Systems	Hanna Ashby-Coysh Amber Tyson	86
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12:55pm	4.5	Finance	Erin Register	101

1. Community Services Group

1.1 EA Networks Centre

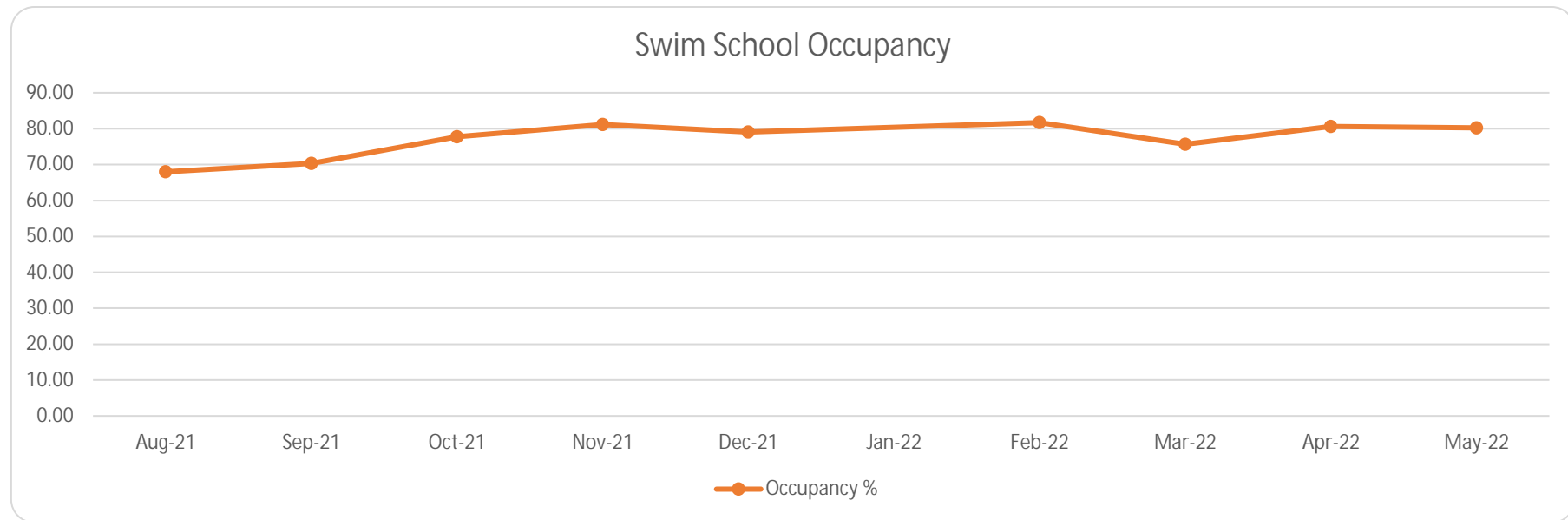
1.1.1 Facility



Comments: The 2021/31 LTP outlines the level of service and performance measures for EANC to be: “We provide quality gym, pool and stadium facilities, EA Networks Centre is well utilised with a goal of 480,000 attendees in the 2021/22 year. As at 31st May 2022 EANC had 315,236 visitors tracking below the target. Facility attendance has been and continues to be heavily impacted by the COVID-19 lockdown however it is positive to see a sharp increase in foot traffic with the beginning of the winter sports season. It should be noted that no adjustment to the KPI has been factored in due to the change in facility operating hours.

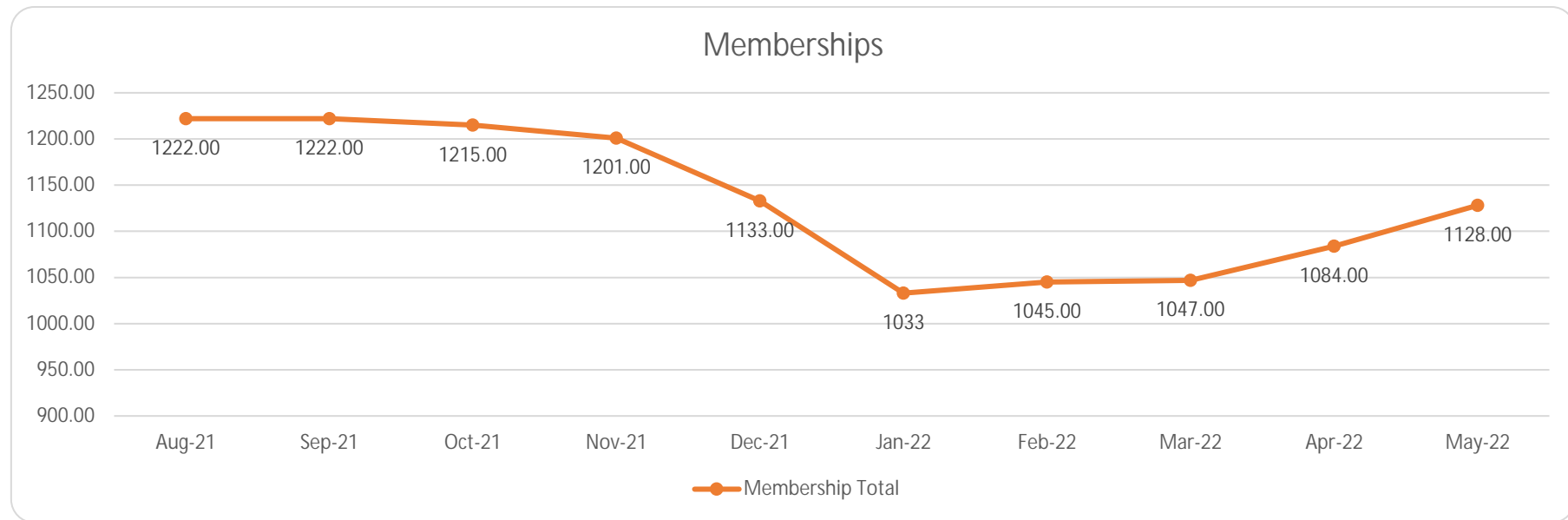
Note during September–November Stadium entry was uncounted due to using outdoor court door entry per COVID-19 protocol measures. .

1.1.2 Swim School Occupancy



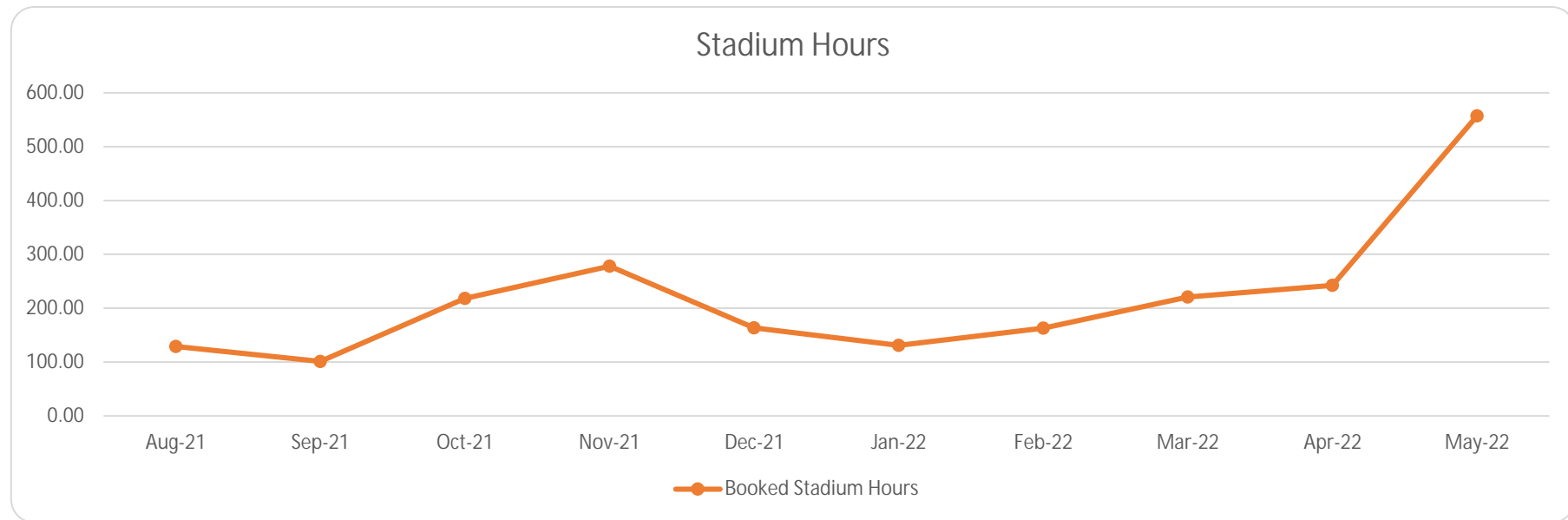
Comments: This graph represents the occupancy of the swim school. Occupancy remains consistent which is positive for term 2 – traditionally there is a downward trend through winter due to the impacts of other sports and activities.

1.1.3 Memberships



Comments: This graph represents the tracking of EA Networks Centre memberships. Officers have recently rolled out a trial of online sign-ups and are working towards an improved customer experience utilizing the facilities new software to remove barriers to joining. The upward trend is partially attributed to the seasonal trend of indoor training during the colder months.

1.1.4 Stadium Hours



Comments: This graph represents booked hours of stadium by external customers and is demonstrating expected seasonal trends. The large upward jump is attributed to the beginning of Netball season, Volleyball season and Intermediate Grade Basketball.

Activity Comments

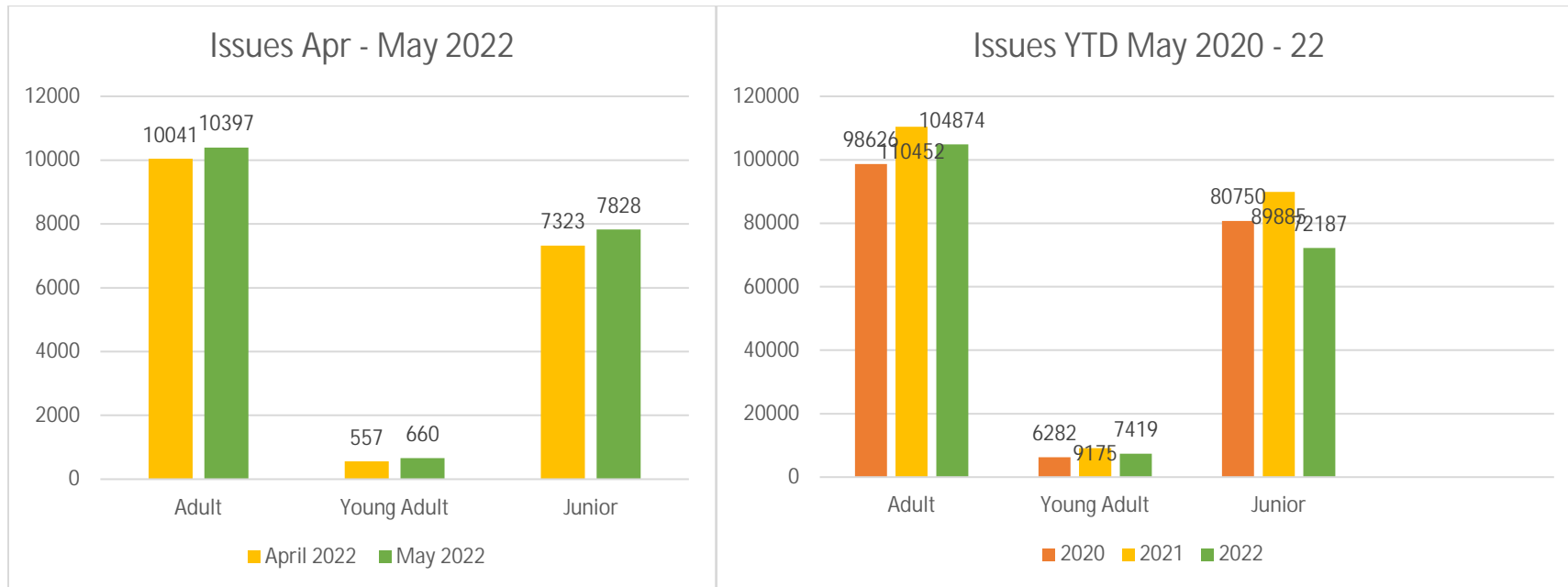
Facility		
Activity/Programme	Description	Date
Business	<p>The facility is under considerable pressure to operate within the agreed hours due to staffing shortages. The shortages are linked to COVID-19 isolation, sickness, injury, and delayed surgeries as well as a significant lack of candidates for recruitment being experienced across the wider industry in New Zealand.</p> <p>EANC have appointed a new Stadium and Aquatics Manager, Ellen Nicol. Ellen comes to us with a wide array of experience in the aquatic, sport and recreation industry previously having worked for Selwyn District Council.</p>	May 2022
Stadium		
Activity/Programme	Description	Date
Stadium Bookings	<p>EANC has seen a significant increase in attendance due to the winter sport season. The facility hosted the Tupu Ranga Championships, U16 netball, over the Queens Birthday weekend.</p> <p>The Pickleball Classic will be held for the third consecutive year in July school holidays. This is expected to be the highest attend Pickleball event in NZ.</p>	May 2022
Pool		
Activity/Programme	Description	Date
Aquatics Activities	The Aquatics team has been heavily hit with staff sickness and injury. However the team are working to minimise closure periods and maintain services as much as possible. The team have began operating the kids play equipment Monday to Friday from 4pm to 6pm in addition to the regular weekend operation.	May 2022
Fitness Centre		
Activity/Programme	Description	Date
Gym Activities	The gym hours changed effective 23 May. The change resulted in minimal negative feedback from the community to EANC officers. A number of "Special Populations" classes will have started including "Fit Mum's", Breast Cancer Group, ProstFit and O2Go all targeted at enabling and enhancing the quality of life of participants. Membership	May 2022

	numbers are building as expected with the winter season and the fitness team continue to support new members in beginning their fitness journey and finding the best direction to suit personal needs.									
Swim School										
Activity/Programme	Description	Date								
Swim School	<p>EANC are exploring and supporting opportunities for the Ashburton Swim Club to host additional meets at EANC. This initiative follows a few successful swim meets including the recently held a secondary school swim meet in the last week of May. EANC have instructed water safety lessons to at minimum one school per week throughout term two. At the time of writing, Swim School has 972 enrolments for Week 7 of Term 2. This is an 80% occupancy rate for the school. This figure may change over the course of the winter sport season, with competition from the return of other sports, however we remain hopeful of continued participation with reduced COVID-19 restrictions. EANC currently have a business and marketing plan as well as a utilisation study underway.</p> <p>The purpose of the business and marketing plan is to guide the direction of EANC post-COVID-19. The plan will deliver a detailed 2 to 3 year action plan to activate the facility, maximise the utilisation and deliver on the community needs. The survey for this plan closed at the end of May, with over 650 responses. The following is the timeline for delivery of plan going forward:</p> <table><tr><th>Date</th><th>Activity</th></tr><tr><td>22 June 2022</td><td>Further Consultation with User Groups</td></tr><tr><td>Late Aug. 2022</td><td>Final Plan to ADC Officers</td></tr><tr><td>Early Sept. 2022</td><td>Business and Marketing Paper to Council</td></tr></table> <p>In addition EANC in collaboration with Parks and Open Spaces are about to begin a utilisation study. The purpose of this study is to ensure Council has an understanding of the current utilisation of the District's sports fields, EANC and District pools. This will provide guidance for future planning of additional sports facilities. The timeline for this study is as follows:</p>	Date	Activity	22 June 2022	Further Consultation with User Groups	Late Aug. 2022	Final Plan to ADC Officers	Early Sept. 2022	Business and Marketing Paper to Council	May 2022
Date	Activity									
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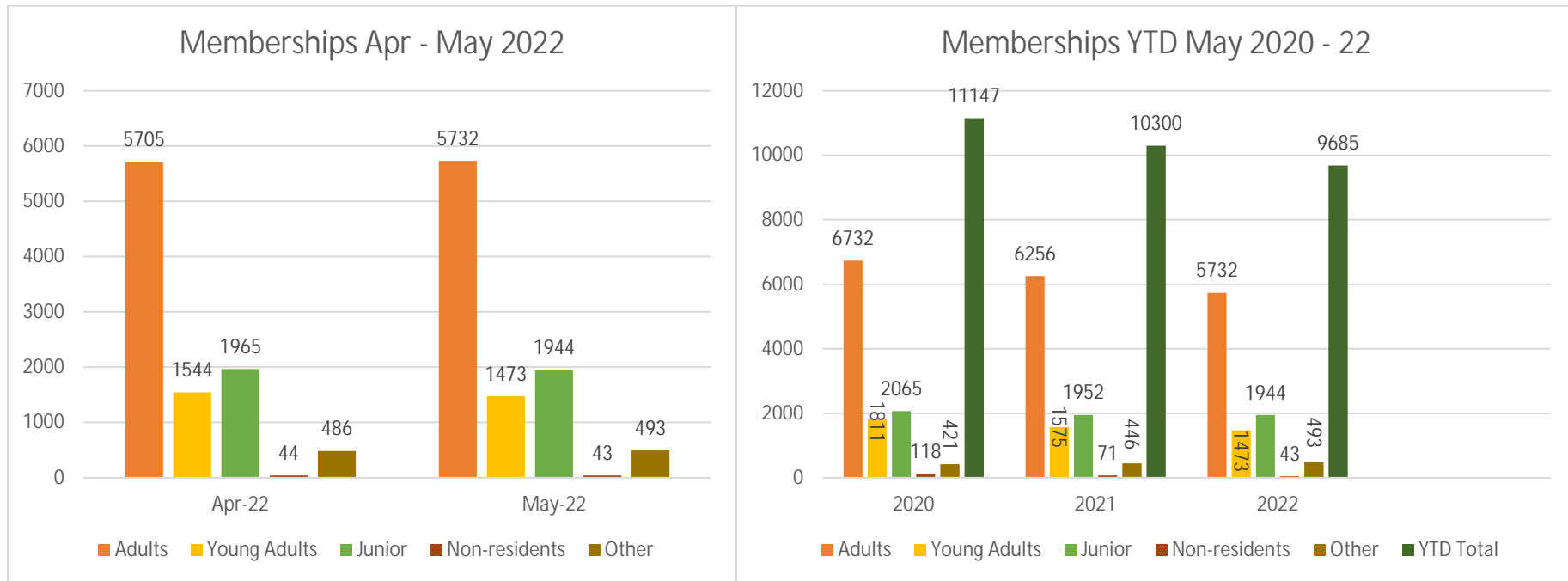
	<table><tr><th>Date</th><th>Activity</th></tr><tr><td>16 June 2022</td><td>Issue RFP</td></tr><tr><td>Late July 2022</td><td>Award Contract to Selected Provider</td></tr><tr><td>February 2023</td><td>Utilisation Study to ADC Officers</td></tr><tr><td>Late March 2023</td><td>Utilisation Study Paper to Council</td></tr></table>	Date	Activity	16 June 2022	Issue RFP	Late July 2022	Award Contract to Selected Provider	February 2023	Utilisation Study to ADC Officers	Late March 2023	Utilisation Study Paper to Council	
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1.2 Library

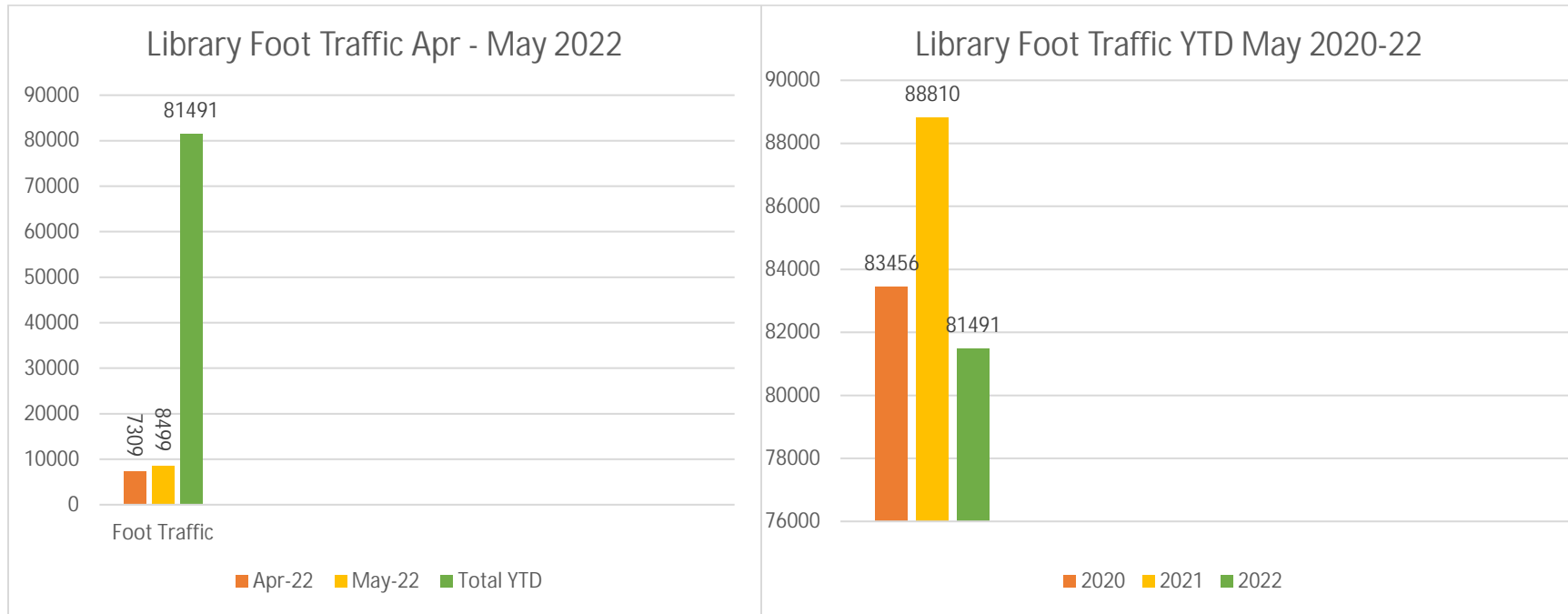
1.2.1 Issues



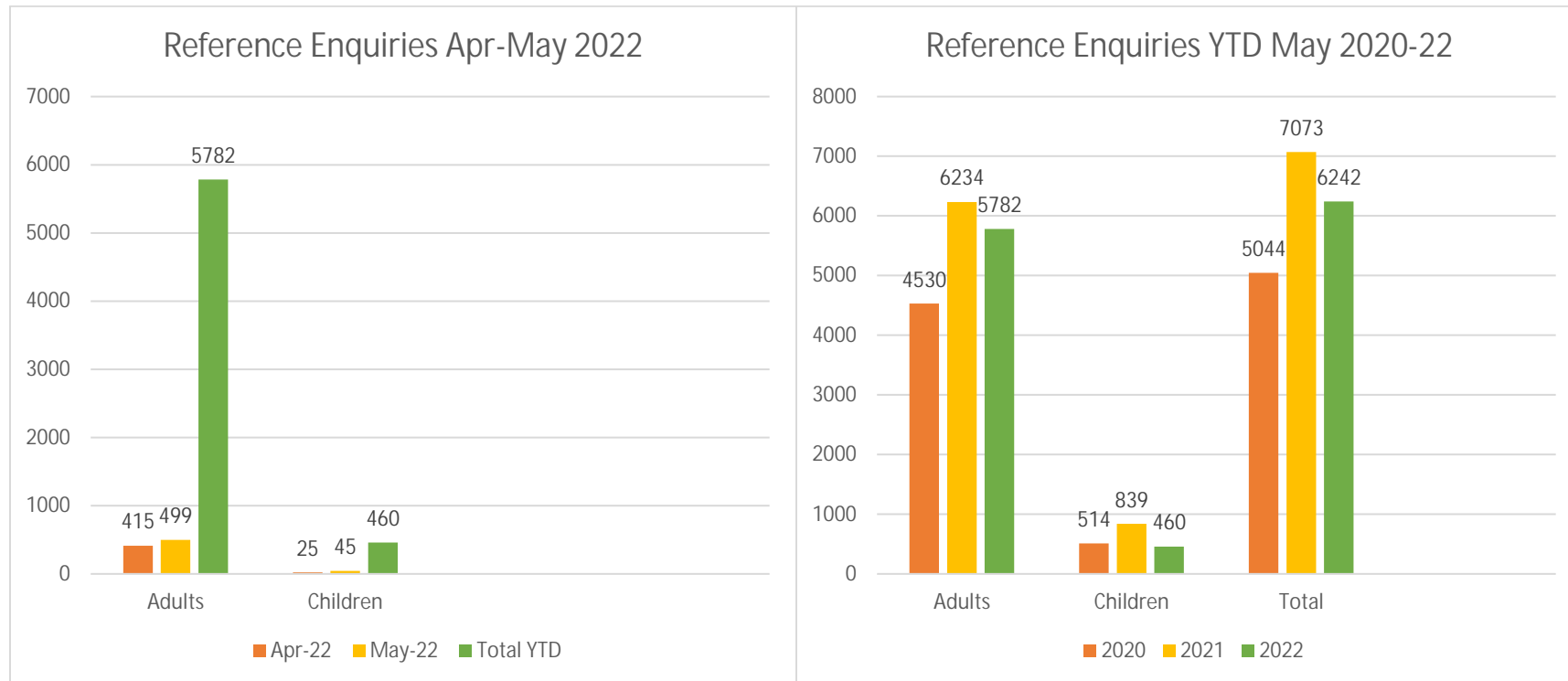
1.2.2 Memberships



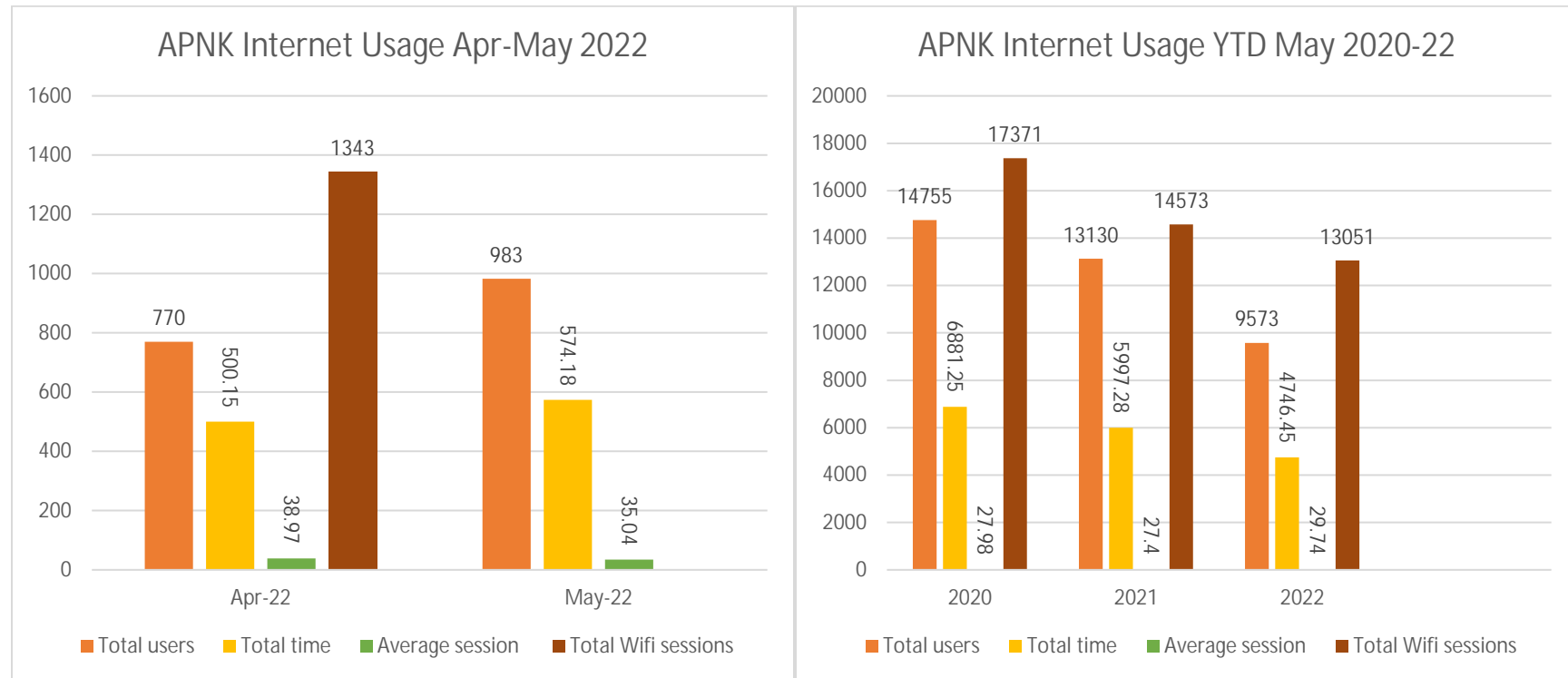
1.2.3 Library Foot Traffic



1.2.4 Reference Enquiries



1.2.5 APNK Internet Usage



Comments: No Wifi stats available for May 2022 at time of report.

1.2.6 District Tourism Information Requests



Activities:

Activity/Programme	Description	Date
Community Engagement Activities		
<i>Click & Collect</i>	Contactless Book Issue.	Apr-May
<ul style="list-style-type: none"> - The development and implementation of Click & Collect to assist public access took place and was initiated at Covid-19 level three. This service continues for anyone who wishes to use it. - 8 people used the service in this period. 		
<i>Meeting Spaces</i>	Community use of meeting rooms.	Apr-May
<ul style="list-style-type: none"> - There were 63 bookings through the period with 286 people attending. Groups who utilised meeting spaces included Art & Creativity classes, Greg Dunne – Counsellor, Speech & Language therapy, individuals having video health consultations online, work placement coaching services, Dementia Canterbury, Southern Health School, English Language Services, Mid Canterbury E-learning Network 		
<i>Presentations</i>	Library promotion.	Apr-May
<ul style="list-style-type: none"> - There was one presentation during the period to the with 30 attendees. 		
<i>Book Club</i>	Monthly community book club.	Apr-May
<ul style="list-style-type: none"> - There were 19 attendees across two sessions 		
<i>School Holiday Outreach</i>	School holiday activities provided to the communities of Methven and Rakaia with the support of Wellbeing Ōpuke. Facilitated and led by Ashburton Public Library.	Apr
<ul style="list-style-type: none"> - Activities from the Library, Museum, Art Gallery, Eco educate and Forest&Bird 30 children and 15 adults attended 		
<i>Homework Hub</i>	Run in the library during the school term by volunteers who are teachers and supported by library staff. Afternoon tea supplied by Kai for Kids. A free drop in programme, no bookings required.	Apr - May
<ul style="list-style-type: none"> - These sessions have moved to Wednesdays only for the winter. There were 7 attendees and there is a pool of 10 volunteer teachers. 		

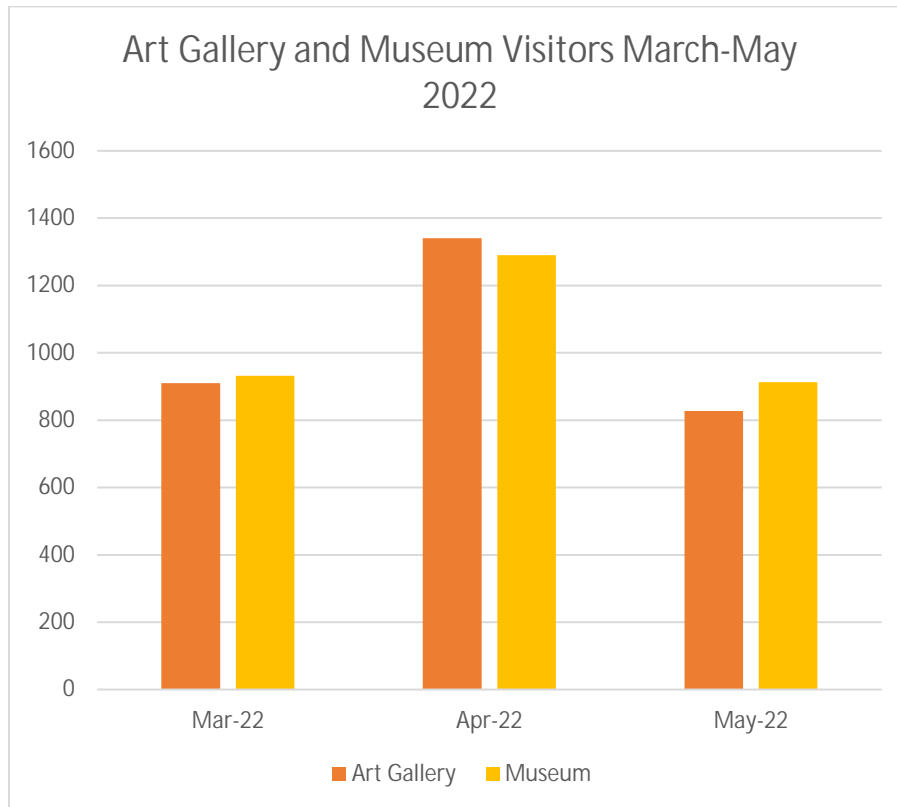
Activity/Programme	Description	Date
<i>NZ Music Month</i>	May is NZ Music Month and we used this to give local musicians the opportunity to perform their music	
- There were 10 performances in the library involving a total of 31 local musicians		
<i>Elderly Outreach</i>	A programme of reading activities and looking at objects designed encourage older people to engage in conversation and share memories.	Apr-May
- 2 sessions 26 participants at Elizabeth St Daycare		
<i>Workshops/Author visits</i>		Apr - May
<ul style="list-style-type: none"> - Margaret McHugh (author of The Real McHugh) spoke to an audience of 35. - Waitaha Digital Health presented a workshop on digital footprint and digital safety for children to 11 people. 		
Digital Access Projects		
<i>Stepping Up</i>	Digital Steps and Better Digital Futures Programmes held Tuesdays and Thursdays 10-12pm respectively, in the Newspaper Reading Room. DS classes aimed at all beginners looking at specific topics eg. Facebook, TradeMe, Google. BDF Classes aimed at 65 years and older include introduction, essentials, engagement, safety and one off sessions are held for all age groups. Numbers have increased significantly from March.	Apr - May
- 41 people attended 17 Stepping Up classes during the period.		
<i>CV Help</i>	CVs, Cover Letters and Applications.	Apr - May
- 9 people attended the sessions over the period – all of which were in May. The library continues to offer assistance outside of programme hours to those requiring assistance. The feedback from both Work and Income NZ and those accessing the service continues to be positive.		
<i>Device Drop In</i>	One on one assistance with devices on Wednesdays between 2-4pm.	Apr - May
- 25 people received assistance with devices over the period.		
<i>Digital Help</i>	One on one assistance with digital skills, including device and ebook help outside of official sessions	Apr - May

Activity/Programme	Description	Date
- 224 people received assistance through this time.		
<i>Ebook Sessions</i>	One on one assistance with accessing eBooks held Tuesdays between 2-3pm	Apr - May
- No people received assistance with eBooks during the official help session.		
<i>Skinny Jump Wi Fi Modem</i>	Low cost broadband	Apr - May
- 7 people accessed Skinny Jump during the period.		
Youth Programming		
VR	General public use of VR	May
- 15 people.VR is available to ages 13+ during all open hours. This has only just started back up.		
Children's Library		
Wriggle & Read 2 sessions	Movement to music for ages 0-3	Apr
- 39 Children+35 Adults = 74 Total. Wriggle & Read is run during school term time.		
Story & Rhyme Time 2 sessions	Stories and Rhymes	Apr
- 3 Children + 2 Adults = 5.Total. Story & Rhyme Time is run during school term time.		
School Class Visits 7 sessions	Story and browsing	Apr
- 148 children +9 adults =157 total. This includes Class visits from Ashburton Christian School, Ashburton Borrough and a regular small group from Hampstead School.		
Coding Club 6 Sessions	Game development using Microsoft Makecode Arcade.	Apr

Activity/Programme	Description	Date
- 29 Children. Microbytes & Megabytes coding clubs run during school term time.		
Wellbeing Holiday Activity Packs	Due to unknown covid level changes at the time we organised our holiday activities we decided to create take home activity packs with the theme of wellbeing. The packs included a galaxy Jar, Wellbeing walk map through the Ashburton Domain, A gratitude giftbox, and mindfulness colouring sheets.	Apr
- 300 packs were created and issued.		
Wriggle & Read 5 sessions	Movement to music for ages 0-3	May
- 81 Children + 76 Adults = 157 Total. Wriggle & Read is run during school term time.		
Story & Rhyme Time 3 sessions	Stories and Rhymes	May
- 6 Children + 5 Adults = 11 Total. Story & Rhyme Time is run during school term time.		
School Class Visits 12 sessions	Story and browsing	May
- 274 children + 24 adults = 298 total. This includes Class visits from Ashburton Christian School, Ashburton Borough and a regular small group from Hampstead School.		
Coding Club 12 Sessions	Game development using Microsoft Makecode Arcade.	May
- 55 Children. Microbytes & Megabytes coding clubs run during school term time.		
Girl Guides	Session on Coding using Edison robots.	May
- 10 Children + 1 Adult = 11 Total		

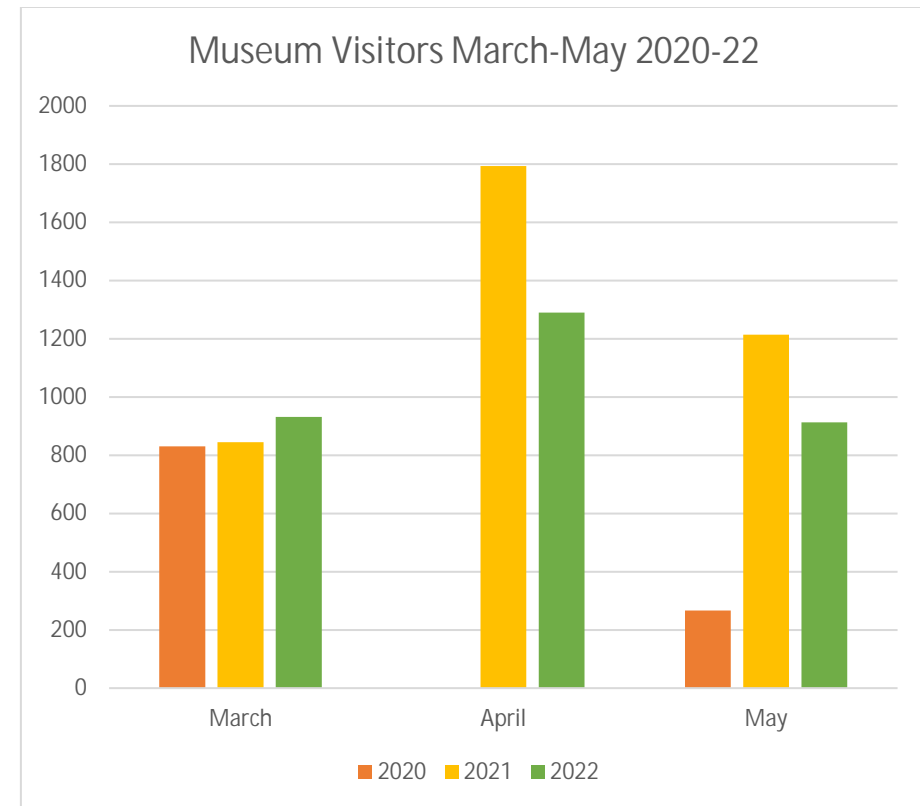
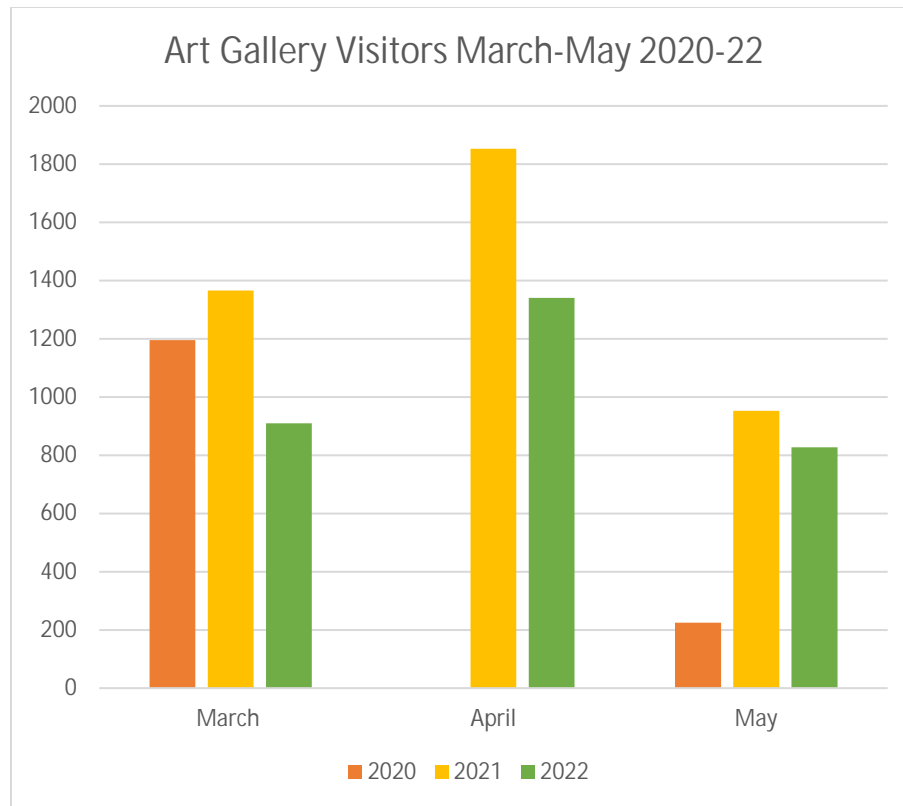
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

The gallery and museum visitor numbers were highest in April due to high visitation during the school holidays.



Comments:

The decrease in visitor numbers in April/May 2022 compared with the previous year is consistent with a drop in visitation due to Covid-19.

From April to mid-May 2020, the gallery and museum were closed to visitors due to the Covid-19 nationwide lockdown.

Activities:

Activity/Programme	Description	Date
Exhibitions and Displays		
Freed Up In Lockdown	A solo exhibition by Dunedin-based artist Ewan McDougall with paintings made during the NZ Covid lockdown.	13 April -27 May
Gift	<p>An eclectic group exhibition centred around the concept of gift-giving. The exhibition encompasses different cultures, conversations, and concepts. It presents a series of artworks that relate to unique and personal stories of giving. These stories are as varied as gifting itself and include references to our natural environment, to journeys, to knowledge, to labour and to love.</p> <p>Acts of giving are explored through the eyes of twelve artists; Rachel Hope Allan, Dr Margo Barton, Tui Emma Gillies and Sulieti Fieme'a Burrows MNZM, Neil Emmerson, Alice Jones, Madison Kelly (Kāi Tahu, Kāti Māmoe), Dr Stella Lange, Anna Muirhead, Louise Sutherland QSM, Metiria Turei (Ngāti Kahungunu, Te Ātihaunui-a-Pāpārangi), and Georgina May Young (Te Upokorehe, Whakatōhea, Irish).</p> <p>Curated by Victoria Bell (Dunedin School of Art) and Dr Natalie Smith (University of Otago).</p>	9 May – 19 June
Education and Public Programmes		
Art Addicts	<p>The Gallery's weekly art space for kids during the school term. Weekly sessions continue.</p> <p>For the last session of term 1, children learned about abstract painter Frank Bowling and experimented with his painting technique.</p>	Weekly, 6 April 11, 18, 25 May
Jub Jub Club	<p>The Gallery's membership programme for young people aged 8-13 years to extend and grow their knowledge and appreciation for art. Monthly sessions continue.</p> <p>In April, the Jub Jub Club was led by guest artist Akky van der Velde. Tamariki and rangatahi explored the <i>ZAFFA 22</i> exhibition, then experimented with the art of drip painting.</p>	Monthly 2 April 8 May

Activity/Programme	Description	Date
	In May, the club was led by guest artists Tui Emma Gillies and Sulieti Fieme'a Burrows. Members explored the <i>gift</i> exhibition, then experimented with the art of Tongan tapa cloth making.	
In Colour	Social sessions that encourage connection with others through creativity. Monthly sessions continue.	Monthly 8 April 13 May
Molly's Masterpiece	In April, the third piece of Molly's Masterpiece was released alongside a new activity. Inspired by Ewan McDougall's exhibition <i>Freed Up in Lockdown</i> , visitors were invited to depict the antics of their own lockdown. In May, the fourth piece of Molly's Masterpiece was released with an activity centred on Tongan patterns.	Monthly 16 April 13 May
Kōwhai Mums	This is a new art group for ethnic and migrant mums/caregivers, as well as newcomers to Hakatere Ashburton with children aged 0-5 years old. Mums/caregivers are invited to relax and socialise whilst their children explore the world through sensory play, imaginative materials, and creative activities. This group is ran in collaboration with Mercedes Walkham, coordinator of Mid Canterbury Newcomers network.	6, 13, 20, 27 April 11, 25 May
Funky Karetao Art	Drop-in activity on the Gallery foyer inspired by Ewan McDougall's exhibition <i>Freed Up in Lockdown</i> . Visitors were invited to create a karetao (puppets) based on figurative creatures seen in Ewan's work.	14 April – 8 May
ZAFAA22 Performance	Audrey Baldwin, winner of ZAFAA2022, performed her winning piece <i>Art Chemist</i> for the public.	16 April
Coloured Agates	Holiday take-home packs to melt and bake an agate made from plastic beads.	22 April – 1 May
DIY Agates	School holiday programme where visitors used coloured polymer clay to roll, fold and shape into their own unique agate to take home.	21 April

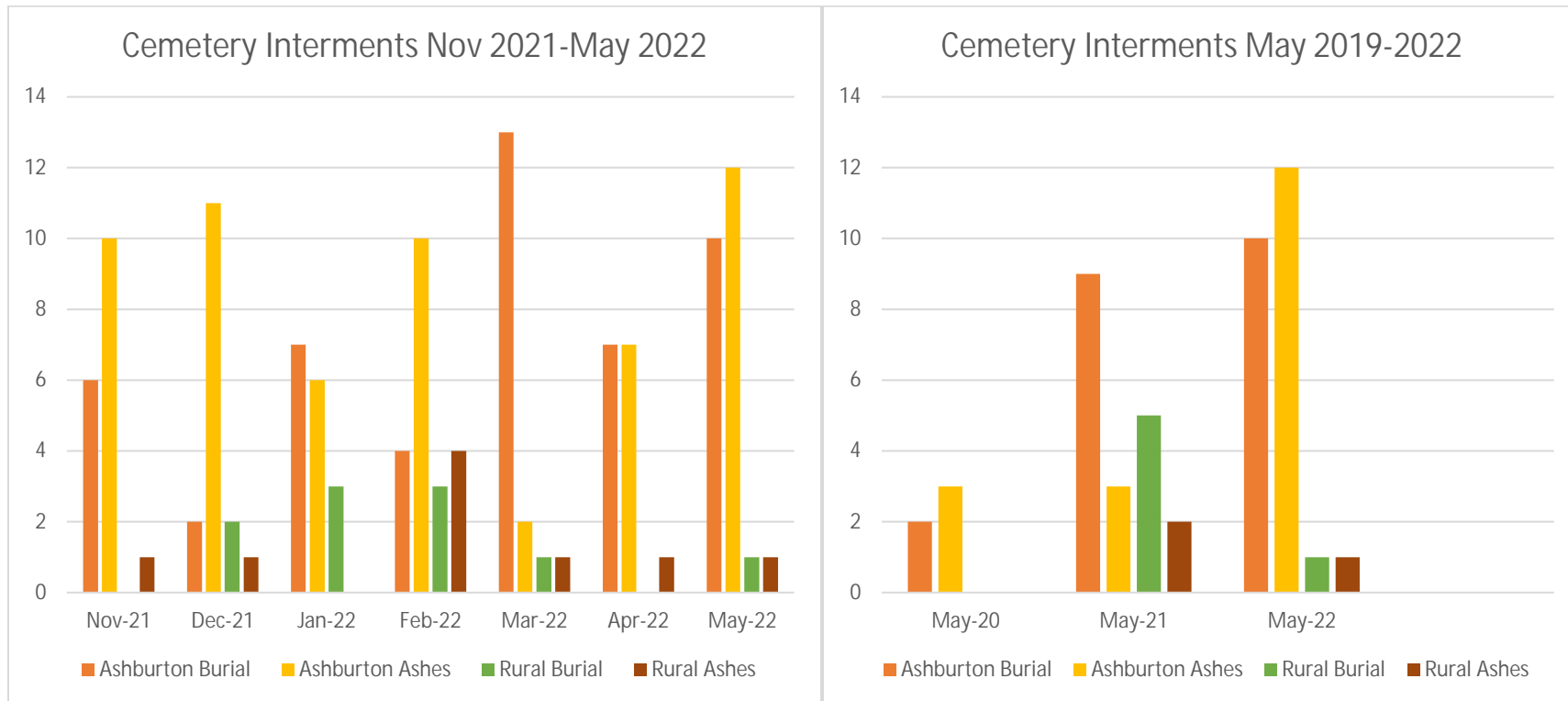
Activity/Programme	Description	Date
Whānau Creative	School holiday programme where families and whānau created collages inspired by artist Henri Matisse, memory drawings inspired by Eve Wright, and surreal sculptures inspired by Salvador Dali.	24 April
Experiments in Paint	School holiday programme where tamariki and rangatahi explored the energy of painting. They considered Ewan McDougall's exhibition <i>Freed Up in Lockdown</i> and the way he expresses his ideas through painting, before responding to a piece of music and a photo to develop their own visual language on canvas.	27 April
Blindfold Art	School holiday outreach programmes. This programme was a collaboration with the Library for communities in Rakaia and Methven. First, tamariki and rangatahi were encouraged to look at images of Ewan McDougall's exhibition <i>Freed Up in Lockdown</i> . Then wearing a blindfold, they recreated some of the shapes and forms in his work using mixed media on canvas.	28 April Rakaia, 29 April Methven
Kodomo no Hi (Japanese Children's Day)	To celebrate Kodomo no Hi, we invited children and families to join a two-hour Japanese arts and crafts special of making koinobori, origami samurai helmets, and kokeshi dolls.	4 – 5 May
Ashburton Christian School visit	Education programme with a focus on Japanese art.	5 May
Tapa workshop for adults	Guest artists Tui Emma Gillies and Sulieti Fieme'a Burrows led a Tongan tapa cloth making session for adults.	8 May
Senbazuru (One Thousand Origami Cranes)	A community project to create one thousand paper cranes to gift to the Children's Peace Monument in Hiroshima City, Japan to celebrate <i>Sadako Peace Day</i> in August. Drop-in activity.	9 May – 13 June
St Joseph's School visit	Education programme with a focus on the David Elliot collection and illustration.	10, 17 May
St Stephens Church visit	Our curator facilitated a group tour of the <i>gift</i> exhibition.	11 May

Activity/Programme	Description	Date
Friends of AAG Afternoon Tea	This was an opportunity for the Friends of the Gallery to meet our new curator James Hope, and to see and hear about the restoration work done on two artworks in the Gallery collection which the Friends funded in 2019.	12 May
Elizabeth Street Day Centre Talk	Outreach presentation on <i>From the Hills: Exploring our Agates</i> with images video of Malcolm Luxton at the Agate Orphanage.	18 May
Mt Somers Agates: Why, What, How?	A free public talk with local Agate expert Malcolm Luxton.	18 May
Artzheimers	Monthly group tour in collaboration with Dementia Canterbury. This programme is specially developed for people living with dementia and consists of a guided tour of a current exhibition followed by morning tea. This month the group visited the <i>gift</i> exhibition. Two members of staff led the tour with the assistance of the group's activity coordinator. The intent of this type of tour is to connect people with dementia to art and create an experience that ignites memories, as well as forms new ones.	24 May
Methven Kea Group Visit	A private tour of <i>From the Hills: Exploring our Agates</i> and the opportunity the see Agate Spheres made in person by local rock hound Robin Hall. The group made their own agates from polymer clay to take home.	25 May
How to Make Agate Spheres	Free public talk with Robin Hall and Malcolm Luxton. Robin demonstrated how Agate Spheres are made using a sphere making machine and Malcolm spoke about how Cabochons (polished gemstones) were made from agates.	25 May
Netherby School visit	Education programme with a focus on historical and contemporary textiles.	30, 31 May
Collections and Research		
Research Room	The research remains open for bookings and utilised during opening hours.	April-May 22

Activity/Programme	Description	Date
Research Enquiries	<p>The archives officer received 25 research enquiries in April, all of which have been completed. 24 enquiries were from the general public and 1 was an internal request from ADC employees.</p> <p>In May, there were 24 completed research enquiries, of which 21 were from the general public and 3 from ADC employees.</p> <p>The majority of public requests focus on family history.</p>	April-May 22
Interpretation Panels	The CBD heritage interpretation panels will be officially unveiled to the public in June.	April-May 22
Collection Development and Management	Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues.	April-May 22
ADC Art Collection	No further progress to report.	April-May 22
Media and Promotion		
Reviews/Features	The <i>gift</i> exhibition was named as one of the Top Ten Shows to See in the Christchurch Press.	April-May 22
Articles and Blog Posts	The museum archivist and guest contributors have written 5 articles for the Ashburton Guardian's heritage page in April and a further 4 in May.	April-May 22

1.4 Open Spaces

1.4.1 Cemeteries



Activities:

Cemeteries

Items of Importance:

Open Spaces cemetery staff continue with their focus on presenting District cemeteries in the best way possible. We are starting to see a slowing down of growth, which is welcomed. Training of the Assistant Sexton is continuing as we work towards growing some depth in this essential activity.

Staff are very happy to report that the Methven Cemetery ground preparation and driveway realignment tasks have concluded with a favourable outcome. Newly sown grass has germinated, and once there is sufficient growth, the new lawn areas will be rolled and mown. The Methven Lions plan to have the walking track reinstated as soon as conditions allow. Once complete, Open Spaces will plant ten Sequoia giganteum (Wellingtonia) trees along the track. Additionally, there will be native species planted on the eastern bund of root-raked materials. This bund will rot down and settle over time.



The newly established lawns and additional burial space.



A new Cemetery zero-turn mower

The Council has taken delivery of the first of two ride-on zero-turn mowers. One unit is specifically for the Cemeteries division.

The donated seat removed during works will be refurbished and refitted in an appropriate location in the coming months along with additional seating at the Methven Cemetery.

The new front fence is looking wonderful. Thanks to the Methven Lions for their working bees to undertake fence construction and staining. Lions and others in the community have donated time and materials to tidy up the original wrought-iron entrance and gates. This refreshed look presents the Cemetery in good light for the community and reinstates the entranceway to where it originally was.

Ashburton Cemetery has had further development works completed around the staff service area. This operational space allows staff the space to activity store plant and machinery as well as store dry topsoil for topping up sunken graves.

In the coming weeks, there will be a porta com office delivered onsite to the new operational base on Seafield Road. The porta com will be the base for Cemetery staff to use as a smoko/lunch /office space onsite. To date, staff has been using the old dirt-floored shed on the Bremners Road frontage, which has been less than ideal. The development concludes this years Long Term Plan capital expenditure for the Cemetery.

Open Space Management

Items of Importance:

General autumn maintenance continues around the District. Staff are now pleased to see ground temperatures declining. This decline is reflected in grass growth which has been rampant all season. It is now leaf fall that mowers are predominately cutting, spreading, or picking up off lawn areas.



The new Trimax Snake wide area mower

Open Spaces has taken delivery of its newest addition to the mowing fleet, a Trimax Snake mower. This newly set up mowing unit will be used on various neighbourhood reserves and road reserves. The mowing unit is being towed by a repurposed existing tractor. There will still be a need for a smaller zero-turn mower to mow up mow the hard-to-access areas. Time leveraged by the more efficient Trimax Snake will be used to deliver a complete service to a reserve when staff visit. This means that both the Trimax Snake and Zero turn mower operators will additionally be able to undertake the site spraying, tree staking, formative pruning, branch lifting, tree mulching, and general site presentation.

Over the coming winter months, the reconfiguration of the existing mowing rounds will be undertaken. The new mode of operation shall be embedded prior to spring.

Open Spaces maintenance staff have installed four frames in East Street in preparation for fitting up heritage signage for an official opening on the morning of 7 June.

Gardens

Items of Importance:

Annual bedding displays have been replanted, and the typical aftercare is now underway. A number of plots have had Tulips added to the planting. This shall give the displays another dimension of colour in the spring. Spraying duties are now catching up also, with staff now on top of what has been rampant growth.

Open Spaces currently has three vacancies. A recruitment process is now underway. Staff continues to upskill with the Horticultural Industry Training Organisation (ITO) as part of the Primary ITO delivering regular papers to staff.

Playground maintenance continues around the District. There is soft fall extensions occurring at a number of playgrounds being implemented by Open Spaces Staff. Capital expenditure works on various playgrounds have been contracted out following a tender process. The successful tenderer was Citicare. They will have a presence on various District reserves in the coming weeks as the new installations occur.

Upcoming work is the installation of rubberised pour & play soft fall under the play elements in East Street. Replacement signs for playground areas are being worked upon. This is to include the new Council logo design colour palette.

Ashburton Domain

Items of Importance:

Winter sport in the Domain is still going strong, with both organised and passive sports occurring.

Sportsfield maintenance tasks for the winter sports codes is progressing.

Horticultural staff are now focused on annual and perennial bed maintenance and upkeep. Perennials are starting to be bedded down for the winter as their growth season concludes. This bedding down includes division if deemed necessary, fertilising, and composting. Most perennials are gross feeders as they put on significant growth in spring, so applying a base source of food now is imperative for next season's growth and display.

Leaf collection and dispersal from the lawns are ongoing. While it is nice to see autumn leaves on the ground, prolonged leaf fall on lawns can cause lawn damage if the leaves get wet and start to decompose. Staff will continue to monitor this aspect of autumn maintenance.

Staff are trailing more accessible access to playgrounds at the Domain Paddling Pool and Wisteria Place Playgrounds. The Domain playground is scheduled for a soft fall top-up in late May.

Logs and branches are scheduled to be removed from the Domain top pond area in early June. The material will all be chipped on site and returned to Domain gardens.

There are some new garden installations scheduled for the Domain over Winter. One adjacent to the carpark lawn area opposite Dahlia & Hydrangea boarder. Another is behind the Domain wall at the Walnut & West Street intersection. Both will contain structural elements with perennials for colour.

Tree pruning at the West Street car park adjacent to State Highway one is programmed to occur over a weekend. This shall avoid too much inconvenience to the general public and carpark users.

Recreation
Items of Importance:
<p>Ashburton Dog Park development is proceeding well. Planting and fencing are now largely complete. The new entrance off Cass Street will become the primary entrance to the dog park once the following items have been completed - sealing of the new dog park car park and installation of street lighting.</p> <p>Even in its current and uncompleted form, the park is receiving good use by the community. The new Cass Street entrance has been planted and mulched. There will be more to do once materials, trees, and rocks arrive. This site is now really starting to take shape.</p> <p>Ashbury Grove Subdivision, Tinwald. Staff are working with the developer on finalising landscape concept plans for the new park and playground.</p> <p>Some new specimen trees will be planted in Methven Dog Park over winter. These will ultimately provide shade to park users.</p> <p>Council officers held a positive meeting with Methven Lions in relation to their development of the Thyme Stream walkway area. Ultimately the community will benefit from this ongoing work. Some revegetation plantings have occurred in recent weeks, with more scheduled.</p> <p>The final stage of the new playground at Allan Lochhead Green has been completed at the end of Grace Ireland Drive, Methven. The installation was organised by the Council but will be paid for by the developer as part of their reserves contribution.</p>

Trees
<p>Items of Importance:</p> <p>Replacement trees have been planted in Torbay Avenue at Lake Hood.</p> <p>Street trees in South Belt, Methven have been removed, and replanting will occur when the replacement street trees, Crataegus 'Pauls Scarlet' is available.</p> <p>Todd Place street berm repair work has been completed following tree removal. Street tree pruning is being undertaken in King Street, with Nixon Street trees having branches lifted. Mulching has commenced in neighbourhood areas, including tree rings being installed in Charlesworth Drive and Turton Green.</p> <p>Staff are currently working towards delivering the following tasks:</p> <ol style="list-style-type: none"> 1. Queens Platinum Jubilee will be celebrated. The Mayor shall plant seven trees at Domains around the District. The seven Domains: Hinds, Mt Somers, Rakaia, Methven, Mayfield, Ashburton, and Tinwald, will all have a tree planted, which will include a plaque. 2. Burnett Street Corner: planting two trees in the berm, Fagus "Dawyck Purple." 3. Walnut Ave removed failing Fraxinus excelsior Aurea (Golden Ash) trees. Replacements have been purchased with replanting in winter. 4. Ashburton Domain Sports fields: Replacement trees to be planted where trees removed adjacent to Oak Grove. 5. Ashburton business state: Repair work to road berms and trees ongoing

Public Conveniences

Items of Importance:

There have again been a few issues recently with public toilets around the District.

1. East Street toilet men's, flushing valve replaced that is part of an overall valve up-grade in ADC facilities to improve resilience. All flushing valves had worn out.
2. Methven CBD: Small problem in Ladies facility in late May resulting in only one toilet operating over weekend 28th & 29th May. Parts were sourced, and the repair was enacted thereafter.
3. Ashburton Domain Toilets: Hit with vandalism over last month, graffiti, and wilful damage.
4. Sickness amongst staff has caused some challenges, and a contractor has been picking up cleaning duties to maintain the agreed levels of service. Some other staff has picked up extra hours to help out the situation.

Vandalism has been a recent issue, particularly on weekends. Silver Band Hall at Digby Park, Domain paddling pool toilets, and Domain Cricket pavilion have all been targets over a number of weekends. The Police have been informed of all events as some of the facilities targeted have close circuit television (CCTV), which should allow identification of the perpetrators.

Staff are observing an increase, at all times of the day, of disrespectful behaviour and actions in public conveniences.

Biodiversity		
New Planting:	461 plants in two ADC sites. See below	
Activity/Program	Descriptions	Date
Wakanui Beach Biodiversity Project	Planting/Mulching Day	21/05/2021
<p>Comments: Planting day organised by the Council Ecologist/Biodiversity Advisor; six Council staff and three Wakanui Community Crew members attended for in-fill planting and mulching.</p> <p>248 native plants were planted, mainly 120 <i>Coprosma propinqua</i>, NZ native flax and cabbage trees.</p>		
Harris Scientific Reserve	Planting day	28/05/2021
<p>Comments: Another planting day organised by the Council Ecologist/ Biodiversity Advisor for members of The Church of Jesus Christ of Latter-day Saints as part of their community project. This event was attended by 52 people, including 48 Church members and six members of the Ashburton Community Conservation Trust.</p> <p>213 native plants were planted, including 132 Kanuka plants.</p>		
Items of Importance:		
<p><i>Pest Management:</i></p> <p>Cleanout of wilding species, <i>Pinus contorta</i>, at Lake Camp is ongoing as part of the Lake Camp Management Plan and ECan Pest Management strategy, with funding from ECan (\$45,000 + GST). The project is organised by the Council Ecologist/Biodiversity Advisor, and the logging is being supervised by the District Forester, Terry O'Neill.</p> <p>Cleanout of wilding pines at Wakanui Beach will start on 14 June to get the boundary site ready for 2023 native planting. Plans for eliminating Ivy weed at the site are underway.</p>		

Biodiversity Workshop:

The Biodiversity Working Group workshop was held as scheduled on 7 June 2022 to set the scene for the Biodiversity strategy 2022 – 2027 development. The current Biodiversity Action Plan adopted by the Council expires on 30 June 2022.

1.5 Economic Development

Activities:

Economic Development		
Activity/Programme	Description	Date
Comments:	<p>Officers continue to work on projects with developers, potential investors and stakeholders.</p> <p>Currently Officers are working with developers and potential investors:</p> <ul style="list-style-type: none"> • Sheep Milk Dryer • Expansion of a processing plant • Expansion of a manufacturing plant • Hydrogen generation, storage and distribution facility • Market concept for the CBD • Revitalisation of buildings in the CBD • Green Agritech Business Park development • Airline training centre at Ashburton Airport • Learning Hub in Ashburton • New export processing facility • Retailer looking to locate into the CBD • Innovation Hub that would include a Business Incubator <p>Note – Projects above have the developers and investors details removed to protect their commercial interests.</p> <p>The Economic Development Strategy refresh is almost at draft stage and will be brought to a workshop for Councillors shortly.</p>	

Events		
Activity/Programme	Description	Date
ANZ Business of the Year		Feb 2022
Comments:	The Business of the Year Awards took place on 27 May 2022 at the Mt Hutt Memorial Hall.	
	There were seventy business registered for the awards with the winning companies being:	
	Category	Winner
	Technology and Innovation	NZ Sock Co
	Excellence in Export	Tranzalpine Honey
	Not for Profit	Methven Lions Club
	Tourism	Aviation Museum
	Manufacturing	Kaipak
	Primary Industries	Carrfields
	Future Business Leader	Justin Skilling
	Highly Commended	
		Agriculture Consulting Services
		Midland Aeries NZ Sock Co
		Aviation Museum
		Southern Cross Lodge
		NZ Sock Co
		Align Farms
		Anna Johnson
A review of the awards will now take place between officers and RiRa who were the event management company. Subject to this review the next event is tentatively scheduled for February 2024.		
There will be a communications campaign that ensures the event, sponsors and all the companies entering continue to gain exposure. It is expected that communications will resume in Q2 2023 for the next event.		

Activity/Programme	Description	Date
Events Programme 2022/23		May 2022
Comments:	<p>Recruitment will be underway shortly to fill the Events Advisor vacancy. As well as running the Council events this role will be responsible for attracting and filling the events calendar for the Ashburton District, ensuring that events contribute to the economic, social and cultural wellbeings.</p> <p>Work is underway to increase the effectiveness of the Events function within the Council to attracting events to the region, as well as delivering Council Community Events.</p> <p>The existing event schedule that comprises of the events below will also be a priority for this new role to deliver.</p> <ul style="list-style-type: none"> • Citizenship Ceremonies • Apprenticeship Ceremony • Bite Night • Nights of Lights <p>The intention is to fill the events calendar for the Ashburton District, attracting a mix of sporting, cultural, arts and business events that provide economic benefit to the Ashburton District.</p> <p>Officers are also working on a series of business events, business breakfasts that bring thought leaders to the Ashburton District and business after 5 sessions that increase the networking opportunities for local business leaders.</p>	

Items of Importance:		
Youth Council		
Activity/Programme	Description	Date
Ashburton Youth Council 2022		
Comments:	There has been a two month hiatus in the Youth Council while we find more young people to be part of the group. Currently there are seven members of the Youth Council, most of school age. Work is underway to recruit more members of the Ashburton Youth Council; adverts are being placed in the media, backed up with social media posts. Planning is also underway to promote the opportunity again within schools, with organisations such as Salvation Army and YMCA and have the Chair of the Youth Council, Michael Baker, promoting the opportunity on local radio.	
Welcoming Communities		
Activity/Programme	Description	Date
Welcoming Plan		
Comments:	Welcoming Communities Advisor has been appointed and commenced on 13 June 2022. The focus for the next six months will be increasing our accreditation level from level 2 to level 3. This will involve engagement with the community as well as engagement internally to insure the Council is delivering against the criteria.	
Workforce Development		
Activity/Programme	Description	Date
Welcome to Mid Canterbury Campaign		
Comments:	Work has commenced on scoping a project that will investigate the best mechanisms for attracting people to the Ashburton District, particularly for areas that we are experiencing skills shortages. This project will be run with local businesses, with a view to creating the settings required for local businesses to have better channels to skilled workers.	
Youth Driver Licences		
Activity/Programme	Description	Date
Driver Licencing Tender		
Comments:	Driving Licence Tender has been awarded to Salvation Army; it is anticipated that work will begin in May with the first cohort of students starting their restricted driver licence training.	

Tourism		
Activity/Programme	Description	Date
Mid Canterbury Tourism Advisory Group		
Comments:	<p>The Mid Canterbury Tourism Advisory Group was established by ChristchurchNZ to provide expert advice from local operators, the groups is comprised of:</p> <ul style="list-style-type: none"> • Richie Owen (Mt Hutt) • Simon Worthington (ADC) • Kath Low (ChristchurchNZ) • Jennifer Parks (Backyard Family Travel) • Michelle Clyne (Bellavista Motel) • Bruce Moffat (ChristchurchNZ) • Tracey Green (Directional Tourism) • Karyn Heald Robertson (Norwest Arch) <p>ChristchurchNZ and Mt Hutt updated the group on their recent trip to the Australian</p>	

Agricultural Portfolio		
Activity/Programme	Description	Date
Resilient business		
Comments:	<p>The 'Land Use Adaption in a Changed Climate' project has completed the research aspect of the work and now the findings are being drafted into a report. After the completion of the desktop review, farmer focus groups were held to hear from farmers about their perspectives of climate change and how it might impact their businesses. Farmers of all ages, from across the district, and from different farm types gathered in groups and discussed the issue. Senior scientist, Robyn Dynes presented to the groups about how climate change might affect their farm systems. Farmers highlighted the subtle but distinct difference between climate change and a changing climate. The difference reported by farmers is that climate change has a whole lot of political and legislative 'baggage' where as a changing climate is a natural, cyclical process and something they think about often for safeguarding their businesses. At this early stage of interpreting the focus group findings, the feedback appears to be consistent and complements the desktop review undertaken earlier in the project.</p> <ul style="list-style-type: none"> • Deliverable: The Land Use Adaption project report. Due date: 3 June 2022 <p>The Resilient Business proposal is nearing completion and has been reviewed by key organisations during this period. Feedback has been received from within ADC, Agresearch, ECAN and MPI. The suggestions were integrated into the proposal document. All potential collaborative partners have also been engaged directly with a description of the expectations for their involvement in the project and their proposed In-kind and cash contributions. An endorsement from each of these organisations has been sought to be included with the proposal. The Resilient Business proposal was tabled at an ADC Council workshop on the 9th June with Council expressing support for the project. A report to be tabled at the 29th June Council meeting.</p> <ul style="list-style-type: none"> • Next steps: Subject to Council ratification on the 29th June, the Resilient Business proposal will be submitted to Sustainable Farming Futures Fund for consideration. If well received by SFFF, a business case for the project will be required. Approval or decline of the business case is estimated by early December 2022. 	

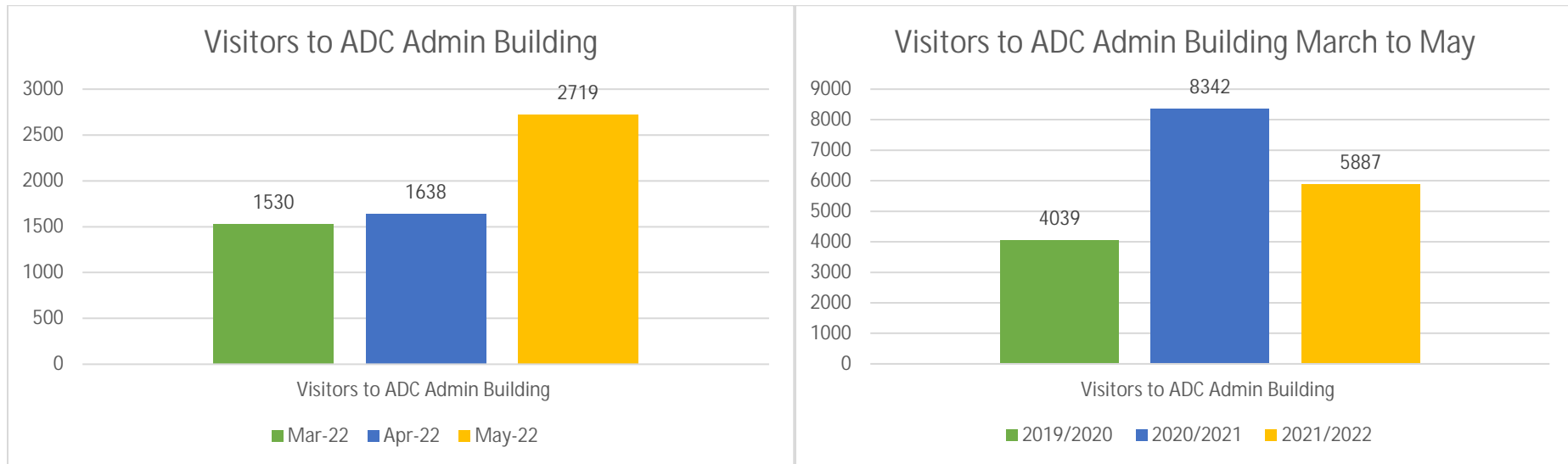
1.6 Memorial Halls and Reserve Boards

Activities:

Queen's Platinum Jubilee
Items of Importance:
Rakaia, Methven, Hinds, Mayfield, Tinwald, Mt Somers Reserves have been chosen by the Open Spaces Team for a commemorative tree for the Queen's Platinum Jubilee. We are working with each board on placement. The trees will be a Platanus acerifolia (London Plane Tree) All Board members have been invited to the planting with the Mayor
Rakaia Reserve Board
Items of Importance:
Rakaia Reserve Board are looking to upgrade the power for the Reserve. They hope to add an underground 3 phase line to the domain. This will give a better level of supply when the domain hosts events, also with the building upgrades planned.
Tinwald Reserve Board
Items of Importance:
The Ashburton Holiday Park Managers have decided not to renew their contract with the Board for a second term. The Board wish the Pinks well for the future and with Steve Fabish (Group Manager - Community Services) will be looking to employ new management in the next month. The Board have also received funding from the Lion Foundation of \$20,000 to go towards installing a Basketball court at the domain.
Reserve Hall Board Minutes
Links:
Hinds-Reserve-Board-minutes-220412 Mt-Somers-Reserve-Board-minutes Rakaia Reserve Board minutes Lagmhor-Westerfield-Hall-Board-minutes-220222 Greenstreet-Ashburton-Forks-Reserve-Board-minutes Tinwald-Reserve-Board-minutes-220321 Mayfield-Minutes-09.02.22 Methven-Reserve-Board-minuets-220216

1.7 Customer Services

1.7.1 Visitors to ADC Administration Building

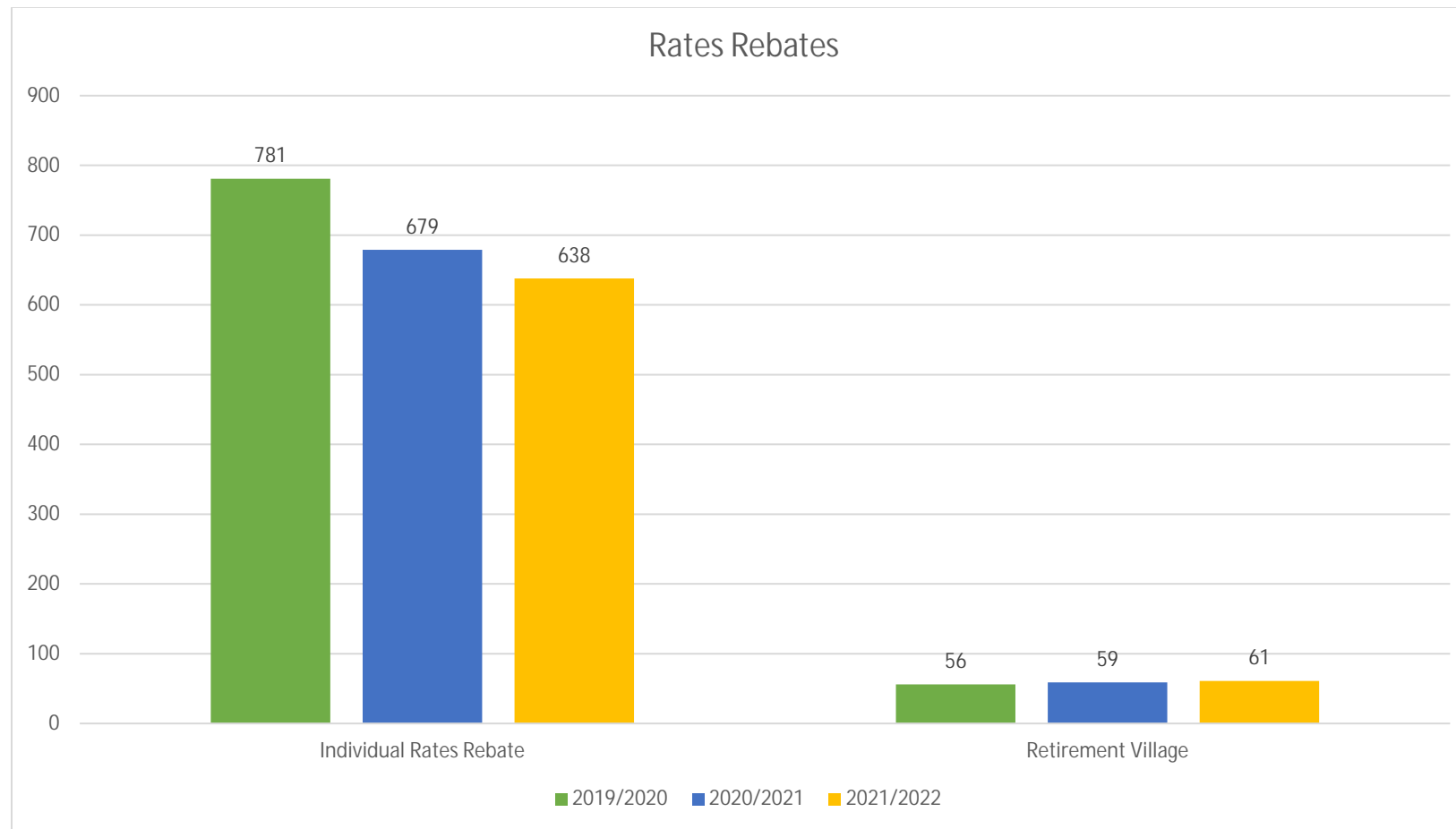


Comments:

Interesting tables here, May being the final rates instalment payment saw an increase in foot traffic but also the district getting back to business and this creating visits to council offices.

Visitors during the year 20/21 show a return from the first covid lock down catching up with the 3rd rates instalment and then the 4th instalment followed quickly with the flooding event.

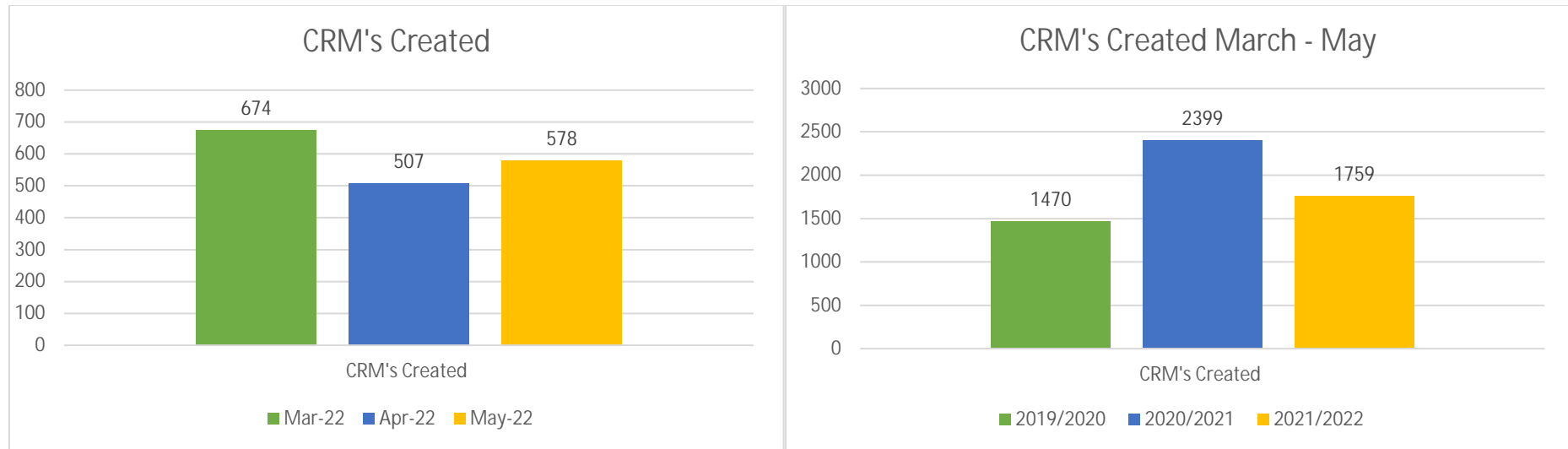
1.7.2 Rate Rebates



Comments:

Saw an increase of rebate application being dropped off before the last instalment due and we were able to get batches away to DIA inttime for rebate to be applied to property before 20th. These will continue to come in up til 30th June. Our Rebators all like getting their rebate at different times of the year some want it very early to spread the credit over the 4 instalments, some later in the year when they have large bills coming in.

1.7.3 CRMs Created



Comments:

CRM's are coming in via phone, website, snap send solve, visitors to reception, staff and contractors. The leader is still the same with Roading each month. Kerbside-Rubbish / Recycling are ahead this month of Assets/Water by only a few. Animal requests are a distance 4th by half the requests.

20/21 year for March to May is very reflective of the flooding event for the spike in CRMs.

2. Strategy & Compliance Group

2.1 Building Services

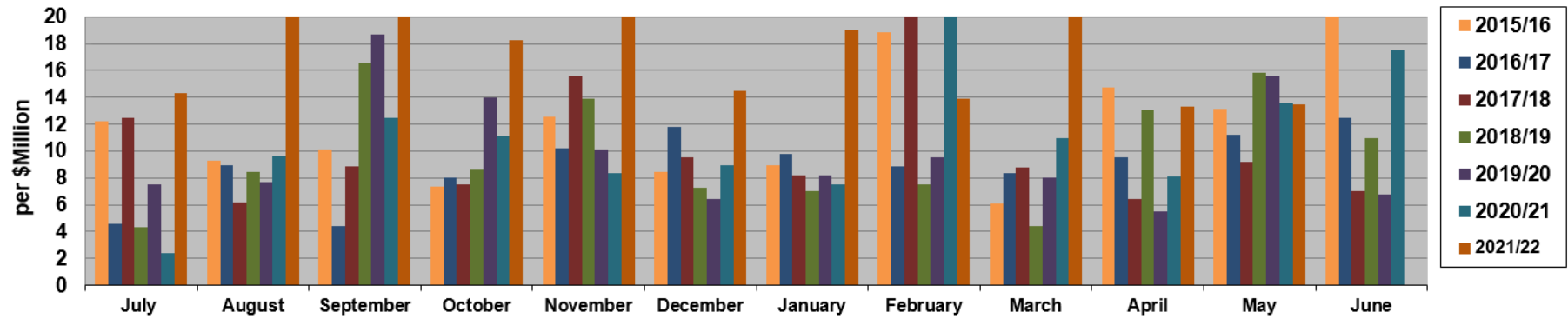
- Building consents / amendments

Month	Building Consents Received	Building Consents Received YTD	Building Consents Issued	Building Consents Issued YTD	% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
Jun	71 (65)	751 (593)	72 (77)	649 (582)	58.3%	20.3	259 (5)	100%
Jul	76 (71)	76 (71)	64 (51)	64 (51)	39.1%	22.6	307 (5)	100%
Aug	48 (46)	124 (117)	38 (66)	102 (117)	39.4%	21.9	159 (5)	100%
Sep	83 (65)	207 (182)	86 (41)	188 (158)	25.6%	27.3	307 (7)	100%
Oct	57 (45)	264 (227)	69 (50)	257 (208)	29.0%	25.3	312 (7)	100%
Nov	69 (60)	333 (287)	55 (44)	312 (252)	40.0%	23.4	391 (10)	100%
Dec	37 (45)	370 (332)	53 (40)	365 (292)	45.3%	24.3	275 (7)	100%
Jan	65 (37)	435 (369)	46 (33)	411 (325)	43.5%	26.1	206 (7)	97%
Feb	46 (55)	481 (424)	59 (45)	470 (370)	59.3%	19.8	290 (7)	97%
Mar	115 (84)	596 (508)	96 (74)	566 (444)	50%	20.6	393 (8)	98.3%
April	56 (74)	648 (582)	58 (59)	624 (503)	67.2%	18.9	328 (10)	100%
May	74 (98)	722 (680)	65 (74)	689 (577)	65.1%	21.1	398 (10)	96.9%
Note: figures in brackets are for the corresponding month, the previous year								

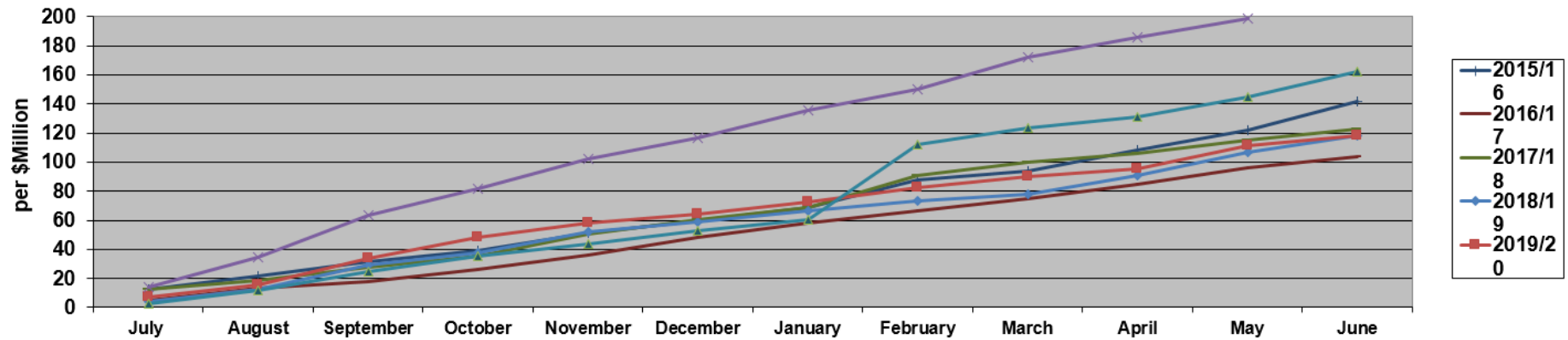
Month	BC Value of Work Received	BC Value of Work Received YTD	BC Value of Work Issued	BC Value of Work Issued YTD
Jun	\$19,195,465 (\$7,781,874)	\$212,667,714 (\$110,689,918)	\$17,509,197 (\$6,791,796)	\$162,411,814 (\$117,988,753)
Jul	\$19,080,527 (\$6,314,658)	\$19,080,527 (\$6,314,658)	\$14,325,251 (\$2,439,526)	\$14,325,251 (\$2,439,526)
Aug	\$11,668,552 (\$7,507,813)	\$30,749,079 (\$13,822,471)	\$20,293,764 (\$9,576,211)	\$34,619,015 (\$12,015,736)
Sep	\$30,995,470 (\$19,133,403)	\$61,791,549 (\$32,955,873)	\$28,958,306 (\$12,506,942)	\$63,577,321 (\$24,522,678)
Oct	\$16,140,481 (\$52,632,650)	\$78,420,014 (\$85,588,523)	\$18,248,787 (\$11,122,222)	\$81,826,108 (\$35,644,901)
Nov	\$20,714,488 (\$15,828,544)	\$99,178,197 (\$101,417,067)	\$17,868,388 (\$8,397,120)	\$99,694,496 (\$44,042,021)
Dec	\$11,993,360 (\$22,238,010)	\$111,171,557 (\$123,655,077)	\$14,455,849 (\$8,950,562)	\$114,150,345 (\$52,992,583)
Jan	\$18,488,067 (\$7,053,638)	\$129,713,624 (\$130,708,715)	\$12,879,953 (\$7,547,388)	\$127,030,298 (\$60,539,971)
Feb	\$9,627,344 (\$9,439,316)	\$139,951,518 (\$140,148,031)	\$13,900,058 (\$51,680,937)	\$140,930,356 (\$112,220,907)
Mar	\$53,796,495 (\$17,194,668)	\$193,749,513 (\$157,342,699)	\$22,416,574 (\$11,000,853)	\$163,346,930 (\$123,221,760)
Apr	\$14,905,654 (\$13,709,442)	\$210,345,548 (\$171,052,141)	\$13,295,188 (\$8,142,678)	\$176,642,118 (\$131,364,438)
May	\$13,027,570 (\$22,420,108)	\$223,373,118 (\$193,472,249)	\$15,724,521 (\$13,538,179)	\$192,366,639 (\$144,902,617)
Note: figures in brackets are for the corresponding month, the previous year.				

Month	Building Amendment Received	Building Amendment Received YTD	Building Amendment Issued	Building Amendment Issued YTD	% Processed within 20 Days
Jun	12 (22)	192 (237)	10 (22)	186 (235)	100%
Jul	25 (29)	25 (29)	26 (27)	26 (27)	81%
Aug	11 (27)	36 (56)	12 (21)	38 (48)	92%
Sep	14 (13)	50 (69)	13 (20)	51 (68)	100%
Oct	26 (16)	76 (85)	24 (16)	75 (84)	100%
Nov	21 (15)	97 (100)	16 (14)	91 (98)	94%
Dec	17 (14)	113 (114)	20 (11)	111 (109)	100%
Jan	6 (10)	118 (124)	2 (13)	113 (122)	100%
Feb	16 (13)	134 (137)	13 (12)	126 (134)	100%
Mar	19 (14)	153 (151)	16 (13)	142 (147)	100%
Apr	26 (8)	179 (159)	16 (4)	157 (151)	100%
May	28 (21)	207 (180)	38 (25)	195 (176)	100%
Note: figures in brackets are for the corresponding month, the previous year.					

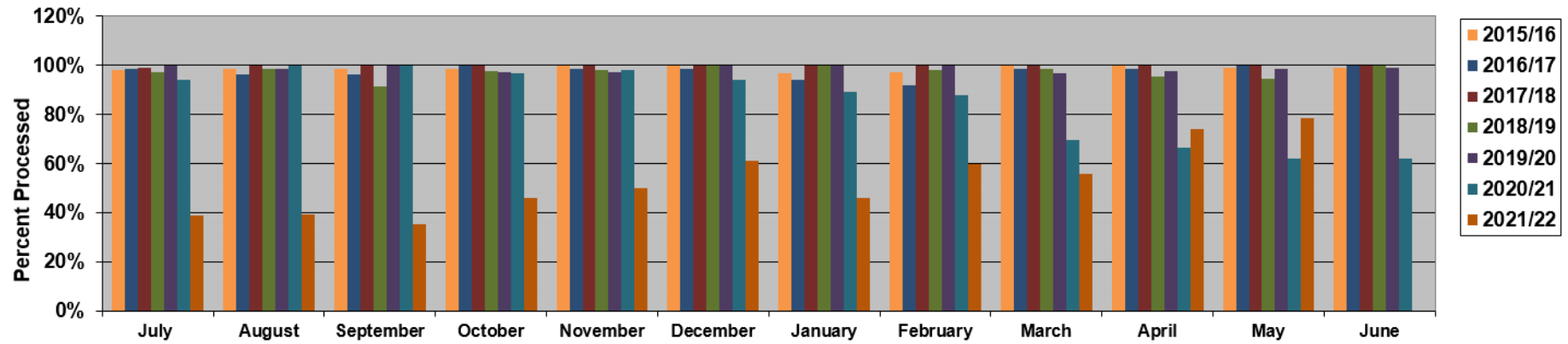
Building Consent Values By Month



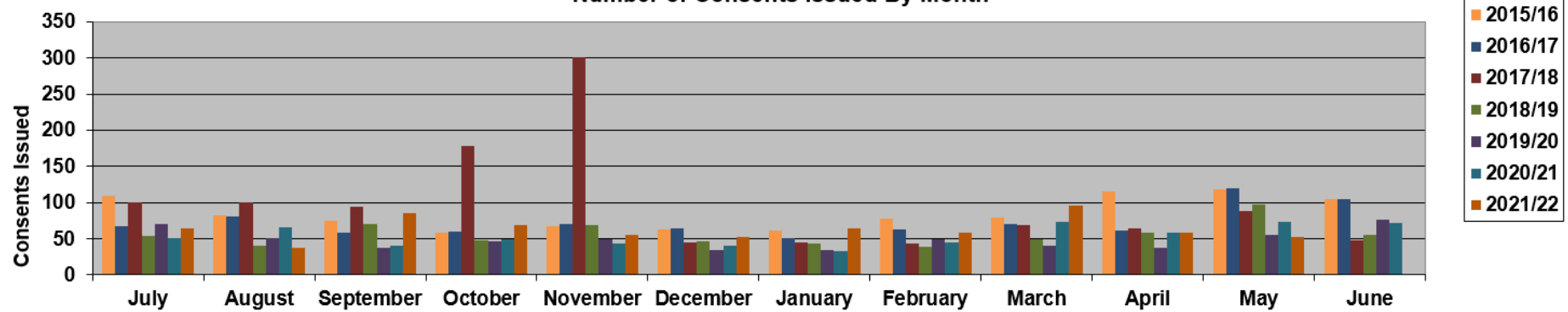
Building Consent Values Accumulating

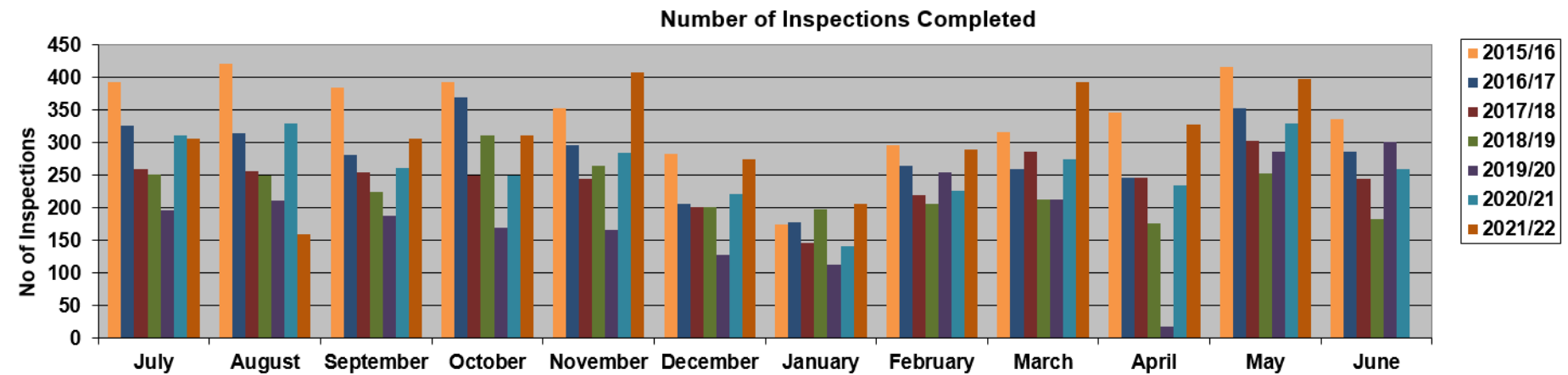
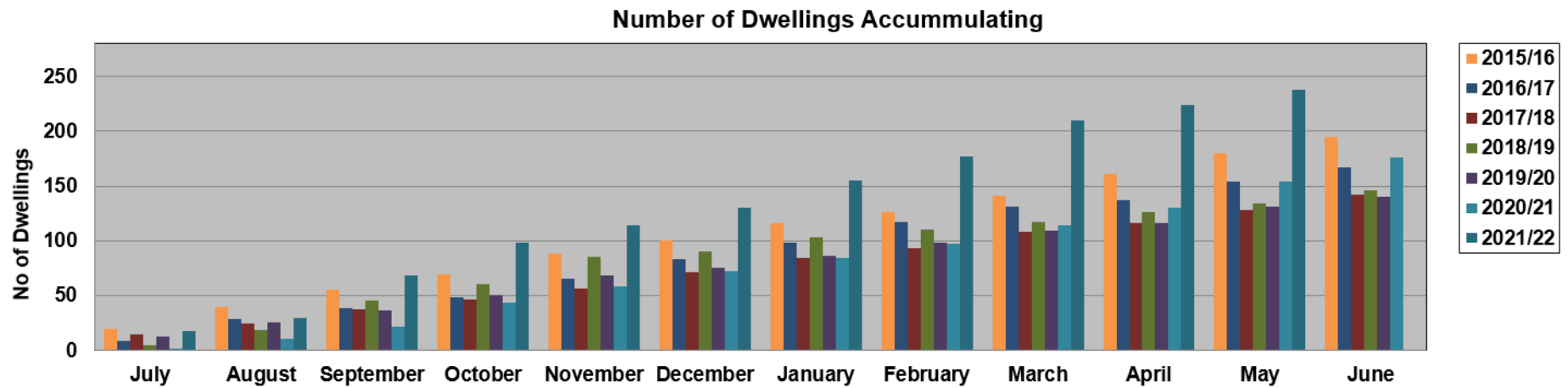


Building Consents Processed Within 20 Day Statutory Time Frame



Number of Consents Issued By Month





The value of consents for the last financial year (\$212.7m) was the highest on record and at the end of May we have surpassed that figure with \$223.4 of work being received. Also the number of dwelling consents for the last financial year (229) was one of the highest on record and this year with one month to go we have already received 254 dwelling consents. On the non-residential side, we have a number of large projects involving a number of schools, a few new builds out in the business estate, a dozen warehouses or so, Kmart, Briscoes, Rebel Sports to name a few. To date supply chain issues, inflation and increasing mortgage rates have not slowed consents coming in. MBIE are currently consulting whether or not to delay the new insulation rules by six months (they were due to be implemented in November 2022). There are conflicting opinions with the larger group home builders wanting the extension whereas the actual suppliers of the products don't want the extension (one group makes more money while the other lose some of their profits). The actual effect for us is that there is more compliance checking during the processing of the consents and therefore more delay in getting them out the door.

2.2 Civil Defence Emergency Management

A number of webinars and meetings have occurred during the period, one of which was a meeting with the Chief Executive of EA Networks to continue to build our relationship with them. This resulted in an invitation from them for three staff from ADC to join EA Networks staff on a Coordinated Incident Management System (CIMS) course, hosted by EA Networks, the following week. There has also been an offer to work more collaboratively and for the CIMS trained staff from EA Networks to join ADC staff for exercises and training in the future.

The EMO attended an online meeting of the Mid-South Canterbury CDEM Coordination Committee where local arrangements were discussed with representatives from Police, Fire & Emergency New Zealand (FENZ) and St Johns. He also attended the two day Canterbury CDEM Forum at West Melton Community Centre, where discussions focussed on the Trifecta programme, the re write of the Group Emergency Management Plan and use of technology to assist in welfare needs assessment. The Canterbury Lifelines Utilities Forum was conducted at Tai Tapu Community Centre, unfortunately the EMO was an apology due to a prior engagement. The EMO also attended the AGM for the Rural Support Trust, a board meeting of the Ashburton Neighbourhood Support and hosted Ashburton Civil Defence volunteers on one evening and FENZ staff on another, at the EOC and provided a presentation to each group.

Webinars attended included the Canterbury Hazard Profile Review, National Adaptation Plan review, and continuing with the EMO online induction series provided by Canterbury CDEM Group. There was also an online workshop conducted around updated tsunami inundation zones for the Canterbury coastline. There is further work to do in this space with another "face to face" workshop planned with all Canterbury EMO's in mid June. The outcome of this new information being available will then allow further decisions to be made regarding evacuation zones, and will trigger a review of the Ashburton District Tsunami Response Plan.

The draft evacuation plan for Allenton/Netherby areas was workshopped by the CDEM Command team, with a number of additional considerations provided by the team for inclusion in the draft plan. Due to a number of MetService wave warnings being issued for our coastline

the EMO visited all of the coastal communities within the district at least twice, allowing him to meet local residents on each visit and update contact details for these communities.

A watch/shift system has been implemented within Ashburton Civil Defence. This involves having three watches of 16 people, filling each of the CIMS functions, with each shift being on duty for one calendar month rotating throughout the year. If an emergency occurs then the Duty Watch will provide the lead elements of the initial response, stand up the EOC and complete the first eight hour shift, with the other watches providing a second and third shift capability over the 24 hour period. With this in place our Civil Defence capability is enhanced and allows for a more streamlined approach to the initial response to any event, and allows us to be more resilient and self reliant.

The two new Local Controller appointments were approved by the Canterbury CDEM Joint Committee which will also enhance our CDEM Capability within the district.

On 31 May at approximately 1.15 pm the local Police Senior Sergeant contacted the EMO informing him that a sizeable amount of gelignite had been found in a residence on Elizabeth Street, and requesting assistance from Ashburton Civil Defence. The assistance required amounted to organising bus transport to evacuate some residents, communications via ADC Comms channels, assistance to prepare and send an Emergency Management Alert (handled by Canterbury CDEM Group), and possible need for staff to assist with cordons and evacuations. ADC CDEM stood up the EOC, and provided welfare support in the form of shelter and refreshments for those who had to evacuate but had no family to assist them. The incident was very quickfire with cordons put in place, residents evacuated and NZ Defence Force Explosive Ordinance Disposal staff onsite by 3.15 pm. Subsequently the explosives were removed for disposal and a gun safe was confiscated by NZ Police. The all clear was given at 3.45 pm and residents were informed and able to return to their homes.

2.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/Off/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
June	0	7	8	21	0
July	2	5	5	19	0
August	0	4	4	12	0
September	1	1	4	19	1
October	0	6	3	18	0
November	2	2	3	27	0
December	1	8	2	20	1
January	1	1	1	9	2
February	1	1	2	11	0
March	0	3	2	11	1
Apr	2	1	4	27	1
May	0	3	5	7	0

2.4 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
June	6728	332	95.1%	3	11	0	0	5	3
July	4708	2321	49.3%	2	14	0	0	5	5
August	5951	1135	80%	0	6	0	0	15	2
September	6151	958	84%	5	7	0	2	10	4
October	6268	841	87%	7	2	0	2	5	6
November	6311	741	88%	9	1	0	1	7	1
December	6350	701	90%	1	0	0	0	9	3
January	6392	688	90.3%	0	7	0	3	2	0
February	6437	626	91%	3	6	0	1	8	1
March	6498	574	91.8%	18	6	1	2	5	7
Apr	6557	513	92.7%	6	4	0	0	4	3
May	6590	444	93.8%	26	9	0	0	5	8

There were 97 notices to register issued in Apr & May 2022.

2.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
June	20	20	0	0	0
July	11	11	3	0	1
August	10	10	0	0	0
September	1	1	4	19	1
October	5	5	0	0	1
November	23	23	0	0	0
December	17	17	0	0	0
January	4	4	0	0	0
February	9	9	1	0	1
March	6	6	0	0	1
Apr	3	3	0	0	1
May	16	16	0	0	1

2.6 Planning

Resource Consents	April 2021	April 2022
No. of resource consent applications decided ₁	17	17
No. of resource consents decided within statutory	17	17
Resource consent KPI Compliance (accumulating)	99.4%	98.54%
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	5	8
No. of 224 Certificates processed	7	3
No. of building consents reviewed against District Plan ₂	19	14
Land information memoranda	April 2021	April 2022
LIMs Produced	79	57
LIMs Produced within 10 working days	79	57
LIMS (accumulating)	927	793
Resource Consents	May 2021	May 2022
No. of resource consent applications decided ₁	26	12
No. of resource consents decided within statutory	26	12
Resource consent KPI Compliance (accumulating)	98.97%	98.62%
Notified/ Limited notified applications decided	0	0
Other		
No. of 223 Certificates processed	7	8
No. of 224 Certificates processed	9	10
No. of building consents reviewed against District Plan	31	20

Land information memoranda	May 2021	May 2022
LIMs Produced	84	75
LIMs Produced within 10 working days	84	75
LIMS (accumulating)	1011	868

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

Discussion

In the later part of 2021 the Planning Team instituted a formal preapplication process for more complicated and larger projects. This process has multiple benefits to all parties. For the Council it allows increased efficiency in responding to requests, and better ability to recover costs associated with staff resource incurred. For the developer it allows them to ask questions of specific parts of the Council and to explain their proposal. This allows them to better understand the project from Council staffs' perspective so that they can take into account any relevant matters before they decide whether to commit to a formal process.

To date, some 20 requests have been made to the Planning Team and feedback received from requestors has been positive.

2.7 Strategy & Policy

- Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Annual Plan	30 October 2021	30 June 2022	Yes	Finalisation of the Annual Plan complete, adoption 29 June
Annual Residents Survey	August 2021	July 2022	Yes	Round 4 underway
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	Officers continue to meet regularly with AEC. Current topics of discussion include Lakes Camp and Clearwater draft plan, strategy development and implementation, policy reviews and planning matters.
Bylaws & Policies	Ongoing		Yes	<ul style="list-style-type: none"> • Stormwater Bylaw - drafting • Climate Change Policy – Action Plan drafting • Property Leases & Licenses Policy – drafting • Gambling Venue Policy – Background report complete
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> • WMMP - Consulting • Trading in Public Places Bylaw – Consulting
Internal Work	Ongoing		Yes	<ul style="list-style-type: none"> • Service Delivery Reviews – Economic Development - scoping • LocoDelegations – underway • Pre-election Report – drafting
Strategies	Ongoing		Yes	<ul style="list-style-type: none"> • Open Spaces Strategy – action plan under review • Sport & Recreation Strategy – finalisation • Airport Development Plan - drafted

- External Submissions

The following are submissions that we are preparing currently.

Organisation	Submission Summary	Process	Due Date
Government via the Health Select Committee	<p>Water Services Entities Bill (NEW)</p> <p>Government bill, the first of two, that gives effect to the policy decisions taken in 3 waters reforms. This establishes the entities and their coverage, their powers, and aspects of the governance framework.</p> <p>https://www.legislation.govt.nz/bill/government/2022/0136/latest/096be8ed81c2922d.pdf</p>	While the process has not yet been confirmed, it is likely staff will prepare a submission for Council approval.	TBC – possibly due mid July

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

Organisation	Name of initiative	Due date
Government via the Justice Committee	<p>Local Electoral Act (Electoral Advertising) Amendment Bill (NEW)</p> <p>Short Bill (announced on 3 June) that will remove the requirement for candidates to include a home address on authorisation statements for advertising.</p>	TBC - Likely to be days only if issued at all
Waka Kotahi	<p>Business Case Refresh (NEW)</p> <p>Proposed changes are intended to align the BCA to environmental planning and community engagement processes. Waka Kotahi suggests the most important proposals are changes to changes to improve capability, and change both the culture and behaviour associated with developing business cases.</p> <p>https://www.nzta.govt.nz/assets/resources/The-Business-Case-Approach/business-case-refresh-consultation-may-2022.pdf</p>	23 June 2022
MBIE	Long-term Insights Briefing: An exploration of 2 trends influencing productivity and wellbeing – purpose led business and use of blockchain technology	24 June 2022

Organisation	Name of initiative	Due date
	Another department's long-term insights brief. This focuses on two topics distributed ledger technology (blockchain is the more known, but not the only) and purpose-led business.	
Government via the Environment Select Committee	<p>Emissions Budget first published in 2022 and Emissions Reduction Plan</p> <p>The Environment Committee has called for submissions on the budget and Emissions Plan. Its specifically interested in the areas indicated in the call for submissions below</p> <p>https://www.parliament.nz/en/pb/sc/make-a-submission/document/53SCEN_SCF_INQ_123972/emissions-budgets-published-in-2022-and-the-first-emissions</p> <p>https://environment.govt.nz/publications/aotearoa-new-zealands-first-emissions-reduction-plan/</p>	27 June 2022
Department of Conservation	<p>Conservation Management and Processes Law Reform</p> <p>Document seeks responses to proposal to amend the Conservation Act in regards conservation management planning, permissions (including concessions) and assorted other technical measures.</p> <p>https://www.doc.govt.nz/contentassets/e02b6e70dab9466898a8d62e6be65835/conservation-management-and-planning-discussion-document-may-2022.pdf</p>	30 June 2022
MBIE	<p>Sustainable Biofuels Obligation – proposals for regulation (NEW)</p> <p>Methodologies and criteria to implement last year's decisions to introduce the obligation. Document appears technical in nature.</p> <p>https://www.mbie.govt.nz/dmsdocument/21273-the-sustainable-biofuels-obligation-proposals-for-regulations-pdf</p>	1 July 2022
MfE	<p>Exposure drafts – NPS Freshwater Management and Resource Management (National Environmental Standards for Freshwater) Regulations 2020 (NEW)</p> <p>These exposure drafts follow on from MfE's consultation on proposed amendments to the wetland provisions in late 2021. The proposed changes include:</p> <ul style="list-style-type: none"> • Clarifying the definition of 'natural wetland' • Providing further direction on using 'best information' and 'transparent decision-making' • Simplifying direction on 'special provisions for attributes affected by nutrients' • Introducing new consent pathways for certain activities - quarrying 14, landfills and cleanfills, mining (minerals), urban development - and • The inclusion of water storage in the definition of specified infrastructure. <p>Click here to see an overview of the exposure drafts.</p>	10 July 2022

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

Organisation	Name of initiative	Stage
Not clear?	Self-contained Vehicles Bill Government Bill giving effect to a package of changes tightening what is categorized as a self-contained vehicle, and allowing local authorities to better regulate where non-self contained vehicles may stay overnight.	Bill into House in early 2022
Economic, Science and Innovation Committee	Better Payment Practices Bill Government Bill enabling Government to set regulations requiring large business (incl central and local government) to report against a set of performance measures on the speed of payment to small business, and to comply with provisions of a Code.	Bill into House in July 2022
Environment Select Committee	Natural and Built Environment Bill First of two Bills giving effect to RMA reform. This focuses the setting of environmental limits, environmental and land use planning and the governance of those activities.	Bill into House 3rd quarter 2022
Environment Select Committee ?	Strategic Planning Bill Second of two Bills giving effect to RMA reforms. This one focuses on regional spatial strategies and the governance of these activities	Bill into House 3rd quarter 2022
Health Select Committee?	Water Services Entities Amendment Bill #2 Second of two Bills giving effect to water reform. Bill will cover powers, economic regulation, links to land use planning, and amendments to LGA (including LTP 2024).	Bill into House in Sept 2022
Governance Admin Select Committee	Civil Defence and Emergency Management Amendment Bill Gives effect to whatever of the Trifecta Review survives the 'consultation' and policy development process. NEMA officials have said this is the formal consultation.	Bill into House 3rd quarter 2022
Future for Local Government Panel	Future for Local Government draft report Draft report including recommendations from the panel.	12 October 2022
Presumably Environment	Climate Response Bill Will introduce the legal framework for managed retreat and other climate response matters.	Early 2023

3. *Infrastructure Services Group*

3.1 Solid Waste Management

- Waste Management Minimisation Plan (WMMP) 2022

The draft WMMP consultation is ongoing, with submissions closing on 23 June 2022. The WMMP will be presented to Council for adoption on 28 July. Shown in the table below is the overall schedule:

Month	Activity
September 2021	Project commencement
October 2021	Start of waste assessment
November 2021	Waste audit completed
February 2022	Stakeholder engagement
February 2022	Councillor workshop – waste assessment outcomes, WMMP vision, goals and objectives
20 April 2022	Councillor workshop – WMMP action plan
18 May 2022	Adoption of Draft Consultation Document
23 May 2022	Statutory consultation to be held from 23 May to 23 June 2022 (on-going)
June 2022	Consultation outcomes, WMMP revision as may be deemed necessary. Depending on the result of the consultation, the final draft of the WMMP will be presented to Council for adoption in July 2022.
28 July 2022	Presentation of the Final Draft and Adoption of the WMMP 2022
1 August 2022	WMMP will take effect

Recycling – April 2022 bin audits

Week / day	Town/Area	watch list	strike 2/pull backs	Confiscation/3 strikes	Bins returned/ monitored
1 Monday	Methven & villages	145	124	8	7
1Tuesday	Showgrounds Area	82	86	26	9
1Wednesday	Extended Triangle (Allenton)	122	91	18	12
1Thursday	Racecourse Area	70	57	13	9
1Friday	Beach Road Area	118	79	15	13
2 Monday	Tinwald/Lake Hood	124	90	14	7
2 Tuesday	Hampstead Area	101	95	19	18
2 Wednesday	W.Tinwald & Hinds	61	28	4	4
2 Thursday	Argyle Park Area	76	54	7	6
2 Friday	E.Town/Chertsey/Rakaia	138	83	14	7
		1037	787	138	92
Total Interventions		2054			

The monthly audits show an increase of about 8% in the number of houses placed on the watch list from 957 in March to 1037 in April. The April figure is comparatively lower than the 1093 houses in February 2022.

There has been a decreasing trend in the number of strike 2 offenders over the past few months – 787 in April down from 827 in March and 894 in February.

The number of bins confiscated slightly decreased to 138 bins in April from 149 bins in March and 143 in February.

Council staff are continuously monitoring the effectiveness of the new tag notification system introduced in January 2022. The information/education booklet, Bin It Right is currently being reviewed and updated.

3.2 3Waters Projects

Project	Description	Progress
Methven Water Reservoir - Reliant Solutions Limited	Construction of two reservoirs, associated pipe works, valves, meters, fencing and access track. Project value is \$1.7m plus a contingency sum.	Two rings and the roof for Tank No 1 have been assembled. Construction programme shows Tank No 1 will to be completed first week of July and construction of Tank No 2 to commence thereafter. Weather permitting, the two tanks will be completed and commissioned in August 2022.
Contract WATER0220.1 – Supply of Membrane for Mt Somers and Methven		Contract for the supply, installation and commissioning of a membrane plant for Mt Somers and Methven has been awarded to Masons Engineers NZ. Beca and Masons are working on the design of the membrane building. The tender for the construction of the building will be let in September. Completion of construction works is on schedule for February 2023 dependent of supply chain issues and weather. The membrane and all its ancillary equipment will be fitted into the building once it is completed. Commissioning of the membrane plant is scheduled before winter of 2023.
Contract WWAT0254 – Sewermain Renewal Contract (Design and Build)		Contract to renew existing sewer mains at the following sites: <ul style="list-style-type: none"> • Site 1 – Brucefield Ave sewermain (21 Brucefield St to Princes St) • Site 2 – Russell Ave sewermain (between Somerset St and Saunders Rd) • Site 3 – William St sewermain (between Burnett St and Cameron St) • Site 4 – Clark Street sewermain (full length) • Site 5 – Mt Hutt College sewermain (from McDonald St to 20 Main St) <p>No survey or design work has been carried out for these sites as construction is to be carried out to existing longitudinal profiles of the sewer main. The contractor is responsible for surveying, designing and setting out as deemed necessary.</p> <p>The contract was awarded to Ashburton Contracting Limited with work to start in early July 2022.</p>

Project	Description	Progress
Contract WWAT0243 – Sewer Pipeline Renewals Contract		<p>Contract for the supply and construction of programmed wastewater pipelines renewals on the following sites:</p> <ul style="list-style-type: none"> • Site 1 – Chalmers Avenue (between Cameron St and Victoria St) • Site 2 – Cameron Street (between William St and Chalmers Ave) <p>The contract was awarded to Ashburton Contracting Limited.</p> <p>Total contract amount - \$929,845.92</p> <p>Site possession date -14 April 2022</p> <p>Completion date – 13 January 2023</p>
Contract WAT0236 – Water Pipeline Renewals Contract		<p>Contract for the renewal of potable water pipelines in Ashburton Township, Methven, Rakaia and Hinds, and associated fittings.</p> <p>The contract has 2 separable proportions. Separable Portion 1 commenced on 5 January 2022 and is on target to be completed by 30 June 2022. Separable Portion 2 will start thereafter.</p> <p>The contract was awarded to Ashburton Contracting Limited.</p> <p>Total contract amount - \$1,994,233.98</p> <p>Site possession - 5 January 2022</p> <p>Date for completion of Separable Portion 1 – 30 June 2022</p> <p>Date for completion of Separable Portion 2 – 30 September 2022</p>
Methven Meter Installation		<p>As of 30 May the contractor has installed 150 meters. Installation of meters will continue until the end of August.</p> <p>The installation of manifolds has commenced for properties with old connections. ACL are currently checking all properties. As of April it had been determined that there are at least 400 properties which will require new manifolds. New meters will be installed in the manifolds. Installation of manifolds and water meters will continue through until August.</p>

3.3 CBD Upgrade Project

The overall upgrade project has been completed, and the snag list of minor repairs and outstanding items is being worked through. The contractor has indicated that they will be onsite the week of 20 June to complete the outstanding items.

The installation of the smart eye parking sensors remains outstanding. On 25 May this project item was removed from the contract schedule and Council officers will continue to negotiate directly with the supplier. Supply chain delays still apply with the latest advice being a further 3 to 6 months before supply may be possible.

3.4 3Waters Operations

- 3 Waters CRMs for 2022

Water	J	F	M	A	M	J	J	A	S	O	N	D
P1	15	8	11	3								
P2	127	92	99	79								
P3	4	1	2	1								
P4	1	1	2	2								
Total	147	102	114	85								
Wastewater												
P1	5	0	3	6								
P2	2	0	2	0								
P3	0	0	0	0								
P4	0	0	0	0								
Total	7	0	5	6								
Stormwater												
P1	0	0	0	0								
P2	2	0	2	0								
P3	0	0	0	0								
P4	0	0	0	0								
Total	2	0	2	0								
Overall Total	156	102	121	91								

- Monthly KPI measures April 2022

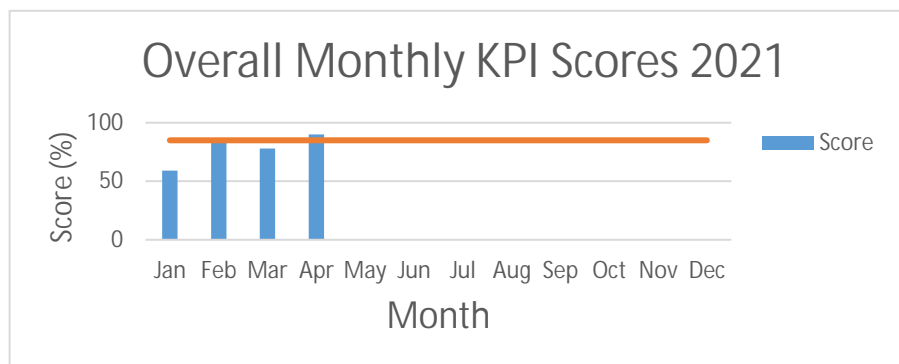
An amended contract KPI system rating which includes measures such as process documentation, asset management, response times, reporting and recording will be used starting July 2022.

WATER KPI'S	KPI Achieved	Actual % Achieved	Overall % of At Risk Sum
WS1 - Priority 1 work on site within 1 hour - urgent reactive	No	67	0
WS2 - Priority 1 restore service within 4 hours	Yes	100	5
WS3 - Priority 1 full reinstatement of site with 5 working days	Yes	100	2
WS4 - Priority 2 work carried out within 5 working days	No	49	0
WS5 - Priority 3 work carried out within 10 working days	Yes	100	2
WS6 - Priority 4 work carried out within 20 working days	No	50	0
WS7 - Customer satisfaction	Yes	100	3
WS8 - Contractor's reports are accurate and complete	Yes	100	4
WS9 - All accidents investigated and reported	Yes	100	3
WS10 - Complete safety audits planned for month	Yes	100	3
WS11 - Compliance with DWSNZ and WSP	Yes	100	3
Total			25
WASTEWATER KPI'S			
WW1 - Priority 1 work on site within 1 hour - urgent reactive	Yes	100	5
WW2 - Priority 1 restore service within 4 hours	Yes	100	5
WW3 - No repeat sewer blockages within a 2 year period	Yes	100	3
WW4 - Priority 1 full reinstatement of site with 5 working days	Yes	100	3
WW5 - Priority 2 work carried out within 5 working days	Yes	100	3
WW6 - Priority 3 work carried out within 10 working days	Yes	100	3
WW7 - Priority 2 work carried out within 20 working days	Yes	100	2
WW8 - Customer satisfaction	Yes	100	3
WW9 - Contractor's reports are accurate and complete	Yes	100	4
WW10 - Notify Council of all significant overflow	Yes	100	3
WW11 - All accidents investigated and reported	Yes	100	3
WW12 - Complete safety audits planned for month	Yes	100	3
Total			40
STORMWATER KPI'S			
SW1 - Priority 1 work on site within 1 hour - urgent reactive	Yes	100	4

WATER KPI'S	KPI Achieved	Actual % Achieved	Overall % of At Risk Sum
SW2 - Priority 1 restore service within 4 hours	Yes	100	4
SW3 - Priority 1 full reinstatement of site with 5 working days	Yes	100	2
SW4 - Priority 2 work carried out within 5 working days	Yes	100	2
SW5 - Priority 3 work carried out within 10 working days	Yes	100	2
SW6 - Priority 4 work carried out within 20 working days	Yes	100	2
SW7 - Customer satisfaction	Yes	100	2
SW8 - Contractor's reports are accurate and complete	Yes	100	2
SW9 - All accidents investigated and reported	Yes	100	3
SW10 - Complete safety audits planned for month	Yes	100	2
Total			25
OVERALL TOTAL			90

Monthly KPI Rating is show below.

Month	Score	Target
Jan	59	85
Feb	85	85
Mar	78	85
Apr	90	85
May		85
Jun		85



3.5 Drinking Water

- 3 Waters information requests - data and digital

In late March, Council received another request for information from the National Transitions Unit (NTU) currently working within the Department of Internal Affairs (DIA). This particular NTU work stream is titled *Data and Digital*, and is intended to create a current state picture of the data and digital technology and capabilities for New Zealand three water services. The information request was comprehensive and covered a broad scope of systems, technologies, and capabilities. This was another reasonably large undertaking for council and involve people from several teams (Assets, Finance and in particular Information Services).

The original timeframe expectation was 22 April (four weeks) for an initial submission of data and 13 May for the balance of information. Due to competing demands on team resources, no data was able to be provided by the earlier deadline, however the data request was fully completed and uploaded to the DIA information portal on 13 May.

- Water Services Entities Bill

The Water Services Entities Bill was introduced to Parliament on 2 June. Details on a consultation timeline are still to be advised. Assets team officers are currently reviewing the bill to determine what changes have been made since the early exposure draft. It is noted that “Entity D” is known within the bill (probably most unsurprisingly) as the Southern Water Services Entity.

- Annual Compliance Monitoring Programme

Officers are preparing the annual compliance monitoring programme. This programme details the frequency of sampling and testing necessary to meet the legislative and drinking water standard requirements. A not insignificant difficulty at present is the very rules we are required to meet have yet to be finalised and formally promulgated.

At this point, officers are developing “their best guess” based on feedback from post consultation webinars.

- Laboratory Audit

The annual recognition audit of our water testing laboratory by IANZ was conducted on 10 May. The audit reviews documentation, processes and procedures in relation the management of the laboratory. It is quite normal to receive corrective actions and recommendations for improvement arising from the audit. However, this year the laboratory was awarded continued recognition with no corrective actions or recommendations identified. Formal advice of the recognition was received on 24 May.

3.6 Wastewater

- North-west Ashburton wastewater servicing

This contract covers the construction of a new wastewater pump station and pipeline to service the Allens Road, Carters Road and Farm Road area. Tenders for the contract close on 28 June. The tender award is expected to be the subject of a report to Council on 27 July.

- National Wastewater Surveillance Programme - COVID-19

Officers continue to support twice weekly (Mon-Wed) sampling to support the National Wastewater Surveillance Programme - COVID-19. This requires an officer to set up an auto-sampler at the Ashburton Wilkins Rd WWTP, typically on a Monday. The auto-sampler takes wastewater samples periodically across a 24 hour period and stores them for collection as a 24hr composite sample. This sample is collected the following day, the auto-sampler reset for the next period. On the Wednesday the second 24hr composite sample is collected and the auto-sampler is retrieved. The samples are sent to the Institute of Environmental Science and Research (ESR) for testing and the results are eventually published on their website [here](#).

3.7 Stormwater

- Bylaw development

Ashburton District Council does not currently have a stormwater bylaw. As part of Council formalising its stormwater network discharges, Council sought and was granted network-wide stormwater consent ([CRC186263](#)) for the Ashburton town network¹. This consent was necessary to meet rules in the Canterbury Land & Water Regional Plan. A condition of this consent requires the development of a bylaw that will allow Council "...to regulate and control, audit and sample discharges of stormwater from existing and future sites".

The draft bylaw has been prepared and circulated to elected representatives. A workshop was held on 9 June taking councillors through the draft bylaw. Advanced consultation is currently in progress with ECan and Aoraki Environmental Consultancy Ltd. Once all feedback from the workshop and advanced consultation has been considered, a finalised draft is expected to be approved for public consultation at the 27 July meeting of Council.

¹ Including Tinwald and Fairton

3.8 District Water Management

- Pudding Hill intake closure investigation

Publicity around Council's consideration and approval to commence this investigation has sparked interest from the community. In particular, Historical Places Ashburton has written expressing concern about the potential loss of this heritage infrastructure, and a desire to see it remain partially operational. Officers intend to make contact with the organisation to discuss their concerns.

Regardless, Council will have to comply with the legislation that protects pre-1900 buildings / infrastructure which may also include the need to obtain an archaeological authority. The investigation will include confirming exactly what that requirement is. It should be noted, that closure of the intake does not necessarily (or likely) mean demolition or removal.

Officers are currently developing a list of stakeholders (both ratepayers and non-ratepayers). It is proposed to provide some early communication around the investigations and seek information on current use of the network fed from the intake.

- Resource consent compliance

On 4 May, Council received from Environment Canterbury a number of compliance monitoring reports as they relate to the stockwater activity. There were a number of minor matters noted but key items of non-compliance were: an update required to the Water Race Management Plan (assessed as non-compliant – action required); and absence of a compliant fish exclusion device (assessed as significant non-compliance).

This latter item prompted a formal warning to be issued under separate cover. Within this correspondence, Environment Canterbury have requested that Council confirm by 1 September 2022, which affected intakes will be closing, and which will require a fish-screen. At present, we are still unable to answer this question with confidence. The investigations in relation to Pudding Hill intake (one of the three intakes subject to the requirement), will be well advanced and by the deadline we may have developed a view on the likelihood of its closure.

In response, officers will also now be focussing efforts on the other two intakes, Brothers (South Br. Ashburton River) and Methven Auxiliary (North Br. Ashburton River), to explore how closure of those intakes could be effected. Any proposals identified will be brought to Council for consideration.

- Rakaia stockwater consents

As part of investigations into a potential transfer of the stockwater race network and associated responsibilities within the Acton area to the Acton Farmers Irrigation Cooperative, officers have explored the implications to resource consents. It is essential, that consents relating to the stockwater activity, are able to form part of any transfer proposal. However, because the consents cover activities, intakes, and geographic areas well beyond just the Acton area, in their current form, this is problematic.

Officers sought and received confirmation from Environment Canterbury that the affected consents can be separated through an administrative process (rather than a full consenting process). With this confirmation, applications have now been made to make the required separation. The outcome will be a suite of consents that cover only the Acton area stockwater activities, and suite of consents that represent the balance of the Winchmore Rakaia stockwater area. Both packages of consents will initially remain held by ADC.

- Ashburton River consent review

Environment Canterbury staff on the Ashburton River consent review steering group contacted staff in May to discuss the review and seek clarification on Council's progress in regard to meeting its responsibilities under the Canterbury Land and Water Regional Plan (CL&WRP). Under the CL&WRP, there is a specific policy in the Ashburton chapter relating to the stockwater network:

13.4.1 In order to increase the amount of water in the river that is available to meet the proposed increased minimum flows, the taking of water for community stock water supplies from the Ashburton River/Hakatere will progressively decrease so that as soon as possible, but by no later than 1 July 2023, that taking will not exceed 2,900 L/s in total.

The meeting was held at ADC on 25 May. The steering group representatives explained that throughout the review process, there had been many calls from review affected consent-holders for clarity on Council's progress in regard to the above policy. During the discussions, officers tabled some graphs to demonstrate that for all intents and purposes Council had already met its obligations.

Figure 1 – Overview graph with consented maximum.

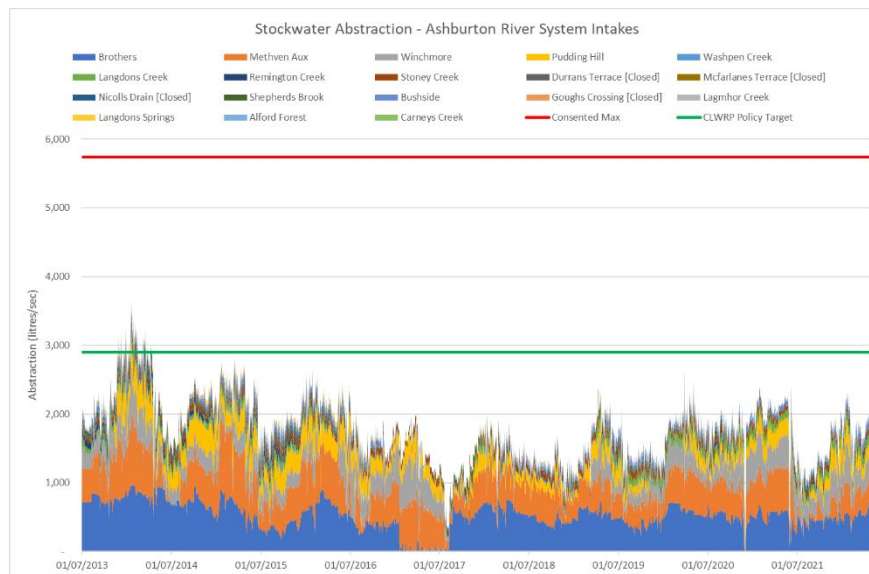
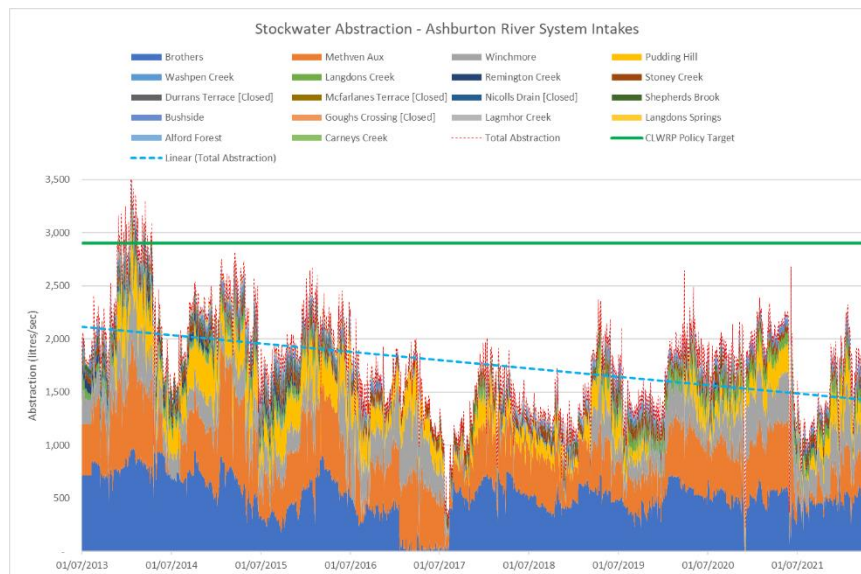


Figure 2 – Zoomed graph with trend-line.



The steering group representatives were appreciative of the update. It was agreed that the information will be provided formally to the group to support the review process as it proceeds.

3.9 Roads and Footpaths

To the end of April 2022 we have spent:

- 91% of the subsidised road maintenance budget excluding the emergency works for the May and July heavy rain events.
- 85% of the subsidised road renewals budget.
- 36% of the subsidised local road improvements.

Information on some of the main areas of work completed are:

- 7,752 m² of sealed pavement digouts completed (567 m² remain)
- 18,593 m² of stabilised sealed repairs completed which includes 6,865 m² utilising the additional \$300,000

- 6,223 km of unsealed roads graded
- 198 km of high shoulder trimmed
- 26810 m³ of maintenance metal placed (33271 m³ remain)
- 75 km of reseals completed
- 8.11 km of rehabilitation completed (0.58 km remain)

We are on track to spend 100% of the overall maintenance, operations and renewals budget by the end of June. There will be some over expenditure (sealed pavement maintenance, sealed road resurfacing) and under expenditure (maintenance metalling) for some activities to balance the total expenditure.

The current cost escalations at 14% for the maintenance contract are having, and will have, an effect on the quantity of work able to be completed over the coming months.

- Monthly achievements

Routine sealed and unsealed pavement maintenance is ongoing with the stabilising crews continuing with the repairs. These have been successful overall to date with the isolated failures being attended to by the contractor.

The rehabilitation work for the year is complete.

The unsealed metalling is under way but has had a delayed start. As much maintenance metal as possible will be placed by the end of June and will continue through to October which will spend approximately 75% of the 2022/23 budget.

There has been erosion on a section of Ocean View Road at Lowcliffe which has resulted in the road being closed temporarily. Options for this section of road will be presented to Council.

- Proposed \$1.7 million additional funding

It is proposed to spend the additional funding on sections of the network identified for rehabilitation at sites previously identified. The reason being that a rehabilitation will eliminate anything other than minor routine maintenance, second coat seals and reseals for at least 25 years.

This will enable the resources carrying out sealed pavement maintenance to be able to work on the network generally rather than having to attend to ongoing patching to hold the older failed sections of pavement.

The desire is to have the network in a condition that reduces the amount of deferred maintenance and renewals (which will be an ongoing challenge with the current approved funding).

The list of roads proposed for rehabilitation in 2022/23 utilising the approved subsidised funding and additional unsubsidised funding are:

Location	Location	Location	General	General	Dimensions	General	General
Road	Start	End	Activity Type	FWP Year	Length	Cost Estimate	Traffic
ARUNDEL RAKAIA GORGE ROAD	14130	14800	Rehabilitation	2022/23	670	\$187,600.00	1700vpd [17%HV]
ARUNDEL RAKAIA GORGE ROAD	14800	17510	Rehabilitation	2022/23	2710	\$682,000.00	1700vpd [17%HV]
ARUNDEL RAKAIA GORGE ROAD	35780	36640	Rehabilitation	2022/23	860	\$240,800.00	700vpd [16%HV]
ARUNDEL RAKAIA GORGE ROAD	36870	38380	Rehabilitation	2022/23	1510	\$422,800.00	700vpd [16%HV]
ARUNDEL RAKAIA GORGE ROAD	52625	53415	Rehabilitation	2022/23	790	\$221,200.00	1025vpd [16%HV]
ASHBURTON STAVELEY ROAD	16285	17035	Rehabilitation	2022/23	750	\$165,375.00	650vpd [15%HV]
BARFORD ROAD	2910	3310	Rehabilitation	2022/23	400	\$91,000.00	140vpd [17%HV]
BARFORD ROAD	6350	6830	Rehabilitation	2022/23	480	\$109,200.00	170vpd [31%HV]
MARONAN ROAD	2230	2450	Rehabilitation	2022/23	220	\$53,900.00	1200vpd [15%HV]
MARONAN ROAD	4075	5775	Rehabilitation	2022/23	1700	\$374,850.00	1200vpd [15%HV]
MARONAN ROAD	14325	14735	Rehabilitation	2022/23	410	\$114,800.00	870vpd [14%HV]
MAYFIELD VALETTA ROAD	3475	4625	Rehabilitation	2022/23	1150	\$289,800.00	925vpd [19%HV]
THOMPSONS TRACK	17645	20660	Rehabilitation	2022/23	3015	\$730,400.00	1000vpd [15%HV]
				Sum 2022/23	14665	\$3,683,725.00	
ARUNDEL RAKAIA GORGE ROAD	10450	11200	Rehabilitation	2023/24	750	\$210,000.00	1450vpd [18%HV]
ARUNDEL RAKAIA GORGE ROAD	44160	45168	Rehabilitation	2023/24	1008	\$282,240.00	950vpd [17%HV]
BEACH ROAD EAST	0	1000	Rehabilitation	2023/24	1000	\$220,500.00	1200vpd [14%HV]
FAIRFIELD ROAD	1865	2275	Rehabilitation	2023/24	410	\$100,450.00	470vpd [45%HV]
FAIRFIELD ROAD	2275	3132	Rehabilitation	2023/24	857	\$215,964.00	470vpd [45%HV]
SEAFIELD ROAD	10285	11510	Rehabilitation	2023/24	1225	\$308,700.00	725vpd [22%HV]
THOMPSONS TRACK	21425	22410	Rehabilitation	2023/24	985	\$275,800.00	1000vpd [15%HV]
THOMPSONS TRACK	25000	25530	Rehabilitation	2023/24	530	\$148,400.00	1000vpd [15%HV]
				Sum 2023/24	6765	\$1,762,054.00	
			Sum all identified Rehabilitation		95225	\$24,289,120.00	

The following map shows all current identified rehabilitation sites:



The work is being carried out under three separate contracts with the first contract for the approved subsidised seal road rehabilitation going to the market in June.

- Local road improvements and new footpaths

A proposed programme of local road improvements and new footpaths for 2022/23 and 2023/24 has been compiled. The new footpaths in particular were discussed at a Council workshop on 1 June. Included are Racecourse Road, Ashburton as an unsealed footpath until the power undergrounding is completed, an unsealed footpath on SH77 from Methven Township to the thermal pools and confirming the inclusion of Mackie Street, Methven.

- Wills Street pedestrian rail overbridge

The Rail Heritage Trust has the station and footbridge listed together on their register. While the station was demolished a few years ago, the listing also has the bridge noted as demolished. The Trust will be contacted to ensure their register is updated with the footbridge being in place and a stand-alone item. Possible funding assistance will also be discussed at the same time.

Officers are in the process of obtaining a Conservation Management Plan (CMP) for the heritage listed pedestrian overbridge. WSP has been approached to assist with this. The CMP will include what condition the bridge should be maintained to, what changes/additions can be made (eg lights) etc.

The bridge has been assessed with maintenance and future work identified and estimated. The real issue is having sufficient funding to do the work. Funding currently comes out of our subsidised structures maintenance and renewals, however it is a limited budget so more funding for this activity and/or seek alternative funding for the overbridge may be sought.

- Ashburton second bridge

Stantec is continuing to work on the Detailed Business Case. A stakeholder workshop will be held later in June to update the various stakeholders on the design for the project.

- Tinwald corridor upgrade

GHD is continuing to work on the upgrade and progressing the preliminary design. Construction is currently programmed to start in mid-2023 (subject to property and consents), and completion to be around mid-2024.

Engagement with Councillors and community stakeholders is proposed by Waka Kotahi when the preliminary design drawings have been prepared.

The existing pedestrian crossing near the new NPD site on SH 1 is being removed to enable the construction of their access. A new SH 1 crossing point is currently being constructed between Grahams Street and Jane Street by NPD contractors for Waka Kotahi. This crossing will remain in place until the new traffic signals have been installed at Agnes Street/Lagmhor Road and they will then become the formal signal controlled place to cross SH1 and the level crossing.

- Setting of Speed Limits Rule 2022

The new rule came into force on 19 May 2022. A regional speed management plan is to be in place for 2024-27. Prior to that an interim speed management plan will need to be in place to cover the speed limits we wish to amend prior to 2024.

In discussion with other councils in the Canterbury region, and within the Aoraki Roding Collaboration we are working toward having consistency with our interim plans. These are likely to include school speed limits and extending urban traffic areas to include new subdivision development.

While the new rule reduces the consultation required for changes to speed limits that are in accordance with the speed management plans, there is still consultation and approval required for the speed management plans to be in place. Longer term speed limits will be simpler to change but initially there will be a lot of work to do to enable those changes.

- Bilingual traffic signs

The following information is from the Waka Kotahi website:

Te Mātāwai and Waka Kotahi NZ Transport Agency have agreed to make joint decisions on the next set of bilingual traffic signs that are expected to progress to public consultation later in 2022.

The He Tohu Huarahi Māori Partnership Rōpū will be supported by a multi-disciplinary team from both organisations and an expert panel of te reo Māori translators from across the motu. Te Mātāwai is an authority derived from Iwi and Māori and is the Crown partner for Māori language revitalisation.

Supported by Te Manatū Waka Ministry of Transport and Te Taura Whiri I te Reo Māori Language Commission, the final groups of signs will be shared for feedback with a wider iwi/Māori audience and Local Government, who will be responsible for implementing the signs on local roads. Public consultation will also be required as the signs involve making official Rule changes.

It's currently expected the bilingual signs will be implemented as new projects are progressed or as older or damaged signs need to be replaced.

3.10 Contracts - Upcoming Tenders

Contract/Tender	Date tendered
Contract No: ASST0262 Professional Services for ADC 3 Waters Infrastructure Works 2022-2025	5 May 2022

3.11 Stockwater

To date, in this financial year, a total of 37 applications have been received for race closures/alterations/culvert installations. Of these, 25 have been approved/completed with 11 currently working through the application process.

An updated summary of the race closure work in progress is appended for information.

The RDR shutdown was completed mid-May with all affected races now operating back at normal levels.

Race cleaning as and when required is ongoing. Mains race cleaning adjacent to roads where the machinery has to work on the roadside is becoming more expensive with traffic management requirements adding to the cost, along with increasing fuel prices. Although races are being closed, these are not main races which council is responsible for cleaning and maintaining, so there is no reduction in costs when local races are closed.

Discharge point water samples have been collected from three sites on two occasions, one week apart. The test results of these samples will be provided to the next briefing meeting.

Refer to the following Appendix, Stockwater Closures.

Stockwater closures/alterations/culvert installation applications as at 10 June 2022

				PHASES					Comments
Application ID	Location	Length*	No of properties	1	2	3	4	5	
SKW/017/20	Longbeach Road	1521.6	5						Physical work to be completed
SKW/031/20	Ruapuna School Road	614.1	1						Physical work to be completed
SKW/036/20	Westerfield School Road	413.4	1						Physical work to be completed
SKW/002/21	Seafield Road	1043.1	1						Physical work to be completed
SKW/003/21	Ruapuna School Road	4864.4	6						Physical work to be completed
SKW/004/21	Hinds Highway	3122.8	6						Awating additional information
SKW/007/21	Ealing Road	747	1						Physical work to be completed
SKW/009/21	Mayfield Klondyke Road	0	1						Physical work to be completed
SKW/002/22	Methven Highway	6192.7	10						Reporting
SKW/006/22	Ealing Road	0	1						Physical work to be completed
SKW/007/22	Forks Road	0	1						Physical work to be completed
SKW/008/22	Brothers Road	12164	17						Reporting
SKW/009/22	Forest Drive	0	1						Physical work to be completed
SKW/011/22	Maronan Road	1113.7	5						Waiting for external stakeholder resource consent
SKW/012/22	Stranges Road	902	2						Awaiting additional information
SKW/013/22	Back Track	4431	10						Reporting
SKW/016/22	Bebbingtons Road	6207.1	11						Awaiting additional information
SKW/017/22	Anama Station Road	3063.4	2						Reporting
SKW/018/22	Rangitata Terrace Road	4519.1	5						Checking all info received
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/020/22	214 McConnells Road	0	5						Physical work to be completed
SKW/021/22	547 Farquhars Road	0	1						Physical work to be completed
SKW/022/22	354 Barford Road	0	1						Physical work to be completed
SKW/024/22	83 Massey Road	1838	2						Checking all info received

	Phase complete
	On track
	Overdue

Phases: Application received Information gathering Review significance and scope Reporting and decision making Sign off work completed and rates/GIS update

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

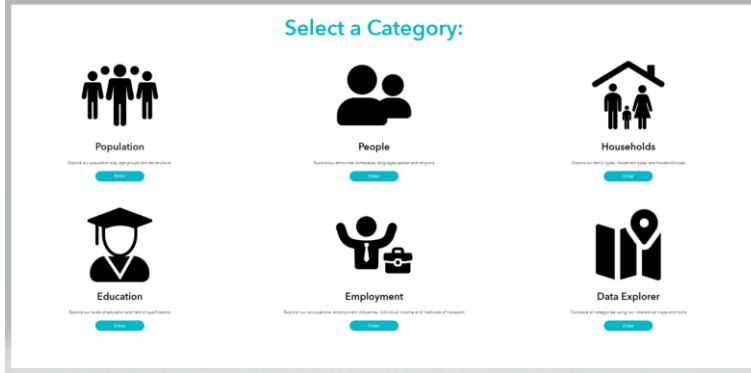
4. *Business Support Group*

4.1 Information Systems

- Projects

There are currently 30 active work pieces across all areas of Information Systems. The following provides detail on the larger or more complex work items.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS						
Application Enhancement and development	BAU Activity		N/A	N/A	No	<p>Ongoing development of new and existing processes and support tools to support business improvement across Council Business Groups within Council's ERP and other core applications.</p> <p>Recent completed works include:</p> <ul style="list-style-type: none"> - Rating Boundary – to support new rating year works and future management of rating areas - P&C - Digitisation of current manual internal staff annual performance process and associated workflow <p>Current work includes:</p> <ul style="list-style-type: none"> - Version upgrades to latest version of GIS application - Building –review of processes which support consent applications and subsequent activities. - Health & Safety (Approved Contractor) – further development on application and management of contractor endorsements.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> - Liquor Licensing – enhancement to licence renewal process and management of - Solid Waste – enhancement of process of auditing residential bin contents and result recording and actions.
Aerial imagery	October 2021	June 2021	No	Yes	No	Urban aerial imagery capture. Capture completed. Release delayed while identified issues are worked through with supplier and other stakeholders.
Spatial Census Data Dashboard and Analysis solution	September 2021	Nov 2022	Yes	N/A	No	<p>Design of GIS dashboard and analysis tool to replace 3rd party system used by Strategy and Policy. Data sets of Population, Employment, Households, Education and Ethnicity.</p>  <p>First phase released with Population and People. Second phase will add in Household, Education and Employment statistics.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Mapping for Open Spaces Reserve Management	May 2022	July 2022	Yes	N/A	No	Map creation underway.
Open Spaces Asset Responsibility Mapping	May 2022	July 2022	Yes	N/A	No	Development of solution commence.
Microsoft M365	September 2020	June 2022	Yes	Yes	No	Application of office and other suite solutions version. The application is cloud based and includes Office products such as Email, Word, and Excel, but also includes several other productivity applications including telephony that will support Council day to day operation.
Technology One Cloud - transfer of property, financial and payroll systems to hosted cloud service.	July 2021	May 2022	No	Yes	No	Transition to new environment has been completed.
Systems						
Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.	January 2022	July 2022	Yes	Yes		Solution pilot underway and full roll out planning being developed.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Art Gallery - Transition of gallery networked services to Council's network and information systems	March 2022	July 2022	Yes	Yes		Works progressing through transfer of network, desktop and associated operating hardware such as CCTV and Wi-Fi
Cyber Security	BAU Activity		N/A	N/A	N/A	Continuing assessment and solution application to reduce cyber security risk profile. Recent works include improved visibility of server vulnerabilities and development of multi-factor authentication for Council systems. A security audit is scheduled for 21/22 June.
Library and Civic Centre - Te Pātaka o kā Tuhihi and Te Waharoa a Hine Paaka	May 2021	Feb 2023	Yes	N/A	No	Works associated to the ICT scope and supply for new Library and Civic Centre. Items included fall within and outside main contract covering areas such as network, audio-visual and desktop services.
Wi-Fi Replacement – Phase 1. Replacement of current Wi-Fi solution at Open Spaces, Art Gallery & Museum and EA Networks Centre.	April 2022	July 2022	Yes	Yes		Control configuration complete. Installation commenced at Open Spaces

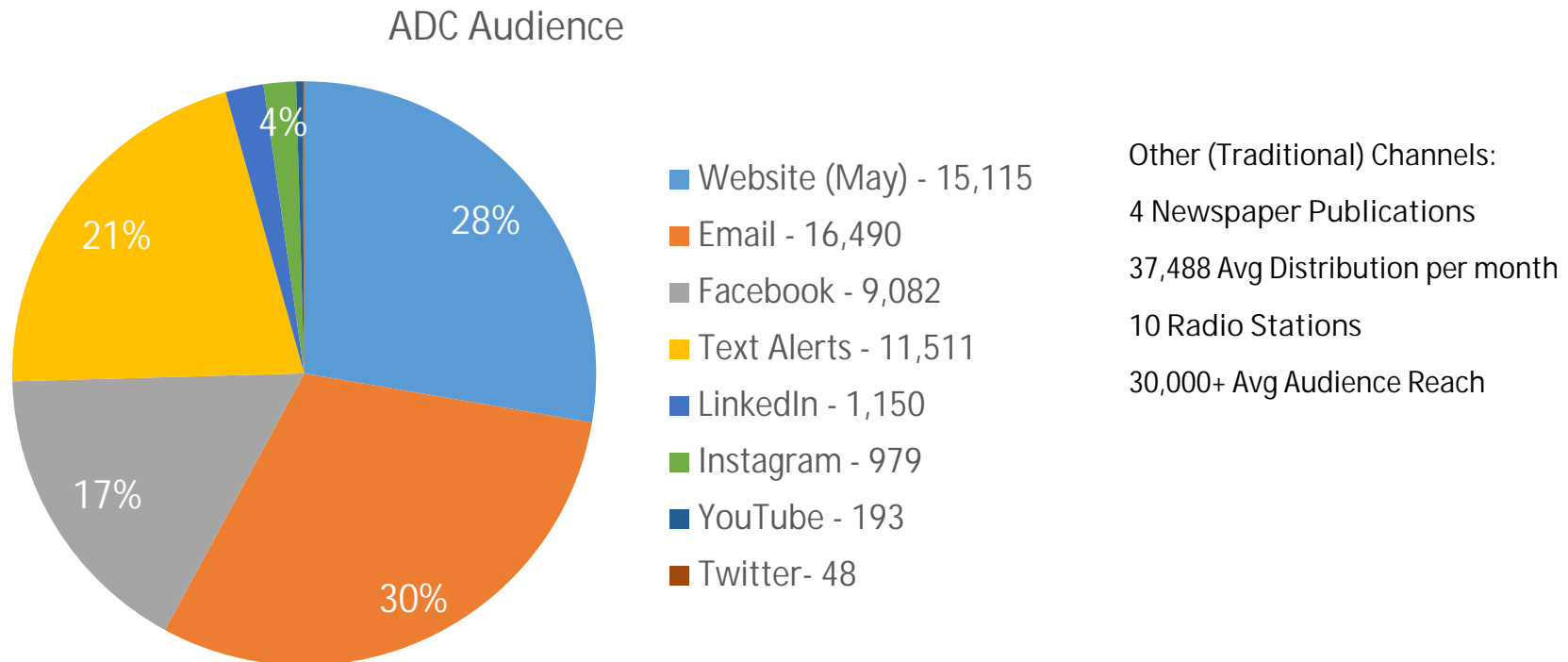
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Information Management						
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	Continual improvement works within the EDRMS system. Recently completed are areas related to the Art Gallery, Roding and P&C (Employee Records). Current activity with Museum.
Physical Record Management - Ongoing work to identify, record, appraise and manage remaining Council physical records.	BAU Activity		N/A	N/A	N/A	Appraisal includes classification against Council's adopted retention and disposal schedule as part of the management of the life of that record including that of protected or permanent retention under the Public Records Act. Work includes the decision to retain or dispose. Off-site storage transfer to 3 rd party storage facility to hold Council protected and long retention physical records. Approximately 800 storage boxes transferred to date. Works in readiness of administration building move in 2023.
Digital Record Management	BAU Activity		N/A	N/A	N/A	Ongoing retention and disposal activities for digital records held within the EDRMS and other digital repositories against Council's retention schedule.
Data Management – Name Amalgamation	BAU Activity		N/A	N/A	N/A	Ongoing work to identify name data duplication and subsequent amalgamation of name and related activity held within Council's ERP system.
Digitalisation of Physical Format Records	May 2022	August 2022	Yes	Yes		Digitisation of Asset Field Books and Commercial Property files.

4.2 Communications

- Key Performance Indicators (April – May 2022)

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

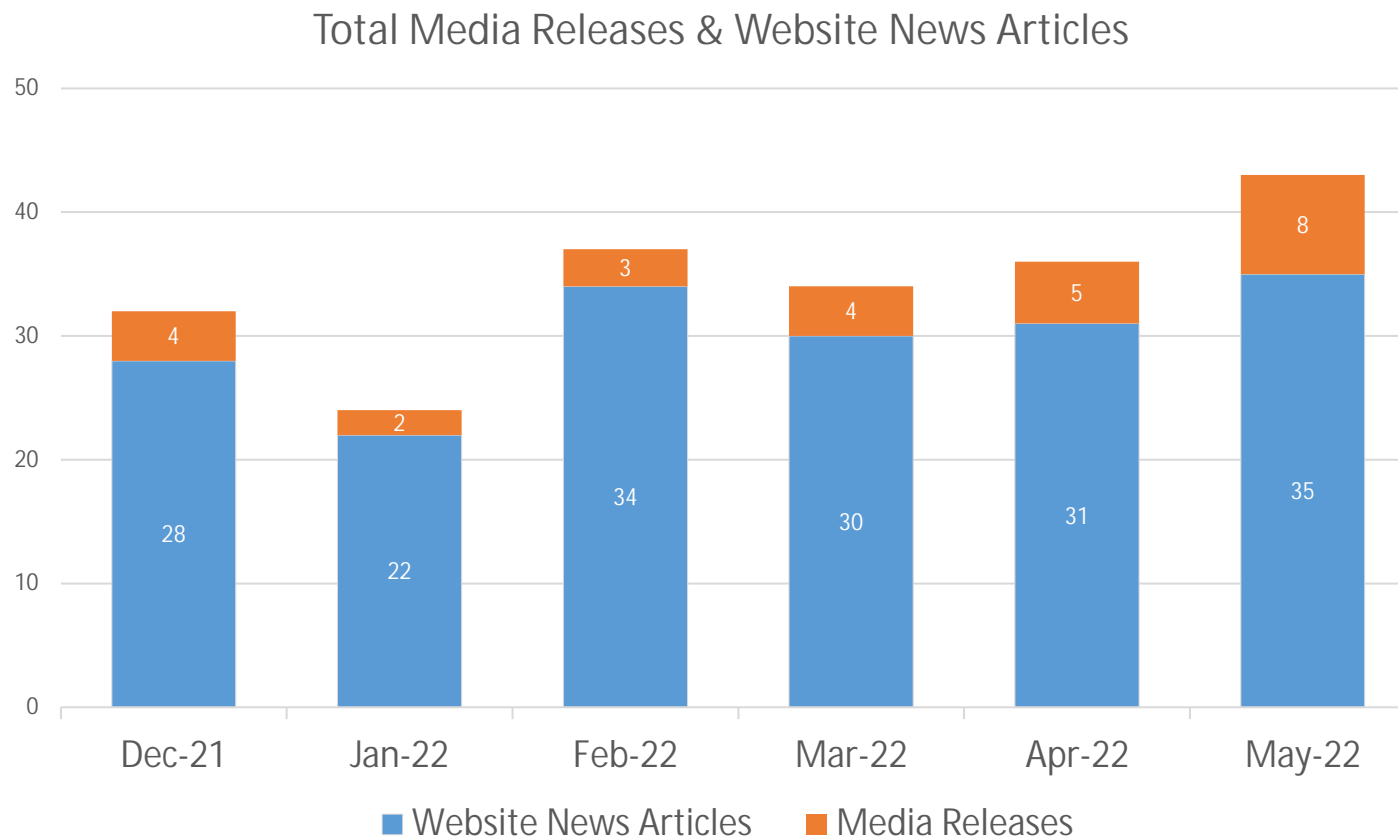
For this reporting period: we saw a modest increase in users across most channels, with a slight decrease on Instagram and Twitter.



- Total Media Releases & Website News Articles

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

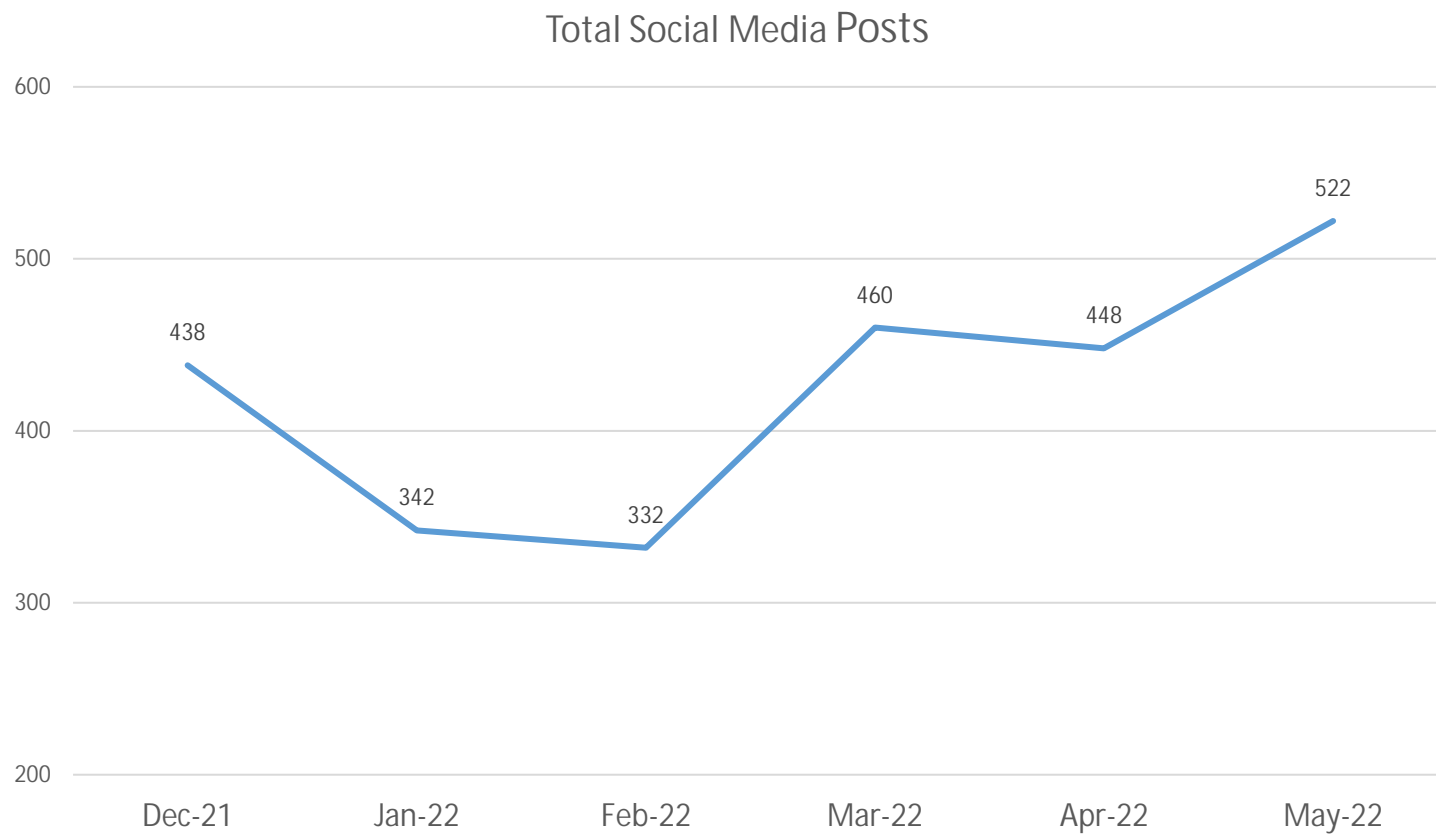
For this reporting period: we saw a slight lift in output of articles and media releases.



- Total Social Media Posts

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

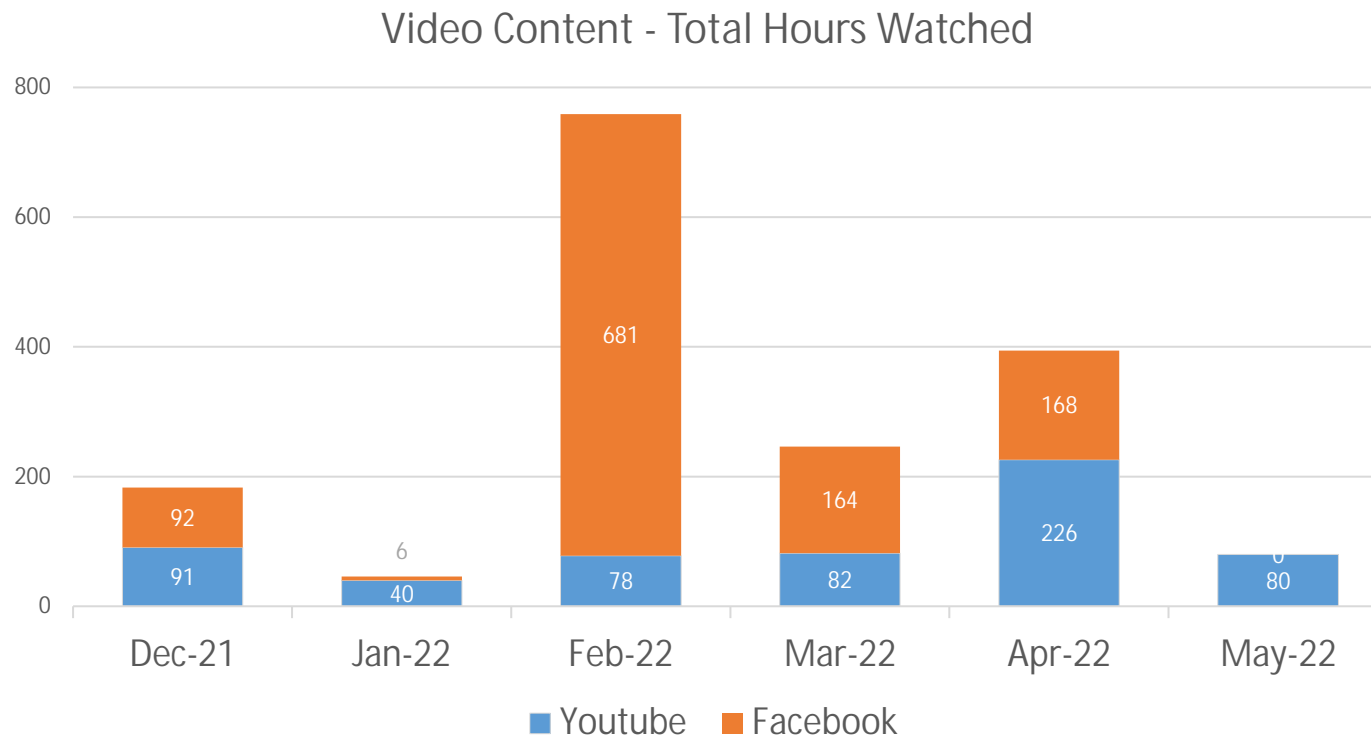
For this reporting period: we saw a modest increase in posts to our Social media channels.



- Video Content – Total Hours Watched

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

For this reporting period: total video hours watched has been fairly typical.

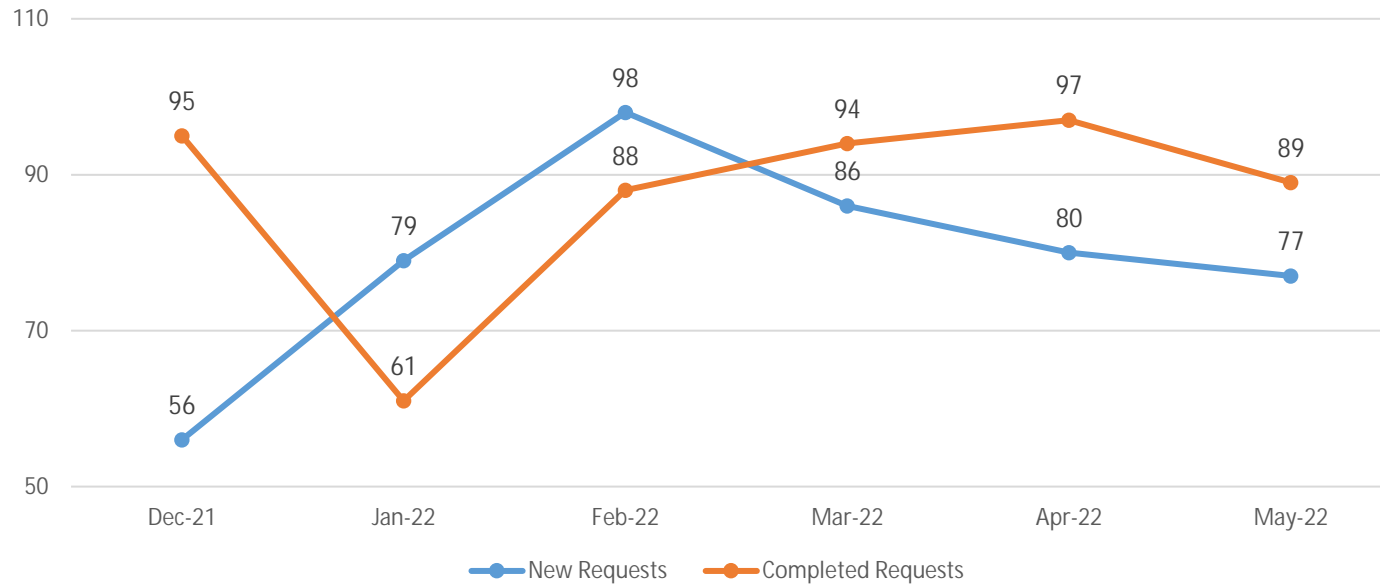


- Total Internal Communication Requests

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

For this reporting period: the quantity of requests opened and completed is fairly typical compared with recent months.

Internal Requests for Communication Support



- Top Content by Reach and Engagement

This shows the Council's top performing social media and web content measured by reach and engagement. Any content that has been "boosted" or sponsored has been excluded from the results.

Reach - Number of unique users that saw the content

Engagement - Number of interactions the content received from users (likes, comments, shares, saves, etc.)

- Top 5 Facebook Posts in May (Organic Reach)

- 8,821 MetService Wave Warning For Coastline
- 6,954 ANZ Business of the Year Awards (Photo Album)
- 6,239 Some low-income ratepayers could be missing out on rates rebates
- 6,236 Public Trading Bylaw being refreshed
- 5,304 Socks Supreme Winner at BOYA

- Top 5 Facebook Posts in May (Engagement)

- 4,322 ANZ Business of the Year Awards (Photo Album)
- 1,349 NZ Police - Dangerous item in Allenton leads to evacuations
- 1,002 Some low-income ratepayers could be missing out on rates rebates
- 648 Socks Supreme Winner at BOYA
- 635 Kerbside Collection for household food waste proposed

- Top 5 Website Articles in May (Unique Page Visits)

- 1,178 Emergency Mobile Alert – Nationwide Test
- 385 Do You Qualify for a Rates Rebate?
- 349 Socks Supreme Winner at Business of the Year Awards
- 140 Enchanted Forest Walk And Fairies Continue (April Article)
- 120 Dangerous Item Leads to Evacuations in Allenton

- Top 5 Facebook Posts in April (Organic Reach)
 - 8,061 EA Network Introducing New Closing Times
 - 6,869 New Traffic Lights at West/East/Walnut scheduled for end of year
 - 6,458 Save the Date – Ashburton Glow in the Park
 - 6,001 Rubbish & Recycling over Easter Holidays
 - 5,864 Clark Park Chook gets some TLC

- Top 5 Facebook Posts in April (Engagement)
 - 1,633 EA Network Introducing New Closing Times
 - 1,170 New Traffic Lights at West/East/Walnut scheduled for end of year
 - 737 Save the Date – Ashburton Glow in the Park
 - 658 Clark Park Chook gets some TLC
 - 611 Changes to Council Services & Facilities over Easter

- Top 5 Website Articles in April (Unique Page Visits)
 - 632 Easter Holidays Changes to Council Services
 - 555 Council Services on Anzac Day
 - 401 Enchanted Forest Walk And Fairies Continue
 - 191 NZTA Walnut Avenue Traffic Lights Update
 - 186 Trees Removed From Domain Along Oak Grove-side

- Major Projects / Updates

Local Body Elections

Planning and design of advertising underway across a range of channels for the upcoming local body elections.

Current Community Consultations - Waste Minimisation and Management Plan & Trading in Public Places Bylaw

Provided communications and advertising support for these two consultations, preparations also underway for the draft Ashburton Airport Development Plan.

Organisational Values Refresh

Concept designs and Comm's plan are in development for the internal rollout of our refreshed organisational values.

4.3 Commercial Property

Current	Brief Project Description / progress
Ashburton Business Estate	<p>Two sections in stage one are currently under contract, a subdivision and amalgamation of Lot 3 in stage one is now unconditional.</p> <p>Staff are negotiating on a sale of the balance lot and last section in stage one on JB Cullen Drive. Contracts are now unconditional for a section in stages two and three.</p> <p>A potential purchaser has expressed an interest in purchasing a 6 hectare section in Lot 33 of JB Cullen Drive.</p>
Elderly persons housing	<p>There are 25 people on the waiting lists – seven people wanting single units, eighteen wanting double units (three are couples and are counted as one application). Three of the people are in Methven.</p> <p>One unit has been allocated with another being vacated giving a total of six units vacant and in process of being redecorated.</p>
Airport	<p>The online system of landing fees collected \$1,000 for the month bringing total for the financial year to \$6,000. Landscaping work around the Mid Canterbury Aero Club is almost complete which has seen soil spread and levelled with grassing about to occur.</p> <p>The Aero Club is continuing to see reasonable demand for pilot training.</p> <p>CFZ – common frequency zone – the proposal to establish a dedicated frequency zone for the Ashburton Area has been approved and CAA are currently working on deciding which frequency is most suitable for our airspace.</p> <p><i>Airport Development and Infrastructure Project:</i> Electricity and water is now supplied to 2 hangar sites within the commercial hangar precinct on Seafield Road. \$18.5K reimbursement from 1 x lessee has been received.</p> <p>Work is now commencing on the next stage with 1 or 2 more commercial hangar sites expected to be leased in the next 12 months.</p>
Earthquake strengthening and condition assessments of halls	<p>Work is to commence on undertaking a condition assessment of Community Halls for compliance which have not been assessed with a work program developed following these assessments.</p>
Land for community Buildings	<p>A meeting is being arranged with Pasifika groups to ascertain their needs which will be added to current requests for land with a report to be presented to Council.</p>

Current	Brief Project Description / progress
Medical centre upgrades	<p>Methven – The architect is currently working on an overlay plan for the current building showing the likely increase to the current building to meet the requirements the Medical Centre have requested.</p> <p>Further work is required to establish a suitable location for the Methven Medical Centre to relocate. The work required to retro fit an existing building in Methven to make it fit for purpose rules out this building.</p> <p>Rakaia – the plans are currently with a Quantity Surveyor for assessment. The Medical Centre are still working with the Architects on interior layout. Council staff, Medical Centre staff and the Architects have a meeting to progress the extension.</p>
Oval Pavilion –Ashburton Domain	We are currently waiting for the Trust lawyers to get back to Council with some information with respect to GST before finalising the agreement for the transfer of the building. There has been more vandalism of the building in the last 2 weeks which has been rectified.
Walnut Avenue Pavilion – Ashburton Domain	Awaiting a response from Trust lawyers to allow the transfer of the building following a report which will be presented to Council.
West Street Car Park	Contamination testing has been undertaken and we are currently in a draft design phase of the project.

4.4 Forestry

- Log Sales & Harvesting

Three relatively small plantations that were scheduled for logging with some wind damage concerns have been parked due to problems with the export log market. Log markets are expected to stay muted until August when a recovery of the China market is expected following the announcement of \$21 b US of funding from the state to stimulate the economy.

- Tree Planting Winter 2022

This winter's planting programme is due to start soon with close to 150,000 trees expected to be planted through the district as we look to re-stock those areas affected by the wind storm last year. Council has secured tree stocks for this work programme even though demand for trees is unprecedented from planting associated with the emissions trading scheme. Council also has access to an experienced planting contractor and

supplies of herbicide for release spraying in the Spring. Planting is expected to start later in June with the programme completed late July or August. The Council will also be overseeing tree planting for Mackenzie District Council.

4.5 Finance

- Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
2022/2023 Annual Plan	30 Oct 2021	30 June 2022	Yes	Yes	NA	Hearings and Deliberations have taken place. Resulting changes are to be made to financials for the 15 June workshop with Council.
Annual Report 21/22 Interim Audit	July 2022	July 2022		Yes	NA	The interim audit is expected to take place at the beginning of July.
Purchase card Implementation		Unknown	No	Yes	NA	The introduction of purchase cards for small miscellaneous purchases is the final part of the procure-to-pay project. We are waiting on Tech 1 to confirm their availability to proceed. T
Debt Management Process			Yes	Yes	N/A	Testing is being carried out, in conjunction with the IS team. All issues must be resolved and letters updated before implementation. It appears this is more likely to be in Instalment 1 of the 2022/2023 year.

- Variance report

Questions raised by Council when the March variance report was presented on 1 June, have been responded to:

Youth Council budget – an explanation was sought on why this budget appears to have been exceeded. It should be noted that included in the Youth Council operating income is an unbudgeted grant of \$8,000 from the Regional Grant Fund for Bite Nite. When the budget was originally set this grant money was not confirmed. The additional operating expenditure relates to Bite Nite expenses.

Interest rates - the rates shown in the variance report matches the interest rate shown in the Bancorp Treasury report. Both of the reported figures include the margin mentioned in the Bancorp report. In future, the variance report will use the same terminology as the Bancorp report, where the yield in the variance report will be referred to as the 'rate'.

- External borrowing

Local Government Funding	Year to Date Amount	Yield %		Maturity
LGFA 2021	\$10,000,000	0.99%	Floating	13 April 2022
LGFA 2020	\$5,000,000	1.56%	Floating	14 April 2022
LGFA 2017	\$5,000,000	1.68%	Floating	15 April 2023
LGFA 2020 Coupon	\$5,000,000	1.59%	Floating	15 April 2024
LGFA 2018	\$2,000,000	1.26%	Floating	15 April 2024
LGFA 2021	\$7,000,000	1.41%	Floating	15 April 2025
LGFA 2020	\$10,000,000	1.67%	Floating	15 April 2026
LGFA 2020 Coupon	\$5,000,000	1.23%	Fixed	15 April 2027
LGFA 2020 Coupon	\$5,000,000	0.97%	Fixed	15 April 2027
LGFA 2021 Coupon	\$16,600,000	2.01%	Fixed	15 May 2028

- Debt and Hedging Profiles

As at March, ADC had total external debt of \$70.6 million. The debt, all of which was sourced from the LGFA, is detailed in the table below.

Instrument	Maturity	Rate	Margin	Amount
LGFA CP	13 April 2022	0.99%	20 bps	\$10,000,000
LGFA FRN	14 April 2022	1.56%	59 bps	\$5,000,000
LGFA FRN	15 April 2023	1.68%	64 bps	\$5,000,000
LGFA FRN	15 April 2024	1.59%	55 bps	\$5,000,000
LGFA FRN	15 April 2024	1.26%	22 bps	\$2,000,000
LGFA FRN	15 April 2025	1.41%	37 bps	\$7,000,000
LGFA FRN	15 April 2026	1.67%	63 bps	\$10,000,000
LGFA FRB	15 April 2027	1.23%	76 bps	\$5,000,000
LGFA FRB	15 April 2027	0.97%	69 bps	\$5,000,000
LGFA FRB	15 May 2028	2.01%	60 bps	\$16,600,000
Total				\$70,600,000