

Council Activity Briefings



Date: Wednesday 21 June 2023
Time: 9:30am
Venue: Council Chamber
137 Havelock Street, Ashburton

Attendees

Mayor Neil Brown
Deputy Mayor Liz McMillan (Chair)
Councillors Leen Braam
Carolyn Cameron
Russell Ellis
Phill Hooper
Lynette Lovett
Rob Mackle
Tony Todd
Richard Wilson

Executive Team

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

Activity Reports

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9:40am	1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	22
9:45am	1.4	Customer Services	Amanda Watson	30

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10:40am Morning tea

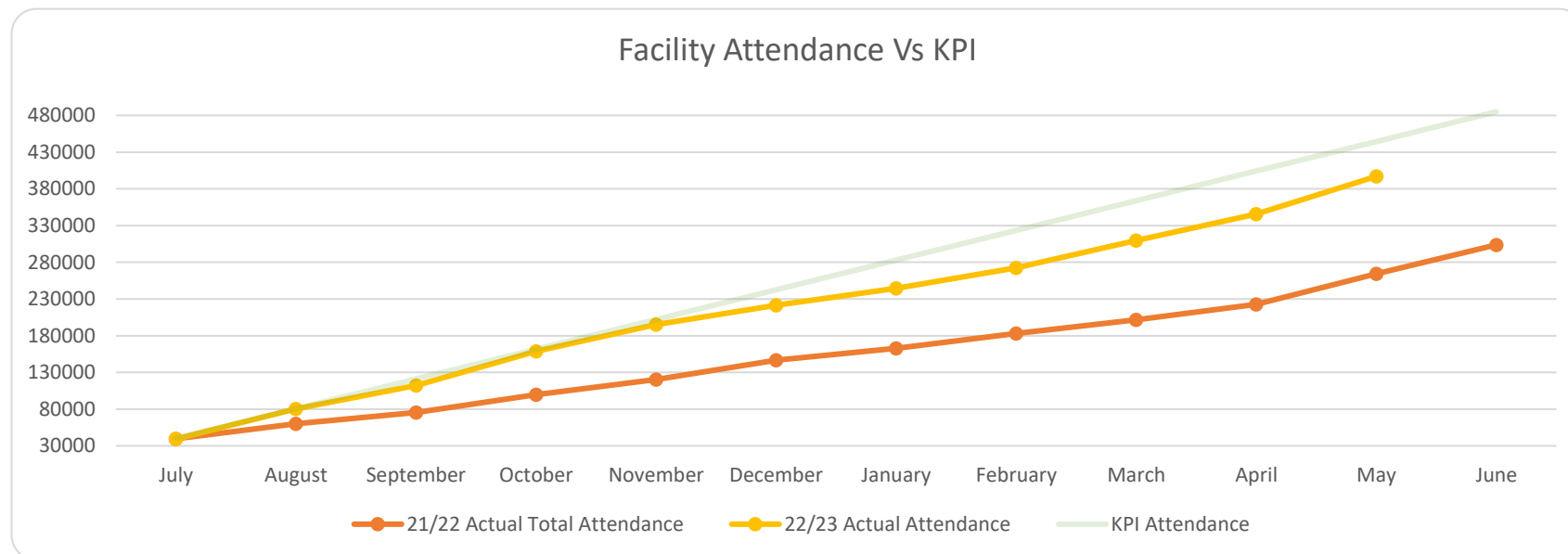
Time	3 Compliance & Development			
10:55am	3.1	Building Services	Michael Wong	64
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1. People & Facilities

1.1 EA Networks Centre

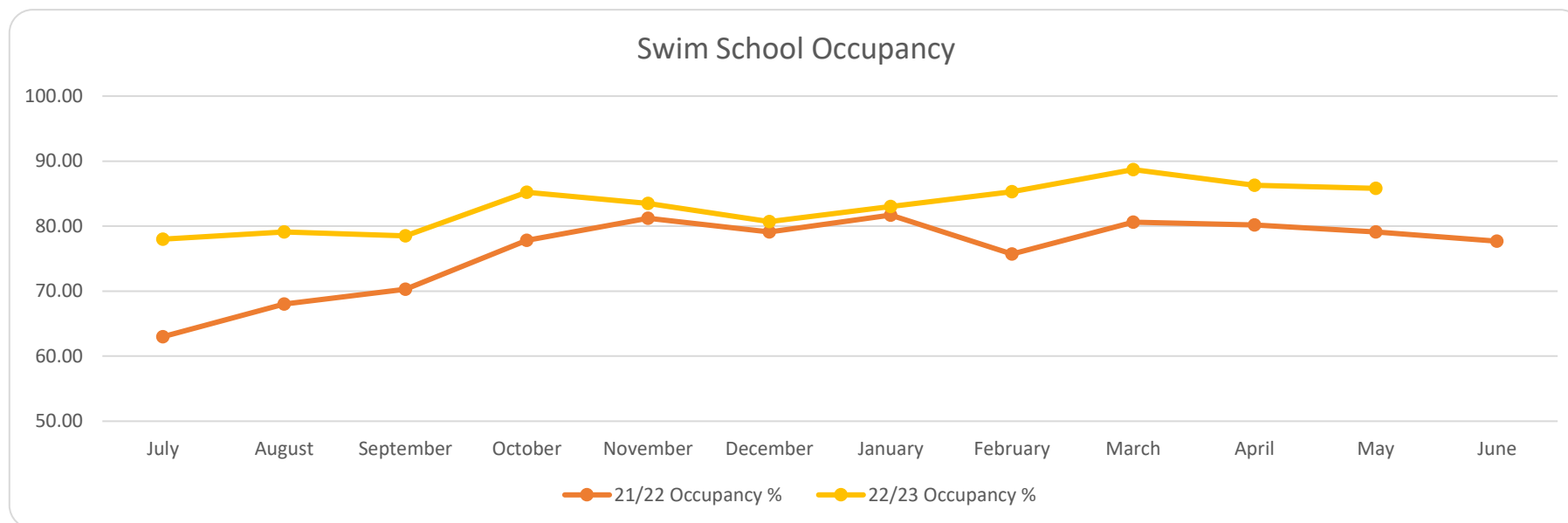
1.1.1 Facility



Comments:

- The 2021-31 LTP outlines the level of service and performance measures for EANC to be: *"We provide quality gym, pool and stadium facilities"*.
- The EA Networks Centre is well utilised with a goal of 485,000 attendees in the 2022/23 year, as per the LTP. As at 31 May 2023 EANC had 396,997 visitors, tracking below the target however the annual result is greater than the previous year. The target is unlikely to be met.
- It should be noted that no adjustment to the KPI has been factored in due to the change in facility operating hours nor the change in counting methodology – although the new method is considered an improvement on accuracy. The KPI methodology will be reviewed through the LTP process including seasonality considerations.
- May 2023 is noted as the busiest month in foot traffic in recent times with 51,443 visitors.

1.1.2 Swim School Occupancy

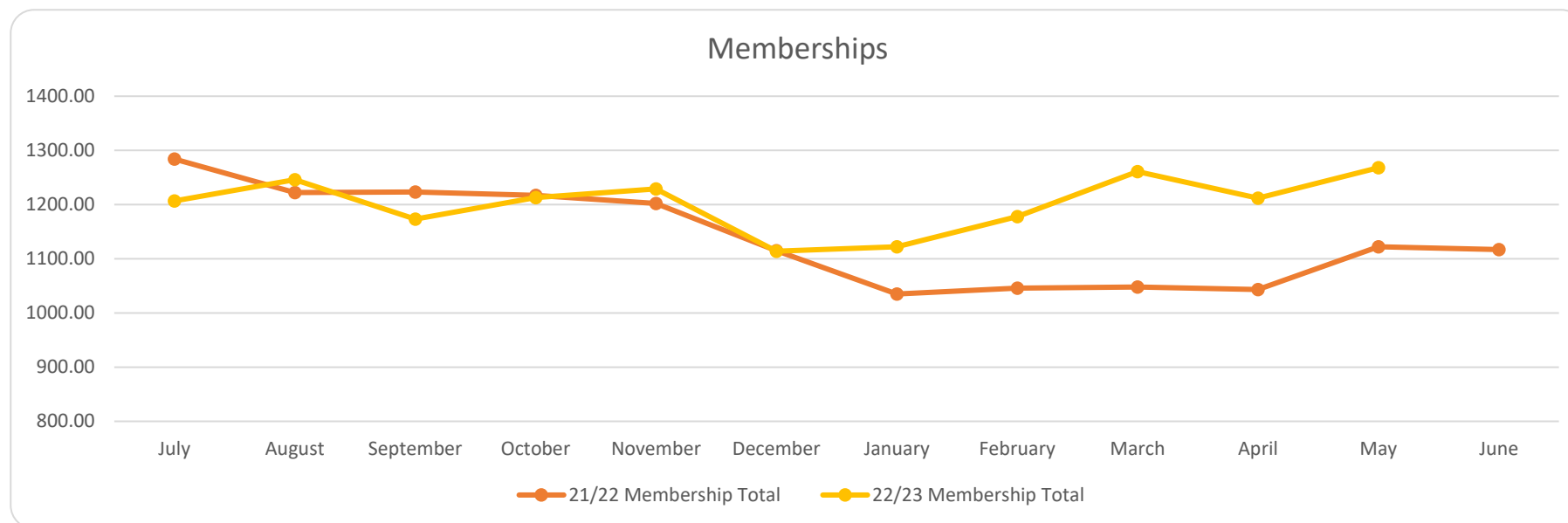


Comments:

- This graph represents the occupancy percentage of the Swim School. Approximately 1,085 Learn to Swim students participated each week in Term 2 to date
- Occupancy continues to track above the 2021/22 result year-to-date.

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

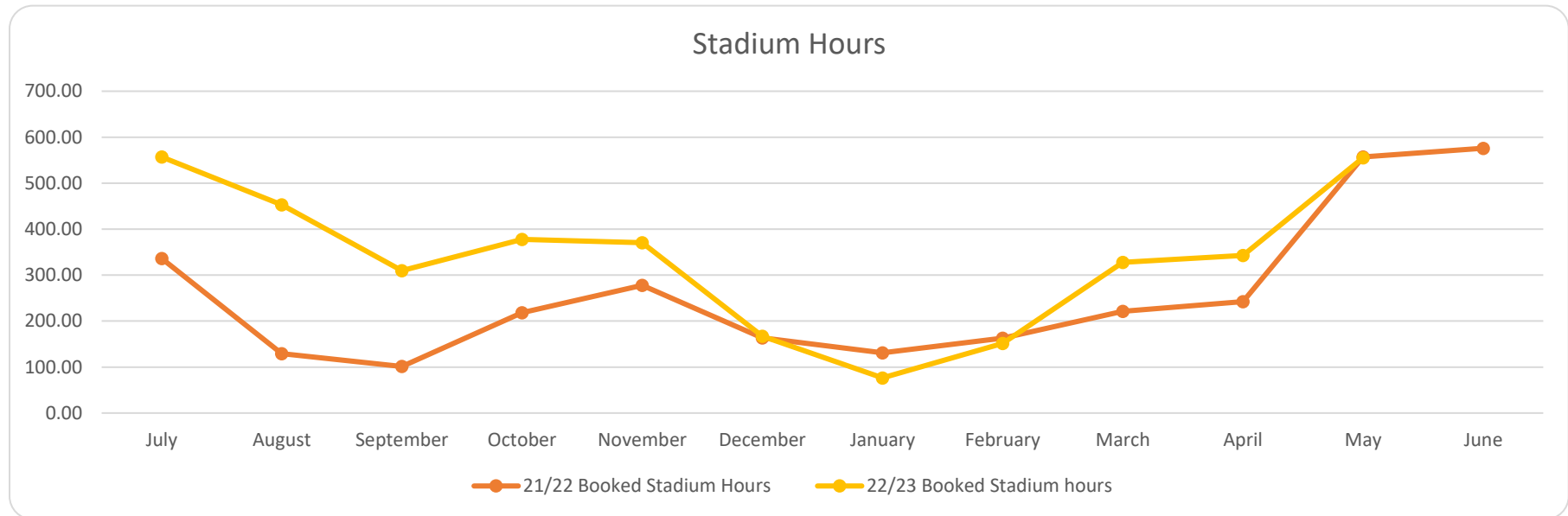
1.1.3 Memberships



Comments:

- This graph represents the tracking of EA Networks Centre memberships.
- Membership numbers are tracking strongly although its important to note that uptake of Upfront Flexi memberships remains popular making retention trends very hard to track.
- A general industry trend is for a slight increase at the beginning of winter however our district would normally experience a downturn through July/August.

1.1.4 Stadium Hours



Comments:

- This graph represents booked stadium hours stadium by external customers and is demonstrating expected seasonal trends.
- Forecasting is showing booking hours likely to be higher than 2022, majority of bookings come from local utilisation however a major basketball tournament is returning in October 2023
- This does not include internally run programmes, such as holiday programmes and Active Adventures.

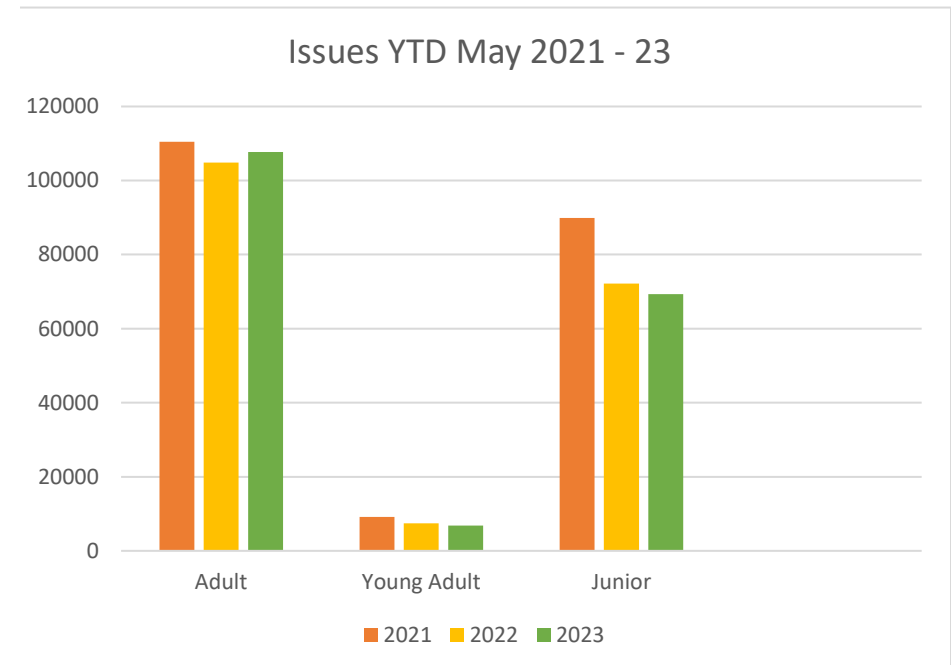
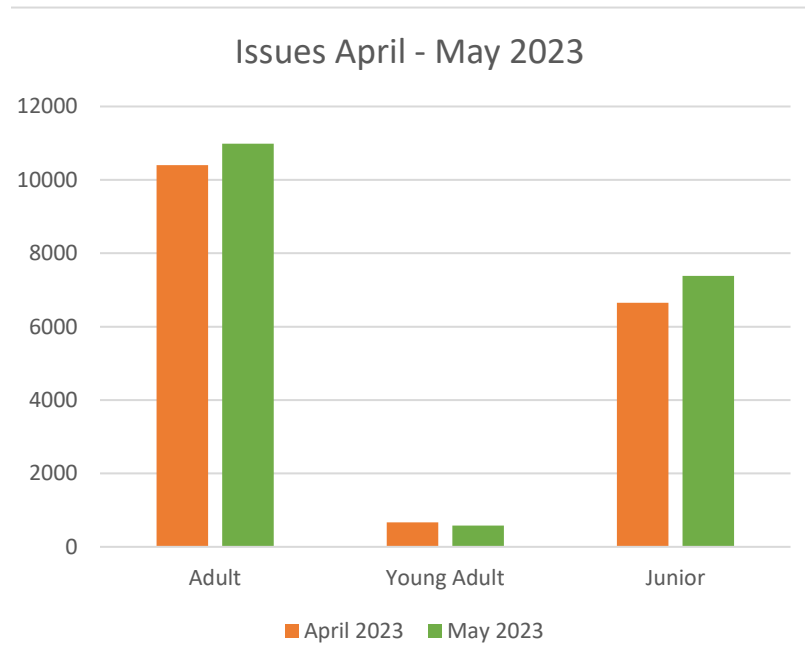
1.1.5 Activity comments for May 2023

Facility	
Activity/Programme	Description
Business	<ul style="list-style-type: none"> The Utilisation Study of Recreation Facilities has been completed and workshopped with Council. Feedback to User Groups who provided input is being undertaken and the final report placed on Councils website. This study was completed with the support of Sport Canterbury. The café deck has been built and reopened however is awaiting the install of glass surround Officers continue to investigate options to support gaps left by the ceasing of the Green Prescription programme. There is a noticeable gap in the market to support those who would've previously been eligible for Green Prescription due to health or rehabilitation needs however no currently available funding exists to support restarting this. The replacement of the failed Heat Pump is underway at the time of writing and should be completed and commissioned within 1-2 weeks Three team members were nominated for the Annual Sport Canterbury Mid Canterbury Sports Awards – Ollie Bubb, Charlotte McKenzie and Amelia Swan
Facility	
Activity/Programme	Description
Stadium Stadium bookings	<ul style="list-style-type: none"> Active Adventures ran a pink ribbon themed session on the 24th May to support the breast cancer campaign throughout the facility. This was well received by the community with 45 children in attendance- the highest attendance since Term 3 2022. The July school holiday programme has opened for bookings, with the first field trip day reaching capacity within 7 days. This is the first programme where we will be trialing pizza lunches, these are booked in advance and have so far proven popular. A pilot casual badminton programme in partnership with Ashburton College is continuing to be trialed during the immediate afterschool time on Tuesday's to cater for specific Secondary School Aged Demand. We have added an additional 4 nets for each session due to high demand. Mid Canterbury netball season has begun, with the first round completed. There are a range of competitions running, from year 3-4 through to premier.

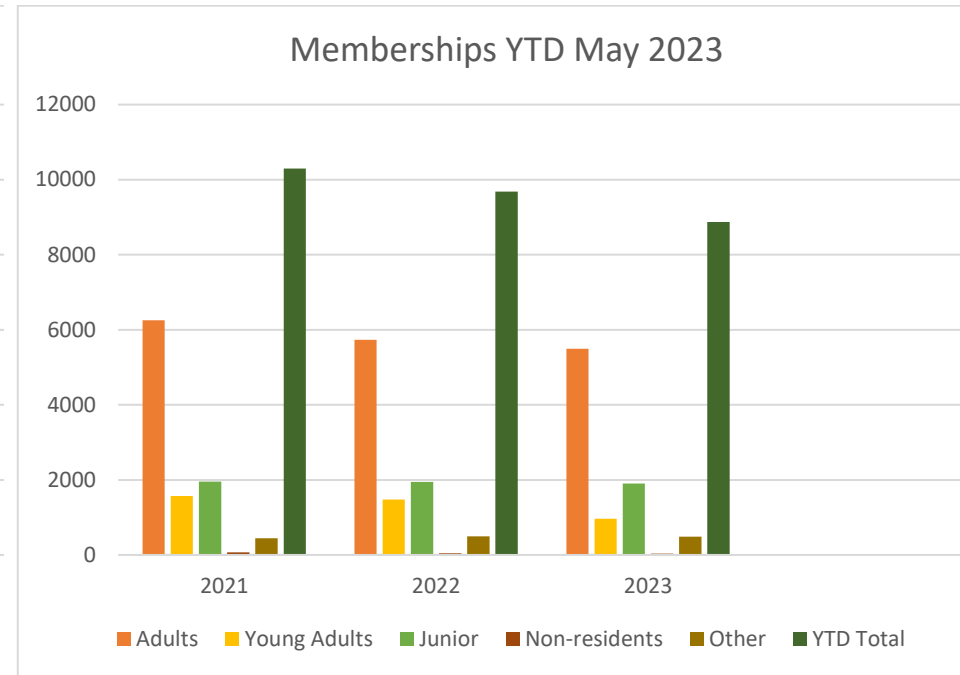
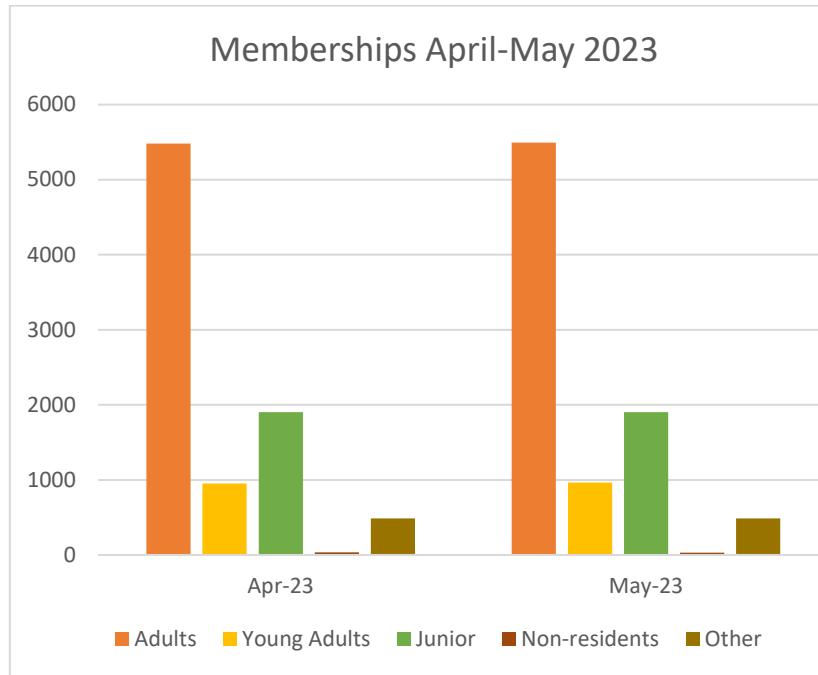
<p>Pool</p> <p>Aquatics activities</p>	<ul style="list-style-type: none"> • Sport Canterbury held the Aoraki swimming sports here on the 26 of May which saw Rangitahi from surrounding areas travel to Ashburton to compete. • The lifeguard team has welcomed a new fulltime and two new part-time staff members as at the 30th May. This will help to reduce the strain on the team and improve operations. There is still one fulltime and four part-time roles up for recruitment. • The pool has extended the reduction in hours for an additional 4 weeks to allow time for the new recruits to train and gain their lifeguard qualifications. • We have also introduced the new Aquatics Supervisor role, which works within the roster and has all of the responsibilities of a Senior Lifeguard, alongside additional portfolios including rostering and events.
<p>Fitness Centre</p> <p>Gym activities</p>	<ul style="list-style-type: none"> • EA Networks Centre took part in the annual Myzone challenge finishing 8th Nationally with one member finishing 6th in New Zealand • The Fitness Centre team successfully supported Pink Ribbon campaign with a number of engagement activities including Pink Ribbon breakfast and lunch along with themed group fitness. • Officers are awaiting the install of the new cardio equipment and will be looking to run promotions to enable the new features with clientele.
<p>Swim School</p>	<ul style="list-style-type: none"> • Our Swim School team were honored to visit a number of local early childhood providers to teach and encourage the water safety message to young people. This is in-line with our continual focus on water safety across the district. • In collaboration with Ashburton Swim Team a number of swimmers attended the National Div 2 Swim meet in Wellington and Neptune Swim Meet in Dunedin, bringing home a range of medals, ribbons and personal bests. • 14 out of 22 district schools have thus far attended swimming lessons through the schools programme. All 22 district schools have booked with EANC for 2023 with many enjoying subsequent play/active time in the stadium whilst awaiting their lesson.

1.2 Library

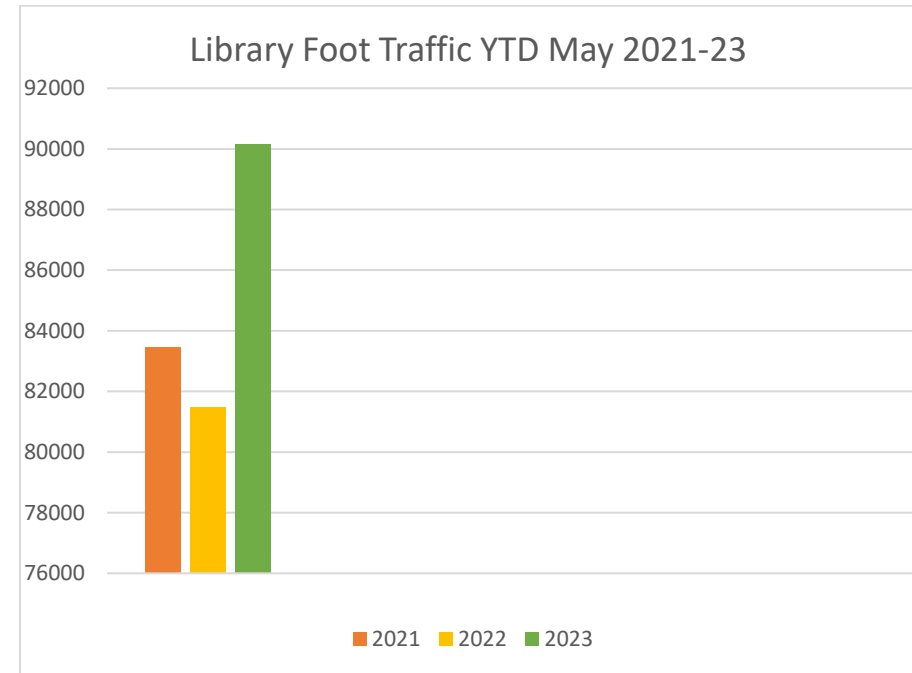
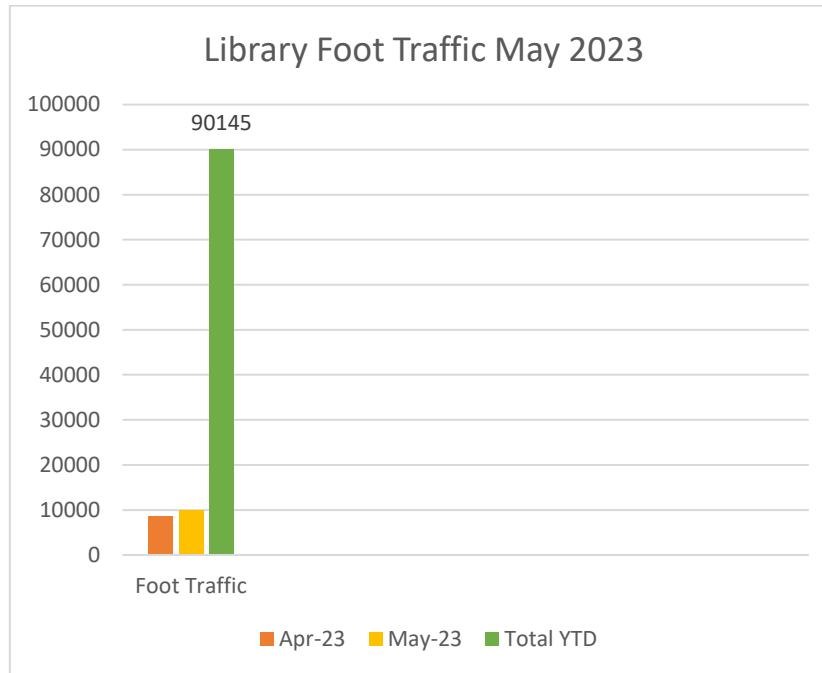
1.2.1 Issues



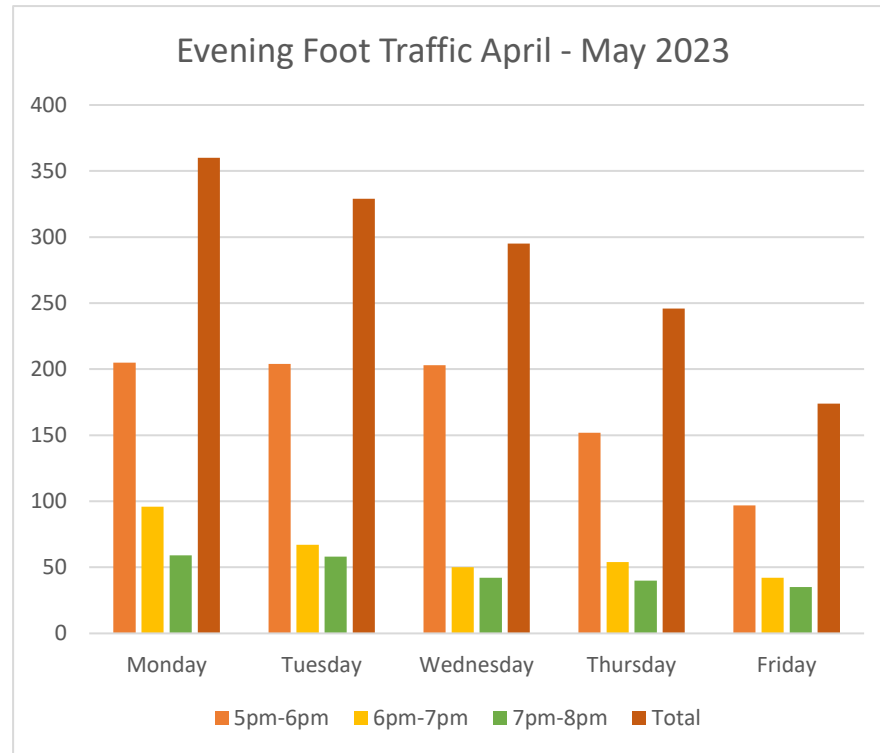
1.2.2 Memberships



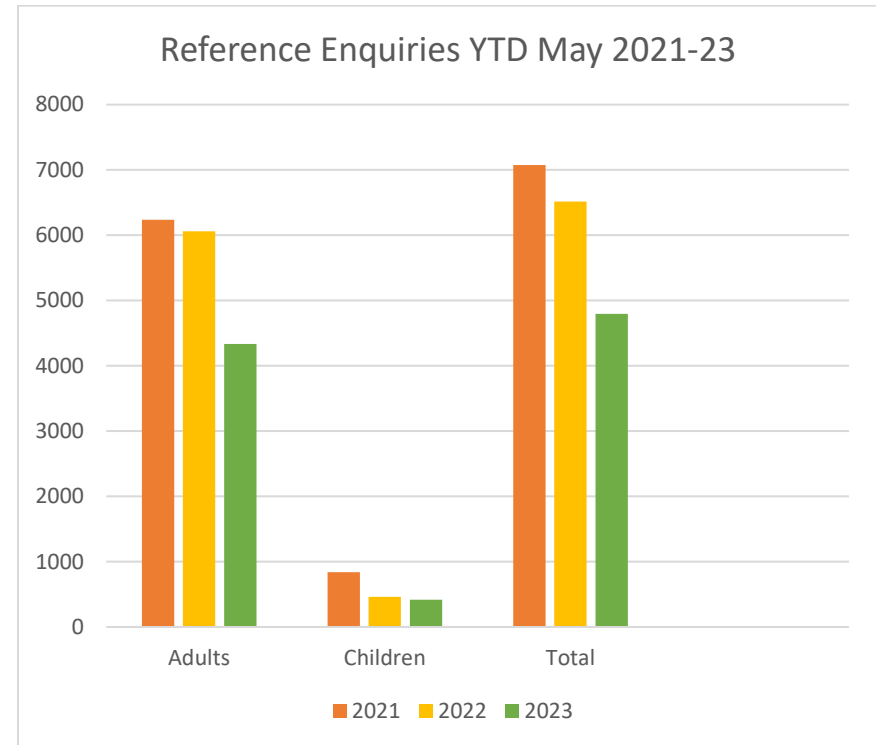
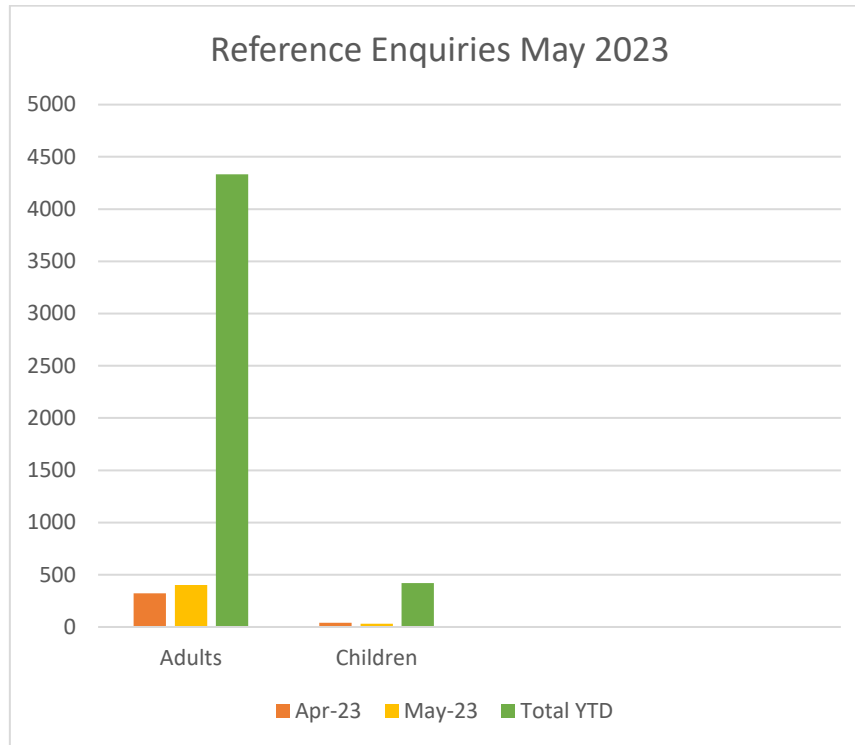
1.2.3 Library Foot Traffic



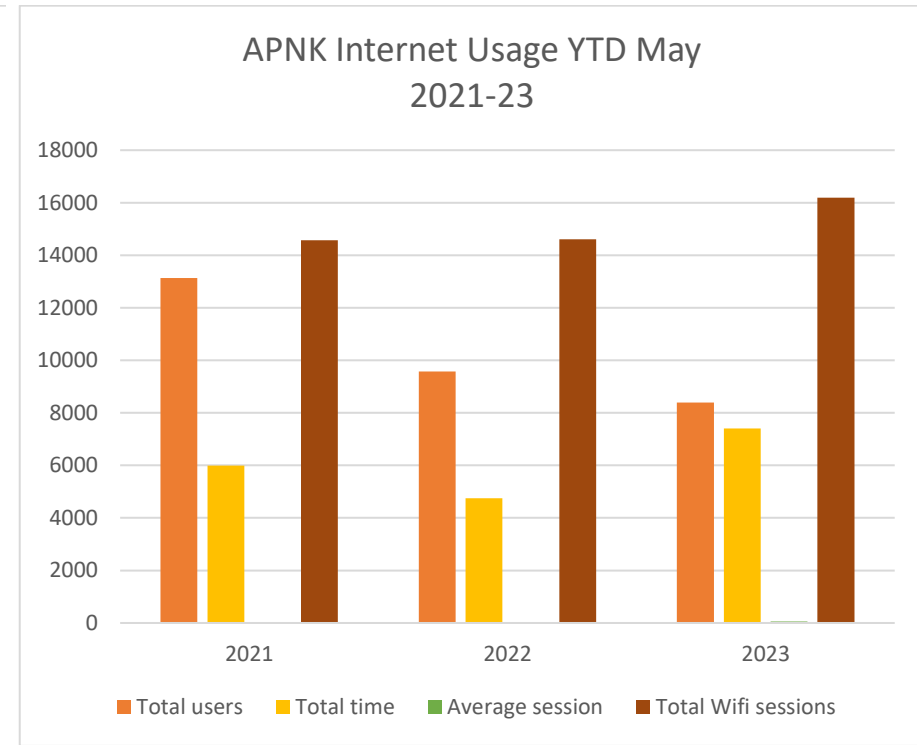
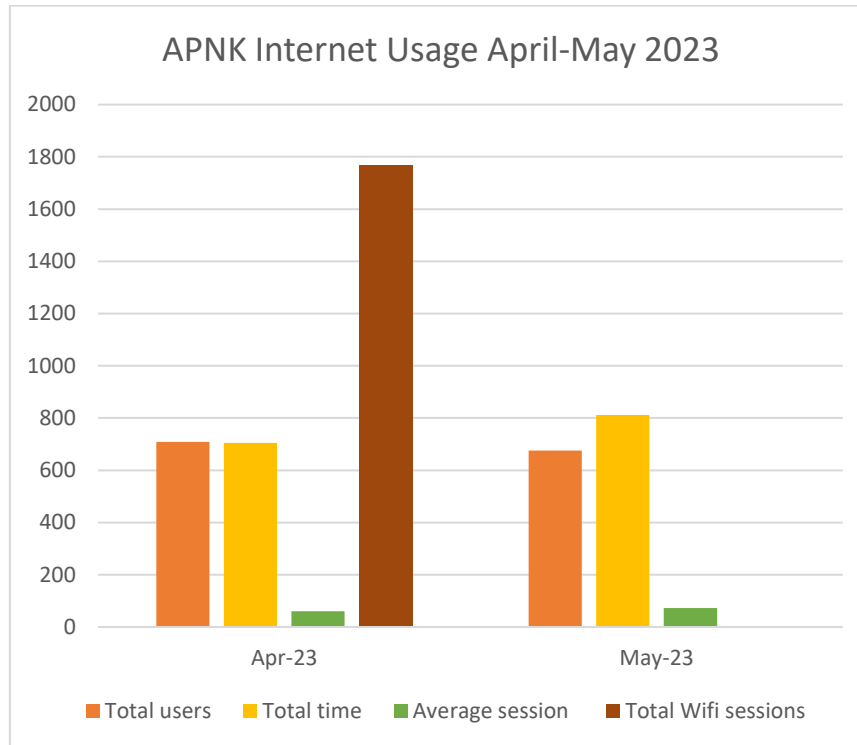
Evening Foot Traffic



1.2.4 Reference Enquiries

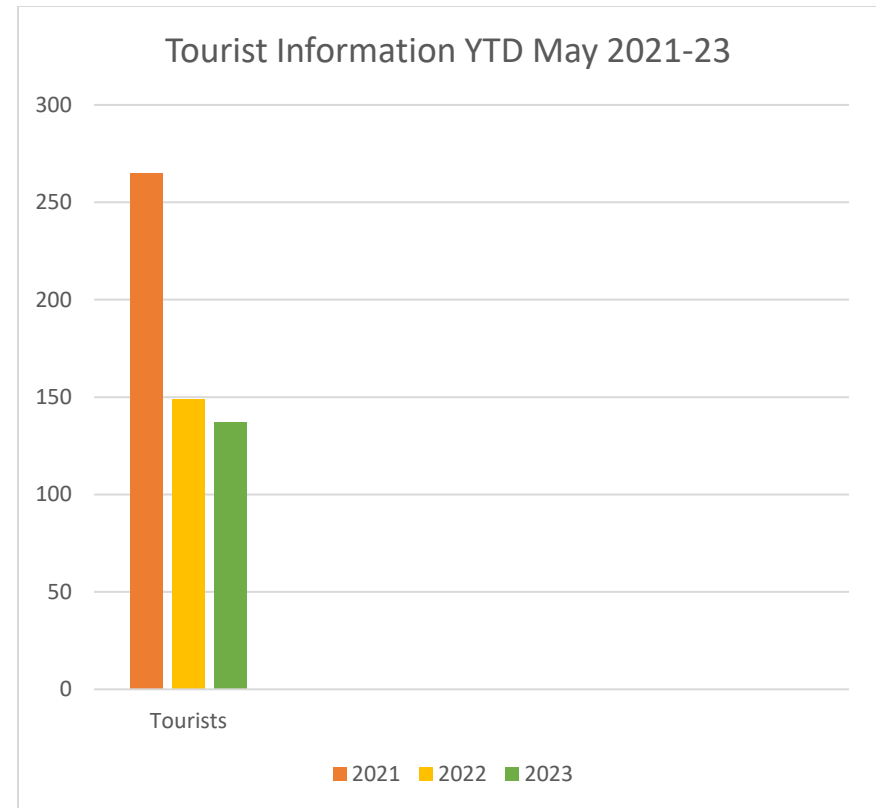
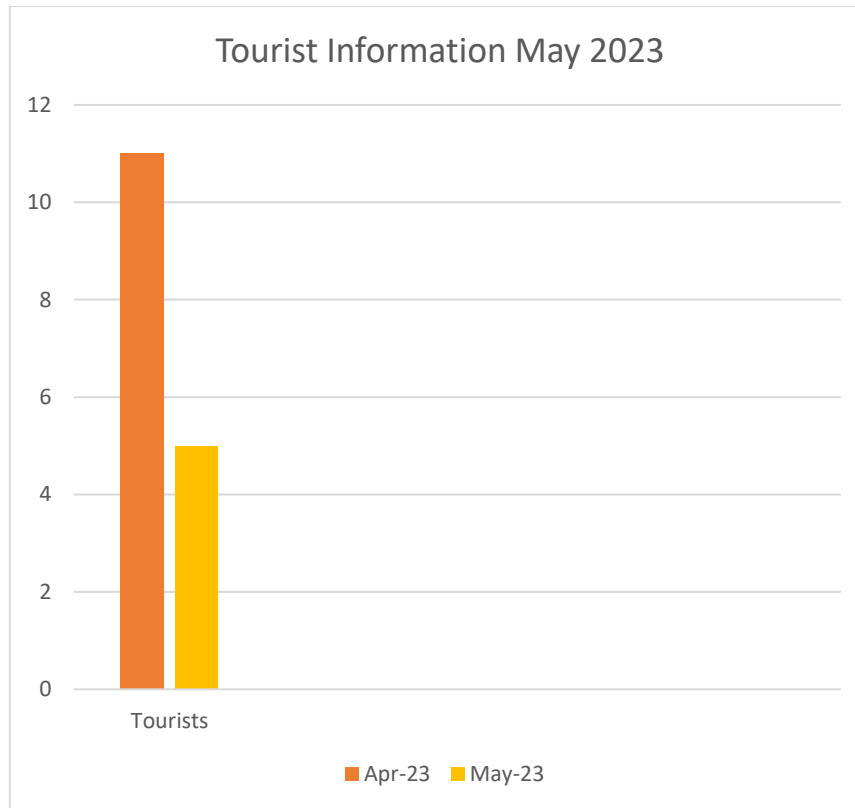


1.2.5 APNK Internet Usage



Comment: No Wi-Fi figures available from 2 Degrees for May at time of report.

1.2.6 District Tourism Information Requests



1.2.7 Activities for April & May 2023

Community Engagement Activities	
Activity/Programme	Description
Meeting spaces	Community use of meeting rooms There were 77 room bookings during the period, with a total of 527 people attending. Groups utilising meeting spaces at the library included art & creativity classes; Greg Dunne (Counsellor); speech & language therapy; individuals attending online video health consultations; meditation groups; work placement coaching services; Dementia Canterbury; English Language Services; and Timebank, individuals having job interviews.
Craft & Chatter	Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts Two sessions were held with 22 participants attending.
Presentations	Library promotion Two presentations were given during the period, with 41 attendees.
Book Club	Monthly community book club The book club held two sessions with 31 people attending.
Next Chapter	A monthly programme of literacy-based activities designed for those living with a diagnosed dementia 12 people attended two sessions.
Elderly outreach	A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories Three sessions were held. 53 participants attended from Elizabeth St Daycare and Tuarangi Home
Knitting Group	A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone, began February 2023 <ul style="list-style-type: none"> Nine sessions were held, 112 people attended.
School Holiday Outreach	Games, crafts and activities from the in library holiday programme taken out into the community. ADC Library coordinates a collaborative programme involving Wellbeing Ōpuke EANC and AAGM. <ul style="list-style-type: none"> Mt Hutt Memorial Hall Methven 78 children and 30 adults. Dorie cancelled due to illness.

Sign Language Taster class	A collaboration with NZ Sign Language 4 U to give the community the opportunity to learn some basic sign language. Held during sign language awareness week. <ul style="list-style-type: none"> • 15 attendees
Immigrant Journeys Exhibition 1-26 May	The Immigrant Journeys exhibition showcased the rich diversity that our most recent immigrants bring to New Zealand. Highlighting their different skills, cultural backgrounds, and experiences that strengthen and add value to this country. <ul style="list-style-type: none"> • The exhibition received favourable media coverage and comments from the community. • It is now at Mt Hutt Memorial Hall iHub
Hijab Conversation	A collaboration with the Newcomers Network and local Muslim community to provide the community with the opportunity to learn about hijab wearing through conversation. <ul style="list-style-type: none"> • 20 attendees
Home Ownership Seminar	A collaboration with Kāinga Ora to help promote ways for our community members to become home owners. <ul style="list-style-type: none"> • 32 attendees
Adult Paint along with Bob Ross	Using the Bob Ross painting session to introduce the library painting and drawing collection. 1 session held, 6 (maximum capacity) attendees

Digital Access Projects	
<i>Activity/Programme</i>	<i>Description</i>
Digital Classes	Digital Steps, Appy Seniors and Better Digital Futures Programmes This year a focus has been placed on scheduling a variety of courses for all ages. This includes Digital Steps (stepping up), Appy Seniors and Better Digital Futures. The classes that were run during April and May were: getting to know your iPhone, digital streaming, intro to digital banking, photo editing basics, getting to know your Android smartphone, online groceries, intro to social media, super gold card, intro to smartphones, photobooks Vistaprint, online banking, intro to ChatGPT, Stuff news app and eBooks and eAudiobooks. Total: 41 adults attended digital classes during the period

CV Help	CVs, cover letters and applications This drop-in service is available when required, with 1 people attending during this time. Feedback continues to be positive from both Work and Income NZ and those accessing this service.
Device drop-in	One-on-one assistance with devices 39 people received assistance with their devices over the period.
Digital help	One-on-one assistance with digital skills, including device and e-Book help outside of official sessions Assistance was provided to 130 people during the current period.
E-Book sessions	One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm There was no one looking for assistance with e-books during the session.
Recycle a Device	Training young people to refurbish devices, diverting them from landfill and donating them to families in need <ul style="list-style-type: none"> • April and May have seen the commencement of this programme. There have been several media stories in the Courier and Guardian and the partnership now allows people the opportunity to donate devices to Ashburton Resource Recovery Park. • There was a stand alone “Fix one, keep one” class for the Pasifika community and 16 devices were refurbished and donated to that community group • There is now an established “RAD Club” at Ashburton College and Sarah Jones is the teacher. There are good attendance numbers and we’ve had two extra kids join the club after the initial training day. • The total number of people attending either a RAD Club class or a RAD training day in April and May is: 64 Young Adults and 20 Adults • One device was given out at the end of May and there were nine people added to the waitlist in the first week of June
Skinny Jump Wi Fi Modem	Low-cost broadband One person accessed Skinny Jump during the period.

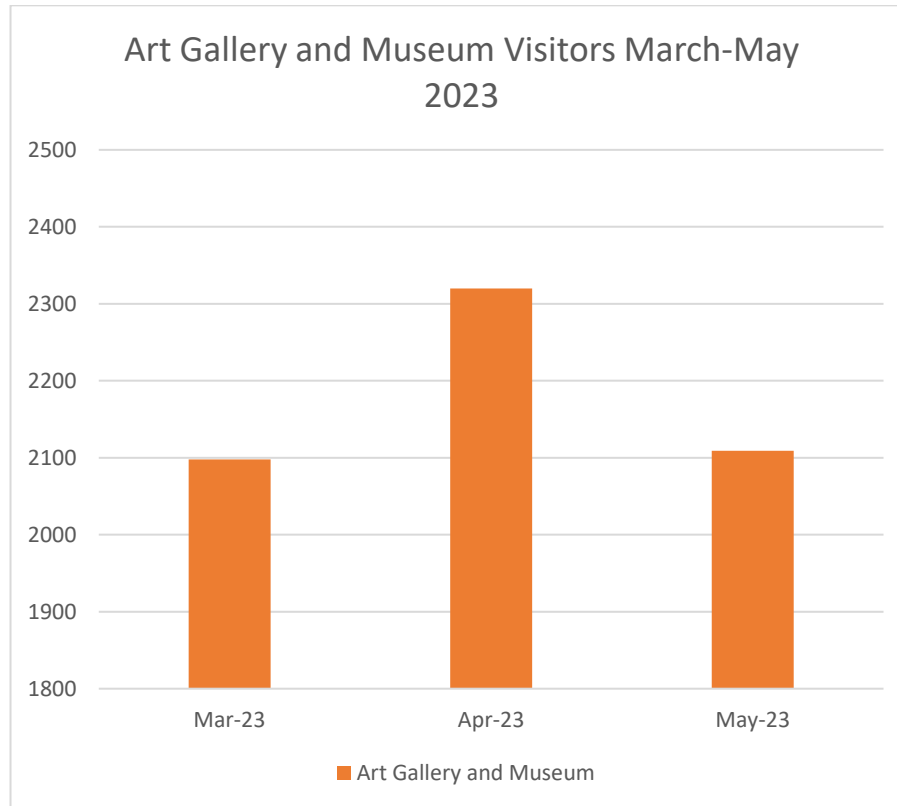
Youth Programming	
Activity/Programme	Description
VR headset	General public use of a VR headset 47 people attended during April and May. A VR headset is available to those aged 13 years and older during open hours.
Dungeons & Dragons	There were 6 sessions of Dungeons & Dragons in April & May age of participants between 13- 18 years averaging 9 teens attending each session.
Teen Book Club	<ul style="list-style-type: none"> We offered two sessions where we had 2 teens attend one of these sessions.
Light it up	<ul style="list-style-type: none"> Teen holiday programme where we had 16 teens make a wire and LED lamp.
Marvel Quiz Night	<ul style="list-style-type: none"> We had 4 teens come to this evening event.
Paint Along with Bob Ross for teens	<ul style="list-style-type: none"> We had 4 teens come to this event.

Children's Library	
Activity/Programme	Description
Wriggle and Read	Movement to music for ages 0-3 (run during school term time) Six sessions were held over April and May, with 114 Children and 98 Adults (212 in total) attending.
Story and Rhyme Time	Stories and rhymes (run during school term time) Six sessions were held over April and May, with 25 children and 13 adults (38 in total) attending.
School class visits	Story and browsing <ul style="list-style-type: none"> The library hosted 10 school class visits during March. Schools that visited the library included Ashburton Christian School and Ashburton Borough School, also including a small ALP's (Assisted Learning Programmes) group from Hampstead and Ashburton Intermediate, and a visit from Hinds School and St Josephs. 284 children and 26 adults attended, a total of 310.

Children's Library (continued)	
<i>Activity/Programme</i>	<i>Description</i>
Coding Club	<p>Game development using Microsoft Makecode Arcade (Microbytes and Megabytes Coding Clubs are run during school term time)</p> <p>12 sessions were held in March, we had a total of 38 children attend these sessions.</p>
Homeschool coding group	<p>Coding sessions</p> <p>There were 3 sessions in March with 21 children and 8 Adults (29 total) attending this programme.</p>

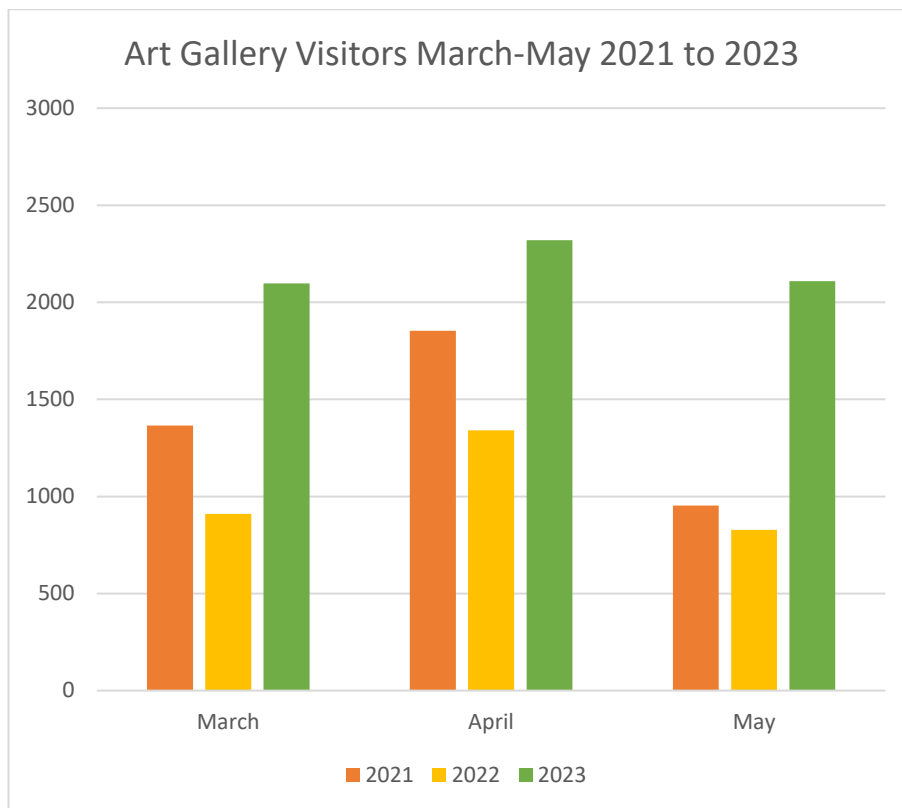
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

- Visitor numbers to the Art Gallery and Museum were highest in April due to the school holidays, various school visits during the term and a well-attended ANZAC Day talk about Westerfield Military Camp and the Awaroa Godley Head coastal defence site. In April-May, there were 33 classes from schools across the district who visited our facility or were visited by our educator for an outreach programme.



Comments:

Visitor numbers to the Art Gallery and Museum in March, April and May 2023 exceeded the figures of the previous two years, however this is partly due to the change in recording the number of visitors to the building rather than recording museum and gallery visitors separately.

1.3.2 Activities:

Exhibitions and Displays		
Activity/Programme	Description	Date
The Construction of Colour by Rachel Ratten	<ul style="list-style-type: none"> Solo exhibition of quilts by Timaru-based artist Rachel Ratten. In exploring formal design and compositional elements, Ratten lets her textiles take over, creating works that are fluid and painterly using a technique she calls ‘improv quilting’. 	12 May – 16 June 2023
Indigo – Group exhibition	<ul style="list-style-type: none"> Central Otago-based collaboration of eight artists featuring Luke Anthony, Shaun Burdon, Judy Cockeram, Rachel Hirabayashi, Megan Huffadine, Nigel Wilson, Jillian Porteous and Lynne Wilson. Representing the various disciplines of ceramics, painting, sculpture, photography and mixed media, <i>Indigo</i> was born out of a commitment that the artists would support one another through exhibiting collectively. 	12 May – 16 June 2023

Education and Public Programmes		
Activity/Programme	Description	Date
Art Addicts	<ul style="list-style-type: none"> AA is a weekly after school art space for children and families. Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials. In April, participants focused on the exhibitions <i>All the Colours</i>, <i>All the Light</i> and <i>Westerfield Camp- The army Marches In</i>. In May, participants decorated plates, made their own creative monsters, explored Rachel Ratten’s exhibition and created works inspired by her and played with painting with straws. 	5, 26 April 2023 3, 10, 17, 24 May 2023
Kōwhai Mums	<ul style="list-style-type: none"> A fortnightly art group for ethnic and migrant mums and carers, as well as newcomers to Hakatere Ashburton, with children aged 0-5 years. This programme is delivered in partnership with Hakatere Multi-Cultural Council and Safer Mid Canterbury Newcomers Network. 	5, 26 April 2023 3, 17 May 2023

Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Two O’Clock Tours	<ul style="list-style-type: none"> • A fortnightly tour of one of our current exhibitions delivered by our Front of House Assistant. • These 20-minute tours are a chance for visitors to gain further insight into our current exhibitions. 	9, 23 April 2023 7, 21 May 2023
In Colour	<ul style="list-style-type: none"> • A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group. • Monthly sessions continue. 	14 April 2023 12 May 2023
Artzheimers	<ul style="list-style-type: none"> • Our Art Curator and Educator delivered a programme to a group of Dementia Canterbury members based around several pieces in the AAG art collection. • In April the group discussed Gabby O’Connor’s exhibition. • In May the group discussed parts of the Museum display. 	27 April 2023 25 May 2023
Base Youth Centre Outreach	<ul style="list-style-type: none"> • Our Programmes Co-Ordinator delivered a programme to a group of young people at Base Youth Centre, a place for young people aged 10-16 to socialise, meet new people and get creative. • In April the group made their own coil pot using polymer clay. • There was no session held in May due to staff sickness. 	27 April 2023
Mt Hutt College Outreach	<ul style="list-style-type: none"> • Our Educator delivered a programme to six classes of Mt Hutt College students based around immigrants to Ashburton, including personal photos and stories. 	3 April 2023
Teachers Breakfast and Tour	<ul style="list-style-type: none"> • Our Educator hosted a breakfast and a special tour for teachers of the <i>Westerfield Camp – The Army Marches In</i> exhibition and life on the Home Front in Hakatere Ashburton during the Second World War. 	18 April 2023

Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
School Holiday Outreach in Methven	<ul style="list-style-type: none"> An arts and craft activity was delivered by our Programmes Co-ordinator at the Wellbeing Ōpuke school holiday outreach programme in Methven. 	18 April 2023
Colour Play, April school holidays	<ul style="list-style-type: none"> Throughout Gabby O'Connor's exhibition <i>All the Colours, All the Light</i> we invited visitors to play with blue, magenta and yellow vinyl and transform the glass railing in our upstairs foyer to a bright artwork. 	5 April – 26 May 2023
Love Letters, April school holidays	<ul style="list-style-type: none"> To coincide with our new exhibition <i>Westerfield Camp – The Army Marches In</i>, which explores the Home Front in Hakatere Ashburton during the Second World War, we invited tamariki and rangatahi to create hand-made postcards and write letters of love that will be delivered directly to Ukrainian refugee kids and mums. 	8 – 25 April 2023
Art lab Colour and Light, April school holidays	<ul style="list-style-type: none"> During the first week of the school holidays our Learning Centre was transformed into an interactive space where visitors could take part in activities inspired by Gabby O'Connor's exhibition <i>All the Colours, All the Light</i>. 	8 – 17 April 2023
Gabby O'Connor's Artist Talk	<ul style="list-style-type: none"> Artists and scientists Gabby O'Connor and Adele Jackson delivered a talk about art, science, Antarctica, climate and Gabby's exhibition <i>All the Colours, All the Light</i>. 	19 April 2023
Gabby O'Connor's Community Workshop	<ul style="list-style-type: none"> Gabby O'Connor delivered a community workshop where participants could make their own iceberg collage from repurposed materials and learn about her research into icebergs in Antarctica. 	20 April 2023
ANZAC- Poppy Making	<ul style="list-style-type: none"> Over ANZAC weekend we invited visitors to celebrate the courage of our servicemen and women by making a commemorative poppy. That they could add to our wreath which was presented at Baring Square West cenotaph. 	21 – 24 April 2023
ANZAC Day kōrero: Defending Waitaha Canterbury during WWII	<ul style="list-style-type: none"> Our Senior Museum Curator and the Godley Head Heritage Trust Historian and Chair delivered a talk about two defence sites in Waitaha Canterbury that were constructed during the Second World War; Westerfield Military Camp in Hakatere Ashburton and the Awaroa/Godley Head coastal defence battery near Lyttleton Harbour. 	25 April 2023
St Joseph's School Visit	<ul style="list-style-type: none"> Our Educator delivered a programme to three classes of St Joseph's school students based around our <i>Westerfield Camp – The Army Marches In</i> exhibition. 	27– 28 April 2023

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
Lagmhor School Outreach	<ul style="list-style-type: none"> Our Educator delivered a programme to two classes of Lagmhor School students based around the history of farming in Hakatere Ashburton. 	27 April 2023
Tākata Whenua Display	<ul style="list-style-type: none"> Our Educator delivered a programme to several schools and teacher groups on Ngāi Tahu history of Hakatere Ashburton utilising collection items and taonga along with maps and images from the <i>Kā Huru Manu</i> exhibition hosted in 2022. Participating schools were: <ul style="list-style-type: none"> St Joseph's School Ashburton Intermediate Ashburton College Hinds School 	1 – 12 May 2023
Carew Peel Forest	<ul style="list-style-type: none"> Our Educator delivered a programme to two classes of Carew Peel Forest School based on Gabby O'Connor's installation <i>All the Colours, All the Light</i>. 	9 May 2023
Ashburton Intermediate	<ul style="list-style-type: none"> Our Educator delivered a programme to one class from Ashburton Intermediate based on Gabby O'Connor's installation <i>All the Colours, All the Light</i>. 	9 May 2023
Ashburton Intermediate	<ul style="list-style-type: none"> Our Educator delivered a programme to one class of Ashburton Intermediate students based around our <i>Westerfield Camp – The Army Marches In</i> and <i>Humor Me</i> exhibitions. 	12 May 2023
Ashburton College	<ul style="list-style-type: none"> Our Educator facilitated a two-day workshop with selected students from Ashburton College to create whetu and manu tukutuku for display in an upcoming Matariki exhibition <i>Puaka: A Star on the Rise</i>. 	15, 16 May 2023
Ashburton on the Move, Book launch	<ul style="list-style-type: none"> Celebrating the launch of Michael Hanrahan's new book <i>Ashburton on the Move - 150 years of relocating buildings in the Ashburton District</i>. The event was co-hosted by the Ashburton Museum and Historical Society. 	17 May 2023
Ashburton Christian School	<ul style="list-style-type: none"> Our Educator delivered a programme to one class from Ashburton Christian School based on Gabby O'Connor's installation <i>All the Colours, All the Light</i>. 	18 May 2023
Public Talk	<ul style="list-style-type: none"> Our Archivist delivered a talk on his work at the AAGM at the Senior Centre. 	19 May 2023

The Amazing Race	<ul style="list-style-type: none"> The AAGM collaborated with Keep Learning Mid Canterbury to deliver an activity for the Amazing Race. 	20 May 2023
Kōrero: Stories from the Canterbury Home Front during WWII	<ul style="list-style-type: none"> Talk by Angela Wanhalla, Professor of History at the University of Otago. This illustrated talk explored some of the lesser known aspects of Canterbury's Second World War Home Front story from the women who married American servicemen, and their fate, through to Māori engagement in the patriotic war effort. 	21 May 2023
Our Lady of the Snows School	<ul style="list-style-type: none"> Our Educator delivered an outreach programme to two classes of students at Our Lady of the Snows School based around our <i>Westerfield Camp – The Army Marches In</i> exhibition. 	22 May 2023
Carew Peel Forest School	<ul style="list-style-type: none"> Our Educator delivered a programme to one class from Carew Peel Forest School based on Rachel Ratten's exhibition <i>The Construction of Colour</i>, and a further class based on Gabby O'Connor's exhibition <i>All the Colours, All the Light</i>. 	23 May 2023
Body Balance	<ul style="list-style-type: none"> The AAGM hosted the EANC staff in delivering two sessions of Body Balance alongside Gabby O'Connor's installation <i>All the Colours, All the Light</i>. 	5, 24 May 2023
Samoan Cultural Awareness workshop	<ul style="list-style-type: none"> A bi-monthly workshop series of speakers who discuss the history and social customs of their culture to educate attendees and facilitate greater cultural understanding and awareness in Hakatere Ashburton. These workshops are delivered in partnership with Volunteering Mid & South Canterbury and Hakatere Multi Cultural Council. 	29 May 2023

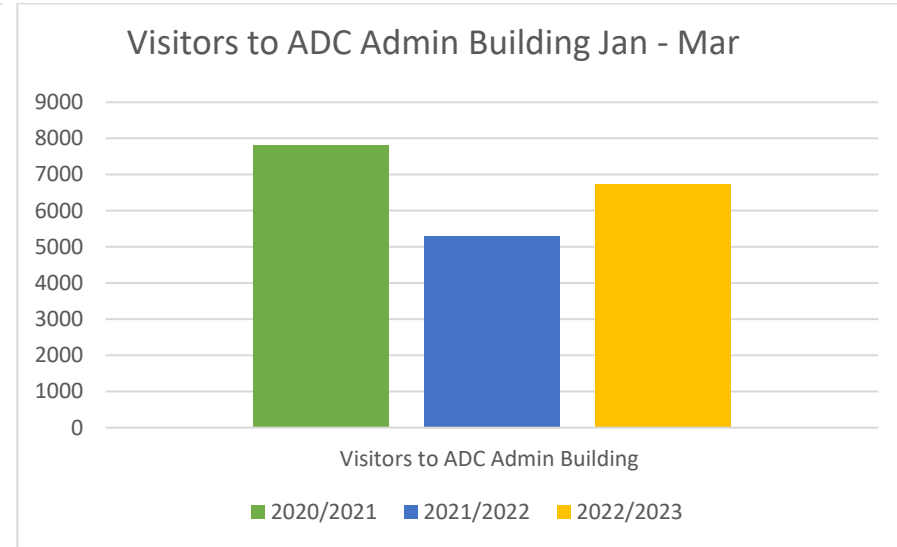
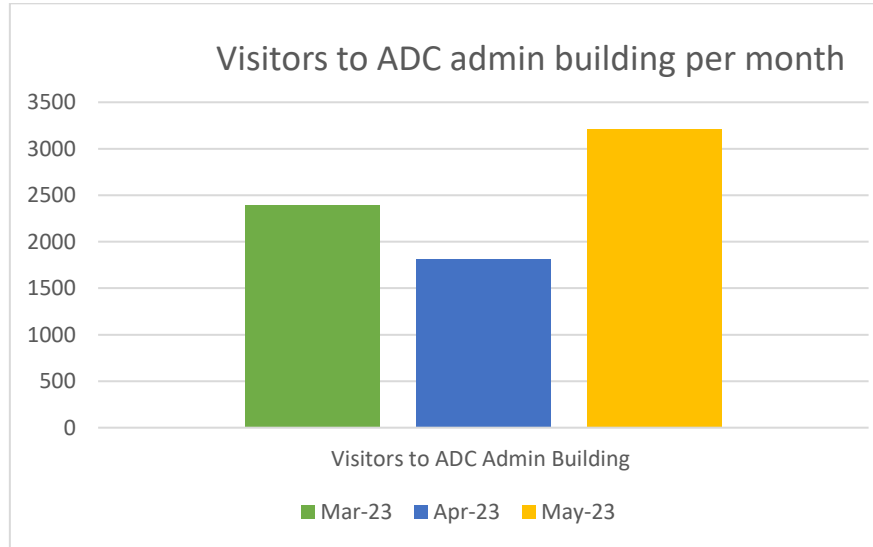
Collections and Research		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Research Enquiries	<ul style="list-style-type: none"> Our Archivist responded to 29 research enquiries in April, 22 of which were from the public. Our Archivist responded to 26 research enquiries in May, 20 of which were from the public. 	April 2023 May 2023
Collection Development and Management	<ul style="list-style-type: none"> Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues. Work on uploading collection records to PastPerfect Online continues. 	April/May 2023

ADC Art Collection	<ul style="list-style-type: none"> Conservation work on eight works in the collection has progressed well. Conservation framing is now underway. 	April/May 2023
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Media and Promotion		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Reviews/Features	<ul style="list-style-type: none"> Gabby O'Connor and her exhibition <i>All the Colours, All the Light</i> were featured in <i>Art Beat</i> and the <i>Ashburton Guardian</i>. Our ZAFAA People's Choice Award Winner was featured in a <i>Big Idea</i> article Rachel Ratten and her exhibition <i>The Construction of Colour</i> were featured in an <i>Art Zone</i> article. The Gallery and Museum were featured on <i>Neat Places</i> as a place to visit when in Hakatere Ashburton Rachel Ratten's exhibition <i>The Construction of Colour</i> was featured in the <i>The Press</i>. Audrey Baldwin's exhibition <i>THIS IS FINE, EVERYTHING'S FINE</i> was reviewed in <i>Art NZ</i>. Rachel Ratten was interviewed for a feature in <i>Art Beat</i>. 	April 2023 May 2023
Articles and Blog Posts	<ul style="list-style-type: none"> Our Archivist wrote two articles for the <i>Ashburton Guardian</i>'s heritage page in April about sly grogging in Ashburton during WWII and local company Holdan Painters. Our Archivist wrote four articles in the <i>Ashburton Guardian</i>'s heritage page in May about the Duke of Gloucester's visit (1935), the diary of returned soldier Ron Campbell, the Ashburton Glassworks, and a case from Michael Hanrahan's book <i>Ashburton on the Move</i>. Our Archivist wrote an article for <i>Phanzine</i> (a newsletter of the Professional Historians' Association of New Zealand/Aotearoa) on digitizing of photographic collections. 	April 2023 May 2023

1.4 Customer Services

1.4.1 Visitors to ADC administration building



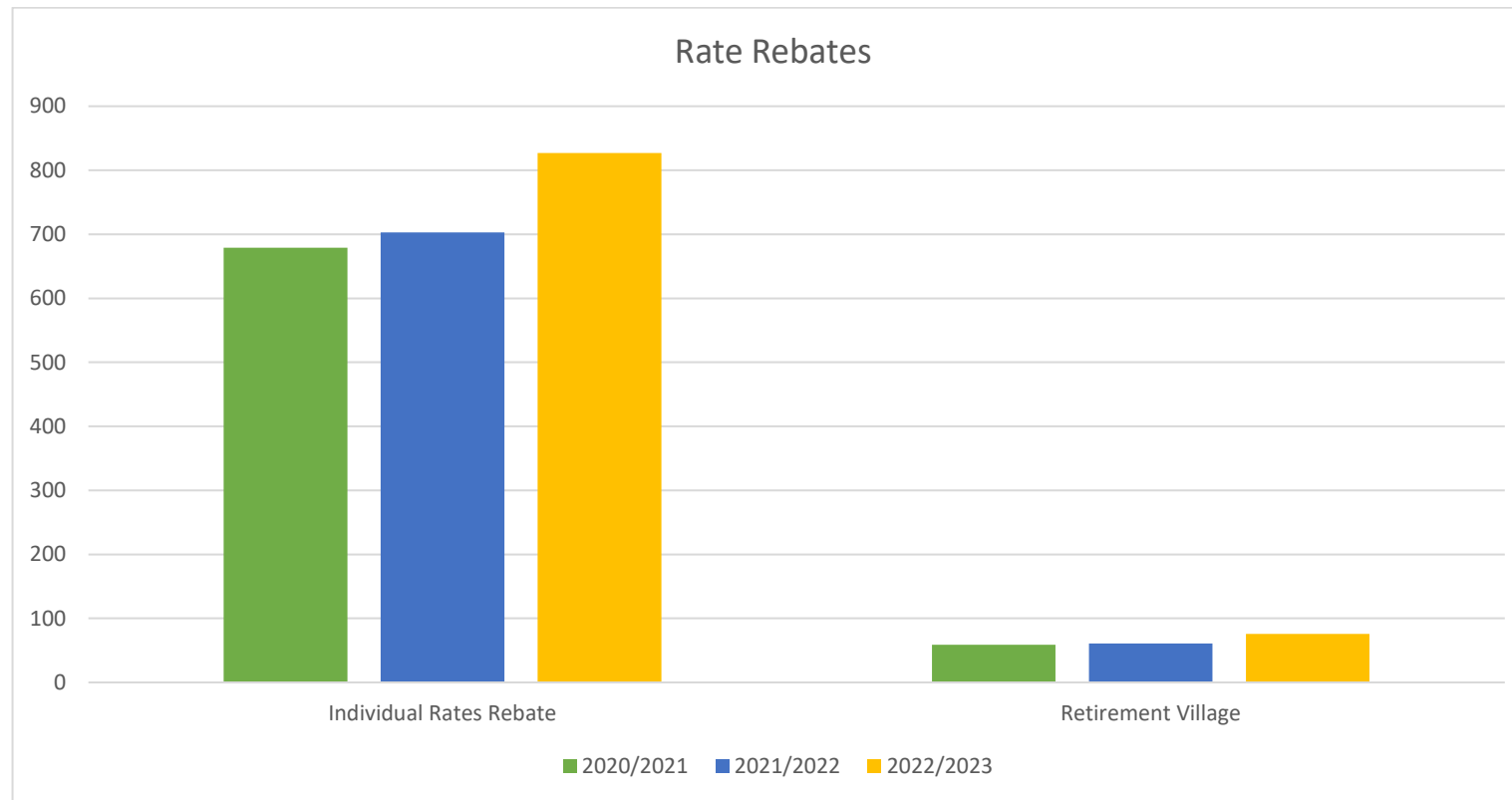
Comments:

The increase of visitors for May reflects the timing of the last instalment for rates payments. Also, increased foot traffic during the by-election voting period.

After hours answering service:

Council has contracted Palmerston North City Council as its after hours calls service provider (previously Timaru Answering Services) since the beginning of May.

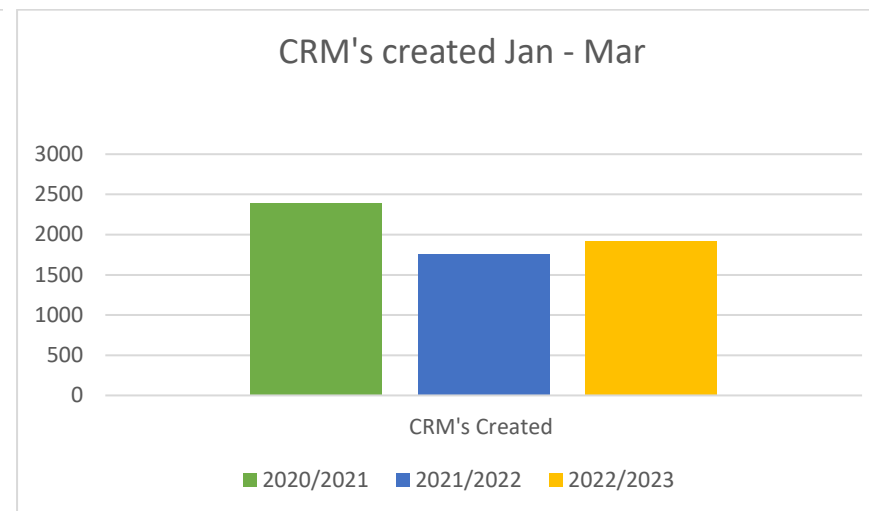
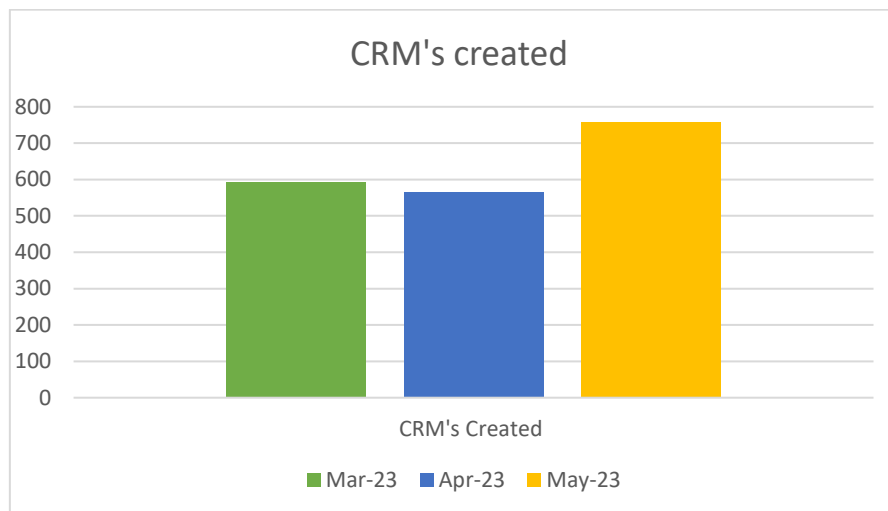
1.4.2 Rate Rebates



Comments:

Now that we are in the last month of accepting rates rebates for this current rating year, we are checking our list from last year and making contact with the last few. Also took the opportunity to check when payments were being paid in May.

1.4.3 CRMs Created



Comments:

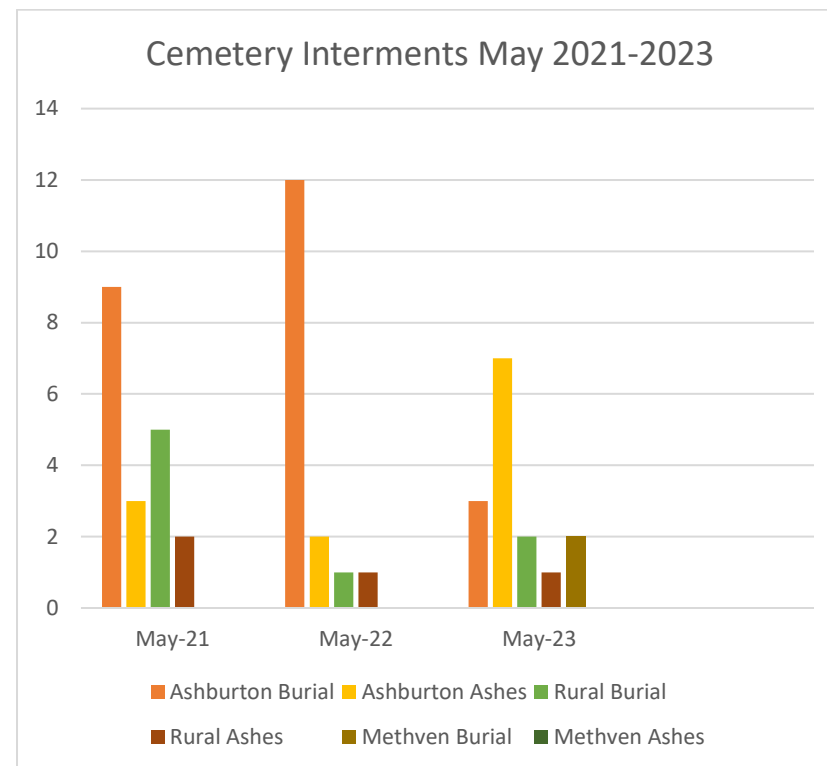
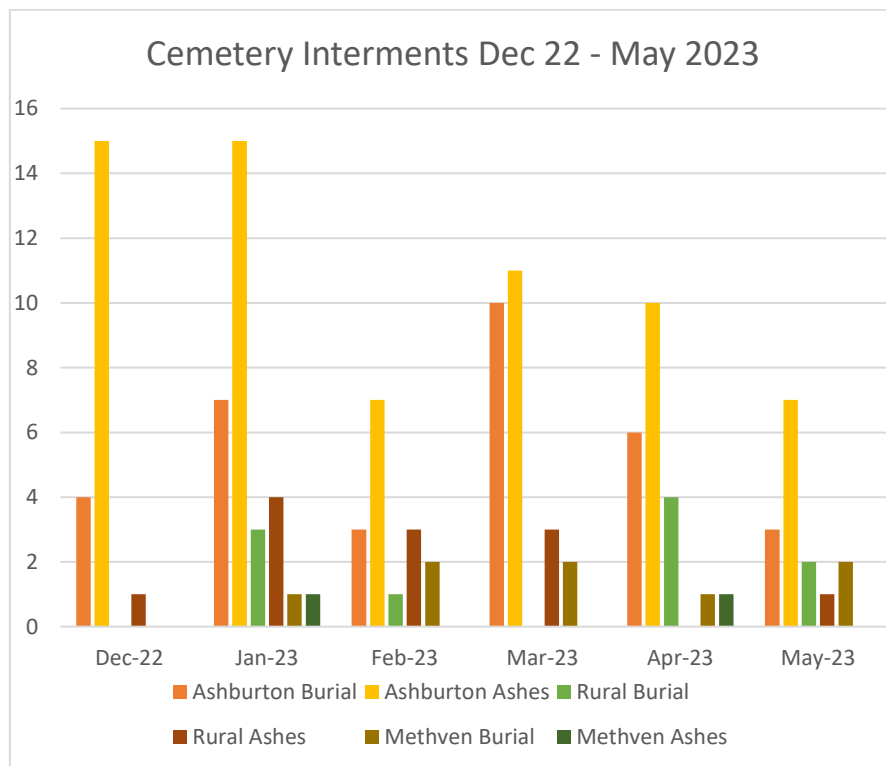
Top (8) categories	Mar	Apr	May	Total	Previous
Roading	156	145	216	517	438
Kerbside	127	115	162	404	432
Assets – Water	129	114	151	394	496
Animals	53	68	78	199	204
Information	53	51	63	167	119
Noise nuisance	18	17	19	54	86
Property	16	13	21	50	44
Trees	21	12	13	35	79

- Taking a different look at the requests for the last 3 months.
How they came in;
979 came in over a phone call
283 Snap Send Solve
213 Afterhours
213 via emails
138 from visitors to reception
69 from the internet/website
23 from Staff, Contractor, Councillor and letter.

2. Infrastructure & Open Spaces

2.1 Open Spaces

2.1.1 Cemeteries



2.1.2 Activities – items of importance

Cemeteries

- Last month continued to be a busy time cemetery staff working in district cemeteries.
- Work commenced in April on the Ashburton Cemetery driveway rebuild / sealing project. The first stage was complete by King's Birthday weekend, the second stage which is parking bays will commence shortly.
- Staff continue to have regular contact with local undertakers on various cemetery matters.
- Ashburton Cemetery is to have six new seats installed onto new concrete pads in the coming month.
- Methven Cemetery has had 21 new trees planted and four additional park benches installed.
- Staff are continuing to spread mulch around the native plantings on the bund at the Methven Cemetery, as time allows.

Open Space Management

- The Open Spaces management team continue to work on delivery of scheduled capital work projects, as profiled in the Long Term Plan.
- Work on Reserve Management Plans (RMPs) continues with the first round of focus groups scheduled to be held in early June.
- Work on reserve classifications is continuing.
- Work on the updating of the Open Spaces Asset Management Plan is progressing. This plan will be complete by 30 June. Staff are currently populating data for future site requirements, scheduled replacements and asset renewals.
- Open Spaces Supervisors remain focused on cyclical maintenance rounds as winter conditions are present district wide.
- Assessment of the district tree stocks has concluded for the time being and will recommence in spring.
- Biodiversity staff are progressing work on developing the Biodiversity Strategy with a stakeholder session hosted in May.
- Recruitment continues to be a challenge with another round under way as staff take their opportunities for work in their preferred field.

Ashburton Domain

- Staff have replanted all annuals in the Domain including the underplanting of tulip bulbs in certain plots.
- Leaf cleanup is in full swing currently with blowers and mowers being utilised to good effect.
- Grass growth is starting to decline, which is good as workstreams move from this to winter cleanup.
- The installation of the new flying fox is still on-track for a mid-July completion.
- The resurfacing of hard surfaces throughout the Domain is pending with the contract being let and overseen by Council Roading staff.

- Replacement lighting luminaries on the main footpaths are also scheduled to occur soon, pending supply and installation over winter.
- The new pathway from the corner of West and Wills Streets to the Domain office is currently under construction with most of the dig-out and boxing complete, at the time of writing.
- Capital renewals of underground services shall occur at the Grigg Street entrance to the Domain in the coming months.
- Other projects underway are around pond edging, water infrastructure locations and plant replacement.
- Planning is currently under way for the tendering of replacement paving configurations in the natural landscape/wildflower garden area (ex aviary).

General Parks and Reserves and Gardens

- Staff continue to undertake scheduled playground maintenance around the district with weekly and monthly checks being undertaken.
- The old Awa Awa Rata public toilet has been demolished. Some remedial cleanup will be required when conditions are favorable.
- Mowing is still continuing around the district at the time of writing. The recent cold snap and snow on the mountains will progressively lower soil temperatures and slow the growth, which will be welcomed.
- Weed control remains in full swing with weed growth remaining constant.
- The Depot nursery has emptied out with only some annual replants and revegetation plants left there.
- Staff have been requested to again grow some native kanuka from seed collected at Harris Reserve, by volunteers and ADBAG members. The last sowing was very successful and appreciated by the Harris Reserve committee.
- Planning is underway to upgrade the Methven dog park with additional canine enrichment features. Once staff have a draft plan finalised, it will be provided to the Methven Community Board for comment.
- Three new picnic tables and a drinking fountain have been installed at the Ashburton North Layby
- Upper Hakatere has had three new picnic tables installed, with the one nearest the road being 'accessible'.
- Street garden maintenance continues, and staff are identifying opportunities for improvement in the plantings around the district.
- Staff have replanted all annuals in the beds at Rakaia and Methven, some plots are also underplanted with Tulips for an enhanced display.
- Patching Street Reserve has had a new boundary fence installed in place of the old macrocarpa hedge which has been problematic for a number of years. Adjoining residents contributed to the new fence in accordance with the Fencing Act.
- Broadleaf spraying of neighborhood parks is continuing. This will control unwanted species in the lawns.

General Parks and Reserves and Gardens (continued)

- Ashburton Dog Park - both areas have had canine agility equipment installed. Staff still have some native planting and mulching to do at the entranceway. Wet areas in the large dog park are to be planted out at the same time.
- Staff have undertaken some planting replacement at the Mt Hutt Hall in Methven. These have been planted further away from the building and painted surfaces to ensure they do not become problematic - as the first planting was.
- The developer of the Ashbury Grove subdivision in Tinwald is still progressing towards the building of a new and replacement playground.

Trees

- Removal of street trees on Buchanan and Burton Place will occur soon. Replanting will be in next winter's planting schedule, as this year's schedule is full. Residents have been informed of this timeline.
- Additional tree planting is occurring around the district on reserves, in cemeteries and other maintained areas as required. Staff have been tasked with cleaning out the tree holding area to keep tree stocks fresh.

Public Conveniences

- The new Mayfield Domain toilets are nearly open at the time of writing. There will be communications out to the community as soon as it is open and after we have undertaken remedial repairs to the driveway.
- Work is progressing on the replacement of Rakaia Gorge facilities. Resource Consent has been granted, and procurement has concluded. Pricing is still underway for the Matariki viewing deck. All these workstreams have been occurring concurrently to expedite the project.
- The Rakaia Domain new facility has been procured and the overall project is in the final planning stages. Council staff remain in close contact with project leaders.
- Lake Camp replacement toilets are installed and should be open by the time of this meeting.
- The Hinds Domain public toilet remedial solution is commencing in the first week of June and should be complete within a fortnight.

2.1.3 Biodiversity

Biodiversity Strategy Development

- Technical input into the Biodiversity Strategy Development by the Council Ecologist/Biodiversity Advisor is ongoing. The project is being co-managed by Open Spaces and the Strategy/Policy Unit.
- Stakeholders workshop for the strategy development completed on 1st June 2023.

Completed Planting Project

Awa Awa Rata Reserve Enhancement Planting

- Wetland native planting completed to improve the wetland ecosystem health and around the new toilet blocks.

Ongoing Projects (Planting and Pest Management)

Bowyers Stream Reserve Enhancement Planting

- Replanting of the reserve section adjoining the riverbank with natives after bank repair work is ongoing and to be completed by the end of June. It is estimated over 750 plants will be required.

Taylor's Stream Reserve Restoration Project

- Removal of sycamores around the reserve is ongoing and replanting with natives is planned for this winter. We have procured over 3,000 eco-sourced native trees and shrubs to be used for the project.

Planned Biodiversity Projects (Planting and Pest Management)

Pudding Hill Stream weed control

- Control of willows, sycamore trees, larches, Douglas Fir, Himalayan honeysuckle, alders, poplars, and monkey musk along the Pudding Hill stream is planned for September 2023. The project was initiated by the Ashburton District Biodiversity Advisory Group and managed by the Council Ecologist/Biodiversity Advisor and ECan's Land Management and Biodiversity Advisor. The Council has received \$8,000 in funding

from the Water Zone Committee to go towards physical project works. Physical works are estimated at around \$12-15,000 with the balance of funding required to be sourced from neighbouring interested parties.

Lake Camp's New Toilet Block Biodiversity Enhancement

- Enhancement planting around the new toilet block at lake camp west end is planned for September 2023.

Native Shelterbelt Planting Proposal at Lake Clearwater Campground

- Planting the first batch of native shelterbelts at the Lake Clearwater Campground is planned for September. This project planting is to ultimately replace the exotic pines, *Pinus contorta*, with native trees such as beech trees. Initial beech trees planted around the lake area are thriving at the same height as exotic *radiata* pines.

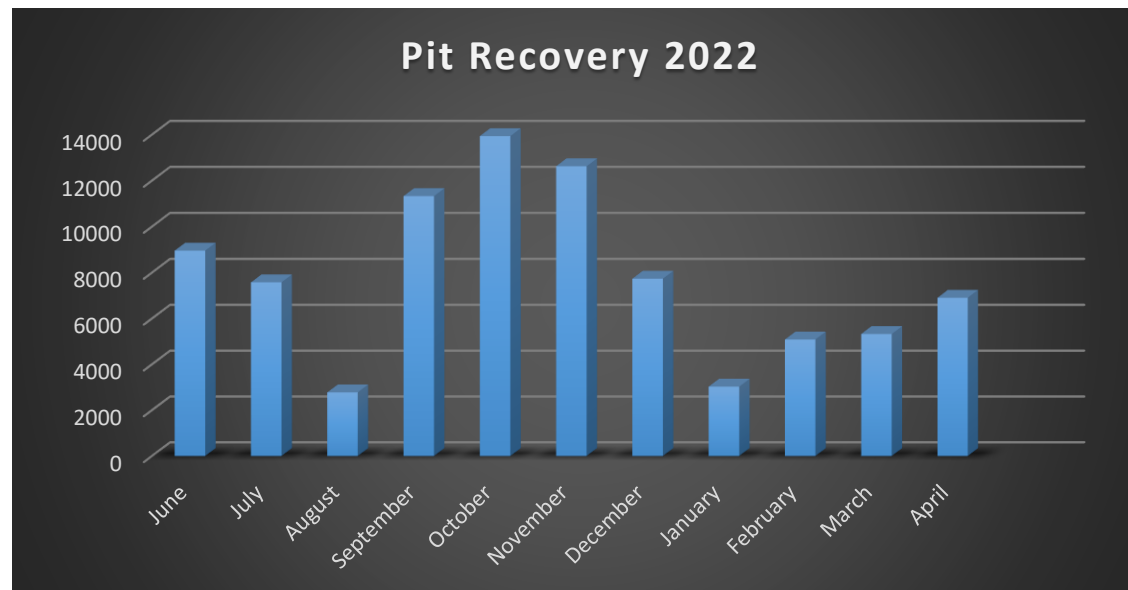
Pest Control at Awa Awa Rata Reserve

- Periodic control of deer, possums and feral cats' population using "night shooting technique" is being discussed with a Council approved contractor. This is a follow-up to an animal pest survey completed by the Council Ecologist/Biodiversity Advisor in the last spring/summer season at the forest areas and bush around the reserve. The project will commence after the contractors' health and safety assessment is complete. There will also be public communications given the locations proximity to Department of Conservation land, walking trails and recreational assets.

2.2 Solid Waste Management

2.2.1 Solid Waste Management

- Council has approved the extension of Contract RR-AO 16/10 for a further two years from 31 August 2024 to 30 August 2026 during the 7 June Council meeting.
- Pit Recovery is steadily going up for the past 4-month period.



- Repair of the existing compactor has been scheduled for next month. The repair will be completed over five days. The contractor is preparing methodology to ensure minimum disruption of services.
- A separate collection point for laptops has been established in the Resource Recovery Park. All collected laptops will be sent to Ashburton College for repair.
- The contractor is preparing the pricing for collection of organics, to include food waste and green wastes. This will be presented during the consultation for the Long-Term Plan.
- Staff are organising the establishment of several working groups with waste companies to facilitate improved and targeted services. It is intended to establish working groups based on waste streams such as a Construction & Demolition Working Group, Plastic and

Polystyrene Working Group, Food and Trade Waste Working Group, Paper and Cardboard Working Group, Clothing and Textile Working Group, among others. It is the intention to cover all waste streams from construction, industrial, commercial, and institutional sources.

2.2.2 Waste Education

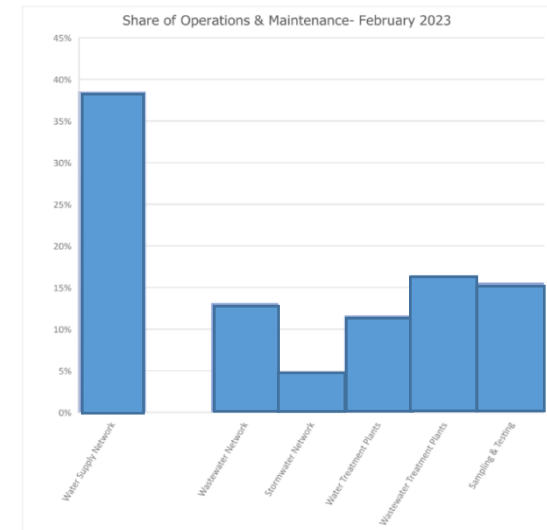
- The audit team are continuing kerbside audits across the district. They report seeing some positive changes overall with a general improvement in the bin contents during May.
- Workshops were hosted in May at the Ed Centre for Timebank making draught stoppers from recycled materials with these being given to homes who need them.
- Waste stations were run at the Glow in the Park event on 2 and 3 June. These waste stations were again positively received by the attendees and are proving to be an effective way to educate and have people take responsibility for their own waste. Large volumes of recycling were received, and perhaps future events could promote attendees bringing more reusable items themselves such as drink bottles to help reduce the number of items being bought from site vendors. The use of non-recyclable items by food vendors should also be discouraged.

Items recovered over two nights	
Food waste	105kg
Compostables (food boxes, wooden utensils etc)	56 kgs
Recycling (cans/plastic bottles)	10kg
Cardboard (mostly from food vendors)	30kg
Rubbish	22.5kg

2.3 3 Waters Operations

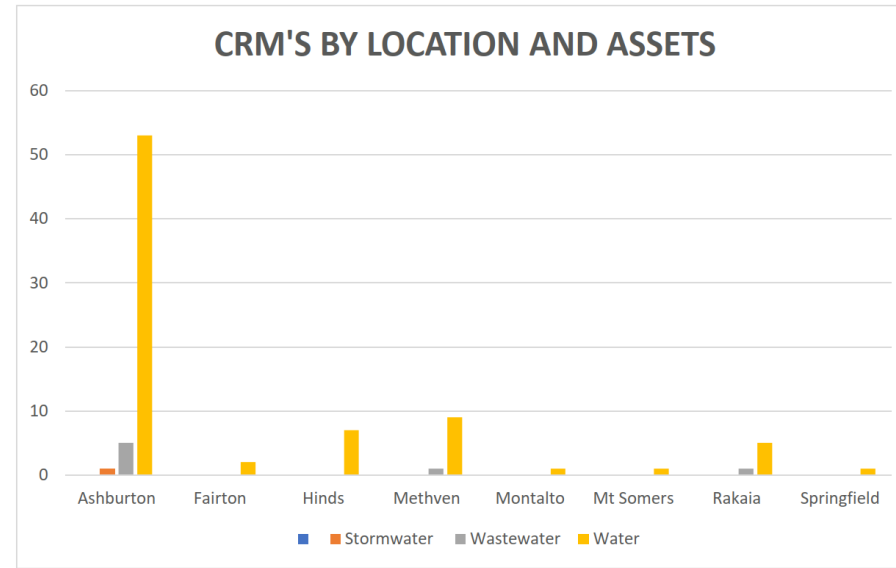
2.3.1 General Contract Management

- 39 % of contract works are related to the operations and maintenance of the water supply network. The work includes repair of leaks, inspection of connections and water meters.
- Repair of sewer pipes, unclogging of blockages and small sewer pipe renewals make up 13% of contract works.
- Like the previous months, approximately 28% of contract works is related to ensuring that the performance of the water treatment plants (12%) and wastewater treatment plants (15%) are within operational standards.
- Sampling and testing represent approximately 16% of the contract activities.
- Only 5% of contract works is related to stormwater activities mainly unclogging of sumps and mains during heavy downpours.
- Proactive maintenance for May mainly investigating the structural integrity of sewer and stormwater manholes.
- The contractor has been continuously proactively exercising water valves to investigate operational integrity and confirming its locations. Exercising of valves means operating a valve at least one full cycle until the valve operates freely with little resistance. Sometimes it takes several full cycles.



CRMs by Location

Location	Number	%
Ashburton	53	68
Chertsey	-	-
Dromore	-	-
Fairton	2	2
Hinds	7	8
Mayfield	-	-
Methven	10	11
Montalto	1	1
Mt Somers	1	1
Ocean Farm	-	-
Rakaia	6	7
Springfield	1	1
Hakatere	-	-
Tinwald	-	-
Total	87	100



CRMs by Category

Category	Number	%
Pipe Burst and Leaks on watermains	53	61
Water (meter, toby, connection, etc)	17	20
Blocked Sewer	3	3
Water Pressure	-	-
Sewer Pipe	3	3
Stormwater	-	-
Others	11	13
Total	87	100%

- Most of the CRMs in May are from Ashburton (68%) and mainly about broken pipes and leaks.
- 81% of CRMs are drinking water related, of which 61% are pipe burst and leaks on the watermains.
- There 3 blocked sewer CRMs in May.
- There are no stormwater related CRMs.


2.3.2 Ocean Farm Operations

- A total of 1,613,100 kilograms of Dry Matter was harvested for the harvest period beginning October to December 2022 generating a total income of \$144,400 for this harvest period. Information for harvest period beginning January to end of May 2023 will be reported in the next meeting.
- Alliance Group holds a 3-year contract (on a 1+1+1 period) for grazing stock at the Ocean Farm. Contract was awarded in March 2022 and terminate 1 March 2023. Grazing period is up to August for each year. Current contract rate is \$2.75 /head/week for both lamb and ewes.


For grazing period beginning July 2022 to September 2022, a total of 2631 Lambs and 66 Ewes grazed in the farm over 9.35 weeks generating a total income of \$69,741.


2.4 4 Waters Projects


Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Methven Water Reservoir</u> Covers the construction of two reservoirs, associated pipe work, valves, meters, fencing and access track.	01/07/22	30/06/23	Yes	Yes	HAM	Service Provider – Reliant Solutions Ltd <ul style="list-style-type: none"> • Construction of Tank No 2 is practically complete. Commissioning has started and is expected to be completed in the next 3 weeks. • Structural investigation for existing concrete tank has been completed. Beca is preparing the report.


Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Methven Membrane Treatment Plant</u></p> <p>Covers the supply and construction of a new membrane water treatment facility for Methven and Methven Springfield.</p>	01/07/22	30/06/23	Yes	Yes	HAM	<p>Service Provider - Masons Engineers NZ</p> <ul style="list-style-type: none"> Masons are working with ACL and McIntosh Commercial Construction building the Methven Membrane plant. Building construction is progressing as programmed and is on track to allow the installation of the membrane tracks in May 2023. The membrane is programmed to be commissioned by winter 2023. The Architectural and Structural drawings for construction of the Mt Somers Membrane plant have been recently issued by the design consultants (BECA). 

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia Bore Drilling</u> Project covers the drilling phase for second bore for the Rakaia water supply.	TBC	TBC	Yes	Yes	HAM	Service Provider – McMillan Drilling <ul style="list-style-type: none"> Tenders for this project closed 21/04/23. Only 1 tender was received from McMillan Drilling Schedule of the drilling is now being agreed with the contractor
<u>Contract WAT0236 – Water Pipeline Renewals</u> Project covers renewal of watermain and associated fittings in Ashburton (Moore St, River Terrace, Allens Rd, Hanrahan St, Archibald St, Chalmers Ave,) Methven (McDonald St, McKerrow St), Rakaia (Pitt St, Dunford St) and Hinds (Delamaine St, Reed St)	01/07/22	30/06/23	Yes	Yes	HAM	Service Provider – Ashburton Contracting Limited <ul style="list-style-type: none"> The contract was awarded with two separable proportions. <ul style="list-style-type: none"> Separable Portion 1 has been completed. Separable Portion 2 commenced in McKerrow Street, Methven which has been completed. Work on Archibald Street will be delayed due to Waka Kotahi activities. It is expected that works will be completed by the end of June 2023 (total of 8 sites). Pipe laying to connect the Methven Springfield water supply to the Methven Water supply scheme was included in the contract as separable proportion No. 4. Work commenced in November and was completed in March.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Contract WATE0289 - Ashburton District Council Watermain Renewals 2022/2023</u> Project covers renewal of watermain in in Ashburton (Elizabeth St, Grigg St, River Terrace and Cass Street, Chalmers Ave, Melcombe St, Grove St), Methven (Kilworth St, Main ST, Barks Road, Mackie St), Hinds (Cracroft St, Peter St, Isleworth Rd, and Hakatere (Hakatere Drive, Hakatere Drive Extension)	01/07/22	30/06/23	Yes	Yes	HAM	Service Provider – Ashburton Contracting Ltd <ul style="list-style-type: none"> The contract period is for two (2) financial years. The contract will commence in April 2023 and finish in June 2024 The Request for Tender was advertised on Tenderlink from 7 March to 6 April 2023. Five tenders were received when the tender closed on 6 April. A report was presented to 3 May Council meeting to award to contract. 

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Contract WWAT089 - NW Ashburton Wastewater Servicing Contract</u></p> <p>Project covers the construction of 2 kms of new gravity wastewater pipelines in Farm Road; Carters Road; and Allens Road; and a new pump station and rising main in Allens Road.</p>	01/07/22	30/06/23	Yes	Yes	HAM	<p>Service Provider – TruLine Civil Ltd</p> <ul style="list-style-type: none"> • Pipe laying works in Allens, Carters and Farm Roads are complete. • The laying of the in-ground storage tank on Allens Road is completed. • Installation of the pump station has commenced and is expected to be completed by 28 July 2023. 

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

<u>Ashburton Wastewater Renewals 2022-2023</u> Project covers the renewal of wastewater pipelines in Elizabeth Street; Wills Street; Cameron Street; Princes Street; Nixon Street; Kermode Street; and William Street in Ashburton.	01/07/22	30/06/23	Yes	Yes	HAM	Service Provider – TBC <ul style="list-style-type: none"> Tender was released 21 April 2023 Tender is scheduled to close on 19 May 2023 A contract award report will be presented to the 28 June Council meeting Some dates may be altered due to unforeseen circumstances. Where this may affect tender submission tenderers will be informed of new dates. 
<u>Mount Somers Membrane Plant</u> Project covers the detailed design phase of a new membrane	01/07/22	21/02/24 (TBC)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
treatment plant for Mount Somers.						<ul style="list-style-type: none"> Detailed design is progressing. Intention to align design with aspects of Methven design. Some construction drawings now issued. Some elements of design remain outstanding.
<u>UV and Filtration Upgrades</u> Project covers the design phase for treatment upgrades to Ashburton (4); Rakaia; Fairton, Hinds, Mayfield, Chertsey and Dromore water supplies.	26/10/22	30/06/24	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Investigations well advanced with basis of design report issued 04/04/23. Concept designs received for officer review 02/06/22. Currently considering procurement approaches for the physical works. Final approach influences detailed design phase.
<u>Laboratory Annual Assessment</u> Project covers the annual assessment by IANZ to ensure the lab continues to be recognised by TA.	BAU	26/05/23	Yes	Yes	ARG	Service Provider – International Accreditation New Zealand <ul style="list-style-type: none"> Assessment completed as programmed. No corrective actions arising and recognition has been maintained for further year.
<u>Definition of Source Risk Management Areas</u> Project covers investigations to determine extent of source risk management areas for each community drinking water source.	BAU	BAU	Yes	Yes	ARG	Service Provider - Aqualinc Research Ltd <ul style="list-style-type: none"> Aqualinc have recently submitted the draft report for the source risk management area definition of the Mt Somers water supply. This has now been reviewed by officers and we are awaiting finalisation of the report. The next supply for a SRMA to be completed is the Chertsey water supply.
<u>Water Safety Plans</u> Project covers the development of water safety plans for all ADC water supplies.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A number of scheme plans are with officers for review and the works continues at pace. Plans for the three largest supplies were scheduled for completion by end of the calendar year. Methven will be subject to completion of new facility.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia Second Bore</u> Project covers the investigations and design phase for the construction of a new bore for the Rakaia water supply.	26/10/22	30/06/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Initial investigations, planning and document preparations completed to support drilling phase (now with P&O). Work continues on the development of design for the well headworks and connecting pipework.
<u>Montalto Water Supply Investigation</u> Project covers the investigations into upgrade options to address protozoal compliance.	26/10/22	30/06/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Initial investigations have been completed. Draft I&O submitted for officer review 28/03/23. Now finalized and issued 05/05/23. Expected to be subject of a workshop with Council.
<u>Peri-urban Water Network Detailed Design</u> Project covers the investigations, survey and detailed design of watermain extensions necessary to service the peri-urban areas of Ashburton.	TBC	30/06/24	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Still confirming scope of project brief for this work.
<u>Water Network Modelling</u> Project covers the updating of our Ashburton water network hydraulic model to determine impacts of new development on the network.	BAU	30/06/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Reviewed and updated existing model (c2012). Peak Day Future Growth model provided on 14/05/23. Initial model build and scenario run complete and output under review by officers.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Grit Chamber Pipeline Renewal</u> Project covers design phase of a renewal of the wastewater pipeline from the Trevor Rd grit chamber to the new river crossing pipeline.	26/10/22	29/09/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • This project has been impacted by the delayed engagement of a service provider. • Initial survey work has now been completed. • The presence of extensive trees in the vicinity of the alignment necessitated getting advice from an arborist. This has been received. • The pipeline alignment has now been confirmed, and will for the most part be within a paper road. A slight deviation into ECan land near the motor bike track will be necessary.
<u>Ocean Farm Irrigation Investigation</u> Project covers the detailed investigations into potential upgrades of the current, or replacement irrigation systems for Ocean Farm.	08/03/23	31/12/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd (+Waterforce Ltd) <ul style="list-style-type: none"> • Beca working with ACL to complete field testing of the existing irrigation system. • A hydraulic model (prepared previously by WSP) has been received by Beca on 09/03/23. This will be updated to reflect changes on site and results of field testing and recent telemetry data.
<u>Ocean Farm Wetland Improvement Works</u> Project covers the detailed design of inter-cell connecting structures for flow control.	08/12/22	30/06/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Site investigations have been completed and draft design prepared and submitted for consideration. • O&M contractor has expressed concerns about constructability of the structures due to site constraints. Prompted consideration of other construction materials. • Project on hold pending reconsideration of options.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Wilkins Rd & Ocean Farm Groundwater Assessment</u> Project covers an assessment of groundwater depth and flow directions in and around the WWTPs at Wilkins Rd & Ocean Farm and the subsequent oversight of the redrilling of piezo monitoring bores.	04/11/22	30/06/23	No	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Groundwater assessment has been completed and was submitted to ECan for consideration on 07/02/23. Feedback received from ECan on 09/03/23. Following feedback and mtg with ECan, the final assessment was submitted on 17/04/23 along with proposed screening depths for the new piezo bores. On 01/05/23, proposed screening depths were further modified by ECan staff and finally agreed 17/05/23. Note-: This is unbudgeted work but as compliance related is being progressed using available carry over funding.
<u>Wastewater Relining Survey and As-builts</u> Project covers the preconstruction survey and post construction preparation of as-built information for the annual relining programme.	26/10/22	30/06/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> All work now complete.
<u>Odour Management Plan</u> Project covers the development of an odour management plan for the Wilkins Rd and Ocean Farm sites.	10/01/23	30/04/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> This work arose in response to a compliance monitoring report (CMR) from ECan for the Wilkins Rd site. The CMR <u>confirmed compliance</u> with the site's discharge to air consent but noted some associated issues which were considered appropriate to address. Beca carried out site visit in February. Draft plan prepared and submitted on 23/03/23. Odour Management Plan finalized and circulated in April. This work is now complete.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>AMP Tradewaste Investigation</u> Project covers the investigations into the feasibility of a future tradewaste discharge from Ashburton Meat Processors on Bridge Street.	01/03/23	21/08/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Onsite sampling has begun through week commencing 15/05/23, with current program has sampling completed in week ending 09/06/23. There was a fault with one of the autosamplers but it's unclear if that will result in any delays to the sampling programme and the above date. GPS-X model development is expected to commence within the next fortnight. Note:- This work is being funded by AMP.
<u>Ashburton Sludge Survey</u> Project covers the development of a methodology for annual (repeatable) sludge surveys of Council WWTP oxidation ponds and completion of survey for the 2023 year.	TBC	TBC	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Still confirming scope of project brief for this work.
<u>NE Ashburton Wastewater Servicing Investigation</u> Project covers investigations into options to provide a wastewater service to the NE Ashburton area. This is conceptual only.	TBC	TBC	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Still confirming scope of project brief for this work.
<u>Rakaia WWTP Sludge Investigations</u> Project covers the investigation and preparation of advice for minor operational measures to improve compliance at the Rakaia WWTP.	07/02/23	30/06/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Initial investigations have been completed. Draft report submitted for officer review on 24/04/23. Final report issued 17/05/23. This work is now complete.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Mount Somers Stormwater Investigation</u> Project covers investigations into a potential cut-off drain to protect the Mt Somers Township	24/04/23	14/07/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site visit scheduled for week commencing 09/06/23. Beca liaising with DHI regarding access to district-wide flood modelling results. Catchment analysis is underway.
<u>Stockwater Intake Fishscreens</u> Project covers the detailed design of suitable fishscreening infrastructure at the Methven Auxiliary, and Brothers intakes.	28/03/23	31/12/23	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Project Brief approved 28/03. Discussions with suppliers completed, a viable option selected (requires power). Concept design development, and hydraulic calcs in progress.
<u>Scarness Weir Abatement Notice Resolution</u> Project covers work required to retrospectively consent the structure and carry out modifications as necessary.	28/03/23	31/12/23	Yes	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Beca have been engaged to prepare an application to retrospectively consent the structure. An initial site meeting has been held with key ECan and Beca staff on 23/02/23. A survey of a 1 km reach of Mt Harding Creek (500m upstream & 500m downstream) was undertaken in the week commencing 17/04/23. Note:- This is unbudgeted expenditure and will appear as an over-expenditure in the stockwater investigations line item (248-30534).
<u>MHV/ALIL Stockwater Delivery Investigations</u> Project covers the investigations being undertaken by MHV Ltd (and Ashburton Lyndhurst Irrigation Ltd) into taking over stockwater delivery.	01/08/22	01/09/24	Yes	Yes	ARG/CD	Service Provider – MHV Water and Ashburton Lyndhurst Irrigation <ul style="list-style-type: none"> Initial consultation survey for all affected properties undertaken in August/Sept 2022. Officers assisted MHV & ALIL during an extended period of discovery / due diligence A proposal for the provision of this service was received from MHV & ALIL on 31 May 2023 and is currently being evaluated by officers.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Pudding Hill Intake Closure</u> Project covers the investigation of the potential closure of the Pudding Hill stockwater intake.	Nov. 2022	TBC	Yes	Yes	ARG/CD	Service Provider – John Wright, Melius Ltd <ul style="list-style-type: none"> • Desktop investigation carried out by Melius in February 2023. • A letter and survey sent 28 April 20223 to 174 properties supplied stockwater from this intake. 120 survey responses have been returned to date. Those who haven't responded will be contacted in the near future. • Further investigation to be undertaken by Melius individually with those who have indicated they will require an alternative supply.

2.5 Stockwater Operations

2.5.1 General

- Mains race cleaning maintenance is still ongoing across the district but is now dropping off with the weed growth finally slowing down.
- The RDR shutdown over a two-week period in May went smoothly with little disruption to stockwater supplies for users in the area.
- Approximately 13km of Ealing Main (east of SH1) has recently been closed. Closures of 30km of local races in the same area are currently being initiated by ADC. These are looking positive, and should the closures be completed, there will be an opportunity to then initiate the closure of 23kms of main race which currently supplies these local races.
- The Anama area stockwater focus group held a second meeting on Tuesday 16 May. Progress to find a suitable alternative solution that suits all parties is proving challenging.
- The Stockwater Ranger in the Hinds/Montalto area has resigned from his role to move into the Open Spaces maintenance team. As outlined in the projects update above, discussions are progressing with MHV for the delivery of stockwater in the area which is covered by this ranger. Given this vacancy, MHV have offered to provide a contractual service for the operational delivery of water within this area for an initial three-month period. This will enable progression of discussions for future stockwater delivery in the area and provide MHV with valuable insight of the day-to-day operation of the stockwater delivery and the synergies of the two networks going forward.

2.5.2 HHWET and Managed Aquifer recharge (MAR)

- Officers from the Hekeao Hinds Water Enhancement Trust met with Council officers to progress confirming access to additional blocks of Council land and scope of MAR/ADC race sharing proposal, which is initially focussed on a supply via the Brothers intake supplied race system to convey water to the original Frasers Road MAR site. Note:- These proposals have been agreed in principle previously by Council.
- Implementing this race share would provide HHWET a supply alternative at times when the MHV networks are unavailable to convey water. The water being conveyed would be from the water allocation already made available to HHWET (and for which they already hold consent).
- This proposal requires either agreement by ECan of a water swap (to allow MAR water to be taken from the South Ashburton), or the pumping of water directly from the RDR to augment the Valetta Westerfield main race. The water swap option is favoured as it negates the need for pumping. HHWET are progressing seeking agreement of the water swap with ECan and ADC officers are confirming the implications of a trial of race sharing.

2.5.3 Applications

- A summary of the current applications is listed below:

Stockwater closures/alterations/culvert installation applications as at 8 June 2023

PHASES

Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/008/22	Brothers Road	12164	17						Pending Focus Group outcome
SKW/009/22	Forest Drive	0	1						Physical work to be completed
SKW/013/22	Back Track	4431	10						Reporting
SKW/018/22	Rangitata Terrace Road	4519.1	5						Reporting
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/029/22	226 Frasers Road	609	5						Reporting
SKW/034/22	792 Lismore Mayfield Road	9026	10						Reporting
SKW/003/23	393 Stranges Road	0	1						Physical work to be completed
SKW/004/23	384 Methven Chertsey Road	0	2						Physical work to be completed
SKW/006/23	874 Barford Road	0	2						Physical work to be completed
SKW/007/23	1049 Stranges Road	4516	8						Checking all info received
SKW/008/23	1170 Ashburton River Road	9623	7						Checking all info received
SKW/009/23	384 Methven Chertsey Road	1305	2						Checking all info received
SKW/010/23	71 Wilkinsons Road	3635	12						Checking all info received
SKW/011/23	123 Singletree Road	2457	4						Checking all info received
SKW/012/23	490 Old Main South Road	8949	6						Checking all info received
SKW/013/23	89 Somerton Road	414	2						Checking all info received
	Phase complete		Phases:	Application received	Information gathering	Review significance and scope	Reporting and decision making	Sign off work completed and rates/GIS update	
	On track								
	Overdue								

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

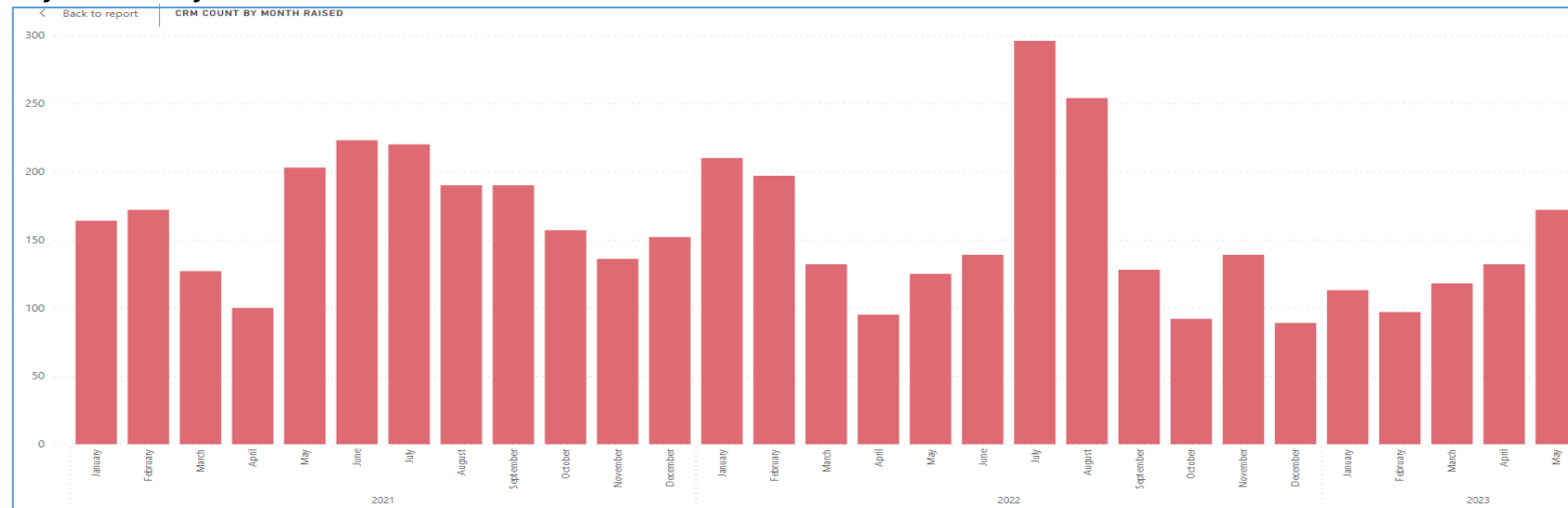
2.6 Roads and Footpaths

2.6.1 2022/23 financial year expenditure

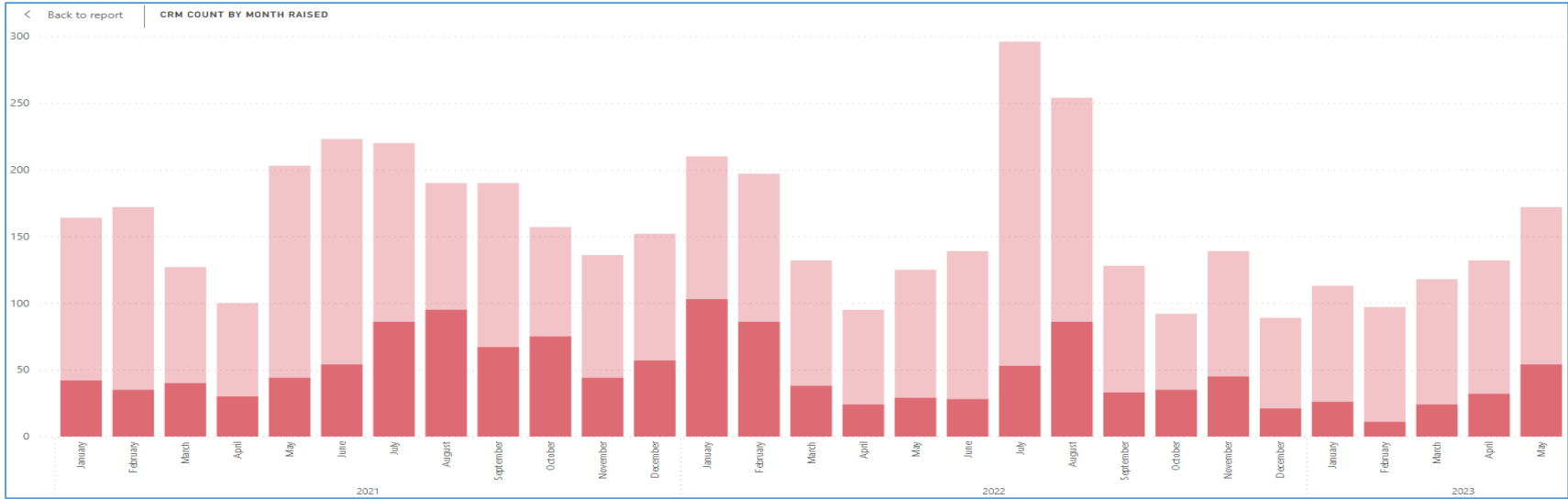
- 87% of the maintenance and renewals budget has been spent.
- The Emergency Works funding of \$2,308,317 has been approved by Waka Kotahi with the full approved cost claimed and paid.
- Footpath renewal expenditure is at 40%. The footpath renewal sites are under construction so most of the full budget will be spent by 30 June 2023.

2.6.2 Roding CRM data

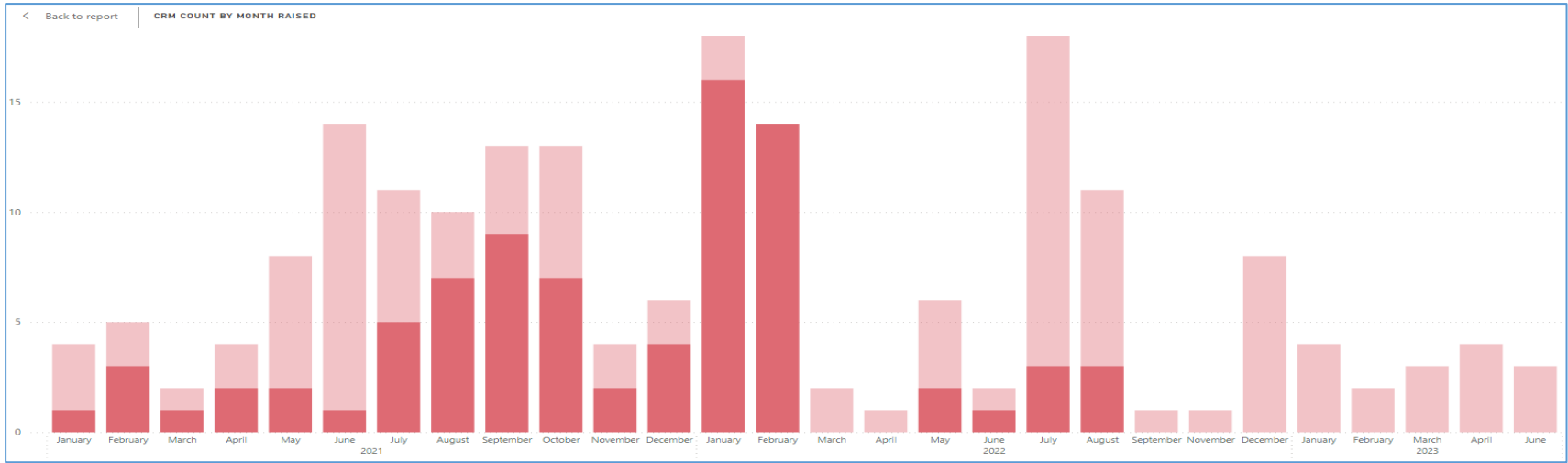
January 2021 to May 2023 All CRMs



January 2021 to May 2023 Pavement CRMs



January 2021 to May 2023 Arundel Rakaia Gorge Pavement CRMs



2.6.3 Main areas of work

- 6,028 km of unsealed roads graded.
- 16,525 m³ of maintenance metal placed along with 29,302 m³ associated with flood repairs. A further 18,555 m³ programmed to be placed by the end of June 2023. A total of 64,382 m³ for the year.
- Roads with maintenance metalling programmed until the end of June are:
 - Robertsons Road
 - Simpsons Road
 - Stonylea Road
 - Coskeries Road
 - Oakleys Road
 - Tanks Road
- Watercutting of flushed seals are programmed at:
 - Mount Hutt Station Road
 - Arundel Rakaia Gorge Road (four sites)
 - Maronan Road



2.6.4 Sealed Road Rehabilitation

- All sealed road rehabilitation sites have been completed with a total of 13.3 km and a cost of \$3,349,635.

2.6.5 Local road improvements and new footpaths

- New kerb and channel and footpath construction continues on Tarbottons Rd, Wilkin St, Grove St, Woodham Dr, Gray St, Wills St, William St, Cameron St, Havelock St, Burnett St, Tancred St and Wellington St.
- Footpath renewals are ongoing at various sites.

- The undergrounding of the power on Racecourse Rd is anticipated to start at the end of June and take approximately four weeks to install the cables. Then the cable jointing and associated multiple power outages to get everything connected with the existing services changed to underground supply. It is anticipated this will take until approximately the end of October to complete through to pole removal.

2.7 Contracts - Tenders

Contract/Tender	Date tendered
CONV Rakaia Gorge Matariki Viewing Platform	22 May

3. Compliance & Development

3.1 Building Services

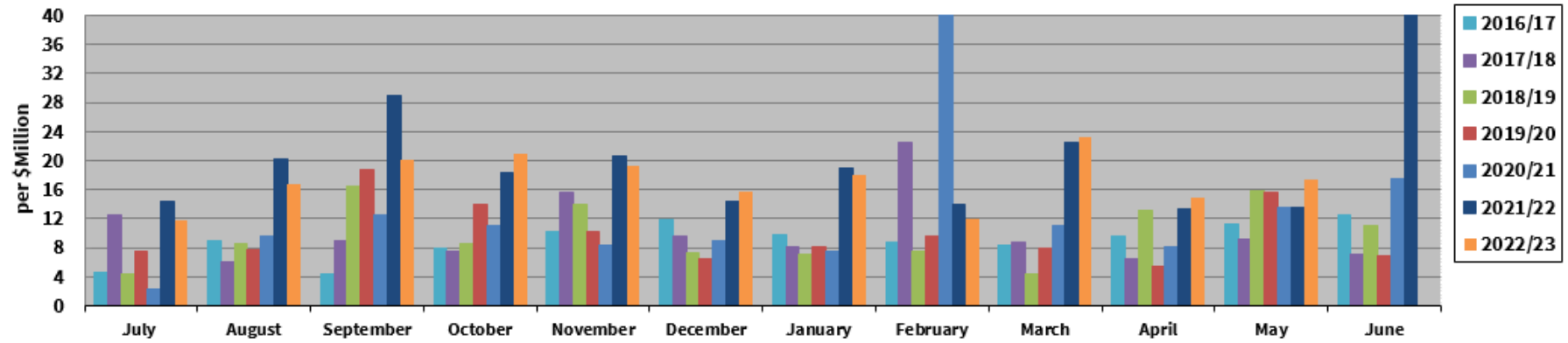
3.1.1 Building consents / amendments

Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
June	78 (71)	799 (751)	88 (72)	765 (649)	50%	25.8	345 (10)	100%
July	66 (76)	66 (76)	43 (64)	43 (64)	53.5%	21.7	321 (7)	98.9%
August	69 (47)	135 (123)	51 (38)	94 (102)	47.1%	21.0	358 (10)	97.9%
September	60 (75)	195 (198)	64 (86)	158 (188)	39.1%	23.0	366 (10)	97.3%
October	55 (60)	250 (258)	64 (69)	222 (257)	32.8%	22.8	368 (10)	100%
November	56 (71)	306 (329)	52 (55)	275 (312)	44.2%	24.9	361 (10)	98.3%
December	32 (38)	338 (367)	57 (53)	332 (365)	49.1%	23.1	333 (10)	100%
January	56 (61)	394 (428)	48 (46)	380 (411)	58.3%	20.8	219 (5)	100%
February	50 (51)	443 (479)	47 (59)	427 (470)	80.9%	14.3	320 (5)	100%
March	80 (110)	523 (589)	47 (96)	478 (566)	70.8%	18.9	438 (5)	100%
April	89 (57)	612 (646)	66 (58)	544 (624)	72.7%	16.5	333 (10)	100%
May	56 (75)	668 (721)	70 (53)	614 (677)	71.4%	16.6	427 (10)	98.8%
Note: figures in brackets are for the corresponding month during the previous year.								

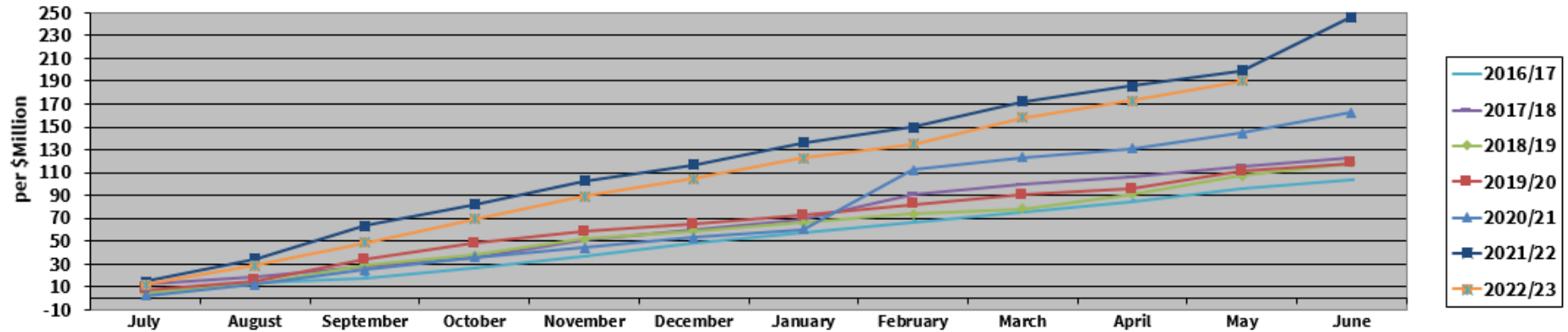
Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
June	\$26,608,674 (\$19,240,993)	\$249,912,942 (\$214,713,242)	\$47,342,412 (\$17,509,197)	\$237,462,951 (\$164,411,814)
July	\$19,070,838 (\$19,080,527)	\$19,070,838 (\$19,080,527)	\$11,771,787 (\$14,325,251)	\$11,771,787 (\$14,325,251)
August	\$16,279,502 (\$11,440,552)	\$35,350,340 (\$30,521,079)	\$10,711,920 (\$20,293,764)	\$22,483,707 (\$34,619,015)
September	\$21,935,138 (\$25,917,675)	\$57,285,478 (\$56,438,754)	\$20,074,812 (\$28,958,306)	\$42,558,519 (\$63,577,321)
October	\$16,760,643 (\$21,667,808)	\$74,458,481 (\$78,106,562)	\$20,484,017 (\$18,248,787)	\$63,042,536 (\$81,826,108)
November	\$23,121,793 (\$21,756,185)	\$97,580,274 (\$99,862,747)	\$19,347,252 (\$17,868,388)	\$82,822,917 (\$99,694,496)
December	\$13,811,240 (\$11,423,360)	\$111,391,514 (\$111,286,106)	\$15,729,540 (\$14,455,849)	\$98,552,457 (\$114,150,345)
January	\$15,209,792 (\$16,688,544)	\$126,601,306 (\$127,974,651)	\$18,111,744 (\$12,879,953)	\$116,664,201 (\$127,030,298)
February	\$14,353,875 (\$11,328,367)	\$145,435,181 (\$139,303,018)	\$12,253,667 (\$13,900,058)	\$128,917,868 (\$140,930,355)
March	\$17,093,386 (\$55,206,875)	\$163,205,362 (\$194,509,893)	\$23,143,790 (\$22,416,574)	\$152,927,658 (\$163,346,929)
April	\$27,051,031 (\$15,041,804)	\$190,256,393 (\$209,551,698)	\$14,871,519 (\$13,295,489)	\$167,799,177 (\$176,642,418)
May	\$4,904,661 (\$13,867,109)	\$195,161,054 (\$223,418,807)	\$17,353,453 (\$13,478,121)	\$188,152,630 (\$190,120,539)
Note: figures in brackets are for the corresponding month during the previous year.				

Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
June	29 (12)	236 (192)	21 (10)	216 (186)	100%
July	36 (25)	36 (25)	35 (26)	35 (26)	100%
August	32 (11)	68 (36)	24 (12)	59 (38)	100%
September	26 (14)	94 (50)	35 (13)	94 (51)	100%
October	29 (26)	123 (76)	28 (24)	122 (75)	100%
November	31 (20)	154 (96)	20 (16)	142 (91)	100%
December	22 (16)	176 (112)	24 (20)	166 (111)	95.8%
January	16 (6)	194 (118)	13 (2)	179 (113)	100%
February	33 (16)	227 (134)	40 (15)	219 (128)	97.4%
March	35 (19)	265 (153)	35 (13)	256 (141)	100%
April	19 (26)	303 (186)	24 (16)	295 (164)	100%
May	24 (32)	327 (218)	22 (38)	317 (202)	100%
Note: figures in brackets are for the corresponding month during the previous year.					

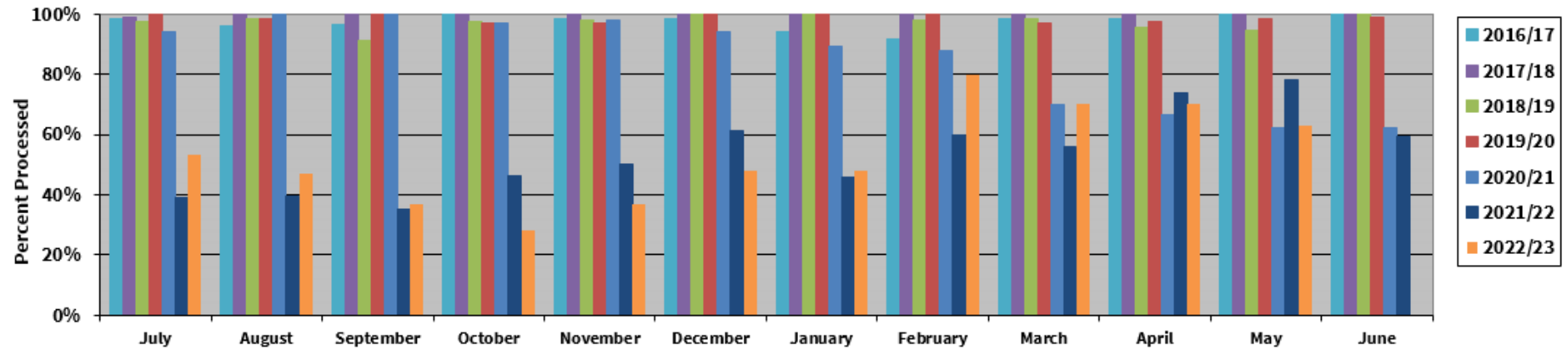
Building Consent Values By Month



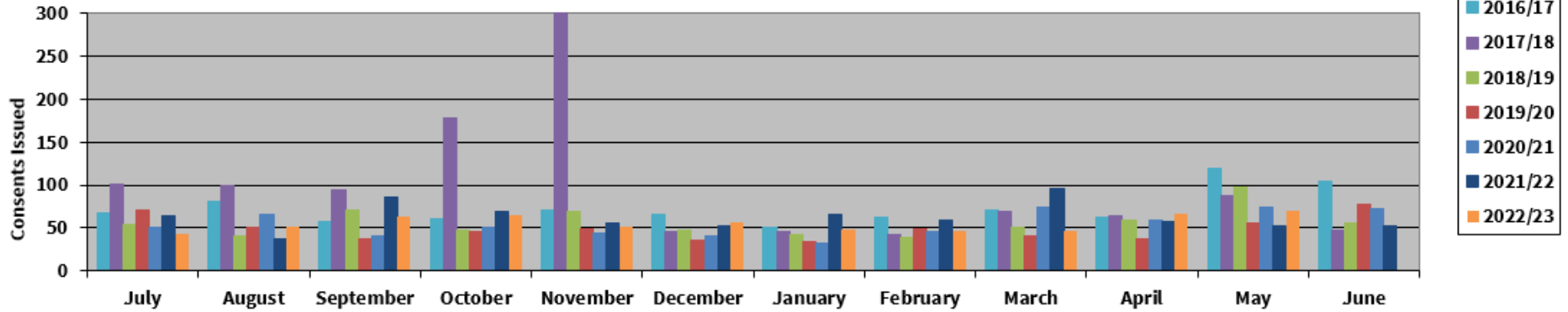
Building Consent Values Accumulating

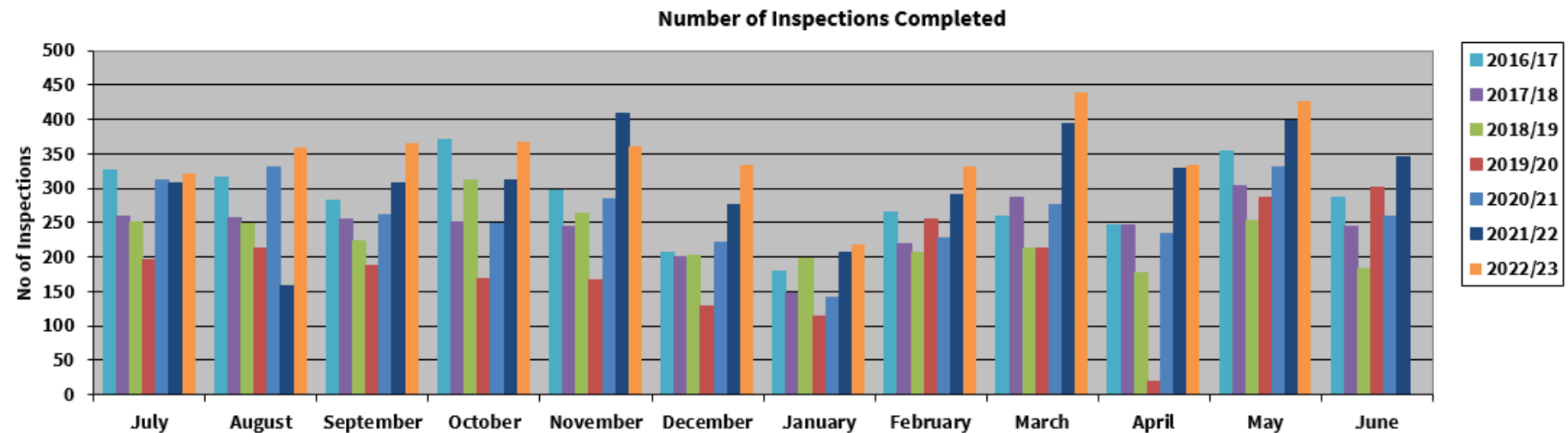
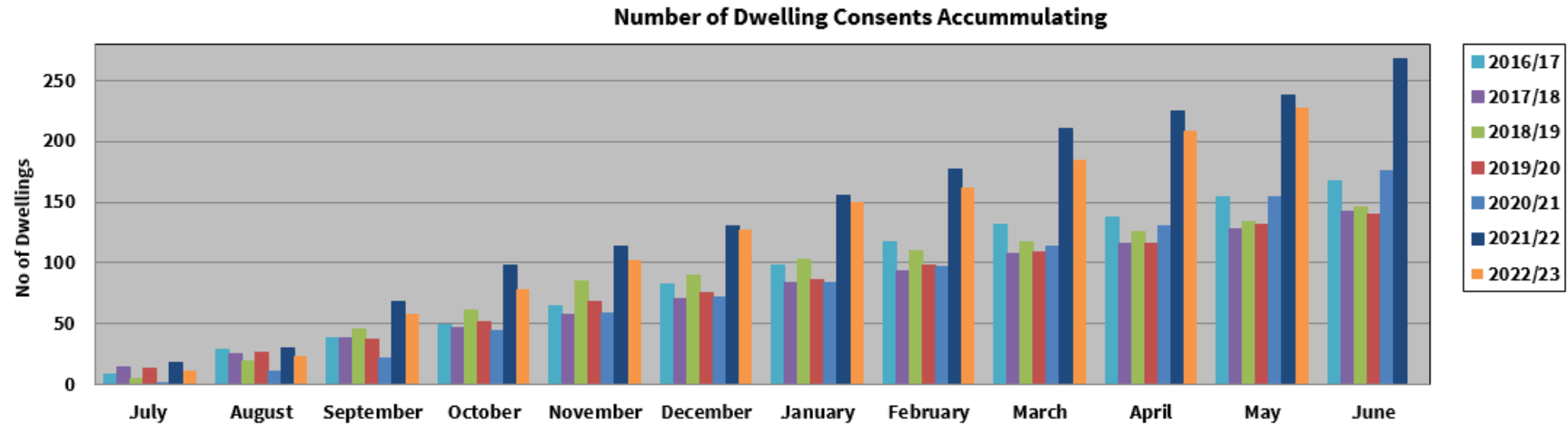


Building Consents Processed Within 20 Day Statutory Time Frame



Number of Consents Issued By Month





Following the influx of fifty new house consents for April to beat the insulation rule changes of May 1st, May was much more serene only receiving six new house consents. The colder months have seen 53 solid fuel heater consents received which is on par with the 49 last year. May also saw resignations from two staff (one official and one admin) for which we are currently advertising for. The building official role could be difficult to replace as private contractors are advertising at the same time.

3.2 Civil Defence Emergency Management

3.2.1 April 2023

- In April the EMO attended a number of meetings, forums and workshops. The first of these involved a catch up with the CEO and Operations Manager for the Rangitata Diversion Race to discuss lessons learned from the May 2021 flooding and the upcoming work on the Highbank Power Station and what this could mean from an emergency management standpoint. The EMO and a Communications Advisor attended a meeting of the Methven Community Civil Defence Team to finalise the Methven Response plan and discuss a possible strategy to communicate this to the town residents.
- The EMO provided an overview of CDEM and what this looks like practically for the members of the Customer Services Team. This is the first of a series of presentations for the team with the next scheduled for May on the AF-8.
- There were also meetings of the Local Hazardous Substance and Land Management Forums attended by the EMO. Subsequent to these meetings it was agreed that the Property, Planning and Environmental Monitoring Managers would be better representatives for Council at these forums.
- The first meeting of the District Welfare Committee was conducted mid-month with agencies involved in providing services within the district represented. This meeting was used as a chance to re-engage post COVID and to renew relationships and networks. A workshop was agreed and is planned for early June to finalise the District Welfare plan with this group.
- The following week the District Liaison Committee held its second meeting for the year with representatives of CDEM, Emergency Services and agencies that provide information to this group such as ECan Flood Control present. This meeting was valuable as each attendee had the chance to update the group on early lessons learned from the North Island severe weather responses, from personal experiences and from the agencies. The next meeting of this group is scheduled for late July.
- The first Controllers Forum since the onset of COVID was conducted in Tai Tapu and attended by staff from Ashburton CDEM. There were a number of presentations and a short exercise conducted. Of particular interest was a presentation from CEO of NEMA and the incoming Director of NEMA on their early take from the North Island weather events and what the future of NEMA and CDEM may look like.
- The Local Volunteer team conducted their monthly training in and around the EOC on 18 April, with the team splitting into sub-groups to conduct refresher training on Radios and Radio Telephone Procedure, set up of the Starlink and BGAN devices and a refresher on the Welfare Boxes. This was also a chance to start up all our generators to ensure they are ready to go if needed.
- A Co-ordinated Incident Management System(CIMS) course was conducted in Timaru with four volunteer staff attending from ADC.

3.2.2 May 2023

- Activities for May for the EMO commenced with a visit to the Radio Repeater on Mt Hutt with staff from Outback Communications Ltd conducting pre-winter repairs and maintenance at the site. During this work it was discovered that the output of the repeater was quite low and restricting our ability to maintain communications within the district using the repeater. A subsequent planned visit to replace the antenna and cabling at the site has had to be postponed until the spring as the site is now covered in snow. The repeater is performing better after the maintenance, however there are a number of “black spots” within the district where there are no radio communications. The EMO is working on alternatives to ensure that we are covered during any event where our cellular and telephone communications would fail.
- Meetings were also conducted with staff at Princes Court Retirement Home and Lochlea Lifestyle Resort where emergency management procedures were discussed with both managers. It was pleasing to find that Princes Court have a thorough emergency management plan that requires some updating and Lochlea are very keen to further develop theirs.
- A meeting was conducted with Te Whatu Ora, Ashburton District Emergency Manager, to look into ways in which we would be able to work together and how the ADC CDEM staff would better be able to support the Ashburton Hospital EOC during an event, leaving the core staff of the hospital to concentrate on their BAU roles. A further meeting is planned to discuss preparation of a memorandum of understanding between the two groups to formalise this support.
- A school visit was conducted by CDEM, FENZ, St Johns and Neighbourhood Support to the Wakanui School on the evening of Monday 8 May, where each service provided a short presentation and answered questions from the community. This was a good activity and follows on from previous visits to schools and community halls, with more planned for the future.
- The Alpine Fault 8 (AF-8) project team visited Ashburton on the evening of 9 May to provide the Science Beneath Our Feet community presentation to Ashburton District. This was conducted at the Ashburton College Auditorium with over 100 people in attendance, and was followed up by a presentation and learning opportunity provided to all year 11 students (approximately 240 attendee's) on 10 May during the school day in the same location.
- The monthly standup of the EOC and short desktop exercise was conducted early in the month with the CDEM volunteers training night conducted later in the month. There was also an AF-8 planning workshop in Timaru, focussing on Electricity Suppliers, Lines companies and retailers which was attended by the EMO and the Operations Manager from EA Networks.

- A visit to a number of the FENZ rural stations was undertaken with the FENZ General Manager responsible for the Ashburton District and this was an excellent opportunity to continue to build relationships and to better understand the capabilities that these stations can offer as community hubs for these small isolated communities. The highlight was a visit to the base of Rakaia Helicopters in the Upper Rakaia Gorge and a chance to form a better understanding of the capability they can offer during a response.
- A request was received by FENZ to loan one of our ADC Starlink Devices and a suitcase generator to provide satellite internet capability for a FENZ Incident Control Point during some research burns being conducted in the McKenzie Country. This was an excellent activity to test the deployability of our equipment, and the feedback from FENZ was that the devices worked extremely well and they would be looking to purchase devices of their own to enhance their resilience to major events.
- Methven LandSAR also requested the loan of the same equipment along with our portable antenna system, for use on a SAR Exercise being conducted in the upper Rakaia Gorge. Once again this was a great opportunity to ensure that our equipment works and is easy to use and set up, as well as continuing our working relationship with these organisations.
- The Rural Support Trust AGM and an MPI workshop also occurred mid month, with the Recovery Manager attending the RST AGM and the EMO attending the workshop. The workshop was a chance to discuss response initiatives suggested by rural people to enhance our ability to provide timely advice and warnings during weather and other events.
- The EMO also attended a two day Canterbury Group CDEM Forum in Twizel, where discussions centred on learnings from the response to Auckland floods and Cyclone Gabrielle, what this means for our readiness and resilience planning within Canterbury and what the work programme to implement these changes will look like from a Group standpoint.
- The EMO and the Art Gallery and Museum Manager commenced the Response and Recovery Leadership Development Programme on 15 May. The course is provided in two parts with the current part involving a seven week online module, where topics pertinent to Response and Recovery leadership are studied with a new topic available and an online forum provided each week. Part two of the course is a one week residential course conducted in one of the main centres (Auckland, Wellington, or Christchurch) at various times throughout the year. We have three of our CDEM leadership staff nominated to attend the residential course to be conducted in Christchurch in November this year.

3.3 Alcohol Licensing / Bylaw Monitoring & Enforcement

Month	On/OFF/Club new applications	On/Off/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
June	5	1	6	17	0
July	0	4	4	19	0
August	2	0	8	13	0
September	0	2	9	14	0
October	0	4	6	14	0
November	0	2	8	27	1
December	0	9	5	11	1
January	0	2	1	7	0
February	0	1	6	19	2
March	1	1	10	11	1
April	0	2	4	18	0
May	4	4	8	27	2

3.4 Animal Control

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

Month	Dogs currently registered	Known un-registered dogs	% of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
June	6953	75	98.9%	4	12	0	0	3	4
July	5097	1990	71.9%	0	4	0	0	11	7
August	6110	963	86.3%	4	10	2	2	5	3
September	6271	787	88.8%	9	5	0	2	8	5
October	6374	666	90.6%	21	13	2	0	4	3
November	6459	601	91.4%	25	10	0	2	4	2
December	6484	580	91.5%	5	16	0	1	4	8
January	6559	521	92.6%	3	5	2	1	7	6
February	6743	274	96.0%	20	9	0	2	0	2
March	6847	132	98.0%	49	8	1	0	1	3
April	6857	127	98.0%	5	7	1	1	1	5
May	6892	112	98.4%	1	9	0	0	3	3

- 0 NTR for unregistered/known dogs, 16 for undeclared

3.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
June	8	8	0	0	2
July	2	2	0	0	37
August	11	11	2	0	8
September	8	8	0	0	0
October	9	9	0	0	1
November	27	27	0	0	0
December	17	17	0	0	0
January	13	13	0	0	1
February	11	11	*74	0	5
March	9	9	0	0	1
April	5	5	0	0	0
May	10	10	0	0	18

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

3.6 Planning

Resource Consents	April 2022	April 2023
No. of resource consent applications decided ₁	15	11
No. of resource consents decided within statutory timeframe	15	11
Resource consent KPI Compliance (accumulating)	98.05%	98.82%
Notified/ Limited notified applications decided	0	0
Other:		
No. of 223 Certificates processed	8	4
No. of 224 Certificates processed	3	2
No. of building consents reviewed against District Plan ₂	14	10

Land information memoranda	April 2022	April 2023
LIMs Produced	57	52
LIMs Produced within 10 working days	57	52
LIMS (accumulating)	793	598

Resource Consents	May 2022	May 2023
No. of resource consent applications decided ₁	12	8
No. of resource consents decided within statutory timeframe	12	8
Resource consent KPI Compliance (accumulating)	98.16%	98.87%
Notified/ Limited notified applications decided	0	0
Other:		
No. of 223 Certificates processed	8	7
No. of 224 Certificates processed	10	11
No. of building consents reviewed against District Plan ₂	15	26

Land information memoranda	May2022	May 2023
LIMs Produced	75	64
LIMs Produced within 10 working days	75	64
LIMS (accumulating)	868	662

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

3.6.1 National Policy Statement - Highly Productive Soils; Caselaw implications

Councillors will be aware of the National Policy Statement on Highly Productive Soils which came into effect in October 2022. Recent caselaw has considered this legislation and in particular the wording of the transitional implementation arrangements contained within it. Regional Councils have 2 years to map highly productive soils in their regions, however in the preceding period, assessments must rely on the existing New Zealand Land Resource Inventory or similar. Until the new maps are introduced there are only very limited situations where rural land identified as highly productive can be rezoned to business or residential. Our current understanding is that this will stop potential rezonings on highly productive soils either by councils or by private request until the new maps are released or there is some form of legislative change to address the situation.

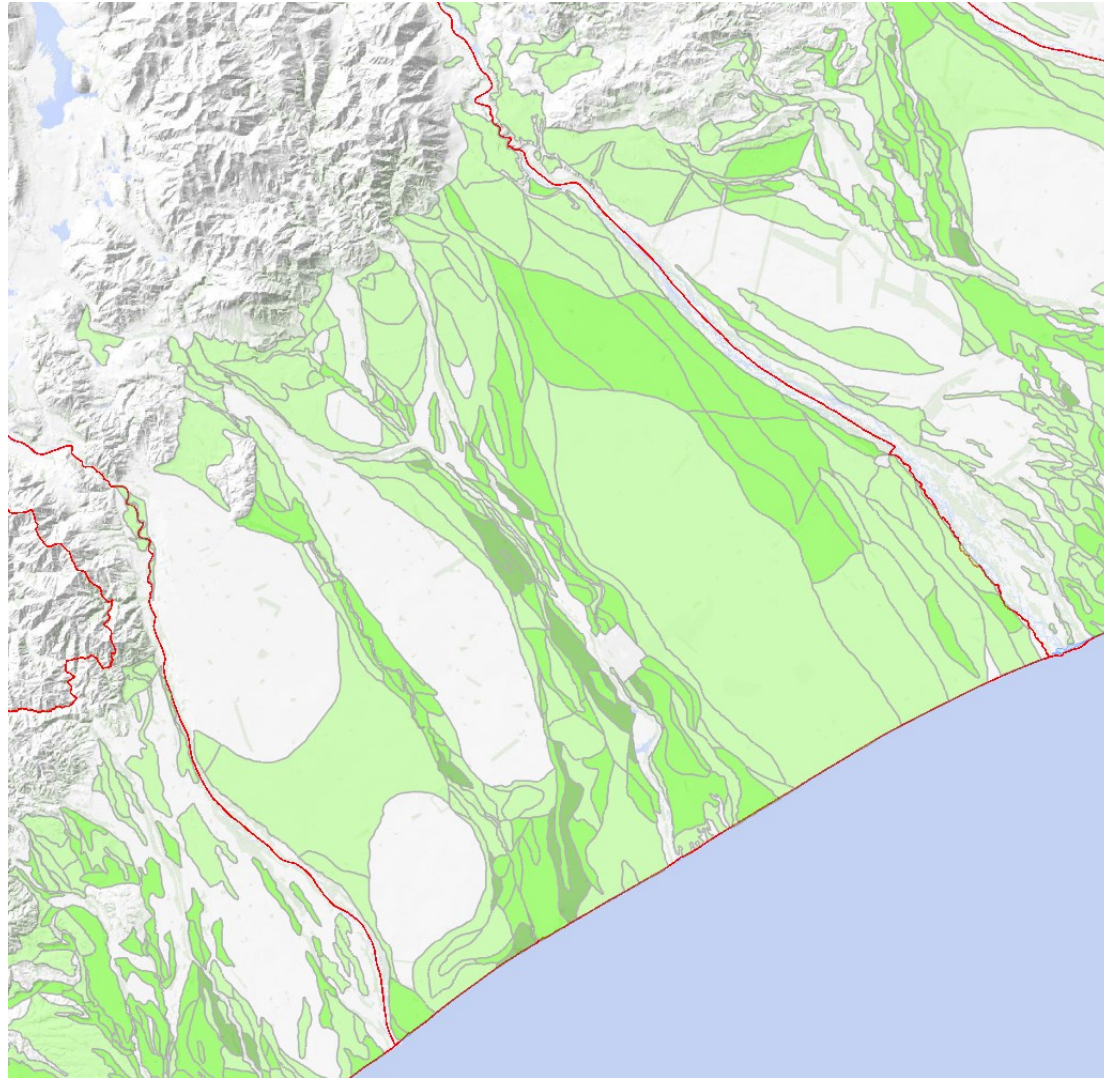


Figure 1 Ashburton Plains, Highly Productive Land, Canterbury Maps extract

3.7 Economic Development

3.7.1 Events

Events Programme 2022/23

Council Events

- Glow in the Park for 2023 took place on 2-4 June (Kings Birthday Weekend). This year saw the Ashburton Fire Museum open up all three evenings of the event. It is hoped that parts of our community who have never seen this before will be mesmerized by this wonderful heritage collection and be educated about what this volunteer group does. The marketing of this event has been getting good traction in the community with advertisement reach into Christchurch Star via the sponsorship agreement of the Courier. The facebook event page for this the week before the event has seen a reach of 75,000, plus over 4600 people following the event, and the You Tube video of over 15,000 views.
- Citizenship ceremonies have been steadily increasing in numbers over the last three ceremonies. A ceremony was held on Thursday 8 June saw 51 citizens attending. This will be the last ceremony in the evenings, as they will be held during the mornings moving forward.
- Regional Event Funding as seen grants approved for the first half of the year:
 - Methven Exhibition & Fete - \$5,000
 - Mid Canterbury Senior Netball Tournament - \$2688
 - Ashburton Car Club for Wheels Week Street Sprints - \$5,000
 - Mid Canterbury Basketballs Under 13 South Island Tournament - \$5,000
- Officers are working with events company RiRa to deliver the 2024 Business of the Year Awards. Entries for these awards will open in July, and will include additional categories from the 2022 inaugural event. ANZ has resigned as the principal sponsor for this event. Officers are expecting higher attendance numbers for this event, based on the positive responses from those businesses that attended in 2022. Therefore a larger venue for the awards night is required and as such the Aviation Museum will be the host venue.

Community Events

- Friday 14 April – Sunday 16 April saw “The Opuke Gathering” take place. This event received a grant from the Regional Event fund and had been postponed from 2021. Based in Methven over this weekend it was a celebration of traditional Irish music and culture, including attendance by the Ambassador of Ireland to New Zealand , H.E Ms Jane Connolly.
- Wheels Week proved to be another popular event for the district, with a high number of events on across the three weeks. Ashburton Car Club Street sprints and the Ashburton Vintage Car Club Swap Meet were two events that took place on Council land as part of the overall event.
- Intermediate Cross Country took place on 17th May at the Ashburton Business Estate Cycleway.
- “The Amazing Race” saw 25 teams taking part in the multi skill event that included activities in two council venues – The Art Gallery and EA Networks Centre. Ashburton Youth Council and Councillor Cameron were volunteers at this event, and for many of our new Youth Council members it was the first time they had been involved in an event like this.

Upcoming Events and Activities

- 17th June will see the Professional Disc Golf Association (PDGA) run a C-tier event on the disc golf course in Smallbone Reserve with up to 72 participants, closing this area to the public whilst the event is on.
- Ashburton College ball is to be held at the Event Centre on 23 June with part of the street closed off for arrival into the venue.
- Ashburton Astronomy Group will be running a Matariki viewing at Argyle Park on the mornings of 1st July and 8th July between 5.45am and 7am.
- Application for road closure of East Street has been applied for Ashburton Market Day on 25th September, and officers will be working with the event organiser to ensure a high standard of event is delivered.

3.7.2 Ashburton Youth Council

Ashburton Youth Council 2023

- AYC numbers continue to remain high with 17 young people attending the June meeting. Democracy and Engagement spoke to AYC about the teams and areas they manage and how AYC can get involved with activities.
- A programme of work has been developed for the remainder of 2023 that brings different teams from Council to present to the Youth Council and also getting the Youth Council to start providing feedback on core Council activities such as the Long Term Plan and different consultation topics.
- AYC volunteered at Glow in the Park and are keen to support other ADC events and showcase AYC to youth of the community.

3.7.3 Welcoming Communities

Welcoming Communities

- A workshop was held with managers and team leaders to identify the activities from Council that could be used as evidence for the upcoming Welcoming Communities Accreditation. The workshop highlighted the wide and varied work that Council was undertaking to make Ashburton District a place that welcomed new comers. Officers will work with Managers to collect this evidence together in preparation for accreditation in November.
- Welcoming Communities attending CD Welfare Workshop to ensure all agencies and services are aware of emergency plans and actions.
- Meeting with Baring Square Methodist Church to discuss how their new space could be used and provide so ideas for promoting the space to community groups.
- Officers attended a regional WC meeting in Hurunui discussing ideas, issues and seeing how we can collaborate on events and activities.
- The updated Welcoming Guide text is now completed. Officers are working with Comms on production and as a result an opportunity to work with a local media outlet to produce a regional guide that can be sent to every household in the Ashburton District is underway.

3.7.4 Workforce Development

Workforce Development

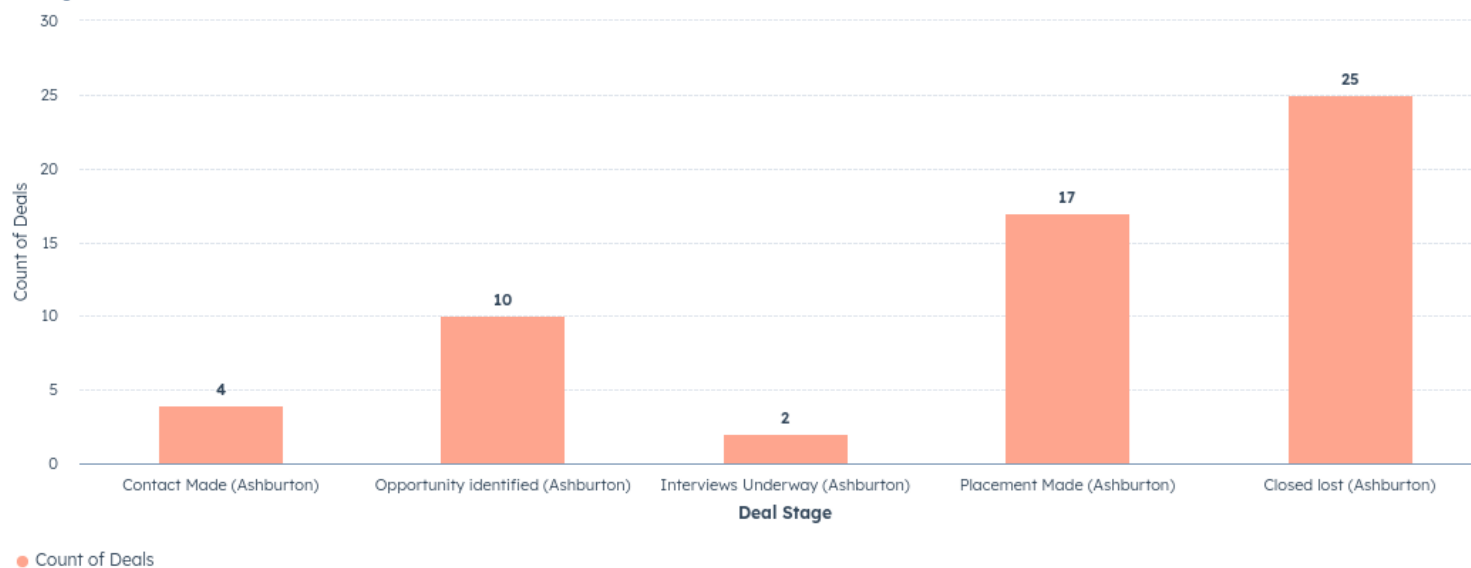
- Following work with the Regional Skills Leadership Group the skills needs of the Primary Sector will be included in the next Canterbury Skills Strategy. This inclusion will help generate new projects and enable funding to be lined up to support the sector in Mid Canterbury with training, immigration and skills development.
- Workshops are planned to take place with the sector in Mid Canterbury in the coming weeks with representatives from the Regional Skills Leadership Group.



Deal totals by stage in Ashburton

Deal totals by stage in Ashburton

Date range: All time



Mayors Taskforce for Jobs (continued)

- After a discussion with the Mayors Taskforce for Jobs and the Ministry of Social Development it is likely that the funding for Ashburton District will continue for another two years. Officers are preparing an application that is asking for an increase in funding from \$108,000 for the pilot to \$300,000. This increased funding will lead to more young people being able to access support and should see at least 34 young people placed into employment each year for the next two years.
- Currently caseload numbers are at 61 young people. This includes those placed into employment and training as a key aspect of the programme is providing post placement support to the young people and also the employers who have taken them on.
- In addition to the job placements there are other outcomes that are achieved that do not count towards the KPI target but represent good outcomes for young people:
 - Driving licences remain a key constraint in young people being able to secure good quality, sustainable employment. In this reporting period we have 5 young people currently studying for their learners licences and 3 booked and awaiting a time to sit their restricted licence. Looking at a defensive driving programme to reduce the time to get full from 18 months to 12 months.
 - Three young people have been placed into apprenticeships, 2 building apprenticeships and 1 butchery apprenticeship.
 - We have one young person in a long term training programme studying interior design.
 - There are 2 young people undertaking pre trades work experience with builders.
- The MTFJ Programme has also identified the need for local training programmes, so far 60 young people have attended or are scheduled to attend the following training programmes:
 - Forklift
 - Barista
 - First Aid
- Day in the Life of an EA Staff Member is a programme looking at a taster sessions for young people interested in jobs with Council's recreation teams. After the taster sessions swimming lessons will be available for those who want them to get them to the standard needed to be a life guard and for those who want to progress training to be a life guard – fully paid training.

3.7.5 Visitor Promotion

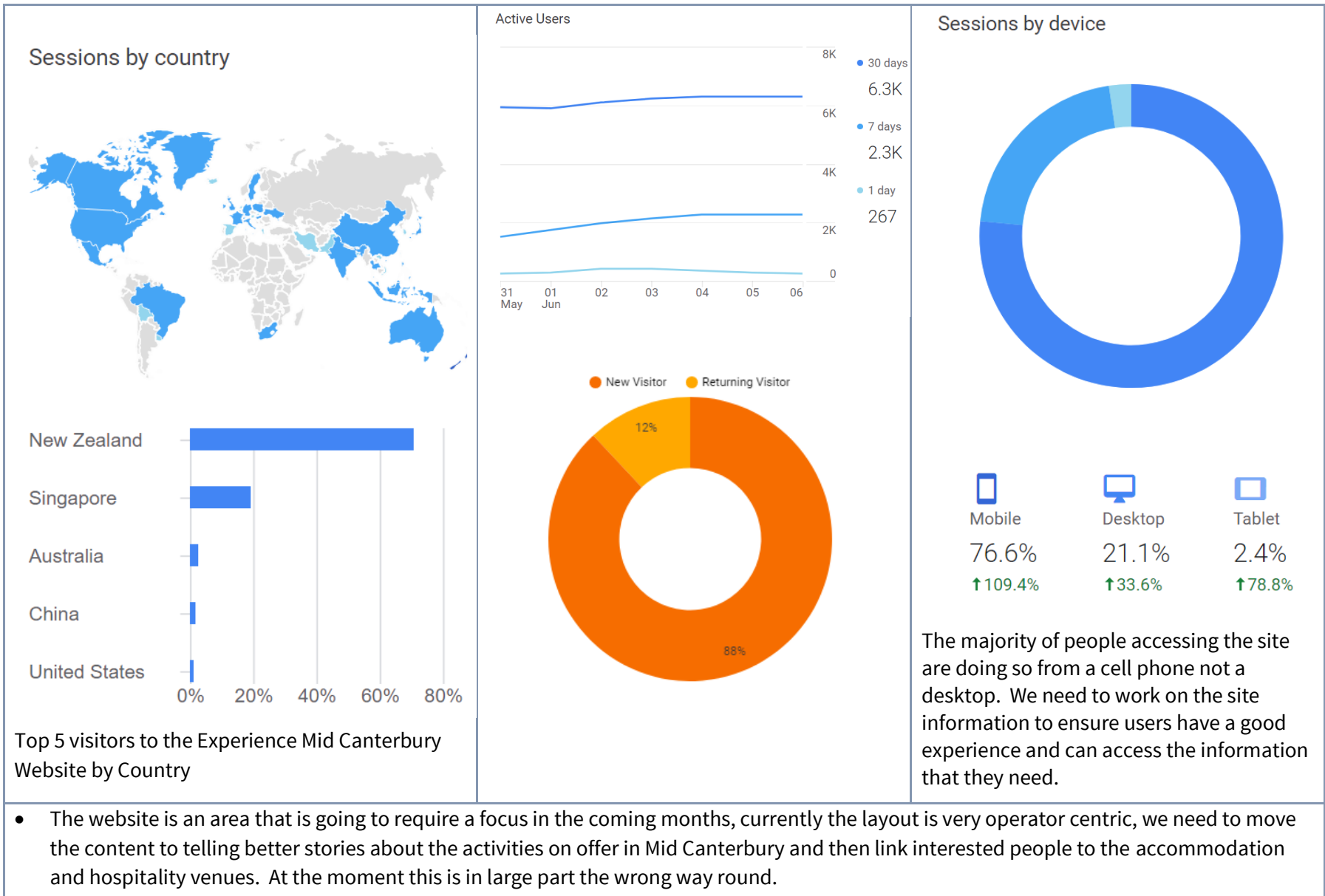
Visitor Promotion

- There has been strong interest in the Marketing Advisor Position with a number of strong applications. Recruitment is currently at offer stage with a preferred candidate identified.
- Officers, supported by Directional Tourism have been working with Operators to reengage them with the new approach from Council. Directional Tourism are specialists in operator development, trade readiness and international trade, they also assisted officers during the recent TRENZ event.
- TRENZ - connected with 50+ international travel operators
 - Focus was to reintroduce people to the region following Covid19
 - Think differently about self-drive touring and how you spend your time in the region
- Key areas of discussion from TRENZ
 - Rural experiences for FIT (fully independent traveller – self-drive travellers) and Group travel, both day experiences and overnight
 - Understanding what suitable group accommodation is in the region
 - Negotiation of Commission levels (Example Opuke)
- Key challenges for the region
 - Commission levels – many do not pay full commission which prevents major players to bring their clients here, both FIT and Groups
 - Lack of awareness of what is available to do in the region
 - Availability, Methven is closed for most of Summer which is a key travel time for international agents.
- The follow up from TRENZ is ongoing throughout June
 - This includes staff contacting all of the agents we met with in the 15 minute speed dating sessions and getting a better understanding of their needs to encourage travels to Mid Canterbury.
 - A Regional Product Manual containing all our operators and attractions will be sent to all the International Travel operators we met with as part of the follow up process.
 - Further famils and virtual famils may be part of this process.
- In May all the operators from the Experience Mid Canterbury database (plus some others identified) were contacted to get feedback and ideas on the types of activities that Council should be considering as part of District Promotion activities.

At the end of May an 'Operator Get Together' was hosted by Officers at the Mt Hutt Memorial Hall, this was a chance to provide feedback and insights from TRENZ, along with an update on what the Council are proposing to do to promote the District. The feedback and positivity of the group was good and further sessions are being planned.



Officers presenting to the Operators get together.









4. Business Support Group

4.1 Information Systems

4.1.1 Projects

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

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Business Improvement and GIS						
Application enhancement and development	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p>Recently deployed developments included:</p> <ul style="list-style-type: none"> • Planning (pre-application planning) • Rates Data QA Activity (2023 works completed) • Rural Address Field Capture App • Management activities with solution upgrades to our GIS and ERP system <p>Current developments include:</p> <ul style="list-style-type: none"> • Kerbside Collection CRM • Privacy Request Management Process • Building: Swimming Pool Inspection processes • GIS Base Map Development • Budget module configuration review • Map development to support Transport and Parking Bylaw public consultation activities.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> Support for End of financial year activities including licence renewals, fees & charges, and rates.
Rural Aerial Imagery	July 2022	June 2024	No	Yes	Yes	<p>The provider was unable to capture imagery of our rural imagery in the time allowed due to and these works will be rescheduled for next summer.</p> <p>These works are in collaboration with ECan and form part of a planned cyclic renewal of this asset.</p>
Spatial Census Data Dashboard and Analysis solution	September 2021	June 2023	Yes	N/A	No	<p>Design of GIS dashboard and analysis tool to replace 3rd party system used by Strategy and Policy.</p> <div data-bbox="1400 790 1971 1085"> <p>Select a Category:</p> <div> <div>  <p>Population</p> <p>Access to population data by age group, gender and ethnicity</p> </div> <div>  <p>People</p> <p>Access to data on the number, age, gender and ethnicity of people</p> </div> <div>  <p>Households</p> <p>Access to data on the number, age, gender and ethnicity of households</p> </div> <div>  <p>Education</p> <p>Access to data on the number and level of education</p> </div> <div>  <p>Employment</p> <p>Access to data on the number and level of employment</p> </div> <div>  <p>Data Explorer</p> <p>Access to data on the number and level of employment</p> </div> </div> </div> <ul style="list-style-type: none"> First phase released with Population and People data. Second phase released with Household and Education data. Employment Data released May 2023.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						This solution is available to the public via the council's website.
Systems						
Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.	January 2022	June 2023	No	Yes	No	All sites except Art Gallery & Museum complete. Art Gallery & Museum switch includes future service delivery of their Object Management System.
Microsoft 365	September 2020	Ongoing Activity	Yes	Yes	No	<p>Introduction of Microsoft 365 cloud-based application and productivity suite.</p> <p>The application includes Office products such as Email, Word, and Excel, but also includes other productivity applications including OneDrive, OneNote, all of which are enabled. The product offering also included SharePoint (which our document management system is built on) and Teams (multi-function communication platform including telephony).</p> <p>Pilot testing for our full migration to Microsoft Teams telephone system has been completed. Working to transfer EANC underway and changes within Library set up. Full migration plan to be confirmed post this work.</p> <p>Our transfer to the SharePoint version is planned as future works.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Cyber Security	BAU Activity		N/A	N/A	N/A	Continuing assessment and solution application to reduce Council cyber security risk profile. An external penetration test of our external facing network has been completed with results being reviewed. Microsoft security assessment of our network environment and controls started.
Library and Civic Centre - Te Pātaka o kā Tuhituhi and Te Waharoa a Hine Paaka	May 2021	October 2023	Yes	Yes	tbc	Works associated to the ICT scope and supply for new Library and Civic Centre. Items included are within and outside main contract covering areas such as network, wi-fi, audio-visual, desktop, and library services.
Desktop Hardware Renewals	February 2023	September 2023	Yes	Yes	Yes	Cyclic renewal of desktop hardware for Emergency Management, Communications, Library and Art Gallery & Museum teams. First phase for Emergency Management, Communications and Library commenced. Procurement for other areas underway.
Server and Storage Hardware Renewal	May 2023	March 2024	Yes	Yes	Yes	Forms part of our cyclic renewal programme of required server and storage hardware. Currently gathering cost for identified scope.
Information Management						
Electronic document record management system (EDRMS)	BAU Activity		N/A	N/A	N/A	Continual improvement works and user support within the EDRMS system.

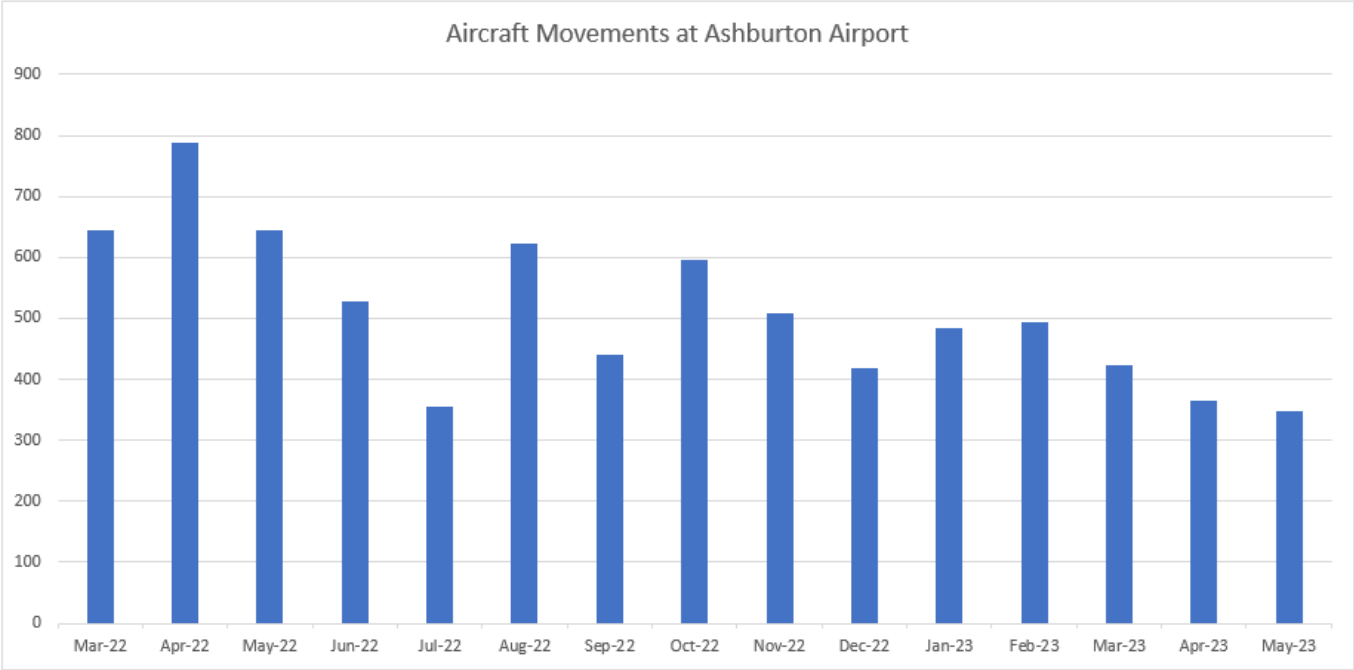
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						Recent works in the functions of Biodiversity and Road Safety has been completed. Training of Museum and Art Gallery teams to be held June 2023.
Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.	BAU Activity		N/A	N/A	N/A	Continuing and on-going activity with business teams to assess physical and digital records held by Council as part of the management of the life of that record including that of protected or permanent retention under statutory Acts including the Public Records Act and Local Government Official Information and Meetings Act. Work includes the decision to retain or dispose a record based on Council's adopted retention and disposal schedule. Focus has been with teams in the administration and library building prior to relocation to the new building. A review of the current schedule is being made against the recently updated ALGIM schedule which local government uses to manage retention and disposal activity.
Digitalisation of Physical Format Records	May 2022	June 2023	Yes	Yes	No	Works on Property Team lease files (approximately 700 files) is underway.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Data Management - Monitoring and Reporting	BAU Activity		N/A	N/A	N/A	Ongoing activity for service monitoring on information creation and disposal for physical and digital form, supporting current and future activity.
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.

4.2 Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> • Two sections in stage two are on hold while potential purchasers complete due diligence. • The sale of the 7 hectare lot in stage one settled on 15 June 2023. • The sale of 1.0219 hectare lot in stage one settled on 8 June 2023. • Officers are working through the details for the sale of 1.7-hectares, which is also within the undeveloped 21-hectare lot off Ashford Avenue. • In total, approximately 43-hectares of the Business Estate remains unsold, with 39-hectares sold.
Elderly persons housing	<ul style="list-style-type: none"> • Out of Council's 102 available units, 92 are occupied. • Of the 10 units that are vacant, 2 are currently being redecorated, 1 waiting on repairs for an underfloor water leak (insurance claim), 1 is available to be to be tenanted and 1 is being vacated in a week. The five remaining units are in the area to be redeveloped. Four of these units are scheduled for demolition. The fifth unit is outside of phase one but is beyond refurbishing. • There are currently 31 applications on the waiting list, with 7 people wanting single units and 24 requesting double units (4 couples and 20 individuals). • 21 people on the waiting list are current residents in the Ashburton District, with 10 being from out of town. • Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on their position in the waitlist, their location and the urgency of the applicant's situation. • Work has commenced on preparing for the staged demolition and rebuild of Friendship Lane.

Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"> • Council officers have requested to meet with New Zealand Airline Academy. The owners are currently overseas so this will take place on their return. • Officers continue to review and consider the TAIC report recommendations which have been made to the CAA in order to avoid a similar incident occurring at Ashburton Airport. <p>The following recommendations to CAA are particularly relevant to Council, as operator of a similar uncontrolled airport:</p> <ul style="list-style-type: none"> - Ensure that managers and users of aerodromes, in particular for unattended aerodromes, understand and fulfil their responsibilities for ensuring safe operations. This includes: <ul style="list-style-type: none"> a. Facilitating a coordinated approach with WorkSafe New Zealand, LGNZ and NZ Airports Association, among others, b. Providing training and support to aerodrome operational and management personnel, and c. Establish a positive safety culture at the aerodrome by facilitating regular safety meetings and opportunities for feedback. • CAA visited Ashburton Aerodrome on 11th May 2023. This is part of a nationwide programme to review small uncertificated aerodromes and ensure adequate safety processes and procedures are in place. • Officers intend to hold an airport user group meeting, at this stage planned for end of June. Previous meetings have been held annually towards the end of the year.

Current	Brief Project Description / progress																																
Airport (continued)	<ul style="list-style-type: none"> The following table provides an update of aircraft movements by month.  <table border="1"> <caption>Aircraft Movements at Ashburton Airport</caption> <thead> <tr> <th>Month</th> <th>Movements</th> </tr> </thead> <tbody> <tr><td>Mar-22</td><td>640</td></tr> <tr><td>Apr-22</td><td>780</td></tr> <tr><td>May-22</td><td>640</td></tr> <tr><td>Jun-22</td><td>520</td></tr> <tr><td>Jul-22</td><td>350</td></tr> <tr><td>Aug-22</td><td>620</td></tr> <tr><td>Sep-22</td><td>440</td></tr> <tr><td>Oct-22</td><td>590</td></tr> <tr><td>Nov-22</td><td>500</td></tr> <tr><td>Dec-22</td><td>420</td></tr> <tr><td>Jan-23</td><td>480</td></tr> <tr><td>Feb-23</td><td>490</td></tr> <tr><td>Mar-23</td><td>420</td></tr> <tr><td>Apr-23</td><td>360</td></tr> <tr><td>May-23</td><td>350</td></tr> </tbody> </table>	Month	Movements	Mar-22	640	Apr-22	780	May-22	640	Jun-22	520	Jul-22	350	Aug-22	620	Sep-22	440	Oct-22	590	Nov-22	500	Dec-22	420	Jan-23	480	Feb-23	490	Mar-23	420	Apr-23	360	May-23	350
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May-22	640																																
Jun-22	520																																
Jul-22	350																																
Aug-22	620																																
Sep-22	440																																
Oct-22	590																																
Nov-22	500																																
Dec-22	420																																
Jan-23	480																																
Feb-23	490																																
Mar-23	420																																
Apr-23	360																																
May-23	350																																
Medical Centre upgrades	<p>Methven</p> <ul style="list-style-type: none"> Methven Medical Centre have received the plans for the proposed internal alterations to the current building. They are in the process of applying for building exemption to undertake the internal alterations. Once this work is completed by the Methven Medical Centre, they will be in a position to be able to assess what is required in terms of the relocatable building. <p>Rakaia</p> <ul style="list-style-type: none"> The Rakaia Medical Centre are undertaking interior reconfiguration and cosmetic improvements to their existing building. This work is intended to be completed by September 2023. They then intend to assess the effectiveness of these changes before scoping the next stage of the project. 																																

Current	Brief Project Description / progress
Oval Pavilion – Ashburton Domain	<ul style="list-style-type: none"> Some members of the Trust met with Council officers in early May to discuss progress of the Pavilion. Council officers have commenced scoping the remedial works required. The next meeting is scheduled for 2 August 2023. Once the building is in Council ownership, officers will liaise further with the occupiers in order to engage contractors to complete the upgrade of the building.
Walnut Avenue Pavilion – Ashburton Domain	<ul style="list-style-type: none"> Trust’s lawyer is in the process of contacting trustees regarding the transfer of the Walnut Avenue building to Council. Council staff will continue to follow up progress with this. Council staff are working with one of the trustees to ascertain bookings and current usage, as well as scoping out immediate remedial works that are required.
West Street - car park	<ul style="list-style-type: none"> Council has agreed to enter into a lease with KiwiRail for the car park. The resource consent application for the car park is nearly ready to be lodged. Council will be requesting full public notification of the resource consent application once lodged.

4.3 Forestry

4.3.1 Forest Harvesting & Sales

- Forest Management Ltd commenced harvesting of Wightmans Road plantation at the beginning of April. The export log prices were adversely affected; however the harvesting is still expected to reach budget.
- Forest Management Ltd have changed the cutting schedule as much as possible to redirect logs to the domestic market to minimise the effect of lower export prices, unfortunately there are some grades of log that are not utilised in the domestic market.

4.4 Finance

4.4.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
2023/24 Annual Plan	Current	30 June 2023	Yes	Yes	N/A	Changes are being made to the 2023-24 Annual Plan as a result of consultation on the Revenue and Financing Policy regarding Methven/Springfield drinking water. Finance along with Strategy and Policy are working through the final changes to the Annual Plan in preparation for adoption of the final version 28 June 2023.
Sale of vehicles	Current	Unknown	Yes	Yes	No	A new round of procurement has commenced.
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. Staff are working with TechOne to find a timeline suitable for TechOne, IS and Finance that doesn't clash with other key programmes of work.
Debt management process		Unknown	Yes	Yes	N/A	The Rates debt collection process testing has halted for the time being, while the new Rates Officer settles into the roll. Implement the new process will be a priority once the rates strike has been completed.

5. *Democracy & Engagement*

5.1 Communications

5.1.1 Overview

- Work in the planning phase includes, Business of the Year Awards (February 2024) and consultations for the Local Alcohol policy, and LTP pre-engagement. Also on our radar is the Biodiversity Strategy, and Christmas event promotion 2023.
- Other work includes participation in regional workstreams, requests to answer media enquiries, design and production of print and signage materials, website management, oversight of 13 social media channels, troubleshooting and supporting staff with digital communications, livestreaming and video production, intranet and newsletter communications for staff, recruitment and facility advertising.

5.1.2 Planned projects

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

Brief Project Description	Comms start date	Estimated completion date	On track	Within budget	Comments
Ng King Gardens interpretive signage	Sep 2022	Spring 2023	Delayed	Yes	The meeting of Ng King descendants to review the design has been delayed one month to June 22 due to illness. Eight designed panels are still in review with the families. Revisions to be completed mid-June and printing and installation planned for July.
Mayor's Taskforce for Jobs Rural Resilience Programme	Jan 2023	June 2023	Yes	Yes	Ongoing comms in progress.
Glow in the Park event promotion	May 2023	June 2023	Yes	Yes	Increased marketing activity on last year's event due to promotion coming inhouse (last year was with EA Networks). On a first look, we suspect an increase in geographical reach due to media partnerships this year. 17,000

Brief Project Description	Comms start date	Estimated completion date	On track	Within budget	Comments
					attendees, up from 10,000 last year. A survey is in progress now to provide further insight.
Economic Development Strategy consultation	May 2023	June 2023	Yes	Yes	Multi-media campaign in progress. Includes CBD and 'Open for Business' e-mail campaign.
'Love your Parks' (Reserve Management Plans consultation phase 1)	June 2023	July 2023	Yes	Yes	Launched 6 June
Local Alcohol Policy consultation	June 2023	July 2023	Yes	Yes	About to launch
Talk it Up Tuesdays	May 2023	August 2023	Yes	Yes	Multi-media campaign in progress
Road Safety Awareness Week	May 2023	May 2023	Yes	Yes	E-mail to district schools resulted in school participation (pedestrian crossing monitors dressed up as superheroes) and media coverage.
Time capsule – Best of Ashburton (facilities) campaign	May 2023	June 2023	Yes	Yes	Multi-media campaign in progress District schools e-mailed and invited to participate with facilities.
Dog registrations	May 2023	June 2023	Yes	Yes	Multi-media campaign in progress, highlighting new metal tags.

5.2 Strategy & Policy

5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Annual Plan	30 Oct 2022	30 June 2023	Yes	<ul style="list-style-type: none"> Adoption of Annual Plan 2023/24 now planned for 28 June Council meeting. Outcomes of Methven/Springfield water supply Revenue and Financing Policy consultation to be incorporated. Final proposed rates increase is 5.97%. Information re Annual Plan programme to be prepared for comms post adoption.
Long Term Plan 2024-34	1 January 2023	30 June 2024	Yes	<ul style="list-style-type: none"> Work underway or ongoing on: <ul style="list-style-type: none"> - Preparing LTP early engagement stakeholder workshops and public engagement - Drafting and confirmation of LTP Assumptions - Drafting and confirmation of LTP performance measures for Council activities - LTP Policy workstream commenced with initial workshop planned with Council - Elected member workshop scheduling and workshops held on strategic direction, LTP assumptions and LTP performance measures - Officers have commenced Activity Management Plan and business case preparation across the organisation - Ongoing project planning and review
Annual Report 2022/23	26 June 2023	31 October 2023	Yes	<ul style="list-style-type: none"> Preparation of the 2022/23 Annual Report. Interim audit likely early July with full audit in September. Following Covid-19 pandemic, adoption of the Annual Report has reverted to normal timeframes, which means Council adoption is required by 31 October 2023.

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Annual Residents Survey	Aug 2022	July 2023	Yes	<ul style="list-style-type: none"> Wave 4 surveying underway to be completed by 30 June. Full report due back to Council in August.
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	<ul style="list-style-type: none"> Officers continue to meet regularly with AEC. Current topics of discussion include strategy, policy & bylaw development, stormwater consent application and stockwater race closures.
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> Methven-Springfield Revenue and Financing Policy drinking water – consultation closed with 29 submissions received. A hearing was held on 31 May with 2 submitters speaking. Council decided to retain the preferred option to be incorporated into the Annual Plan 2023/24. Alcohol Control Bylaw Hearing was held with 28 submissions considered. Two submitters spoke to the hearing. Council decided to retain the proposed extensions to alcohol free areas and other bylaw changes proposed. Transportation and Parking Bylaw closed with 17 submissions received. Two submitters spoke to the hearing. Council decided to retain the proposed changes to the bylaw with some areas identified for further investigation. Local Alcohol Policy workshop held with report presented to Council on 7 June. This is scheduled for consultation starting 14 June. LTP policies – work commencing on review requirements
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> Consultation currently underway for: <ul style="list-style-type: none"> Economic Development Strategy consultation is open until June 18. Love Your Parks – first round Reserve Management Plans consultation open until July 7, including a two drop-in sessions for Reserve Board members Preparing for consultation on:

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
				<ul style="list-style-type: none"> - Local Alcohol Policy (commencing June 14-July 14). - LTP pre-engagement (planned for 10 July – 6 August)
Strategies	Ongoing			<ul style="list-style-type: none"> • Economic Development Strategy – currently consulting, with hearing and deliberations planned for 20 July • Biodiversity Strategy – successful Biodiversity workshop held with 25 stakeholders on 1 June. Arowhenua engagement being planned. Strategy being developed based on feedback received. • Climate Change Resilience Plan – Action Plan – work continuing on development.

5.2.3 External Submissions

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

Organisation	Submission Summary	Type	Due Date	Status
Ministry of Transport	Charging our Future Strategy NZ needs an EV Charging Strategy to provide certainty to all parties about the role government will play in supporting EV charging infrastructure. This is particularly true given: <ul style="list-style-type: none"> - EV ownership is already ahead of projected levels the technological environment for EVs is dynamic. 	Council	11 May 2023	Lodged
MBIE/MFE	Consenting Improvements for renewable electricity generation and transmission The Ministry of Business, Innovation and Employment, alongside the Ministry for the Environment, is consulting on proposed changes to the National Policy Statement for Renewable Electricity Generation and the National Policy Statement for Electricity Transmission under the Resource	Officer - Technical	1 June 2023	Lodged

Organisation	Submission Summary	Type	Due Date	Status
	Management Act (RMA). The proposals focus on strengthening the current national policy statements for renewable electricity generation and transmission to provide a consenting process that is more efficient, certain and environmentally sustainable. The proposals are expected to be technical in nature, addressing how officers will evaluate and process consents for this kind of infrastructure.			

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

Organisation	Submission Summary	Type	Due Date	Status
National Emergency Management Bill/? Select Committee	<p><u>Emergency Management Bill</u></p> <p>The Government has introduced an Emergency Management Bill to replace the Civil Defence Emergency Management Act 2002. The Bill will create the new legal framework within which Aotearoa New Zealand can prepare for, deal with, and recover from local, regional and national emergencies.</p> <p>It makes practical improvements to ensure the bill meets current and future needs, including clarifying roles and responsibilities across the sector, recognising and enhancing the role of Māori in emergency management, enabling equitable outcomes for communities disproportionately impacted by emergencies, enhancing the resilience and accountability of critical infrastructure, modernising the legislative design, including establishing a more responsive regulatory framework for setting standards.</p>	Council	TBC	First reading
Waka Kotahi	<p><u>Bilingual Traffic Signs – Waka Kotahi</u></p> <p>A package of 94 bilingual traffic signs in the draft <i>Land Transport Rule: Traffic Control Devices (Bilingual Signs) Amendment 2023</i> has been released for consultation as part of the He Tohu Huarahi Māori bilingual traffic signs programme led by Te Mātāwai and Waka Kotahi.</p>	Council	30 June	Open

Organisation	Submission Summary	Type	Due Date	Status
	Waka Kotahi, with support from Te Taura Whiri i te Reo Māori (the Māori Language Commission) and Te Manatū Waka Ministry of Transport, has partnered with Te Mātāwai to undertake a programme of work to enable more use of te reo Māori on traffic signs in Aotearoa New Zealand			

The following are initiatives that are out for consultation that **we are considering** preparing a submission for:

Organisation	Submission Summary	Type	Due Date	Status
Independent Electoral Review	<p>Interim report</p> <p>The Independent Electoral Review was established in 2022 to consider how to make Aotearoa New Zealand's electoral system clearer, fairer, and more accessible for current and future generations. On 6 June 2023, we released our interim report. It presents our key findings from our first stage of public engagement and makes over 100 draft recommendations.</p>	Council	17 July	Open
MBIE	<p>Building Consent System Review Options Paper</p> <p>A review of the building consent system is underway. The review aims to modernise the system to provide assurance to building owners and users that building work will be done right first time. This ensures that buildings are well-made, healthy, durable and safe.</p> <p>The review is an end-to-end review of the building consent system – from the building design phase through to the issuing of a code compliance certificate.</p>	Technical	7 August	Open

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

Organisation	Name of initiative	Due date
Climate Change Commission	Second Emissions Reduction Plan The second emissions budget (for 2026-3030) has been set, but the Government needs a plan to deliver on it. He Pou a Rangi Climate Change Commission's role is to provide independent, evidence-based advice on the direction of policy, taking a systems-wide view. It last provided advice like this in its 2021 report. (Note: Submission is being made by the Canterbury Mayoral Forum)	26 April to 20 June

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

Organisation	Name of initiative	Stage
Presumably Environment	Climate Adaptation Bill Will introduce the legal framework for managed retreat and other climate response matters.	TBC
Not clear	Epidemic Preparedness Legislation Develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics.	Early 2023
Not clear	Building Amendment Bill Bill will introduce energy ratings for buildings and waste minimisation plans to support Aotearoa New Zealand's climate change goals. Learn more about the Government's proposed changes	Early 2023
Not clear	Electoral (Strengthening Democracy) Amendment Bill Bill lowers the voting age to 16, makes the Māori Electoral option continuous, and allows prisoners to vote. <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	TBC
Not clear	Sale and Supply of Alcohol (Cellar Door Tasting) Amendment Bill This Bill allows winery cellar doors to charge visitors for the samples of their own wine and adds an off-licence category for wineries holding an on-licence.	Awaiting first reading

Organisation	Name of initiative	Stage
	https://legislation.govt.nz/bill/member/2022/0173/latest/contents.html <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	
Not clear	Housing Infrastructure (GST-sharing) Bill (New) This Bill would introduce a GST-sharing scheme to fund housing infrastructure. Effectively councils would receive 15 percent of the value of building work put in place in their local authority in the preceding year. https://www.legislation.govt.nz/bill/member/2022/0154/latest/096be8ed81c6447d.pdf <i>NB – this is a Private Members Bill that is waiting first reading. Details about consultation will only be known if and when the Bill gets a first reading.</i>	Awaiting first reading

5.3 Memorial Halls and Reserve Boards

5.3.1 Activities – items of importance

Memorial Hall and Reserve Board Meetings

Lagmhor Westerfield War Memorial Hall

- Meeting was called to discuss the use of the Hall's 'special funds' for the upgrade of the toilets.
- A decision was made to accept Smith & Sons quote for upgrade works.
- Council's Finance department have no issue with the 'special funds' being used for the upgrade works – the 'special funds' refers to money gifted to the Hall from the Westerfield School PTA.

Chertsey Reserve Board

- The Chertsey Reserve Board Triennial meeting was held on Thursday 25 May. The Chertsey Domain has a handful of dedicated supporters who will need some support and decision making from Property and Open Spaces departments, regarding some of the buildings, public toilets and trees in the Domain.

Mayfield Reserve Board

- The Board noted that the hire fees for the Memorial Hall hadn't been reviewed since 2011. Increases have been made and will take effect as of 1 July 2023.
- Rhonda from Open Spaces has offered an invitation to the Board to visit the Open Spaces yard, to discuss options for a replacement mower.
- With the Council upgrading public toilets on Domain, a solution to the leaking water pipes will likely to be found.
- Barry Austin, Jill Ludeman and Cushla Murdoch were all sent out a thank you letter along with a gift card for a \$100 meal voucher from the Panthers Rock, to acknowledge their long service to the Mayfield Reserve Board.

Methven Reserve Board

- Renee and Katelyn from Property attended the last meeting to discuss new draft lease and licence to occupy agreements for the Domain users' groups.
- Ian Soper assessed the Methven Domain's trees and gardens - Ian's expertise and advice was appreciated by the Board.

Reserve Board Meetings (continued)

Tinwald Reserve Board

- The draft lease agreement between the Plains Museum Trust and the Tinwald Reserve Board and Council is unpalatable to the Trust. The Trust will require a meeting with Council and Tinwald Reserve Board to work through the issues.
- The Plains Museum Trust has agreed grant permission to Sampson Pictures to film a documentary project – Devils on Horses.
- The relocation of the stockwater race is still ongoing, with further investigation.
- Disk Golf - Phil has started getting quotes for 9 holes/baskets.
- Ongoing preparations for Glow in the Park

5.3.2 Reserve Hall Board minutes

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