

# Council Activity Briefings



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**Date:** Wednesday 13 September 2023  
**Time:** 9:30am  
**Venue:** Council Chamber  
137 Havelock Street, Ashburton

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## Attendees

*Mayor* Neil Brown

*Deputy Mayor* Liz McMillan (Chair)

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

## Executive Team

*Chief Executive* Hamish Riach

*GM Infrastructure & Open Spaces* Neil McCann

*GM Compliance & Development* Jane Donaldson

*GM Business Support* Leanne Macdonald

*GM People & Facilities* Sarah Mosley

*GM Democracy & Engagement* Toni Durham

# Activity Reports

<b>Time</b>	<b>1 People &amp; Facilities</b>			<i>Page</i>
9:30am	1.1	EA Networks Centre	Richard Wood	<b>4</b>
9:35am	1.2	Ashburton Library	Jill Watson	<b>10</b>
9:40am	1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	<b>21</b>
9:45am	1.4	Customer Services	Amanda Watson	<b>27</b>

<b>Time</b>	<b>2 Infrastructure &amp; Open Spaces</b>			<b>30</b>
9:50am	2.1	Open Spaces	Ian Soper	<b>30</b>
9:55am	2.2	Solid Waste Management	Hernando Marilla	<b>37</b>
10:00am	2.3	3 Waters Operations	Hernando Marilla	<b>38</b>
10:10am	2.4	4 Waters Projects	Andrew Guthrie	<b>41</b>
10:15am	2.5	Stockwater Operations	Crissie Drummond	<b>56</b>
10:20am	2.6	Roads and Footpaths	Mark Chamberlain	<b>58</b>
10:30am	2.7	Contracts Awarded / Upcoming Tenders	Neil McCann	<b>63</b>

**10:35am Morning tea**

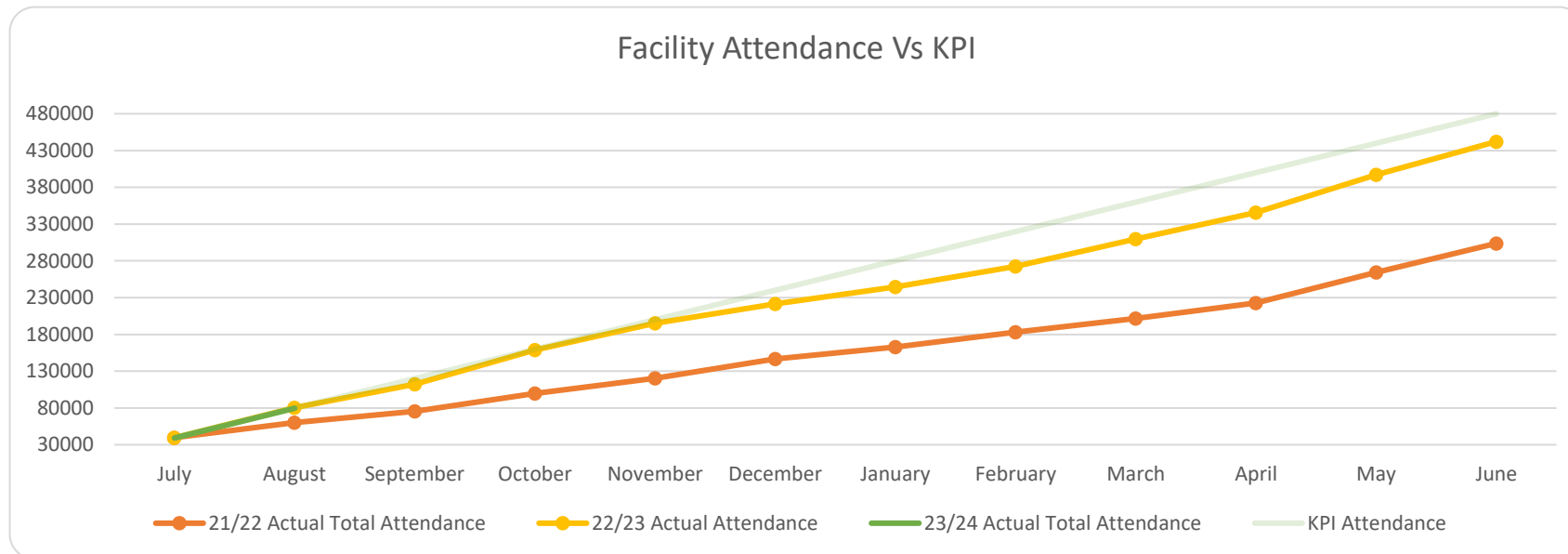
<b>Time</b>	<b>3 Compliance &amp; Development</b>			<b>64</b>
10:50am	3.1	Building Services	Michael Wong	<b>64</b>
10:55am	3.2	Civil Defence Emergency Management	Jim Henderson	<b>70</b>
11:00am	3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	<b>72</b>
11:05am	3.4	Animal Control	Rick Catchpowle	<b>73</b>
11:10am	3.5	Environmental Health	Rick Catchpowle	<b>74</b>

11:15am	3.6	Planning	Ian Hyde	<b>75</b>
11:20am	3.7	Economic Development	Simon Worthington	<b>76</b>
<b>Time</b>	<b>4 Business Support</b>			<b>82</b>
11:30am	4.1	Information Systems	Gordon Tupper	<b>82</b>
11:35am	4.2	Property	Renee Julius	<b>86</b>
11:40am	4.3	Forestry	Renee Julius	<b>89</b>
11:45pm	4.4	Finance	Erin Register	<b>90</b>
<b>Time</b>	<b>5 Democracy &amp; Engagement</b>			<b>91</b>
11:50pm	5.1	Communications	Janice McKay	<b>91</b>
11:55pm	5.2	Strategy & Policy	Mark Low	<b>93</b>
12:00pm	5.3	Memorial Halls & Reserve Boards	Ann Smith	<b>100</b>

# 1. People & Facilities

## 1.1 EA Networks Centre

### 1.1.1 Facility

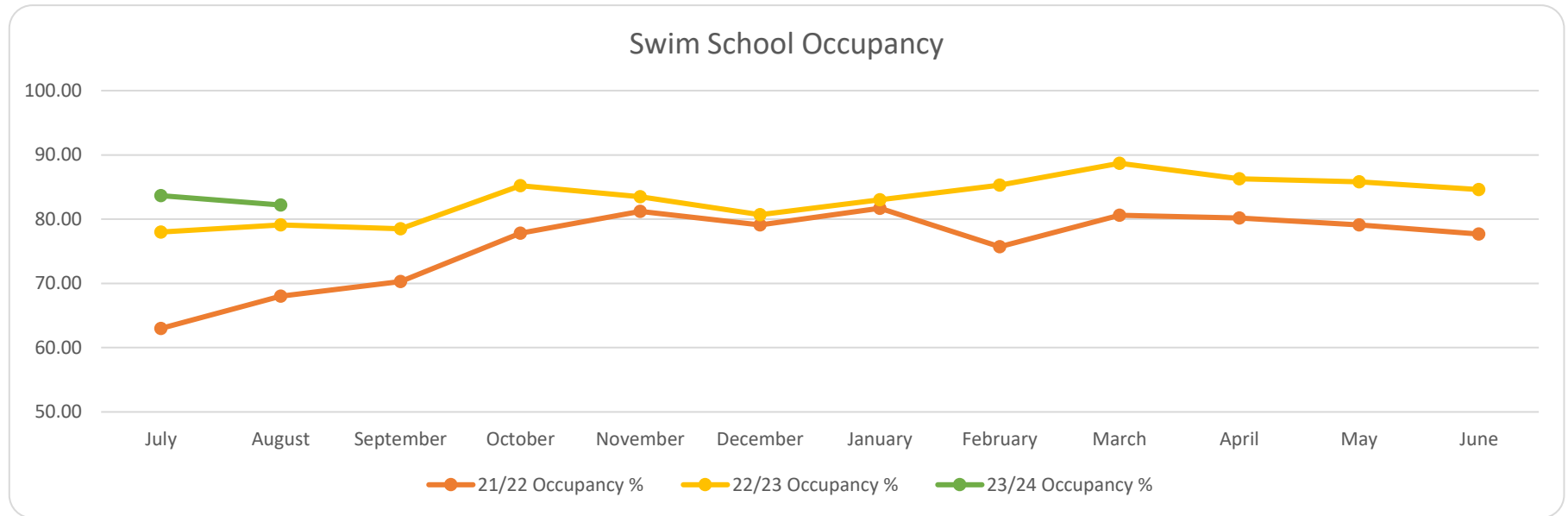


#### Comments:

- The 2021-31 LTP outlines the level of service and performance measures for EANC to be: “We provide quality gym, pool and stadium facilities”.
- The EA Networks Centre is well utilised with a goal of 485,000<sup>1</sup> attendees in the 2023/24 year, as per the LTP. At the end of June 2023 442,142 visitors had attended the EA Networks Centre, and has started on track for 23/24.

<sup>1</sup> No adjustment to the KPI has been factored in due to the change in facility operating hours

### 1.1.2 Swim School Occupancy

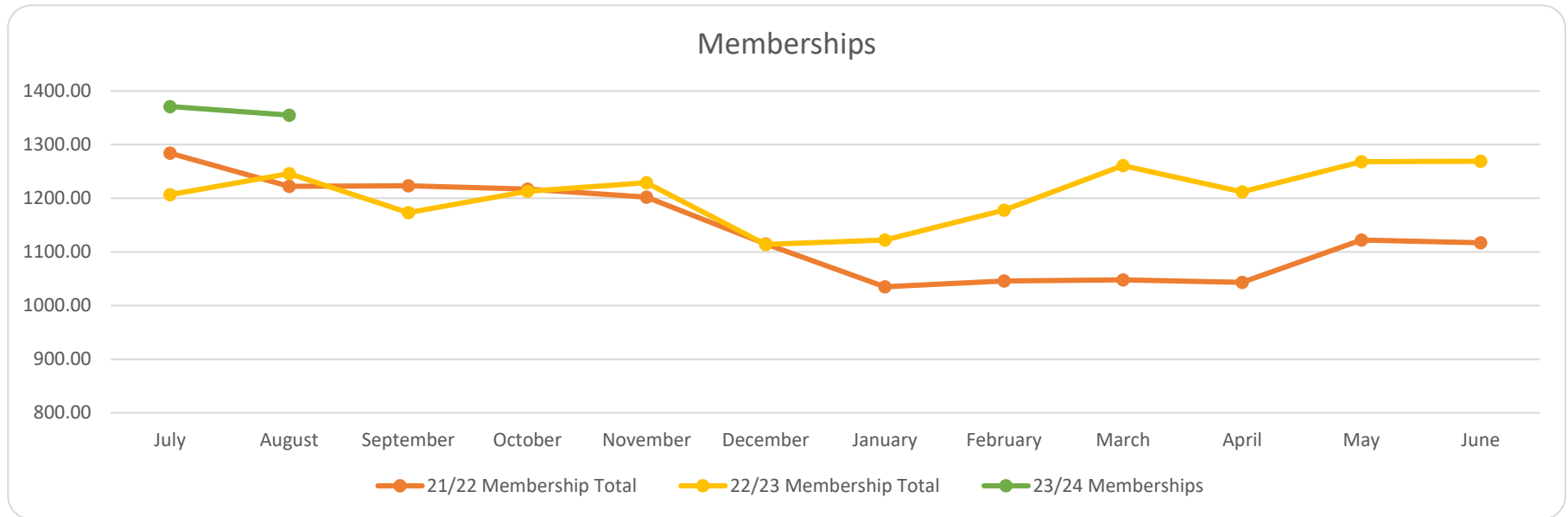


**Comments:**

- This graph represents the occupancy percentage of the Swim School. Approximately 1,050 Learn to Swim students participated each week in Term 3 to date
- Between 17 July and 28 August 2023 (Term 3) we have delivered lessons to 714 children from six primary schools as well as a range of individualised programmes to Tamariki with disabilities from local schools.

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

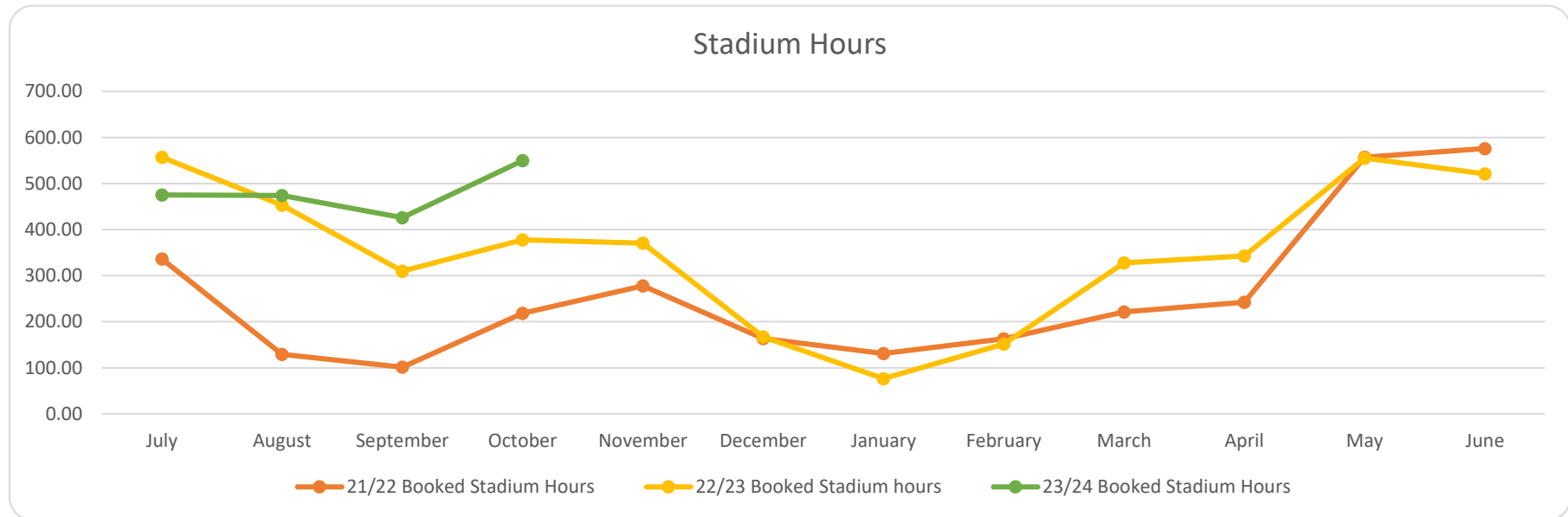
### 1.1.3 Memberships



#### Comments:

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

### 1.1.4 Stadium Hours



#### Comments:

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

### 1.1.5 Activity comments for May 2023

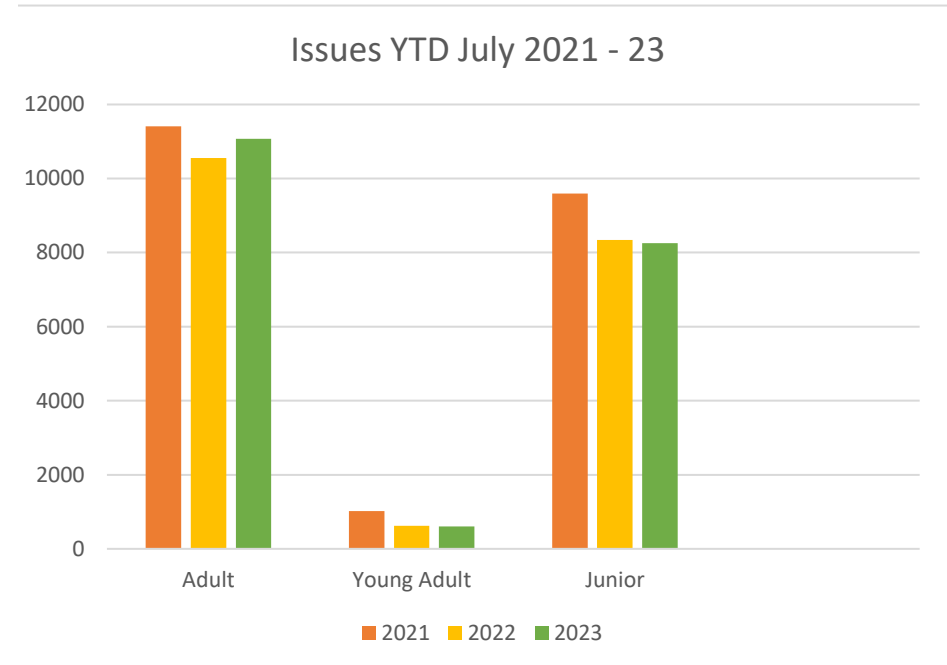
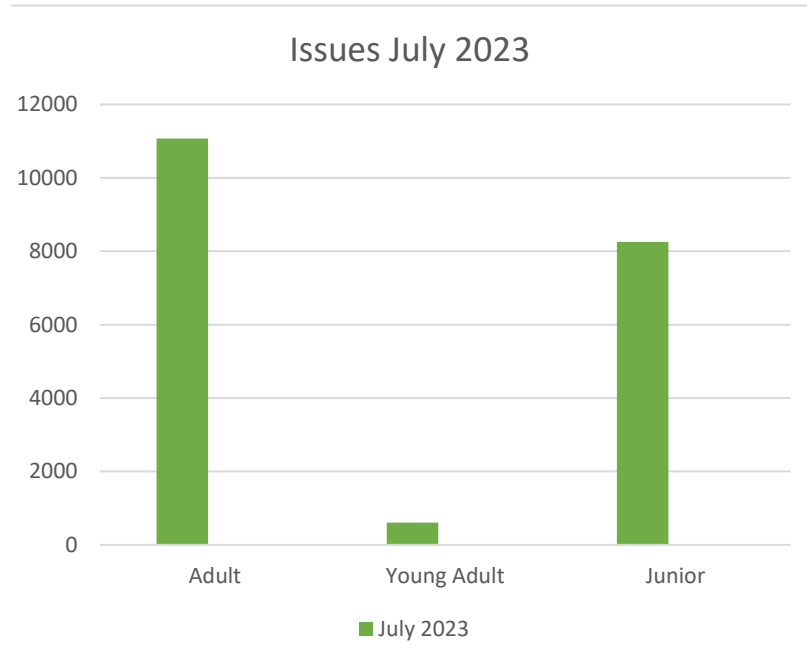
<b>Facility</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Stadium</b> Stadium bookings	<ul style="list-style-type: none"> <li>• The October school holidays will be very busy in the stadium with the South Island U13 Basketball Championships, the return of the ever popular stadium inflatable as well as other sports programmes.</li> <li>• Term 3 has seen the return of a number of successful bookings from 2022, including year 1-2 netball every Thursday afternoon and 3v3 basketball every Friday, as well as additional bookings from local schools/homeschool groups to come in and try different sports each week.</li> <li>• Mid-Canterbury Netball have also concluded their core winter season bookings, moving into the more social sport focussed summer alternative leagues.</li> <li>• Term 3 and 4 will also see the return of Mid Canterbury Football (14 court hours per week), who generally utilise the summer months rather than winter due to capacity issues.</li> </ul>
<b>Pool</b> Aquatics activities	<ul style="list-style-type: none"> <li>• The lifeguard team is continuing to mitigate the effects of staffing shortages, with recruitment ongoing. The first student to come from the Mayor’s Taskforce for jobs has just completed his Pool Lifeguard Practicing Certificate (PLPC) and has been a valuable addition to the team.</li> <li>• We have 6 staff (a mixture of part-time and casual) currently undergoing training to complete their Pool Lifeguard Skills Assessment (PLSA) and PLPC which will ease pressure on the wider team.</li> <li>• The South Island Masters swim meet will be held here on 8 and 9 September. This is the first year that the meet will be held here but there are hopes for it to become an annual event.</li> <li>• The Special Olympics will also be holding an event in the pool area on 8 October, this will see an opportunity for disabled swimmers across Canterbury to compete.</li> </ul>
<b>Fitness Centre</b> Gym activities	<ul style="list-style-type: none"> <li>• A new stair climber arrived on Friday, 25 July with increase functionality – allowing staff to offer improved levels of service</li> <li>• Officers are trialling a new programme “Couch to Wellness” aimed at bridging a gap left by Green Prescription - set launch on 13 October. The trial block of this programme will run for 10 weeks and is targeted at those members of our community looking for their first steps into physical activity.</li> </ul>
<b>Swim School</b>	<ul style="list-style-type: none"> <li>• Allenton school students who were not part of tournament week visited EANC and participated in an aquarobics class to engage the students in another form of exercising in the water. The class was quite the hit and the students had the best time with a lot of positive feedback from the school.</li> </ul>



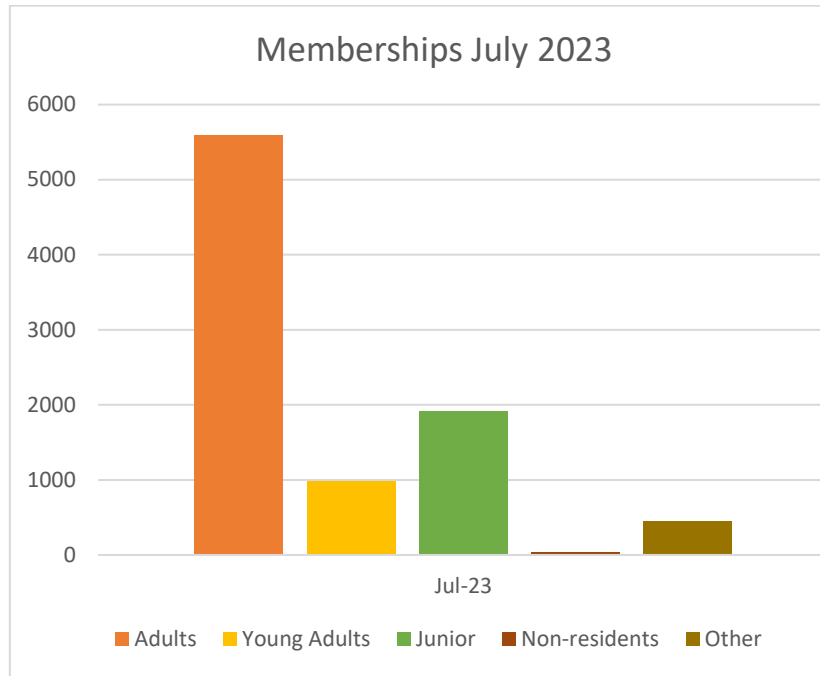
- |  |  |
|--|--|
|  | <ul style="list-style-type: none"><li>• All year long we work with children with disabilities, either by hosting lunch clubs with schools or individual lessons. It is an area we are seeing growing in our Swim School and are continuing to build our knowledge through providing staff formal training opportunities in this area to ensure we are a service to all individuals in our community.</li></ul> |
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## 1.2 Library

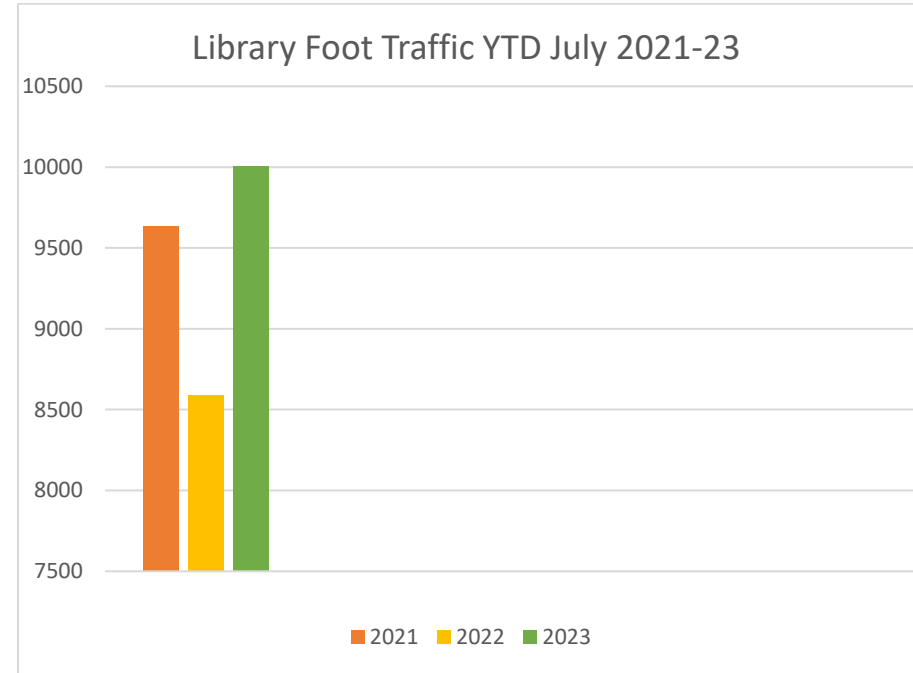
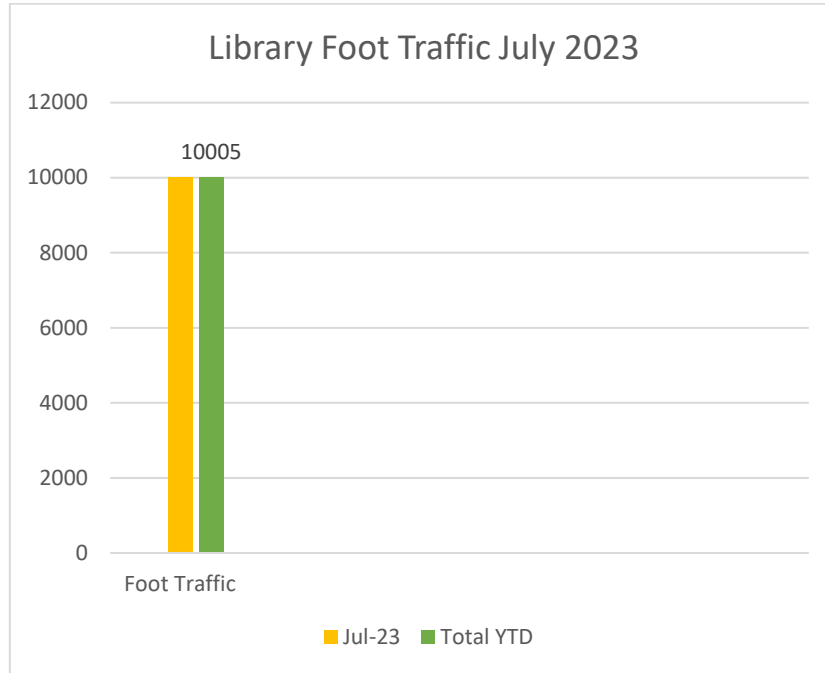
### 1.2.1 Issues



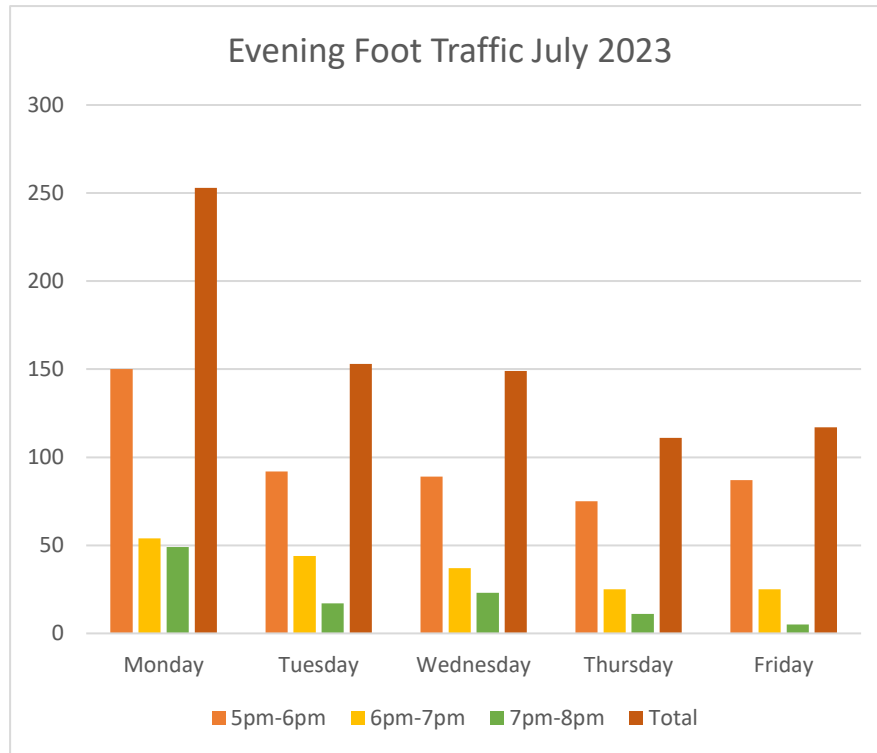
### 1.2.2 Memberships



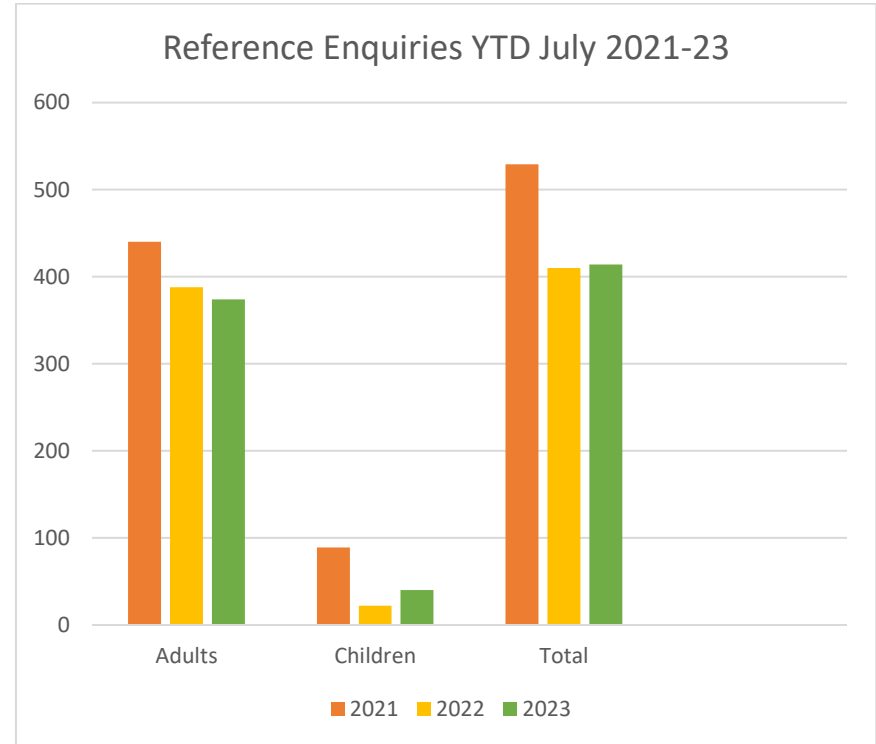
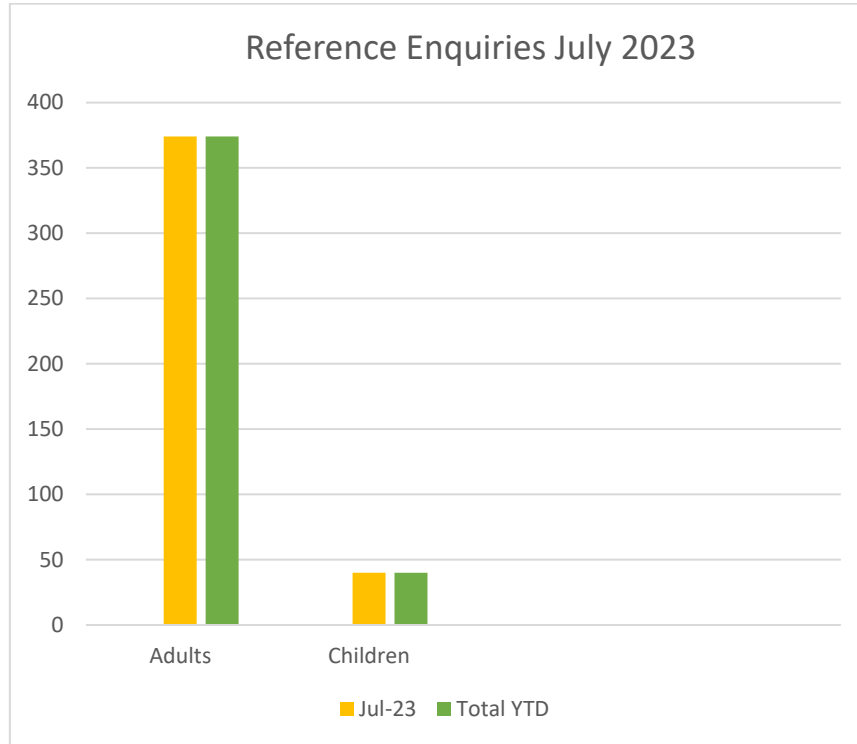
### 1.2.3 Library Foot Traffic



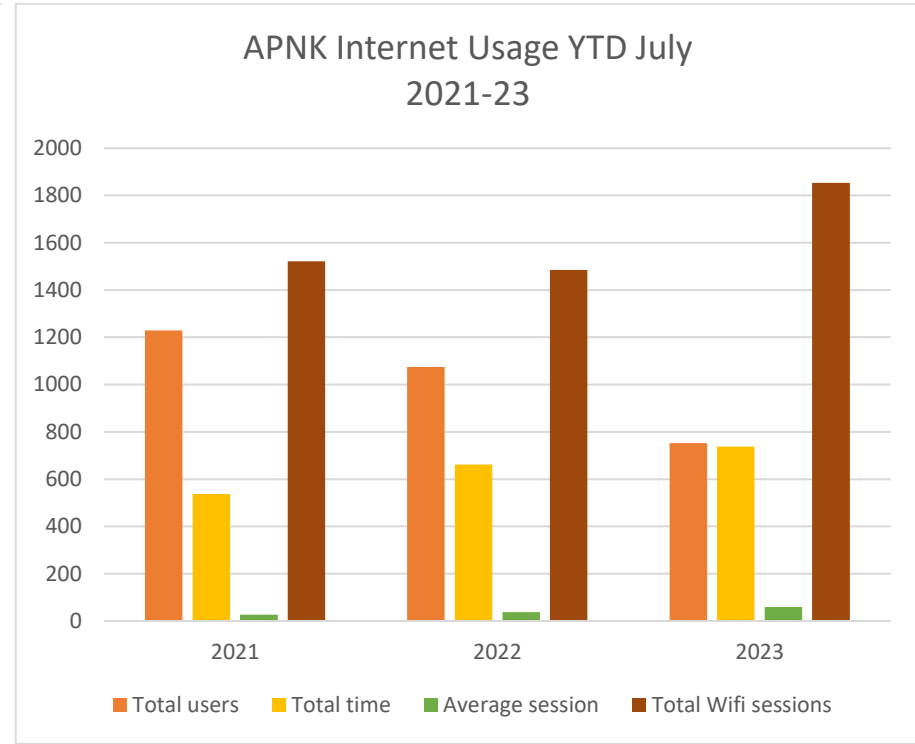
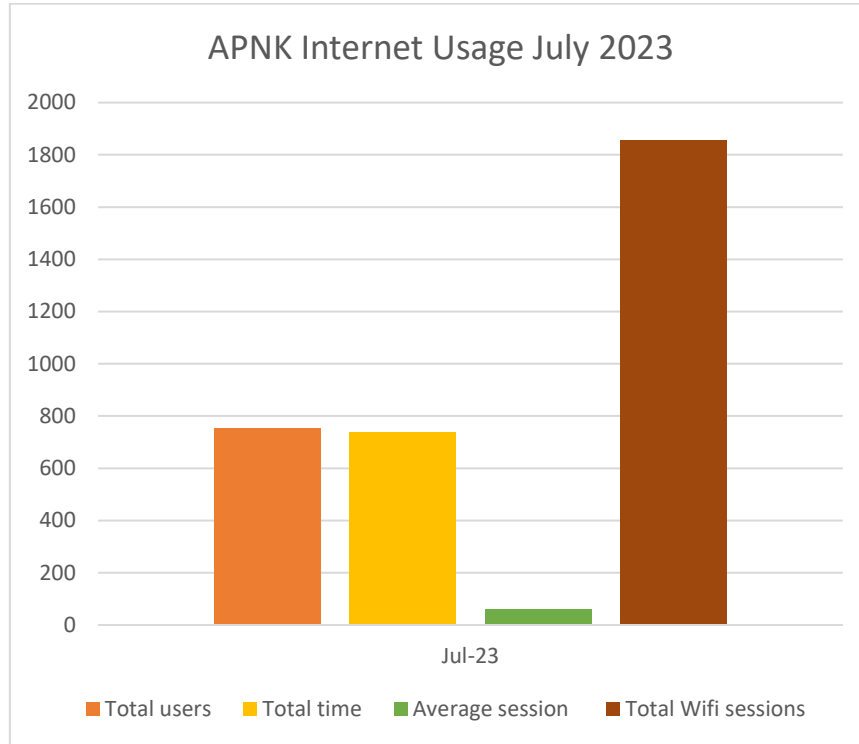
## Evening Foot Traffic



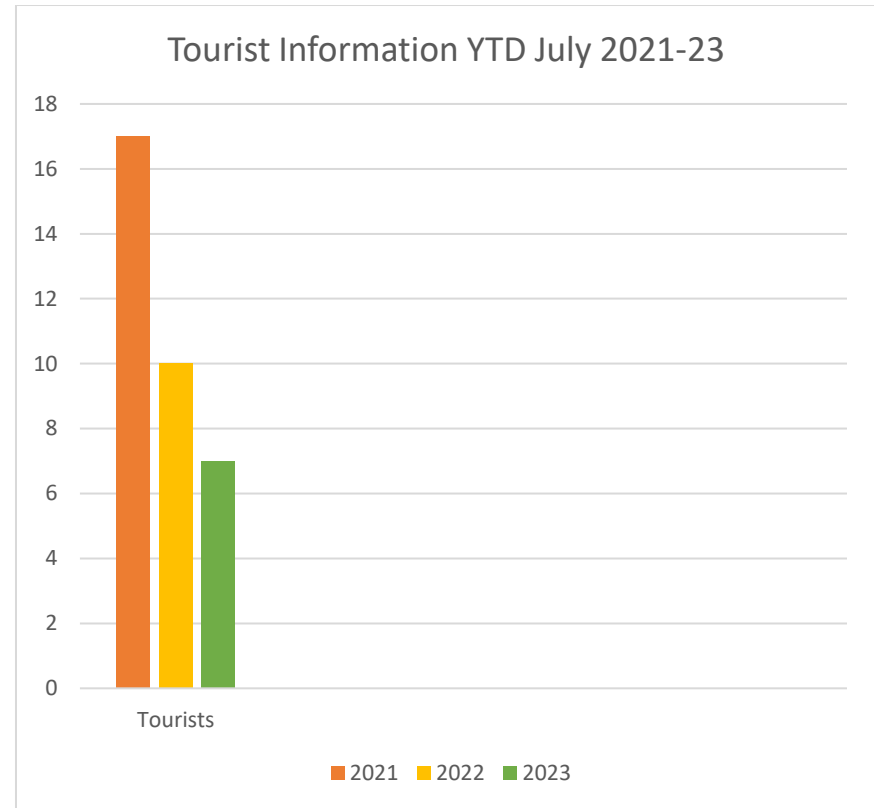
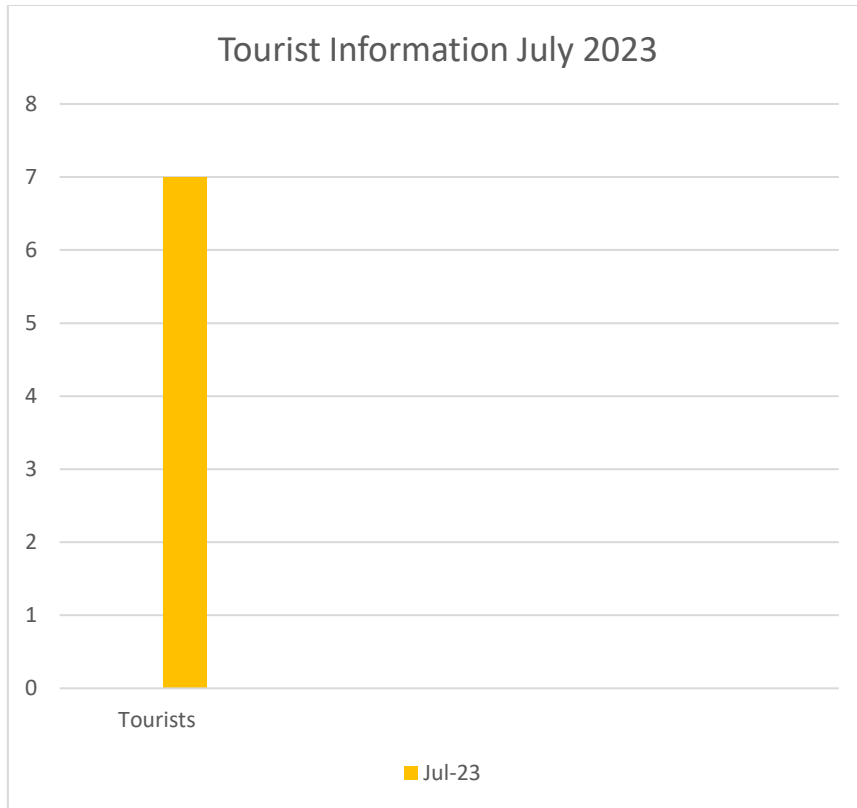
### 1.2.4 Reference Enquiries



### 1.2.5 APNK Internet Usage



### 1.2.6 District Tourism Information Requests





### 1.2.7 Activities for July 2023

<b>Community Engagement Activities</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Meeting spaces</b>	<p><b>Community use of meeting rooms</b></p> <p>There were 16 room bookings during the period, with a total of 84 people attending.</p> <p>Groups utilising meeting spaces at the library included art &amp; creativity classes; individuals attending online video interviews; meditation groups; Schools; Dementia Canterbury.</p>
<b>Craft &amp; Chatter</b>	<p><b>Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts</b></p> <p>One session was held with 8 participants attending.</p>
<b>Book Club</b>	<p><b>Monthly community book club</b></p> <p>The book club held one session with 14 people attending.</p>
<b>Next Chapter</b>	<p><b>A monthly programme of literacy-based activities designed for those living with a diagnosed dementia</b></p> <p>10 people attended one sessions.</p>
<b>Elderly outreach</b>	<p><b>A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories</b></p> <p>23 participants attended from Elizabeth St Daycare</p>
<b>Knitting Group</b>	<p><b>A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone, began February 2023</b></p> <ul style="list-style-type: none"> <li>• Four sessions were held, 66 people attended.</li> </ul>
<b>Sign Language classes</b>	<p><b>A collaboration with NZ Sign Language 4 U to give the community the opportunity to learn sign language. This is held on Monday evenings.</b></p> <ul style="list-style-type: none"> <li>• 60 attendees</li> </ul>
<b>Adult Paint along with Bob Ross</b>	<p><b>Using the Bob Ross painting session to introduce the library painting and drawing collection.</b></p> <p>1 session with 7 participants</p>

<b>School Holiday Outreach</b>	<b>A morning of activities and games from Council facilities and community organisations co-ordinated by the library</b> 41 Children and 18 adults attended a Matariki themed session at Mt Hutt Memorial Hall Methven
<b>Presentations</b>	1 presentation to the Plunket Tamariki Tuatahi new parent group - 8 attendees
<b>Books on Wheels</b>	A fortnightly service to library users who are housebound or who find it difficult to get to the library. Books are curated by library staff and delivered by volunteers from Altrusa. 32 users each fortnight.

<b>Digital Access Projects</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Digital Classes</b>	<b>Digital Steps, Appy Seniors and Better Digital Futures Programmes</b> 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 July were: Intro to Canva, Google Sheets and Computer basics. <b>Total:</b> 4 adults attended digital classes during the period
<b>CV Help</b>	<b>CVs, cover letters and applications</b> This drop-in service is available when required, with 5 people attending during this time. Feedback continues to be positive from both Work and Income NZ and those accessing this service.
<b>Device drop-in</b>	<b>One-on-one assistance with devices</b> 23 people received assistance with their devices over the period.
<b>Digital help</b>	<b>One-on-one assistance with digital skills, including device and e-Book help outside of official sessions</b> Assistance was provided to 57 people during the current period.
<b>E-Book sessions</b>	<b>One-on-one assistance with accessing e-Books held Tuesdays between 2pm and 3pm</b> There was no one looking for assistance with e-books during the session.

<b>Recycle a Device</b>	<b>Training young people to refurbish devices, diverting them from landfill and donating them to families in need</b> <ul style="list-style-type: none"> <li>• The total number of people attending either a RAD Club class in July was: 23 Young Adults.</li> <li>• Twenty six devices were given out in July (45 given out since the program started)</li> <li>• After receiving newspaper publicity about giving out these devices, we've had an additional 19 new people apply to be added to the device waitlist</li> </ul>
<b>Skinny Jump Wi Fi Modem</b>	<b>Low-cost broadband</b> Three people accessed Skinny Jump during the period.

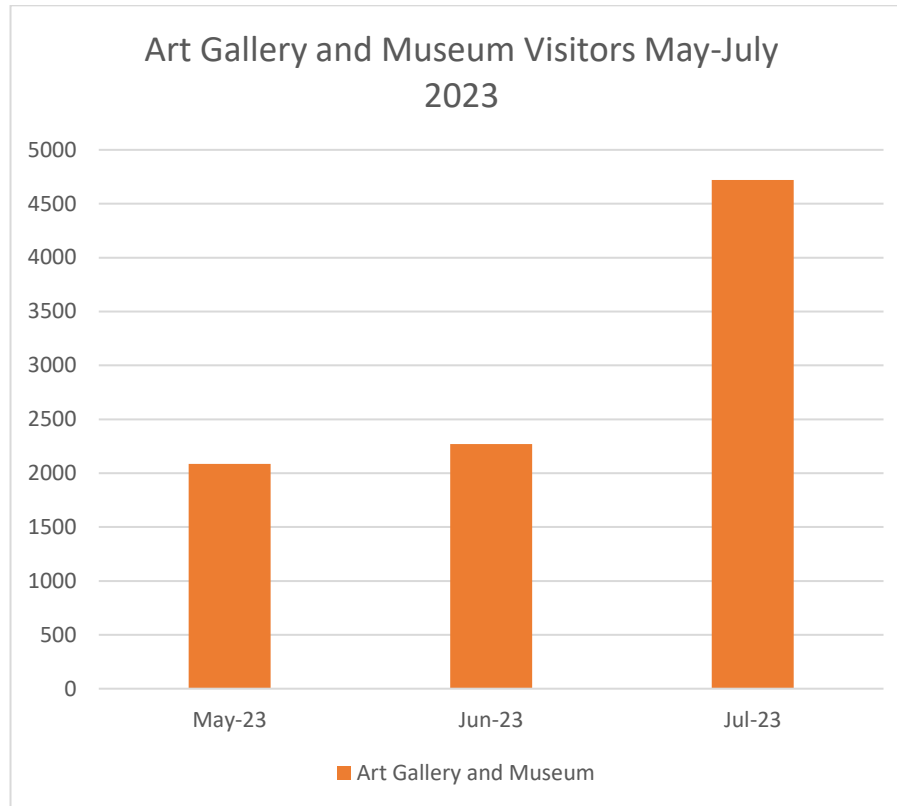
<b>Youth Programming</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>VR headset</b>	<b>General public use of a VR headset</b> 8 people attended during July. A VR headset is available to those aged 13 years and older during open hours.
<b>Dungeons &amp; Dragons</b>	There were 2 sessions of Dungeons & Dragons in July. The age of participants is between 13- 18 years, averaging 11 teens attending each session.
<b>Stop Motion Workshop</b>	<ul style="list-style-type: none"> <li>• We held a stop motion workshop over 3 afternoon's in the July school holidays. We had 10 teens come for the full time with 9 films debut on the Friday evening where 14 adults, 10 teens and 3 children attended.</li> </ul>
<b>Matariki LED lights</b>	<ul style="list-style-type: none"> <li>• We had 15 teens attend this July school holiday activity where they made a hanging LED and wire light.</li> </ul>

<b>Children's Library</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Wriggle and Read</b>	<b>Movement to music for ages 0-3 (run during school term time)</b> Two sessions were held over July, with 45 Children and 41 Adults (86 in total) attending.
<b>Create Explore Discover</b>	<b>STEM learning through play</b> July saw the launch of our new preschool programme. We had 2 sessions in July, with 33 children and 26 adults (59 in total) attending.

<b>School class visits</b>	<p><b>Story and browsing</b></p> <ul style="list-style-type: none"> <li>• The library hosted 6 school class visits during July.</li> <li>• Schools that visited the library included Ashburton Christian School and a small ALP's (Assisted Learning Programmes) group from Hampstead and Ashburton Intermediate.</li> <li>• 140 children and 11 adults attended, a total of 151.</li> </ul>
<b>Children's Library (continued)</b>	
<i>Activity/Programme</i>	<i>Description</i>
<b>Coding Club</b>	<p><b>Game development using Microsoft Makecode Arcade (Microbytes and Megabytes Coding Clubs are run during school term time)</b></p> <p>8 sessions were held in July, we had a total of 28 children attend these sessions.</p>
<b>Homeschool coding group</b>	<p><b>Coding sessions</b></p> <p>There were 2 sessions in July with 12 children and 5 Adults (17 total) attending this programme.</p>
<b>Holiday Programme</b>	<p><b>Lost in Space</b></p> <p>We held 5 activities over the holidays, with 254 children and 125 adults (379 total) attending the activities. We also ran an escape room as a bookable activity which saw 42 families (approximately 100+ people) come through.</p>
<b>Winter Burty Challenge</b>	<p><b>Winter Burty Challenge</b> – cross council initiative (1 challenge at each The Library, Heritage centre, EANC, and Open Spaces)</p> <p>We had 300 children take challenge cards, 55 completed/returned the challenge card.</p>

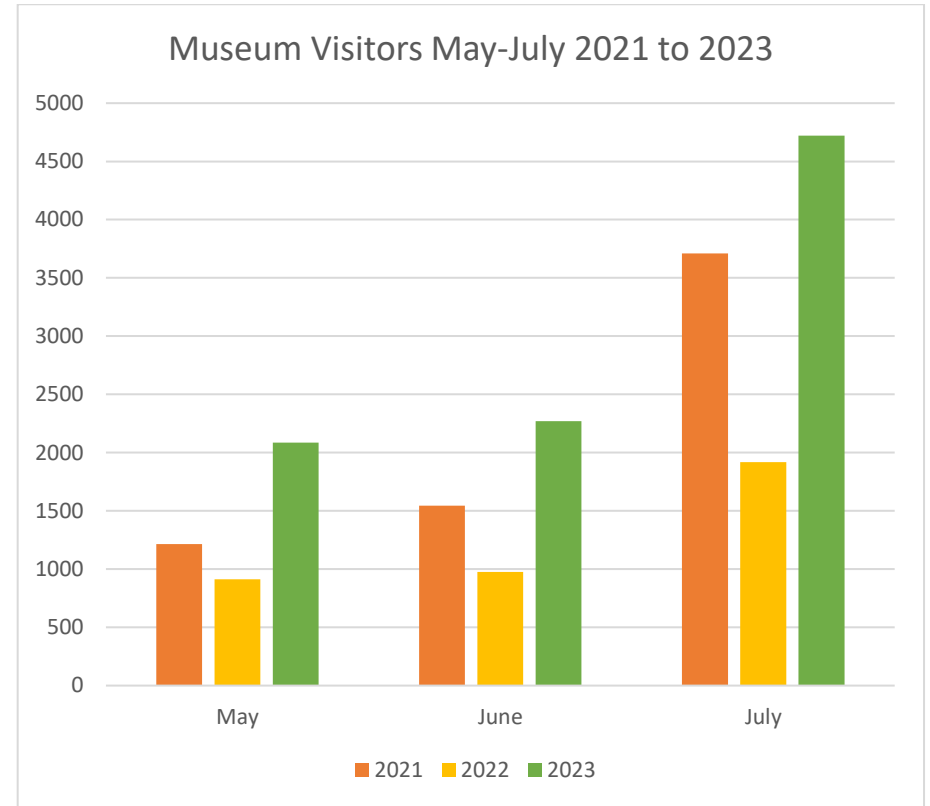
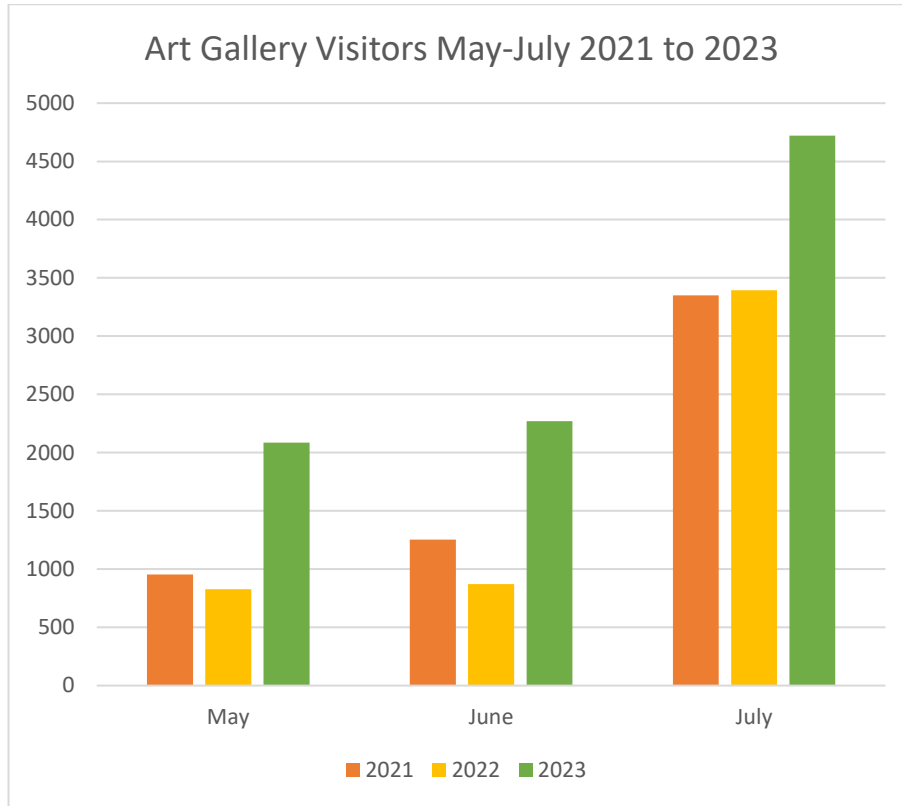
### 1.3 Ashburton Art Gallery and Museum

#### 1.3.1 Art Gallery and Museum Visitors



**Comments:**

- Visitor numbers to the Art Gallery and Museum increased significantly in July compared to the previous two months due to high visitation during the July school holidays and to the annual Ashburton Society of Arts exhibition, the opening of which drew almost 200 attendees. The school holiday ‘designer mug’ activity saw close to 900 mugs created by children and adults. The exhibition programme was well received over this time with the science aspect of *The Colossal Squid* being a popular drawcard.



**Comments:**

Visitor numbers to the Art Gallery and Museum in May, June and July 2023 exceeded the figures of the previous two years. However, this is partly due to a change in recording the number of visitors to the building from November 2022 onwards rather than recording museum and gallery visitors separately.

### 1.3.2 Activities:

<b>Exhibitions and Displays</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<p><b>Colossal Squid: Freaky Features!</b></p> <p><b>Te Ngū Tipua: Ngā Wāhanga Weriweri!</b></p>	<ul style="list-style-type: none"> <li>• <i>Colossal Squid: Freaky Features! Te Ngū Tipua: Ngā Wāhanga Weriweri!</i> centres around an interactive table displaying many different objects including the lens from an eye of the Colossal Squid, part of a tentacle, and a complete tiny squid; the miniature of its colossal relative.</li> <li>• This exhibition is developed and toured by Te Papa.</li> </ul>	24 June – 17 September 2023
<p><b>Ashburton Society of Arts 59th annual exhibition</b></p>	<ul style="list-style-type: none"> <li>• The Ashburton Society of Arts (ASA) annual exhibition returned to the Gallery for its 59th incarnation. This exhibition was a visual delight, bringing together works from local, national, and guest artists in a variety of media.</li> <li>• All exhibited works in this exhibition were available to purchase. The commissions from sales directly contribute to the running of the ASA studio at 53 Short Street.</li> </ul>	4 July – 28 July 2023
<p><b>Ngā Hau Ngākau</b></p>	<ul style="list-style-type: none"> <li>• A touring exhibition Consisting of 36 paintings by Robin Slow, 34 carvings by Brian Flintoff and a soundscape and video by Bob Bickerton, Ariana Tikao, Holly Tikao-Weir and Solomon Rahui exploring Māori mythology and Taonga Pūoro (musical instruments).</li> </ul>	11 July – 6 October 2023
<p><b>Exquisite Corpse</b></p>	<ul style="list-style-type: none"> <li>• <i>Exquisite Corpse</i> features Nelson-based jewellers Kay van Dyk, Joel Fitzwell, and Katie Pascoe, who operate as collaborative contemporary jewellery collective Project 21.</li> <li>• Based on the surrealist game known as ‘exquisite corpse’, the artists have constructed a series of necklaces in which each artist creates either the top, middle, or bottom of the work without knowing what each other has made.</li> </ul>	11 July – 8 October 2023

<b>Education and Public Programmes</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<p><b>Art Addicts</b></p>	<ul style="list-style-type: none"> <li>• AA is a weekly after school art space for children and families.</li> <li>• Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials.</li> </ul>	19, 26 July 2023

<b>Education and Public Programmes (continued)</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<b>Kōwhai Mums</b>	<ul style="list-style-type: none"> <li>• A fortnightly art group for ethnic and migrant mums and carers, as well as newcomers to Hakatere Ashburton, with children aged 0-5 years.</li> <li>• This programme is delivered in partnership with Hakatere Multi-Cultural Council and Safer Mid Canterbury Newcomers Network.</li> </ul>	13, 26 July 2023
<b>Two O’Clock Tours</b>	<ul style="list-style-type: none"> <li>• A fortnightly tour of one of our current exhibitions delivered by our Front of House Assistant.</li> <li>• These 20-minute tours are a chance for visitors to gain further insight into our current exhibitions.</li> </ul>	2, 16, 30 July 2023
<b>In Colour</b>	<ul style="list-style-type: none"> <li>• A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group.</li> </ul>	14 July 2023
<b>Artzheimers</b>	<ul style="list-style-type: none"> <li>• A specialised monthly programme delivered by our Programmes Coordinator to a group of Dementia Canterbury members based around a current exhibition or items from our collections.</li> <li>• In June participants discussed <i>Over the Range: Waitaha Canterbury Landscape Paintings from the Collection</i>.</li> </ul>	27 July 2023
<b>Afghan Cultural Workshop</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• These workshops are delivered in partnership with Volunteering Mid &amp; South Canterbury and Hakatere Multi Cultural Council.</li> </ul>	25 July 2023
<b>July school holiday activities</b>	<ul style="list-style-type: none"> <li>• July school holidays at AAGM included ‘Designer mugs’, ‘Construct a colossal squid,’ ‘Make a whetū,’ ‘Locate the landscape’ in <i>Over the Range</i> and a colossal squid scavenger hunt.</li> </ul>	1-16 July 2023



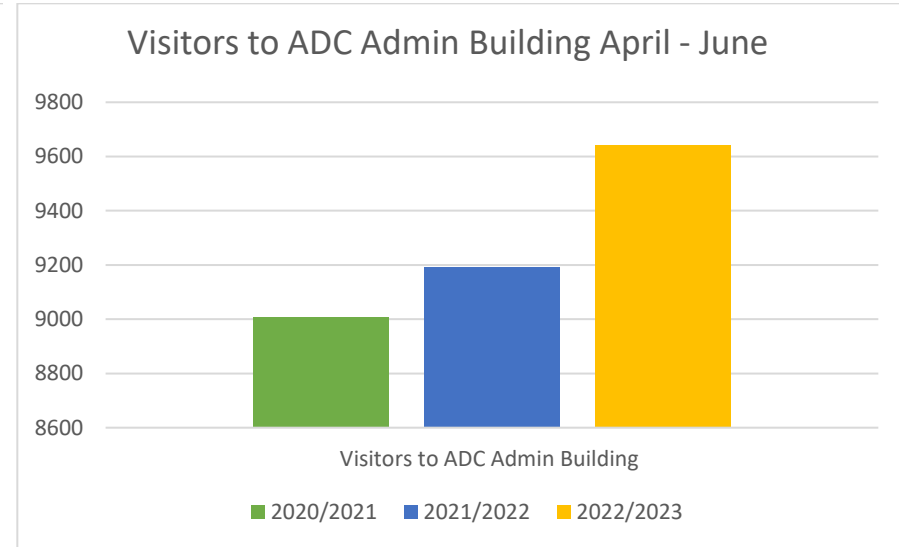
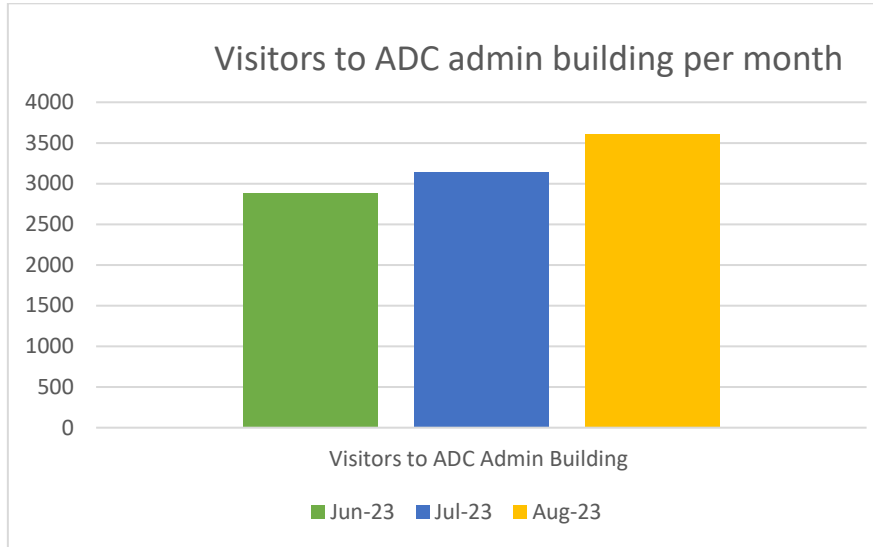
<b>Education and Public Programmes (continued)</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<b>Woolston Friendship Club tour</b>	<ul style="list-style-type: none"> <li>• Our Art Curator delivered a tour of our <i>Over the Range</i> exhibition for a group of Woolston Friendship Club members.</li> </ul>	3 July 2023
<b>Long Beach Garden Club tour</b>	<ul style="list-style-type: none"> <li>• A group of Long Beach Garden Club members visited the Ashburton Society of Arts exhibition for a self-guided tour.</li> </ul>	5 July 2023
<b>School holiday outreach in Methven</b>	<ul style="list-style-type: none"> <li>• Our Programmes Coordinator joined the library, EA Networks Centre and other local organisations in delivering a school holiday outreach programme in Methven, contributing a ‘Make a whetū’ activity.</li> </ul>	11 July 2023
<b>EA Networks Centre holiday programme</b>	<ul style="list-style-type: none"> <li>• Our Programmes Coordinator delivered a programme for the EA Networks Centre school holiday group based around our <i>Colossal Squid: Freaky Features!</i> exhibitions.</li> </ul>	13 July 2023
<b>Matariki weekend activities</b>	<ul style="list-style-type: none"> <li>• Matariki weekend activities at AAGM included a ‘Make your own whetū’ foyer activity and a ‘Make your own many tukutuku’ in our <i>Puaka: A Star on the Rise</i> exhibition</li> </ul>	14-16 July 2023
<b>Ashburton Intermediate School visit</b>	<ul style="list-style-type: none"> <li>• Our Educator delivered an on-site programme to a class from Ashburton Intermediate School based around our <i>Puaka: A Star on the Rise</i> and <i>Colossal Squid: Freaky Features!</i> exhibitions.</li> </ul>	18 July 2023
<b>MindPlus visit</b>	<ul style="list-style-type: none"> <li>• Our Educator delivered an on-site programme to a MindPlus class based around our <i>Puaka: A Star on the Rise</i> and <i>Colossal Squid: Freaky Features!</i> exhibitions.</li> </ul>	19 July 2023
<b>St Joseph’s School visits</b>	<ul style="list-style-type: none"> <li>• Our Educator delivered an on-site programme to two classes from St Joseph’s School based around our <i>Puaka: A Star on the Rise</i> and <i>Colossal Squid: Freaky Features!</i> exhibitions.</li> </ul>	24-25 July 2023

<b>Collections and Research</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<b>Research enquiries</b>	<ul style="list-style-type: none"> <li>• Our Archivist responded to 17 research enquiries in July, 3 of which were from Council staff.</li> </ul>	July 2023
<b>Collection Development and Management</b>	<ul style="list-style-type: none"> <li>• Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues.</li> <li>• Work on uploading collection records to PastPerfect Online continues.</li> </ul>	July 2023
<b>ADC Art Collection</b>	<ul style="list-style-type: none"> <li>• Conservation work and reframing on eight works in the collection is now complete. Two works from the Library have been delivered to a painting conservator for treatment.</li> <li>• Plinths to display the object collection have been completed and await painting and acrylic tops.</li> </ul>	July 2023

<b>Media and Promotion</b>		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
<b>Reviews/Features</b>	<ul style="list-style-type: none"> <li>• <i>Over the Range: Waitaha Canterbury Landscape Paintings from the Collection</i> was featured in <i>ArtBeat</i></li> <li>• <i>Exquisite Corpse</i> was featured in the July/August edition of <i>NZ Life and Leisure</i></li> <li>• An article about our Art Gallery and Museum July school holiday programme activities was published in the <i>Ashburton Guardian</i></li> </ul>	July 2023
<b>Articles and Blog Posts</b>	<ul style="list-style-type: none"> <li>• Our Archivist wrote three articles for the <i>Ashburton Guardian's</i> heritage page in July about the 1882 Wakanui district election, ice skating in the Ashburton Domain and a 1958 traction engine rally in Tinwald.</li> </ul>	July 2023

## 1.4 Customer Services

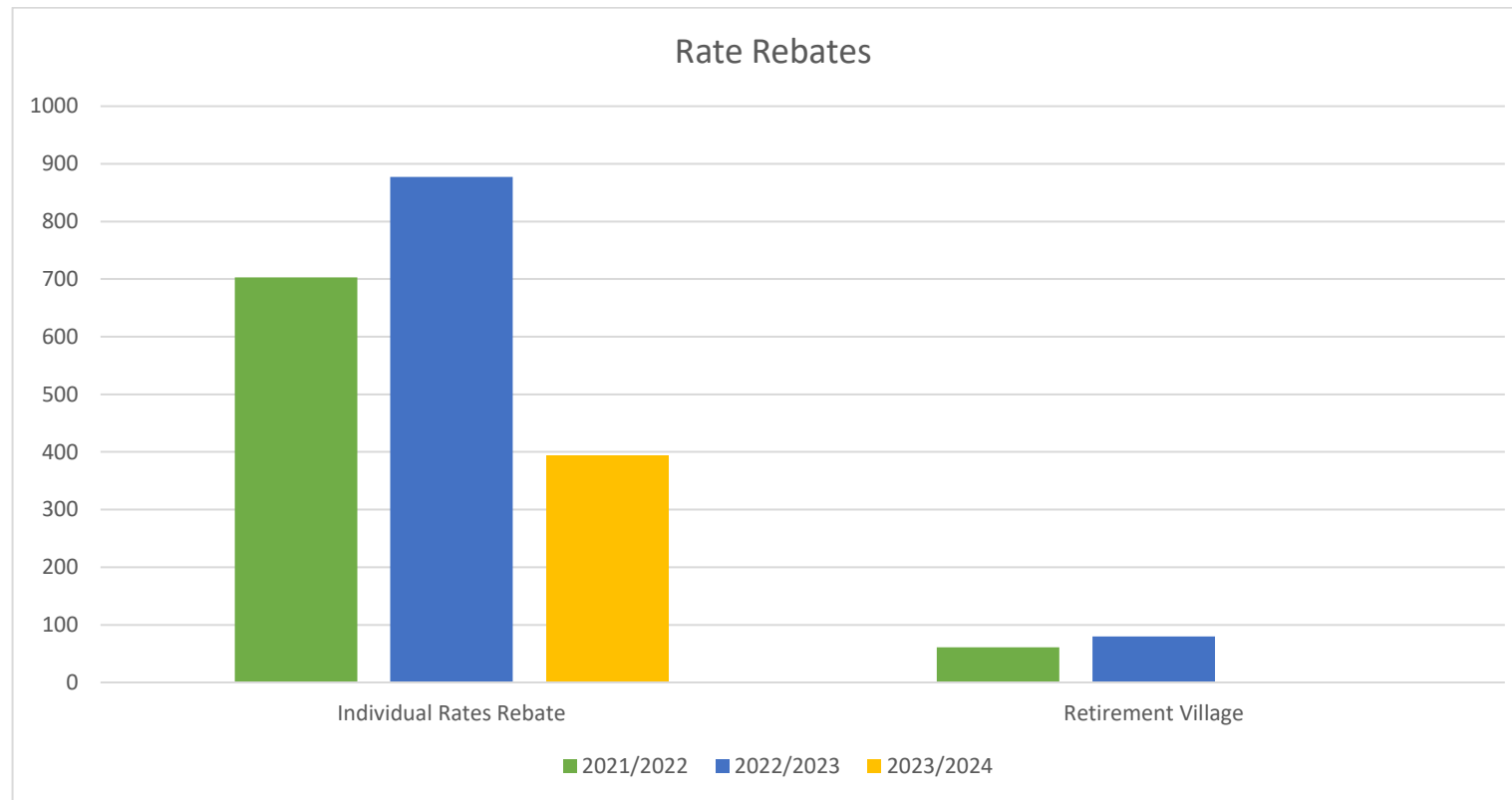
### 1.4.1 Visitors to ADC administration building



#### Comments:

June, being the last month of the financial year started off steady but by mid June, dog registrations had been sent out and this year the long-life tags created a buzz. July – again very busy with dog registrations. August saw the end of dog registration and the beginning of rates rebates and the first instalment of rates payments.

### 1.4.2 Rate Rebates



**Comments: Rates Rebate Calculator on DIA website very easy to use**

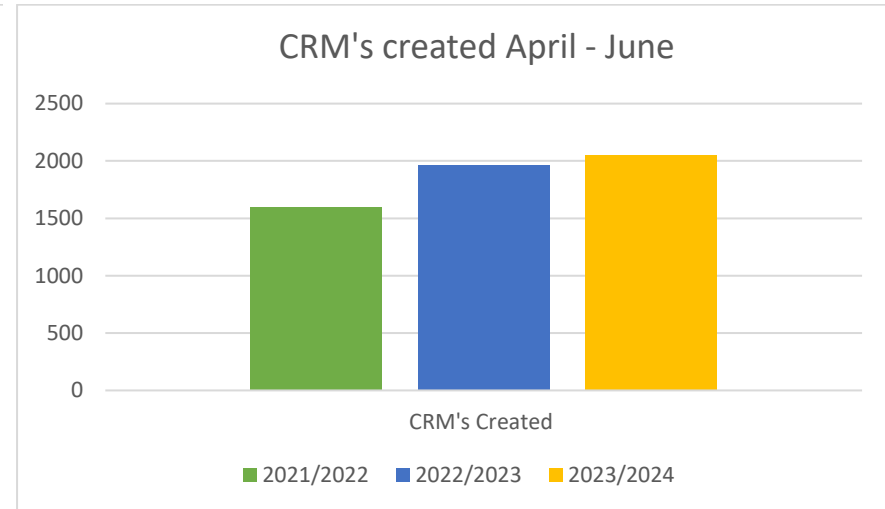
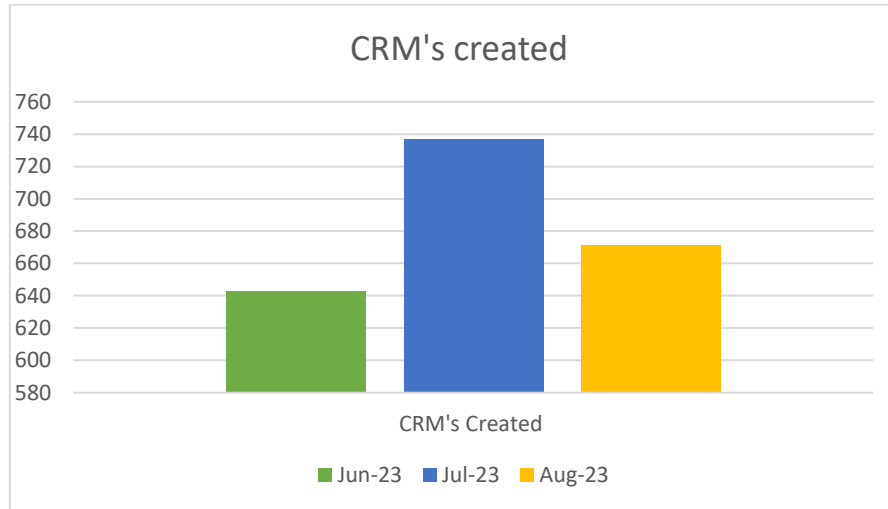
The beginning of each new financial year is quiet for 2-3 weeks as rates are waiting to be struck. Once rates are struck then rates rebates can be applied for. We have submitted four batches to DIA with a total of 394. This being at a total value of \$263,418.37.

This year the total rebate available is \$750.00. Single (living alone) Superannuation is \$27,988.48, Couple on Superannuation is \$42,500.64.

If rates value is \$2900.00 & income \$42500.64 = rebate of \$276.67. If rates value is \$3100.00 & income \$42500.64 = rebate of \$410.00

If rates value is \$3300.00 & income \$42500.64 = rebates of \$543.33. If rates value is \$3500.00 & income is \$42500.64 = rebate of \$676.67

### 1.4.3 CRMs Created



#### Comments:

Request Type	June	July	August	Total
<b>Kerbside</b>	172	169	167	508
<b>Roading</b>	151	159	163	473
<b>Assets Water</b>	111	173	143	427
<b>Animals</b>	57	55	51	163
<b>Info Requests</b>	49	50	55	154
<b>Property</b>	24	24	26	74
<b>Noise</b>	21	36	13	70
<b>Parking</b>	22	10	14	46

Kerbside collection (rubbish, recycling, solid waste) has created the highest number of requests each month by a small margin. This covers missed collections (70), recycling bins being confiscated for 90 days (55), requesting new (76) and additional bins (93), illegal dumping reports (38).

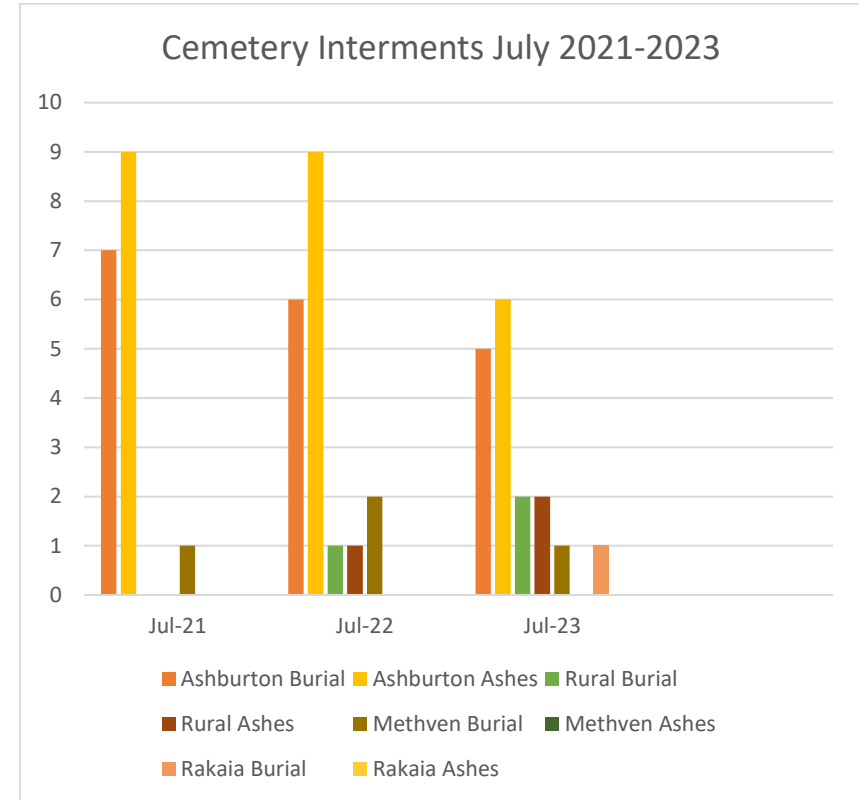
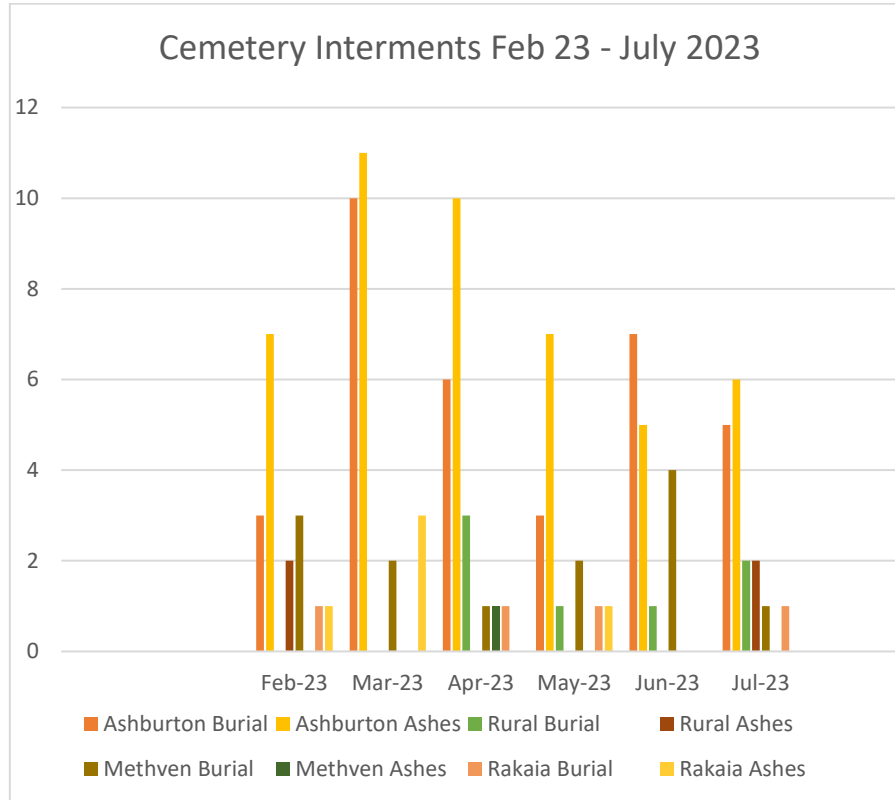
Roading and Water come in second and third each month. Fourth to sixth vary from Animal Requests, Information Requests (Property Files and LGOIMAs), Noise and Property.

Media coverage nationwide about vehicles parking on footpaths has seen an increase in requests and investigations being carried out from June onwards.

## 2. Infrastructure & Open Spaces

### 2.1 Open Spaces

#### 2.1.1 Cemeteries



## 2.1.2 Activities – items of importance

### Cemeteries

- Cemetery staff have been doing a lot of grave topping-up recently at Ashburton and Methven Cemeteries. Topped up plots are then resown with grass seed to maintain the lawn cemetery visual aesthetic.
- At Methven Cemetery, a new beam for plots is to be installed soon. It will provide for an additional 60 plots.
- Interments remain steady across the district.
- As we approach spring, lawnmowing is now starting to become a regular task again along with spraying for weed control.
- Staff continue to have regular contact and dialogue with undertakers on various cemetery matters.
- A number of new seats and litter bins have been installed at Ashburton Seafield Lawn, Rakaia & Methven cemeteries.



- A new litter bin at the Methven Cemetery (shown above). Powder coated black to match the cemetery gates.
- Staff will be rolling out new bins for rural cemeteries and the old Ashburton cemetery as time allows.
- Management have instigated a cemetery process review by an independent company. This is to critically examine the current Council and staff processes around delivery of all cemetery activities. This is a ‘belts and braces’ approach to ensuring what we are doing is fit-for-purpose. It is designed to mitigate any possible risk of a misstep somewhere causing a service delivery failure.

### Open Space Management

- The Open Spaces management team continues to work on the delivery of scheduled capital work projects, as profiled in the Long-Term Plan. There are a number of projects that have gone over from one financial year into the next so for a period of months there will be projects from both Year 2 and year 3 under way, this being the case at present.
- Work on Reserve Management Plans (RMPs) continues with the first round of public consultation closed. Work now is underway for the next tranche of work reviewing the feedback and building draft plans. This work shall take a few months to complete, by which time there will be a draft document ready for further community consultation, late in 2023.
- Work on the reserve classification project is continuing.
- Work on updating the Open Spaces Asset Management Plans is progressing well. At the time of writing the plans are 90% complete.
- Recruitment is ongoing. Currently working on recruiting three horticultural staff, two being the additional positions in relation to CBD maintenance.

### Ashburton Domain

- Spring bulbs are pushing up through lawns and gardens with some already in flower.
- Lawn and turf areas are on the cusp of kicking into life again. August frosts are holding growth at bay but that will not be for long as days lengthen.
- The unfortunate delay in the commissioning of the new Domain flying fox is hopefully drawing to a conclusion soon as we are seeing good drying conditions aiding the required compaction and dehydration of the base. Staff are quietly confident of an opening in the September school holidays.
- The resurfacing of hard surfaces throughout the Domain is scheduled for September and is being overseen by Council Roading staff.
- Replacement lighting luminaries on the main footpaths are also scheduled to occur soon, pending supply and installation.
- Capital renewals of underground services at the Grigg Street entrance to the Domain are in progress.
- Other projects underway are around pond edging, water infrastructure locations and plant replacement. Also, replacement and reconfigured paths at the natural landscape/wildflower garden area (ex-aviary).
- Domain playground extension featuring less-abled basket swings commenced in mid-August. There will be an asphalt path to the new area which has semi-solid matting which is wheelchair trafficable.
- The peony border extension is complete and looking good as new growth is starting to appear.
- The next cycle of annual bedding plants have been seeded and most pricked out in the nursery, now growing on until October.





- Innovation with setting up a Gator with a mobile spraying unit for lawncare spraying.
- A section of the Domain brick fence was taken out in a vehicle accident recently. Staff have recovered the bricks and stored them at the depot. Quotes for rebuilding have been sought as it will be an insurance repair. Staff understand it was caused by an unlicensed driver in an uninsured vehicle, at 4.20am.
- Three trees in the Domain will be felled soon due to ongoing health and integrity issues. They will be replaced with specimen grade trees.

### **General Parks and Reserves and Gardens**

- Playground weekly and monthly safety checks and maintenance continues throughout the district.
- A number of playground upgrade projects are now complete. These are Spaxton Street and Rail Reserve in Methven, with Tinwald Domain being a work in progress at the time of writing.
- With Spring upon us, growth of grass and weeds is about to hit. At that time, staff will be focusing on keeping on top of the growth and ahead of the spray rounds to maintain Open Spaces to a high quality.
- The Methven dog park upgrade of additional canine enrichment features is progressing. Following the agreement of the Methven Community Board on the desired direction, staff have ordered equipment and are currently tendering the installation.
- Street garden maintenance continues, and staff are identifying opportunities for improvement in the plantings around the district.
- Broadleaf spraying of neighborhood parks is continuing. This will control unwanted species in the lawns.
- Turton Memorial on East Street is in the process of having a new interpretative panel installed. It will fit over the existing concrete wall and will be facing the remote footpath/cycleway which leads from the bridge into town.

- The developer of the Ashbury Grove subdivision in Tinwald is still progressing towards the building of a new and replacement playground, this spring.
- The Rakaia Gorge redevelopment is progressing well. The Matariki viewing platform construction has commenced with completion expected at the end of September. The new prefabricated toilet block will be arriving in October. Landscaping works are scheduled thereafter.
- Staff have started mowing as an early cleanup on most reserves, which will now continue on for several months.
- Some Ashburton Street tree planting has concluded. Cornus “Greenvale” street trees have been planted in Glassey Drive, and Amelanchier canadensis in Woodham Drive.
- Ashburton Business Estate: Staff have removed dead plants from roundabouts and berms and replanted with Lomandra & Hebe ‘red edge’, all plots have been re-mulched. This has tidied up this area to streamline maintenance for staff.
- Both the Ashburton Cemetery and Domain Depot have had recent break-ins. In most events, small petrol-powered equipment has been the target and stolen. In the Cemeteries case the Cemetery digger trailer with an excavator bucket on it was stolen after security fences were cut. These events are frustrating for the lost- time they incur as well as the time replacement takes, following insurance process.

### Public Conveniences

- The new Mayfield Domain toilets are open and looking great. Only some landscaping and line-marking to be completed:



- 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 Hood public toilet has had new doors installed by contractor, ready for a busy summer season.

### 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 Strategy/Policy and Open Space teams.

#### **National Policy Statement on Indigenous Biodiversity (NPS-IB)**

- Work program on NSP-IB implementation and SNA survey target under development. This includes planning for tangata whenua partnership and community/landowners' engagement and education on ecological values.

#### **Biodiversity Assessment and Monitoring**

- We have initiated a conversation with Manaaki Landcare Research to tailor their biodiversity assessment tools for the Mid-Canterbury area: <https://landcare.shinyapps.io/BiodivPrototype/>
- The tool is designed for farm-level assessment within two basic areas: production areas, and non-production areas for both small and large farms.
- The tool gives an overall biodiversity score for each area, along with individual scores for 10 biodiversity categories and would be integrated into the implementation framework for the Council's biodiversity strategy.

#### **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/October 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. We have received \$8,000 in funding from Water Zone Committee towards the project.

Native shelterbelt planting proposal at Lake Clearwater Campground.

- The first batch of native shelterbelt planting at the Lake Clearwater Campground is planned for September 2023. This project is to 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.

Lake Camp Volunteer Day (maintenance of the existing plantings)

- Community event for Lake Camp/Clearwater planned for Saturday 30 September 2023 (School holidays weekend). This event is to mulch all previous native plantings around the Lakes.

Planned annual weed control on Council land areas:

- Wakanui Beach, Ashbton Beach, Like Camp surroundings and Rakaia Gorge sites to be completed between September and November 2023.

## 2.2 Solid Waste Management

### 2.2.1 Solid Waste Management

- A total of 130 CRMs were received for the month of July. The number of CRMs decreased compared to June and May. A summary of the CRMs is shown below.

Request Enquiry	Total Number		
	May	June	July
<b>Illegal dumping</b>	<b>19</b>	<b>26</b>	<b>12</b>
<b>Kerbside - Bin Accessory</b>	<b>5</b>	<b>6</b>	<b>9</b>
<b>Additional Bins</b>	<b>24</b>	<b>34</b>	<b>25</b>
<b>Damaged Bins</b>	<b>13</b>	<b>12</b>	<b>13</b>
<b>New Bins</b>	<b>25</b>	<b>18</b>	<b>24</b>
<b>Gross Contamination</b>	<b>16</b>	<b>21</b>	<b>19</b>
<b>Missing Bins</b>	<b>9</b>	<b>10</b>	<b>6</b>
<b>Miss Collections</b>	<b>18</b>	<b>27</b>	<b>16</b>
<b>Satellite Drop Off Site Issues</b>	<b>0</b>	<b>4</b>	<b>6</b>
<b>Total</b>	<b>129</b>	<b>158</b>	<b>130</b>

- Requests for new bins has remained constant for the past three months. These requests are for new residential houses/units being occupied by their owners for the first time.
- Illegal dumping decreased in July compared to June and May. The areas most illegal dumping is occurring are Melrose Road, Ashburton; Line Road, Methven; and Acton and Normanby Roads in Rakaia.
- There has been constant request for additional wheelie bins from existing residential properties. The most preferred bin size is the 240L.
- While gross contamination has increased the past two months, less bins have been removed. Four yellow bins were removed in May, one bin in June and two in July. The rest have been added into the watched list and pulled backed from the kerbside.
- Starting in July 2023, recyclable materials are now being transported to Christchurch for recycling. The reason for this change is Dunedin's recycling is now being brought to the Timaru plant and has taken over the available capacity.

### **2.2.2 Waste Education**

- The audit team are continuing kerbside audits across the district. The team has spent extra hours auditing in Methven which is still proving a challenge – visitors are confused about what can and can't be recycling in our district. Looking forward to the introduction of the standardised recycling collections in 2027 to help stop the confusion!
- Workshops were hosted in July at the Education Centre making bees wax wraps and doing textile repurposing for the resale shop making cat toys and pet beds.
- School visits in July were down due to the school holidays.
- Ran 3 waters education sessions at the EA Networks school holiday programme. Talked through the water cycle - where it comes from, where it goes to and what not to flush down the toilet.
- Ran a waste station at the Hakatere Marae's Matariki Market on 1 July. Working on a plan to encourage people to bring along their own reusables (drink bottles & cutlery etc) along to events, put themselves in the green frame, and win prizes.

## **2.3 3 Waters Operations**

### **2.3.1 General Operations and Maintenance Activities**

- For the month ending July 30, the following activities were carried out:
  - Cleaning of Mill Creek between Bridge Street and Davis Crescent (photos below)
  - Repairs of toby and lateral leaks as part of reactive works
  - Installation of an algae screen for the wetlands at Ocean Farm is in progress
  - Attendance and response to customer requests raised during the month
  - Working closely with Council's GIS team to create a dashboard for monitoring and reporting contract work. The dashboard will also be used to plan and manage reactive operations and maintenance activities moving forward
  - Assisted with the connection of the raw and treated water from Methven Springfield to the new Methven membrane plant
  - Proactively carrying out preventive maintenance work and plant repairs.




- Forty-six (46%) of the CRMs are leaks on watermains, 28% are toby leaks, and 4% are sewer related issues. The remaining 23 percent are odour complaints, water pressure and locating of services, among others.


Location	Total %
Ashburton and Tinwald	45
Hinds	9
Methven	8
Montalto	25

Mt Somers	2
Rakaia	3
Hakatere	3
Chertsey	3
Mayfield	2
TOTAL	100





## 2.4 4 Waters Projects


Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Methven Water Reservoir</u></p> <p>Covers the construction of two reservoirs, associated pipe work, valves, meters, fencing and access track.</p>	01/07/22	30/06/23	No	Yes	HAM	<p>Service Provider – Reliant Solutions Ltd</p> <ul style="list-style-type: none"> <li>• Construction and commissioning of Tank N° 2 is complete. The tank will be connected to the system on 30 August 2023.</li> <li>• Once connected, it will start servicing the Methven township.</li> </ul> 

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"> <li>• Building construction is in its final stage.</li> <li>• Dry commissioning was completed on 18 August. Wet commissioning started on 21 August for 2 weeks. Set up and pre dosing of chemical will start 4 September for a week. Wet Operation and fine tuning will commence 11 September. If all goes well, the plant will run to service on 13 September 2023.</li> <li>• Masons will be monitoring the operations for 4 weeks prior to claiming practical completion.</li> <li>• Training of plant operators and council officers is on-going.</li> </ul> 


Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia Bore Drilling</u> Project covers the drilling phase for second bore for the Rakaia water supply.	10/07/23	28/10/23 (revised)	Yes	Yes	HAM	Service Provider – McMillan Drilling <ul style="list-style-type: none"> <li>• Tender was awarded to McMillan Drilling.</li> <li>• The work was originally to start in July, however the contractor requested a delay until August which officers agreed to.</li> <li>• The drilling of the bore is progressing well and is expected to be completed in early October.</li> <li>• Pipe works will be completed by a separate contractor. BECA is securing quotes from 3 Contractors.</li> </ul>
<u>Contract WAT0236 – Water Pipeline Renewals</u> Project covers renewal of watermains 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"> <li>• The contract was awarded with two separable proportions.               <ul style="list-style-type: none"> <li>- Separable Portion 1 has been completed.</li> <li>- Separable Portion 2 McKerrow Street and Mackie Streets in Methven has been completed. Work on Main Street will start soon.</li> </ul> </li> <li>• Work on Archibald Street will be delayed in order to coordinate with the Waka Kotahi intersection upgrade project.</li> <li>• Pipe laying to connect the Methven Springfield water supply to the Methven water supply was completed.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Contract WATE0289 - Ashburton District Council Watermain Renewals 2022/2023</u></p> <p>Project covers renewal of watermains in Ashburton (Elizabeth St, Grigg St, River Terrace and Cass Street, Chalmers Ave, Melcombe St, Grove St), Methven (Kilworth St, Main ST, Barks Road, Mackie St), Hinds (Cracraft St, Peter St, Isleworth Rd, and Hakatere (Hakatere Drive, Hakatere Drive Extension)</p>	01/07/22	30/06/24	Yes	Yes	HAM	<p>Service Provider – Ashburton Contracting Ltd</p> <ul style="list-style-type: none"> <li>The contract period is for two (2) financial years. The contract commenced in April 2023 and is due to finish in June 2024.</li> <li>Work in Melcombe St and Lagmhor Road is complete, with road surfacing still to be done.</li> <li>Work at Mackie and Kilworth Streets (Methven) has been completed.</li> </ul>  <ul style="list-style-type: none"> <li>Work on Chalmers Avenue has commenced. We are aiming to have all 750m of pipeline laid by mid-September.</li> </ul>

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"> <li>The project is now complete. Connections to the system have commenced.</li> <li>Practical completion will be issued once planting and other aesthetic issues have been tidied up.</li> </ul> 

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u><a href="#">Ashburton Wastewater Renewals 2022-2023</a></u></p> <p>Project covers the renewal of wastewater pipelines in Elizabeth Street; Wills Street; Cameron Street; Princes Street; Nixon Street; Kermode Street; and William Street in Ashburton.</p>	04/09/23	16/02/24	Yes	Yes	HAM	<p>Service Provider – Utilities Infrastructure NZ Ltd</p> <ul style="list-style-type: none"> <li>• Pre-construction testing started on 15 August 2023 and is ongoing.</li> <li>• Construction commenced on 4 September 2023 and is programmed for completion by mid-February 2024.</li> </ul> 



Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>Mount Somers Membrane Plant</u> Project covers the construction and commissioning of a new membrane treatment plant for Mount Somers.</p>	17/0723	31/03/24	Yes	Yes	HAM	<p>Service Provider – Masons Engineers NZ</p> <ul style="list-style-type: none"> <li>Contract was awarded on 26 June 2023</li> <li>Site works are progressing well according to programme.</li> </ul> 
<p><u>Ashburton Wastewater Relining Contract 2022-2023</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.</p>	12/22	05/23	Yes	Yes	HAM	<p>Service Provider – PipeTech Trenchless Technology</p> <ul style="list-style-type: none"> <li>3-year contract awarded in 2021 on a 1+1+1 basis</li> <li>This year's contract work was completed in June.</li> <li>A new tender will be prepared and released before the end of this year.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Methven Springfield Water Meter Installation</u> This project covered the installation of water meters on all connections on the water supply. This was necessary to give effect to the new Revenue & Financing Policy changes.	15/05/23	30/06/23	Yes	Yes	HAM	Service Provider – Ashburton Contracting Limited <ul style="list-style-type: none"> <li>• A total of 74 water meters have been installed.</li> <li>• The remaining 6 properties require further investigation to determine whether they will be disconnected or upgraded.</li> </ul>
<u>3 Water Reform Activities</u> This project covers the various activities required to support the transition to new entities.	BAU	BAU	Yes	Yes	ARG	Service Provider – ADC Staff Resources <ul style="list-style-type: none"> <li>• Data and digital workstream (continues from last period)               <ul style="list-style-type: none"> <li>○ Staff have been preparing asset data and uploading info to DIA portal.</li> <li>○ Part of this work includes implementing new asset naming hierarchies prior to upload.</li> </ul> </li> <li>• Stormwater Workstream               <ul style="list-style-type: none"> <li>○ NTU reps presented a stormwater asset decision support tool.</li> <li>○ Intended to assist in the identification and determination of stormwater assets to transfer.</li> <li>○ The tool is GIS based and should make the process easier.</li> </ul> </li> </ul>



Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<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 (at risk)	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Review of concept designs now complete. Officers note the extreme complexity of some sites necessitates a rethink in some cases.</li> <li>The increasing complexity is resulting in the scope of work increasing which will have <b>significant</b> knock-on impacts on the original budget provision. This will be addressed through the Long-Term Plan process.</li> <li>Now focusing efforts and available budget on four of the more straight-forward sites (Hinds, Fairton, Mayfield, and Dromore), with a view to completing these sites before 30 June 2024.</li> <li>The Chertsey project cannot be progressed on the current site. This means identifying a new site nearby and building a new water treatment facility. Still to confirm feasibility of retaining existing bore.</li> <li>The Ashburton sites are the most challenging, due to space constraints and our desire to optimize the use of existing building/s where possible. For 3 of the 4 sites, district plan consenting implications need to be worked through.</li> </ul>
<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"> <li>Report for the Chertsey water supply SRMA has been completed.</li> <li>The next supply (yet to commence) is the Fairton water supply.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Water Safety Plans</u> Project covers the development of water safety plans for all ADC water supplies.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Plans for the Ashburton, Rakaia &amp; Hinds supplies are scheduled for completion by the end of the calendar year.</li> <li>Completion of the Methven plan by the same timeframe will be subject to the timing of completion of new facility.</li> <li>Beca are awaiting some inputs from ADC on telemetry set-points. Meetings with key Beca /ADC staff is ongoing.</li> <li>The balance of plans are due for completion by 30 June 2024.</li> </ul>
<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"> <li>I&amp;O report finalized and issued 05/05/23.</li> <li>Approved additional investigative works on intake improvements. Output from work will be provided as addendum to I&amp;O report noted above.</li> <li>Site visits to intakes took place on 18 August. Officers responding to info request.</li> </ul>
<u>Peri-urban Water Network Detailed Design</u> Project covers the investigations, survey and detailed design of watermain extensions necessary to service the peri-urban areas of Ashburton.	24/08/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Project scoping has been completed, and Beca now underway.</li> <li>High level modelling likely to commence first to confirm water pipeline sizing.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Ashburton - Lime Dosing Equipment Renewal (3 sites)</u> This project covers the renewal of the lime dosing equipment at the Ashburton water treatment plants.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>• This renewal has been discussed with Beca as it may have implications for other upgrades pending at the Ashburton sites.</li> <li>• It was considered worthwhile to confirm the ongoing need for lime dosing on the water supply, because if lime dosing was to cease, the space could be repurposed for other equipment / processes.</li> <li>• A 3-month-long (fortnightly) monitoring programme has commenced to support the decision-making on this matter. The first sample was taken on 21 August.</li> </ul>
<u>Leak Detection Programme</u> This project covers the procurement of specialist acoustic leak detection contractors to progress our annual leak detection programme.	BAU	BAU	Yes	Yes	ARG	Service Provider – To be confirmed. <ul style="list-style-type: none"> <li>• Confirming the scope for this work for the current year but at this stage likely to focus efforts on Rakaia and Hinds as well as discrete catchments within the Ashburton scheme.</li> </ul>
<u>Hydrant Testing</u> This project covers the annual hydrant testing programme.	BAU	BAU	Yes	Yes	ARG	Service Provider – To be confirmed. <ul style="list-style-type: none"> <li>• Currently scoping the extent of works to be completed.</li> </ul>
<u>2023/24 Water Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Archibald Street (Graham St-Hassal St), East Street (Cameron St-Walnut Ave), and Mason Place (full length) in Ashburton; Spaxton Street (Carr-Alford) in Methven; and Taverners Road (full length) in Dromore.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>• Currently being scoped and priced by Beca.</li> </ul>

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"> <li>• Draft detailed design package has been issued for ADC review on 2 August.</li> <li>• A design review mtg was held with Beca/ADC officers on 16 August to discuss and provide feedback on the design.</li> <li>• The final design package is expected on or about 15 September.</li> <li>• The future timing of this project is the subject of a report to Council on 6 September.</li> </ul>
<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"> <li>• Modifications were required to site PLCs to support investigations. These modifications were completed on 14 August.</li> <li>• Field testing completed by ACL 18 August.</li> <li>• Beca currently reviewing results of the field testing and confirming need for any further hydraulic testing.</li> </ul>
<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"> <li>• Site investigations have been completed and draft design prepared and submitted for consideration.</li> <li>• O&amp;M contractor has expressed concerns about the constructability of the structures due to site constraints. Prompted consideration of other construction materials.</li> <li>• Project on hold pending reconsideration of options.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Wilkins Rd &amp; 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"> <li>Groundwater assessment has been completed and finally agreed with ECan 17/05/23.</li> <li>McMillan’s Well Drilling has been engaged for the construction of new piezo bores. Beca will oversee the installation works to ensure construction is in accordance with the agreed assessment.</li> <li>Installation is expected to commence on or about 4 September.</li> </ul> Note-: This is unbudgeted work but as compliance related is being progressed using available carry over funding.
<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	16/10/23 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Process modelling has taken longer than expected and impacted the programme.</li> <li>Capacity assessment (a key deliverable) is expected to be available on or about 15 September, and the draft report 27 September.</li> <li>The final deliverable is expected on 16 October. This revised programme timing has been communicated to AMP.</li> </ul> Note-: This work is being funded by AMP.
<u>Sludge Surveys</u> Project covers the development of a methodology for annual (repeatable) sludge surveys of Council WWTP oxidation ponds and completion of survey for the 2023 year.	TBC	TBC	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Work was completed in the week commencing 21 July.</li> <li>The survey deliverable was provided on 4 August, and the solids analysis provided on 16 August.</li> <li>Officers are currently reviewing the results of the investigation, as the initial outcome of the survey work was more favourable (i.e. less sludge) than expected.</li> </ul>
<u>NE Ashburton Wastewater Servicing Investigation</u> Project covers investigations into options to provide a wastewater service to the NE Ashburton area. This is conceptual only.	24/08/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>This project is being undertaken in conjunction with the Peri-urban water network detailed design.</li> <li>Project scoping has been completed, and Beca now underway.</li> <li>The initial focus will be the water detailed design.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia WWTP Sludge Drying Beds</u> Project covers the detailed design and consenting of sludge drying beds at the Rakaia WWTP.	06/09/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Project scoping is currently underway, however due to the urgency of this project (compliance related), Beca has been authorized to commence works on the detailed design works.</li> </ul>
<u>2023/24 Wastewater Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Catherine Street (McMurdo St-Grove St), Philip Street (Oak Gr-Walker St), Saunders Road (Creek Rd-Pages Rd), Tancred Street (No: 245-Chalmers Ave) in Ashburton.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Currently being scoped and priced by Beca.</li> </ul>
<u>Mount Somers Stormwater Investigation</u> Project covers investigations into a potential cut-off drain to protect the Mt Somers Township	24/04/23	15/09/23 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>Catchment analysis is complete. This took more time than originally envisaged.</li> <li>The drain option design and alignments are still being finalised.</li> <li>The draft report (for officer review) is expected to be available on or about 1 September.</li> <li>Final output expected 15 September.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<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"> <li>ALIL have confirmed they have no further interest in Methven Auxiliary intake, so Council will have to decide what next for the site.</li> <li>Beca redirecting design efforts to the Brothers site, which MHV &amp; ALIL have confirmed interest.</li> <li>Revised scope in light of new fish screening guidelines released May 2023 (significantly more onerous). Received on 18 August. Currently being reviewed by officers.</li> </ul>
<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"> <li>Beca have identified a possible alternative that would allow for the removal of the weir and still maintain flows to the side main race.</li> <li>This concept is being explored with ECan to determine if it would be acceptable before committing to detailed design.</li> </ul> Note-: Unbudgeted expenditure, compliance related.
<u>MHV/ALIL Stockwater Delivery Investigations</u> Project covers the investigations being undertaken by MHV Ltd (and Ashburton Lyndhurst Irrigation Ltd) into taking over stockwater delivery.	01/08/22	01/09/24	Yes	Yes	ARG/CD	Service Provider – MHV Water and Ashburton Lyndhurst Irrigation <ul style="list-style-type: none"> <li>A proposal for the provision of this service has been received from MHV &amp; ALIL.</li> <li>A second proposal review/clarification meeting between ADC/MHV/ALIL personnel was held on 7 September.</li> </ul>

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"> <li>• Melius has to date reviewed/contacted all but three of the surveyed properties.</li> <li>• 5 survey non-respondents are yet to be contacted.</li> <li>• 46 properties have confirmed they will need an alternative supply. 3 properties whose survey response said they required an alternative supply are still to be contacted.</li> <li>• 50 properties who did not respond to the survey or said they relied on the race in their survey, have now confirmed they do not require alternative supply.</li> <li>• 69 properties who clearly have an alternative or did not require one have not been contacted.</li> <li>• High level design is commencing for two possible alternative supply options. These designs and pricing are anticipated to be available by late October.</li> <li>• Main concerns being raised are flood water management and biodiversity.</li> </ul>

## 2.5 Stockwater Operations

### 2.5.1 General

- Mains race cleaning will start to ramp up as the warmer temperatures encourages weed growth.
- The Methven auxiliary intake reinstatement following the 23 July flood took over a week to complete. Extensive bunding work has been carried out with over 700 tonnes of large boulders being imported to shore up the new diversion channel wall. ECan have undertaken the tie-in and planting of willow trees along the river side of the new wall to help protect our infrastructure from future flood events.
- Maintenance/replacement of old concrete structures is ongoing across the district.
- MHV scheme operators commenced operating the Hinds Montalto stockwater area on Monday 3 July for an initial three-month period. This has been working well. MHV have requested a three-month extension of this deployment to give them a better understanding of the workload during the irrigation season. This will see them continue until the end of December at least.



### **2.5.2 HHWET and Managed Aquifer recharge (MAR)**

- The race sharing trial has continued through July and August with total race flow nearing an average flow of 80 litres/sec through the third week of August before dropping back. Still no reports of issues arising from the race sharing but officers are still keen to understand impacts once stockwater demand increases as the weather warms up.
- HHWET has indicated that they would like to formalise race sharing with ADC as an ongoing method of water delivery. Officers consider that the trial should be extended for a few more months before reporting the request through to Council for a decision. The additional operational data will be important to inform the decision-making. Please also note, Arowhenua (through Aoraki Environmental Consultancy Limited) has expressed concerns and reservations about the race sharing proposal.

### **2.5.3 Applications**

- A summary of the current applications is listed below:

## Stockwater closures/alterations/culvert installation applications as at 31 August 2023

### PHASES

Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/006/22	Ealing Road	0	1						Physical work to be completed
SKW/008/22	Brothers Road	12164	17						To be readdressed by Feb 2024
SKW/013/22	Back Track	4431	10						Awaiting Pudding Hill closure project
SKW/018/22	Rangitata Terrace Road	4519	5						Draft Report
SKW/019/22	83 Massey Road	0	2						Physical work to be completed
SKW/029/22	226 Frasers Road	609	5						Draft Report
SKW/034/22	792 Lismore Mayfield Road	9026	10						Draft Report
SKW/006/23	874 Barford Road	0	2						Physical work to be completed
SKW/007/23	1049 Stranges Road	4516	8						Draft Report
SKW/008/23	1170 Ashburton River Road	9623	7						Draft Report
SKW/009/23	384 Methven Chertsey Road	1305	2						Physical work to be completed
SKW/010/23	71 Wilkinsons Road	3635	12						Draft Report
SKW/012/23	490 Old Main South Road	8949	6						Draft Report
SKW/013/23	89 Somerton Road	414	2						Draft Report
SKW/014/23	941 Hinds Highway	1178	1						Physical work to be completed
SKW/015/23	563 Chertsey Kyle Road	5119	5						Checking all info received
SKW/016/23	721 Chertsey Road	6610	5						Checking all info received
SKW/018/23	152 Bennetts Road	100	1						Being reviewed by applicant
SKW/019/23	138 Mayfield Valetta Road	2404	4						Checking all info received
	Phase complete		<b>Phases:</b>	<i>Application received</i>	<i>Information gathering</i>	<i>Review significance and scope</i>	<i>Reporting and decision making</i>	<i>Sign off work completed and rates/GIS update</i>	
	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 capital expenditure

2022/23 Roding Capex includes:

Subsidised Renewals

Unsealed Road Metalling	\$1,145,307
Sealed Road Resurfacing	\$2,741,462
Drainage Renewals	\$425,552
Pavement Rehabilitation	\$3,854,840

Structure Component Replacement	\$59,616
Traffic Services Renewals	\$213,828
Footpath Renewals	\$931,788
Total Subsidised Renewals	\$9,372,394

#### Subsidised Local Road Improvements

LCLR Roding Improvements	\$2,505,002
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LCLR Roding Improvements includes:

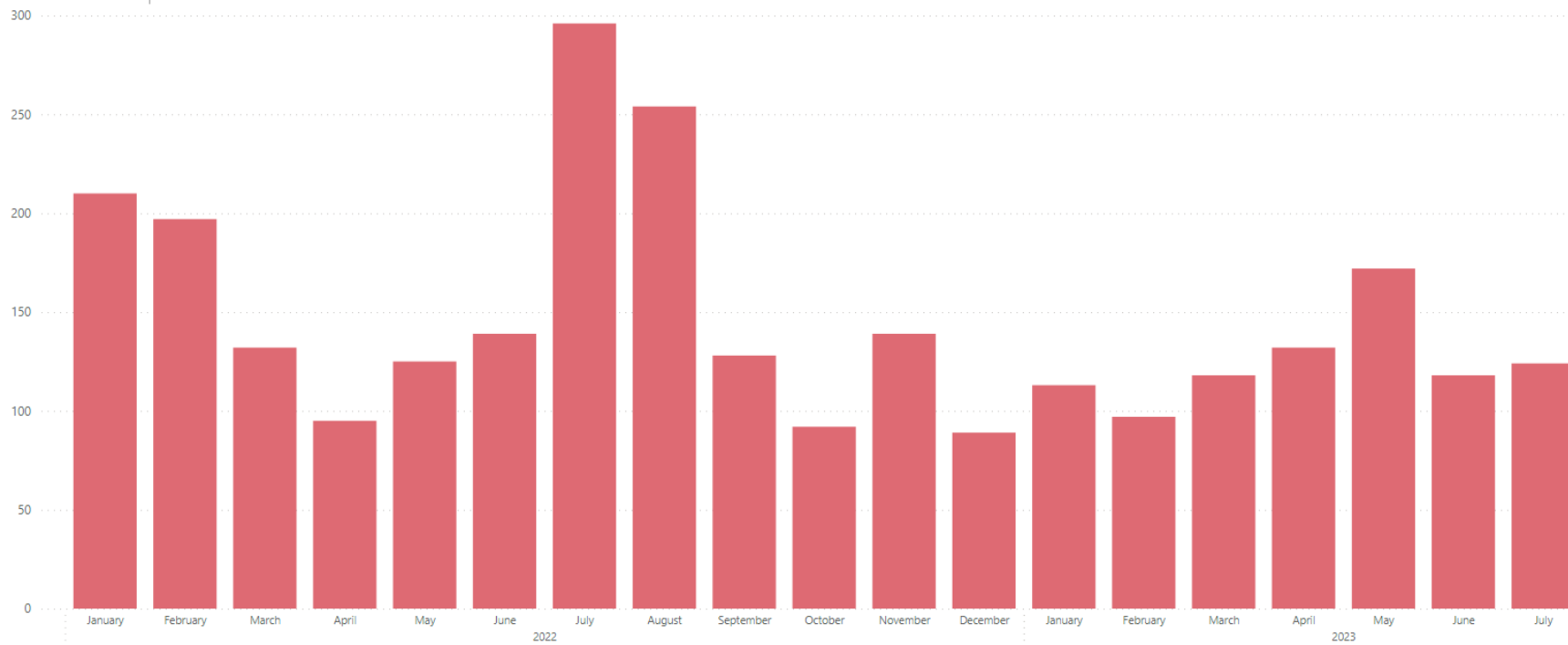
Seal Widening - Mayfield Valetta Rd	\$791,283
Pudding Hill Road Bridge – Guardrail	\$335,845
Delineation & Signage Improvements	\$230,066
New Sumps and Soakpits	\$202,843
New Sealbacks - railway level crossings	\$197,974
New Kerb & Channel – Ashburton	\$192,475
Streetlights with Undergrounding	\$127,570

### 2.6.2 2023/24 financial year expenditure

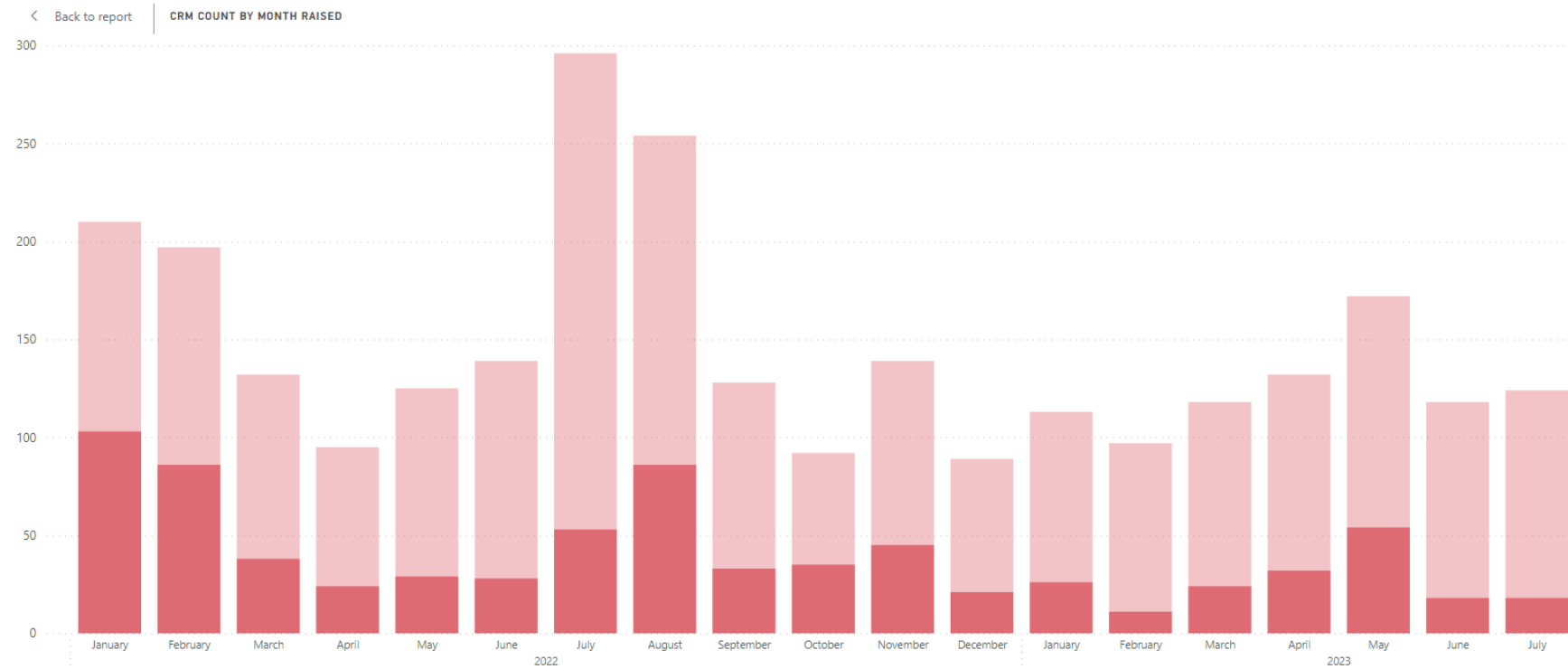
- The largest expenditure in the first month of the new financial year has been unsealed maintenance metalling with 17,097 m<sup>3</sup> placed.
- The heavy rainfall event on 23 July 2023 has resulted in damage to the network particularly on the Dry Creek flow path. The response and repairs will require additional funding for Emergency Works from Waka Kotahi.

### 2.6.3 Roding CRM data

January 2022 to July 2023 All CRMs



## January 2022 to July 2023 Pavement CRMs



### 2.6.4 Main areas of work

- Maintenance metalling, heavy rain event response and repairs and routine maintenance has been the main work carried out.
- Weed spraying of channels and footpaths has taken place in Ashburton.
- Roads with maintenance metalling programmed until the end of September includes:
  - Jacksons Road
  - Reynolds Road
  - Sanctuary Road

- Simpsons Road
- Wilkins Road
- Frasers Road

#### **2.6.5 Sealed Road Rehabilitation**

- The first 2023/24 sealed road rehabilitation contract is out to tender and includes:
  - Thompsons Track
  - Seafield Road
  - Tinwald Westerfield Mayfield Road
  - Tramway Road

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

- New kerb and channel and footpath construction has continued into 2023/24 at various sites.
- Footpath renewals continues into 2023/24 at various sites.
- The undergrounding of the power on Racecourse Road is underway. The cable jointing and associated multiple power outages to get everything connected with the existing services changed to underground supply is anticipated to take until approximately the end of October to complete through to pole removal.

### 2.6.7 Unsubsidised Works

- A list of proposed projects will be presented to Council for consideration.

### 2.6.8 Speed Limits

- There are some speed limit changes required mainly associated with subdivision development (e.g. Strowan Fields and Ashbury Grove) that will be reported to Council for approval.

## 2.7 Contracts - Tenders

<b>Contract/Tender</b>	<b>Date tendered</b>
ROAD0302 Sealed Road Rehabilitation Rural North 2023_24	1 August
Ashburton District Council Preferred Arboricultural Service Suppliers Panel 2023_2026	18 August

### 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				
<b>August</b>	69 (47)	135 (123)	51 (38)	94 (102)	47.1%	21.0	358 (10)	97.9%
<b>September</b>	60 (75)	195 (198)	64 (86)	158 (188)	39.1%	23.0	366 (10)	97.3%
<b>October</b>	55 (60)	250 (258)	64 (69)	222 (257)	32.8%	22.8	368 (10)	100%
<b>November</b>	56 (71)	306 (329)	52 (55)	275 (312)	44.2%	24.9	361 (10)	98.3%
<b>December</b>	32 (38)	338 (367)	57 (53)	332 (365)	49.1%	23.1	333 (10)	100%
<b>January</b>	56 (61)	394 (428)	48 (46)	380 (411)	58.3%	20.8	219 (5)	100%
<b>February</b>	50 (51)	443 (479)	47 (59)	427 (470)	80.9%	14.3	320 (5)	100%
<b>March</b>	80 (110)	523 (589)	47 (96)	478 (566)	70.8%	18.9	438 (5)	100%
<b>April</b>	89 (57)	612 (646)	66 (58)	544 (624)	72.7%	16.5	333 (10)	100%
<b>May</b>	56 (75)	668 (721)	70 (53)	614 (677)	71.4%	16.6	427 (10)	98.8%
<b>June</b>	46 (77)	714 (798)	72 (88)	686 (765)	54.2%	20.8	388 (10)	100%
<b>July</b>	55 (66)	55 (66)	69 (43)	69 (43)	68.2%	17.5	373 (10)	100%

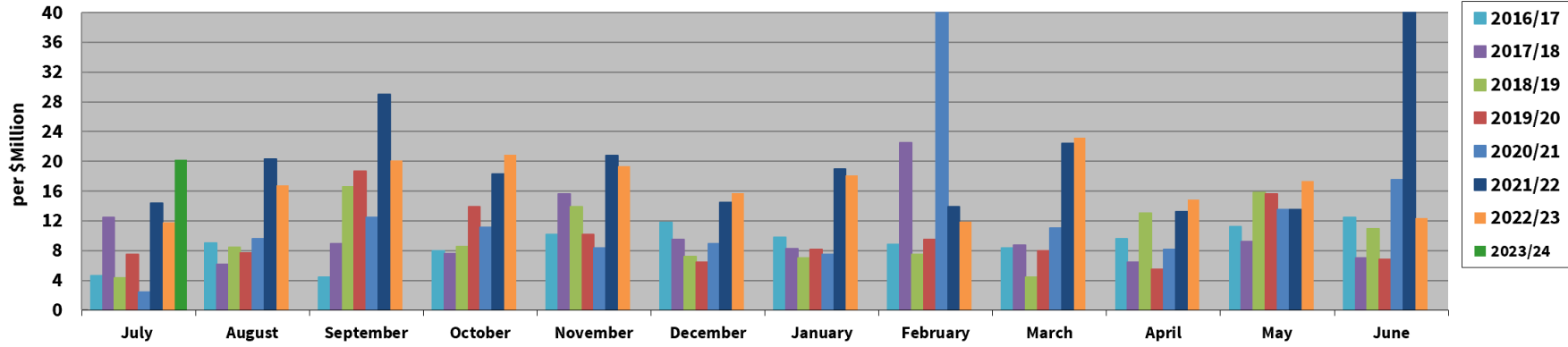
**Note: figures in brackets are for the corresponding month during the previous year.**



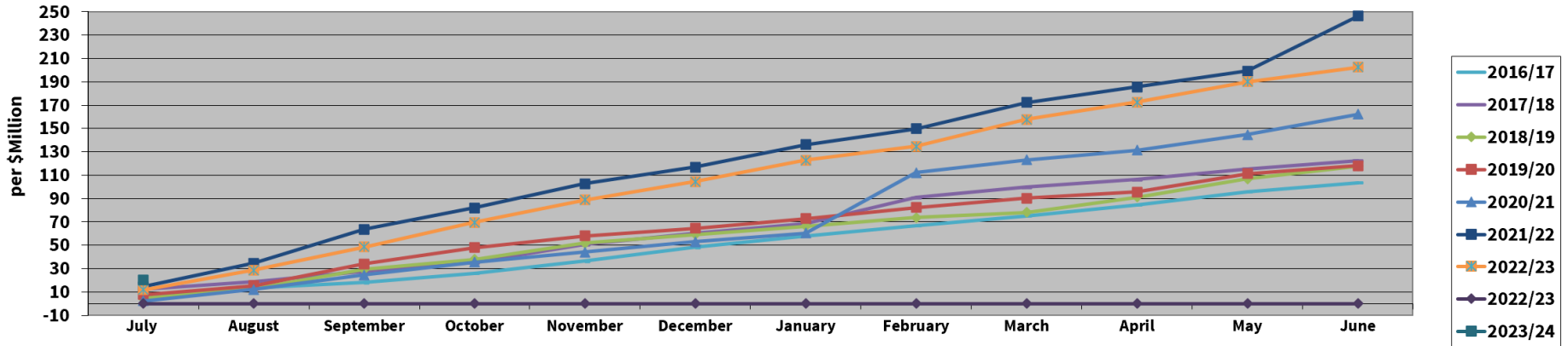
Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
<b>August</b>	\$16,279,502 (\$11,440,552)	\$35,350,340 (\$30,521,079)	\$10,711,920 (\$20,293,764)	\$22,483,707 (\$34,619,015)
<b>September</b>	\$21,935,138 (\$25,917,675)	\$57,285,478 (\$56,438,754)	\$20,074,812 (\$28,958,306)	\$42,558,519 (\$63,577,321)
<b>October</b>	\$16,760,643 (\$21,667,808)	\$74,458,481 (\$78,106,562)	\$20,484,017 (\$18,248,787)	\$63,042,536 (\$81,826,108)
<b>November</b>	\$23,121,793 (\$21,756,185)	\$97,580,274 (\$99,862,747)	\$19,347,252 (\$17,868,388)	\$82,822,917 (\$99,694,496)
<b>December</b>	\$13,811,240 (\$11,423,360)	\$111,391,514 (\$111,286,106)	\$15,729,540 (\$14,455,849)	\$98,552,457 (\$114,150,345)
<b>January</b>	\$15,209,792 (\$16,688,544)	\$126,601,306 (\$127,974,651)	\$18,111,744 (\$12,879,953)	\$116,664,201 (\$127,030,298)
<b>February</b>	\$14,353,875 (\$11,328,367)	\$145,435,181 (\$139,303,018)	\$12,253,667 (\$13,900,058)	\$128,917,868 (\$140,930,355)
<b>March</b>	\$17,093,386 (\$55,206,875)	\$163,205,362 (\$194,509,893)	\$23,143,790 (\$22,416,574)	\$152,927,658 (\$163,346,929)
<b>April</b>	\$27,051,031 (\$15,041,804)	\$190,256,393 (\$209,551,698)	\$14,871,519 (\$13,295,489)	\$167,799,177 (\$176,642,418)
<b>May</b>	\$4,904,661 (\$13,867,109)	\$195,161,054 (\$223,418,807)	\$17,353,453 (\$13,478,121)	\$188,152,630 (\$190,120,539)
<b>June</b>	\$12,387,195 (\$26,913,674)	\$207,548,249 (\$250,332,481)	\$18,242,825 (\$47,456,951)	\$203,395,455 (\$237,577,490)
<b>July</b>	\$8,738,727 (\$19,070,838)	\$8,738,727 (\$19,070,838)	\$20,219,273 (\$11,771,787)	\$20,219,273 (\$11,771,787)
<b>Note: figures in brackets are for the corresponding month during the previous year.</b>				

Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
<b>August</b>	32 (11)	68 (36)	24 (12)	59 (38)	100%
<b>September</b>	26 (14)	94 (50)	35 (13)	94 (51)	100%
<b>October</b>	29 (26)	123 (76)	28 (24)	122 (75)	100%
<b>November</b>	31 (20)	154 (96)	20 (16)	142 (91)	100%
<b>December</b>	22 (16)	176 (112)	24 (20)	166 (111)	95.8%
<b>January</b>	16 (6)	194 (118)	13 (2)	179 (113)	100%
<b>February</b>	33 (16)	227 (134)	40 (15)	219 (128)	97.4%
<b>March</b>	35 (19)	265 (153)	35 (13)	256 (141)	100%
<b>April</b>	19 (26)	303 (186)	24 (16)	295 (164)	100%
<b>May</b>	24 (32)	327 (218)	22 (38)	317 (202)	100%
<b>June</b>	20 (29)	347 (247)	18 (25)	335 (227)	94.4%
<b>July</b>	26 (47)	26 (47)	20 (35)	20 (35)	100%
<b>Note: figures in brackets are for the corresponding month during the previous year.</b>					

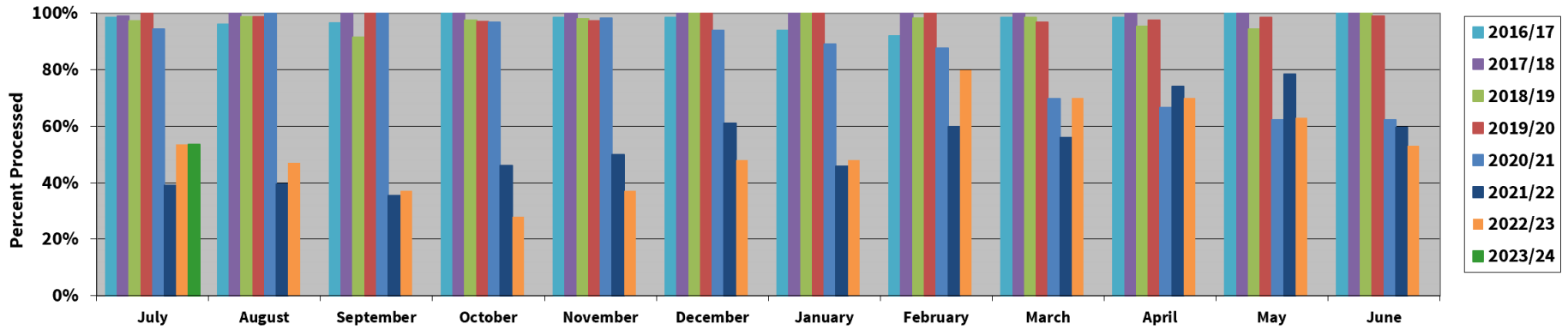
**Building Consent Values By Month**



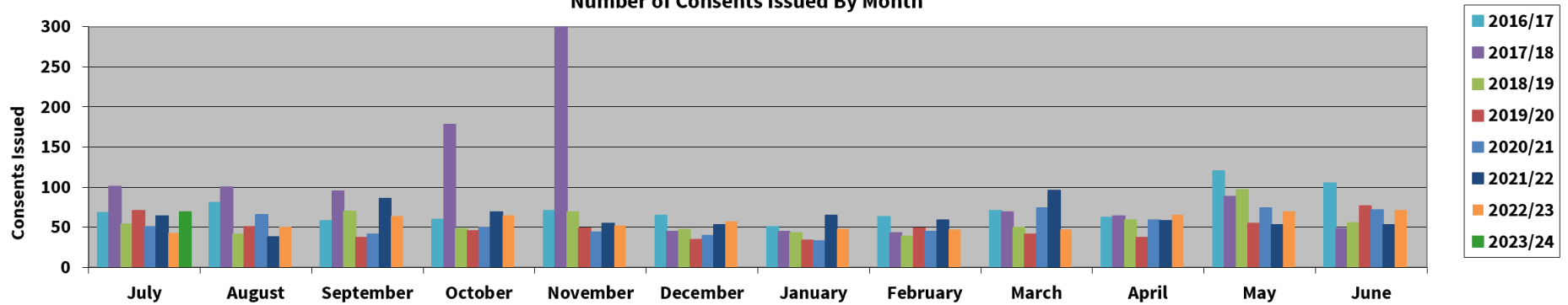
**Building Consent Values Accumulating**



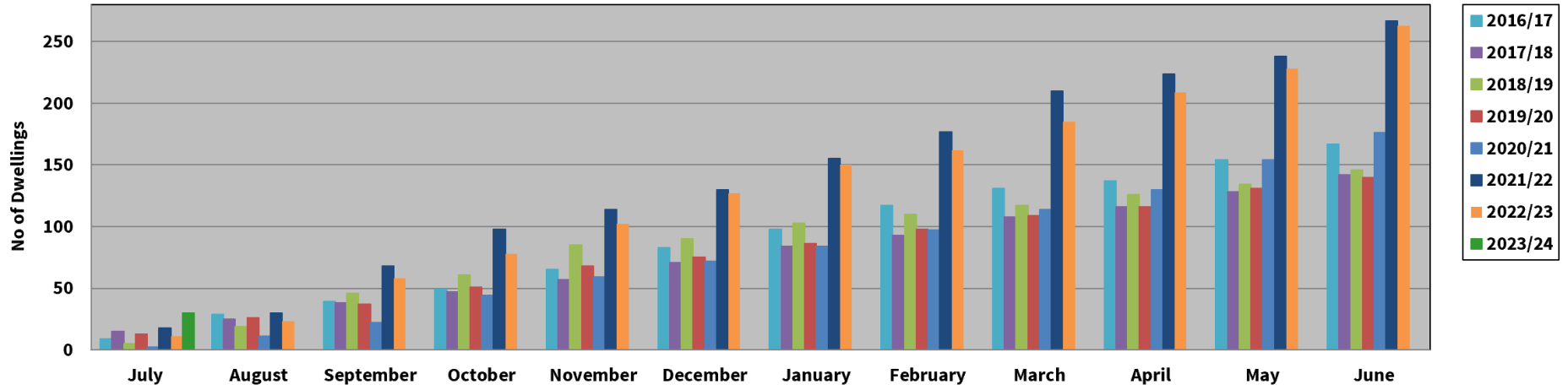
**Building Consents Processed Within 20 Day Statutory Time Frame**



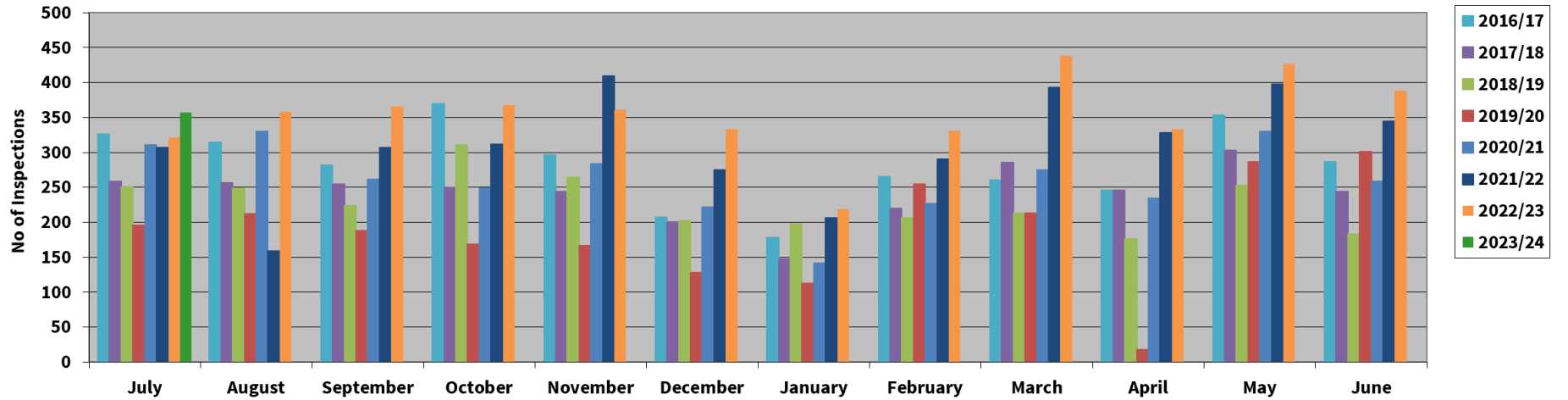
**Number of Consents Issued By Month**



**Number of Dwelling Consents Accumulating**



**Number of Inspections Completed**



**3.1.2** A reasonable start to the new financial year given the economic outlook which has hit our neighbouring councils hard and we also managed to issue some of the backlog of consents. We are expecting a further downturn because of the election this year (shown through historical data) but expect it to get back to normal before Christmas.

## **3.2 Civil Defence Emergency Management**

### **3.2.1 July 2023**

- Civil Defence programme for July commenced with a Mid & South Canterbury CDEM workshop conducted in Timaru to discuss the future delivery of emergency management with a view to a later workshop with KPMG Consultants who are conducting the same for the Canterbury Civil Defence Group. The workshop allowed the EMO's for the four southern districts to ensure that we were prepared for the KPMG review.
- The EMO was on leave overseas for the second week of July, which allowed for a member of the C10 group from Council to step up in the acting EMO role. The C10 group is a small cadre of individuals who have volunteered to attend advanced training in operating within an Emergency Operations Centre and are normally the first people approached for deployment as surge staff to assist with larger events within Canterbury region and other parts of the country. Council currently has 3 staff qualified on the C10 training package. The step up into the EMO role by the C10 member has allowed us to practice backup procedures for duty call outs.
- Upon return the EMO attended the meetings with Hinds FENZ, and catch ups with Rakaia and Mayfield FENZ and the Methven Civil Defence team. Planning was conducted for specialised function training on all of the Coordinated Incident Management System (CIMS) functions to be delivered by the EMO's from the Mid/South Canterbury region supported by group office personnel. This training will be conducted weekly on Thursdays at Alpine Energy Stadium in Temuka commencing with Intelligence function training, followed by Logistics, Operations, Planning and Welfare functions. The EMO has also organised training for our Public Information function staff to be conducted in Ashburton by a specialist trainer. At the completion of this six weeks of training our ADC CDEM staff will be at a very highly trained state, and better prepared to respond to any event within the district.
- Overnight Saturday and throughout the day of Sunday 22/23 July we responded to a heavy rain event within the region. This resulted from a South Easterly front which saw rainfall totals of 130mm on the coast through to around 100 mm around the foothills. This caused a large amount of surface flooding, resulting in road closures and some inundation into properties in Ashburton township, and overtopping of the Wakanui/Mill Creek in the Netherby/Elgin area and Carters Creek in Tinwald. As a result of the rain the Ashburton River reached 1 in 10 year flooding levels (785c/ms) and because of this as well as debris washed down and against the piers on the SHW 1 bridge SHW 1 closed overnight Sunday 23 July. Our CDEM response was initially run by the EMO from home until 1.00 pm when the EOC stood up in a reduced capacity. The EOC then ran the response overnight (due to the bridge closure) through until 8 am on Monday morning when the EOC was stood down after the flood levels receded.

- The EMO attended a workshop provided by the Department of Prime Minister and Cabinet on the proposed Critical Infrastructure Resilience work. This was initial engagement and a chance for the DPMC staff to present their vision to the Canterbury region Mayors and emergency management staff.
- The Mid/South Canterbury EMO's delivered the Intelligence function training 20 20 staff from across the Ashburton, Timaru, McKenzie and Waimate districts on Thursday 27 July. The feedback received from staff was very positive.
- On the final Friday of July the quarterly meeting of the Ashburton District Liaison Committee was conducted in the conference room at Noble 600 Restaurant. This meeting allowed members of emergency services, health, GP's, lifelines, Marae and ADC CDEM to get together to provide updates of recent events, particularly the heavy rain event, lessons learned and ask questions of each other regarding our responses. There was also a briefing by 3 Rivers Health staff about their readiness to respond to large scale events. As a result of this meeting a workshop is planned for mid September to involve first responders, Te Whatu Ora, aged care, pharmacies and facilitated by ADC CDEM staff to prepare an Emergency Response Plan – Health for the Ashburton District. This meeting continues to ensure we have very good relationships and strong networks that stand us in very good stead to respond to any event within our district.
- Finally the EMO attended the online hui with Aoraki Environmental Consultants and provided updates to them on current CDEM initiatives and answered questions they had regarding the heavy rain event response. This meeting along with regular meetings, catch ups and phone calls allows for ADC CDEM to continue to foster and build on our relationships with our treaty partners.

### 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
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
June	1	4	7	23	0
July	1	6	9	17	1



### 3.4 Animal Control

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

Month	Dogs currently registered	Known un-registered dogs	% of dogs registered	Infringements	Dogs Seized	Dogs Euthanized	Dogs rehomed	Barking dog letters sent	Reports of wandering stock
<b>August</b>	6110	963	86.3%	4	10	2	2	5	3
<b>September</b>	6271	787	88.8%	9	5	0	2	8	5
<b>October</b>	6374	666	90.6%	21	13	2	0	4	3
<b>November</b>	6459	601	91.4%	25	10	0	2	4	2
<b>December</b>	6484	580	91.5%	5	16	0	1	4	8
<b>January</b>	6559	521	92.6%	3	5	2	1	7	6
<b>February</b>	6743	274	96.0%	20	9	0	2	0	2
<b>March</b>	6847	132	98.0%	49	8	1	0	1	3
<b>April</b>	6857	127	98.0%	5	7	1	1	1	5
<b>May</b>	6892	112	98.4%	1	9	0	0	3	3
<b>June</b>	1204	5736	17.3%	3	5	0	2	8	3
<b>July</b>	5590	1392	80.1%	2	5	0	0	5	5

### 3.5 Environmental Health

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

Month	Food Premise Verifications	Food Control Plans Audited	Mobile shops/food stall inspections	Mentoring Sessions	Hairdresser inspections
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
June	8	8	0	0	0
July	10	10	0	0	8

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

## 3.6 Planning

Resource Consents	July 2022	July 2023
No. of resource consent applications decided <sub>1</sub>	16	7
No. of resource consents decided within statutory timeframe	16	7
Resource consent KPI Compliance (accumulating)	100%	100%
Notified/ Limited notified applications decided	1	1
<b>Other:</b>		
No. of 223 Certificates processed	3	5
No. of 224 Certificates processed	3	4
No. of building consents reviewed against District Plan <sub>2</sub>	8	4

Land information memoranda	July 2022	July 2023
LIMs Produced	47	70
LIMs Produced within 10 working days	47	70
LIMS (accumulating)	47	70

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

### 3.6.1 Release of new national planning documents

The Natural and Built Environment and Spatial Planning Acts which form two thirds of the Resource Management reform package intended to eventually replace the Resource Management Act have now been enacted.

The transition to the new system is likely to be complex and will take time, however in order to understand the new legislation the Ministry for the Environment has released an overview of the new legislation which can be found [here](#). (Note, this links to an online PDF).

The third and final Act in this package, being the Climate Change Adaptation Act, is still in progress.

## 3.7 Economic Development

### 3.7.1 Events

#### Events Programme 2022/23

##### Council Events

- Onboarding of Business of the Year entries has begun and is open until 31<sup>st</sup> October 2023. The launch saw 120 people attend with officers receiving positive feedback from across the business community. With increased categories numbers, this in turn requires increased entrance numbers to ensure success of the event. Officers are meeting one on one to encourage entries and are also attending numerous business networking events across the district. These include approaching groups such as BNI, Ruston Marketing, Chamber of Commerce, Mid Canterbury Young Professionals, and also a newly established ANZ women's networking group.
- As part of the Mt Hutt 50 Year celebration in Methven on 24th August, officers worked alongside Mt Hutt to enhance this event by arranging for an inflatable ice rink to be positioned outside on Kilworth Street. This was hugely successful with hundreds of people having the opportunity to skate for free. The event company were great to deal with and went the extra mile to sharpen some ice hockey skates for an older gentlemen who went home to get them and was able to have a skate on them for the first time in over 35 years.
- Officers are currently in the process of delivering another event alongside another organisation in our community – Hakatere Multi Cultural Council. A Night Noodle Market for the celebration of Welcoming Communities Week will be held on Saturday 2<sup>nd</sup> September in the West Street Carpark. This event includes both street food trucks and the local restaurants in the area. Officers hope that by working alongside the existing businesses it will create some additional foot traffic in the CBD. The existing restaurants are also offering a noodle dish on their menu for the night, so marketing for this event has been multi- faceted in the way the story is told not just via council but also by our Newcomers Association and the business community together.

##### Community Events

- Mt Hutt 50<sup>th</sup> Party in Methven CBD – 24 August. This was a well attended free community event with around 3500 people attending and being involved in the parade and lantern walk, and partaking in activities of the event. It also received some television airtime on Seven Sharp on Monday 28 August.
- WhiteOut Festival was on Saturday 26 August. Although this event was on private land (Methven Racecourse) and did not require event approval from the Events Advisor it did take up a large number of hours to ensure the event got signoff from other departments.

Communication between the event organizers and officers were challenging and things came very close to the final hours before being finalised.

#### **Upcoming Events and Activities**

- Ashburton Car Club Standing ¼ Mile event is set for 9 September. A long-standing motorsport event in the community.
- “Peak to Pub” which is one of the district’s well know events for multi sporters and sees participants race from the Summit of Mt Hutt at 2086m to the comfort of the Blue Pub at 300m is set for 16 September.
- Market Day Monday 25 September. The road closure for this event has now closed and no objections were received. Officers are currently assessing paperwork for this event.
- Octopus Fair is returning to the Ashburton Domain 7 & 8 October. Family friendly fair with rides, stalls and food.

### **3.7.2 Ashburton Youth Council**

- Participation still remains high with around 20 young people attending each meeting.
- The Youth Council have been focused on imagining the future of the Ashburton District and also had a session providing a youth centered view on the early stage of the LTP.
- Members of the Youth Council will be providing feedback to Council at 4 October meeting, there will be an opportunity to meet with the Youth Council members attending in the break following their presentation.

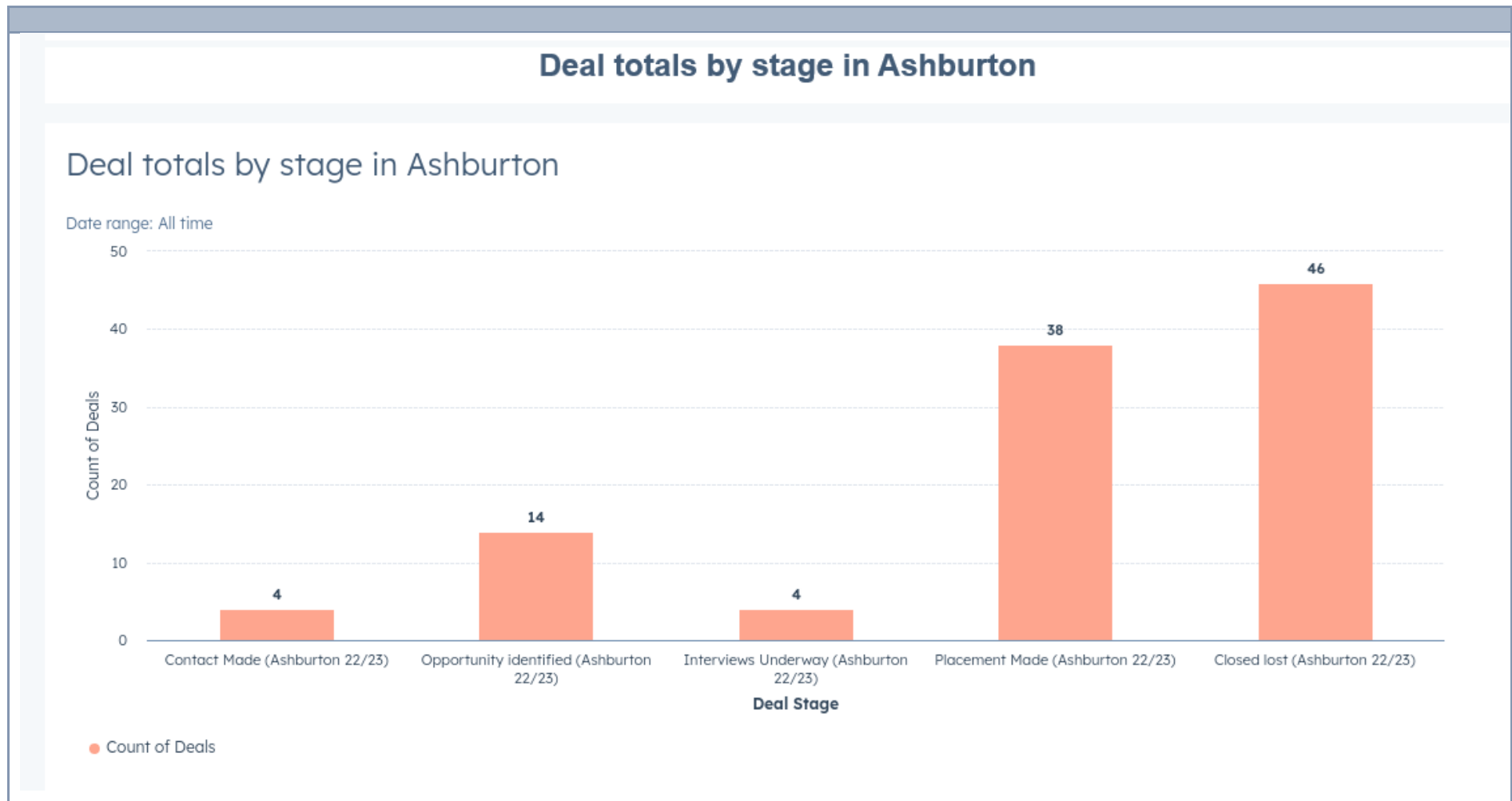
### **3.7.3 Welcoming Communities**

- Council have worked with Hakatere Multiculture Council to develop a pop up Night Noodle event as part of Welcoming Week.
- Following feedback from the community and two recruitment rounds Officers are working on alternative approaches for Welcoming Communities.

### 3.7.4 Workforce Development

- Work is underway with Te Pukenga to understand the skills needs of employers across the district. It is expected that this work will be completed by November and will in part inform the development of programmes that can be delivered locally by Te Pukenga, Canterbury University and Lincoln University.
- Continuing to provide advice to the Canterbury Regional Skills and Leadership Group around workforce needs for Mid Canterbury. RSLG will be supporting Mid Canterbury to provide input into the Tertiary Education Commission's Investment Plan for fiscal 24/25.

### 3.7.5 Mayors Taskforce for Jobs



### Mayors Taskforce for Jobs (continued)

- The new programme has started well with 8 employment placement outcomes so far.
- Currently the caseload numbers are 58 young people not in work, and 36 in work. Those placed into employment and training along with their employers are provided with ongoing support post placement as a key aspect of the programme to ensure sustainability.
- There have been 2 school students placed in after school work with a view to further work in the future.
- One student who did his forklift with us last time has achieved a fixed term contract with a local employer that will hopefully lead to a permanent job with an apprenticeship
  - Driving licences remain a key constraint to young people with there being on bookings in Ashburton until 2024 currently. There has been a total of 7 new licences since 30 June 2023, which include learners, restricted, full, defensive and forklift.
  - There are currently Defensive Driving training courses running in September for 34 young people funded by MTFJ which will reduce their restricted licence by 6 months.
  - We have just completed another forklift course, getting 18 more young people their licence.
- There is an upcoming motorcycle training course going to be held in Ashburton for 7 young people which will give them the ability to take themselves to work on their motorbikes with their learner licence.
- We are in the process of having a Train the Trainer course for employers before the end of 2023 which has seen quite a bit of interest.
- The recent MTFJ Mayors Breakfast went well with 3 employers so far wanting to know if there were any suitable candidates from the MTFJ talent pool, an employer wanting to enrol in Train the Trainer, and many positive comments for feedback.



### 3.7.6 Visitor Promotion

#### Visitor Promotion

- The District Promotion Advisor has now commenced in the role. First order of business has been starting to meet with local operators and establishing some initial campaigns to start better telling the Mid Canterbury story.
- A trade ready training programme was held recently at the Lake House for operators, feedback from these sessions is good and the operators like the development opportunities they are getting.

### 3.7. Business Attraction

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

## 4. Business Support Group

### 4.1 Information Systems

#### 4.1.1 Projects

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

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Business Improvement and GIS</b>						
<b>Application enhancement and development</b>	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p><b>Recently deployed developments included:</b></p> <ul style="list-style-type: none"> <li>• Support for end of financial year activities including licence renewals, fees &amp; charges, and rates.</li> <li>• Local Alcohol Policy map updates</li> <li>• EM Methven community response map</li> </ul> <p><b>Current developments include:</b></p> <ul style="list-style-type: none"> <li>• Map development to support Transport and Parking Bylaw public consultation activities.</li> <li>• District Plan map update on public mapping portal.</li> <li>• Pay processing updates.</li> <li>• Kerbside collection process update</li> <li>• Stock underpass process update</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> <li>• Privacy request management process</li> <li>• Building: swimming pool inspection processes</li> <li>• Council owned property map</li> <li>• Enablement of content management functions within Property application</li> <li>• Investigation of new platform service for Museums object management application, Past Perfect</li> <li>• Development of integration between 3<sup>rd</sup> party afterhours service request solution and Council's service request system</li> </ul>
<b>Aerial Imagery Capture 23/24</b>	July 2023	June 2024	Yes	Yes	Yes	<p>Review of returned tenders for the capture of both Ashburton urban and rural imagery is underway.</p> <p>The rural element has been carried forward from 22/23.</p> <p>These works are in collaboration with ECan, Selwyn DC, Timaru DC and LINZ and form part of a planned cyclic renewal of this asset.</p>
<b>Systems</b>						
<b>Virtual Desktop Upgrade - Replacement of onsite solution to Microsoft cloud service.</b>	January 2022	September 2023	No	Yes	No	<p>All sites except Art Gallery &amp; Museum complete.</p> <p>Art Gallery &amp; Museum switch includes future service delivery of their Object Management System.</p>
<b>Microsoft 365</b>	September 2020	Ongoing Activity	Yes	Yes	No	<p>Introduction of Microsoft 365 cloud-based application and productivity suite.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						Current activity is focused on the transfer of Council's phone system to Teams Telephony as a replacement for its on-site system. This work is targeted for completion October 2023.
<b>Cyber Security</b>	BAU Activity		N/A	N/A	N/A	Continuing assessment and solution application to reduce Council cyber security risk profile.  Microsoft security assessment of our network environment and controls covering areas of Identity, Data, Devices, and Applications continuing.
<b>Library and Civic Centre - Te Whare Whakatere</b>	May 2021	December 2023	Yes	Yes	N/A	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.
<b>Desktop Hardware Renewals</b>	February 2023	September 2023	Yes	Yes	Yes	Cyclic renewal of desktop hardware for Emergency Management, Communications, Library and Art Gallery & Museum teams.  Emergency Management (1 <sup>st</sup> phase), Communications, Art Gallery completed. Library and Museum commenced.
<b>Server and Storage Hardware Renewal</b>	May 2023	April 2024	Yes	Yes	Yes	Forms part of our cyclic renewal programme of required server and storage hardware. Design confirmed with works to commence 1 <sup>st</sup> quarter 2024

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Information Management</b>						
<b>Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.</b>	BAU Activity		N/A	N/A	N/A	Continuing and ongoing 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 business teams in the administration and library buildings prior to their relocation to the new building. Recent activity has been in the areas of Governance, Economic Development, Library, Building, Planning.
<b>Digitalisation of Physical Format Records</b>	May 2022	September 2023	No	Yes	No	Digitalisation of Property Lease files has been completed. Quality checks on last of delivered files to complete.  Physical files that have digitalised will be retained in offsite storage pending any future disposal decision.
<b>Data Management - Monitoring and Reporting</b>	BAU Activity		N/A	N/A	N/A	Ongoing activity for service monitoring on information creation and disposal for physical and

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						digital form, supporting current and future service activity.
<b>Data Management – Name Amalgamation</b>	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
<b>Ashburton Business Estate</b>	<ul style="list-style-type: none"> <li>One section in stage two is on hold while a potential purchaser completes due diligence.</li> <li>Officers are working through the details for the sale of 1.7-hectares, which is also within the undeveloped 21-hectare lot off Ashford Avenue.</li> <li>In total, approximately 43-hectares of the Business Estate remains unsold, with 39-hectares sold.</li> </ul>
<b>Elderly persons housing</b>	<ul style="list-style-type: none"> <li>Out of Council's 102 available units, 93 are occupied.</li> <li>Of the 9 units that are vacant, 2 are currently being redecorated, 1 waiting on repairs for an underfloor water leak (insurance claim, been assessed, waiting on go ahead to fix), 2 are available to be tenanted, one of those being tenanted 31/08/23 and the other vacant in Rakaia. The 5 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.</li> <li>There are currently 32 applications on the waiting list, with 11 people wanting single units and 21 requesting double units (3 couples and 18 individuals).</li> <li>22 people on the waiting list are current residents in the Ashburton District, with 10 being from out of town.</li> <li>Two tenants will be leaving in September to move to the new Haven Housing on Mona Square.</li> </ul>

Current	Brief Project Description / progress
	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Council officers continue to work on the staged demolition and rebuild of Friendship Lane.</li> </ul>
<b>Mobile Traders</b>	<ul style="list-style-type: none"> <li>• Council officers have been preparing Licence to Occupy agreements with mobile traders for the 2023/24 financial year in accordance with the Mobile Shops, Stalls and Trading in Public Places Bylaw.</li> </ul>
<b>Alfresco Dining</b>	<ul style="list-style-type: none"> <li>• Council officers have been preparing Licence to Occupy agreements for the occupation of footpaths for alfresco dining for the 2023/24 financial year in accordance with the Use of Footpath for Alfresco Dining Policy.</li> </ul>
<b>Medical Centre upgrades</b>	<p><b>Methven</b></p> <ul style="list-style-type: none"> <li>• Methven Medical Centre have completed internal alterations to the current building. Officers are working with the Medical Centre with the next stage of development.</li> </ul> <p><b>Rakaia</b></p> <ul style="list-style-type: none"> <li>• The Rakaia Medical Centre are undertaking internal reconfiguration and cosmetic improvements to their existing building. This work is likely to be completed by September 2023. They then intend to assess the effectiveness of these changes before scoping the next stage of the project.</li> </ul>
<b>Oval Pavilion – Ashburton Domain</b>	<ul style="list-style-type: none"> <li>• Some members of the Trust met with Council officers in mid-August 2023. Both the Trust and Council have various matters to progress before a full report can be prepared for Council.</li> </ul>
<b>Walnut Avenue Pavilion – Ashburton Domain</b>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>
<b>West Street - car park</b>	<ul style="list-style-type: none"> <li>• Council has agreed to enter into a lease with KiwiRail for the car park. The resource consent application is currently being updated to reflect an amended stormwater area design.</li> </ul>

Current	Brief Project Description / progress																																				
<p><b>Airport</b></p>	<ul style="list-style-type: none"> <li>• Council Officers held an Airport User Group meeting on 1 August with a total of 19 users in attendance, 2 CAA representatives and 2 late apologies. It was the first meeting with new Council Officers. The meeting provided a lot of feedback, ideas and action items. Overall, a positive step to help us improve the management of the Airport.</li> <li>• The Airport Authority Subcommittee met on 24 August to discuss the outcomes of the first user group meeting and general Airport update over the last 6 months.</li> <li>• New signage is to being installed on the entry road into the airfield, as requested by the users. The addition of a ‘entry only’ sign and ‘no exit’ signs should mitigate the safety risk with traffic exiting on the bend onto Seafield road.</li> <li>• Council officers are currently working through proposed 2024/2025 fees &amp; charges after receiving quite strong feedback from the user group meeting.</li> <li>• Council officers met with New Zealand Airline Academy.</li> </ul>																																				
	<div data-bbox="667 758 1729 1289" data-label="Figure"> <table border="1"> <caption>Aircraft Movements at Ashburton Airport</caption> <thead> <tr> <th>Month</th> <th>Aircraft 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>340</td></tr> <tr><td>Jun-23</td><td>500</td></tr> <tr><td>Jul-23</td><td>520</td></tr> </tbody> </table> </div> <ul style="list-style-type: none"> <li>• <b>The following table</b> provides an update of aircraft movements by month. At this time we have not received the data for the month of August.</li> </ul>	Month	Aircraft 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	340	Jun-23	500	Jul-23	520
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## 4.3 Forestry

### 4.3.1 Forest Harvesting & Sales

- Wightmans Road net log sale to the end of July had yielded in excess \$1M and operations are now not expected to end until September. The Council has taken advantage of improved export log prices to allow the harvest of some Corsican Pine and old crop Radiata pine adjacent to the main crop that has been logged. Higher export prices allows stockpiled export pulp to be delivered to the wharf. The total value realised from the block is now expected to exceed \$1.1M.
- Planning work to facilitate the Council's next harvesting job begins now. There is approximately 8 hectares of Douglas fir near Pudding Hill to be harvested that will yield close 5,000 tonne of logs.

## 4.4 Finance

### 4.4.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
<b>Annual Report 2022/23</b>	1/07/2023	Sept 2023	Yes	Yes	No	Staff continue to work through processes in preparation for the annual financial audit. This includes processing and building up the audit file to support the annual report numbers. Staff are coordinating with other areas of council regarding for example asset valuations, to meet audit deadlines.
<b>LTP 2024-34</b>	Current	June 2024	Yes	Yes	No	Finance is working closely with the Strategy & Policy team regarding associated pre-work such as policies and strategies.  Both the Overhead and Activity Budget Packs are now out with managers to populate.
<b>Sale of vehicles</b>	Current	Unknown	Yes	Yes	No	A new round of vehicle procurement taking into consideration recommendations from the Fleet Report is underway. We are expecting 4 new vehicles around mid-October.
<b>Debt management process</b>		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.

#### Question from Council:

- Council recently asked for the total rates collected from the Lake Hood area. For the 2023/24 year this equates to \$877,241 over \$178,372,500 of rateable capital value.

## 5. Democracy & Engagement

### 5.1 Communications

#### 5.1.1 Overview

- Consultations and campaigns in the planning phase includes Mayors Taskforce for Jobs promotion, Business of the Year Awards (February 2024) promotion, Local Alcohol Policy consultation, Regional Event Fund promotion, Biodiversity Strategy consultation, Library programmes and services promotion (including the move to Te Whare Whakare), 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 (except Museum and Art Gallery).

#### 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
Website platform upgrade	August 2023	September 2023	Yes	Yes	Testing of content on new platform throughout website with content owners. Go-live date scheduled September 5. Minimal disruption to customer (3 hours of limited access to forms) and no change to current service ongoing.
LTP pre-engagement “Take 10 for our future”	July 2023	August 2023	Yes	Yes	Completed in the last period <a href="https://itsourplace.nz/">https://itsourplace.nz/</a>
Business of the Year Awards (With RiRa events)	May 2023	August 2023	Yes	Yes	Launch campaign completed. Campaign now to encourage entries to the awards <a href="https://www.businessoftheyear.nz/">https://www.businessoftheyear.nz/</a>

<b>Brief Project Description</b>	<b>Comms start date</b>	<b>Estimated completion date</b>	<b>On track</b>	<b>Within budget</b>	<b>Comments</b>
Night Noodle Market (With Hakatere Multicultural Council)	July 2023	Sept 2023	Yes	Yes	Multi-media campaign in progress to promote the event on September 2
Mount Hutt 50 <sup>th</sup> celebrations	July 2023	August 2023	Yes	Yes	Completed in the last period
Community Grants campaign	August 2023	September 2023	Yes	Yes	August round completed but new grant available in September to promote
Local Alcohol Policy consultation	June 2023	July 2023	Yes	Yes	Completed in the last period
Dog registrations	May 2023	June 2023	Yes	Yes	Completed in the last period
Talk it Up Tuesdays	May 2023	August 2023	Yes	Yes	Completed in the last period
Ng King Gardens interpretive signage	Sep 2022	Spring 2023	Delayed	Yes	Following one year of working with the descendants of the Ng King Brothers, the eight panels are now in the final revision phase of the design.

## 5.2 Strategy & Policy

### 5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
<b>Long Term Plan 2024-34</b>	1 January 2023	30 June 2024	Yes	<ul style="list-style-type: none"> <li>• Work underway or ongoing on:               <ul style="list-style-type: none"> <li>- LTP early engagement – ‘Take 10 for our future’ with public multi-media campaign and four stakeholder workshops completed 13 August. Work underway on analysing and summarising feedback with report to Council workshop in September. 60 stakeholders attended the workshops with 988 survey responses.</li> <li>- LTP workshop programme ongoing with Council, with future workshops to cover LTP policies, early engagement feedback, activity management plans, LTP strategies and budgets.</li> <li>- LTP Policy, Infrastructure Strategy, Financial strategy workstreams ongoing</li> <li>- Officers completed business case development with ET consideration of these completed. These are now being reworked for presentation to council alongside the budget later in the year.</li> <li>- Activity Management Plan preparation ongoing across the organisation. Budgeting has commenced in August.</li> <li>- As a result of the passage of legislation through Parliament (e.g. Water Entities Amendment Act, Natural and Built Environment Act, Spatial Planning Act), a number of adjustments are required to the LTP to reflect the implementation of these. Officers are considering these changes and how they impact the LTP.</li> <li>- Ongoing project planning and review</li> </ul> </li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
<b>Annual Report 2022/23</b>	26 June 2023	31 October 2023	Yes	<ul style="list-style-type: none"> <li>Preparation of the 2022/23 Annual Report continues with the final audit scheduled to commence on 18 September, with report adoption required by 31 October 2023.</li> </ul>
<b>Annual Residents Survey 22/23</b>	Aug 2022	July 2023	Yes	<ul style="list-style-type: none"> <li>The final wave of surveying for 2022/23 was completed and full survey results received. The final report will be reported to Council on 20 September.</li> </ul>
<b>Annual Residents Survey 23/24</b>	Aug 23	July 2024	Yes	<ul style="list-style-type: none"> <li>First wave of surveying for 2023/24 commences in September.</li> </ul>
<b>Aoraki Environmental Consultancy (AEC)</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Officers continue to meet regularly with AEC.</li> <li>Current topics of discussion include the biodiversity strategy, reserve management plans, representation review and long term plan.</li> </ul>
<b>Bylaws and Policies</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Local Alcohol Policy - Following the close of consultation, a hearing and deliberations was held on Thursday 3 August. Changes proposed to the policy are being investigated to bring back to Council for a potential further round of consultation.</li> <li>LTP policies – work is underway on reviews of the LTP policies including the Rates Remissions and Postponement Policy, Revenue and Financing Policy, Development and Financial Contributions Policy and Treasury Management Policy. An initial workshop has been held on the Revenue and Financing Policy, with further workshops planned.</li> <li>Solid Waste Bylaw – work has commenced on the review of the Solid Waste Bylaw.</li> </ul>
<b>Consultation</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Consultation completed - <a href="#">Take 10 for our Future</a> – LTP early engagement with public feedback closed Sunday 13 August.</li> </ul>
<b>Strategies and plans</b>	Ongoing		Yes	<ul style="list-style-type: none"> <li>Economic Development Strategy – Following the close of consultation, a hearing and deliberations on Thursday 17 August. Changes were proposed to the strategy which is being reworked for presentation for adoption by Council.</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
				<ul style="list-style-type: none"> <li>Biodiversity Strategy – A draft strategy was presented to the Council on 30 August. Further work is planned for the strategy with a further workshop planned in September, and consultation at this stage planned for October/November.</li> <li>Love Your Parks – Feedback is now being collated and analysed for consideration and development into the first draft of the Reserve Management Plans which will be consulted on later in the year.</li> <li>Climate Change Resilience Plan – Action Plan – work continuing.</li> </ul>
<b>Representation Review</b>	July 2023	November 2024 (approx.)	Yes	<ul style="list-style-type: none"> <li>An initial workshop has been held with Council with topics for further work identified. A workshop is planned with the Methven Community Board on 4 September. Work continues on project planning, approach and next steps.</li> </ul>

### 5.2.2 External Submissions

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

Organisation	Submission Summary	Type	Due Date	Status
<b>Department of the Prime Minister and Cabinet</b>	<p><a href="#">Lifting the Resilience of New Zealand’s Critical Infrastructure Discussion Document</a></p> <p>This consultation seeks feedback on enhancing the resilience of Aotearoa New Zealand’s critical infrastructure and the limitations of our current regulatory approach to delivering a resilient critical infrastructure. The purpose is to design a fit-for purpose regulatory framework that ensures our critical infrastructure system is best positioned to manage the range of risks we face today and, in the future (e.g. climate change, deteriorating national security environment, economic fragmentation, rapid technological change)</p>	Council	8 August	Lodged

Organisation	Submission Summary	Type	Due Date	Status
<b>Environment Canterbury</b>	<p><a href="#">What's the Future, Canterbury</a></p> <p>Brief submission made from Council to the initial round of consultation on What's our Future, Canterbury. This focused on updates to a number of plans and strategies, including the Regional Policy Statement and ECan LTP.</p>	Council	27 August 2023	Lodged

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

Organisation	Submission Summary	Type	Due Date	Status
<b>Governance and Administration Select Committee</b>	<p><a href="#">Emergency Management Bill</a></p> <p>This bill establishes a more flexible regulatory framework for setting standards and managing the emergency management system across what is known as the 4Rs, risk reduction, readiness, response, and recovery. The Bill will replace the Civil Defence Emergency Management Act 2002. It makes practical improvements to 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, and modernising the legislative design, including establishing a more responsive regulatory framework for setting standards.</p>	Council	3 November	Open
<b>Ministry for Transport</b>	<p><a href="#">GPS Land Transport 2024</a></p> <p>Statement sets out the Government's priorities for land transport funding and indicative funding sources.</p>	Council	15 Sept.	Open

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

Organisation	Submission Summary	Type	Due Date	Status
<b>Ministry for the Environment/</b>	<p><a href="#">Helping People and Nature Thrive – Exploring a Biodiversity Credit System for Aotearoa New Zealand</a></p>	TBC	3 November	Open



Organisation	Submission Summary	Type	Due Date	Status
<b>Department of Conservation</b>	The Government is exploring whether a biodiversity credit system could help to incentivise the protection and restoration of native wildlife in Aotearoa New Zealand. A biodiversity credit system would help to conserve habitats and species by enabling landowners, who protect and restore native wildlife, to earn credits for their actions. The Ministry for the Environment and Department of Conservation (DoC) are seeking feedback on the need for and the design of a biodiversity credit system, and the different roles of government and Māori in implementing it.			
<b>Justice Committee</b>	<a href="#"><b>Sale and Supply of Alcohol (Cellar Door Tasting) Amendment Bill</b></a> 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.	TBC	14 Sept	Open
<b>Environment Committee</b>	<b>Inquiry into Climate Adaptation</b> The Parliamentary Environment Committee has opened an inquiry into climate adaptation, covering: <ul style="list-style-type: none"> <li>- current approach to community-led retreat and adaptation funding, its strengths, risks and costs</li> <li>- lessons learned from severe weather events and natural disasters in Aotearoa New Zealand for community-led retreat and funding climate adaptation</li> <li>- Effective mechanisms for community-led decision making</li> <li>- The role of the private sector in managing climate risk</li> <li>- Potential institutional arrangements, including roles and responsibilities of central and local government agencies, iwi and hapu</li> <li>- Māori participation, Crown obligations, and how to best give effect to the principles of Te Tiriti o Waitangi, and integrate matauranga Māori and te ao Māori across the adaptation system</li> </ul>	TBC	1 November	Open

Organisation	Submission Summary	Type	Due Date	Status
	<ul style="list-style-type: none"> <li>- Alignment and integration with existing legislation and regulatory framework, including the reformed resource management system and any changes needed to regulatory powers and potential economic or other incentives needed to support adaptation actions (both before and after extreme events)</li> <li>- Funding sources, access to them and principles and criteria for cost sharing</li> <li>- Targets or indicators for assessing progress to more resilient communities and infrastructure</li> </ul> <p>The Ministry for the Environment has published a supporting paper - <a href="#">Community-led retreat and adaptation funding – issues and options</a> – laying out the options for the future, including cost sharing.</p>			
<b>Justice Committee</b>	<p><b><a href="#">Electoral (Lowered Voting Age for Local Elections and Polls) Legislation Bill</a></b></p> <p>Reduces the voting age in local elections and polls from 18 to 16 years of age.</p>	Council	TBC	TBC

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

Organisation	Name of initiative	Stage
<b>Presumably Environment</b>	<p><b>Responsibility for Reducing Waste Act Consultation</b></p> <p>The Government has agreed to repeal the Waste Minimisation Act and the Litter Act and replace them with the “Responsibility for Reducing Waste Act”. The aim is for the Bill to be introduced and referred to a Select Committee this year. Details about the proposed legislation can be found at: <a href="#">Cabinet papers seeking policy decisions on the content of new waste legislation   Ministry for the Environment</a></p>	TBC

Organisation	Name of initiative	Stage
<b>Presumably Environment</b>	<b>Climate Adaptation Bill</b> Will introduce the legal framework for managed retreat and other climate response matters.	TBC
<b>Not clear</b>	<b>Building Amendment Bill</b> Bill will introduce energy ratings for buildings and waste minimisation plans to support Aotearoa New Zealand's climate change goals. Learn <a href="#">more</a> about the Government's proposed changes.	Early 2023
<b>Not clear</b>	<b>Epidemic Preparedness Legislation</b> Develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics.	Early 2023

## 5.3 Memorial Halls and Reserve Boards

### 5.3.1 Activities – items of importance

#### Memorial Hall and Reserve Board Meetings

##### **Mt Somers Reserve Board**

- The Board have submitted their feedback for the Reserve Management Plan
- Council has approved the Board's submission to relocate the old Dental Clinic from the Mt Somers school. The building will be repurposed and used as a Museum in the Mt Somers Domain
- Mt Somers Rugby Club are looking to upgrade the outdoor lighting and will be applying for grant money to help with the upgrade
- Discussions regarding long term plan projects

##### **Hinds Reserve Board**

- New public toilet install has been completed
- Update on 'Expressions of Interest' tender for Lynnford and Maronan Halls – removal of the buildings, to be salvaged or sold
- Old Plunket Rooms to be converted into changing rooms before the next swimming season – construction stage
- Discussions regarding long term plan projects

##### **Rakaia Reserve Board**

- Discussions regarding the quotes for the power installation for new Rakaia Rugby Club
- Discussions on connecting to the Rakaia water supply
- Discussions regarding long term plan projects

##### **Rakaia Memorial Hall**

- Discussions regarding the earthquake strengthening of the Hall building – Property to attend the next meeting
- Bora proofing – arrangements have been made to exterminate the Bora
- New curtains have been purchased for the supper room
- Discussions regarding long term plan projects

## **Memorial Hall and Reserve Board Meetings (continued)**

### **Tinwald Memorial Hall**

- John Harris informed the Hall Board he intends to stand down as Chairman but will remain on the Hall Board
  - The Board will need someone to take over as Chairperson
  - The Board will need someone to take over the bookings for the Hall
  - The Board will need someone to take over the cleaning of the Hall
- Discussions regarding long term plan projects

### **Mayfield Reserve Board & Memorial Hall**

- The parking bays in front of the new public toilets will be re-lined in early September – Open Spaces have arranged this
- Ian Soper from Open Spaces is booked in to assess a new site for the mower shed in September
- Money left over from the \$10,000 of Community Infrastructure will go towards new vinyl in the Hall's kitchen
- Some more original Ngaio McKee prints have been found, two of these will be framed and hung inside the hall with the others.
- Discussions regarding long term plan projects

### **Tinwald Reserve Board**

- Disk Golf project – Zac has developed a design concept for the proposed course.
  - Zac and friends will put the course through a trial run before concreting the baskets in
- Discussions on the Deed of Lease for Plains Museum Trust
- American Car Show is booked in for the last weekend in September
- Devils on Horses documentary is booked in for filming at the Ashburton Railway & Preservation Society, this will be on the same weekend as the Championship Dog Obedience and Rally-O-Show. Both events are taking place in the last weekend in November
- Discussions regarding long term plan projects

### **Ashburton Forks/Greenstreet Reserve Board**

- The Board have asked to have the Hall insured for a complete rebuild
- Undergrounding the hall's power supply under the road to the property boundary – EA Networks covers this
- Undergrounding the power from the boundary to the hall – applying for Community Infrastructure Grant to help with the costs
- Upgrading the hall's switch board, lights and install a heat pump before next winter - applying for Community Infrastructure Grant to help with the costs

- Discussions regarding long term plan projects

**Alford Forest Reserve Board**

- Installing a heat pump before next winter – the Board is applying for Community Infrastructure Grant to help with the costs
- Road naming process for un-named portion of road will be finalised in September
- Confirmed all parties are happy with the removal of the ‘ugly tree’
- Discussions regarding long term plan projects