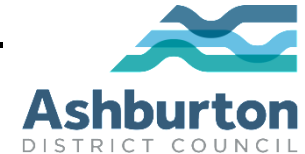


Council Activity Briefings



Date: Wednesday 27 March 2024
Time: 9:30am
Venue: Hine Paaka Council Chamber, Te Whare Whakatare
2 Baring Square East, Ashburton

Attendees

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

Executive Team

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

Activity Reports

1	People & Facilities		Time	Page
1.1	EA Networks Centre	Julia Allen	9:30am	4
1.2	Ashburton Library	Jill Watson	9:35am	10
1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	9:40am	20
1.4	Customer Services	Amanda Watson	9:45am	28

2	Infrastructure & Open Spaces			
2.1	Open Spaces	Ian Soper	9:50am	30
2.2	Solid Waste Management	Hernando Marilla	9:55am	37
2.3	3 Waters Operations	Hernando Marilla	10:00am	45
2.4	4 Waters Projects	Andrew Guthrie	10:05am	50
2.5	Stockwater Operations	Crissie Drummond	10:10am	65
2.6	Roads and Footpaths	Mark Chamberlain	10:15am	67
2.7	Contracts Awarded / Upcoming Tenders	Neil McCann	10:20am	74

Morning tea 10:30am

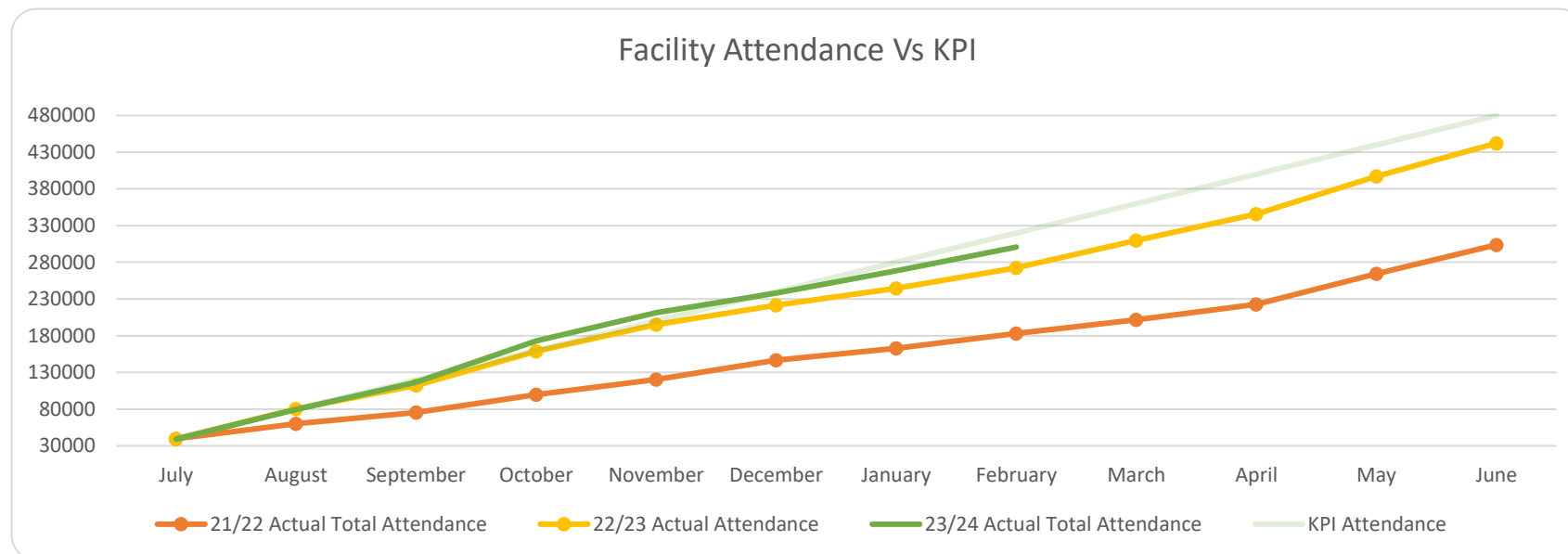
3	Compliance & Development			
3.1	Building Services	Michael Wong	10:45am	74
3.2	Civil Defence Emergency Management	Jim Henderson	10:50am	80
3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	10:55am	82
3.4	Animal Control	Rick Catchpowle	11:00am	83
3.5	Environmental Health	Rick Catchpowle	11:05am	84

3.6	Planning	Ian Hyde	11:10am	85
3.7	Economic Development	Simon Worthington	11:15am	87
4	Business Support			
4.1	Information Systems	Gordon Tupper	11:20am	98
4.2	Property	Renee Julius	11:25am	103
4.3	Forestry	Renee Julius	11:30am	106
4.4	Finance	Erin Register	11:35am	107
5	Democracy & Engagement			
5.1	Communications	Janice McKay	11:40am	108
5.2	Strategy & Policy	Mark Low	11:45am	111
5.3	Memorial Halls & Reserve Boards	Ann Smith	11:50am	115
5.4	Welcoming Communities	Mercedes Walkham	12.00pm	117
5.5	Governance	Toni Durham	12.10 pm	118

1. People & Facilities

1.1 EA Networks Centre

1.1.1 Facility

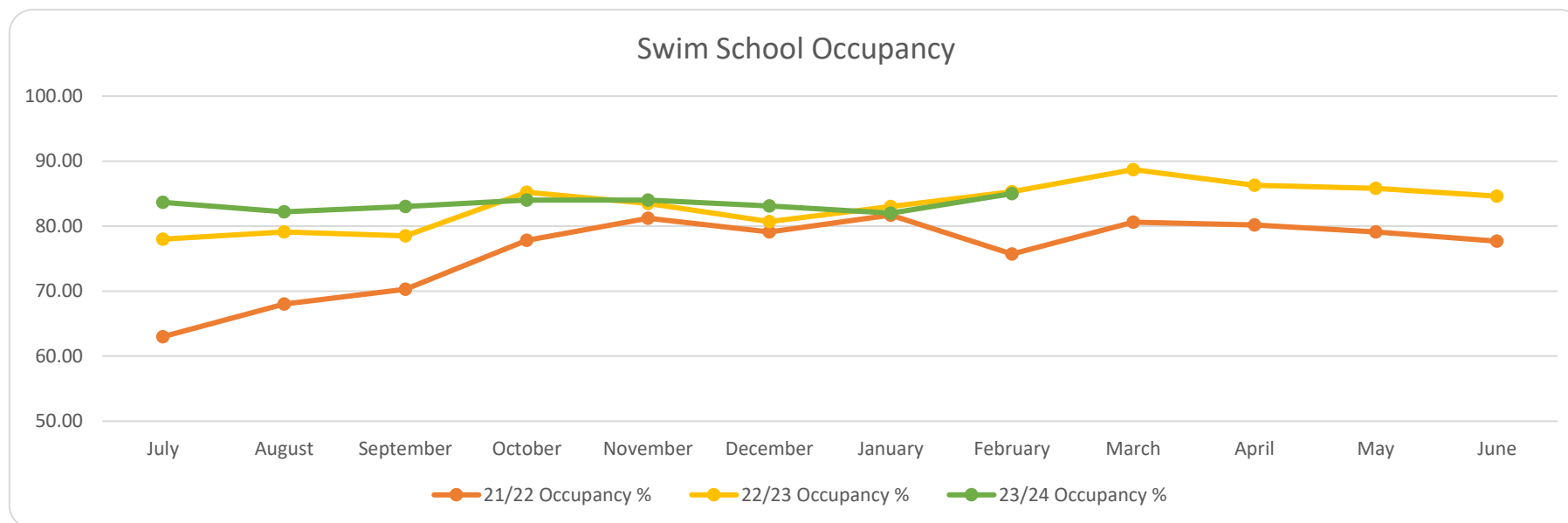


Comments:

- The 2021-31 LTP outlines the level of service and performance measures for EANC: *“We provide quality gym, pool and stadium facilities”*.
- The EA Networks Centre is well utilised with a goal of 485,000¹ attendees in the 2023/24 year, as per the LTP. At the end of February 2024 300,674 visitors had attended the EA Networks Centre.

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

1.1.2 Swim School Occupancy

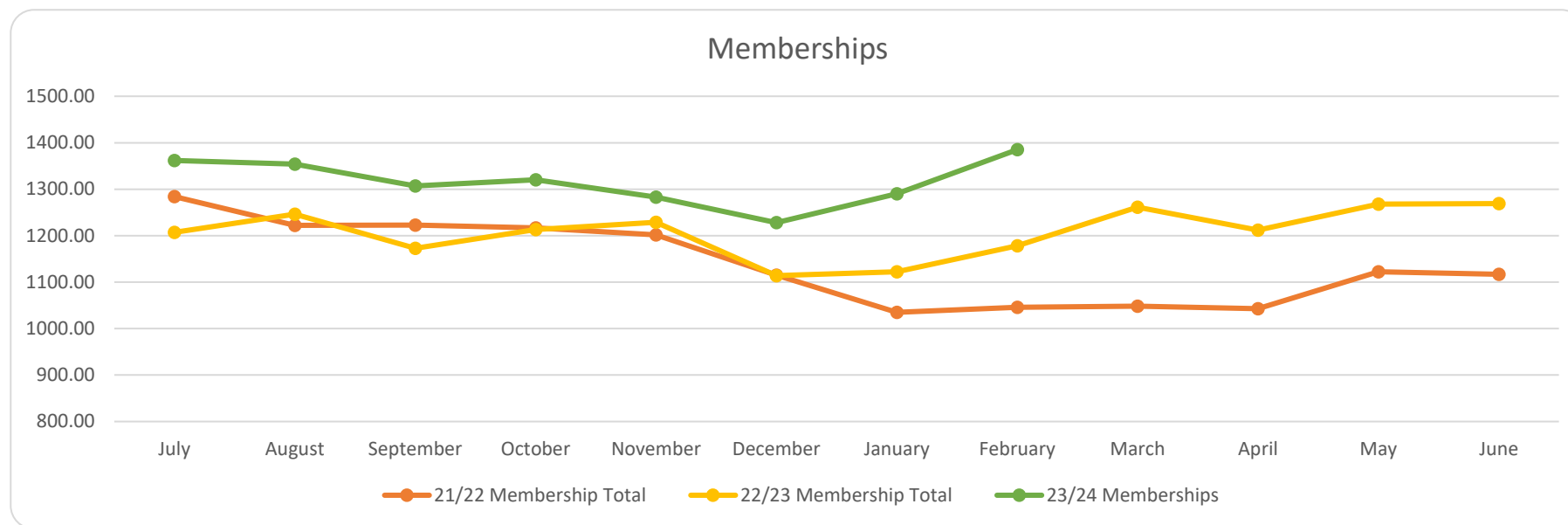


Comments:

- This graph represents the occupancy percentage of the Swim School. Approximately 1,110 Learn to Swim students participated each week up to present in Term 1, 2024.
- To present we have taught approximately 545 students from our school programme with approximately 300 students being from rural country school lessons including a number of instructors attending school pools.

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

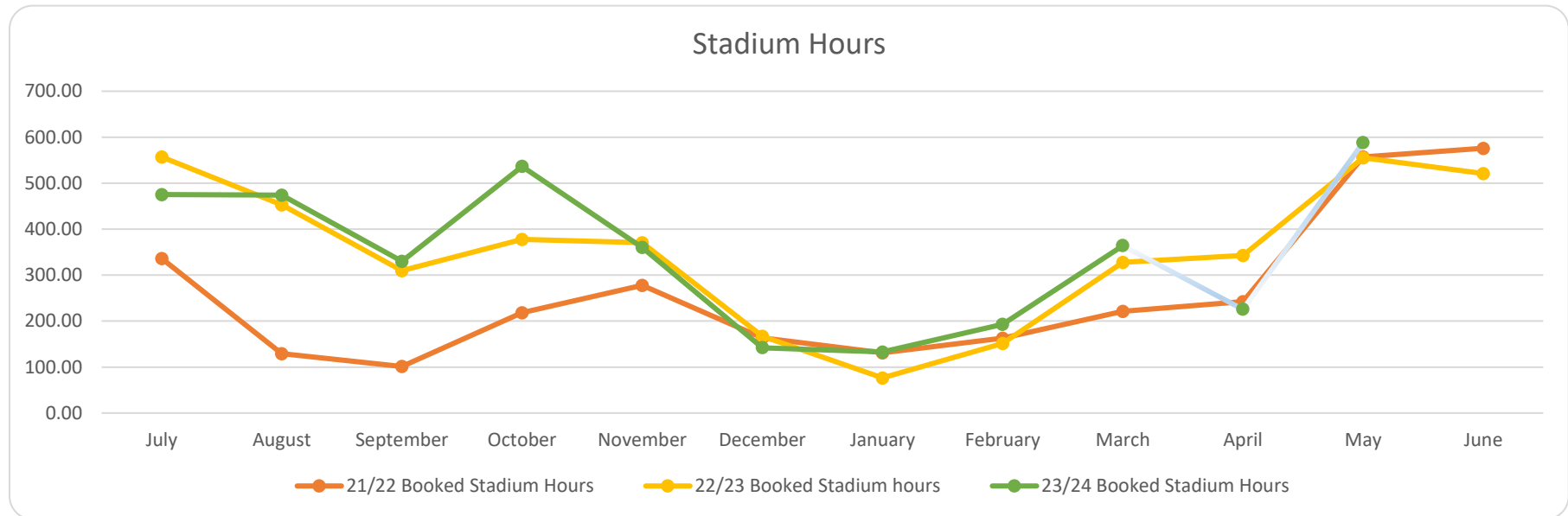
1.1.3 Memberships



Comments:

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

1.1.4 Stadium Hours



Comments:

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

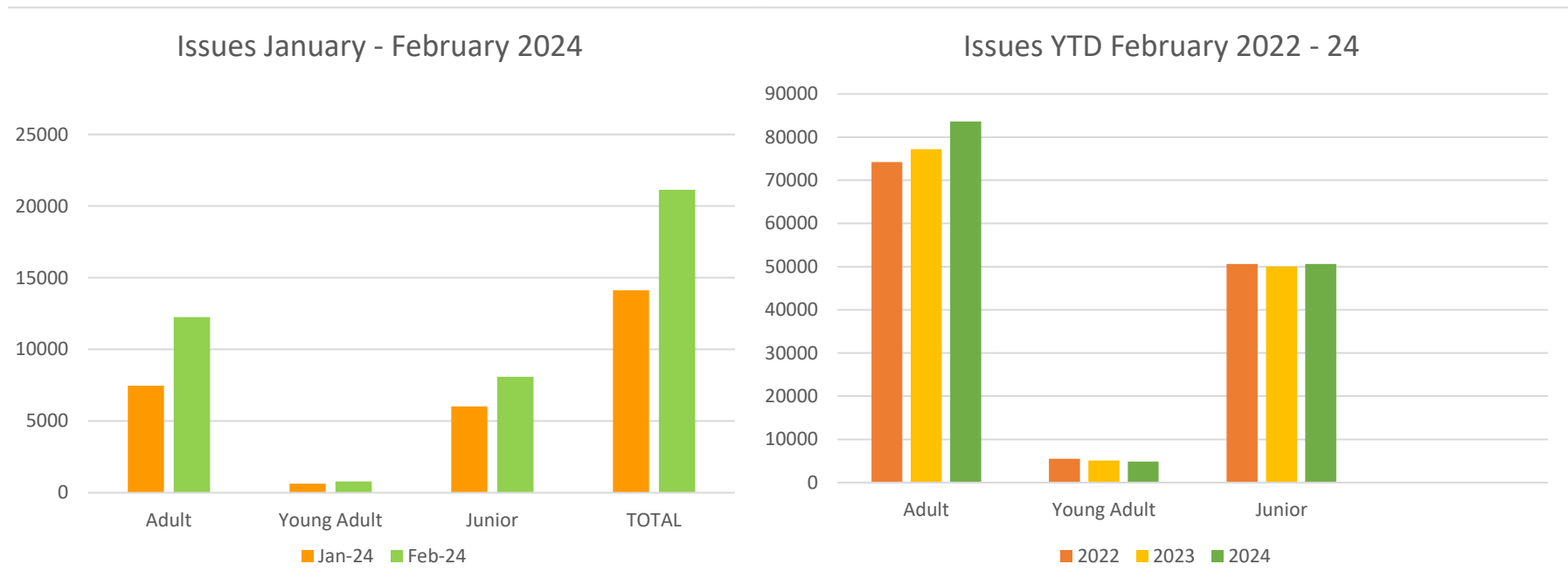
1.1.5 Activity comments

Facility	
Activity/Programme	Description
Stadium Stadium bookings	<ul style="list-style-type: none"> • EANC hosted for the first time the South Island 3x3 Basketball Champs. This is a Basketball New Zealand event which saw 24 secondary school teams compete over the course of 3 days (16-18th March). • Active Adventures has returned for 2024, with an average of 26 children attending. • A pop up Easter Tuesday 'Kids' Day Out' session has been organised to assist parents with the additional day as most schools across mid canterbury are closed. The duration is 8.30-3.30pm. • The April EANC holiday programme opened early this term, with bookings already on a steady incline. The programme is anticipated to be near full capacity and includes a field trip, to Christchurch, to Methven, and a host of activities here at the Centre. The theme of the programme is 'Movies', with a number of activities based around this.
Fitness Centre Gym activities	<ul style="list-style-type: none"> • "Couch to Wellness" block two, started February 16 with 20 participants (maximum capacity). • A pop up session of yoga was held in public events space of Te Whare Whakaterere 12:15pm Tuesday 12th March and was open to the public.

<p>Pool</p> <p>Aquatics activities</p>	<ul style="list-style-type: none"> • The EA Networks Centre was recently granted Poolsafe accreditation for 2024. • A recent round of recruitment will see up to 6 new staff start as part-time lifeguards. Their training process normally takes 2-4 weeks depending on their availability, with the followed by 20 hours of poolside shadowing. In addition to this they must also have a current first aid certificate prior to be rostered on as a qualified lifeguard. • February saw EANC host the primary school swimming sports for many of the local Ashburton schools. Following this, EANC also hosted the Counties swimming sports on the 12th March. • EANC also saw the return of the Ashburton Splash, which is the Ashburton Swim Club's annual swim meet. This saw 290 competitors mainly from the South Island compete over 2 days (9th and 10th March). An official NZ record was set by A Cambridge High School student in the 1500m Freestyle for 15 year old girls with a time of 16.50.03. With this being 8 seconds faster than the previous record.
<p>Swim School</p>	<ul style="list-style-type: none"> • The first three weeks of Term 1 2024 found our LTS instructors out at country schools of Wakanui, Longbeach, Lauriston and Dorie. We had a mixture of technique and water safety taught while we were at the schools. • The LTS team collaborated with the Lifeguard team during school swimming sports to help children feel safe in the water and assist where needed.
<p>Business</p> <p>Maintenance</p>	<ul style="list-style-type: none"> • Officers have completed the installation of new chlorine tanks and increased breakdown resilience through the process. EANC now produces and holds 10,000 litres of chlorine on site at any time. • Replacement heat pumps will be commissioned in Mid-April – in time for the cooler months.
<p>Business</p> <p>Community Pool Funding Support</p>	<ul style="list-style-type: none"> • The jumping platform and immediate surrounds is very close to complete. There is one more construction-related task that needs to be done before it is opened. Until advised through Council communication channels, it remains a construction site and should not be used. We remain on track for an opening date at the end of March.

1.2 Library

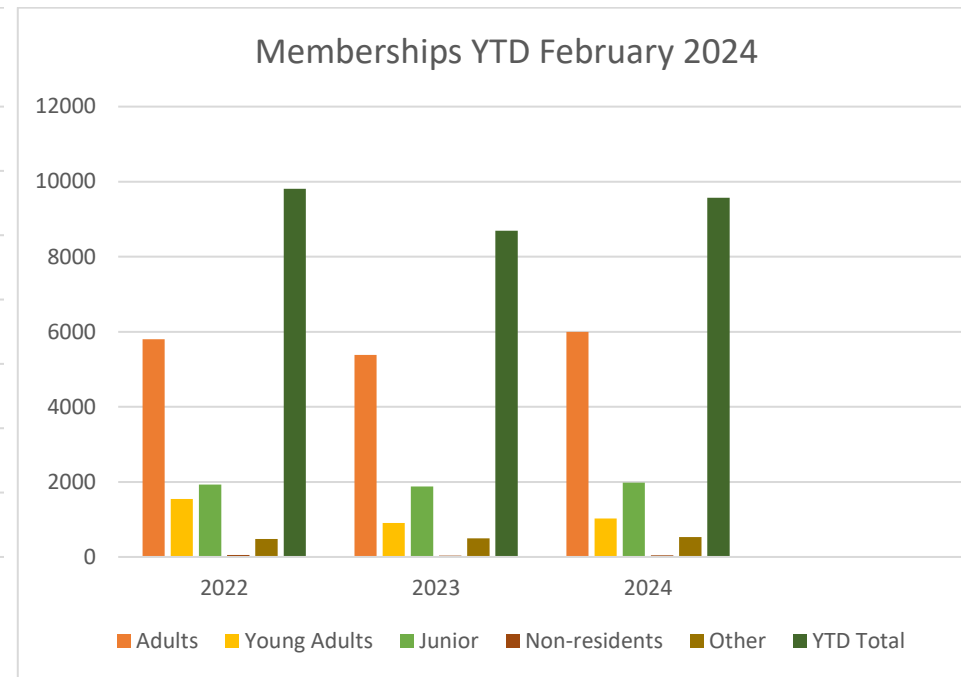
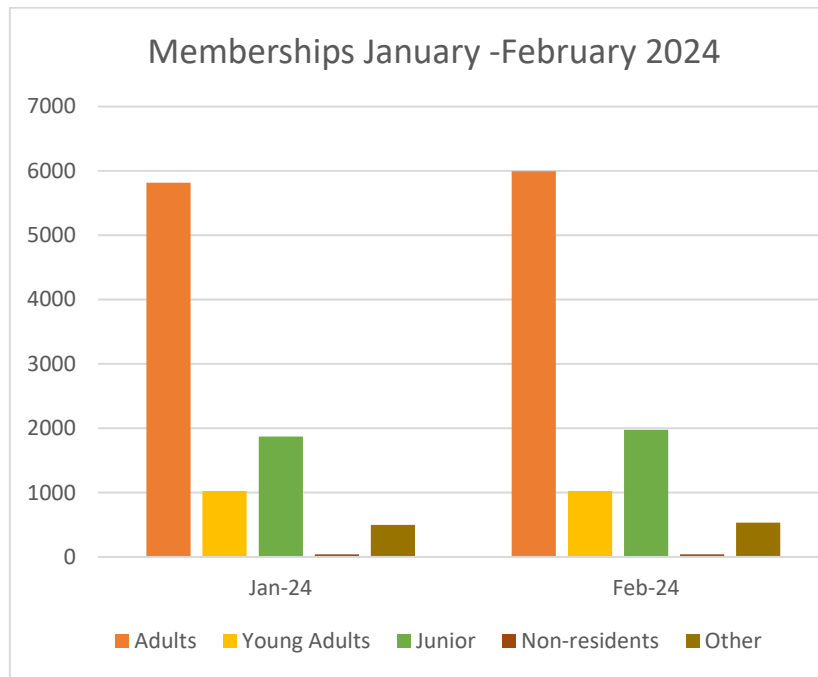
1.2.1 Issues



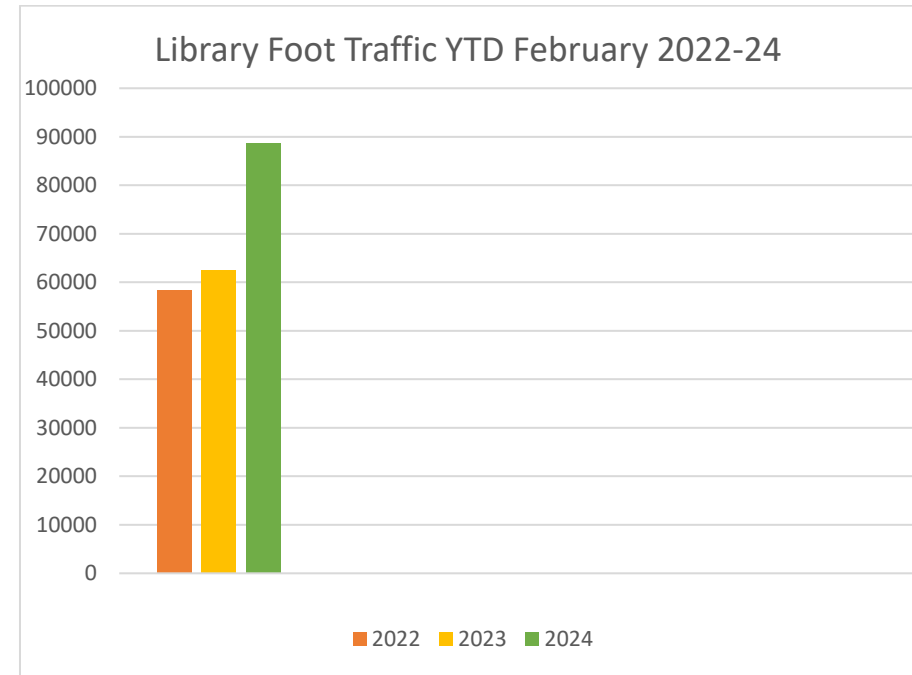
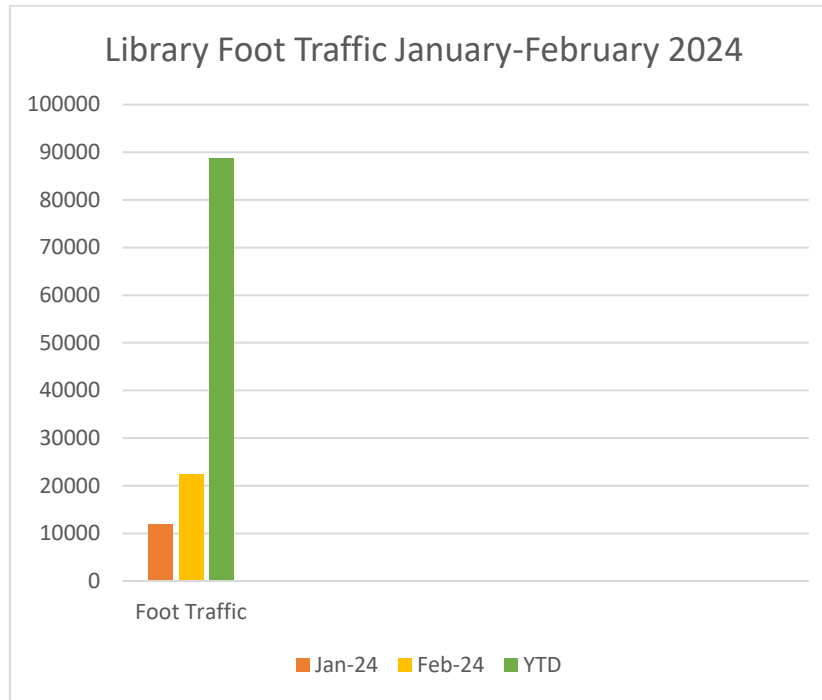
Comments:

- The YTD graph which provides data from the last three years shows an increase in adult issues, steady number of junior issues and slightly less young adult issues. Please note that the current years data includes the 3 week relocation closure.

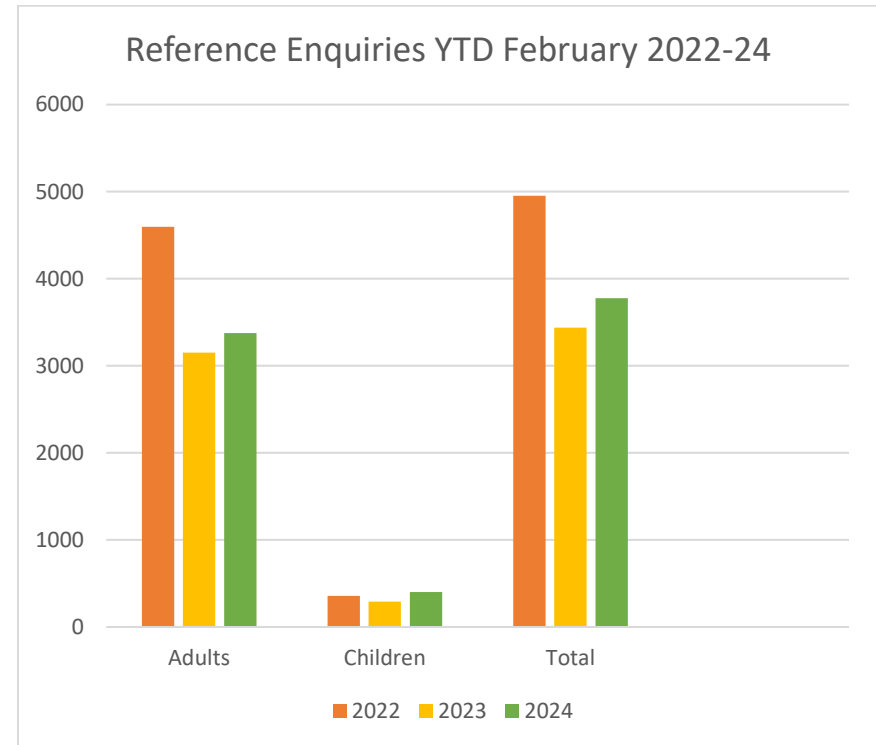
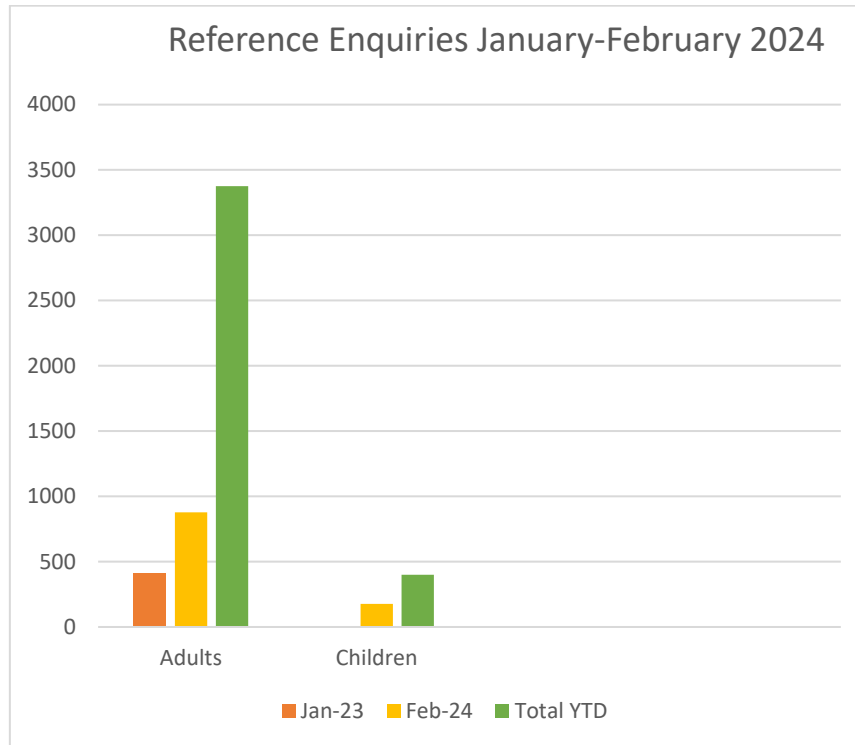
1.2.2 Memberships



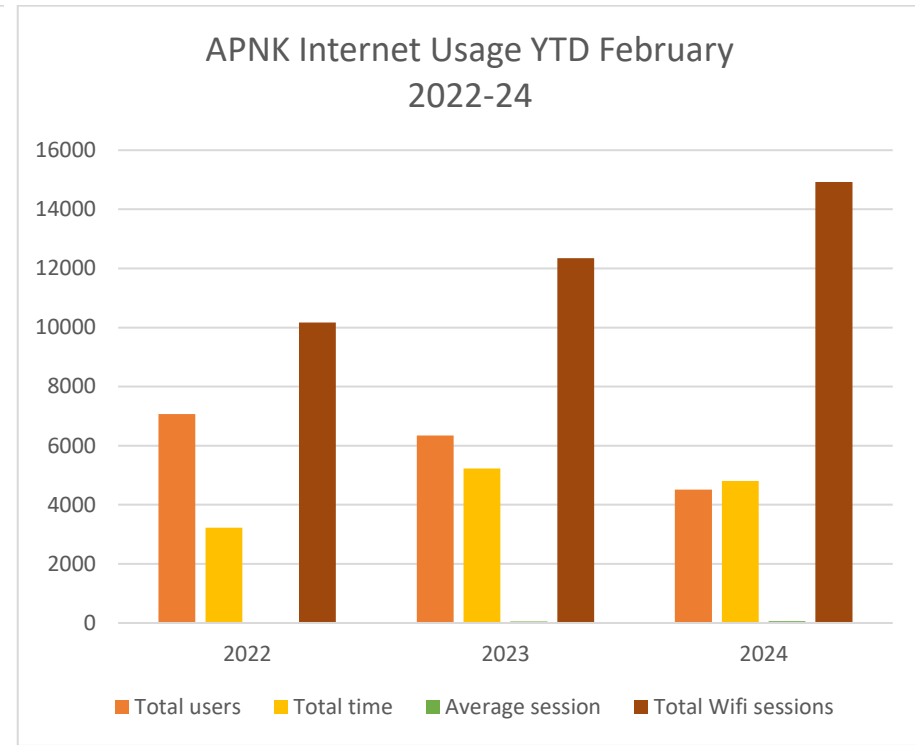
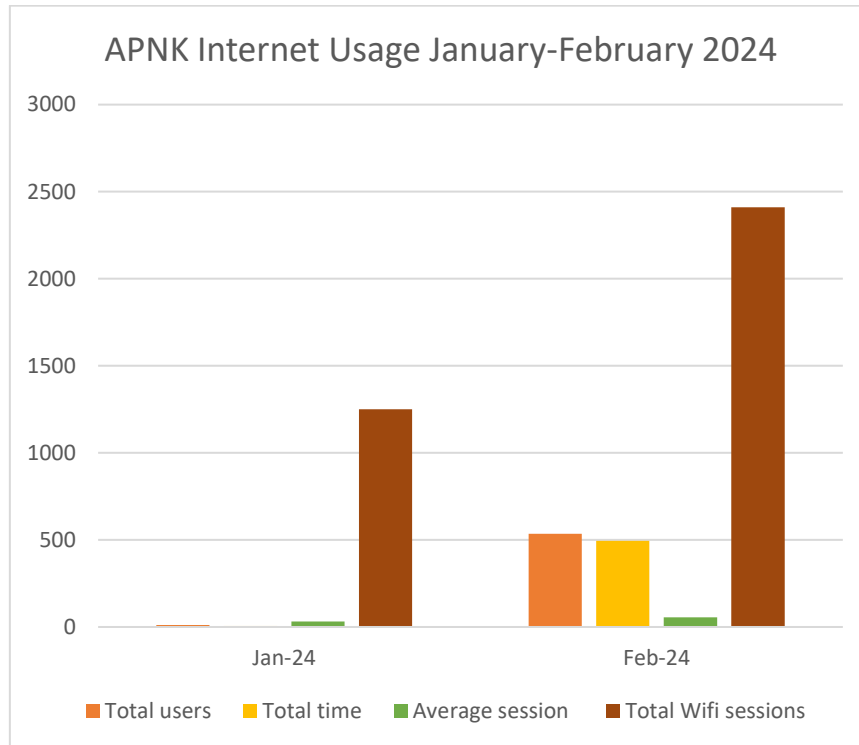
1.2.3 Library Foot Traffic



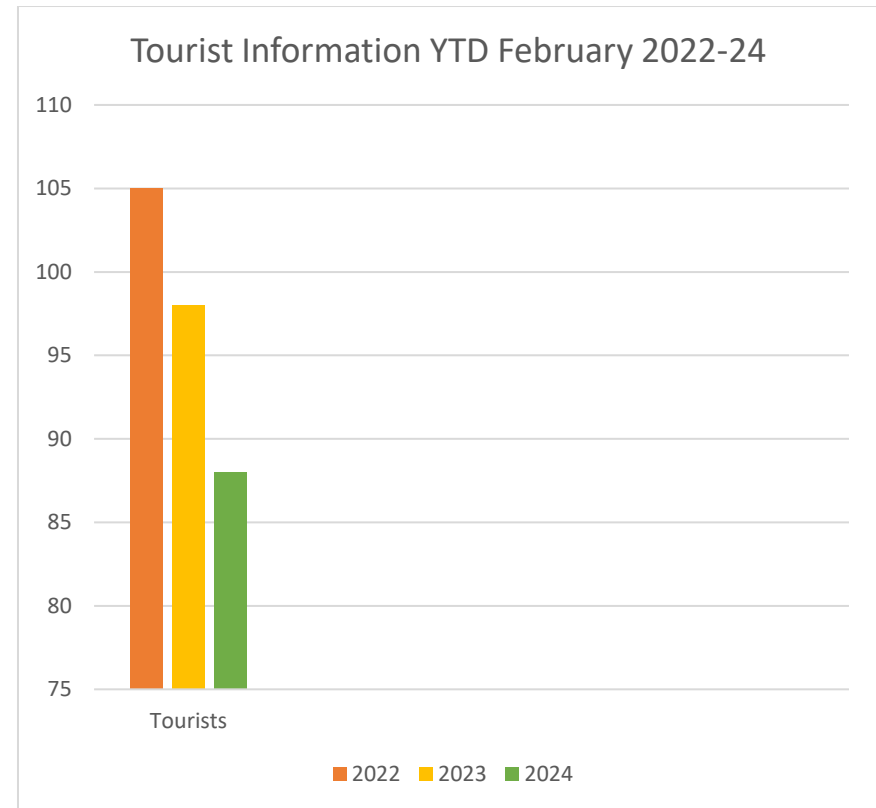
1.2.4 Reference Enquiries



1.2.5 APNK Internet Usage



1.2.6 District Tourism Information Requests



1.2.7 Activities for January / February 2024

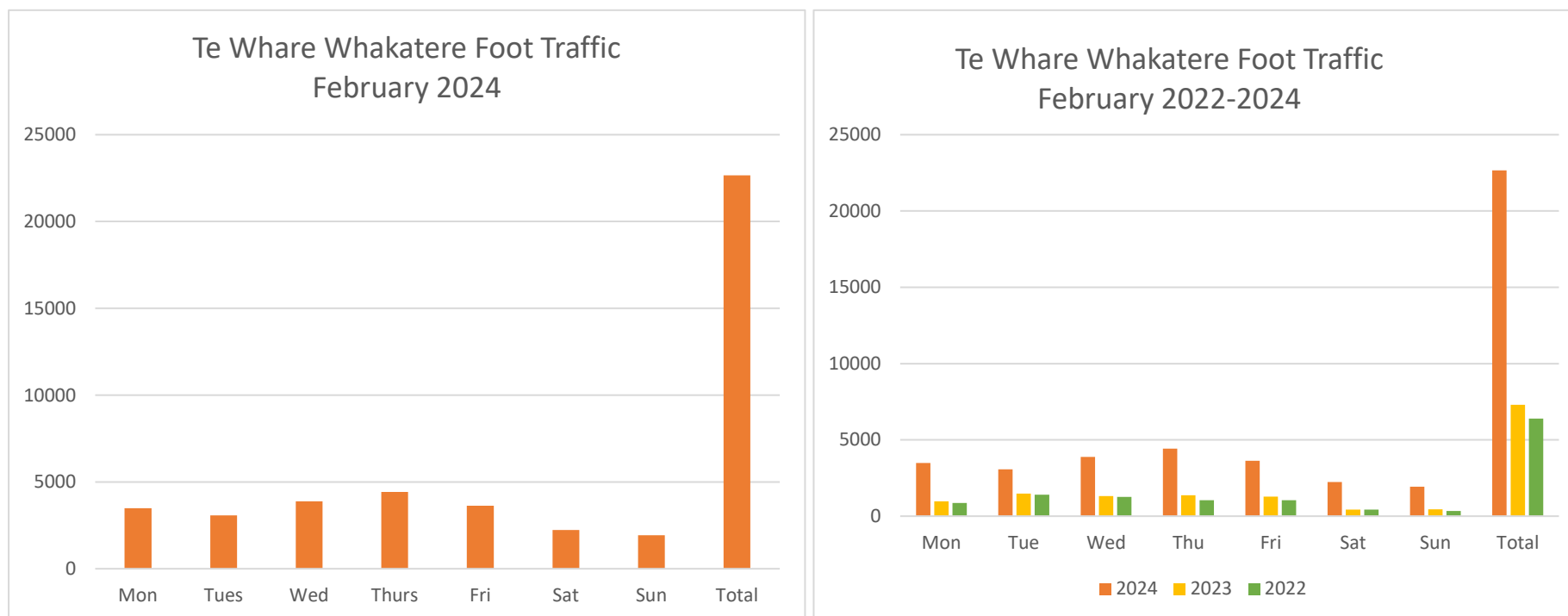
Community Engagement Activities	
Activity/Programme	Description
Craft & Chatter	Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts One session was held with 2 participants attending.
Book Club	Monthly community book club The book club held one session with 23 attendees.
Next Chapter	A monthly programme of literacy-based activities designed for those living with a diagnosed dementia 9 people attended one session.
Elderly outreach	A programme of reading activities, crafts and looking at objects - designed to encourage older people to engage in conversation and share memories Two sessions with 47 participants from Elizabeth St Daycare and Tuarangi Home
Knitting Group	A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone. <ul style="list-style-type: none"> Six sessions were held, 75 people attended.
Sign Language classes	A collaboration with NZ Sign Language 4 U to give the community the opportunity to learn sign language. This was held on Tuesday and Wednesday evenings. Classes for the rest of term 1 and term 2 have been cancelled due to tutor illness. The intention is for these to begin again in Term 3. <ul style="list-style-type: none"> 3 sessions with 36 attendees
Death & Paperwork	In partnership with Keep Learning Mid Canterbury, a 3 part series with various experts presenting. Part one Banking & Insurance attended by 54 people
Books on Wheels	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.
Te Reo Māori Language Courses	In partnership with Keep Learning Mid Canterbury Four classes were held, 48 people attended
Library Building Tours	In the opening fortnight we offered hourly tours to the public. We are now giving tours to community groups and organisations by appointment. 415 people have attended these tours

Exhibitions	<p>Ngā kōrero nehēra -stories of the past. A collaboration with Kāhui Ako o Hakatere (cluster of Ashburton schools)</p> <p>An exhibition of local Māori stories retold in words and pictures by children from Hinds, St Joseph's, Borough and Ashburton Intermediate schools. Staged in the Event Space.</p> <p>From There to Here</p> <p>A collection of photographs showing the Ashburton library and staff through the years.</p>
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Digital Access Projects	
<i>Activity/Programme</i>	<i>Description</i>
CV Help	<p>CVs, cover letters and applications</p> <p>This drop-in service is available when required, with 3 people attending during this time.</p> <p>Feedback continues to be positive from both Work and Income NZ and those accessing this service.</p>
Digital help	<p>One-on-one assistance with digital skills, including device and e-Book help outside of official sessions</p> <p>There were 189 people requiring assistance in the reporting period.</p>
Recycle a Device	<p>Training young people to refurbish devices, diverting them from landfill and donating them to families in need</p> <ul style="list-style-type: none"> • The total number of people attending a RAD Club class in January/February was: 20 Young Adults. • There were 4 Young Adults who attended a catch-up session at the new library. • There were no devices given out in January/February (58 given out since the programme started) • In January/February, we've had 3 additional people apply to be added to the device wait list. • There are 38 people on the wait list.
Skinny Jump Wi Fi Modem	<p>Low-cost broadband</p> <p>10 people accessed Skinny Jump during the period.</p>

Youth Programming	
<i>Activity/Programme</i>	<i>Description</i>
Dungeons & Dragons	There were 4 sessions of Dungeons & Dragons in February. The age of participants is between 13- 18 years, averaging 10 teens attending each session.
Children's Library	
<i>Activity/Programme</i>	<i>Description</i>
Wriggle and Read	Movement to music for ages 0-3 Five sessions were held over January and February, with 134 Children and 114 Adults (248 in total) attending.
Create Explore Discover	STEM learning through play We held five sessions over January and February, with 65 children and 59 adults (124 in total) attending.
School class visits	Story and browsing <ul style="list-style-type: none"> • The library hosted 20 school class visits during February. (Schools started in February) • Schools that visited the library included Ashburton Christian School, Allenton School, Ashburton Intermediate, a small ALP's (Assisted Learning Programmes) group from Ashburton Intermediate, St Joseph's, and Wakanui School. • 564 children and 59 adults attended, a total of 623.
Story & Rhyme	Story & Rhyme sessions ages 3-5 years We had four Story & Rhyme sessions over January and February with 48 children and 24 adults attending.
<i>Activity/Programme</i>	<i>Description</i>
Riff-Raff's Summer reading programme	Riff-Raff's summer reading challenge was completed in January with a total of 86 entries and our end of challenge event which hosted 15 children and 8 adults.

Te Whare Whakaterere Foot Traffic

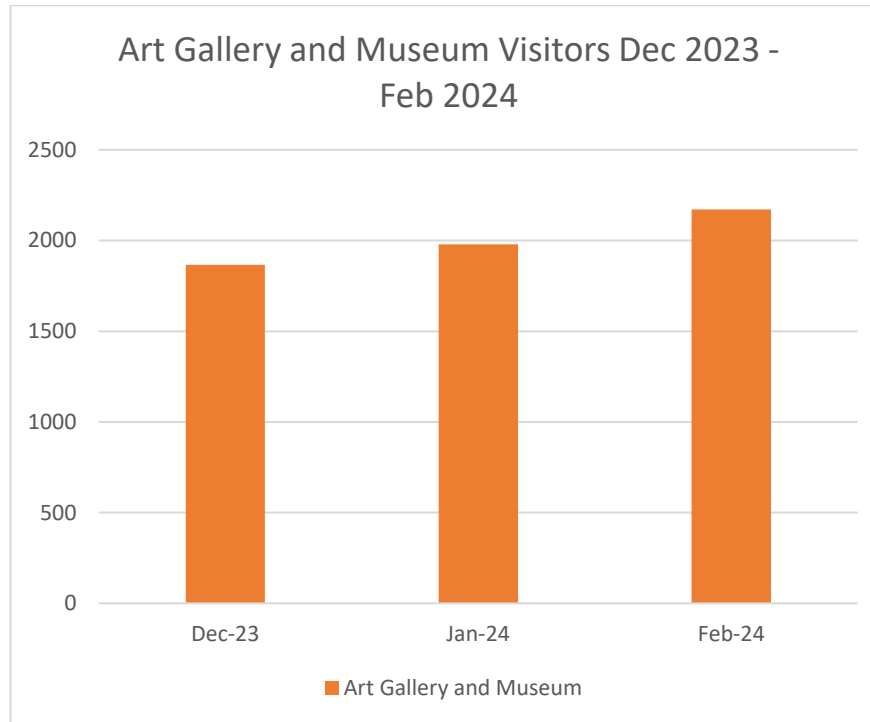


Comments:

- The annual comparison graph compares only previous library's foot traffic with Te Whare Whakaterere, it does not include foot traffic in the previous administration building.
- Te Whare Whakaterere open on 22nd January 2024 offering the Library Service from day one and then other council services on 29th January 2024. The foot traffic for the first week and a half (22-28 January 2024) was 10,268.

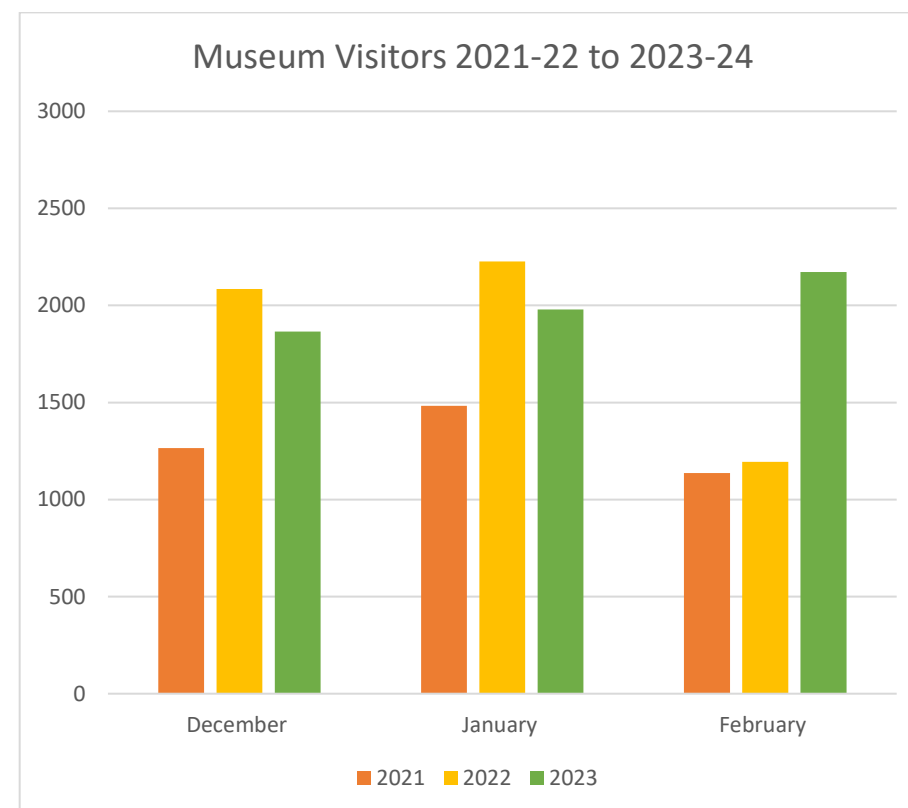
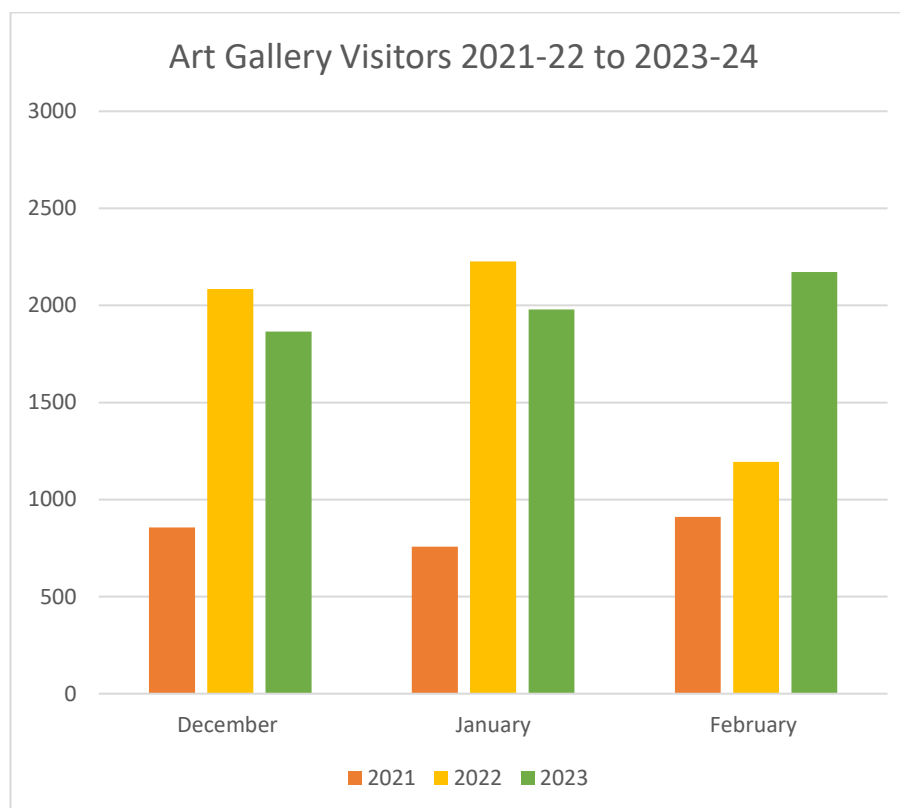
1.3 Ashburton Art Gallery and Museum

1.3.1 Art Gallery and Museum Visitors



Comments:

Visitor numbers were highest in February due to term 1 school bookings, including several classes from Allenton and St Joseph's Schools, and various well attended talks and exhibition openings, most notable the opening of *A New Era: Ng King Bros. Chinese Market Garden Settlement*, which drew 246 attendees.



Comments:

Visitor numbers to the Art Gallery and Museum in December 2023-February 2024 exceeded the 2021 figures, however this is partly due to a change in recording the number of visitors to the building from November 2022 onwards. Visitor numbers in December 2023 and January 2024 were slightly less than the previous year due to our involvement in the Light up the Night event in December 2022 and a popular virtual reality activity offered in January 2023.

1.3.2 Activities:

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

Exhibitions and Displays (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
David Elliot's <i>Wind and Waves</i>	<ul style="list-style-type: none"> • In <i>Wind and Waves</i>, people and creatures, in, on, above and near the ocean become characters that are interwoven with histories of exploration and scientific research, as well as mythological tales and high sea adventure. • Port Chalmers and Otago Harbour – Kōpūtai and Ōtākou – serve as inspiration for many of the works in the exhibition, as do the natural elements, such as wind, which are personified as giant entities that command the weather. • Other works look beyond Ōtākou and informed by David's love of maps and old books, traverse a watery expanse to explore domains both real and imagined. 	18 December 2023 – 11 February 2024
<i>Sharing Histories Gifts of 2023</i>	<ul style="list-style-type: none"> • <i>Sharing Histories</i> explores some of the treasured objects, archives, and photographs that were generously donated to and acquired by the Ashburton Museum and Historical Society in 2023. • This annual exhibition showcases some of our most special and fascinating acquisitions of the previous year and explores why they are significant to Hakatere Ashburton. 	18 February – 7 April 2024
<i>Marian Maguire's The Enlightenment Project (expanded)</i>	<ul style="list-style-type: none"> • <i>The Enlightenment Project (expanded)</i> aims to make sense of this important age of European history, and the worldwide reverberations that resulted. • This exhibition builds on the initial showing of <i>The Enlightenment Project</i> in 2022. Maguire has created additional works which extend into prehistory, reflect on current reality, and provide a counterpoint to the Western world view. 	18 February – 14 April 2024
<i>A New Era: Ng King Bros. Chinese Market Garden Settlement</i>	<ul style="list-style-type: none"> • 16 years ago the descendants of the men who founded the Ng King Bros. Chinese Market Garden expressed their desire to share their land and the legacy of their buildings and stories with the community. • Our new exhibition <i>A New Era: Ng King Bros. Chinese Market Garden Settlement</i> celebrates the restoration and February 2024 re-opening of this significant local site to the public as a community heritage park. 	26 February – 12 May 2024

Education and Public Programmes		
Activity/Programme	Description	Date
Design your own placemat foyer activity	<ul style="list-style-type: none"> Our design your own placemat foyer activity was based around our <i>From Tasman Glacier to Table Service</i> exhibition. 	16 December 2023 – 4 February 2024
Colour the River and Art Lab Wind and Waves school holiday activities	<ul style="list-style-type: none"> Our Colour the River school holiday activity was based around Iain Cheesman's <i>The River Is</i> foyer installation, while our Art Lab was based around David Elliot's <i>Wind and Waves</i> exhibition. 	22 December 2023 – 14 January 2024
Learning to Stitch and Art Lab Exploring Landscapes school holiday activities	<ul style="list-style-type: none"> Our Learning to Stitch school holiday activity was based around our <i>Suffrage in Stitches</i> exhibition, while our Art Lab was based around Chris Pole's <i>Crooked Spur</i> exhibition, using images of local landscapes to create collages. 	15 January – 4 February 2024
Methven and Mayfield outreach holiday programmes	<ul style="list-style-type: none"> Delivered in partnership with the Ashburton Library, EA networks, and other local community organisations such as Eco Educate, these regular outreach school holiday programmes are offered to rural communities in the district. 	16 January 2024
David Elliot artist talk	<ul style="list-style-type: none"> Celebrated Ashburton author and illustrator David Elliot shared insights into his exhibition <i>Wind and Waves</i>, offering a unique perspective on art, history, and the vast ocean. 	21 January 2024
Helen Osborne suffrage talk	<ul style="list-style-type: none"> Helen Osborne from Te Whare Waiutuutu Kate Sheppard House in Ōtautahi Christchurch, the family home of Sheppard and headquarters of the New Zealand Suffrage Campaign, delivered an illustrated talk providing insights into Kate Sheppard's personal life and her involvement in the suffrage movement. 	28 January 2024
Tiriti mo koe me ahau, A treaty for you and me and Kara perehi, Flag prints Waitangi foyer activities	<ul style="list-style-type: none"> Our Tiriti mo koe me ahau Waitangi foyer activity encouraged visitors to reflect upon what makes a treaty, what it means for everyone involved and write their own treaty for their whānau on a scroll. Our Kara perehi Waitangi foyer activity encouraged visitors to learn about the Māori flag Tino Rangatiratanga and make their own rubbing print of it to take home. 	5-17 February 2024

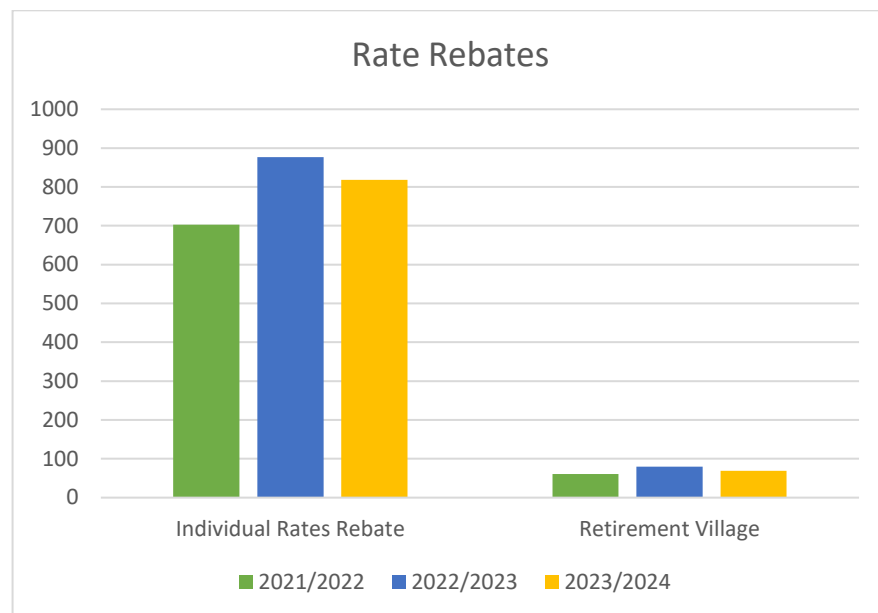
Education and Public Programmes (continued)		
<i>Activity/Programme</i>	<i>Description</i>	<i>Date</i>
Art Addicts	<ul style="list-style-type: none"> AA is a weekly after school art space for children and families. Sessions encourage creative thinking and experimentation with a range of art themes, activities and materials. 	7, 14, 21, 28 February 2024
Kōwhai Mums	<ul style="list-style-type: none"> A fortnightly group for parents/carers with small children aged 0-5 years. These sessions are delivered in collaboration with Hakatere Multicultural Council. Although the group welcomes all, it has an emphasis on engaging newcomers to Hakatere Ashburton. 	7, 21 February 2024
In Colour	<ul style="list-style-type: none"> A monthly group that supports mental health, mindfulness, and social connection through creativity. Sessions are relaxed and art activities are guided by the interests of the group. 	9 February 2024
Chris Pole artist talk and Merv Falconer Mount Cook Airways talk	<ul style="list-style-type: none"> Chris Pole discussed the paintings in his exhibition <i>Crooked Spur</i> and how his travels throughout Kā Tiritiri o te moana inspired these works. Chief Pilot for Mount Cook Airways from 1974-84, Merv Falconer gave a presentation on the history and development of ski plane operations in Aoraki Mount Cook National Park from the mid-1950s to the 2000s. 	11 February 2024
St Joseph's School visit	<ul style="list-style-type: none"> Three classes from St Joseph's School visited <i>Suffrage in Stitches</i> and took part in a programme based around this exhibition. 	15 February 2024
Mt Hutt College visit	<ul style="list-style-type: none"> A group of international students from Mt Hutt College visited the museum and gallery and took part in a programme based around our local history. 	16 February 2024
<i>The Enlightenment Project (expanded)</i> exhibition opening and artist talk	<ul style="list-style-type: none"> At the exhibition opening of <i>The Enlightenment Project (expanded)</i>, Marian Maguire discussed the ideas and impetus behind her work, which examines the importance of the Enlightenment era and the worldwide reverberations that resulted. 	17 February 2024

Education and Public Programmes (continued)		
Activity/Programme	Description	Date
What do you see? and Acquisition Adventurers foyer activities	<ul style="list-style-type: none"> • Our What do you see? foyer activity invited visitors to make an eye-themed artwork that looked into the future of humanity, inspired by concepts and compositions in <i>The Enlightenment Project (expanded)</i>. • Our Acquisition Adventurers foyer activity invited visitors to role-play as a Collections Registrar and acquire an object for an imaginary museum. 	18 February – 16 March 2024
Sharing Histories Gifts of 2023 exhibition opening and AM&HS Bi-Monthly meeting	<ul style="list-style-type: none"> • The opening of <i>Sharing Histories Gifts of 2023</i> was celebrated with an opening event where our Senior Curator and Archivist discussed some of the objects and archives on display. This was followed by the AM&HS Bi-Monthly meeting where Belinda Breeze Cimino spoke about the 'Ashburton NZ: History Plus, Photos of Places & Groups, Classes to 1980' Facebook page. 	18 February 2024
Artzheimers	<ul style="list-style-type: none"> • Delivered in collaboration with Dementia Canterbury, this monthly tour is designed to provide a meaningful community-based experience for people living with dementia. • This month, the group toured Marian Maguire's exhibition <i>The Enlightenment Project (expanded)</i>. 	22 February 2024
A New Era: Ng King Bros. Chinese Market Garden Settlement exhibition opening	<ul style="list-style-type: none"> • The restoration and re-opening of the site at Allens Road as a community heritage park and the opening of our exhibition <i>A New Era: Ng King Bros. Chinese Market Garden Settlement</i> was celebrated with an event that included speakers from the Ng King family who shared their stories. 	25 February 2024
Allenton School visit	<ul style="list-style-type: none"> • Four classes from Allenton School visited Marian Maquire's <i>The Enlightenment Project (expanded)</i> and took part in a programme based around this exhibition. 	26 February 2024
Ashburton Christian School visit	<ul style="list-style-type: none"> • A group of photography students from Ashburton Christian School visited the museum and gallery and took part in a programme based around photographing objects in our exhibitions and enhancing their skills. 	28 February 2024

Collections and Research		
Activity/Programme	Description	Date
Research enquiries	<ul style="list-style-type: none"> Our Archivist responded to 26 research enquiries in January, 20 of which were from the public. In February, there were 25 research enquiries, 21 of which were from the public. 	Jan-Feb 2024
Collection Development and Management	<ul style="list-style-type: none"> Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues Work on uploading collection records to PastPerfect Online continues, with a public launch of the site scheduled for 5 May 2024 Ashburton District Council's historical archives are being re-catalogued in order to make the collection more accessible to council staff and to the public, in line with Public Records Act obligations. 	Jan-Feb 2024
ADC Art Collection	<ul style="list-style-type: none"> All works for Te Whare Whakatare are now installed and receiving positive feedback Conservation on priority works continues within the remaining budget of this year Officers are working on a plan to install <i>The Star</i> sculpture by Charlie Jaine in the Ashburton Domain 	Jan-Feb 2024
Media and Promotion		
Activity/Programme	Description	Date
Reviews/Features	<ul style="list-style-type: none"> <i>Suffrage in Stitches</i>, <i>Tasman Glacier to Table Service</i> and <i>A New Era: Ng King Bros.</i> were featured in the Ashburton Courier ZAFAA24 finalists were announced in The Big Idea's 'Creative Catch-Up - Announcements You May Have Missed Over Summer' ZAFAA24 was featured in the Methven community newspaper Snowfed Marian Maguire's <i>The Enlightenment Project (expanded)</i> was featured in ArtBeat David Elliot's <i>Wind and Waves</i> was listed on Art News 	Jan-Feb 2024
Articles and Blog Posts	<ul style="list-style-type: none"> In January and February, our Archivist wrote 7 articles for the <i>Ashburton Guardian</i>'s 'Timeless Tales' page about Ashburton's first swimming carnival, local MP John McLachlan, Whakanui beach, the Ashburton Rifles, Mount Cook Airlines, Hampstead School and the introduction of cars in Ashburton. 	Jan-Feb 2024

1.4 Customer Services

1.4.1 Rate Rebates



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

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

For a couple Superannuation is \$42,500.64.

For example:

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

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

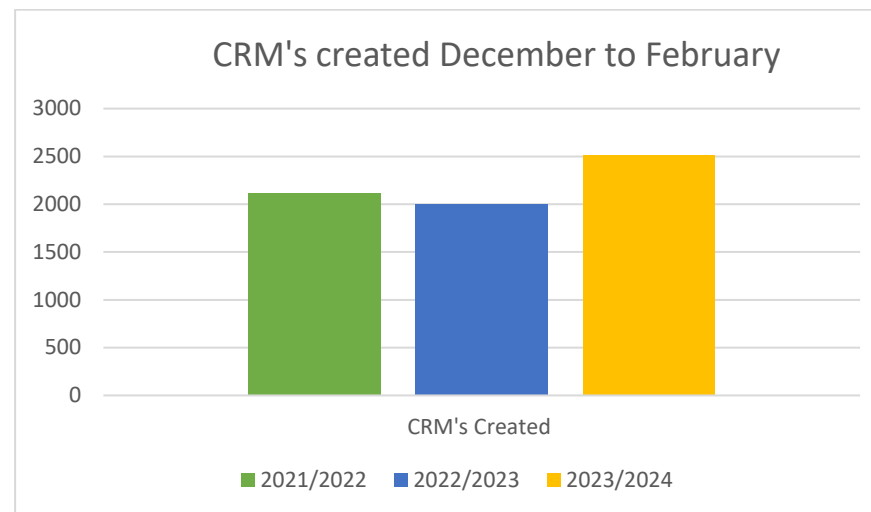
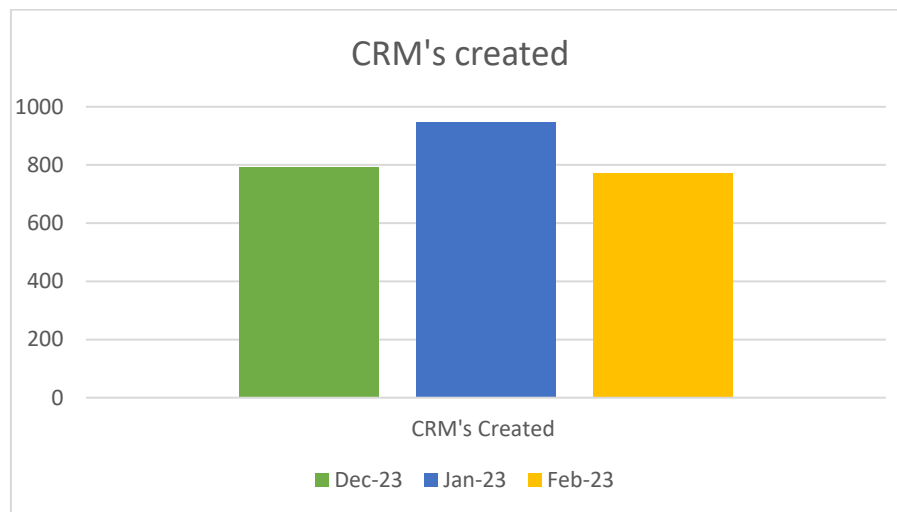
<https://www.govt.nz/browse/housing-and-property/getting-help-with-housing/getting-a-rates-rebate/rates-rebate-calculator/>

818 rates rebate applications have been sent to the Department of Internal Affairs resulting in \$515,522.93 paid to back to ADC in rebates.

69 retirement village residents, who have applied have had rebate payments paid back to them directly and not to the retirement village, total \$46,211.36.

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

1.4.3 CRMs created



Comments:

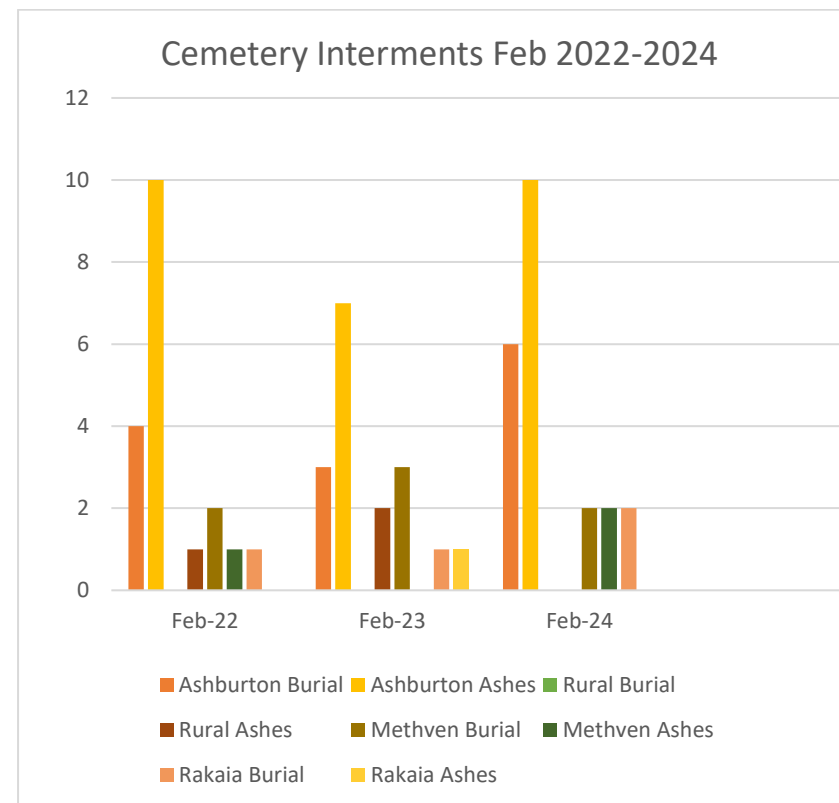
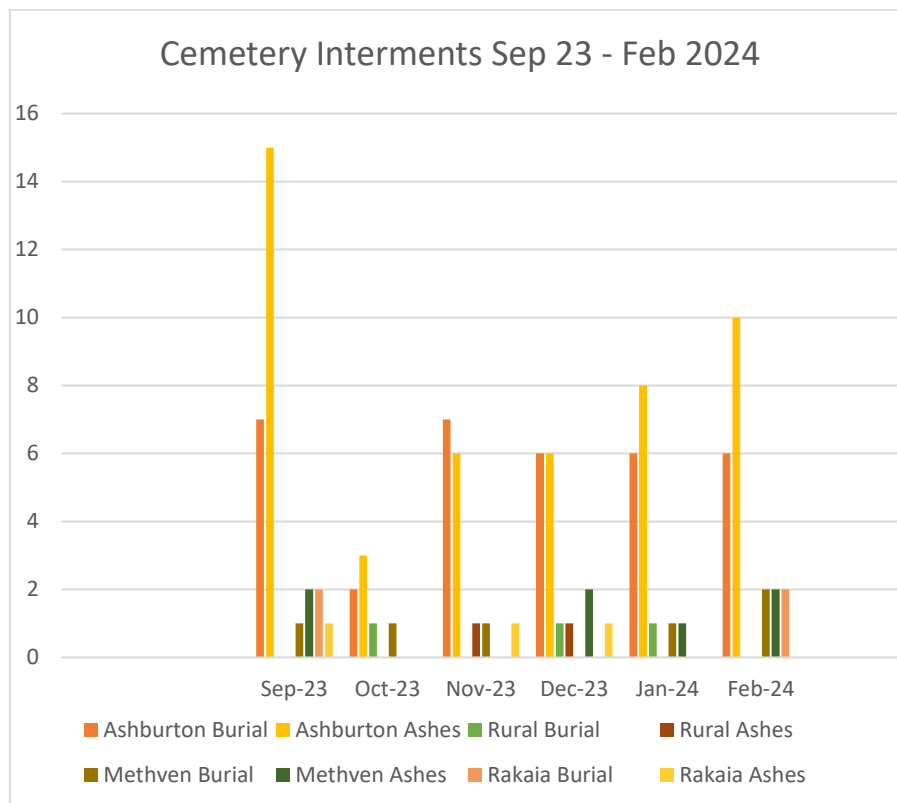
Request Type	Dec	Jan	Feb	Total	Previous 3 month rolling Total
Kerbside	197 (1)	226 (2)	195 (1)	618	593
Assets water	196 (2)	255(1)	187(2)	608	530
Roading	118 (3)	164(3)	149(3)	283	446
Animals	110	96	74	280	233
Info requests	38	52	48	138	140
Noise	56	30	40	182	127
Property	16	23	20	44	54
Trees	17	35	23	75	48

January and February had an increase in roading requests. Water requests increased in January but dropped back down in February.

2. Infrastructure & Open Spaces

2.1 Open Spaces

2.1.1 Cemeteries



2.1.2 Activities – items of importance

Cemeteries

- Cemetery staff remain busy and focused on keeping on top of cemetery maintenance tasks. Slowing grass growth over the summer has been welcomed by the team as they turn their attention to other jobs. Spraying rounds are again underway as morning dews are nourishing weeds allowing them to flourish. Spraying is always limited by the weather.
- Interments have remained constant recently.
- Staff continue to have regular contact and dialogue with undertakers on various cemetery matters. Staff recently met with one local funeral home team to discuss their processes, developments and sizing of caskets – which are getting larger as a reflection of our population. The meeting was welcomed by all operational staff present as we work towards continuation of service provision without any glitches.
- Regular cyclical maintenance continues to occur at the closed district cemeteries.

Open Space Management

- The Open Spaces management team continue to work on the delivery of scheduled capital work projects, as profiled in the Long-Term Plan. Staff are just tidying up the last of the previous year's CAPEX where funding was carried over. Staff are now focused on delivery of the current year's list of projects – which are all on target for completion by 30 June.
- Work on Reserve Management Plans (RMPs) is ongoing. In the past month there have been further workshops with the Council, Iwi, and the Methven Community Board. Staff also hosted two further workshops specifically for Reserve Board members. We were able to engage with seven Reserve Boards out of the 15 district wide at these meetings. Staff intend to consult with the remaining eight Reserve Boards via direct contact to ensure we have feedback from all. This will progress to the stage where a report comes to the Council seeking approval to consult on the Draft RMP documents. It is planned to do this in April or May.
- Work on the reserve classification project is continuing in tandem with the RMP work.
- Recruitment is progressing with two of three positions being offered and one pending finalisation at the time of writing.
- Multiple subdivisions working their way through the system. Staff are working with developers to ensure good outcomes for our community open spaces. This includes strategic linkages to other currently developed or future foreseen opportunities.
- Traffic Management Plan (TMP) training of staff is still ongoing.

Ashburton Domain

- The resurfacing of hard surfaces and driveways throughout the Domain is about to commence.
- The ponds have now suitably refilled, and staff are now pricing further edge replacement of the middle ponds southern end.
- Work has commenced reconfiguring paths in the natural wildflower/butterfly garden area. Reinstatement of new paths and layout has commenced.



The new paths getting poured via a concrete pumping unit.

- The Winter cycle of annual bedding plants is currently being grown-on in the Domain nursery.
- The new flying fox has been hit by a glitch with one of the wire ropes fraying. It is being replaced under warranty.
- Bike Skills Park – at a workshop on 12 February 2024, the appointed landscape architects presented the first draft of the concept plan. This was well received by the group. At its most recent meeting on 11 March 2024, the group discussed the quantity surveyor's estimate and discussed potential avenues for fundraising.

- Culvert replacements at the water wheel and top pond have been undertaken. Several sections of one of the old culverts are being repurposed as a tunnel in the Methven dog park. There are already some similar ones in the Ashburton dog park facility.
- Domain sports fields will have renovation work commence soon, with fertilizer and football goal mouth repairs.
- An upgrade of the playground at Davis Crescent is underway. Staff are trialing a new edging configuration to contain bark softfall with a level access from the lawns. There will be a watching brief on how this works out. If successful it may be rolled out elsewhere.
- The old wooden Ashburton Domain sign at the corner of West and Walnut Ave is to be replaced soon. A new sign has been drafted and prices are being sought for the replacement. Council Communications have signed off on the design which aligns with the Domain Development Plan styling. It will be affixed to the brick wall.

General Parks and Reserves and Gardens

- Playground weekly and monthly safety checks and maintenance continues throughout the district.
- Street garden maintenance is continuing and is now back on track. Staff had a contractor dig out the gardens at Reflection Place in Coniston. It had become overgrown with water-loving plants as the constant supply of good fresh water was proving key to the plants flourishing. Replanting will occur in due course with a less aggressive species.
- Proctor Park (Ashbury Grove). The playground has been fully operational since the beginning of December 2023. The soft landscaping (planting) will be undertaken this autumn when weather conditions are more conducive for planting. Prices for this work have been obtained and are currently being reviewed.
- Smallbone Drive Reserve has seen arborists removing some trees. Staff completed some additional tasks to ensure the site looked good for a recent disc golf tournament.
- Ashburton Dog Park has received extra mulch at the entrance ready for more plantings and has had two additional seats installed.
- Braebrook Park will soon be getting a new resident donated seat.
- Street trees in Ashburton that will be planted this winter are in the following streets. Buchanan Place: Fraxinus “Purple Spire” Falcon Drive: Betula utilis. Burton Place: Liquidambar “Worplesdon”
- Cawton Park will have new grass sown, following cultivation in Autumn.
- Company Road dog exercising area will see a contractor installing a drinking fountain soon – including a dog drinking bowl.

- Refurbished play equipment. The two rocking horses from the Ashburton Domain and Railway Reserve in Methven have been removed for engineering repairs to worn through metal and rocking mechanism adjustments. Units have been repainted and now reinstalled.



- The Ng King Chinese Market Garden Settlement was opened in February with a spectacular presentation and display of Chinese culture celebrating the refurbishment of the significant heritage site and opening it to the general public.
- Ng King Chinese Garden has additional trees arriving and scheduled to be planted this coming Autumn. It is part of the progression of implementing the landscaping plan.
- At Lake Camp, the new toilet at western end, landscaping to continue with grasses (*Chionochloa rigida*) planted.
- SH 1 speed berms at Hinds are to be re-planted. Another native grass (*Poa cita*) will match speed berms at the north end of Hinds SH1.
- The speed berms on the Rakaia/Barrhill Methven road are also being replanted with *Poa cita* after the overgrown plantings were removed.
- New signs have been made for Methven skate park and will be installed soon.
- A contractor has been instructed to install a drinking fountain at Camrose playground in the coming months.

- Extra dog agility equipment has been installed in the small dog area of the Methven dog park.
- Methven Lions have been given watering pods to help with their watering of Council trees at cemetery, where ongoing maintenance continues.
- Spraying rounds for weed control continue throughout the district.
- Annual beds around the district are still looking good but showing signs of decline, which is expected at this time of year.
- Removal of vegetation from the problematic splitter berm at SH1/Railway/East Street intersection is scheduled to be undertaken on the evening of 15 April.
- The Rakaia Domain Rugby driven community facility project is progressing favorably. Framing was up by the end of February and the new Council funded toilet block was landed in place.



New six cubicle toilet block at the Rakaia Domain RFC Development

Public Conveniences

- The building of the new Rakaia Domain facility has been procured and the overall project is in the construction stage. Council staff remain in close contact with project leaders.
- Rakaia Gorge Redevelopment – platform and toilets were opened prior to Christmas. A formal opening and blessing occurred on 5 March the same day as the interpretive signage was unveiled. Soft landscaping - ready lawn and native planting has occurred and this project is now complete.

2.1.3 Biodiversity

Biodiversity – Recent Activity

- The district-wide biodiversity monitoring is still ongoing to monitor existing biodiversity in the district including native vegetation clearance and weed survey. This involves using aerial imagery and drive-throughs around the district and the event is completed every six months.
- Investigation into making Plantation Road, a native vegetation site and insurance reserve is ongoing following Council approval of ADBAG recommendations on 6 December 2023. Meetings have been scheduled with the neighbouring landowners. Also, the repair of dilapidated fences around the existing native plantings at the site has been completed.
- 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 has been completed. The project was initiated by the Ashburton District Biodiversity Advisory Group and managed by the Council Ecologist/Biodiversity Advisor and ECan's Senior Biodiversity and Land Management Advisor. We have received \$8,000 in funding from the Water Zone Committee towards the project.

Completed Projects

- Roadside Vegetation Inspection (QEII Covenant sites). Ashburton District Councils Swamp Road and Upper Downs Road covenant monitoring was completed on 12 February 2024. The purpose of this visit was to check on the condition of the lowland flax-land along Swamp Road and Upper Downs Road verge and record any issues that require management by the Council. A representative of the QEII inspected the Swamp Road Significant vegetation site with the Council Ecologist. This is a biennial event to assess the vegetation and undertake a weed survey. A list of work to be undertaken has been scheduled with the Council contractor.

- Annual animal pest control around Lake Camp/Clearwater has been completed. Several rabbits, possums and hares were dispatched. The project is to reduce the number of rabbits/hares around the area and part of the extensive pest management approach at the Council-managed land at the Lakes. Leaseholders have been advised about the compliance of the lease provision to install rabbit-proofing around the huts.

Planned Biodiversity Projects

- Biodiversity Planting at the Wakanui Beach Restoration site will be held on Sunday 21st April 2024 at 10 am. Everyone is invited.

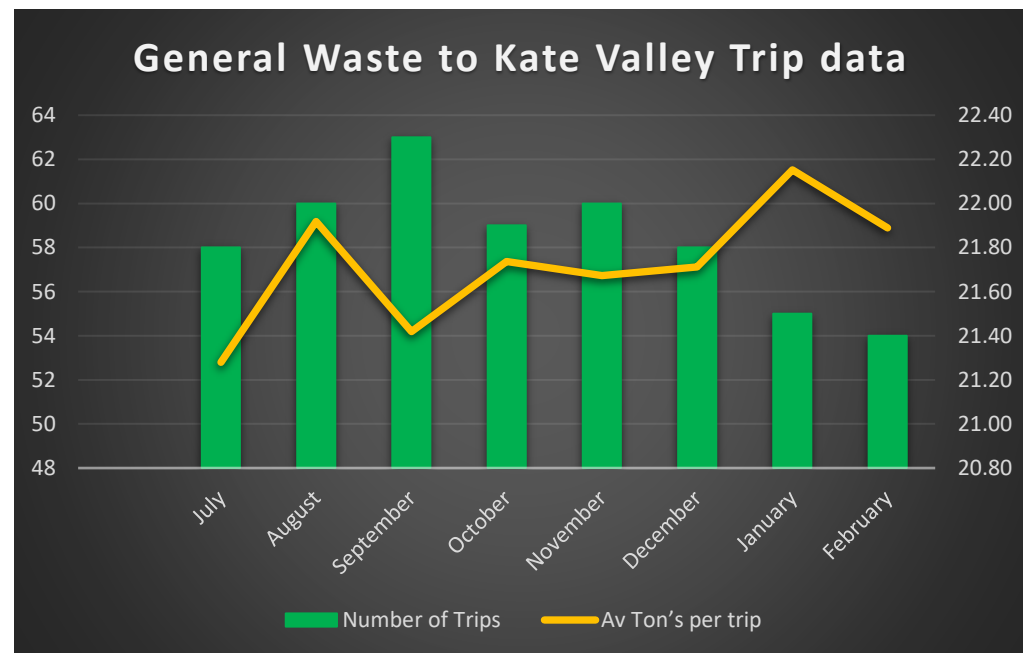
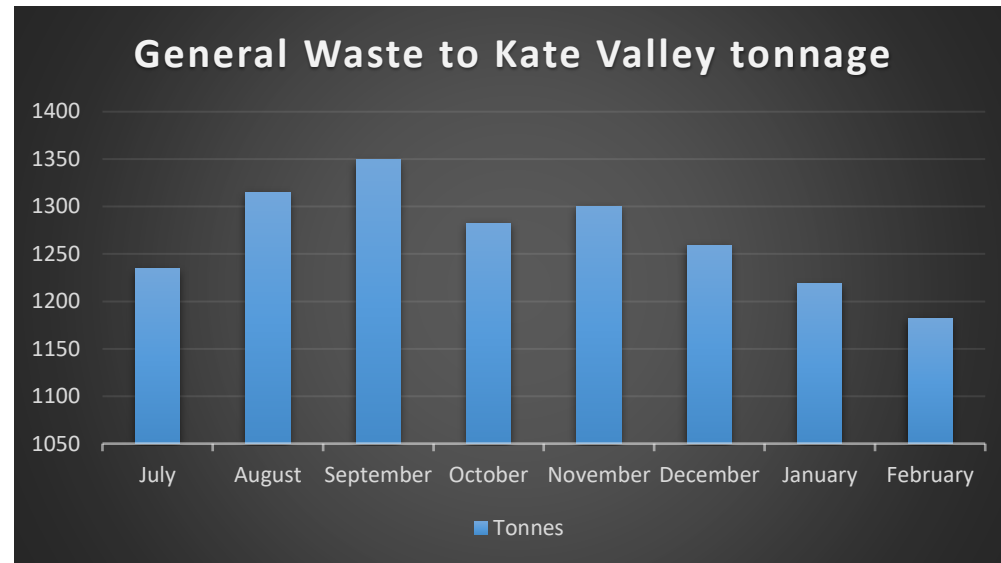
2.2 Solid Waste Management

2.2.1 Solid Waste Management

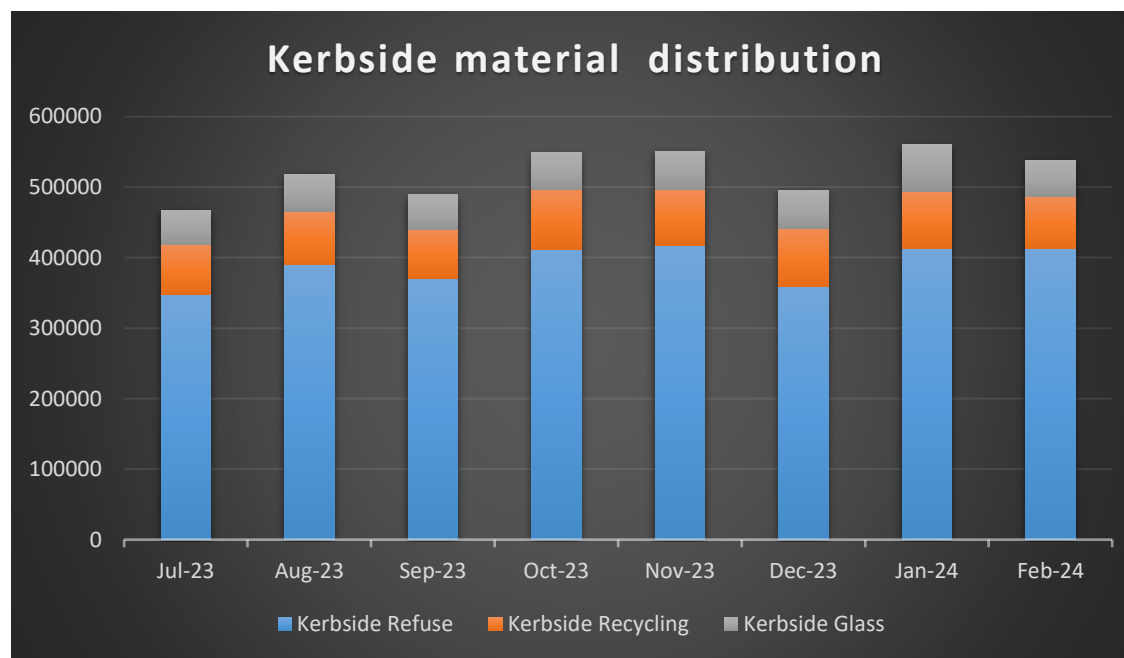
A total of 181 CRMs was received in February 2024. A summary of the CRMs for the last 6 months is shown below.

Request Enquiry	Monthly Total Number					
	Sep	Oct	Nov	Dec	Jan	Feb
Illegal dumping	21	12	10	9	10	4
Kerbside - Bin Accessory	17	25	6	7	13	6
Additional Bins	21	21	32	37	29	29
Damaged Bins	16	24	21	7	15	23
New Bins	20	17	21	19	22	14
Gross Contamination	19	16	13	35	30	21
Missing Bins	12	16	5	7	19	17
Miss Collections & Other Contractor Complaints	89	39	43	31	67	62
Satellite Drop Off Site Issues	14	7	8	2	4	5
Total	229	177	159	154	209	181

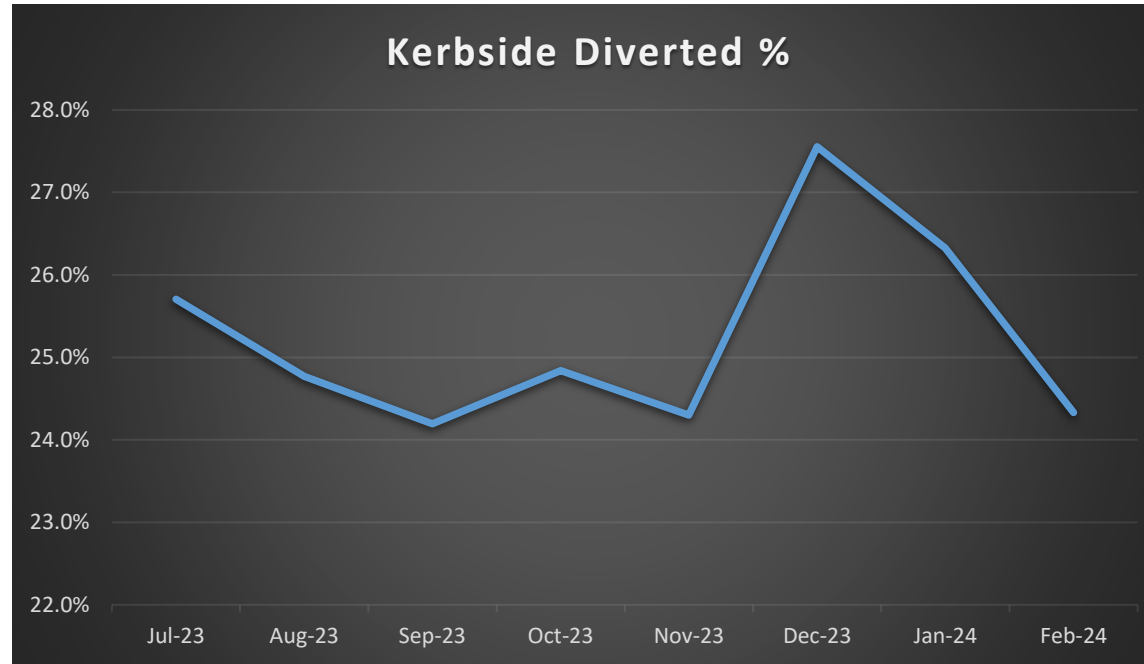
- The number of missed collections was high in January and February. In most cases, residents reported that their bins had not been collected when the contractor was arriving later than the usual collection time for that street. A smaller collection truck is currently being used which is creating a much longer turnaround time. The contractor does have until 7.30pm to collect bins each day.



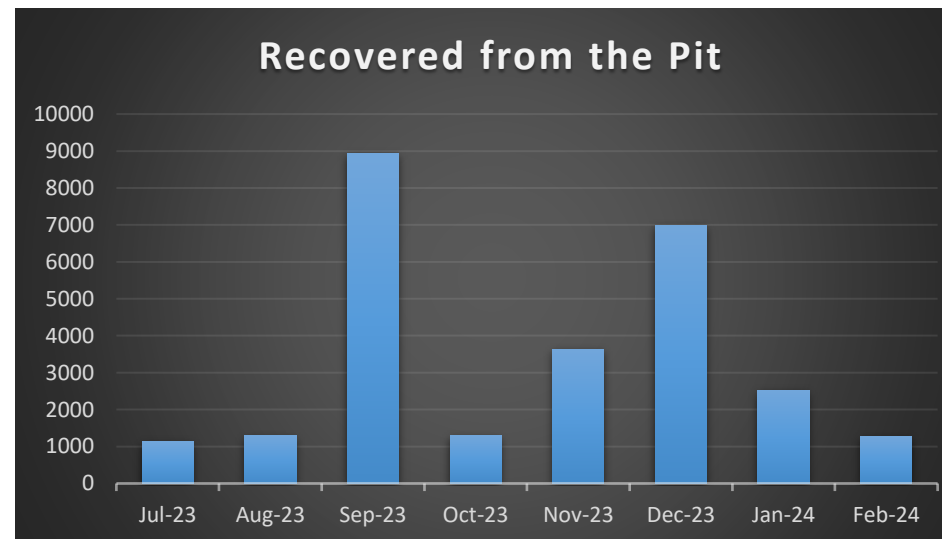
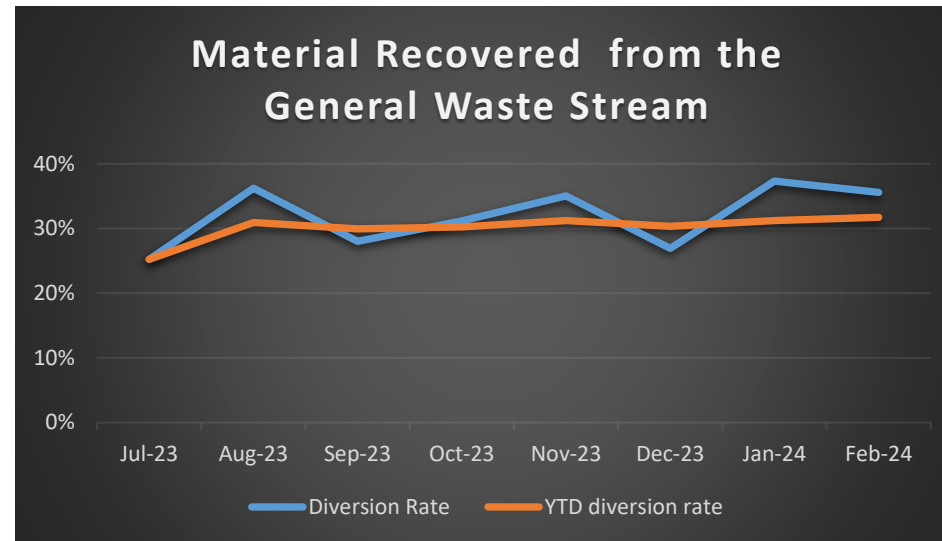
- 1,182 tonnes of waste were sent to the Kate Valley landfill in February. This brings the total waste sent to landfill to 11,452 tonnes from June 2023. With 4-months to the end of the financial year, there is possibility that we will surpass the 14,800 tonnes sent to landfill last financial year.
- With the refurbished compactor now in use, the average volume of waste sent to landfill has increased to approximately 22 tonnes per trip. This reduces the number of trips to Kate Valley by 15%.



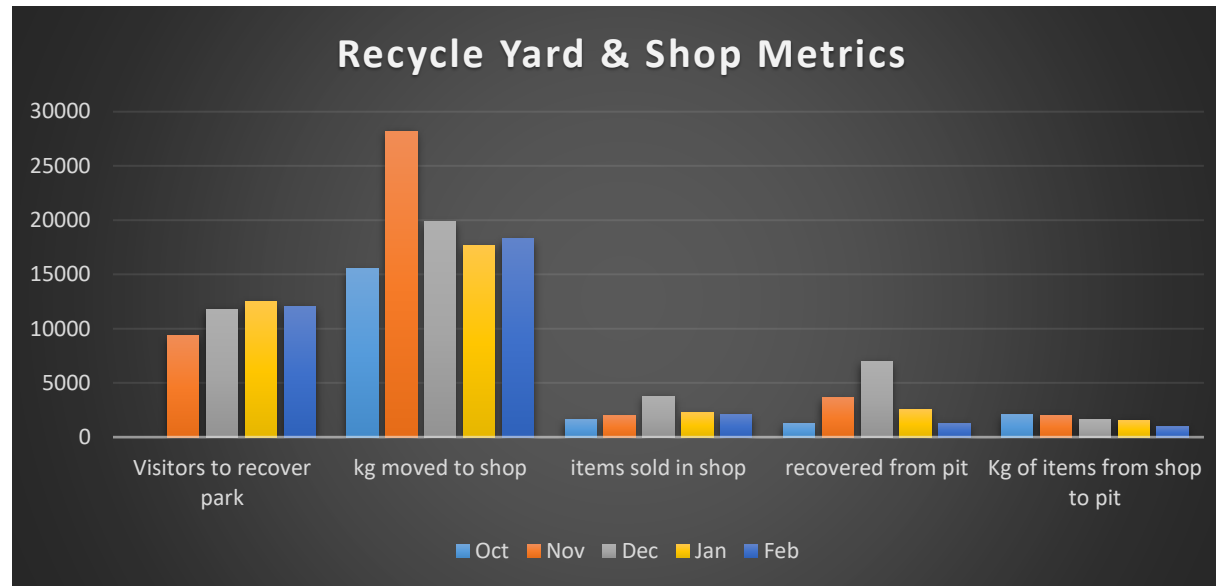
- Overall, there is an increase in the volume of waste collected from kerbside recycling during the first two months of 2024. This is mainly due to the large amount of glass bottles collected being 12 tonnes more than December's volume.



- January saw some high wind days and several extended periods of the RRP being closed saw a dip in the volumes of recyclable materials received through the recycling drop-off area. The trend continues in February bringing kerbside diversion rate further down to 24%.



- Pit recovery has decreased to only 1,280 tonnes in February mainly due to lack of recoverable materials from the pit.



- February saw a similar number of visitors through the recycling yard (Gate 1), with slightly less being dropped for re-use shop.
- Pit items deemed suitable to be sold in the reuse shop are down compared to December but are above normal compared to other months where pit recovery is very low.
- A similar number of products were moved from the reuse shop back to the pit in February. The contractor is continually reducing historic stock that hasn't sold and replacing it with recovered items that are suitable for resale to not clutter the shop.
- Illegal dumping events are down for the past few months averaging only 10 per month. Only four incidents were reported in the month of February and all of them are in Ashburton.
 - Since June 2023, there have been 55 illegal dumping issues reported which took approximately 28 hours of the contractor's time to clean up.
 - Council pays \$45 per hour for a ute or \$60 per hour for a trailer. The cost of responding to illegal dumping is therefore between \$2025 and \$2700 for this financial year depending on the volume and the vehicle used to pick up the dumped rubbish. The previous years council has paid an average of \$5000 attending to illegal dumping each year.
 - It should be noted that the work carried out by the Keep Ashburton Clean team is included in the litter collection expenditure as the contractor also collects the blue bags used by the group when picking up litter from various sites around the district. The cost of picking up the blue bags is added in as part of the litter run.

2.2.2 Waste Education

- The kerbside audits are seeing some improvements in what is being put into the bins. Lots of questions are being asked about the nationwide recycling changes, especially around lids, tetra paks and soft plastic.
- School/preschool visits and education sessions have started again.
- School recycling bin auditing has recommenced. All schools have been written to reminding them these large bins are provided for free and must only be used for recycling.
- Workshop planning underway for the April school holiday programme at EA Networks.
- The Tuesday open sessions at the Education Centre at the ARRP are seeing steady numbers each time.
- The worm farm is now up and running at the Education Centre with two kilos of worms have taken up residence. The farms will be used to educate people on how to build and operate them. The food waste from the events that Eco Educate attends, and the ADC administration building is being composed in these bins.
- In February the team attended the Multi-Cultural Bite event. The team would like to be more involved in the planning of this event to ensure that the best possible outcome can be achieved with the waste station and vendors alike. This year there was a lot of non-compostable cups used and the food waste to landfill was up.

2.3 3 Waters Operations

2.3.1 General Operations and Maintenance Activities

- For the month ending January 2023, the following activities were carried out:
 - Three Aeris Global aerators were installed at the at the Ashburton Wastewater Treatment Plant on Wilkins Road on 21 February 2024.

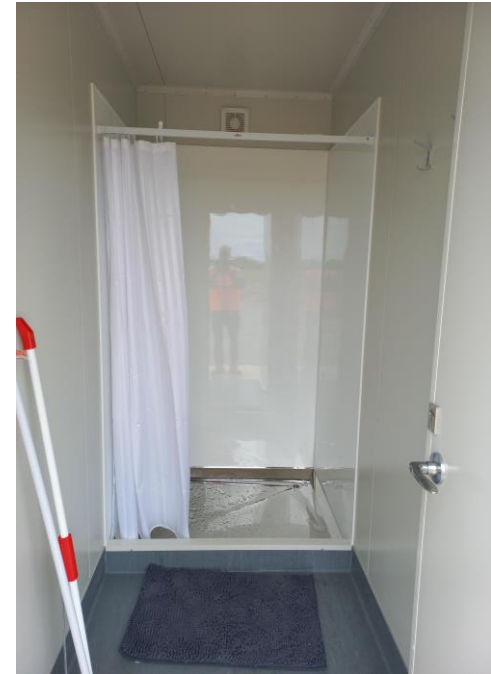


- In the three weeks since installation, the Dissolved Oxygen (DO) levels have increased from 0 to high 4s and 5s ppm. Dissolved oxygen is added to the aeration basin to enhance the oxidation process by providing oxygen to aerobic microorganisms so they can successfully turn organic waste into inorganic byproducts.

- Enabling work for the sewer relining project has been completed. These included CCTV and repair work of broken pipes and manholes.



- A shower and toilet block were constructed at Ocean Farm in compliance to the Improvement Notice issued by WORKSAFE in October 2023. The Notice recommended that adequate facilities are to be provided for workers at Ocean Farm to change contaminated or wet cloths.



- 40 of the 46 automated reticulation sampling bollards have been installed around the district. The sampling bollards were installed to help comply with the new Drinking Water Quality Assurance Rules (DWQAR) implemented by Taumata Arowai in 2022. The bollards can automatically provide data on PH, Free Available Chlorine (FAC), Temperature and Pressure. Additional parameters can be added, whenever deemed necessary in the future.

The automated sampler helps reduce the frequency for visiting these 46 sites and will significantly lessen the manual sampling workload. This will also lessen our carbon footprint by reducing the frequency of a vehicle driving to all these sites.



- A total of 121 CRMs were received in December. 97 CRMs for drinking water, 11 for wastewater and 1 for stormwater. There are 13 priority-one (P1) CRMs mostly related to service connections and toby leaks. Wastewater CRMs are generally for blocked or other sewer related issues.

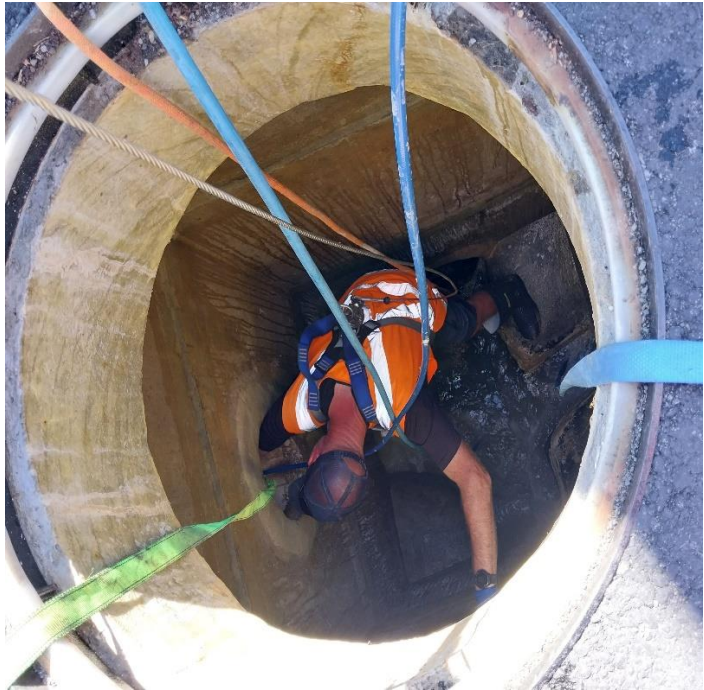
Location	Total %
Ashburton and Tinwald	68
Hinds	3
Methven	10
Montalto	8
Mt Somers	1
Rakaia	2
Springfield	2
Chertsey	1
Dromore	3
Fairton	1
Mayfield	1
TOTAL	100

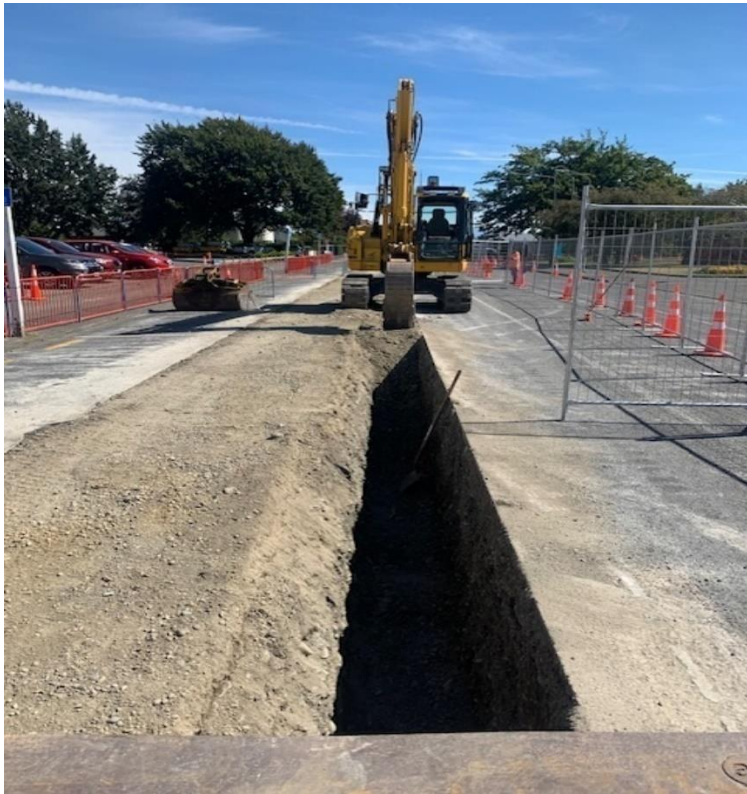
- Water operation and maintenance contract works are ongoing on the water supply network. The work includes maintenance of the water treatment plants, repairing of leaks, inspection of connections and water meters.


Wastewater operations and maintenance activities are mainly focused on the wastewater treatment plants in Ashburton, Rakaia and Methven including work such as the repair of sewer pipes, unclogging of blockages and small sewer pipe renewals relates to 13% of the work.


2.4 4 Waters Projects

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia Bore Drilling</u> Project covers the drilling phase for second bore for the Rakaia water supply.	10/07/23	30/06/24 (revised)	Yes	Yes	HAM	Service Provider – McMillan Drilling & Fulton Hogan <ul style="list-style-type: none"> • Drilling of the bore is complete. • Pipeline works was awarded to Fulton Hogan. • Potholing works have started and laying pipe is expected to start the week of 11 March 2024 

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Ashburton Wastewater Renewals 2022-2023</u> Project covers the renewal of wastewater pipelines in Elizabeth Street; Wills Street; Cameron Street; Princes Street; Nixon Street; Kermode Street; and William Street in Ashburton.	04/09/23	31/03/24 (revised)	Yes	Yes	HAM	Service Provider – Utilities Infrastructure NZ Ltd <ul style="list-style-type: none"> Construction commenced on 4 September 2023 Work on William Street is expected to end March 2024. William St is the last site for this project. 

<p><u>Contract WATE0289 - Ashburton District Council Watermain Renewals 2022/2023</u></p> <p>Project covers renewal of watermain in Ashburton (Elizabeth St, Grigg St, River Terrace and Cass Street, Chalmers Ave, Melcombe St, Grove St), Methven (Kilworth St, Main ST, Barks Road, Mackie St), Hinds (Cracroft St, Peter St, Isleworth Rd, and Hakatere (Hakatere Drive, Hakatere Drive Extension)</p>	01/07/22	30/06/24	Yes	Yes	HAM	<p>Service Provider – Ashburton Contracting Ltd</p> <ul style="list-style-type: none"> • The contract period is for two (2) financial years. The contract commenced in April 2023 and is due to finish in June 2024. • Work on Melcombe Street, Lagmhor Road, Mackie, Kilworth Streets, Main Street in Methven, Chalmers Avenue and Cass are complete. • The water component of the work on Elizabeth and Grigg Street is complete while the wastewater component is expected to be completed Early April 2024. • Work in Hinds has already started and is expected to be completed in 4 weeks. 
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Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Mount Somers Membrane Plant</u> Project covers the construction and commissioning of a new membrane treatment plant for Mount Somers.	17/0723	31/07/24	Yes	Yes	HAM	<ul style="list-style-type: none"> Service Provider – Masons Engineers NZ Contract was awarded on 26 June 2023 Siteworks are progressing well according to the programme.  <ul style="list-style-type: none"> Building construction is expected to be completed mid-May. Mechanical works will start early April once the building cladding works are complete. The new plant is programmed to be commissioned in July 2024

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

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

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
Project covers the design phase for the treatment upgrades of the Rakaia water supply.						<ul style="list-style-type: none"> • Concept design and survey have been completed. Detailed design is set for phase 2 (along with Tinwald), to follow the four small supplies. • This project requires the reconfiguration of the site and addition of a new building. As the site is constrained and in a road reserve, careful design is required, and consenting (land use) may be required. • Officers are currently reviewing siting options for new building. • A Safety in Design (SID), and Hazard & Operability (HazOp) workshop was completed on 29/01/24. • This project is the subject of additional funding in Year 1 of the proposed 2024-34 LTP.
<u>UV and Filtration Upgrades – Hinds, Mayfield & Dromore</u> Project covers the design phase for the treatment upgrades of the Hinds, Mayfield and Dromore water supplies.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Final designs have been completed. • A final draft document set and specification has been reviewed by officers and is currently with Beca for final changes. • A contract set is expected to be available to the projects & operations team for tendering within two weeks.
<u>UV and Filtration Upgrade - Chertsey</u> Project covers the design phase for the treatment upgrade of the Chertsey water supply.	26/10/22	30/06/25	No	Yes (at risk)	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> • Concept designs and survey have been completed. • Due to the extra complexities with this site, it is separated, but can be built alongside the others if design proceeds without issues. • We are proceeding with detailed design based on a site within the Alexander Street road reserve (unformed road). Work on getting access to this area will be progressed by ADC officers while Beca continue design. • Beca have identified the need for pH correction for this supply. This was not envisaged as part of the original project but given we are designing a new plant in its entirety; it is logical to include provision for the additional treatment process at this time.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
						<ul style="list-style-type: none"> A Safety in Design (SID), and Hazard & Operability (HazOp) workshop was completed on 29/01/24.
<u>Rakaia Second Bore Consenting</u> Project covers the consenting process associated with the second bore project.	10/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Consent application was lodged with ECan on 26/01/24. The consent is very straight-forward, with the only change being sought is the inclusion of new bore as an operational source.
<u>Definition of Source Risk Management Areas</u> Project covers investigations to determine extent of source risk management areas for each community drinking water source.	BAU	BAU	Yes	Yes	ARG	Service Provider - Aqualinc Research Ltd <ul style="list-style-type: none"> Work has now commenced on the Mayfield water supply.
<u>Water Safety Plans</u> Project covers the development of water safety plans for all ADC water supplies.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Updated plans for the Ashburton, Methven, Rakaia & Hinds supplies were completed by Beca in December. Officers have been focusing on the development of an Emergency Response Plan which is a critical subset of the new WSPs. The balance of plans are due for completion by 30 June 2024.
<u>Montalto Water Supply Investigation</u> Project covers the investigations into upgrade options to address protozoal compliance.	26/10/22	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The I&O intake addendum has been received and is under review by officers. Once the report is finalised, a workshop will be needed to take Council through the findings and determine a preferred direction.
<u>Peri-urban Water Network Detailed Design</u>	24/08/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> High level modelling is complete. Already identified potential pipeline upgrades required outside subject area.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
Project covers the investigations, survey and detailed design of watermain extensions necessary to service the peri-urban areas of Ashburton.						<ul style="list-style-type: none"> Draft report was issued for officer review on 15/12/23. This is still under active review.
<u>Ashburton - Lime Dosing Equipment Renewal (3 sites)</u> This project covers the renewal of the lime dosing equipment at the Ashburton water treatment plants.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A 3-month-long (fortnightly) monitoring programme has been completed with the last sample taken early November. Beca and completed the analysis of the results and have concluded that Lime dosing could cease without any significant implications to the water supply. This will free up space in the treatment plants to be repurposed as part of the pending upgrades.
<u>Leak Detection Programme</u> This project covers the procurement of specialist acoustic leak detection contractors to progress our annual leak detection programme.	BAU	BAU	Yes	Yes	ARG	Service Provider – Detection Services <ul style="list-style-type: none"> The scope for this work for the current year includes Methven, Rakaia, Hinds and Tinwald. All work is now complete and identified a total of 256 leaks (comprising 151 private leaks and 105 leaks on the public network). Letters have been sent to the affected property owners. Operations are following up the public network leaks through the maintenance contractor.
<u>Hydrant Testing</u> This project covers the annual hydrant testing programme. Approximately 310 hydrants across Ashburton, Methven and Rakaia water supplies will be tested for flow and pressure.	BAU	BAU	Yes	Yes	ARG	Service Provider – Detection Services Ltd. <ul style="list-style-type: none"> This work was tendered and awarded to Detection Services Ltd. The actual testing is scheduled to commence toward the end of the summer period.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>2023/24 Water Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Archibald Street (Graham St-Hassal St), East Street (Cameron St-Walnut Ave), and Mason Place (full length) in Ashburton; Spaxton Street (Carr-Alford) in Methven; and Taverners Road (full length) in Dromore.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site walkovers with Beca/ADC officers have been completed. Scope of works confirmed in Jan 2024.
<u>Grit Chamber Pipeline Renewal</u> Project covers design phase of a renewal of the wastewater pipeline from the Trevor Rd grit chamber to the new river crossing pipeline.	26/10/22	30/06/25 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A final draft consent application for the construction phase has been prepared and has been forwarded to Arowhenua (AECL) for comment prior to lodgment. AECL reps visited the site and no issues were raised. Application was lodged on 25 January 2024. The construction phase has been rebudgeted and rescheduled to the 2024/25 year.
<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	30/06/24 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd (+Waterforce Ltd) <ul style="list-style-type: none"> Beca have completed reviewing results of the field testing and identified some potential leakage in network. Officers met with the project team on 15 March. The investigations are nearing completion. A draft report is expected to be available for officer review by the end of March.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Ocean Farm Wetland Improvement Works</u> Project covers the detailed design of inter-cell connecting structures for flow control.	08/12/22	30/06/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site investigations have been completed and draft design prepared and submitted for consideration. O&M contractor has expressed concerns about the constructability of the structures due to site constraints. Prompted consideration of other construction materials. Project on hold pending reconsideration of options.
<u>Wilkins Rd & Ocean Farm Groundwater Assessment</u> Project covers an assessment of groundwater depth and flow directions in and around the WWTPs at Wilkins Rd & Ocean Farm and the subsequent oversight of the redrilling of piezo monitoring bores.	04/11/22	31/12/23 (revised)	No	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> McMillan’s Well Drilling has been engaged for the construction of new piezo bores. Beca oversaw the installation works to ensure construction is in accordance with the agreed assessment. The majority of bores are now installed. Only one bore, above the aeration pond at Wilkins Road could not be installed due to rig access issues. This bore is scheduled to be drilled in the week commencing 2/04/24. 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	30/11/23 (revised)	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The report has been finalised and received. It is envisaged that a workshop will be required to present the report findings to Council determine the next steps. AMP representatives are keen to meet with officers to discuss the results and determine if there is a pathway to accept their discharge. Note-: This work is being funded by AMP.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Sludge Surveys</u> Project covers the development of a methodology for annual (repeatable) sludge surveys of Council WWTP oxidation ponds and completion of survey for the 2023 year.	24/07/23	31/10/23	No	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Officers have reviewed the results of the investigation and confirmed that there is less sludge than expected. This is positive news but doesn't preclude the need for future sludge management in the short and medium-term. The report has been reviewed by officers and is now finalized.
<u>NE Ashburton Wastewater Servicing Investigation</u> Project covers investigations into options to provide a wastewater service to the NE Ashburton area. This is conceptual only.	24/08/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> This project is being undertaken in conjunction with the Peri-urban water network detailed design. Concepts for gravity servicing being explored. Struggling to get minimum grades across the contour of land. Potentially dictating additional network pump stations.
<u>Rakaia WWTP Sludge Drying Beds</u> Project covers the detailed design and consenting of sludge drying beds at the Rakaia WWTP.	06/09/23	31/12/24 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Beca has commenced work on the detailed design and consenting aspects of the project. Site investigations have been completed including geo-tech testing. Some minor enabling works will be carried out at the site to facilitate the optimum layout for the beds. This includes undergrounding the power supply to the site in order to remove the internal site overhead lines and power poles.

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>2023/24 Wastewater Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Catherine Street (McMurdo St-Grove St), Philip Street (Oak Gr-Walker St), Saunders Road (Creek Rd-Pages Rd), Tancred Street (No: 245-Chalmers Ave) in Ashburton.	01/07/23	30/06/24	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> Site walkovers with Beca/ADC officers have been completed. Scope of works confirmed in Jan 2024.
<u>CCTV Pipeline Condition Assessments</u> This project covers the pipeline condition assessments using CCTV. These surveys are used to improve our understanding the condition and performance of wastewater networks in Ashburton & Methven, and stormwater networks in Ashburton.	BAU	BAU	Yes	Yes	ARG	Service Provider – To be confirmed <ul style="list-style-type: none"> This is a multi-year contract. It was first advertised, on 7 March. Tenders close 7 April 2024.
<u>Mount Somers Stormwater Investigation</u> Project covers investigations into a potential cut-off drain to protect the Mt Somers Township	24/04/23	30/06/24 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> The report has been finalised and officers propose to hold a workshop to discuss the report findings. Officers have been unable to progress this project.

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	30/06/24 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> ALIL have confirmed they have no further interest in Methven Auxiliary intake, so Council will have to decide what next for the site. Beca redirecting design efforts to the Brothers intake site, which MHV & ALIL have confirmed interest. Beca have commenced work on a concept design consistent with the recently released fish screening guidelines. Preliminary discussions have been held with ECan on the concept. The results of the discussions to be considered by officers on 2 February.
<u>Scarness Weir Abatement Notice Resolution</u> Project covers work required to retrospectively consent the structure and carry out modifications as necessary.	28/03/23	30/06/24 (revised)	Yes	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> A consent application being prepared to cover the preferred option to replace the weir. The ecological report required for the consent has been received and reviewed by officers. Preliminary discussions have been held with ECan on the concepts. Next step is consultation with AECL on the concept prior to lodgment of consent application. Note: Unbudgeted expenditure, compliance related.
<u>MHV/ALIL Stockwater Delivery Investigations</u> Project covers the investigations being undertaken by MHV Ltd (and Ashburton Lyndhurst Irrigation Ltd) into taking over stockwater delivery.	01/08/22	01/09/24	Yes	Yes	ARG/CD	Service Provider – MHV Water and Ashburton Lyndhurst Irrigation <ul style="list-style-type: none"> A proposal for the provision of this service has been received from MHV & ALIL. A second proposal review/clarification meeting between ADC/MHV/ALIL personnel was held on 7 September. Discussions are ongoing and officers are awaiting a refined proposal from MHV. No change from previous report.

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"> The Melius report has been reviewed by officers and has now been finalized. This will be the subject of a standalone report to Council (tentatively scheduled for 17 April mtg).

2.5 Stockwater Operations

2.5.1 General

- The current low river/stream flows at many of our intakes continues to put pressure on the delivery of stockwater to parts of the network. Unfortunately, until decent rainfall is received, this will be ongoing.
- The low flows being experienced is encouraging some people to look towards alternative supplies for stockwater.
- Race cleaning and spraying is slowing down with the growing season coming to an end.

2.5.2 Applications

- A summary of the current applications is listed below:

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

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2.6 Roads and Footpaths

2.6.1 2023/24 financial year expenditure to 31 January 2024

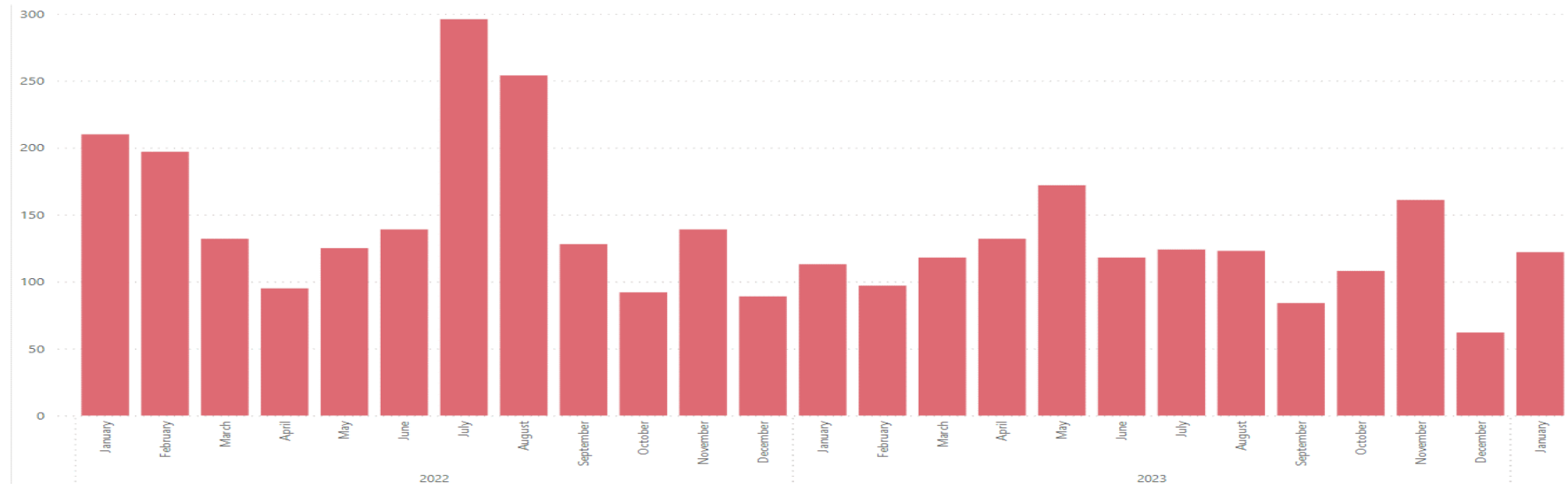
Subsidised Road Maintenance	to 31/01/2024	Budget
Sealed Pavement Maintenance	\$1,324,432	\$1,661,652
Unsealed Pavement Maintenance	\$486,144	\$780,300
Routine Drainage Maintenance	\$222,768	\$436,800
Structures Maintenance	\$104,816	\$75,000
Environmental Maintenance	\$398,170	\$493,055
Network Services Maintenance	\$658,857	\$896,570
Network Operations	\$31,710	\$17,320
Cycle Path Maintenance	\$651	\$3,641
Footpath Maintenance	\$245,205	\$338,130
Level Crossing Warning Devices	\$17,750	\$39,880
Minor Events	\$87,638	\$65,499
Emergency Works	\$947,243	\$1,044,790 (Waka Kotahi approved)
<u>Network and Asset Management</u>	<u>\$563,655</u>	<u>\$1,024,350</u>
Total Subsidised Maintenance	\$5,089,039	\$5,832,197 (\$6,876,987 including emergency works)
Subsidised Renewals		
Unsealed Road Metalling	\$998,188	\$1,144,440
Sealed Road Resurfacing	\$1,079,344	\$2,747,150
Drainage Renewals	\$82,397	\$623,595
Pavement Rehabilitation	\$809,301	\$3,141,143 (Waka Kotahi approved an additional \$1,000,000)
Structure Component Replacement	\$2,710	\$30,000
Traffic Services Renewals	\$140,262	153,380
<u>Footpath Renewals</u>	<u>\$632,010</u>	<u>\$500,000</u>
Total Subsidised Renewals	\$3,744,212	\$8,339,708
Subsidised Local Road Improvements		
LCLR Roading Improvements	\$809,463	\$1,220,517

2.6.2 2023/24 expenditure

- 8,141 m² of sealed road dig-outs completed
- 3,381 m² of sealed road stabilisation repairs completed
- 4,563 km of unsealed grading completed
- 27,872 m³ of maintenance metal placed
- 86% of the maintenance budget (excluding emergency works) and 44% of the renewals budget has been spent. 58% through the financial year, 60% of the total maintenance and renewals budget spent.
- The reseal and rehabilitation work is well under way and will continue to be the focus for the remainder of the summer, early autumn, along with some heavy maintenance sites.

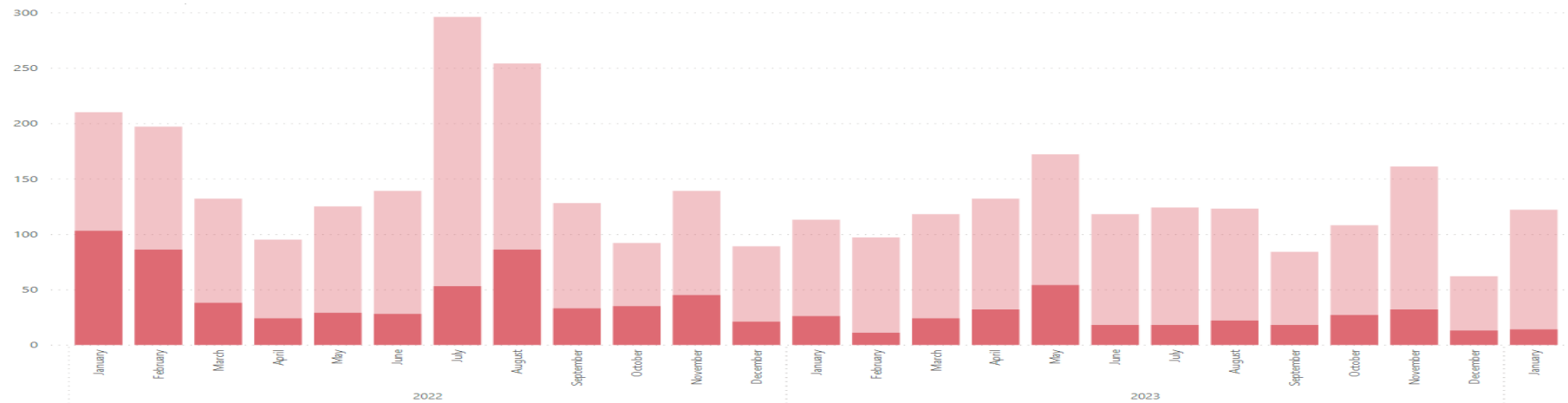
2.6.3 Roding CRM data

January 2022 to January 2024 All Roding CRMs



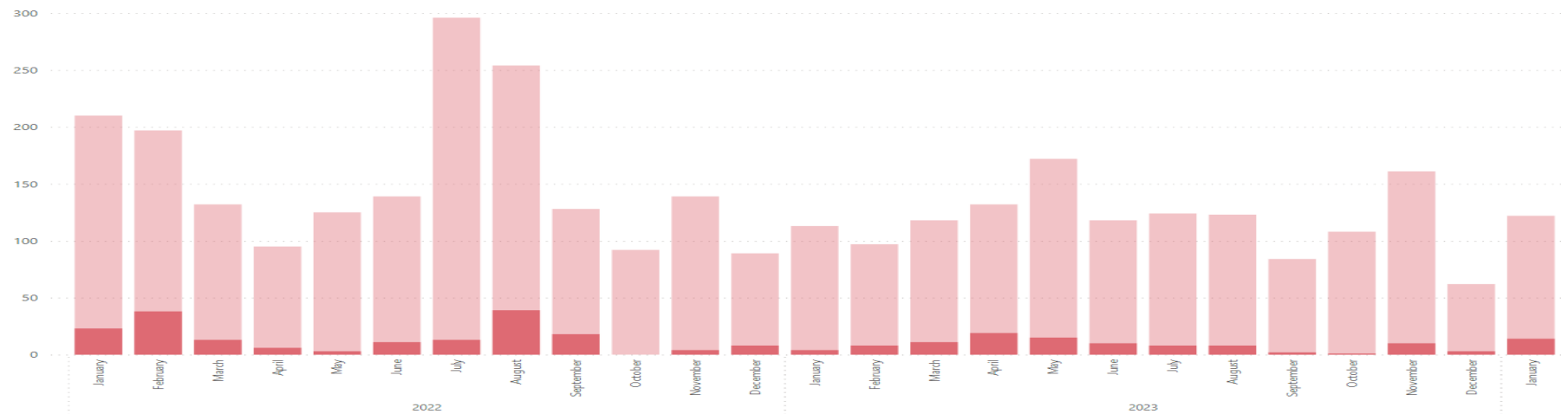
All roding CRMs with the fluctuations through the years. The increase in July August 2022 evident from the heavy rain events.

January 2022 to January 2024 All Pavement CRMs



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

January 2022 to January 2024 Unsealed CRMs



All Unsealed CRMs in relation to the overall CRMs.

2.6.4 Main areas of work

- Pre-reseal repairs largely completed with reseals also nearly complete.
- Heavy maintenance continuing at sites needing work before winter.
- Another full round of weed spraying is under way in January. There has been a lot of weed growth in footpaths and kerb and channel from the occasional rain and warm weather.

2.6.5 Sealed Road Rehabilitation

- The first 2023/24 sealed road rehabilitation contract was awarded to Fulton Hogan and includes:
 - Thompsons Track 1.107 km (construction in progress)
 - Thompsons Track 1.332 km (construction in progress)
 - Seafield Road 1.260 km
 - Tinwald Westerfield Mayfield Road 0.860 km (complete)
 - Tramway Road 0.672 km (complete)
- The second sealed road rehabilitation contract was awarded to ACL and includes:
 - Ealing Montalto Road 0.990 km (construction nearly complete)
 - Ealing Montalto Road 0.990 km (construction nearly complete)
 - Lismore Mayfield Road 1.400 km
 - Maronan Road 0.410 km (complete including an additional 0.500 km added because of deterioration of the adjacent section).
- The rehabilitation of the seal (mill old seal and place new asphalt) at the two roundabouts on Chalmers Avenue is out for tender.



Thompsons Track - shaping basecourse



Ealing Montalto Road - prepared for sealing

2.6.6 Local road improvements and new footpaths

- The contract for new footpath and associated kerb and channel for the Three Waters Better Off funding awarded to Fulton Hogan has construction well under way on Dolma Street and Line Road, Methven, and on Albert Street, Ashburton. The remaining sites on Wakanui Road, Ashburton and Lagmhor Road, Tinwald to begin in the near future.
- The new footpath and kerb and channel on Racecourse Road has been added to this contract as a variation. The power undergrounding is complete so the work will commence when resources are available with completion before end of June 2024.
- Sealed crossroad intersection signage continues to be upgraded. Before and after photos to be included in next activity briefing.
- There is drainage renewal funding available this year and it is intended to replace the old kerb and channel on Walnut Ave between SH1 and Oak Grove.



Line Road, Methven - footpath sealed



Albert St, Ashburton – upgrading vehicle crossing

2.7 Contracts – Tenders

Contract/Tender	Date tendered
WATE0344 Fairfield Water Pipeline Project 2023 2024	Tender closes Friday 29 March 2024
WWAT0310 Gravity Pipeline Inspections 2023_2026	Tender closes Wednesday 3 April 2024

3. Compliance & Development

3.1 Building Services

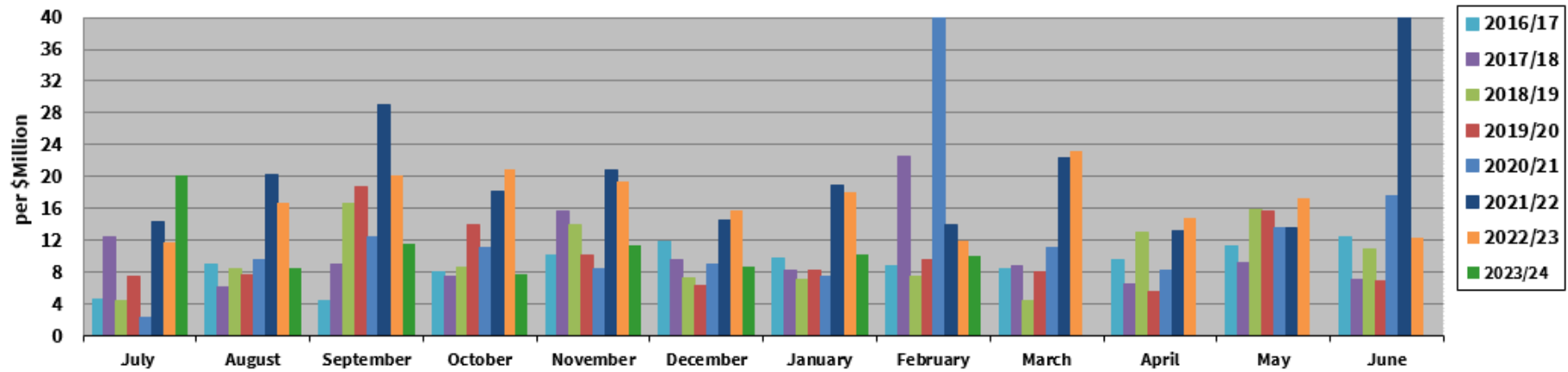
3.1.1 Building consents / amendments

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				
March	80 (110)	523 (589)	47 (96)	478 (566)	70.8%	18.9	438 (5)	100%
April	89 (57)	612 (646)	66 (58)	544 (624)	72.7%	16.5	333 (10)	100%
May	56 (75)	668 (721)	70 (53)	614 (677)	71.4%	16.6	427 (10)	98.8%
June	46 (77)	714 (798)	72 (88)	686 (765)	54.2%	20.8	388 (10)	100%
July	55 (66)	55 (66)	69 (43)	69 (43)	55.1%	21.6	373 (10)	100%
August	30 (69)	84 (135)	44 (51)	113 (94)	68.2%	16.3	373 (10)	96.5%
September	44 (59)	128 (194)	42 (64)	155 (158)	78.6%	15.1	342 (10)	93.3%
October	29 (56)	156 (250)	28 (64)	183 (222)	67.9%	17.7	324 (10)	97.9%
November	31 (55)	187 (305)	32 (52)	215 (274)	74.2%	18.8	348 (10)	100%
December	29 (32)	216 (337)	26 (57)	241 (331)	76.9%	16.2	245 (7)	93.1%
January	27 (56)	243 (393)	38 (48)	279 (379)	78.9%	15.0	196 (7)	97.2%
February	44 (50)	287 (443)	30 (51)	309 (430)	83.3%	14.3	295 (5)	95.7%
Note: figures in brackets are for the corresponding month during the previous year.								

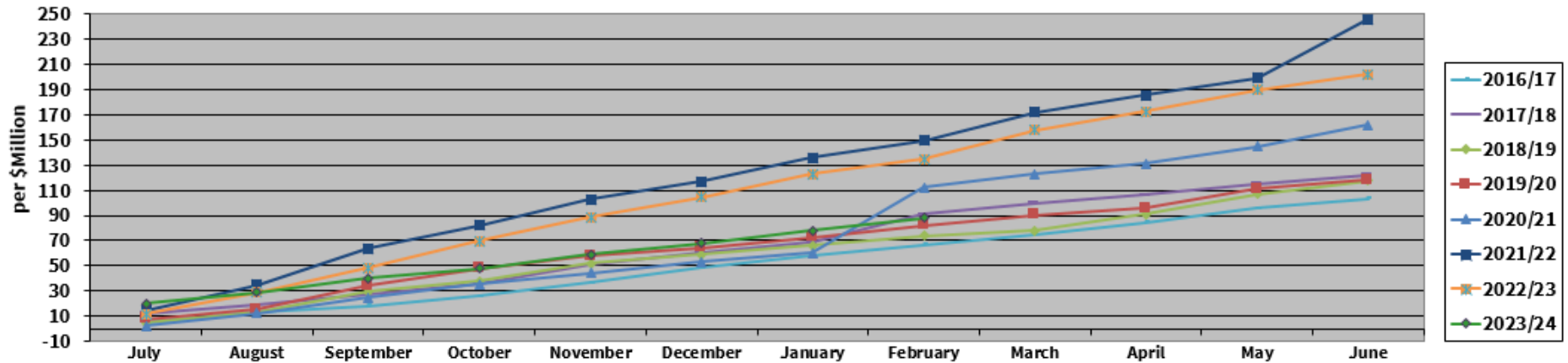
Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
March	\$17,093,386 (\$55,206,875)	\$163,205,362 (\$194,509,893)	\$23,143,790 (\$22,416,574)	\$152,927,658 (\$163,346,929)
April	\$27,051,031 (\$15,041,804)	\$190,256,393 (\$209,551,698)	\$14,871,519 (\$13,295,489)	\$167,799,177 (\$176,642,418)
May	\$4,904,661 (\$13,867,109)	\$195,161,054 (\$223,418,807)	\$17,353,453 (\$13,478,121)	\$188,152,630 (\$190,120,539)
June	\$12,387,195 (\$26,913,674)	\$207,548,249 (\$250,332,481)	\$18,242,825 (\$47,456,951)	\$203,395,455 (\$237,577,490)
July	\$8,738,727 (\$19,070,838)	\$8,738,727 (\$19,070,838)	\$20,219,273 (\$11,771,787)	\$20,219,273 (\$11,771,787)
August	\$9,886,060 (\$16,691,862)	\$18,605,787 (\$35,762,700)	\$8,484,452 (\$10,711,920)	\$28,703,724 (\$22,483,707)
September	\$12,316,580 (\$20,935,138)	\$30,922,367 (\$56,697,837)	\$11,568,003 (\$20,074,811)	\$40,271,727 (\$42,558,518)
October	\$12,217,236 (\$17,760,643)	\$43,134,602 (\$74,458,480)	\$7,710,277 (\$20,483,747)	\$47,982,004 (\$63,042,265)
November	\$15,015,499 (\$22,671,793)	\$58,150,101 (\$97,130,274)	\$11,365,505 (\$19,347,252)	\$59,347,509 (\$82,389,517)
December	\$14,337,900 (\$13,811,240)	\$71,488,001 (\$110,941,514)	\$8,853,920 (\$15,729,540)	\$68,201,429 (\$98,119,057)
January	\$10,590,075 (\$20,165,092)	\$82,478,076 (\$131,106,605)	\$10,155,875 (\$18,111,744)	\$78,357,304 (\$116,230,801)
February	\$7,683,885 (\$15,005,370)	\$90,661,961 (\$146,111,975)	\$10,069,500 (\$13,119,667)	\$88,426,804 (\$129,350,468)
Note: figures in brackets are for the corresponding month during the previous year.				

Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
March	35 (19)	265 (153)	35 (13)	256 (141)	100%
April	19 (26)	303 (186)	24 (16)	295 (164)	100%
May	24 (32)	327 (218)	22 (38)	317 (202)	100%
June	20 (29)	347 (247)	18 (25)	335 (227)	94.4%
July	26 (47)	26 (47)	20 (35)	20 (35)	100%
August	26 (47)	53 (83)	20 (35)	49 (70)	100%
September	28 (26)	81 (109)	27 (39)	76 (109)	96.3%
October	20 (37)	101 (146)	20 (32)	96 (141)	90%
November	35 (40)	136 (186)	28 (28)	124 (169)	100%
December	22 (24)	158 (210)	22 (26)	146 (195)	90.9%
January	20 (18)	178 (228)	14 (14)	167 (209)	100%
February	46 (36)	224 (264)	35 (14)	202 (209)	100%
Note: figures in brackets are for the corresponding month during the previous year.					

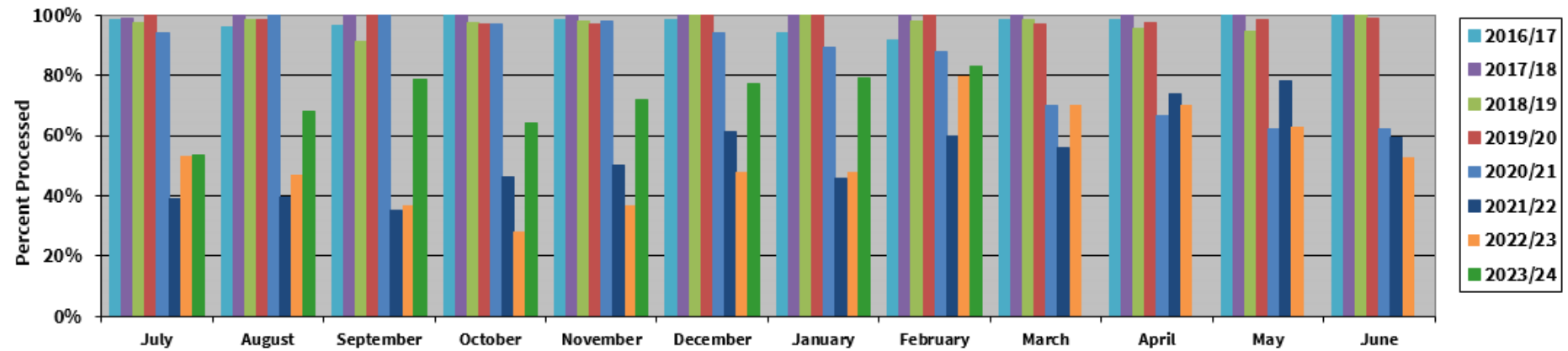
Building Consent Values By Month



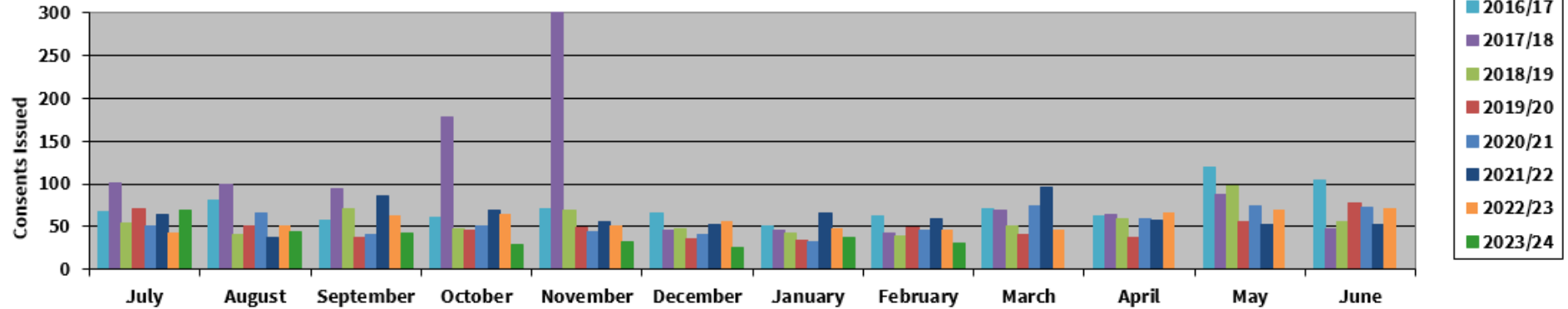
Building Consent Values Accumulating



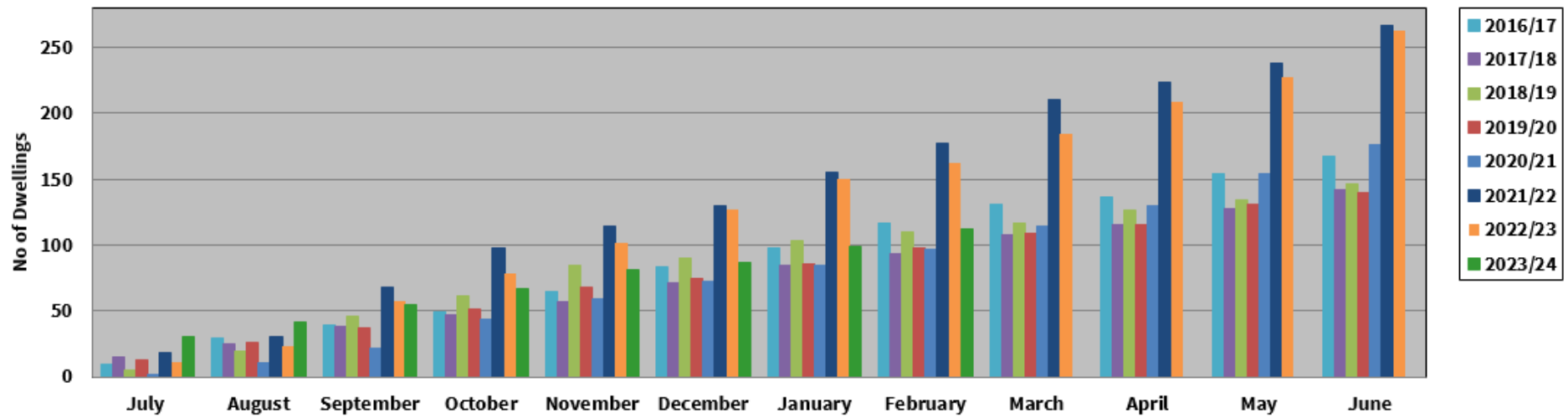
Building Consents Processed Within 20 Day Statutory Time Frame



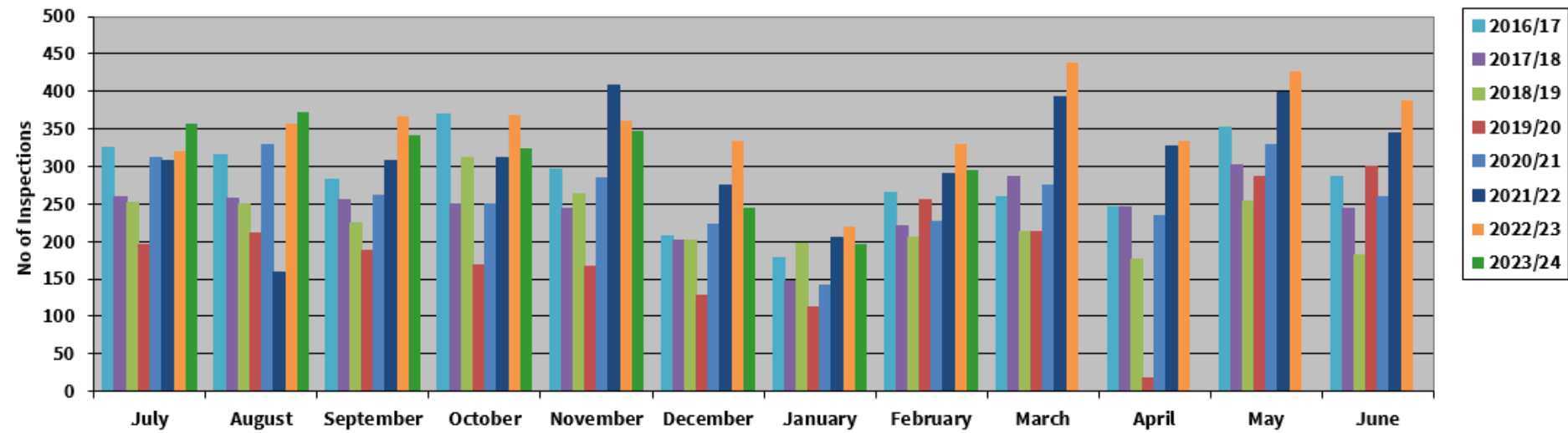
Number of Consents Issued By Month



Number of Dwelling Consents Accumulating



Number of Inspections Completed



3.1.2 Overall issued building consents are down by 28% compared to the same time last year and 16% for the pre covid years. New housing is down 30% from last year but up 15% from pre covid years. Enquiry levels are high for pre consent meetings so there may be a few consents to come in prior to financial year end to boost our numbers. During February, Council as a Building Consent Authority (BCA) had its two-yearly accreditation assessment carried out by International Accreditation New Zealand (IANZ) on behalf of the Ministry of Building Innovation and Employment (MBIE). In summary, IANZ's assessment found that the BCA had a well-managed quality system in place, with passionate and experienced staff dedicated to achieving good outcomes for both the BCA and its clients. Good recording of reasons for technical decisions, both for processing and inspection, was noted but on some occasions the BCA was not able to demonstrate that it had carried out some management functions that had obviously been discussed in some depth. The lack of recording has resulted in several findings being raised requiring better recording of discussions and outcomes. Overall, 2 serious non compliances were raised (and then subsequently cleared prior to the assessment being completed) and 14 general non-compliances (of which we have 11 left to sort out in the next four months). The full assessment report will be shared in an upcoming Audit & Risk Committee meeting.

3.2 Civil Defence Emergency Management

3.2.1 January 2024

January commenced with the third meeting of the Canterbury Regional El Nino working group which allowed Emergency Services, Health and CDEM staff a chance to meet and discuss the effects of the El Nino pattern. Further meetings are planned for February and March 2024.

There were a number of meetings conducted with members of the IS team and NZAV who completed the install of the AV equipment in the new EOC at Te Whare Whakatare, to confirm that we were happy with the install, and to run the EMO through how the system works.

The EMO assisted with training for the Customer Services and Library staff facilitated by OPSEC Solutions. This training focussed on de-escalation, armed robbery, suspicious mail and duress events and lockdowns within the new building. The training was well received with positive comments from the students.

The EMO attended the first of the Canterbury CDEM Group Public Education meetings for 2024, held in Rolleston. This meeting confirmed our public education programme for the Group for this calendar year.

The EMO assisted with the induction for the Library staff on 19 January, ahead of the Library opening for the public on Monday 22 January. The EMO also assisted with the induction for the "main body" of staff on Friday 26 January.

The EMO, in partnership with the South Rakaia Bach Owners' Association completed the final elements of the community's Response Plan. This was facilitated by some fantastic work by the Secretary and members of the Bach Owners' Committee. The final steps in implementation of the plan will be having copies printed and distributed to each bach.

The EMO also provided an update to the South Rakaia Bach Owners on the application for funding from the Rural Connectivity Group to have a Mini Cell Tower installed in the vicinity of the huts to improve cellular coverage for the community. He also discussed with a committee member other options available via another supplier if the application to the RCG is unsuccessful.

3.2.2 February 2024

February commenced with moving the Emergency Operations Centre (EOC) from the old building out the back of the Admin Building to the new facility. Work throughout the month by the Property & Systems Teams have meant that the EOC is now functional and will be used in any event moving forward. The EMO was also provided with training on the use of the generator and the special features of the diesel fuel tank.

The third meeting of the Training Advisory Group (TAG) was held in Waimakariri, this group's goal is to streamline and standardise training across the group for CDEM EOC Volunteers.

The CD Volunteer Radio Operators were provided with a tour of the EOC and new radio suite and commenced radio checks from the new EOC on 8 February.

The Group Controller and Group Recovery Manager visited Ashburton on 9 February and were hosted by the Mayor and CEO, with the EMO in attendance to answer any questions of a local flavour. A full tour of the new building followed this meeting.

The six weekly meeting of the Canterbury Public Education Forum was conducted mid month to discuss public education initiatives across the Group and to focus on consistent messaging for the region.

The fourth meeting of the Canterbury El Nino Working Group was also conducted with representatives from all of the emergency services and our other partners discussing the effects of the El Nino across Canterbury and maintaining our relationships. This was timely with the Port Hills fire breaking out the following day.

The EMO deployed to the CCC EOC at the Justice Precinct in Christchurch to assist in providing cover as a Response Manager on the evening of 15 February as part of the CDEM response to the Port Hills Fire. This was a great opportunity to work with counterparts from across the group and continues to foster the strong relationships in Canterbury. One of our Ashburton C10 members also volunteered to deploy, but in the end was not required with CCC able to cover all shifts in their EOC.

The six weekly FENZ/NIWA climate briefing was held on 19 February and attended by the EMO. This is an excellent briefing which provides forecasting on a six weekly cycle of how NIWA scientists see the weather for that upcoming period.

The Canterbury Lifelines Utilities Group meeting was conducted 23 February and attended by the EMO and Rooding Manager from ADC. A number of topics were discussed or updated including Priority Routes project work being undertaken by Timaru District Council and resilience work being undertaken by power and telecommunications companies throughout the region.

The first EMO Forum for 2024, a one day forum, was hosted by Ashburton in the new EOC on 27 February. This was a chance for Emergency Management staff from across the region to meet and discuss pertinent topics from within our districts. It allowed for updates to be provided on a number of projects from the Group Office that are being worked on by EMO's from within the region and also initiatives at national level including the new EM Bill.

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
March	1	1	10	11	1
April	0	2	4	18	0
May	4	4	8	27	2
June	1	4	7	23	0
July	1	6	9	17	1
August	2	3	9	8	2
September	0	1	10	19	0
October	1	4	11	13	0
November	2	2	6	17	0
December	1	3	6	7	1
January	0	0	0	10	0
February	1	5	13	15	1

3.3.1 Three workshops for holders of club licences will be held next month.

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
March	6847	132	98.0%	49	8	1	0	1	3
April	6857	127	98.0%	5	7	1	1	1	5
May	6892	112	98.4%	1	9	0	0	3	3
June	1204	5736	17.3%	3	5	0	2	8	3
July	5590	1392	80.1%	2	5	0	0	5	5
August	6325	625	91.1%	2	8	0	0	4	6
September	6414	549	92.1%	3	10	1	2	3	5
October	6505	461	93.4%	10	15	0	2	0	5
November	6596	376	94.6%	18	12	0	1	3	3
December	6643	356	94.9%	13	15	0	0	0	5
January	6705	312	95.5%	14	10	0	2	6	5
February	6775	257	96.3%	23	10	0	3	2	3

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
March	9	9	0	0	1
April	5	5	0	0	0
May	10	10	0	0	18
June	8	8	0	0	0
July	10	10	0	0	8
August	8	8	0	0	3
September	8	8	0	0	2
October	16	16	0	0	2
November	14	14	0	0	0
December	13	13	0	0	0
January	8	8	0	0	0
February	8	8	0	0	0

- 3.5.1** A submission has been lodged on a cost recovery proposal from MPI to expand NZ Food Safety's core regulatory services under the Food Act 2014. Our submission opposes the proposal for TAs to collect increased levies on behalf of MPI and also opposes increased MPI oversight of TAs.

3.6 Planning

Resource Consents	January 2023	January 2024
No. of resource consent applications decided ₁	9	8
No. of resource consents decided within statutory timeframe	9	8
Resource consent KPI Compliance (accumulating)	98.35	97.22
Notified/ Limited notified applications decided	0	1
Other:		
No. of 223 Certificates processed	2	7
No. of 224 Certificates processed	3	2
No. of building consents reviewed against District Plan ₂	10	15

Land information memoranda	January 2023	January 2024
LIMs Produced	38	47
LIMs Produced within 10 working days	38	47
LIMS (accumulating)	397	449

Resource Consents	February 2023	February 2024
No. of resource consent applications decided ₁	21	8
No. of resource consents decided within statutory timeframe	21	6
Resource consent KPI Compliance (accumulating)	98.59	95.69
Notified/ Limited notified applications decided	0	0
Other:		
No. of 223 Certificates processed	4	7
No. of 224 Certificates processed	7	2
No. of building consents reviewed against District Plan ₂	15	10

Land information memoranda	February 2022	February 2023
LIMs Produced	61	86
LIMs Produced within 10 working days	61	86
LIMS (accumulating)	458	535

3.6.1 Resource Management Reform

The Government has indicated it will take a phased approach to resource management reform. The new legislation will apparently be based on the enjoyment of property rights while ensuring good environmental outcomes, and upholding Treaty Settlements and other Treaty-related commitments and arrangements.

This sits alongside commitments to urgently:

- Introduce a fast track approvals process (Bill introduced 7 March)
- streamline the plan preparation process in Schedule 1 of the RMA
- simplify the planning system and related statutes including the Public Works Act and the Reserves Act
- make the Medium Density Residential Standards optional for councils
- review the implementation of the National Policy Statement on Indigenous Biodiversity
- replace the National Policy Statement for Freshwater Management 2020 and the National Environmental Standards for Freshwater to better reflect the interests of all water users (expected to take 18-24 months)
- amend the National Environmental Standards for Plantation Forestry
- introduce a National Policy Statement for Renewable Electricity Generation
- review the National Policy Statement for Highly Productive Land

The requirement for councils to comply with the Significant Natural Areas (SNA) provisions of the National Policy Statement for Indigenous Biodiversity has been suspended for three years while the RMA is replaced.

3.7 Economic Development

3.7.1 Events

Events Programme 2023/24

Council Events

- **Ng King Chinese Garden Opening Event (Feb 25th):** Event officers collaborated with Arlene Baird on behalf of the Heritage Trust, to host an opening event at the Ng King Garden site on February 25th. The event was attended by 300 invited guests, including descendants from the original families that occupied the site, as well as representatives from the Council. The event was a resounding success.
- **Citizenship Ceremony (March 6th):** The Ashburton District warmly welcomed 37 new New Zealand citizens at a ceremony held at the Event Centre on March 6th. Approximately 80 guests attended along with invited dignitaries.
- **ANZAC Day (April 25th):** Officers are actively collaborating with Governance and the Ashburton RSA to plan for the two ANZAC Day services on Baring Square West.
- **Glow In the Park Progress (May 31st – June 2nd):** Planning for the upcoming “Glow In The Park” event, scheduled to run during Kings Birthday weekend, is well underway. Partnership discussions have received an initial positive response, and officers are working towards formalizing agreements in the coming weeks. Exciting developments are in store for the 2024 event, including new feature installations and experiences.
- **Business of the Year Awards (February 23rd):** RiRa Events, in collaboration with ADC, hosted the highly successful “ANZ Business of The Year Awards” at the Ashburton Aviation Museum on the evening of February 23rd. The event was well-received by the district’s business community, celebrating the achievements of various businesses across a range of sectors in Mid Canterbury.
- **Community Event Application Systems:** The ADC website now features a user-friendly “event application” page under the “do it online” section. This resource aims to provide better education on organizing safe and effective events within the district. Officers have identified a strong need to move away from paper-based application systems and work towards an automated solution. A business case will need to be presented to gain the resources required to build a system that is fit for purpose into the future.

Recent community events involving Council:

- EA Event Centre Tri Challenge
- Rakaia River Fishing Competition – Rakaia
- Ashburton Car Club Sealed Autocross
- Holi Festival – Ashburton Hotel
- Multicultural Bite – Ashburton Domain
- Waitangi Market Day – Ashburton Domain
- Crusaders vs Highlanders Pre Season Game -Methven Rugby Club
- Mid Canterbury Childrens Day – Tinwald Domain
- Genre Fluid – Baring Square East
- Ashburton River Trail Marathon – Allenton Rugby Club
- NZ Flying Nationals - Ashburton Airport
- Ashburton Pipe Band Festival - Ashburton Domain
- Mayfield A&P Show
- Ashburton College Prelims and Athletics Finals Day
- Ashburton Car Club Shingle Sprints

Upcoming community events and activities involving Council:

- Wheels Week 2024
- Methven Walking Festival
- Methven A&P Show
- Methven Rodeo Nationals
- Fire And Ice Ballon Festival – Methven
- Ashburton Car Club Street Sprints

3.7.2 Mayors Taskforce for Jobs

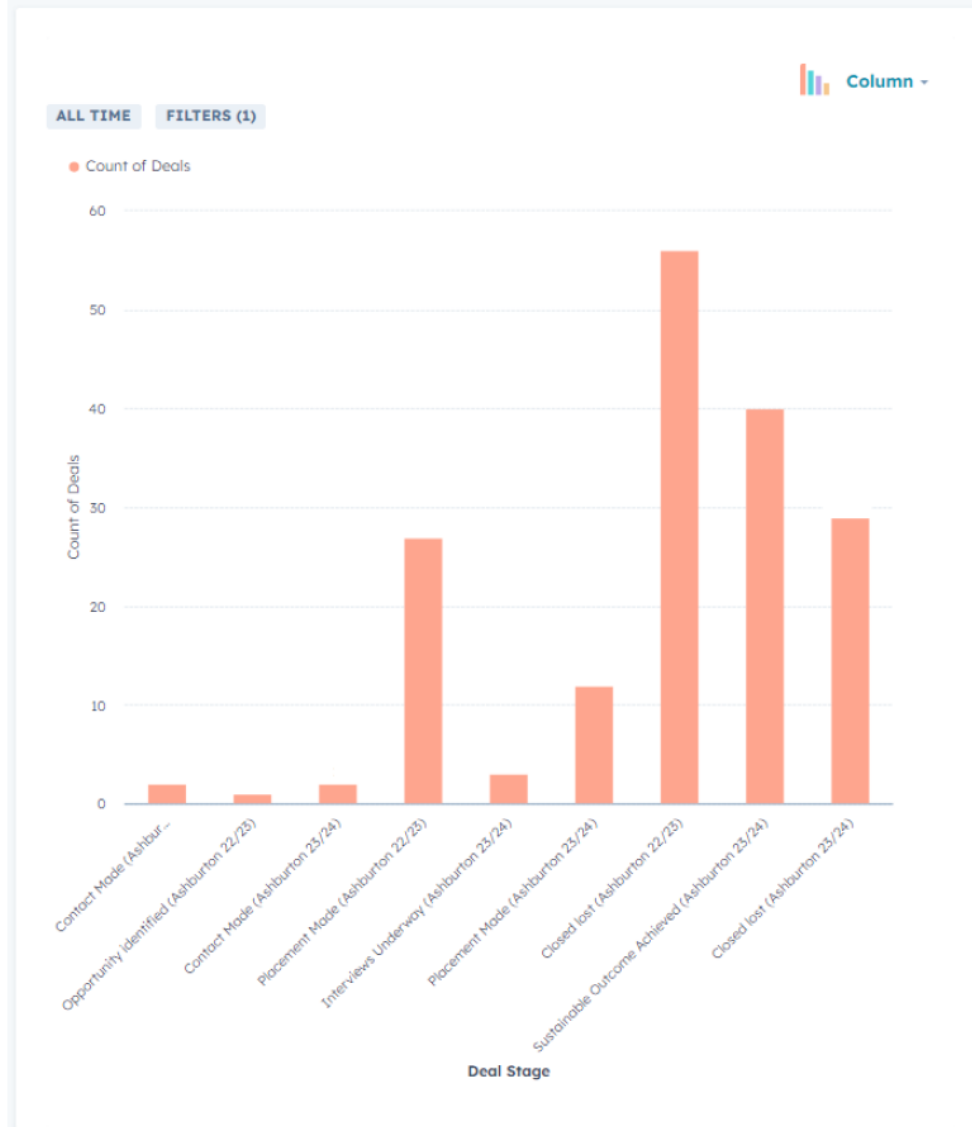
- There have been 52 placements for the 2023-24 financial year, with 40 in sustainable outcomes so we are 14 ahead of target with 3 ½ months to go. Officer will be applying to MSD for more funding as a result.
- Officers have supported 15 people with licences and endorsements since January 2024 until 13/103/2024.
- New business continues every week with a minimum of 3 new clients a week.
- Officer has spent time meeting with prospective employers and stakeholders to try to find jobs for the high number of clients.
- The part time MTFJ staff member has resigned. Her time in the team has shown that a full-time officer is needed with 77 clients not in work, 75 in work requiring pastoral care, and 55 in education which is students at the colleges requiring licence support. The budget allows for this expansion in staffing.
- There is pressure coming from increased referrals and self-referrals to the programme, the officer has an overwhelming caseload but is trying very hard to not turn anyone away.
- A young person has been contracted to run the social media for Ashburton MTFJ and has launched a Facebook page: <https://www.facebook.com/MTFJAshburton>
- We are back to 3 months + waits to book licences for people which means it takes longer for them to gain full licensing. There seems to be no quick fix for this with the new rules around paying once and try, try again without further payment clogging the system.
- Another barrier are the people with no access to a vehicle to practice driving so they are stuck on their learners licence.
- Officer has been working with a professional photographer/designer to start an advert campaign promoting MTFJ for pairing local job seekers with local employers.
- Officer attended the annual MTFJ Hui in Wellington for training and development and learnt how other areas are doing things. For example: in Clutha, when the Mayor's car was depreciated it was leased back to MTFJ who got it sign written and use it to help with licensing.
- Officer is planning an interactive family careers day for 24 August 2024 which will include local businesses from within the district and is hoping it will become an annual event. Special project funding from MSD is being applied for.

There is a shortage
of labour in parts of our
district and there are
young people out there
who could do the work,
given a chance and some
training.

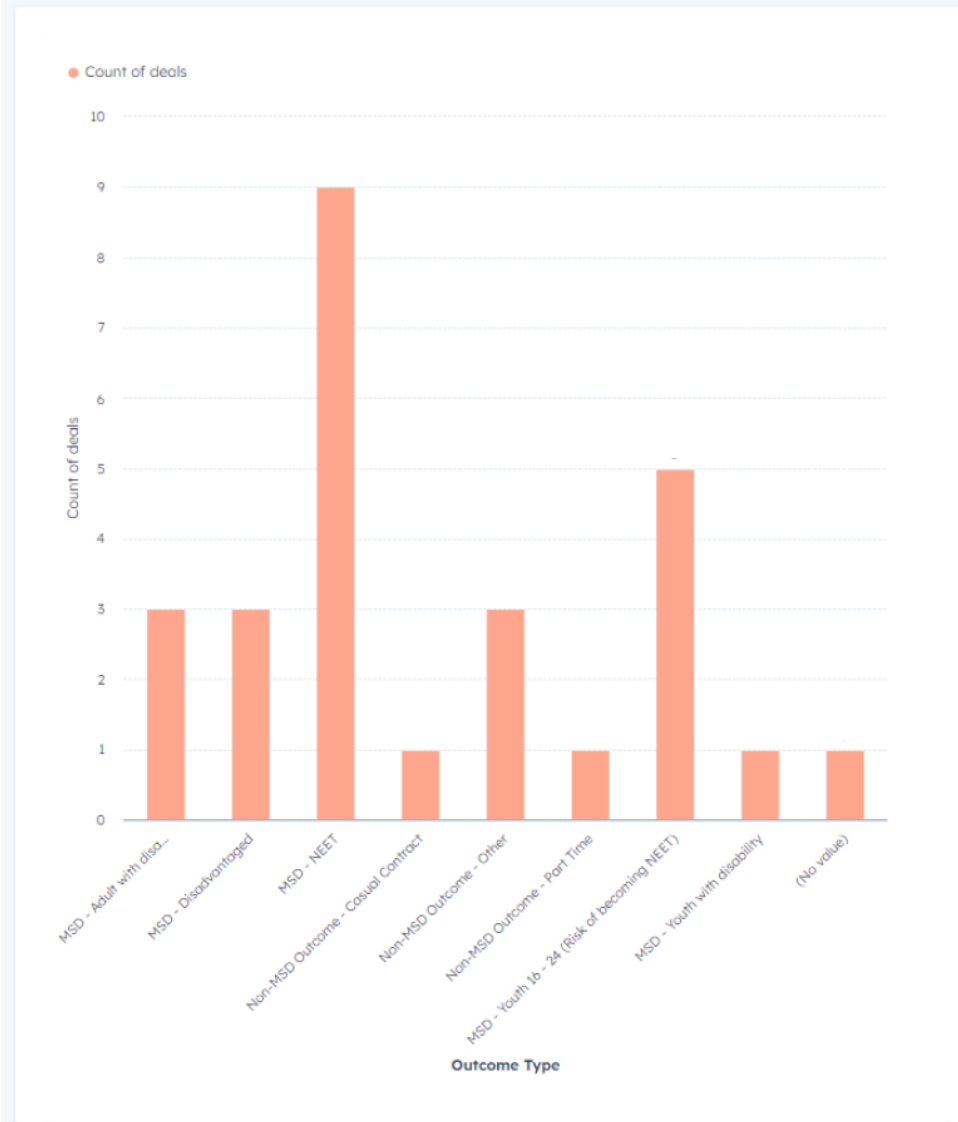
- MAYOR NEIL BROWN, ASHBURTON



Deal totals by stage in Ashburton

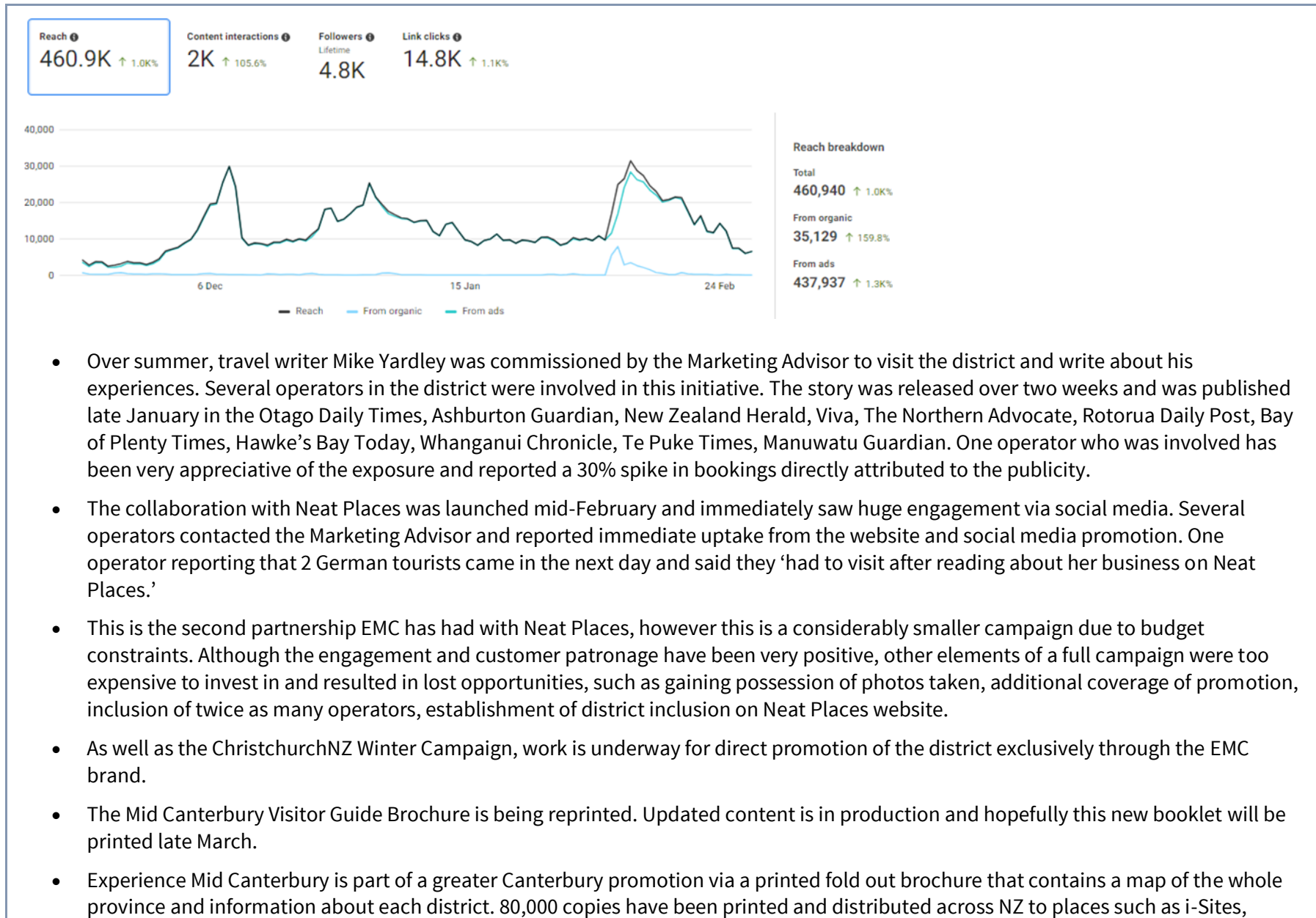


Outcome by Type Ashburton



3.7.3 Visitor Promotion

Visitor Promotion
<ul style="list-style-type: none">• Officers have been meeting with operators throughout the district to discuss visitor promotion and the current summer campaign.• A collaboration between Mid Canterbury, Selwyn and ChristchurchNZ will see a Winter Campaign launched mid-March, promoting the 3 districts. Businesses and operators in the district have been contacted about the promotion and encouraged to participate. The audience being targeted for the campaign is families, so package deals and family friendly activities are encouraged. Operators have been prompted to collaborate with other operators to create a package deal for promotion.• The 2023-24 Summer Campaign has been completed with results far exceeding reach and engagement from any previous organic or paid promotions on social media.• Results from all Experience Mid Canterbury (EMC) Campaigns over summer months (16 November to 29 February):<ul style="list-style-type: none">• 1.6 million – the amount of times the ads were on screen and viewed• 34k website visits generated from the campaigns• 401 new Facebook followers• 1.1k new Instagram followers• 700k+ video views of primary campaign (Ready, breathe, Explore/Action/Indulge)• The campaigns that ran on Facebook page alone reached 460k people, 437,000 of these people saw the ads due to paid advertising (graph below). If an increase in budget for District Promotions was granted, the results from this and future campaigns would increase exponentially.

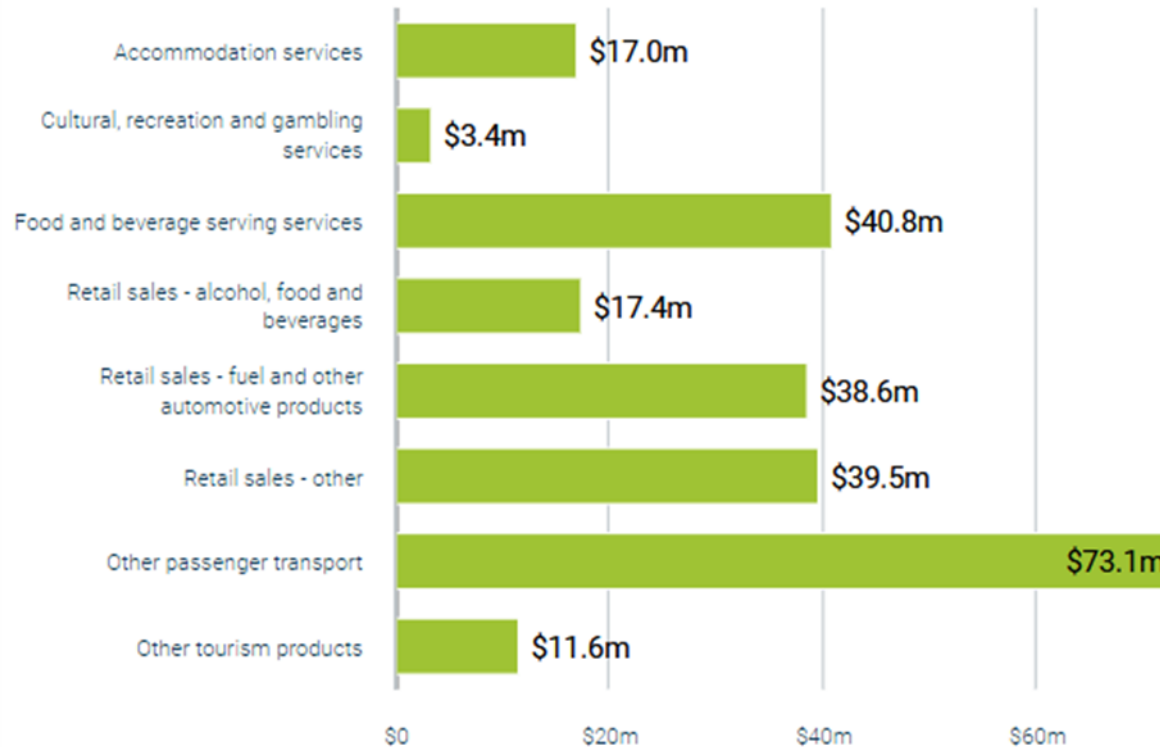


Visitor Centers, DOC offices and huts, hotels, motels, rental car offices etc. EMC has 6000 copies that will be distributed throughout the district as well as in the visitor area of Te Whare Whakaterere.

- A redesign of the Events section on the Experience Mid Canterbury website complete and a small campaign seeking event listings has resulted in many submissions of upcoming events in the district.
- The existing EMC website continues to limp along as it is old and struggling to provide functionality needed at a professional level. An updated site is desperately needed with clear navigation and improved functionality.
- A seasonal update was sent to operators reporting on the summer campaign and upcoming events. Of note, the Marketing Advisor is coordinating a networking event for all operators in the hopes of encouraging greater collaboration in the district.
- Some marketing training has been given to operators and is ongoing.
- Several meetings have been held between the Marketing Advisor and other stakeholders in relation to updating maps of the district. The Marketing Advisor hopes to create a digital map that will be the 'one map to rule them all.' The map will accommodate all items of interest in the district that are not only traditionally found on a map, but also all new points of interest, such as: EV Charging stations, AED machines, walking tracks, dog parks, heritage sites, etc.
- Some of the 2023 results have been released by Infometrics showing the following:
- Highlights for Ashburton District, 2023
- The largest category for total tourism expenditure in Ashburton District in 2023 was other passenger transport. Total tourists spent a total of \$73.1m on other passenger transport in the year to March 2023, which was up 3.1% from the previous year.
- The second largest category for total tourism expenditure in Ashburton District in 2023 was food and beverage serving services. Total tourists spent a total of \$40.8m on food and beverage serving services in the year to March 2023, which was up 48.9% from the previous year.

Total tourism expenditure by category

Current prices, year to March 2023



Other Highlights for Ashburton District, 2023

- In Ashburton District tourists spent a total of \$242.6m in 2023. Spending was up by 19.0% compared with the previous year. By comparison spending increased by 42.3% in New Zealand.
- International visitors contributed 14.6% in Ashburton District in 2023, while domestic visitors contributed 85.4%.
- Total guest nights in Ashburton District increased by 20.6% in the year to December 2023, compared to a year earlier. This compares with an increase of 26.6% in New Zealand.

- Visitors stayed a total of 257,900 nights in Ashburton District during the year to December 2023, which was up from 213,800 a year ago.
- The largest region of origin for domestic tourists visiting Ashburton District is Canterbury Region. Tourists from Canterbury Region spent \$124.0m in Ashburton District in the year to March 2023.
- The largest country of origin for international tourists visiting Ashburton District is Australia. Tourists from Australia spent \$16.0m in Ashburton District in the year to March 2023.
- Total tourism expenditure in Ashburton District increased by 4.7% in the year to December 2023, compared to a year earlier. This compares with an increase of 9.2% in New Zealand.
- Total tourism expenditure was approximately \$243 million in Ashburton District during the year to December 2023, which was up from \$232 million a year ago

Composition of tourism expenditure

March years, current prices



3.7.4 Business Attraction

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

4. Business Support Group

4.1 Information Systems

4.1.1 Projects

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

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Application and Process Development						
Application enhancement and development	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p>Recently deployed developments included:</p> <ul style="list-style-type: none"> • Cemetery Plaque Management Process • Revenue & Finance Policy – map development to support public consultation. • Update H&S Inspections for Opens Spaces trailer fleet. <p>Current developments include:</p> <ul style="list-style-type: none"> • Investigation of new platform service for Museums object management application, Past Perfect. • Review and update of Open Spaces H&S plant inspection surveys. Multi-phased project • Closed Water Main Segment map development. • GIS Water Supply Borehead inspection survey and reporting.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> Debt Management Process – agency notification update District Ecological Map Swimming Pool process update (Building) Revenue & Finance – map development to support public notification of policy once approved. A programme of conversion works has commenced to convert functions within Property, Finance and HR applications. Due to the scale of these works and resourcing available, it is estimated that these works will take 2 -3 years to completed. Redesign of current PDR digital process
Aerial Imagery Capture 23/24 – Urban and Rural Areas	July 2023	June 2024	Yes	Yes	Yes	<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> <p>Urban imagery is completed and undergoing processing before it is delivered to Council for QA activities.</p> <p>Rural imagery capture is 60% complete.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Learning Management System	February 2024	August 2024	Yes	Yes		Provision of a digital learning management system to support, in the first instance the education and use of records and associated record management systems. Requirements documentation currently under construction to support product selection.
IT Infrastructure, Server and Desktop						
Cyber Security	BAU Activity		N/A	N/A	N/A	Ongoing program in the development of reducing Council's cyber security risk profile and includes monitoring, patch management and identification, investigation and application of security related applications and enhancements.
Library and Civic Centre - Te Whare Whakatere	May 2021	January 2024	Yes	Yes	N/A	The delivery of ICT to support business activities for library and administration functions has been completed, with focus on support of identified snags and adjustment to support business operations.
Desktop Hardware Renewals	February 2023	June 2024	Yes	Yes	Yes	With the completion of Te Whare Whakatere the deployment of Emergency Management devices is being finalised and operational set up is being worked through with the Emergency Management Team. As part of our renewal program a number of user devices will be replaced in the current financial year.

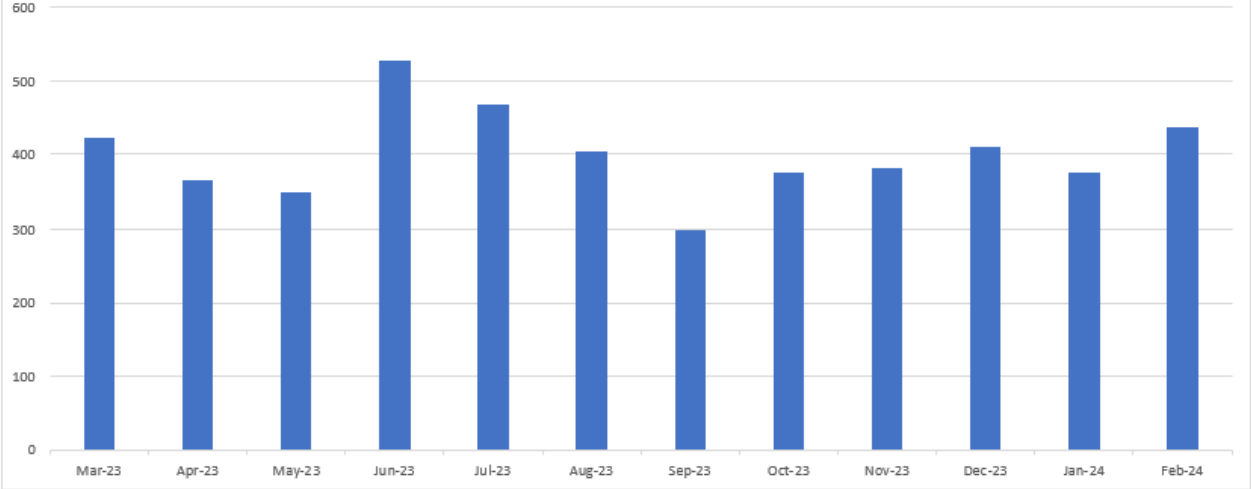
Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Server and Storage Hardware Renewal	May 2023	August 2024	Yes	Yes	Yes	Forms part of our cyclic renewal programme of required server and storage hardware. Costs relating to the confirmed design are being re-confirmed with adjustment to reflect developed technology since last year's initial proposal.
Information Management						
Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.	BAU Activity		N/A	N/A	N/A	Continuing and ongoing activity with business teams to assess digital and physical records held by Council as part of the management of the life of that record including that of protected or permanent retention under statutory Acts including the Public Records Act and Local Government Official Information and Meetings Act. Work includes the decision to retain or dispose a record based on Council's adopted retention and disposal schedule. Current works include inspection of records held at Open Spaces and records transferred from the Baring Square East site.
Digitalisation of Physical Format Records	January 2024	March 2024 (1 st deliverable)	Yes	Yes	No	Assessment underway of received physical record digitalisation requests from business teams. First deliverable will be recommendation of a programme of works based on value, priority, cost, and effort.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
Information Management Audit	January 2024	May 2024	Yes	Yes	N/A	<p>Internal audit to assess Council current information management operational framework and activity against Archives NZ audit standards.</p> <p>This work will allow us to measure ourselves against best practice and benchmark ourselves against other New Zealand Council, providing us with direction on future areas of improvement and management.</p>
Information Asset Register	January 2024	tbc	Yes	Yes	N/A	<p>Current work is developing the approach and plan to deliver the prepared project brief.</p> <p>Delivery of a register is considered best practice, supporting good management of records held and their management.</p> <p>On completion this work would lead to subsequent works relating to information asset management.</p>
Data Management - Monitoring and Reporting	BAU Activity		N/A	N/A	N/A	<p>Ongoing activity for service monitoring on information creation and disposal for physical and digital form, supporting current and future service activity.</p>

4.2 Property

Current	Brief Project Description / progress
Ashburton Business Estate	<ul style="list-style-type: none"> • Three sections in stage two are on hold while two potential purchasers complete due diligence. • Officers are working through the details for the sale of 1.7-hectares, which is also within the undeveloped 21-hectare lot off Ashford Avenue. • In total, approximately 43-hectares of the Business Estate remains unsold, with 39-hectares sold.
Elderly persons housing	<ul style="list-style-type: none"> • Out of Council's 102 available units, 16 units at Friendship Lane are set to be demolished and redeveloped. Currently there are 9 vacant units. A further 7 tenanted units within the Friendship Lane Development area will be relocated when the next vacant units become available. • There are currently 3 vacant units outside of Friendship Lane all being redecorated at this time. • There are 20 applications on the waiting list, with 10 people wanting single units and 10 requesting double units (3 couples and 7 individuals). This does not include the 7 tenants at Friendship Lane. • 14 people on the waiting list are current residents in the Ashburton District, with 6 being from out of town. • The occupancy rate is currently at 99% of available units. • Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on their position in the waitlist, their location and the urgency of the applicant's situation. Officers are prioritising the relocation of the remaining 7 tenants at Friendship Lane to enable the redevelopment of 16 units in a timely manner.
Alfresco Dining	<ul style="list-style-type: none"> • Council officers have been finalising Licence to Occupy agreements for the occupation of footpaths for alfresco dining for the 2023/24 financial year in accordance with the Use of Footpath for Alfresco Dining Policy.
Methven Medical Centre upgrades	<ul style="list-style-type: none"> • Methven Medical Centre have completed the internal alterations to the current building. Officers are working on options for a relocatable building.
Oval Pavilion – Ashburton Domain	<ul style="list-style-type: none"> • Both the Trust and Council have various matters to progress before a full report can be prepared for Council.

Current	Brief Project Description / progress
Walnut Avenue Pavilion – Ashburton Domain	<ul style="list-style-type: none"> The Sale and Purchase Agreement is fully signed. Council staff are still waiting on information from the current building owner before we can transfer ownership of the building to Council. They have committed to providing this information before the end of April 2024.
Former Ashburton Public Library	<ul style="list-style-type: none"> The former Ashburton Library went onto the market in February with the deadline private treaty closing at 4pm on Tuesday 19th March 2024.
Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"> Officers obtained valuations for various leases due for reviews at the Airport late last year. Council Officers are currently undertaking a number of rent increases, new leases and tidying up any variation to Leases. Council Officers met with the Ashburton Airport Safety Group on the 29th of February 2024 for its initial meeting. Guidance for the structure of this group will be taken from ‘CAA Advisory Circular AC139-17 – Aerodrome User Groups’. The purpose of this safety group is to facilitate development and co-ordination of procedures for the safe use of an aerodrome and associated airspace. Members of the group is made of up airport users from various groups and skill sets. A charter for the group will be developed and implemented by the group. At the Safety Group meeting, Council outlined the proposed fees and charges for 2024/2025 which included a change in methodology as a result of user feedback from the 2023/2024 fees and charges. Members were encouraged to comment on the proposal through the LTP consultation process. The LTP consultation process and key dates were outlines to users. Council is still waiting from the CAA for a decision regarding the request for a ‘Common Zone Frequency’ for Ashburton. The CAA have said that “<i>at this stage CAA are at the ‘decision making’ phase for this CFZ application. We are hoping to make this to facilitate the 2024 VNC updates if successful</i>”. Mid Canterbury Aero Club are hosting the 2024 National Flying Championships from the 12-17 March 2024 and the week before Easter there is an event with Yak aerobatic airplanes.

Current	Brief Project Description / progress																										
	<ul style="list-style-type: none"> <li data-bbox="645 256 1568 292">• <i>The following table provides an update of aircraft movements by month</i> <div data-bbox="710 325 1957 874"> <p data-bbox="1131 341 1534 367">Aircraft Movements at Ashburton Airport</p>  <table border="1" data-bbox="710 383 1957 874"> <thead> <tr> <th>Month</th> <th>Aircraft Movements</th> </tr> </thead> <tbody> <tr> <td>Mar-23</td> <td>420</td> </tr> <tr> <td>Apr-23</td> <td>370</td> </tr> <tr> <td>May-23</td> <td>350</td> </tr> <tr> <td>Jun-23</td> <td>530</td> </tr> <tr> <td>Jul-23</td> <td>470</td> </tr> <tr> <td>Aug-23</td> <td>400</td> </tr> <tr> <td>Sep-23</td> <td>300</td> </tr> <tr> <td>Oct-23</td> <td>380</td> </tr> <tr> <td>Nov-23</td> <td>380</td> </tr> <tr> <td>Dec-23</td> <td>410</td> </tr> <tr> <td>Jan-24</td> <td>380</td> </tr> <tr> <td>Feb-24</td> <td>440</td> </tr> </tbody> </table> </div>	Month	Aircraft Movements	Mar-23	420	Apr-23	370	May-23	350	Jun-23	530	Jul-23	470	Aug-23	400	Sep-23	300	Oct-23	380	Nov-23	380	Dec-23	410	Jan-24	380	Feb-24	440
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4.3 Forestry

4.3.1 Forest Harvesting & Sales

The log sale of the forest adjacent to the Rakaia Gorge off Wightmans Road was completed with the cartage of the firewood logs in December. A paper will come to Council regarding the future options for the site.

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

4.3.2 Activity Briefing Questions

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

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

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

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

4.4 Finance

4.4.1 Projects

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

5. *Democracy & Engagement Group*

5.1 Communications

5.1.1 Overview

- Main workstreams completed in the last reporting period were Library – On The Move campaign, Rakaia Gorge Matariki Viewing Platform interpretive signage, Business of the Year awards, deployment of new digital software tools and work supporting the move to Te Whare Whakatare.
- Although the library campaign is completed there are still communications tasks outstanding to respond to the change of name from Ashburton Public Library to Ashburton Library, updating photos, information and other collateral and channels over time.
- In the last period we deployed three digital software tools to improve the efficiency and effectiveness of our service delivery.
 - A new digital engagement tool has reduced burden for tailored website coding and design for major consultations, provides more interactive web tools for public engagement and will be first used for the LTP consultation and Youth Hub.
 - A new digital asset management software system allows us to house large file assets such as photos and videos more securely online and enables us to find our own photos and videos more quickly using intelligent search.
 - New live streaming and live production software video mixer and switcher enables us to manage the feeds from several cameras we now have in Hine Paaka for an improved livestreaming experience.
- Consultations and campaigns in the planning phase are: Long-Term Plan consultation, Library new website, 1000 Books Before School.
- A new Facebook page has been created for [MTFJ – Ashburton](#).
- Other ongoing work includes participation in regional workstreams, requests to answer media enquiries, design and production of print and signage materials, website management and training of staff, oversight of 14 social media channels, troubleshooting and supporting staff with digital communications, livestreaming and video production, intranet and newsletter communications for staff, recruitment, and facility advertising (except Art Gallery and Museum).

5.1.2 Planned projects

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

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
Long Term Plan 2024-34 consultation – Five for our Future	Nov	April	Yes	<p>[IN PROGRESS]</p> <p>To ensure the community is informed about the key issues in the draft Long Term Plan and know they can provide feedback.</p> <ul style="list-style-type: none"> To clearly communicate the reasoning behind Council’s preferred options. To explain the limitations Council has both with finance and capacity to complete projects and the need to carefully prioritise what is progressed over the next 10 years. The community feels satisfied with the way Council has communicated with them about the Long Term Plan and the proposed decisions and projects. The community is engaged and makes a minimum of 800 items of feedback or submissions on the Long Term Plan. Each person living in the Ashburton District is reached at least 3 times through different channels. Council’s reputation is maintained and where possible, enhanced.
Library – On The Move campaign	Oct	Jan	Yes	<p>[COMPLETED]</p> <ul style="list-style-type: none"> Inform the community about the temporary closure and reopening date. Encourage library members to get out books before the closure.

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> Proactively address concerns that may be raised about the closure/move and promptly answer questions as they arise. Share alternative options for library services such as computer use, printers & meeting spaces. Build excitement for the new location, services and spaces that the library will provide.
Rakaia Gorge Matariki Viewing Platform signage	Aug	Feb	Yes	[COMPLETED] <ul style="list-style-type: none"> Three interpretive panels designed using artwork provided by Ashburton College students were installed at the viewing platform.
Work supporting the move to Te Whare Whakaterere	Oct	Dec	Yes	[COMPLETED] <ul style="list-style-type: none"> Connecting new digital signage and providing new content throughout Te Whare Whakaterere (internal and public facing channels) Working with NZAV and IS team to ensure technology is working well in new Hine Paaka/Chamber During the remote working period our internal work requests sat at 40, and for the first month after our move to Te Whare Whakaterere our internal work requests rose to 60. They have now dropped back again to 45. These were mainly a mixture of messages to staff, new signs, and unplanned work for the library.

5.2 Strategy & Policy

5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Long Term Plan 2024-34	1 January 2023	30 June 2024	Yes	<ul style="list-style-type: none"> - Work underway or ongoing on: <ul style="list-style-type: none"> - Following several public workshops and Council discussions, the Draft LTP 2024-34 Consultation Document and supporting information is planned for adoption for consultation by Council on 20 March. Consultation is planned from 27 March to 28 April, Hearings and Deliberations in May and final adoption on 26 June. - LTP Audit commenced February covering LTP information. This will be ongoing with an audit opinion included in the final LTP document. The CD will not include an audit opinion as agreed by Council on 7 February 2024. - Preparation of the LTP Consultation Document and supporting information for Council adoption for consultation on 20 March. - Planning and preparations underway on Five for our Future - the LTP engagement. Consultation will commence 27 March to 28 April, Hearings and Deliberations in May and final adoption on 26 June. There are five key issues for feedback being the EA Networks Centre stadium extension, outdoor water play (including Tinwald Pool), the future of Balmoral Hall and Polytech land, the future of stockwater and an organic greenwaste collection service. A full schedule of events, including stakeholder meetings, pop-up events, LTP Roadshow and Community meetings across the district is planned over the month. All LTP material will be available through the itsourplace.nz website. Alongside the LTP, Council is also consulting on the LTP draft policies and the EA Networks Masterplan.
Bylaws and Policies	Ongoing		Yes	<ul style="list-style-type: none"> • Local Alcohol Policy – The reviewed policy came into force on 14 March 2024.

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
				<ul style="list-style-type: none"> LTP policies – Drafts of all LTP policies have been approved for consultation by Council alongside the LTP. Solid Waste Bylaw – A next steps report for the Solid Waste Bylaw was presented to Council in December. This resulted in a delay to consultation on a new By-law until the LTP considerations relating to kerbside greenwaste collection have been resolved.
Strategies and plans	Ongoing		Some delays	<ul style="list-style-type: none"> Reserve Management Plans – work continues on the RMP development with a further round of meetings with Council and Reserve Boards over March. The Classifications and Draft Reserve Management Plans for consultation are scheduled to come to Council in April/May with consultation planned over May-July 2024 to avoid a clash with the LTP consultation. Biodiversity Strategy – This is planned for adoption in March 2024. Climate Change Resilience Plan – Action Plan – work continuing.
Annual Residents Survey 23/24	Aug 23	July 2024	Yes	Second wave of surveying for 2023/24 complete. Interim results were reported through the mid-year performance reporting.
Representation Review	Oct 23	Nov 24	Yes	A further workshop is planned for April to discuss early engagement responses, with a decision on an initial (draft) proposal required by the end of May. Consultation is planned for June/July with the final proposal confirmed by 4 September 2024.
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	<ul style="list-style-type: none"> Officers continue to meet regularly with AEC. Current topics of discussion include the Long Term Plan, representation review and reserve management plan development.
Consultation	Ongoing		Yes	<ul style="list-style-type: none"> Long Term Plan (and associated policies) consultation to commence end of March. EANC Master Plan consultation to commence end of March.

5.2.2 External Submissions

The new coalition government has signalled numerous changes to legislation that impacts local government.

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

Organisation	Submission Summary	Type	Due Date	Status
Canterbury Regional Transport Committee	<u>Draft Canterbury Regional Land Transport Plan</u> The draft plan sets out visions and priorities for Canterbury’s transport system for the next 10 years and how they can be achieved. It includes transport projects provided by the region’s councils, Waka Kotahi NZ Transport Agency the Department of Conservation. A total of \$10.8 billion investment is proposed in the region’s land transport system over the next decade, almost double the funding outlined in the previous plan.	Council	26 February	Lodged
Ministry for Primary Industries	<u>Cost Recovery Proposal to maintain and expand New Zealand Food Safety’s core regulatory services under the Food Act 2014</u> This consultation is about a proposal to maintain and expand New Zealand Food Safety’s services under the Food Act 2014 which provide education, oversight, rules, and monitoring services and whether these services should be cost recovered from the industries that benefit from them, via additional Food waste levy charges	Technical	15 March	Lodged

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

Organisation	Submission Summary	Type	Due Date	Status
Ministry of Transport	<u>Government Policy Statement (GPS) – Land Transport</u> The government have released a new Draft GPS – Land Transport that sets out the government’s land transport strategy. This includes what the government expects to be achieved from its investment in land transport through the National Land Transport Fund (NLTF), what the government expects to be achieved from its direct investment in land transport, how much funding will be provided and how the funding will be raised, how it will achieve its outcomes and priorities through investment in certain areas, known as “activity classes” (e.g. the maintenance of state highways or road	Council	2 April	Submit

Organisation	Submission Summary	Type	Due Date	Status
	policing) and a statement of the Minister's expectations of how the New Zealand Transport Agency (NZTA) gives effect to the GPS.			
Environment Canterbury	What's the Cost? - Environment Canterbury Long Term Plan 2024-34 This represents Environment Canterbury's Long Term Plan, which outlines their 10 year programme from 2024-34. The Plan focuses on their work in Environmental Regulation and Protection, Community Preparedness and Response to Hazards and Public Transport, along with a few other funding matters.	Council	14 April	Submit

The following are submissions **we are considering**:

Organisation	Submission Summary	Type	Due Date	Status
Environment Select Committee	Fast Track Approvals Bill The Fast-track Approvals Bill is an omnibus bill that would enable a fast-track decision-making process for infrastructure and development projects that are considered to have significant regional or national benefits. The bill would establish a separate process for several approvals under different legislation, including the RMA , Conservation Act, Wildlife Act, Heritage NZ Pouhere Taonga Act, Exclusive Economic Zone and Continental Shelf Act, Crown Minerals Act and Fisheries Act. To access the fast-track approvals process, project owners would need to apply to the joint Ministers. A project would then be referred to an expert panel to assess the project and make a recommendation to the joint Ministers, who would then determine whether the approvals should be granted or declined.	TBC	19 April	TBC

The following **are likely upcoming consultation** opportunities that we will consider once full details are known. The information has been provided by Taituara based on their sources from government.

Organisation	Name of initiative	Stage
Climate Change Commission	<p>Provide Advice for Preparation of Emissions Budgets</p> <p>Every five years, the Climate Change Commission must:</p> <ul style="list-style-type: none"> - review emissions budgets that are already set – they may recommend a budget be revised if there have been changes to the way emissions are measured or reported, or if significant changes have affected the considerations on which the emissions budget was originally based. - recommend the maximum level of the next emissions budget 	8 April to 31 May
Climate Change Commission	<p>Review of the 2050 Emissions Target</p> <p>The Commission must review emissions budgets every five years starting in 2024. At the same time as this, they must provide independent expert advice on whether any changes should be made to Aotearoa New Zealand's legislated 2050 targets. These could be changes to what the targets are, what gases they apply to, when the targets have to be met by, and how much can be met in Aotearoa New Zealand or paid for overseas.</p>	8 April to 31 May
Ministry of Justice	<p>Local Electoral (Restoration of Polls)</p> <p>Legislation to restore community right to demand a poll on the establishment of Māori wards/constituencies.</p>	TBC
MFE	<p>Resource Management Act Amendment Bill</p> <p>Bill to change the hierarchy of obligations created by Te Mana o Te Wai in the NPS Freshwater.</p>	May/June 2024
DOC	<p>Consultation on proposals for inclusion in the next implementation plan for Te Mana o te Taiao – Aotearoa New Zealand Biodiversity Strategy and Aotearoa New Zealand's response to the Global Biodiversity Framework (GBF)</p> <p>Consultation on proposals for inclusion in the next implementation plan.</p>	TBC
MBIE	<p>Building Act Amendment (maybe more than one)</p> <p>The Coalition Government says its plans to reform the building consent system will make it more affordable to build a home. It intends to review the Building Code to bring in a streamlined risk-based consenting regime, as well as increase the availability of construction materials. Building and</p>	2024/25

Organisation	Name of initiative	Stage
	Construction Minister Chris Penk said the reform would increase competition, lower building material costs, and support New Zealand's resilience to supply-chain disruptions.	
TBC	Local Water Done Well The first of two projected bills giving effect to Local Water Done Well, this will focus on the proposed service delivery plans.	March/April
MFE	RMA replacement legislation Bill or Bills to replace the Resource Management Act – signalled this will be based on Individual Property Rights.	Likely 2025
TBC	Local Water Done Well Bill #2 Framework for economic regulation and the more detailed powers and duties of the water CCOs (possibly including additional charging powers)	Dec 2024
MFE	Amend/replace National Policy Statement on Indigenous Biodiversity Amend/replace National Policy Statement on Indigenous Biodiversity	TBC
MFE/Board of Inquiry	New National Policy Statement for Freshwater Management Cabinet has agreed to replace the National Policy Statement for Freshwater Management 2020 (NPS-FM) 'to better reflect the interests of all water users.'	2025?
MFE	New National Policy Statement on Renewable Energy Generation New National Policy Statement on Renewable Energy Generation	TBC
Ministry of Transport	Land Transport Management Act Amendment Bill Amending the Land Transport Management Act	TBC

5.3 Memorial Halls & Reserve Boards

5.3.1 Activities – items of importance

Memorial Hall and Reserve Board Meetings

Mt Somers Reserve Board

- The Board discussed the possibility of relocating the stockwater race from its current location, to run completely along the back of the old forestry block at the Mt Somers Domain. The Board were advised that Council is currently investigating stormwater solutions for the township and the stockwater race network will be considered as part of the investigation.
- The Reserve Board is buying Reon Blake's book *The Foothills Fallen*, the book is to be left in the Memorial Hall for the public to look at.

Tinwald Reserve Board

- The Reserve Board are pleased with the Plains Museum Trust's announcement of their new site name, 'The Plains Heritage Park'.
- The Reserve Board have agreed to remove four pine trees near the railway, these will be replaced with natives.
- The Tinwald Pony Club have put a request to the Reserve Board to install a new 60m x 80m sand area. This would be positioned in front of the Tinwald Pony Clubrooms and they have already begun fundraising for this.

Hinds Reserve Board

- The Board are in the planning stage of converting the muddy area behind the large Oregon trees, into a landscaped area. The plan is to get this underway before winter. The plan is for an area for picnics that complements the playground area.
- The Reserve Board have an arborist coming to assess the trees within the Domain.

5.4 Welcoming Communities

- Welcoming Communities site/online guide is live <https://www.ashburtondc.govt.nz/ashburton-district/about-ashburton-district/welcoming-communities>. The next step is meeting with stakeholders, gathering feedback and amending the site. (To meet with stakeholders on 26 March). From stakeholder meetings, a new Advisory Group will be created to work on the Welcoming Plan.
- The poster to promote the site/online guide and distribute it to employers, schools, community organisations and government agencies is also ready.
- Currently working on updating the Diversity and Inclusion policy alongside People and Capability. (This is part of the Welcoming Plan).
- Attending cultural and organisational events happening in the district to keep networking with the community.

5.5 Governance

5.5.1 Delegations

Council operates under a range of legislation that provides territorial local authorities with specific powers, functions and duties.

LocoDelegations, Council's register of delegations, continues to be updated. Some minor administrative changes currently being looked at include wording updates, for example reference to the new library and civic building, and where roles have changed. Any significant alteration or additions to the delegations will be reported to Council for resolution.

Most recently, the CCTV Guidelines have been reviewed, resulting in the following update of Council staff members with delegated authority to view recorded CCTV images and release the images to the Police:

- Executive Team members
- Art Gallery and Museum Director
- Art Gallery and Museum Deputy Director
- Information Systems Manager
- Team Leader Systems
- Library Manager
- Senior Librarian
- Technical Librarian
- Sport and Recreation Manager
- Recreation Services Manager
- Waste Recovery Specialist
- Environmental Monitoring Manager
- Privacy Officer

To view the delegations visit [LocoDelegations](#)

Council Activity Briefings



Date: Wednesday 27 March 2024
Time: 9:30am
Venue: Hine Paaka Council Chamber, Te Whare Whakaterere
2 Baring Square East, Ashburton

Attendees

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

Executive Team

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

Activity Reports

1	People & Facilities		Time	Page
1.1	EA Networks Centre	Julia Allen	9:30am	4
1.2	Ashburton Library	Jill Watson	9:35am	10
1.3	Ashburton Art Gallery & Museum	Shirin Khosraviani	9:40am	20
1.4	Customer Services	Amanda Watson	9:45am	28

2	Infrastructure & Open Spaces			
2.1	Open Spaces	Ian Soper	9:50am	30
2.2	Solid Waste Management	Hernando Marilla	9:55am	37
2.3	3 Waters Operations	Hernando Marilla	10:00am	45
2.4	4 Waters Projects	Andrew Guthrie	10:05am	50
2.5	Stockwater Operations	Crissie Drummond	10:10am	65
2.6	Roads and Footpaths	Mark Chamberlain	10:15am	67
2.7	Contracts Awarded / Upcoming Tenders	Neil McCann	10:20am	74

Morning tea 10:30am

3	Compliance & Development			
3.1	Building Services	Michael Wong	10:45am	74
3.2	Civil Defence Emergency Management	Jim Henderson	10:50am	80
3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	10:55am	82
3.4	Animal Control	Rick Catchpowle	11:00am	83
3.5	Environmental Health	Rick Catchpowle	11:05am	84

3.6	Planning	Ian Hyde	11:10am	85
3.7	Economic Development	Simon Worthington	11:15am	87
4	Business Support			
4.1	Information Systems	Gordon Tupper	11:20am	98
4.2	Property	Renee Julius	11:25am	103
4.3	Forestry	Renee Julius	11:30am	106
4.4	Finance	Erin Register	11:35am	107
5	Democracy & Engagement			
5.1	Communications	Janice McKay	11:40am	108
5.2	Strategy & Policy	Mark Low	11:45am	111
5.3	Memorial Halls & Reserve Boards	Ann Smith	11:50am	115
5.4	Welcoming Communities	Mercedes Walkham	12.00pm	117
5.5	Governance	Toni Durham	12.10 pm	118