

# Council Activity Briefings

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**Date:** Wednesday 23 October 2024  
**Time:** 9.30am  
**Venue:** Hine Paaka Council Chamber, Te Whare Whakaterere  
2 Baring Square East, Ashburton



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## Attendees

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

## Executive Team

*Chief Executive* Hamish Riach  
*GM Infrastructure & Open Spaces* Neil McCann  
*GM Compliance & Development* Ian Hyde  
*GM Business Support* Leanne Macdonald  
*GM People & Facilities* Sarah Mosley  
*GM Democracy & Engagement* Toni Durham

# Activity Reports

<b>1</b>	<b>Business Support</b>		<b>Time</b>	<b>Page</b>
1.1	Information Systems	Gordon Tupper	9:30am	<b>4</b>
1.2	Property	Renee Julius	9:35am	<b>9</b>
1.3	Finance	Erin Register	9:40am	<b>13</b>
<b>2</b>	<b>Infrastructure &amp; Open Spaces</b>			
2.1	Open Spaces	Ian Soper	9:45am	<b>14</b>
2.2	Solid Waste Management	Hernando Marilla	9:50am	<b>22</b>
2.3	3 Waters Operations	Hernando Marilla	9:55am	<b>33</b>
2.4	4 Waters Projects	Andrew Guthrie	10:05am	<b>35</b>
2.5	Stockwater Operations	Crissie Drummond	10:10am	<b>41</b>
2.6	Roads and Footpaths	Mark Chamberlain	10:15am	<b>43</b>
2.7	Contracts Awarded / Upcoming Tenders	Neil McCann	10:20am	<b>48</b>
<b>Morning tea 10:30am</b>				
<b>3</b>	<b>Compliance &amp; Development</b>			
3.1	Building Services	Michael Wong	10:45am	<b>50</b>
3.2	Civil Defence Emergency Management	Jim Henderson	10:50am	<b>56</b>
3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	10:55am	<b>59</b>
3.4	Animal Control	Rick Catchpowle	11:00am	<b>61</b>
3.5	Food Safety	Rick Catchpowle	11:05am	<b>62</b>
3.6	Planning	Ian Hyde	11:15am	<b>63</b>
3.7	Economic Development	Ian Hyde	11:20am	<b>65</b>

<b>4 People &amp; Facilities</b>				
4.1	Council Services	Amanda Watson	11:25am	<b>77</b>
4.2	Ashburton Library	Jill Watson	11:30am	<b>79</b>
4.3	EA Networks Centre	Richard Wood	11:35am	<b>84</b>
4.4	Ashburton Art Gallery & Museum	Shirin Khosraviani	11:40am	<b>91</b>
<b>5 Democracy &amp; Engagement</b>				
5.1	Communications	Janice McKay	11:45am	<b>96</b>
5.2	Strategy & Policy	Mark Low	11:40am	<b>98</b>
5.3	Memorial Halls & Reserve Boards	Ann Smith	11:55am	<b>107</b>
5.4	Welcoming Communities	Mercedes Walkham	12:00pm	<b>108</b>

# 1. Business Support Group

## 1.1 Information Systems

### 1.1.1 Projects

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

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Application and Process Development</b>						
<b>Application enhancement and development</b>	BAU Activity		N/A	N/A	N/A	<p>Ongoing development and business improvement within Council's ERP and other core applications.</p> <p>Recently deployed developments included:</p> <ul style="list-style-type: none"> <li>• Version upgrades to mapping applications</li> <li>• Closed Water Main Segment mapping (part delivered)</li> <li>• Aged Trial Balance Reporting (Infringements, water and animals)</li> </ul> <p>Current developments include:</p> <ul style="list-style-type: none"> <li>• GIS - Closed Water Main Segment map development.</li> <li>• GIS - Water Supply Bore Head inspection survey and reporting.</li> <li>• GIS - Open Space Tree App enhancement for inspection history</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> <li>• GIS - Property Map – update on existing map and contents</li> <li>• GIS - Flood Mapping – update of existing data.</li> <li>• GIS - Roading (contractor) data map integration</li> <li>• Debt Management Process – financial process and reporting.</li> <li>• LPSS Sewer Tank – enhancement to BC and PIM management processes to include this option.</li> <li>• Bond Management – management process related to sub-division</li> <li>• Health &amp; Safety – usage review of current solution.</li> <li>• Community Facility Booking Systems – requirements being confirmed prior to product selection.</li> <li>• Online Event application process – to support the application of requested events.</li> <li>• Submission Management – scope design for potential future solution.</li> </ul>
<b>Financial Modules and Management Services</b>	October 2024	tbc	Yes	Yes	Yes	<p>Transformation of remaining financial modules and management services within the TechnologyOne solution to the current product offering.</p> <p>Current work is to identify scope and complete resource assessments.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Aerial Imagery Capture 23/24 – Urban and Rural Areas</b>	July 2023	November 2024	Yes	Yes	Yes	<p>These works are in collaboration with ECan (lead agency), Selwyn DC, Timaru DC and LINZ and form part of a planned cyclic renewal of this asset.</p> <p>Current status:</p> <p>Urban imagery has been captured, quality assurance completed, with publication of the data pending completion of Rural imagery,</p> <p>Rural imagery capture is complete. Internal quality assurance has been carried out and findings report to provider. Pending response and action from the provider.</p>
<b>Learning Management System</b> – digital learning management system to support internal learning programs.	August 2024	December 2024	Yes	Yes	No	<p>Works to deliver the product are continuing as programmed.</p> <p>Initial content will be on the use of records and associated record management systems.</p>
<b>IT Infrastructure, Server and Desktop</b>						
<b>Cyber Security</b>	BAU Activity		N/A	N/A	N/A	Ongoing programme in the development of reducing Council’s cyber security risk profile and includes access, monitoring, patch management and identification, investigation and application of security related applications and enhancements.
<b>Vendor Access</b>	July 2024	September 2024	Yes	Yes	N/A	Identification of, and agreement from external vendors to set terms and conditions when accessing access Council digital networks. Complete.

<b>Brief Project Description</b>	<b>Start Date</b>	<b>Estimated Completion Date</b>	<b>On track</b>	<b>Within budget</b>	<b>Carry-over</b>	<b>Comments</b>
<b>Server and Storage Hardware Renewal</b>	May 2023	September 2024	Yes	Yes	Yes	Forms part of our cyclic renewal programme of required server and storage hardware.  Complete.
<b>Mobile Phone Fleet renewal</b>	August 2024	April 2025	Yes	Yes	No	Forms part of our management and maintenance program of renewals.  Current works include confirming scope and policy review.
<b>Internal Network Restructuring</b>	May 2024	December 2024	Yes	Yes	N/A	Application of network configuration and consolidation across ADC operation sites.
<b>Infrastructure Update</b>	September 2024	February 2025	Yes	Yes	N/A	Build out of management processes for related updates of server and network hardware and application that enable these devices.
<b>Information Management</b>						
<b>Physical and Digital Record Management - continuing work to identify, record, appraise and manage remaining Council physical records.</b>	BAU Activity		N/A	N/A	N/A	Continuing and ongoing activity with business teams to assess 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 physical records (approx. 800 files) held at Open Spaces.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						Working with Museum staff we are recording detail on Council archives (pre-1990) held at the Museum.  On the digital side, works are ongoing to assess, and managed unstructured data held on business file shares. This works includes retention and disposal activity.
<b>Digitalisation of Physical Format Records</b>	July 2024	September 2024	Yes	Yes	No	Digitalisation works of business requested Property and other team records (approx. 100 files).  Completed.
<b>Information Asset Register</b>	January 2024	December 2024	Yes	Yes	N/A	Scope and staff training on subject have been completed. Programme of works set out through to delivery. Current project phase includes design of required information templates and identification of all Council applications that hold data.  On completion this work would lead to subsequent works relating to information asset management.
<b>Data Management - Monitoring and Reporting</b>	BAU Activity		N/A	N/A	N/A	Ongoing activity for service monitoring on information creation and disposal for physical and digital form, supporting current and future service activity.



## 1.2 Property

Current	Brief Project Description / progress
<b>Ashburton Business Estate</b>	<ul style="list-style-type: none"> <li>• One section in stage two is on hold while the potential purchaser complete due diligence.</li> <li>• In total, approximately 43-hectares of the Business Estate remains unsold, with 39-hectares sold.</li> </ul>
<b>Sale of Former Admin Building</b>	<ul style="list-style-type: none"> <li>• The marketing campaign is underway for the sale of the former Admin Building.</li> </ul>
<b>Elderly persons housing</b>	<ul style="list-style-type: none"> <li>• Out of Council's 86 available units, there is one single vacant unit in McKee Place which will be tenanted on 16 October 2024.</li> <li>• There are 31 applications on the waiting list, with 14 people requesting single units and 17 requesting double units (5 couples and 12 individuals).</li> <li>• 23 people on the waiting list are current residents in the Ashburton District, with 8 being from out of town.</li> <li>• The occupancy rate is currently at 99% of available units.</li> <li>• Officers are currently working on installing extractor fans in bathrooms and kitchens to existing tenants to comply with the Healthy Homes Regulations. The date to comply with the Regulations is the 1 July 2025. We are tracking well against the programme with 27 extractor fans yet to be installed.</li> <li>• Tenants on the waiting lists are placed in available units at the discretion of Council Officers. This will depend on their position in the waitlist, their location and the urgency of the applicant's situation.</li> </ul>
<b>Friendship Lane demolition and rebuild</b>	<ul style="list-style-type: none"> <li>• The contractor took possession of the site on 12 August 2024.</li> <li>• All floors have been boxed at Friendship Lane. Four units have had the concrete poured with the final four being poured on 9 October.</li> <li>• Frames and trusses are onsite from the 7 October and are currently being erected.</li> </ul>

**Current**

**Brief Project Description / progress**



**Current**

**Brief Project Description / progress**



- The project is tracking well against the programme and will be delivered in a single stage.

**Airport**

- Council Officers are currently undertaking a number of rent reviews for ground leases, new leases and tidying up any variation to Leases.

Current	Brief Project Description / progress																										
	<ul style="list-style-type: none"> <li>Officers have engaged Avdata New Zealand to undertake monitoring and invoicing of aeronautical movements at the Ashburton Airport. An external communications update about Avdata was published 22 August 2024. The uptake by users for paying invoices through Avdata has been slower than anticipated.</li> <li>The CAA has advised Council that the work for the Ashburton Common Frequency Zone (CFZ) has been completed and will be published in the next update in November 2024. The CAA will look to publish a ‘decision document’ on their website in due course.</li> <li>Changes to the Aeronautical Information Publication (AIP) will be included in Aero paths November 2024 update. The frequency of the airport will also be amended to align with the adoption of the CFZ.</li> <li>At the time of providing this update, 33 people have registered for an annual landing fee.</li> <li><i>The following table provides an update of aircraft movements for the past 12 months.</i></li> </ul> <div data-bbox="748 667 1953 1197" data-label="Figure"> <table border="1"> <caption>Aircraft Movements at Ashburton Airport</caption> <thead> <tr> <th>Month</th> <th>Aircraft Movements</th> </tr> </thead> <tbody> <tr><td>Oct-23</td><td>380</td></tr> <tr><td>Nov-23</td><td>390</td></tr> <tr><td>Dec-23</td><td>420</td></tr> <tr><td>Jan-24</td><td>380</td></tr> <tr><td>Feb-24</td><td>440</td></tr> <tr><td>Mar-24</td><td>920</td></tr> <tr><td>Apr-24</td><td>480</td></tr> <tr><td>May-24</td><td>710</td></tr> <tr><td>Jun-24</td><td>620</td></tr> <tr><td>Jul-24</td><td>650</td></tr> <tr><td>Aug-24</td><td>860</td></tr> <tr><td>Sep-24</td><td>840</td></tr> </tbody> </table> </div>	Month	Aircraft Movements	Oct-23	380	Nov-23	390	Dec-23	420	Jan-24	380	Feb-24	440	Mar-24	920	Apr-24	480	May-24	710	Jun-24	620	Jul-24	650	Aug-24	860	Sep-24	840
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Forestry	<ul style="list-style-type: none"> <li>Forestry consultant will be onsite in November undertaking a review of Council’s Forestry holdings.</li> </ul>																										

## 1.3 Finance

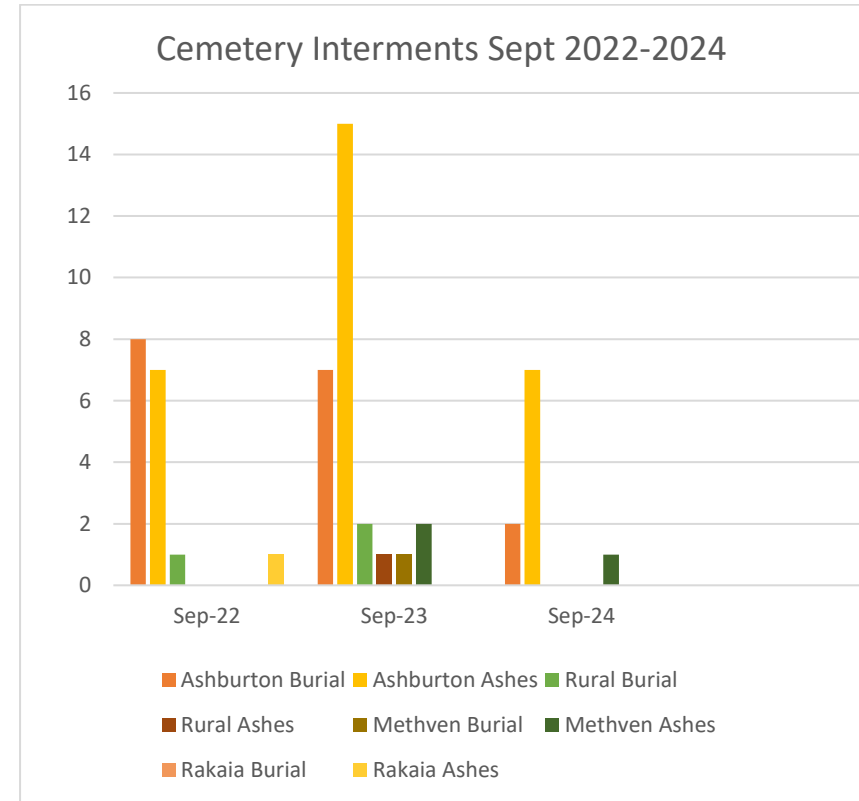
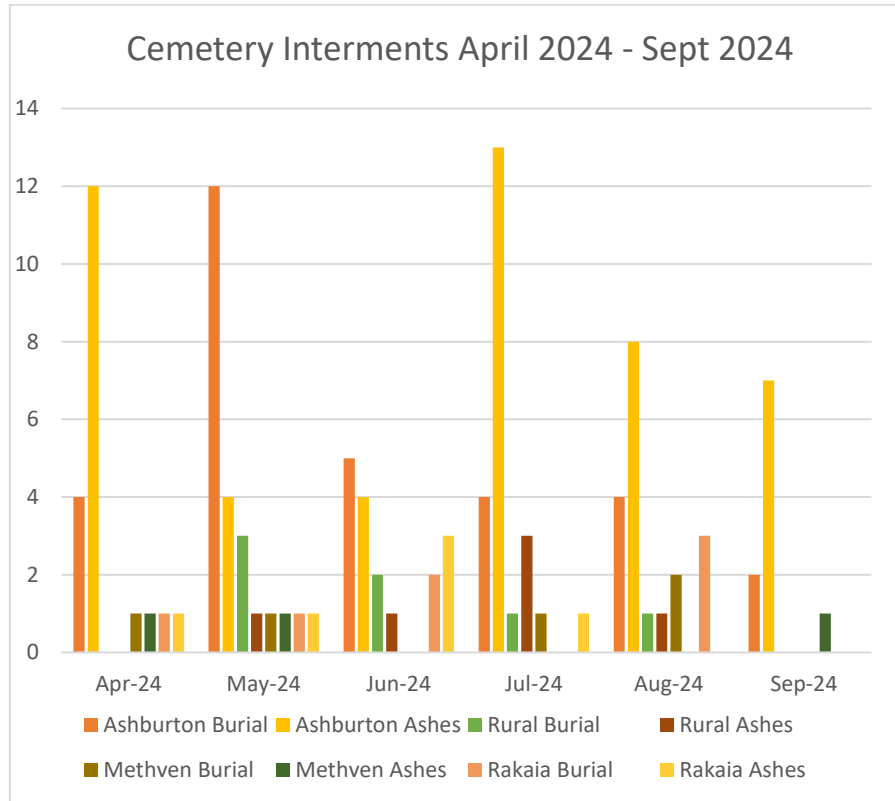
### 1.3.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
<b>Annual Report</b>	Current	30 October 2024	Yes	Yes	No	<p>Finance team, as part of the wider project team, are heavily involved in the Annual Report. Officers are working through the numerous requests from the auditors.</p> <p><b>Fun fact from the audit:</b></p> <p>As at the morning of 17 October, officers across ADC have supplied 1,059 documents to Audit NZ, as part of the audit process.</p>
Financial Modules and Management Services	Current	30 June 2025	Yes		Yes	IS and Finance are meeting currently to identify scope and complete resource assessments.
<b>Purchase Cards</b>	Current	31 October 2024	Yes	Yes	No	The purchase cards for a number of staff have now been ordered and the roll out of these will be carried out over the next few weeks.
<b>Annual Plan</b>	Current	30 June 2025	Yes	Yes	No	Planning is in progress

## 2. Infrastructure & Open Spaces

### 2.1 Open Spaces

#### 2.1.1 Cemeteries



## 2.1.2 Activities – items of importance

### Cemeteries

- Cemetery staff are back into mowing rounds as grass growth recommences and weed control is also back on their radar to keep all Cemeteries looking sharp.
- Interment activity has decreased in the past month, as depicted in the graphs above.
- Staff continue to have regular contact and dialogue with undertakers on various cemetery matters.
- Regular cyclical maintenance continues to occur at closed district cemeteries.
- Work is continuing on the Ashburton Cemetery RSA area. Which is to be resown.
- Work has commenced cleaning the Ashburton Cemetery wrought iron fence on Seafield Road, prior to repainting.
- The hedge on the eastern side of the Ashburton Cemetery will be cut by contractors on both sides and top. The work is scheduled to be complete by Christmas. Also in this area, the Eastern drive has been re-shingled & rolled, with an extra soak pit added to aid with drainage.
- Staff are preparing to go out to the market for a fencing addition along Bremners Road in front of Ashburton Cemetery. The new fence will match in with the lower Seafield Road fence and is also the same as was installed outside Methven Cemetery. This project is in the current years approved capital expenditure schedule.

### Open Space Management

- Work on Reserve Management Plans (RMPs) is drawing to a close. The final deliberation shall take place as part of the final adoption report scheduled for the 20 November Council meeting.
- Multiple subdivisions are working their way through the system. Staff continue to work with developers and Council Planning to ensure good outcomes for our community and its open spaces.
- Bike Skills Park planning is progressing with Botanic Landscape Architects commissioned to undertake the next stage, being detailed design.
- Staff have completed the annual Yardstick Parks Benchmarking Survey. It allows us to compare what we provide and how we provide it with other Councils in NZ.
- The manager hosted a tour of the Domain nursery and gardens for the MSA Garden Club in late September. After the tour the group held a meeting and afternoon tea in the Bowling clubrooms. The visit was well received by members present.
- Staff are working with Arborists on a number of tree reports including District Plan protected trees.

- Staff have been recruiting for a replacement Machine Operator, with a good level of interest we are confident in being able to fill the vacancy.

### Ashburton Domain

- The donated Sculpture by Charlie Jaine has been officially unveiled and it includes a plaque:



- Work continues in the reconfigured natural wildflower/butterfly garden area, with planting underway.
- Spring continues to make its mark around the Domain. Prunus species have put on a wonderful display along with flowering trees and shrubs. Daffodils are now past their best and progressing to their withering stage to recharge the bulb for next year.
- The annual bedding displays are currently looking their best. Tulips have come up through the annuals which has added another layer and dimension to the colourful displays. Staff are regularly observing the public and community taking photos of friends and family in front of our displays. This is especially pleasing to see for staff whose purpose it is - to create welcoming displays for the community.



- Late September saw an event in the Domain. It was the Mid-Canterbury Charitable Trust walking tour through the Domain. A senior team member hosted and led the group of over 20 people around the Domain. They viewed various displays and plantings. Plenty of discussion and information was imparted to the grateful group.
- The Domain nursery is currently busy as the next cycle of annuals are being seeded, pricked out and grown on in anticipation of the pending November changeover to Summer season plantings.
- Capital expenditure projects on the Domain are working through due process. There will be the next stage of grout cleaning and repointing on the brick wall, more Domain pond edging, species naming continues and playground upgrade scoping is underway.

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

- Playground weekly and monthly safety checks and maintenance continues throughout the district.
- Arborists have been engaged to undertake remedial thinning, lifting off the carriageway and removal of deadwood in the Oak Grove centre treeline. This work was procured via the Council's Arborist panel with The Tree People undertaking the work.
- Spraying rounds for weed control has again ramped up as ground temperatures rise and spring growth takes hold, district wide.
- Methven Dog Park has had a new solar light installed at its entrance.
- Methven CBD has had another five seats refurbished with new timber slats and re-installed
- Fraxinus (Ash) Street trees on Main Street Methven, have been pruned. One tree was removed, recommended by arborists.
- Rakaia Dog Park has had three new solar lights installed, at both entrances & in one in the middle of the fence line.
- A SH1 Rakaia speed berm had old plantings removed and contractors have planted new grasses (*Poa cita*) and mulched the site.
- Quercus (oak) trees in Elizabeth Avenue Rakaia are due for pruning. Those opposite the Mobil service station (pin oaks) are to be lifted for carriageway clearance and others further up the street are having formative and structural pruning undertaken.
- In Ashburton, William Street, south end has had 26 *Prunus cerasifera* 'Thundercloud' planted. Staff received good responses and feedback from property owners.
- Charlesworth Drive, north end has had 13 replacement *Acer rubra* 'Red Sunset' planted.
- Nursery Drive, Tinwald has had 12, *Liquidambar* 'Worplesdon' street trees planted
- Work is underway at the Ashburton Business estate. Weed spraying and replanting of natives is occurring. This work will fill in areas open areas on the bunds where there have been some past plant failures.
- Staff have had contractors clean up a longstanding rough area at the north end of Robillard Park, south end of William Street. The work involved scraping off the weed burden, removing seeded willows, recontouring the swale edges laying ground protective woollen cloth

and planting the area with native plants and grasses. Once grown out this should keep this area in an aesthetically pleasing state. A number of the community are now using this area to access the lowermost entrance to the dog park..

- Methven CBD is looking good and colourful. Staff are still working with the Community Board and a community group on the CBD lighting project which the Council funded in the LTP.
- Staff have consulted with the Barrhill community and defined where a replacement playground is to be located adjacent to the community hall. Currently working with the installer and builders to get an achievable timeline in place for delivery.

### **Public Conveniences**

- The new Rakaia Domain facility is progressing favorably. Council staff remain in close contact with project leaders. The most recent update is that due to some ongoing delays, completion is hopefully by year end. Outside cladding is painted, waiting for timber features. Most internal linings installed, and plastering has commenced. Lining of wet areas next task to do. Water and electrical connections are all installed, pending final connection to the building.
- The past month has seen a decline in instances of willful damage which is pleasing staff. However, we couch this with knowing that once daylight savings occurs, we do see more people out and about later in the evenings.
- All facilities are working well.
- Staff are recruiting for a weekend cleaner in Ashburton, three days per week. The Council received a pleasing number of applicants and staff are confident in filling the position.
- Staff are currently obtaining quotes for replacement public conveniences in the Ashburton Domain picnic ground and at River Road, Hakatere Mouth. This includes consenting questions, both resource and building.
- The old changing rooms at the Hakatere Mouth were to be opened up for day-use shelters. However, a structural assessment ruled this out as the unreinforced masonry building was not up to repurposing and required immediate isolation and demolition is imminent. Staff are having plans drawn up to hopefully save the concrete pad and roof, which was only replaced not that long ago. If we can get a solution whereby steel portals can be installed to support the roof structure, the original concept of a shelter may be able to be retained. The funding for this was to be part of the toilet replacement budget. It is yet to be determined if the proposed remedial fix can be accommodated within the agreed funding envelope.

### 2.1.3 Biodiversity

#### Recent Activity

- Biodiversity- Business as usual task is based on the job role and work programme. A few of these include providing technical advice to all Council units with an overlap in ecology and biodiversity, driving the implementation of the Council Biodiversity Strategy, and managing biodiversity monitoring and Council biodiversity projects around the district. Further specific details below.
- Staff have been providing technical advice to other Council business units with an overlap in ecology and biodiversity, specifically Rooding and Planning.
- The Officer continues to drive implementation of the Council Biodiversity Strategy objectives. Meeting with community groups and stakeholders on actions that relate to them, and projects within the strategy including school programmes and ecological connectivity and microforestry modelling. In summary, all the actions with short-term periods are being focused on.
- For information, Micro-forestry is the concept of small densely planted areas with up to 50 species of native trees in areas from 100m<sup>2</sup> to 1Ha in size. An example currently in the planning stage would be the Methven Birdsong project.
- Managing biodiversity monitoring and Council biodiversity projects around the district. 6-monthly district-wide vegetation monitoring and developing a biodiversity strategy monitoring tool. The Officer is working with ECan and other Councils on a Region-wide biodiversity monitoring tool, along with information and best practise for plantings and pest controls on Council land.
- Community/External Engagement. A new project - Ashburton College School programme on Biodiversity and Riparian Planting. The school contacted the Council for support on sustainability and riparian planting aspect of their agricultural subject curriculum. This has been completed with Kānuka Mid Canterbury Regeneration Trust and Mid-Canterbury Catchment Collective leading the delivery.
- Canterbury Biodiversity Champions meeting – staff attended the last Canterbury Biodiversity Champions meeting with Cr Richard Wilson. Council staff made a presentation on the ADC Biodiversity Strategy as an input to the ongoing revitalization of the Canterbury Biodiversity Strategy. Presentations were also received from Selwyn District Council and Waimakariri District Council. Of note, 6 out of 10 Councils in Canterbury now have a local biodiversity strategy in place.
- Methven Birdsong Initiative. The development of the landscape management plan for the Garden of Harmony overall site is progressing and Council staff will continue to work with the project team. It is seen as a great opportunity for improving the entire site with various positive community outcomes.
- Health and Safety sign-off has been granted from the Council for the community walkway and cemetery trapping project.
- Harris Reserve 2024 Planting and Conservation Day was completed on 8th September 2024 in collaboration with the Ashburton Community Conservation Trust to mark the 2024 conservation day. Over 45 volunteers, including Council Staff, attended the event.

- The Council Ecologist/Biodiversity Advisor coordinated infill planting and weed control at the Ashburton Business Estate. Over 3000 native trees and grasses were planted. This project sits within the Open Spaces operational area.
- Robilliard Park Reserve Planting. The Biodiversity Advisor coordinated and managed riparian planting around the drainage swales at the southern end of William Street. Over 5100 native plants were planted.

### Planned Projects

- Weed control at Rakaia Gorge Campground is continuing. We identified some last year including Russel lupin. Also, we are collaborating with ECan, an adjacent landowner, LINZ and SDC for the greater Rakaia Gorge area weed removal.
- The next phase of the pest control at Awa Awa Rata Reserve planned for late Spring 2024 has been delayed until early 2025. This is due to the unavailability of a Council-accredited contractor to undertake the work.
- Wakanui Beach, Taylors Stream Reserve, Ashton Beach, and Lake Camp/Clearwater all have a pending weed control programmes about to be delivered. The work within these sites has been scheduled with approved spray contractors. We expect all to be completed before the Christmas holiday camping season.
- The Biodiversity Advisor has prepared a comparison on protective sleeves, for information:

	<b>Cardboard sleeve guards</b>	<b>Plastic sleeve guards</b>
Item per plant	1x cardboard guard, 1x eco-wool mat, 1x bamboo stalk	1x plastic guard, 1x eco-wool mat, 4x bamboo stalks
Cost per plant	\$3.95 +gst	\$1.87 +gst
Can be reused	No	Yes, multiple times
Pros and Cons	Unsuitable for small grade plants, Guards can squash the plants when certain weather elements present. Cannot be reused nor degrade easily and can stay on for years unless removed and composted. Does not fully protect plants from chemical spray due to holes in them.	Can be customised to plant sizes and protects smaller plants better. Can be reused once removed before the plants grow taller. Does fully protect against chemical spray.

A Tussock Grass after three years of installation:



## 2.2 Solid Waste Management

### 2.2.1 Solid Waste Management Contract

The Request for Proposal (RFP for the new solid waste contract) was released on Tenderlink on 9 August. A mandatory site visit for all interested parties was held on 20 August. Eighteen contractor representatives representing six companies attended the contract briefing and site visit. Below is the tender programme:

DATE	ACTIVITY
9 August 2024	Tender Release
20 August 2024	Contract Briefing and Site Visit
4 October 2024	Submission of Proposals
October/November 2024	Proposal Evaluation and Negotiations
December 2024 / January 2025	Recommendation Report preparation
February 2025	Award decision confirmed at Council Meeting
March to August 2026	Mobilisation (rollout of FOGO 1 month before commencement date)
1 September 2026	Commencement Date

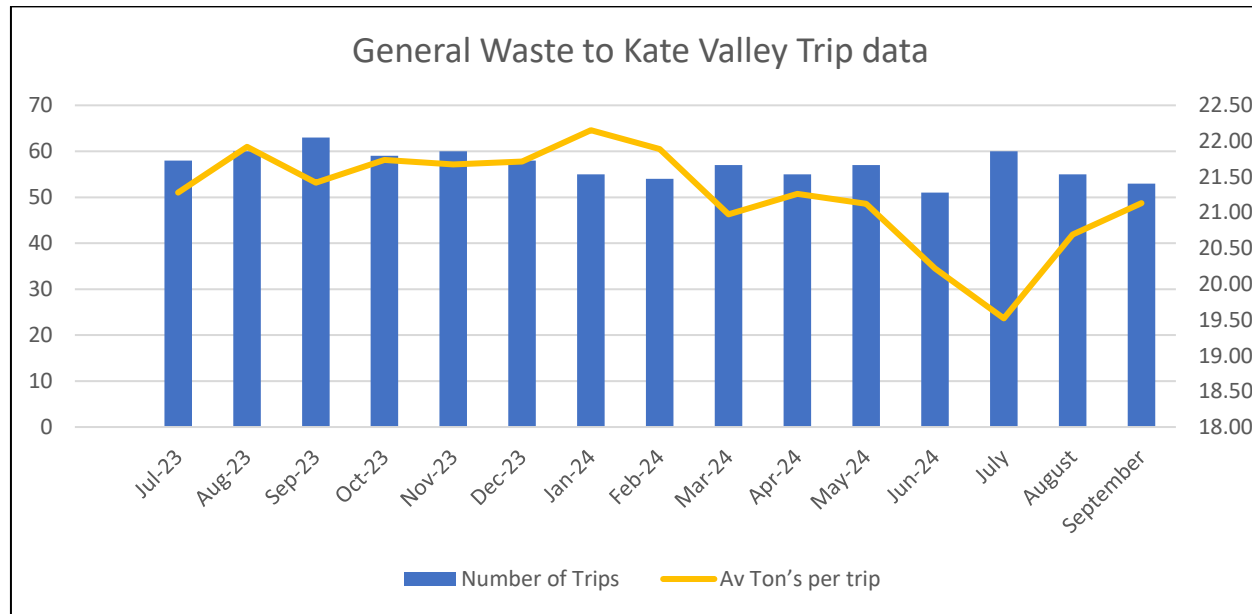
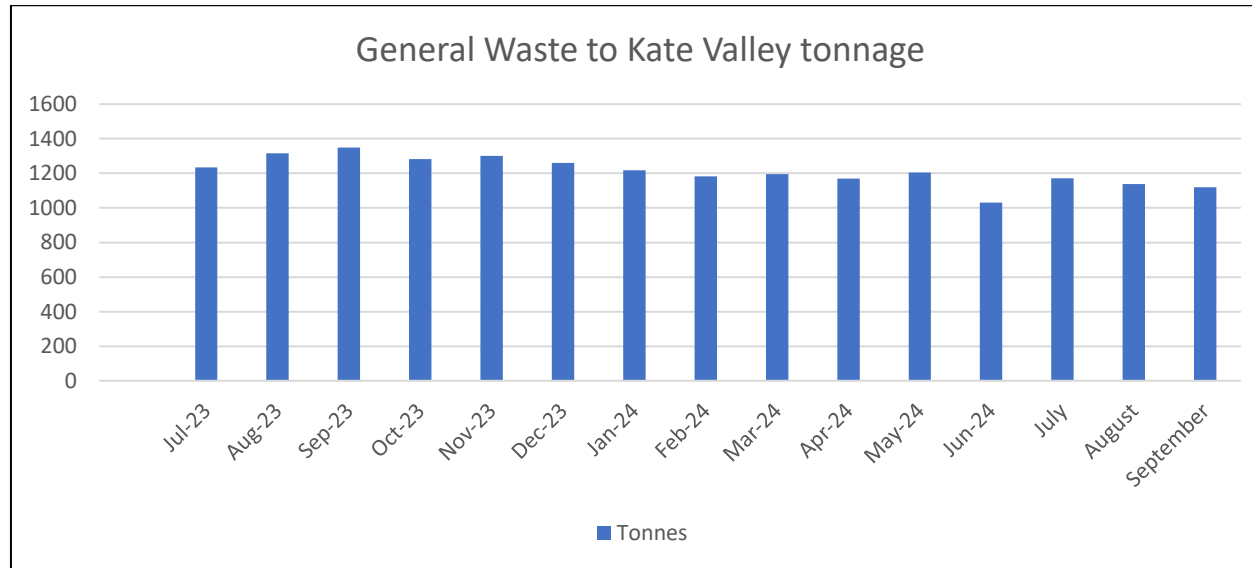
- Three Tenders were received when the tender closed on 4 October 2024
- Councillors Ellis and Hooper were appointed to observe the tender evaluation process
- The Technical Evaluation Team (TET) convened on 7 October to discuss the tender evaluation plan, evaluation process, scoring sheets and evaluation schedules.
- A meeting was held together the TET team and Councillors Ellis and Hooper to discuss their roles and conflict of interest and confidentiality agreements were signed by all members.

## 2.2.2 Solid Waste Kerbside Refuse and Recycling Collection

- A total of 121 CRMs were received in September 2024. A summary of the CRMs for the last six months is shown below:

Request Enquiry	Monthly Total Number					
	April	May	June	July	August	September
Illegal dumping	4	5	0	3	6	8
Kerbside - Bin Accessory	12	15	4	7	7	12
Additional Bins	19	23	33	19	38	19
Damaged Bins	20	22	17	12	20	11
New Bins	25	19	19	15	26	20
Gross Contamination	30	11	2	10	5	8
Missing Bins	12	16	10	6	11	10
Missed Collections & Other Contractor Complaints	50	31	41	32	28	32
Satellite Drop Off Site Issues	4	4	2	4	3	1
<b>Total</b>	<b>176</b>	<b>146</b>	<b>128</b>	<b>108</b>	<b>144</b>	<b>121</b>

- The request for additional bins has decreased but the request for new bins from new properties have remained in the 20s per month for the past 6 months.
- The actual number of missed collections for the month of September is 17 properties. This represents 0.001 percent of the total bins being collected each month.



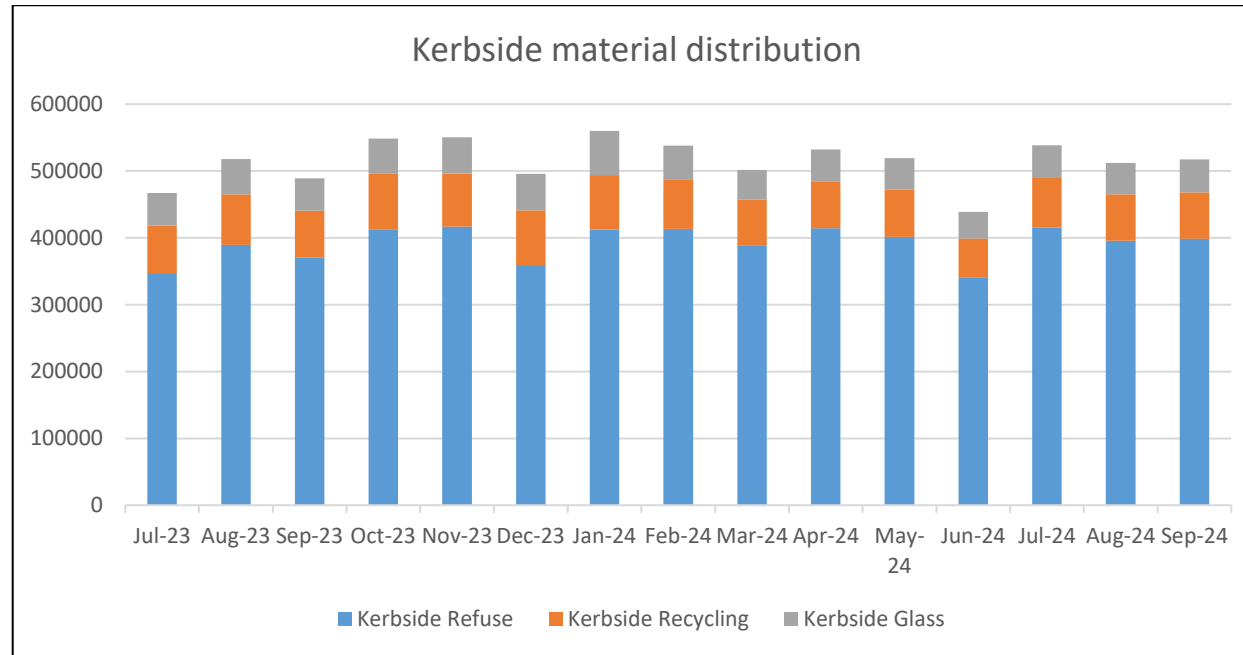
- Tonnages to Kate Valley for September is 1,120 tonnes, average weight for September being 21.13 tonne per load.



- The volume of waste sent to landfill for the first 3 months of the financial year is 3,447.36 tonnes which is slightly lower than the 3,964 tonnes in September 2023.

Site	Last 6-months Recycling Volumes						6 moth Total Tonnes
	Apr - 24	May - 24	Jun - 24	July- 24	Aug - 24	Sept- 24	
Methven Recycling Centre	10.75	12.40	15.26	10.52	16.250	14.880	80.06
Rakaia Huts	0	2.05	0	0.245	2.210	3.35	7.855
Pendarves	3.77	1.70	1.98	2.66	2.15	0.865	13.125
Hakateres Huts	0.690	1.84	0.50	0.45	0.25	0.565	4.295
Willowby	4.98	2.06	1.15	5.19	2.155	2.475	18.01
Rangitata huts	0.265	0	1.80	0.38	0	0.30	2.745
Hinds	4.560	1.055	2.735	3.55	2.15	1.325	15.375
Mayfield	2.315	4.115	0.745	0.50	5.60	3.415	16.69
Mt Somers	2.815	0.375	0.006	0.22	0.45	0.57	4.436
Staveley	0.585	1.830	0.560	1.97	0.54	2.0	7.485
Fairton	2.445	2.590	0.400	0.17	3.0	0.68	9.285
Rakaia Resource Recovery Park	2.095	7.395	6.829	4.71	8.72	6.67	36.419
Monthly Totals	35.27	37.41	31.965	30.565	43.475	37.095	197.74

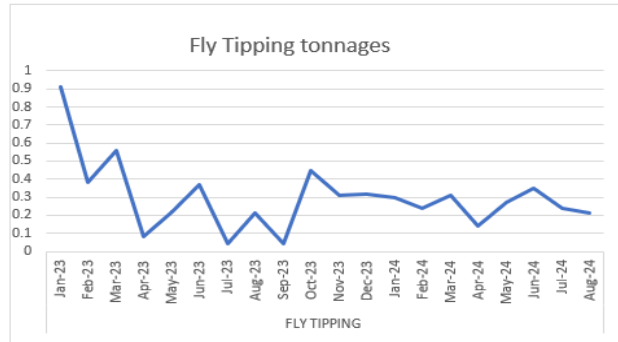
- The volume of recyclable materials from the drop off stations have been at the same level in the past five months. We are expecting the same volumes until the end of the year. The volume normally increases during the months of December to February when resident's undertake clean outs during the holiday periods.
- September has seen a slight increase in waste received at the ARRP up to 43%. This is partly due to the volume of waste received from the solar farm project.



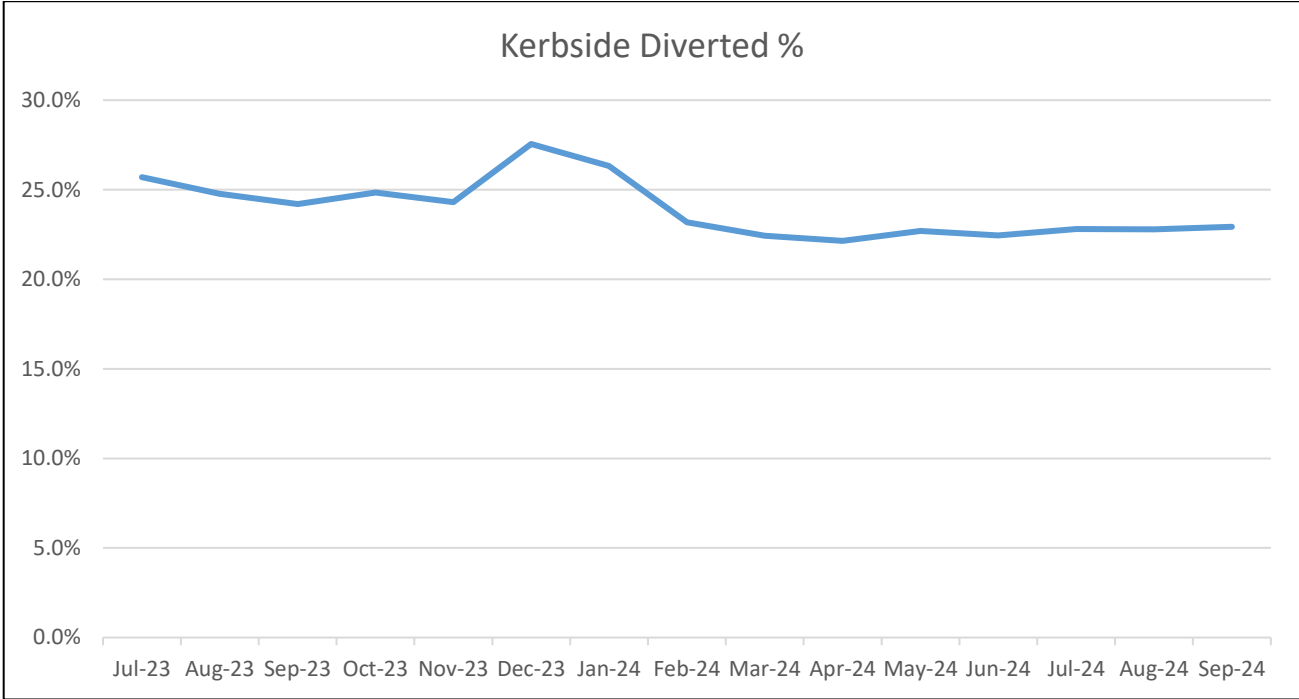
- Kerbside recycling volumes in September (69.44 tonnes) and glass collection (49.14 tonnes) remains at the same levels as the July and August volumes.
- Kerbside refuse has remained on the same levels in the past three months as well.

FLY TIPPING																				
	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
	0.91	0.38	0.56	0.08	0.22	0.37	0.04	0.21	0.04	0.45	0.31	0.32	0.3	0.24	0.31	0.14	0.27	0.35	0.24	0.21
	<b>0.91</b>	<b>0.38</b>	<b>0.56</b>	<b>0.08</b>	<b>0.22</b>	<b>0.37</b>	<b>0.04</b>	<b>0.21</b>	<b>0.04</b>	<b>0.45</b>	<b>0.31</b>	<b>0.32</b>	<b>0.3</b>	<b>0.24</b>	<b>0.31</b>	<b>0.14</b>	<b>0.27</b>	<b>0.35</b>	<b>0.24</b>	<b>0.21</b>
	0.91	0.38	0.56	0.08	0.22	0.37	0.04	0.21	0.04	0.45	0.31	0.32	0.3	0.24	0.31	0.14	0.27	0.35	0.24	0.21

Average fly tipping 3 Month prior 0.23  
Average fly tipping 3 Month after 0.28  
% increase 22%

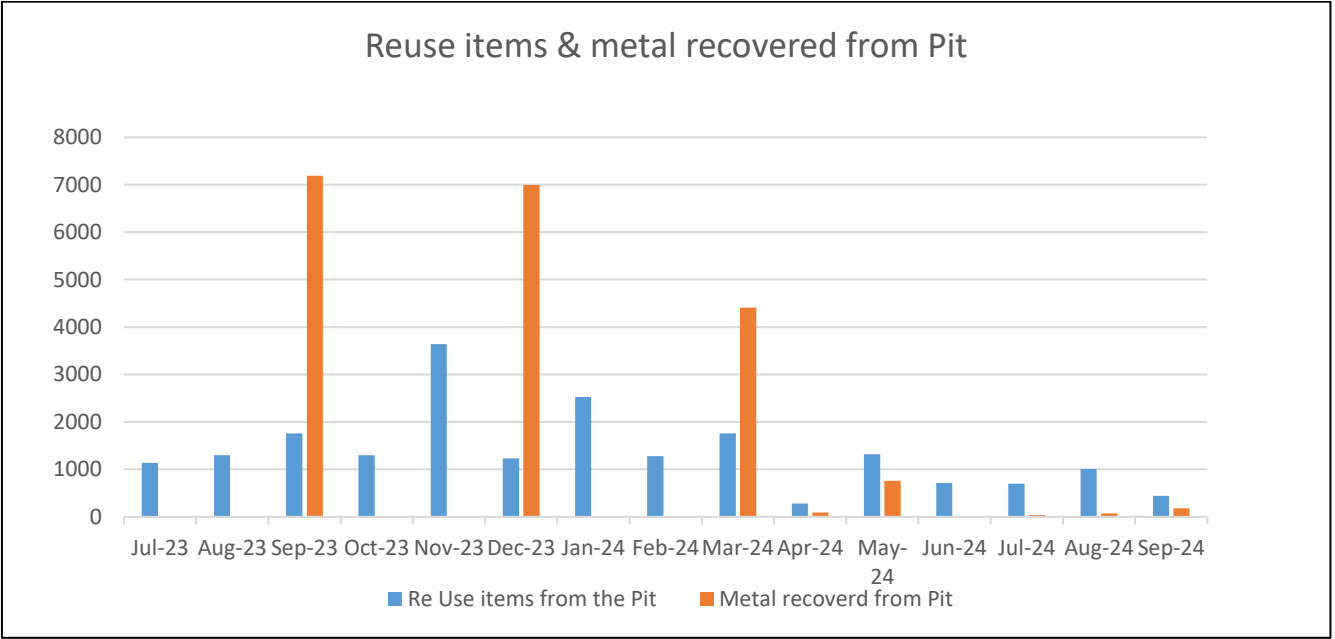
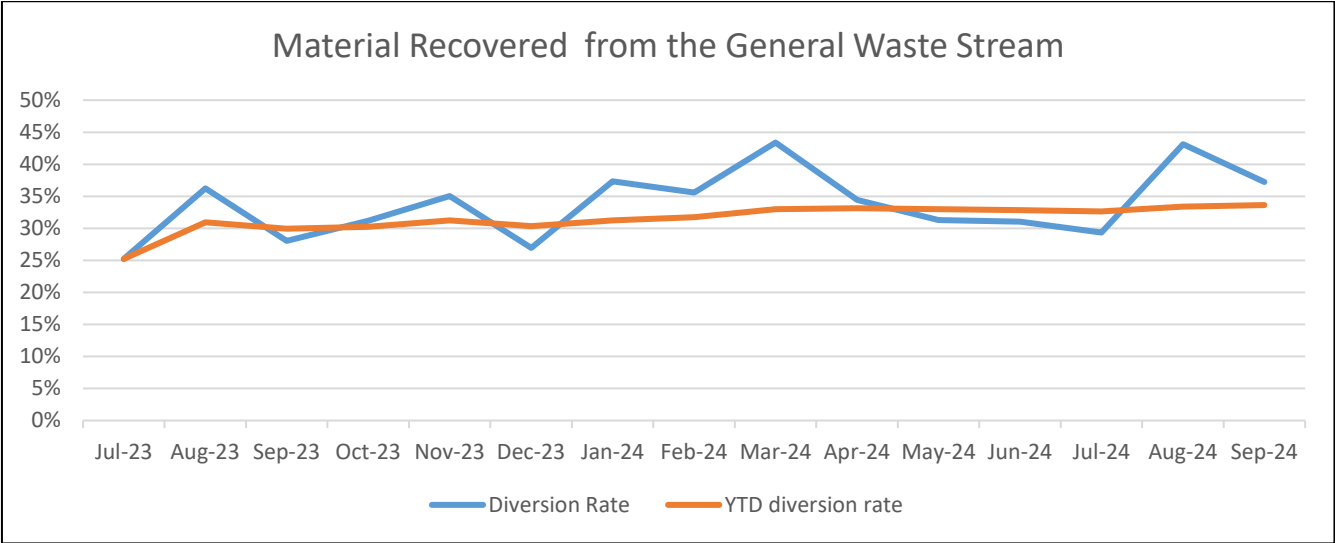


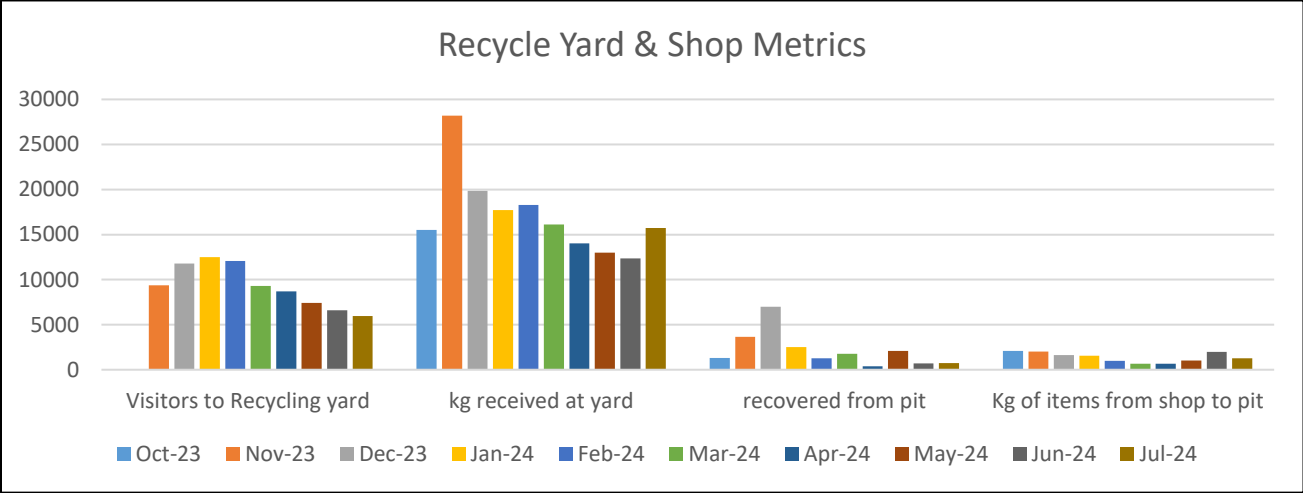
- By looking at the increase in the amount of Fly tipping (rubbish bags, large items, furniture, etc. left beside the hooker bins at the satellite stations), the data shows the effectiveness of the installation of the lid bars in reducing contamination.
- Whilst the tonnages aren't particularly high there is a 22% increase when comparing the amount fly tipping in the three months prior to locking them and the three months after locking them.
- We will continue to monitor the trend in the next few months.



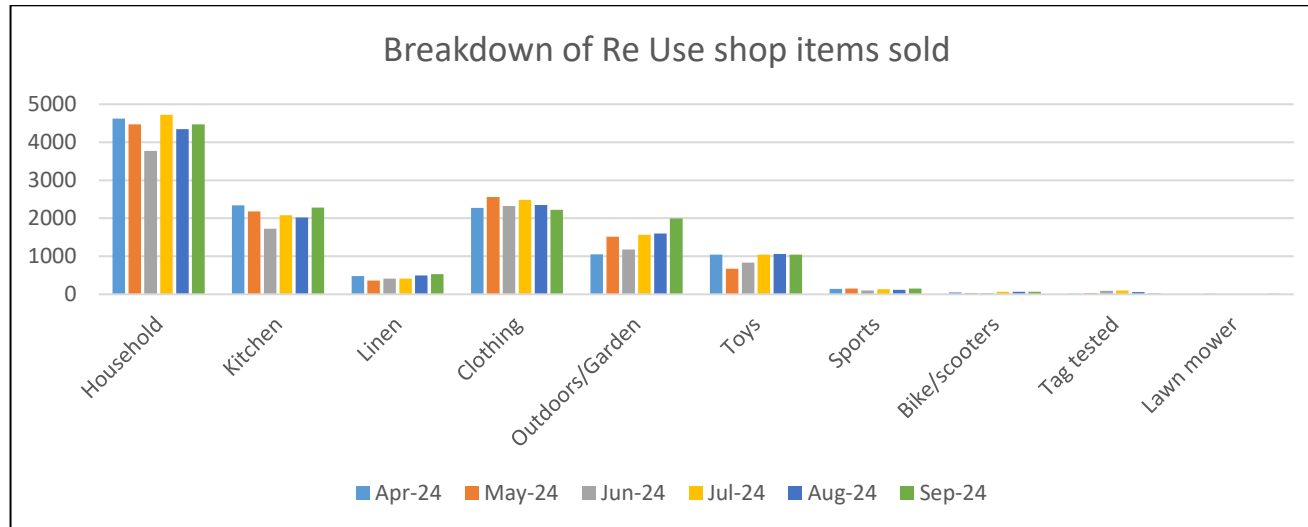
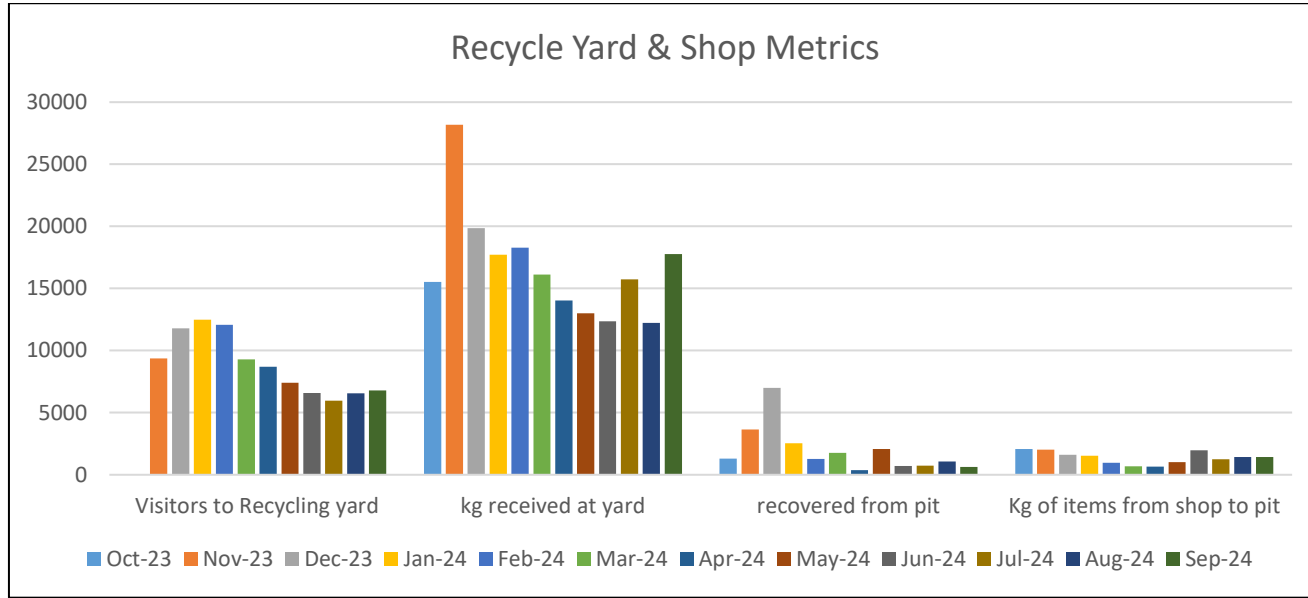
Month	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Kerbside Diverted %	25.7%	24.8%	24.2%	24.8%	24%	28%	26%	23%	22%	22%	23%	22%	23%	23%	23%
Total Kerbside collection tonnes	467220	518030	489160	548390	550429	495865	560010	537905	501720	532220	519385	438900	538256	512255	517260
Total Recycling	120090	128310	118350	136220	133746	136630	147420	124650	112520	117860	117920	98500	122790	116690	118580

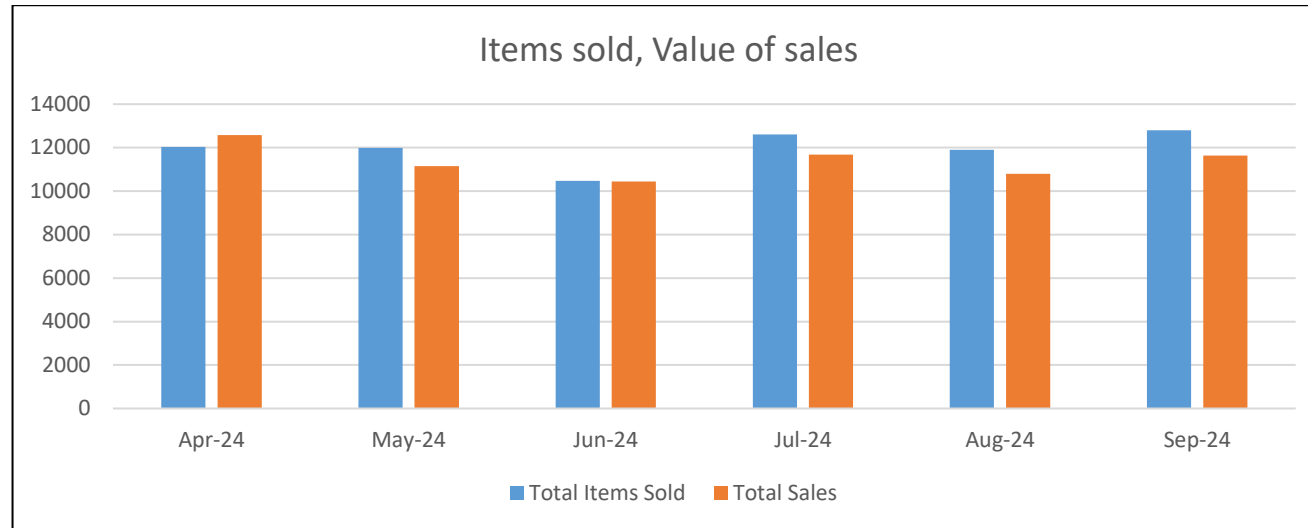
- Kerbside diversion rate (volume of kerbside recycling against volume of kerbside general waste collected) has been averaging 22 % since February and has remained flat to September 2024.





- Pit recovery has declined this month, anecdotal information from pit operators is that we are seeing less reusable items at the top of the pit.





- A total of 12,800 items were sold at the re-use shop in the month of September which is slightly higher than August (11,903 items) but lower than July (12,601 items). Most salable items are clothing, household utensils, outdoor decors and garden items.
- Total sales in September was \$11,630.18, slightly higher than August (\$10,794.90) but lower than July (\$11,679.80)

### 2.2.3 Waste Education

- The kerbside audits are ongoing.
- School and pre-school visits are ongoing.
- The weekly Tuesday Education centre visits remain steady.
- Hakatere Noodle Festival and Keep NZ Beautiful litter pick with Bev Skates went well.
- Reuseable bowl covers and sandwich wraps workshops held. Bokashi and worm workshop held in conjunction with the Library.
- The Noodle Market held on 6 September was a great event and resulted in the following amounts:

<ul style="list-style-type: none"> <li>• Cardboard - 5kg</li> </ul>	<ul style="list-style-type: none"> <li>• Other recycling - 8kg (mostly aluminium cans, plastic water bottles, and smaller cardboard boxes)</li> </ul>
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<ul style="list-style-type: none"> <li>• Glass - 3 glass bottles</li> </ul>	<ul style="list-style-type: none"> <li>• Food scraps - 77kg (went to some happy chickens)</li> </ul>
<ul style="list-style-type: none"> <li>• Coffee grinds - 3kg (went to garden and worm farms)</li> </ul>	<ul style="list-style-type: none"> <li>• Compostable packaging - 56kg (worm farms)</li> </ul>
<ul style="list-style-type: none"> <li>• Rubbish - 13.5kg (mostly disposable coffee cups, lids, waxy cardboard bowls, dirty plastic cups and dirty plates takeaway containers (Indian food). Included two vendor rubbish bags at the end of the night who didn't take their rubbish bags with them.</li> </ul>	

## 2.3 3 Waters Operations

### 2.3.1 General Operations and Maintenance Activities

- For the month ending September, the following activities were carried out:
  - Inspections and repairs of fire hydrants across the district
  - Installation of missing water meters at Hinds commenced
  - Cleaning and spraying of Mill Creek as part of the annual routine clean-up commenced
  - For the third time, the solar panel for the water filling station at Bremners Road has been stolen. It is proposed to relocate the filling station to a location near the ACL building so that it can be more secure
  - A total of 69 CRMs were received in September. The locations of the CRMs are shown below:

Location	Total %
Ashburton	72
Hinds	0
Methven	13
Montalto	4
Mt Somers	1

Rakaia	4
Springfield	0
Fairton	2
Dromore	2
Hakatere	2
Mayfield	0
<b>TOTAL</b>	<b>100</b>


- The number of 3-waters related CRMs has been low in the past three months which are 84 in August, 92 in July and 70 in June. This may be attributed to the proactive works being undertaken by ACL identifying and fixing leaks before they are reported as CRMs.


### 2.3.2 Ocean Farm

- The contract for the removal of standing grass at Ocean Farm has been awarded to Townshend Contracting Ltd. The past 3 years, the harvest sizes have steadily increased and is averaging of 2.5 million KgDM as follows:
  - During the 2018/19 grass harvest from Ocean Farm, 100% of the harvest area received three cuts of silage. The total harvest weight was **2,088,698kgDM**.
  - During the 2019/20 grass harvest from Ocean Farm, 76% of the harvest area received four cuts of silage and the remaining 24% received three cuts. The total harvest weight was **2,442,513kgDM**.
  - During the 2020/21 grass harvest from Ocean Farm, 76% of the harvest area received three cuts of silage and the remaining 24% received four cuts. The total harvest weight was **2,474,247kgDM**.
  - During the 2021/22 grass harvest from Ocean Farm, 100% of the harvest area received three cuts. The total harvest weight was **2,510,605kgDM**.

During the 2022/23 grass harvest from Ocean Farm, 76% of the harvest area received three cuts of silage and the remaining 24% received two cuts. The total harvest weight was **2,521,944kgDM**.

## 2.4 4 Waters Projects

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<p><u>UV and Filtration Upgrades – Hinds, Mayfield &amp; Dromore</u></p> <p>Project covers the construction phase for the treatment upgrades of the Hinds, Mayfield and Dromore water supplies.</p>	24/04/24	28/02/25	Yes	Yes	HAM	<p>Service Provider – ARC Projects</p> <ul style="list-style-type: none"> <li>The work was tendered as <b>Ashburton Water Treatment Plant Upgrades- Package 1</b></li> <li>4 tenders were received when the tender closed 21 June</li> <li>The contract was awarded to ARC Project</li> <li>Work commenced at the Mayfield Plant commenced 30 August 2024</li> </ul>  <ul style="list-style-type: none"> <li>Slab construction for Mayfield is completed and block works commenced.</li> <li>Slab works for Hinds commenced.</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Rakaia WWTP Sludge Drying Beds</u> Project covers the physical works phase for construction of sludge drying beds at the Rakaia WWTP.	17/05/24	31/12/24 (revised)	Yes	Yes	HAM	<p>Service Provider – TBC</p> <ul style="list-style-type: none"> <li>Contract was awarded to Grant Hood Contracting and work commenced 29 August 2024</li> </ul>  <ul style="list-style-type: none"> <li>Work is currently 2 weeks ahead of the programme.</li> <li>At its current state, we are expecting project completion by 20 November 2024</li> </ul>
<u>Grit Chamber Pipeline Renewal</u> Project covers construction phase of a renewal of the wastewater pipeline from the Trevors Rd grit chamber to the new river crossing pipeline.	01/07/24	30/06/25	Yes	Yes	HAM	<p>Service Provider – TBC</p> <ul style="list-style-type: none"> <li>Tender documents were released on Tenderlink on 4 September 2024.</li> <li>8 tenders were received when the tender closed on 4 October</li> <li>Tender Evaluation 7 to 18 October 2024</li> <li>Proposed Contract start 18 November 2024</li> </ul>

Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>UV and Filtration Upgrades - Rakaia</u> Project covers the construction phase for the treatment upgrades of the Rakaia water supply.	26/10/22	30/06/25	Yes	Yes	HAM	Service Provider – TBA <ul style="list-style-type: none"> <li>Consent application for construction &amp; operational phase stormwater have been granted by ECan</li> <li><b>This project is included in the UV and Filtration Upgrades Package 2 tender</b></li> </ul>
<u>UV and Filtration Upgrade - Chertsey</u> Project covers the construction phase for the treatment upgrade of the Chertsey water supply.	26/10/22	30/06/25	Yes	Yes	HAM	<ul style="list-style-type: none"> <li>Tender was sent out through Tenderlink 15 August 2024</li> <li>Tender closes 1 October 2024 and 5 tenders were received</li> <li>Recommendation to award the contract included in the 30 October 2024 Council Meeting</li> <li>Proposed Tender Award 7 November 2024</li> </ul>
<u>Removal of Standing Grass at Ocean Farm 2024/2027</u> This contract is to formalise the harvest and removal of standing grass at Ocean Farm	1/10/24	30/05/27	Yes	Yes	HAM	Service Provider – TBC <ul style="list-style-type: none"> <li>Tender Document released through Tenderlink 28 August 2024</li> <li>Tender Closed 13 September 2024</li> <li>Contract Awarded to Townshend Contracting Ltd</li> <li>Contract starts 1 October 2024</li> </ul>
<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 (At risk)	Yes	ARG	Service Provider – TBC <ul style="list-style-type: none"> <li>The Tinwald project is included in the UV and Filtration Upgrades Package 2 tender which has been sent out to market.</li> <li>For the Tinwald site, a new standalone building to house treatment equipment will be constructed within the existing WTP compound.</li> <li>Consent application for construction &amp; operational phase stormwater has been granted by ECan.</li> <li>For Argyle Park, the design at this site has continued based on a building extension immediately adjacent on the SE side of the WTP.</li> <li>For Ashburton Domain, by utilizing the lime room, no further space is required.</li> <li>For Bridge Street, by utilizing the lime room, no further space is required.</li> </ul>

<b>Project Title / Description</b>	<b>Start Date</b>	<b>End Date</b>	<b>On Track (Yes/No)</b>	<b>Within Budget (Yes/No)</b>	<b>Mgr in Charge</b>	<b>Comments</b>
						<ul style="list-style-type: none"> <li>The above sites will be tendered as UV and Filtration Upgrades Package 3. This is currently scheduled for tendering in November.</li> </ul>
<u>Definition of Source Risk Management Areas</u> Project covers investigations to determine extent of source risk management areas for each community drinking water source.	BAU	BAU	Yes	Yes	ARG	Service Provider - Aqualinc Research Ltd <ul style="list-style-type: none"> <li>The report on the Montalto water supply has been received and remains draft pending review by officers.</li> </ul>
<u>Nitrate Investigations</u> Project covers investigations into the Tinwald bore to potentially forecast when the bore water quality may breach the maximum allocatable value (MAV) for nitrate. The work will also include determining likelihood of intercepting a new deeper aquifer with lower nitrates.	BAU	BAU	Yes	Yes	ARG	Service Provider – Aqualinc Research Ltd <ul style="list-style-type: none"> <li>The report has been received and remains draft pending review by officers.</li> </ul>
<u>Water Safety Plans Implementation</u> Project covers the implementation of water safety plans for all ADC water supplies.	BAU	BAU	Yes	Yes	ARG	Service Provider – TBC - internal resources initially <ul style="list-style-type: none"> <li>Officers are currently determining the performance gap between current level of service (LOS) and the LOS required by the WSPs.</li> <li>A definitive listing of all actions identified in the plans is in the process of being collated.</li> <li>It is proposed to report progress on WSP implementation through the tracking of actions on the improvement plans.</li> <li>No change since last report.</li> </ul>
<u>NE Ashburton Watermain Extensions</u>	BAU	BAU	Yes	Yes	ARG	Service Provider – Internal Resources (as time permits)

<b>Project Title / Description</b>	<b>Start Date</b>	<b>End Date</b>	<b>On Track (Yes/No)</b>	<b>Within Budget (Yes/No)</b>	<b>Mgr in Charge</b>	<b>Comments</b>
Project covers the progressive packaging of pipeline extension projects in the Residential D area in north-east Ashburton.						<ul style="list-style-type: none"> <li>The first package is Seafield Rd (Company to Keenans); Keenans Rd (Seafield to Company); and South Park (No 49 South Park to Keenans). Total length is 1,180m.</li> <li>Once designs are finalised, construction estimates will be prepared and used to develop the cost of servicing for property owners in this area.</li> <li>Consultation with landowners in this area was expected to proceed late September but has been delayed due to staff redirection to other tasks.</li> </ul>
<u>2023/24 Water Pipeline Renewals Design Only</u> This project covers the investigations, survey and detailed design for pipeline renewals in Archibald Street (Graham St-Hassal St), and Mason Place (full length) in Ashburton; Spaxton Street (Carr-Alford) in Methven; and Taverners Road (full length) in Dromore.	01/07/23	31/12/24 (revised)	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>The majority of the detailed design is complete and under review.</li> <li>The Dromore renewal design cannot be finalized as it requires KiwiRail approval for the new pipeline under the rail corridor. Discussion with KiwiRail has commenced.</li> <li>The physical works is programmed for 2025/26 (Year 2) of the LTP.</li> </ul>
<u>Ocean Farm Irrigation Investigation</u> Project covers the detailed investigations into potential upgrades of the current, or replacement irrigation systems for Ocean Farm.	08/03/23	30/06/25	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd (+Waterforce Ltd) <ul style="list-style-type: none"> <li>The results of this work have been workshopped with Council.</li> <li>Officers have been directed to seek additional proposals from other irrigation companies.</li> <li>An invitation to provide a proposal has been sent to two local irrigation companies (Ray Mayne Hose and Fittings Ltd and Rainer Irrigation Ltd) on 3 October. The closing date for proposals is 4 November.</li> </ul>

<b>Project Title / Description</b>	<b>Start Date</b>	<b>End Date</b>	<b>On Track (Yes/No)</b>	<b>Within Budget (Yes/No)</b>	<b>Mgr in Charge</b>	<b>Comments</b>
<u>AMP Tradewaste Application</u> Project covers the consideration of a tradewaste discharge from Ashburton Meat Processors on Bridge Street.	BAU	BAU	Yes	Yes	ARG	Service Provider – Internal Resources <ul style="list-style-type: none"> <li>AMP has been notified of the council resolution.</li> <li>Officers met with AMP on 06/09/24 to discuss next steps.</li> <li>Work on the development of a Trade Waste Discharge Agreement has commenced.</li> </ul>
<u>Dam Safety Assessments</u> This project covers the classification and assessment of dams operated by Council to meet the Building (Dam Safety) Regulations 2022 which come into force 13 May 2024. Two sites are captured: Lake Hood and Wilkins Road WWTP (Ponds 3&4)	BAU	BAU	Yes	No	ARG	Service Provider – Stantec [&PDP] <ul style="list-style-type: none"> <li>Stantec has been engaged to carry out this work as it relates the Wilkins Road site and provide sign-off of this site and Lake Hood.</li> <li>The initial work completed at Wilkins Rd casts doubt on whether it is a classifiable dam. It was subsequently confirmed the Wilkins Rd <b>is not</b> considered a classifiable dam.</li> <li>The Lake Hood dam assessment will be undertaken by PDP (as they have carried out previous assessments) and sign-off will be done by Stantec.</li> </ul> Note: Unbudgeted expenditure, compliance related.
<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	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>The report has been finalised.</li> <li>The workshop was rescheduled for 6 November to discuss the findings.</li> </ul>
<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	Yes	Yes	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>The concept design and design report have been reviewed by officers and finalised.</li> <li>Next step is to seek comment from MHV/ALIL.</li> </ul>



Project Title / Description	Start Date	End Date	On Track (Yes/No)	Within Budget (Yes/No)	Mgr in Charge	Comments
<u>Scarness Weir Abatement Notice Resolution</u> Project covers work required to retrospectively consent the structure and carry out modifications as necessary.	28/03/23	TBC	No	No	ARG	Service Provider – Beca Consultants Ltd <ul style="list-style-type: none"> <li>• Draft documents to support consent application have been finalised inclusive of feedback from AECL.</li> <li>• The requirement to proceed with consenting and structure modifications is currently the subject of further discussions with ECan compliance team.</li> </ul>
<u>MHV/ALIL Stockwater Delivery Investigations</u> Project covers the investigations being undertaken by MHV Ltd (and Ashburton Lyndhurst Irrigation Ltd) into taking over stockwater delivery.	01/08/22	01/09/24	Yes	Yes	ARG/CD	Service Provider – MHV Water and Ashburton Lyndhurst Irrigation <ul style="list-style-type: none"> <li>• Discussions are ongoing and officers are awaiting a refined proposal from MHV.</li> <li>• No progress since last report.</li> </ul>
<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 – Melius Ltd (John Wright) <ul style="list-style-type: none"> <li>• The Melius report has been reviewed by officers and has now been finalised.</li> <li>• This work will be considered by the Stockwater Transition Working Group.</li> </ul>

## 2.5 Stockwater Operations

### 2.5.1 General

- Cleaning programmes are currently being prepared in readiness for cleaning and spraying of races.
- Officers are still receiving enquiries from property owners interested in closing their races. All enquiries are treated the same as they have been previously.
- The new ranger commenced their part-time, 3-year fixed term role on 9 September.

### 2.5.3 Applications

- A summary of the current applications is listed below:

#### Stockwater closures/alterations/culvert installation applications as at 11 October 2024

##### PHASES

Application ID	Location	Length*	No of properties	1	2	3	4	5	Comments
SKW/008/22	Brothers Road	12,164	17						Pending Council Divestment process
SKW/013/22	Back Track	4431	10						Awaiting Pudding Hill closure project/LTP
SKW/012/23	490 Old Main South Road	8,949	6						*Report to Council
SKW/020/23	1037 Rangitata Highway	6,739	7						*Report to Council
SKW/023/23	Junction Road	15,135	16						*Report to Council
SKW/025/23	656 Lower Downs Road	8962	5						Reporting
SKW/030/23	Methven Highway	0	2						Physical work to be completed
	Phase complete		<b>Phases:</b>	<i>Application received</i>	<i>Information gathering</i>	<i>Review significance and scope</i>	<i>Reporting and decision making</i>	<i>Sign off work completed and rates/GIS update</i>	
	On track								
	Overdue								

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

\* These three race closures are the local races that run east of State Highway 1 in the Ealing area. The Montalto Hinds main running down Hackthorne Road supplies these races and is currently being surveyed for closure and processing of this application is underway. All four closure reports will be presented to Council for approval in due course.

## 2.6 Roads and Footpaths

### 2.6.1 2024/25 financial year

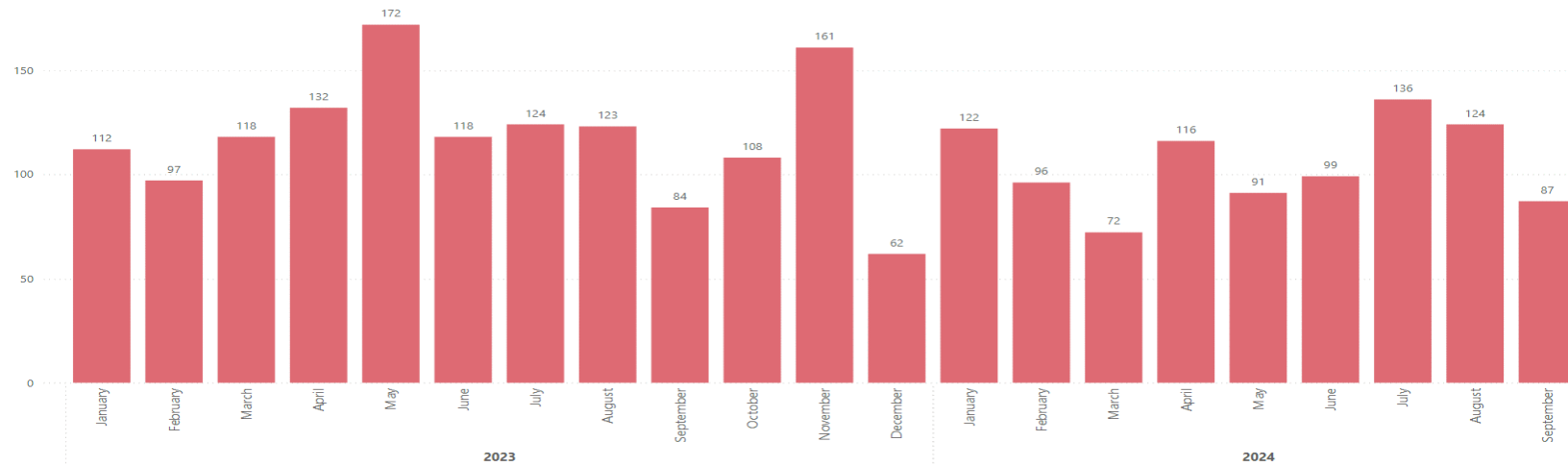
Local Road Operations	ADC budget	NZTA approved budget	Value to date
Structures Maintenance	\$400,000	\$315,782	\$12,742
Environmental Maintenance	\$760,000	\$650,696	\$507,990
Network Services Maintenance	\$860,000	\$881,283	\$419,781
Network Operations	\$18,000	\$17,057	\$0
Level Crossing Warning Devices	\$37,000	\$35,062	\$855
Minor Events	\$100,000	\$94,762	\$13,119
Network and Asset Management	\$1,100,000	\$1,042,378	\$113,198
Structure Component Replacement	\$250,000	\$410,634	\$542
<u>Traffic Services Renewals</u>	<u>\$190,739</u>	<u>\$180,747</u>	<u>\$48,978</u>
<b>Total Local Road Operations</b>	<b>\$3,715,739</b>	<b>\$3,628,491</b>	<b>\$1,117,205</b>
<b>Local Road Pothole Prevention</b>			
Sealed Pavement Maintenance	\$2,300,000	\$2,193,133	\$125,850
Unsealed Pavement Maintenance	\$850,000	\$851,067	\$175,051
Routine Drainage Maintenance	\$540,000	\$500,820	\$45,073
Unsealed Road Metalling	\$1,200,000	\$1,178,400	\$822,595
<i>Metalling - unsubsidised</i>	<i>\$500,000</i>		<i>\$0</i>
Sealed Road Resurfacing	\$3,040,000	\$3,044,200	\$451
Drainage Renewals	\$435,000	\$540,100	\$312,059
<u>Pavement Rehabilitation</u>	<u>\$2,640,000</u>	<u>\$2,396,080</u>	<u>\$63,007</u>
<b>Total Local Road Pothole Prevention</b>	<b>\$11,505,000</b>	<b>10,703,800</b>	<b>\$1,544,086</b>
<b>Walking and Cycling</b>			
Cycle Path Maintenance	\$6,000	\$2,121	\$3,355
Footpath Maintenance	\$325,000	\$113,778	\$60,695
<u>Footpath Renewals</u>	<u>\$683,000</u>	<u>\$216,672</u>	<u>\$98,795</u>
<b>Total Walking and Cycling</b>	<b>\$1,014,000</b>	<b>\$332,571</b>	<b>\$162,846</b>

### 2.6.2 2024/25 Work Completed to date

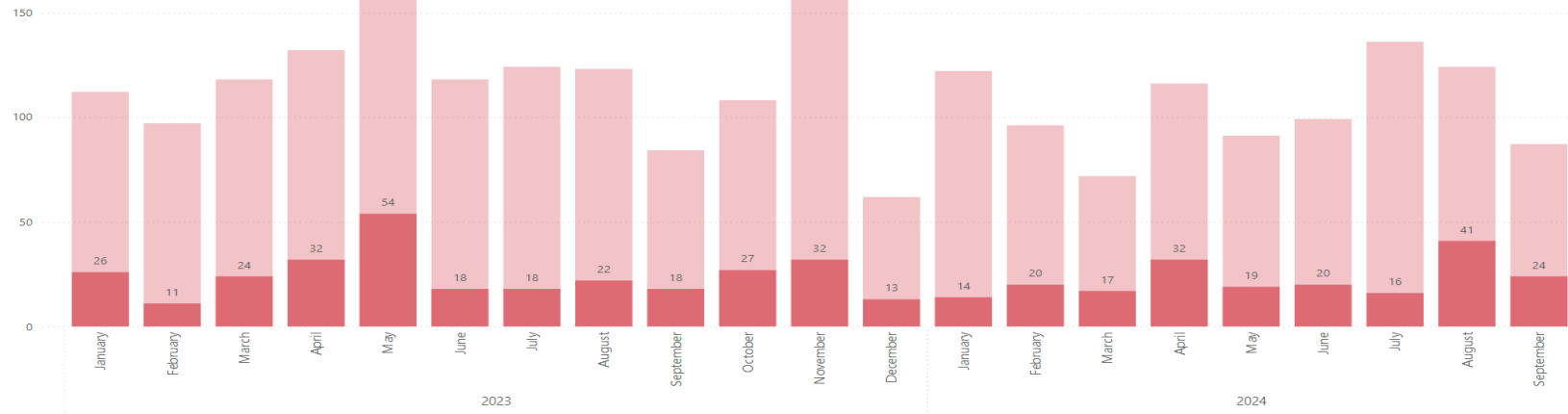
- 1,540 km of unsealed grading completed
- 28,666 m<sup>3</sup> of maintenance metal placed
- Repaint of the district's roadmarking
- Ice gritting

### 2.6.3 Roding CRM data – January 2023 to September 2024

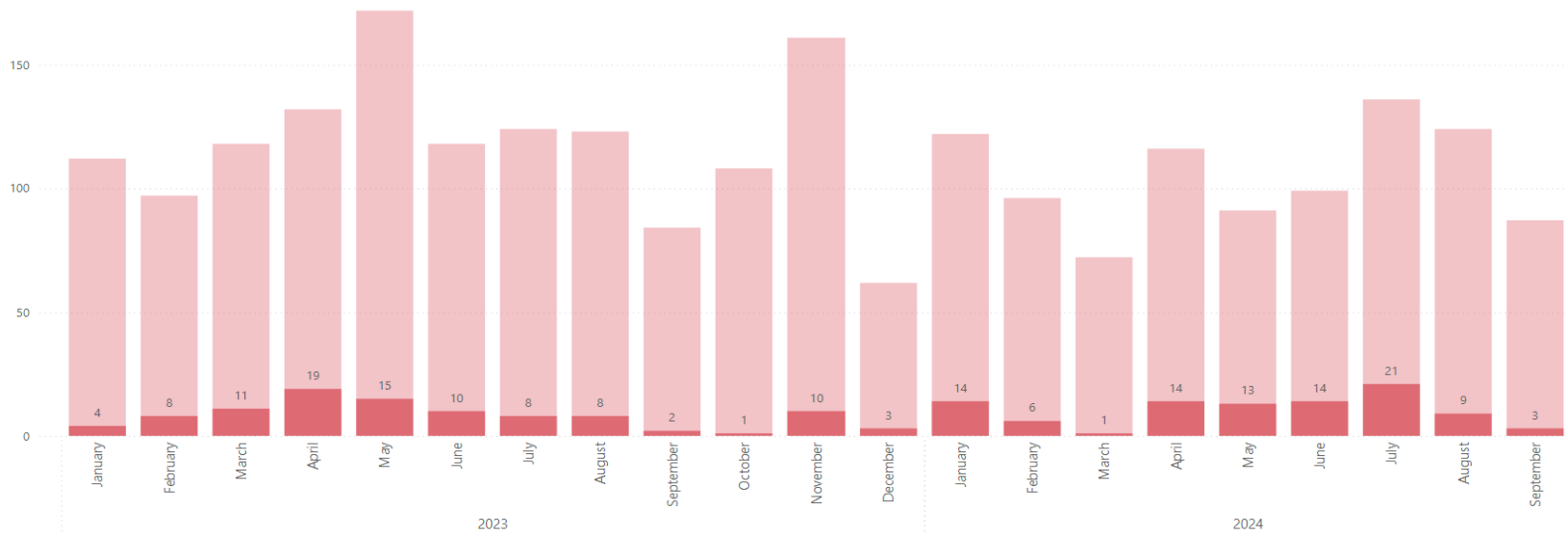
All Roding CRMs showing the fluctuations through the year (No. 2,354)



All Pavement CRMs in relation to overall CRMs (No. 498)



**Unsealed CRMs in relation to overall CRMs (No. 194)**



#### 2.6.4 Main areas of work

- Routine maintenance work on sealed and unsealed roads.
- Pre-reseal repairs.
- Roadmarking.
- Maintenance metalling.
- Weed spraying.

#### 2.6.5 Corridor access data

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Corridor Access Requests	69	70	85	58	109	64	58	68	94			
Traffic Management Plans	33	22	25	34	24	54	18	31	59			

	Jun	Jul	Aug	Total	
TMP Inspections/Audits	132	125	126	383	
Unattended Sites	86	94	89	269	70%
Redundant sites	48	39	38	125	33%
Non Conformances	5	3	1	9	2%
Advisory Notices	4	4	2	10	3%

Of interest is the number of unattended and redundant sites. This is an area where the biggest improvement can be made to how work sites are operated and seen by drivers i.e. appropriate for the work being done and driver behaviour through the sites.

Managing temporary traffic management under the NZ Guide to Temporary Traffic Management will require a change in approach by all parties and take some time to implement.

#### 2.6.6 Forward Works Programme

Sealed roads work (resealing, rehabilitations and heavy maintenance) for the next three years and the initial unsealed roads maintenance metalling for 2024/25 are shown on the forward works programme on the Council website:

<https://www.ashburtondc.govt.nz/services/transport/road-and-footpath-programmes>

The footpath renewal and kerb and channel renewal programmes are also included but still being compiled and dependent on funding approval.

### **2.6.7 Sealed road rehabilitation**

Three sites on Ashburton Staveley Rd, one on Forks Rd and one on Pudding Hill Rd are included in Contract ROAD0361 awarded to Fulton Hogan. One Ashburton Staveley Rd site had the first coat seal applied 23 September. Work on the three other sites is in progress with two Fulton Hogan crews and one ACL crew working on them.



*Sealing - Ashburton Staveley Rd*

Two sites on Beach Road East, one site on Maronan Road and one site on Seafield Road are included in Contract ROAD0390 awarded to Fulton Hogan. The two Beach Road East sites are programmed for completion before Christmas 2024.

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

Replacement of the old kerb and dish channel on Walnut Ave between SH1 and Oak Grove is practically complete. The installation of bollards at crossings to be done to enable the finishing of the crossing points.

With the zero NZTA approved funding for Low Cost Low Risk projects a list of sites will be presented to Council for consideration to spend the Council share that has not been matched with subsidy.

### 2.6.9 School Speed Limits

The new Land Transport Rule: Setting of Speed Limits 2024 has recently been signed off by the Minister of Transport and comes into effect on 30 October 2024. The new rule requires speed limits outside schools to be variable and allows static signs to be used for those variable speed limits.

With static signs now able to be used we have programmed to add a supplementary sign to the existing signs stating SCHOOL DAYS 8.30-9.30am 2.30-3.30pm.

The variable speed limits must be certified by NZTA in the National Speed Limit Register (the legal instrument for speed limits) and the change from permanent to variable at schools have been submitted and awaiting certification. The submitted start date for the variable speed limits is 20 December 2024 which will mean they are in place over the Christmas/New Year school holidays.

## 2.7 Contracts – Tenders

Current Contracts/Tender	Closing Date
WWAT0297 Removal of Standing Grass at Ocean Farm 2024-27	13 September 2024
WATE0289 Ashburton Water Treatment Plant upgrades – Package 2	1 October 2024
REFU0343 Solid Waste Services RFP	4 October 2024

Awarded Contracts	Awarded to	Value	Estimate	Tenders received	TTM
Contract ROAD0390 Road Rehabilitation Rural East 2024-2025	Fulton Hogan Ltd	\$1,336,789	\$1,525,000	four	\$55,461 (4.1%)

## 2.8 Lake Hood

ACL have spent several days testing the weed harvester and preparing for operation when the weed is ready for harvesting.

This is expected to be within the next month or two. The two new inlet valves have been installed at the river intake, and these will be able to be controlled remotely.





### 3. Compliance & Development

#### 3.1 Building Services

##### 3.1.1 Building consents / amendments

Month	Building Consents				% Processed within 20 Days	Average Processing Days	Inspections Carried Out (max wait time in brackets)	CCC Issued within 20 Days
	Received	Received YTD	Issued	Issued YTD				
<b>July</b>	63 (55)	63 (55)	50 (69)	50 (69)	98%	11.3	336 (5)	98.9%
<b>August</b>	50 (30)	113 (84)	55 (44)	105 (113)	100%	10.7	268 (5)	100%
<b>September</b>	41 (44)	153 (128)	48 (42)	153 (155)	100%	10.5	307 (5)	99%
<b>October</b>	(29)	(156)	(28)	(183)				
<b>November</b>	(31)	(187)	(32)	(215)				
<b>December</b>	(29)	(216)	(26)	(241)				
<b>January</b>	(27)	(243)	(38)	(279)				
<b>February</b>	(44)	(287)	(30)	(309)				
<b>March</b>	(51)	(338)	(37)	(352)				
<b>April</b>	(38)	(376)	(56)	(408)				
<b>May</b>	(58)	(434)	(49)	(457)				
<b>June</b>	(57)	(491)	(45)	(502)				

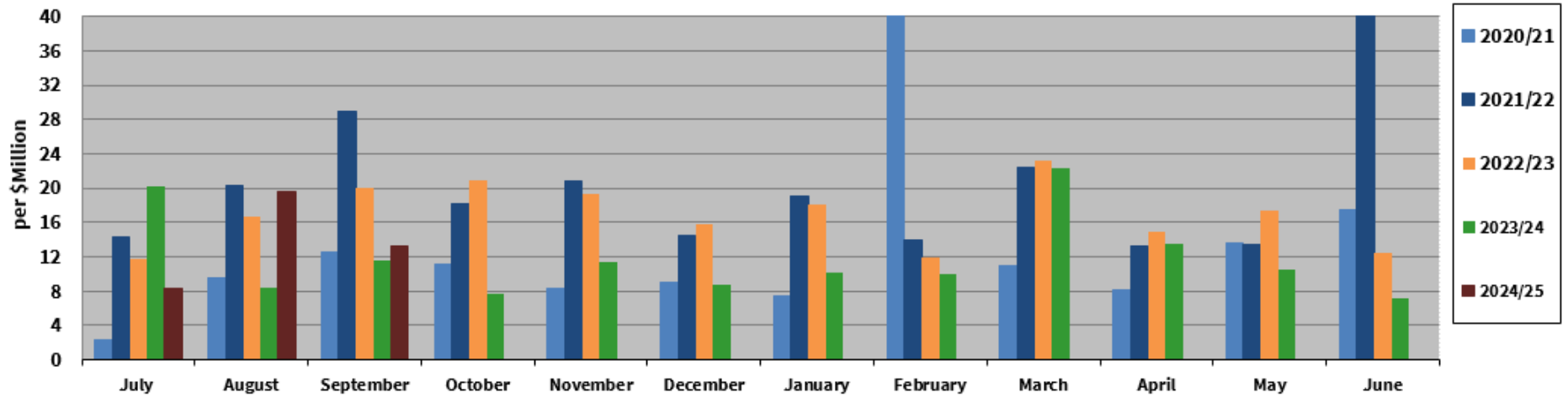
**Note: figures in brackets are for the corresponding month during the previous year.**

Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
<b>July</b>	\$13,258,955 (\$8,738,727)	\$13,258,955 (\$8,738,727)	\$8,284,275 (\$20,219,273)	\$8,284,275 (\$20,219,273)
<b>August</b>	\$35,962,157 (\$9,886,060)	\$49,206,112 (\$18,605,787)	\$19,649,100 (\$8,484,452)	\$27,933,375 (\$28,703,724)
<b>September</b>	\$12,819,396 (\$12,316,580)	\$62,013,808 (\$30,922,367)	\$13,232,786 (\$11,568,003)	\$41,166,161 (\$40,271,727)
<b>October</b>	(\$12,217,236)	(\$43,134,602)	(\$7,710,277)	(\$47,982,004)
<b>November</b>	(\$15,015,499)	(\$58,150,101)	(\$11,365,505)	(\$59,347,509)
<b>December</b>	(\$14,337,900)	(\$74,488,001)	(\$8,853,920)	(\$68,201,429)
<b>January</b>	(\$10,590,075)	(\$82,478,076)	(\$10,155,875)	(\$78,357,304)
<b>February</b>	(\$7,683,885)	(\$90,661,961)	(\$10,069,500)	(\$88,426,804)
<b>March</b>	(\$15,067,412)	(\$105,729,373)	(\$22,379,910)	(\$110,806,714)
<b>April</b>	(\$7,367,399)	(\$112,362,772)	(\$13,509,376)	(\$124,316,090)
<b>May</b>	(\$11,504,377)	(\$123,867,148)	(\$10,623,645)	(\$134,939,735)
<b>June</b>	(\$20,257,559)	(\$144,207,573)	(\$7,248,792)	(\$142,202,227)
<b>Note: figures in brackets are for the corresponding month during the previous year.</b>				

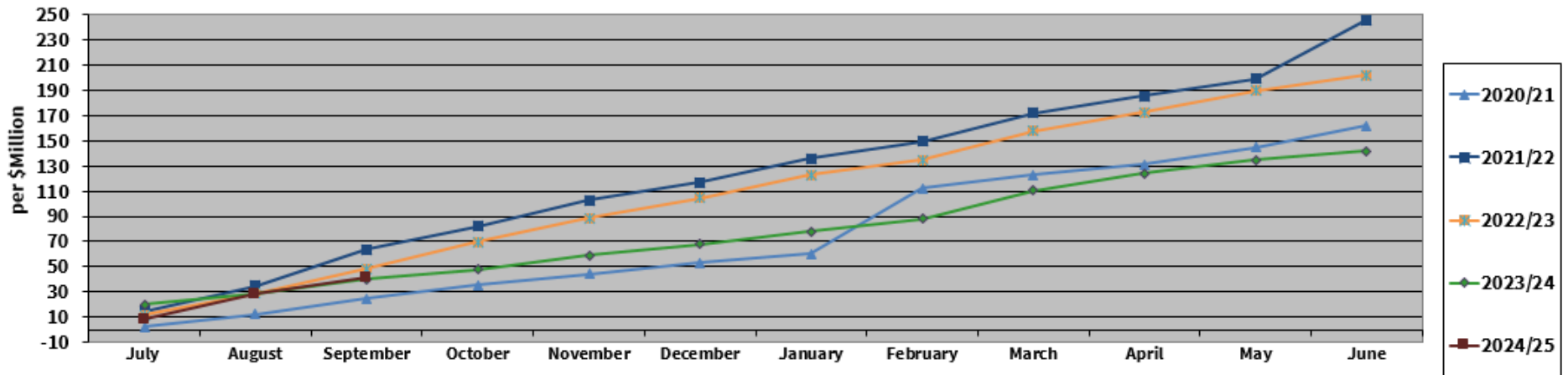
Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
<b>July</b>	13 (26)	13 (26)	8 (30)	8 (30)	100%
<b>August</b>	10 (26)	23 (52)	9 (20)	17 (50)	100%
<b>September</b>	9 (28)	32 (80)	4 (27)	21 (77)	100%
<b>October</b>	(20)	(100)	(20)	(97)	
<b>November</b>	(35)	(135)	(28)	(125)	
<b>December</b>	(22)	(157)	(28)	(153)	
<b>January</b>	(20)	(177)	(14)	(167)	
<b>February</b>	(46)	(223)	(33)	(200)	
<b>March</b>	(24)	(247)	(26)	(226)	
<b>April</b>	(22)	(269)	(18)	(244)	
<b>May</b>	(22)	(291)	(18)	(262)	
<b>June</b>	(10)	(301)	(7)	(269)	

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

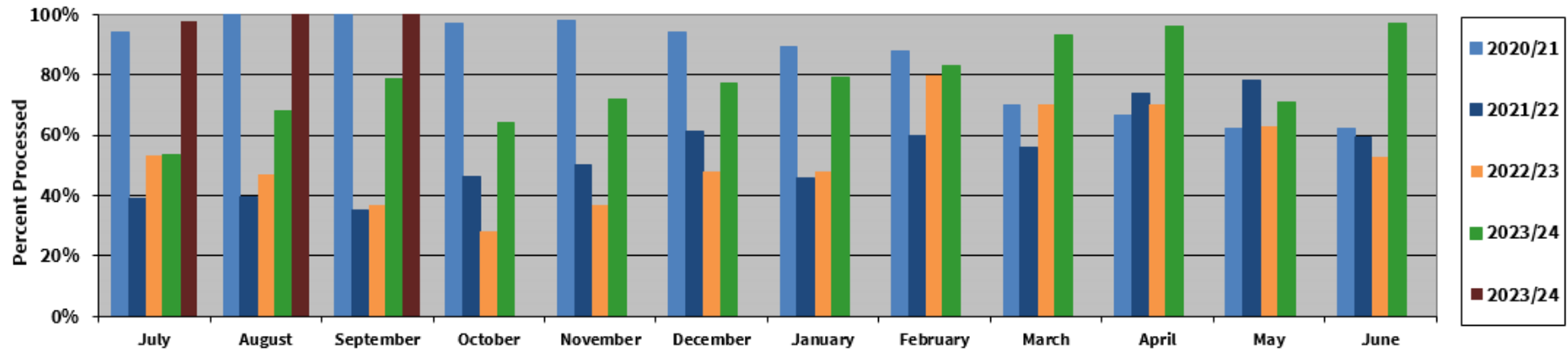
**Building Consent Values By Month**



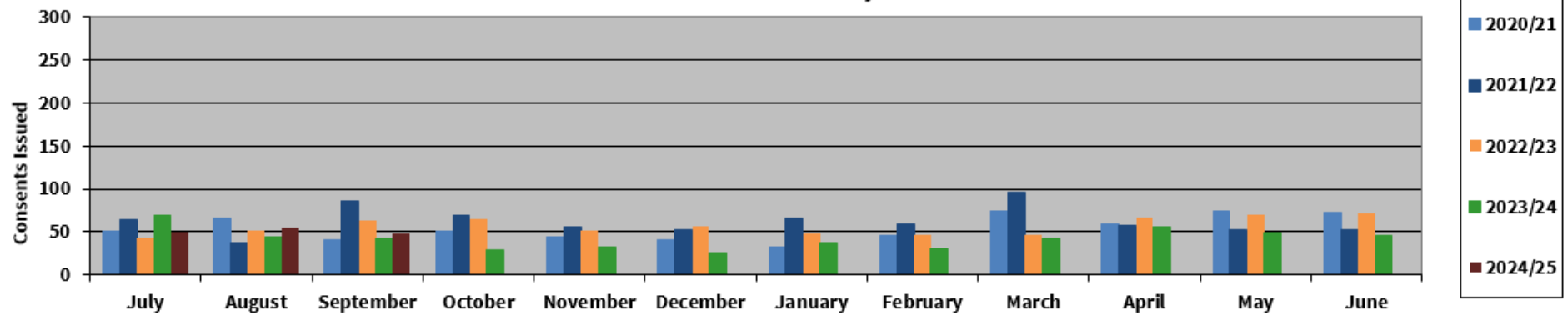
**Building Consent Values Accumulating**



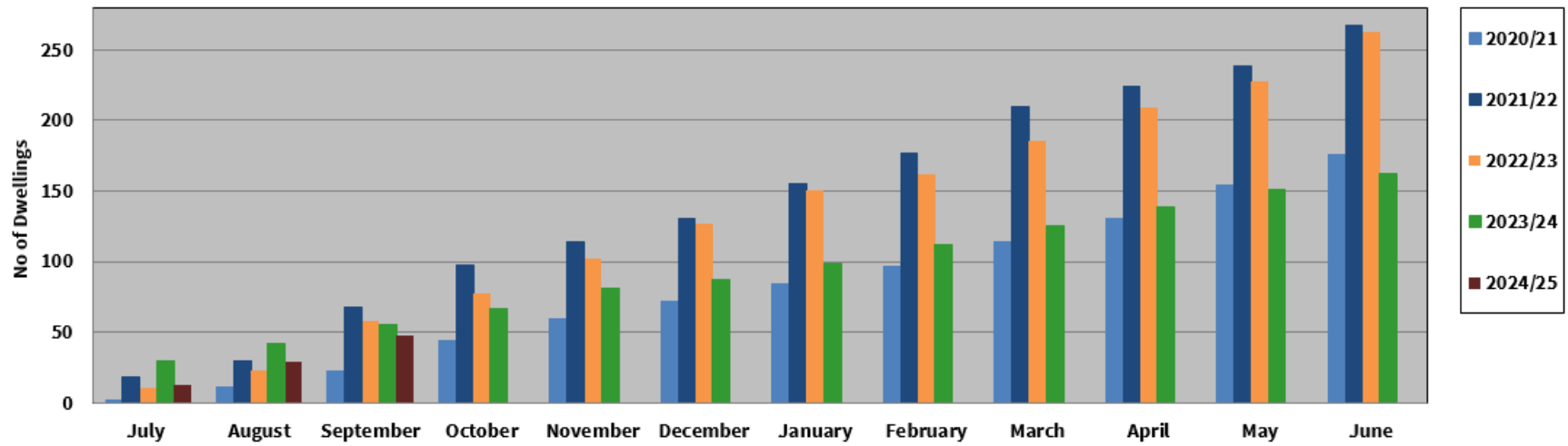
**Building Consents Processed Within 20 Day Statutory Time Frame**



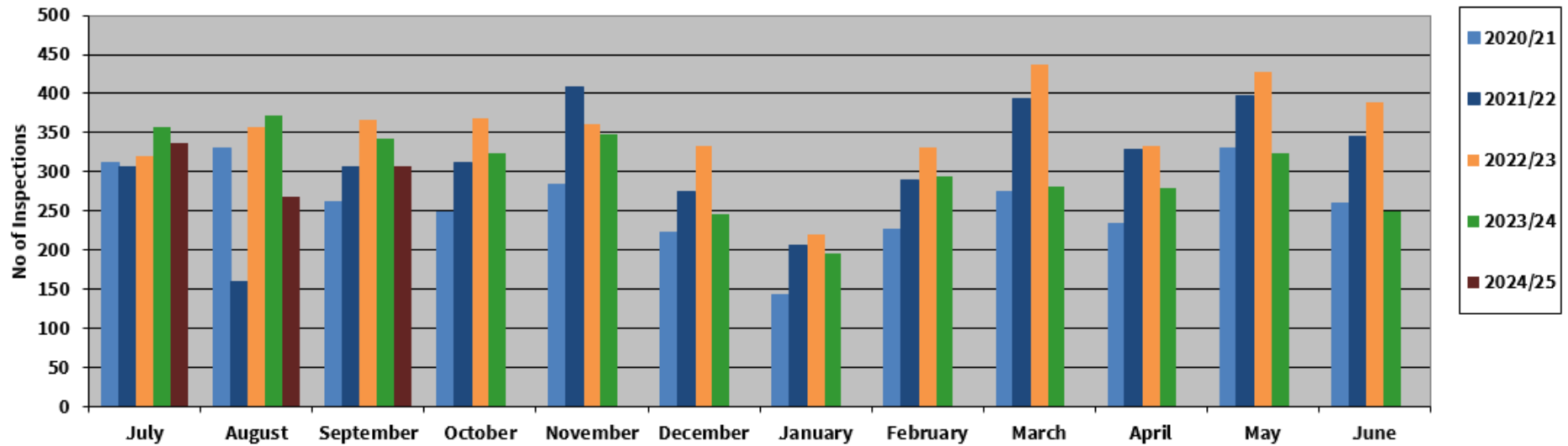
**Number of Consents Issued By Month**



**Number of Dwelling Consents Accumulating**



**Number of Inspections Completed**



**3.1.2** Good start to the financial year, with compliance for issuing consents at 99.3% with an average of 11 working days. Out of the 153 consents received so far this financial year, 49 are for new dwellings (compared to 32 same time last year). We are expecting it to be reasonably quiet from now to Christmas and to pick up in the first quarter of 2025. Lastly, the Government recently announced they were going to review the building consent system. It is too early at this stage to comment but we will provide feedback early next year when the consultation document is released.

## **3.2 Civil Defence Emergency Management**

### **3.2.1 September 2024**

- For the month of September Civil Defence has undertaken a number of activities including planning, community meetings and presentations, and exercise preparation.
- The month commenced with training with the P & C team on the part they would play in any duress or lockdown event in Te Whare Whakare. A second training included members of the Customer Services and Library teams to confirm what an event would look like for all of these groups, and a desktop exercise was conducted for the Library team on both scenario's.
- A planning meeting was held with Te Whatu Ora EMO to prepare a draft set of SOP's for a health led response within Ashburton District. These draft SOP's have then been shared with each of the agencies involved in the response and a further workshop will occur in early October to finalise these, with a view of socialising and exercising them in the new year.
- An AF-8 presentation was conducted for the Lauriston Volunteer Fire Brigade at the Fire Station in early September. This was followed by discussion relating to what the response to the earthquake would look like and the likely taskings that FENZ Rural Stations would be undertaking. These presentations and meetings are excellent for the EMO to build relationships with the first responders.
- The EMO attended a short workshop with exercise planners from Canterbury Group to assist to build the exercise scenario (Day 3 post AF-8 rupture) for exercise Pandora, the regional tier two exercise to be conducted on 7 November 2024. The EMO has subsequently added further injects to the scenario and will continue to do so between now and the exercise proper. The EMO has also distributed the warning order to our partner agencies and has discussed the exercise with them. We are hoping for a good turnout across the region for this exercise.
- The EMO and other officers from ADC attended a Natural Hazards Workshop at ECan offices in Timaru, where further clarification was provided by ECan on their Draft Regional Policy Statement. A number of very good questions and feedback was provided by all councils Ashburton and south at this workshop.



- The EMO and other Council Officers met with members of Advanced Security and their business partners regarding the issues we have been having with the Protégé system being able to communicate with our other systems within our IT suite. The meeting proved valuable and a number of questions were answered and a roadmap to improve our level of service was also finalized.
- The EMO and two of the EOC trained staff attended the South Island Emergency Management Conference at Te Pai/Christchurch Convention Centre mid month. This was a well planned and executed conference with an excellent variety of professional speakers, who provided insights into how they have managed emergencies in the past and then provided their thoughts via panel discussions on where they felt the future lay. The theme of the conference was “are we ready” and each speaker spoke of areas where we have work to do to be better prepared for major disasters. The highlight for me was a speech from Brendan Moon, CEO of NEMA Australia and former Wallabies wing, who spoke of the good work being done in Australia in the Risk Reduction and Readiness areas. Every speaker reiterated that the need for relationships and networks being established and strengthened during “peacetime” is vital, as it is these that will make a response work efficiently.
- EOC Staff from ADC attended training on the Planning and Intelligence functions (with a further intelligence course planned for Christchurch at the end of October) and two of our Controllers attended training with Toa Consulting on a two day Controllers Function training. These are all excellent opportunities for our staff to upskill and to form relationships with other EOC staff from across Canterbury.
- The Public Information Management (PIM) EOC Staff took the opportunity to arrange a catch up meeting to undertake some training and upskilling of the group. The EMO provided training for all attendee’s on D4H and the Canterbury Group Common Operating Picture (COP).
- The EMO met with Council Officers to discuss and provide feedback on the draft triggers for the rewrite of the ECan Flood Manual. There has been very good collaboration from ECan Flood Control during this process and our staff feel like we have been listened too in regards what the triggers that will affect us look like.
- The EMO attended a number of online forums including a webinar on Space Weather, explaining how this might affect us for the next 18 months, the Aotearoa Recovery Forum, and the Canterbury Group EMO online Forum. Each of these allows for learning from sector experts and maintain relationships with both CDEM Group and NEMA.
- The EMO attended a Hauora ra toru – Focus on Tane day at Hakatere Marae. This event focused on mens health, and whilst it did not involve Civil Defence per se, it did allow a chance for the EMO to interact with many of our welfare partners within the district and to maintain the good relationship we have with the Marae.

- The monthly training for our Emergency Support Team was held late in the month with the EMO providing a presentation on AF-8, Tsunami and other risks we face in the district. This then led on to discussion and revision for the volunteers on setting up Civil Defence Centres, including what we would need to move logistically if we were called upon.
- The 3 monthly meeting of the Regional Public Education Forum was conducted online to discuss our ongoing public education program across Canterbury.
- The final activity for September (and the beginning of October) had the EMO and one other staff member attended the Canterbury 10 (C10) training at Glentui in North Canterbury. This week long, intensive training course is designed to upskill selected individuals in the elements required to work in any Operations Centre across Canterbury. Each Council has signed up to providing a certain number of staff to the C10, with Ashburton's expected number being four. Based on this cohort of training Ashburton now has six people trained to a C10 level, which also enhances our own ability to respond for a protracted period during an emergency.
- CDEM staff spoke to Allenton School children who were on a tour of Te Whare Whakatere about Civil Defence and the role of the Emergency Operations Centre and answered a number of questions raised.

### 3.3 Alcohol Licensing

Month	On/OFF/Club new applications	On/Off/Club renewal application	Special Licence applications	Managers Certificates (new and renewal)	Temporary Authority
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
March	0	1	7	18	1
April	0	0	4	17	1
May	1	7	7	20	1
June	0	5	5	12	1
July	1	6	9	17	1
August	1	9	6	16	0
September	1	8	9	18	0

**Withdrawn or Opposed applications:** No licence applications were withdrawn or opposed during this reporting period.

### 3.3.1 Information re the Risk Rating of Licensed Premises:

- The **Sale and Supply of Alcohol (Fees) Regulations 2013** contains a Risk Matrix Model which is used to determine the amount of fees a business will pay, based on the cost/risk rating for the premises.
- That cost/risk rating is determined by several factors covering the type of licence and type of premises as well as the latest permitted time for alcohol sales and whether any enforcement action has been taken against the premises. Each of these factors has a weighting which is then calculated to give an overall rating. This means that two seemingly similar uses might have quite different risk ratings.
- For example, a bottle store (scores 15), closing at 11pm (scores 3), with two enforcements in the last 18 months (scores 20) would have an overall cost/risk rating of 38.
- The total rating is then compared to 5 default fee categories listed in the above Regulations, which range from Very Low to Very High and with a rating of 38, the above bottle store would fall into the Very High category of default fees for their licence application and annual fees.

### 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	Dogs Impounded	Dogs Euthanized	Dogs rehomed	Reports of wandering stock
October	6505	461	93.4%	15	0	2	5
November	6596	376	94.6%	12	0	1	3
December	6643	356	94.9%	15	0	0	5
January	6705	312	95.5%	10	0	2	5
February	6775	257	96.3%	10	0	3	3
March	6823	177	97.5%	5	0	6	2
April	6855	163	97.67%	10	0	0	3
May	6935	29	99.6%	8	0	5	4
June	1929	4966	28%	2	1	3	7
July	5896	909	86.64%	12	0	2	6
August	6334	434	93.6%	4	0	2	7
September	6782	370	94.5%	5	0	1	4

**3.4.1** There were no incidents requiring enforcement action.

**3.4.2** Dog registrations: 16 NTR'S issued, 4 NTR'S for undeclared

**3.4.3** CRMs: - 75.

### 3.5 Food Safety

The following is a breakdown of food licensing activities for the reporting period:

Month	Food Premises Audited	Food Control Plans Audited	Mobile shops inspected
October	16	16	0
November	14	14	0
December	13	13	0
January	8	8	0
February	8	8	0
March	4	4	0
April	7	7	14
May	6	6	0
June	16	16	0
July	23	23	0
August	5	5	*20
September	4	4	*8

\*Accounts for Night Noodle Market and Boulevard Day

#### 3.5.1 Mobile Food Stall and Trucks

In response to questions asked in previous briefings, operators of mobile food stalls and trucks are required to hold a food registration certificate issued by their home authority (which may not be Ashburton District), and are additionally required to operate under a relevant food control plan or national programme, subject to risk. Note that this does not apply to low risk infrequent operations e.g. fundraisers or small club events for members.

### 3.6 Planning

Resource Consents	September 2023	September 2024
No. of resource consent applications decided <sub>1</sub>	30	15
No. of resource consents decided within statutory timeframe	29	15
Resource consent KPI Compliance (accumulating)	98%	98%
Notified/ Limited notified applications decided	6	1
<b>Other:</b>		
No. of 223 Certificates processed	7	5
No. of 224 Certificates processed	4	2
No. of building consents reviewed against District Plan <sub>2</sub>	10	14

Land information memoranda	September 2023	September 2024
LIMs Produced	64	87
LIMs Produced within 10 working days	64	87
LIMS (accumulating)	192	234

#### 3.6.1 Further release of proposed Resource Management Act Reform Legislation.

On 20 September, the Government released a statement on the next step in its Resource Management reform process. The following is a summary of the major points proposed which seek to:

- Narrow the scope of the resource management system to focus on managing actual effects on the environment.
- Establish two Acts with clear and distinct purposes – one to manage environmental effects arising from activities, and another to enable urban development and infrastructure.
- Strengthen and clarify the role of environmental limits and how they are to be developed.
- Provide for greater use of national standards to reduce the need for resource consents and simplify council plans. This would mean that an activity which complies with the standards cannot be subject to a consent requirement.

- Shift the focus away from consenting before activities can get underway, and towards compliance, monitoring and enforcement of activities' compliance with national standards.
- Use spatial planning and a simplified designation process to lower the cost of future infrastructure.
- Realise efficiencies by requiring one regulatory plan per region, jointly prepared by regional and district councils.
- Provide for a rapid, low-cost resolution of disputes between neighbours and between property owners and councils, with the potential for a new Planning Tribunal (or equivalent).
- Uphold Treaty of Waitangi settlements and the Crown's obligations.
- Provide faster and cheaper processes with less reliance on litigation, contained within shorter and simpler legislation that is more accessible.

The stated intention is for the legislation is to go to Cabinet before the end of the year and be introduced and passed before the end of this parliamentary term.

The official press release can be read [here](#).



## 3.7 Economic Development

### 3.7.1 Events

#### Events Programme 2024/25

##### Council Events

- **Jazz in the Park:** This event was originally scheduled for late November, however due to a scheduling clash with a large charity fund raiser the decision has been made to look at dates in late February / early March at the Ashburton Domain.
- **Light up the Night:** This event is scheduled for Sat 30 Nov at Baring Square East. Planning is underway to get the Christmas tree installed, and food trucks & entertainment locked in for this event.
- **Citizenship Ceremony:** This ceremony is scheduled for Wed 4 Dec at the Ashburton Events Centre.
- **Domain 160<sup>th</sup>: Movie in the Park:** This event has replaced the Domain 160<sup>th</sup> event. Planning is underway for November.
- **ITO Mayoral Graduation Ceremony:** Planning for this is underway, scheduled for November.

##### Recent Community events involving Council:

- Peak to Pub, 14<sup>th</sup> September
- Scott's Shingle Sprint, 14<sup>th</sup> September
- The Spring Rail Jam Session, 21<sup>st</sup> September
- Domain Spring Walk, 23<sup>rd</sup> September
- Ashburton Market Day, 23<sup>rd</sup> September

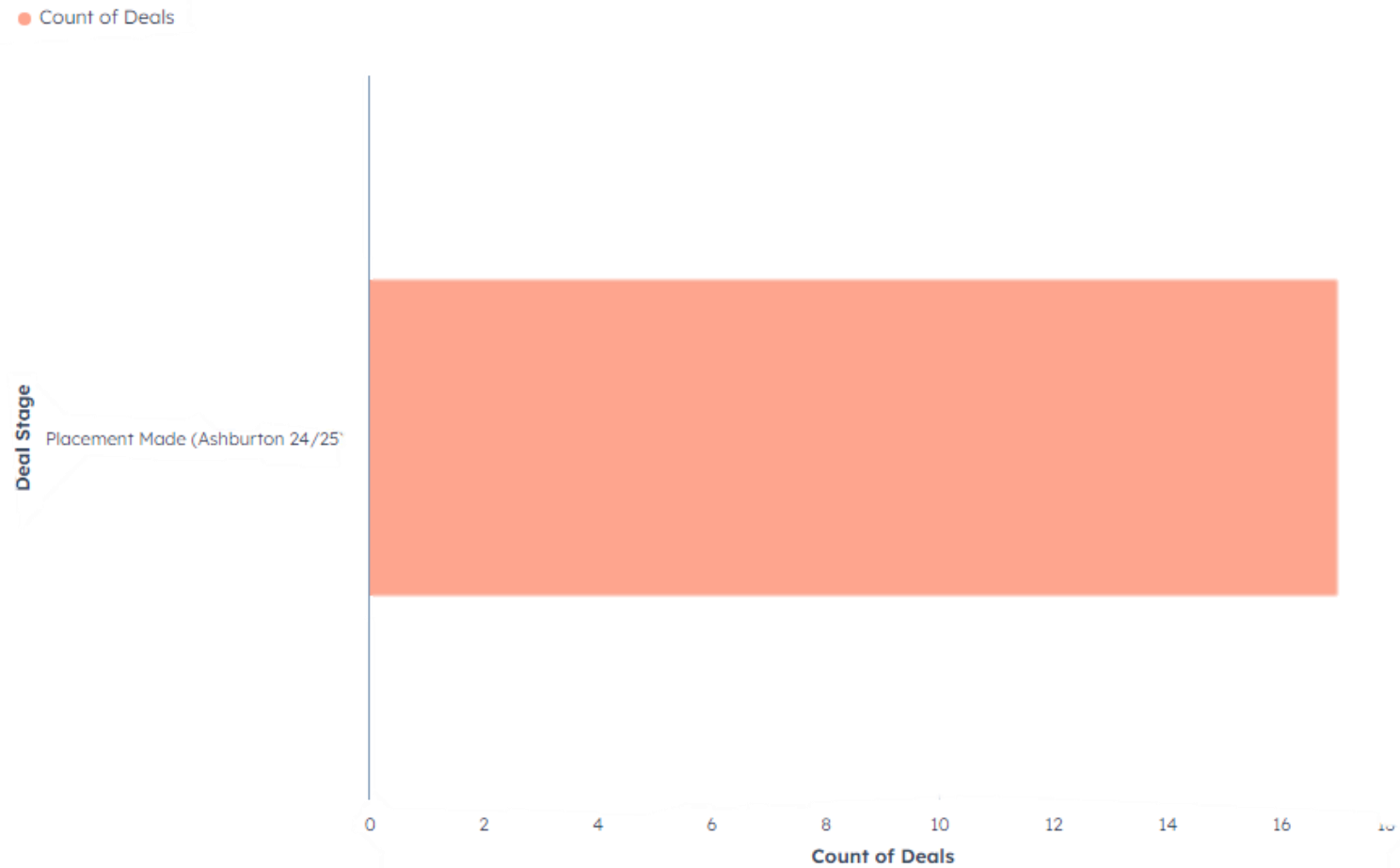
##### Upcoming community events and activities involving Council:

- Staff are working on 11 events scheduled to occur between now and January 2025.

### 3.7.2 Mayors Taskforce for Jobs

- Placements

There have been 17 placements for the new financial year, 9 into agriculture & forestry, 1 into primary industries, 1 into arts & recreation, 2 into trades, 1 into health & aged care, 2 into transport and warehousing and 3 in other industries not listed.



- The placements being made in the Ashburton District are high quality, more than half of the current placements are into apprenticeships which provide an employment outcome with training leading to a qualification.
- Officers are still seeing increasing numbers of new clients with 3-5 new clients a week, this mirrors the increases in the level of unemployment in the district and challenges young people in particular are having seeking employment.
- There has been a focus and increase in investment in recent weeks in promotional activities to educate job seekers, employers and the community in the district about MTFJ. In the past 8 months we have increased the Facebook followers from 2 in February 2024 to 504 now. This will be an ongoing focus for Officers in the coming months.
- Driver Licensing
  - There have been 50 licenses, endorsements and Defensive Driving since the last report.
  - MTFJ has supported high school aged students to gain their driver's license, get lessons & take defensive driving courses to reduce the time it takes to obtain full licensing because of the difficulties of living rurally, no public transport, and being able to get to and from work, and to discourage them driving illegally without the proper license. Recent government statements have signaled that this is outside of the MTFJs responsibilities.
- Officers met with National Program Manager to discuss allocation of funding next year. While the focus will be on the North Island, performing MTFJ's who meet and exceed their targets with good number ratios will be positioned well for ongoing funding. Further MTFJ funding will be weighted to those Councils who demonstrate a commitment to the program by hiring from the clients and who promote hiring through MTFJ within the wider circle of contractors and partner businesses. The Ashburton MTFJ program has a good track record of employing people within Council and our contractor network and the Officer is looking at initiatives to expand this over the coming months by engaging Council Managers in a workshop to explore other ways to engage young people into employment with the Council and its contractors.
- Funding both this year and next year has been reduced to 8 million. It was 10 million last year.

## MSD targets and delivery for MTFJ Community Employment Programme

Year	Target	Delivery
2019/20	nil	91
2020/21	1,150	1,511
2021/22	1,450	1,624
2022/23	1,450	1,706
2023/24	1,111	1,404
2024/25	888	Current year (70 so far)

### 3.7.3 Visitor Promotion

#### Summary of Activity

During the recent tourism bus trip, interest was expressed in knowing more about the work programme of district promotion.

The primary objectives of the District Promotions – Marketing Advisor role are to

- effectively market the Ashburton District
- collaborate closely with key stakeholders, both locally and within the tourism industry
- position the district attractively in both domestic and international markets, highlighting its unique offerings and competitive advantages
- provide the Council with informed recommendations for new developments that could enhance the district's appeal and support sustainable tourism growth

Since the inception of the District Promotions – Marketing Advisor role, the following successes have been recorded:

- Regular newsletter communications sent to a database of approximately 120 operators.
- Re-establishment and growth of relationships with key stakeholders, building mutual trust and respect.
- Consistent quarterly increases in tourism expenditure within the district, currently at the highest annual spend since at least 2015.
- A successful networking event held with 42 attendees.
- A 420% increase in Facebook reach.
- Over a 100% increase in Facebook followers.
- A 90% increase in Instagram reach.
- Over 5 million views of social media advertising.
- Hosting several influencers in Mid Canterbury, directly increasing bookings for relevant operators.

### **Mid Canterbury Tourism Advisory Group:**

The Mid Canterbury Tourism Advisory Group was originally established when ChristchurchNZ managed district promotion. Although it was suspended in January 2023, it was re-established in November 2023, with new members joining in 2024. The purpose of the Mid Canterbury Tourism Advisory Group (TAG) is to represent businesses and the Ashburton District Council (ADC) in the following areas:

- Development of the local tourism economy
- Visitor marketing initiatives
- Matters of interest or concern to the businesses represented
- Reporting back to the industry regarding local, national and international information
- Improved delivery of tourism marketing services

The group focuses on destination marketing with the aim of representing stakeholders across all Mid Canterbury tourism sectors and the broader community. It operates as a non-binding, non-decision-making advisory body, tasked with making recommendations to the ADC on tourism activities. The group does not have delegated authority to direct activities or manage budgets.

Recently, the Mid Canterbury Tourism Advisory Group organised an eight-hour bus tour for elected members and the Ashburton District Council Executive Team to explore the district. The tour included visits to four different locations, where attendees were welcomed by 18 different local operators who shared insights and experiences related to tourism in the district.

- The key themes and findings from this initiative were:
- Local operators reported that the promotional efforts of Experience Mid Canterbury in the past 12 months had a positive impact on their bookings, demonstrating the value of targeted marketing efforts.
- The increase in visitor numbers and expenditure highlights the necessity for sustainable growth strategies, encompassing environmental stewardship, community engagement, and infrastructure planning.
- The continued support of the Council is deemed essential by local operators, who expressed their appreciation for the Council's involvement in promoting the district.
- While the district possesses natural beauty and committed operators comparable to renowned destinations such as Queenstown, there is a consensus that more needs to be done to raise awareness of the district's diverse offerings. The current challenge is not a lack of assets or dedication but rather a need for increased visibility and recognition in the broader tourism market.

Attendees were provided with personal insights into the operations of many owner-operated businesses run by passionate locals which lead to meaningful discussions on the day. This exchange of ideas and information is crucial for fostering a collaborative environment that supports the growth and success of the tourism industry in the Ashburton District.

These interactions highlight the importance of continued dialogue between the Council and local operators to ensure that the development of the district's promotional strategy is informed, inclusive, and reflective of the community's aspirations and needs.

Feedback received by staff from the day was overwhelmingly positive. Local operators reported that they were very pleased that the Councillors had taken the time to visit them, listen to their experiences, and consider their suggestions and feedback. This engagement was highly valued by the operators, as it demonstrated the Council's commitment to understanding the needs and challenges faced by the tourism sector.

**Planned Activities for this financial year:**

- There will be a continued commitment to growing the social media profiles of the Experience Mid Canterbury brand by collaborating with influencers in key markets, including family holidays, adventure, and exploration. Additionally, there will be an increased focus on promoting local food and beverage offerings.
- Efforts will concentrate on promoting the District as a cohesive whole, rather than focusing on isolated pockets of interest.
- A new website will be developed to enhance the design and aesthetics of the Experience Mid Canterbury brand, fostering trust among visitors and operators. The website is proposed to feature a secure login function for operators to manage their own listings, updated event management and viewing functionality, and newly created maps and itineraries available both online and offline.
- Booking Platform: The website infrastructure allows for the inclusion of a booking platform that would potentially enable users to book activities directly through the Experience Mid Canterbury website, rather than redirecting to external sites.

### 3.7.4 Visitor Promotion

#### Visitor Promotion

- Officer attended a Tourism New Zealand Hui which gave a comprehensive overview of international markets and the need to increase visitation in the shoulder periods. They also shared their marketing calendars so that strategic alignment with districts and regions could occur.
- Research has recently been commissioned and completed. The research investigated Christchurch residents' attitudes to the Mid Canterbury district as a visitor destination, as an identity and further attitudes.
- Officer provided widescreen videos for display on large screen in the library's event space.
- Recent meetings with web development companies have led to one being appointed to redevelop the Experience Mid Canterbury website. The project will begin in early October and should be completed by Christmas.
- Officer is mapping out 3 collaborations over the summer period with content creators. The collaborations will be focussed on key markets promoting specific activities tailored to that market. More detail can be provided once these collabs are confirmed.
- A Tourism Advisory Group meeting was held, minutes are available if required. Discussed at the meeting of note was:
  - Cycle Track
  - Recent Councillor Bus Trip
  - The Te Araroa Trail section being referred to as "Te Araroa Iti"
- Ongoing consideration is shaping options for the Visitor Information area in the library.
- The interactive touch screens in the library Visitor area have been updated with new content.
- The project to display visitor promotion information on the big screen in the Te Whare Whakatere Event Space has been launched and will be updated as new content becomes available .
- Website Statistics

Website users in last 6 weeks totalled just under 10k, up 16% on same period last year.

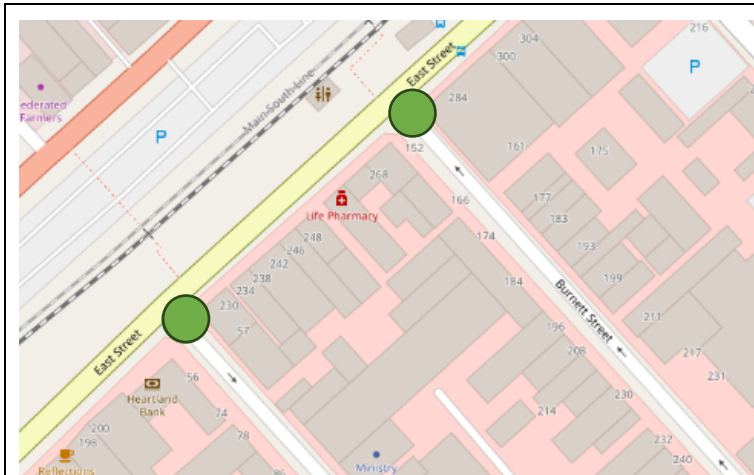
The most popular page (other than the home page – 2871 views) was Things To Do with 834 views, followed closely by Mt Sunday with 824 views).



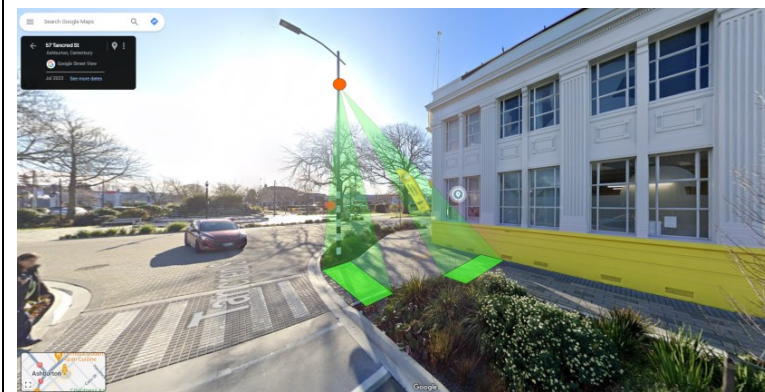
### 3.7.5 Pedestrian Counters

#### First Period of Reporting

- The pedestrian counters were installed on Friday 6 September.
- There are two cameras, shown by the green dots below. Each camera has two measuring points and can measure the direction of travel through each measuring point, giving eight counts across the two cameras (see bottom two photos).



- It should be noted that the cameras don't measure the exact number of people in the CBD, rather the number of movements through the camera.



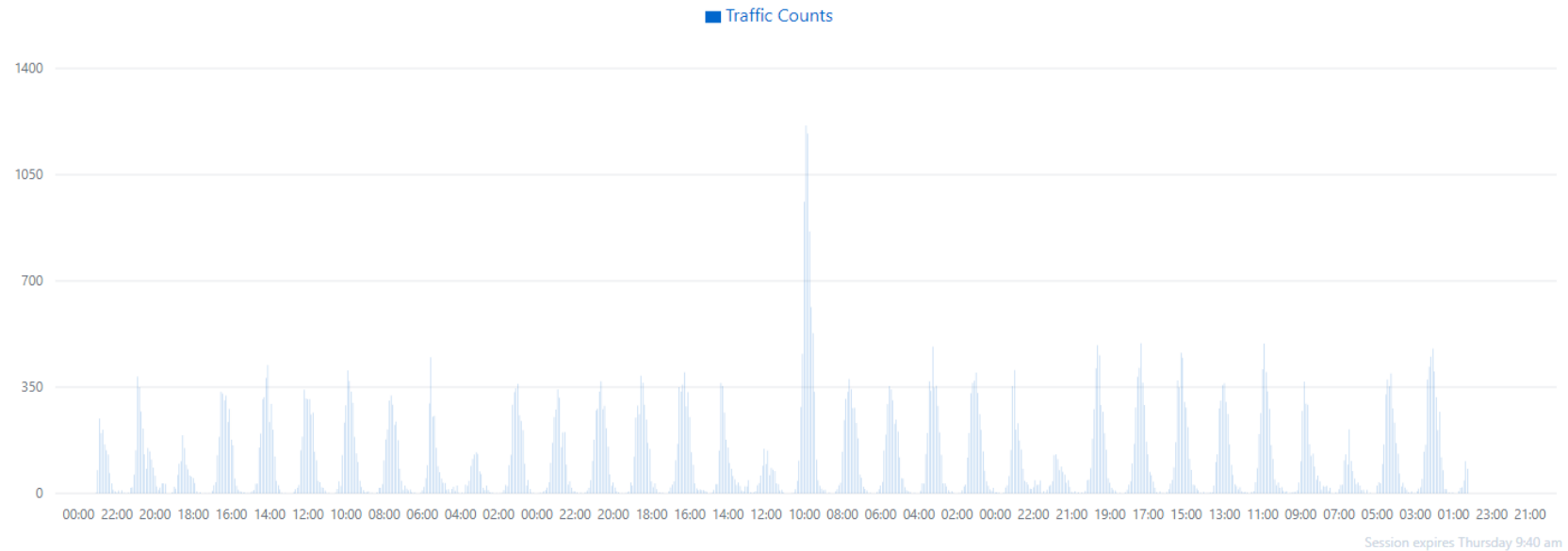
- At the time of writing the cameras have measured 82,666 people movements. (9 October 2024)
- The peak in the data was when Market Day was held on East Street. It should be noted that the pedestrian counters would have underrepresented the numbers of people that day. East Street was closed to traffic and most people walked on the street and would not have been counted due to the counters measuring pedestrians using the pavement.

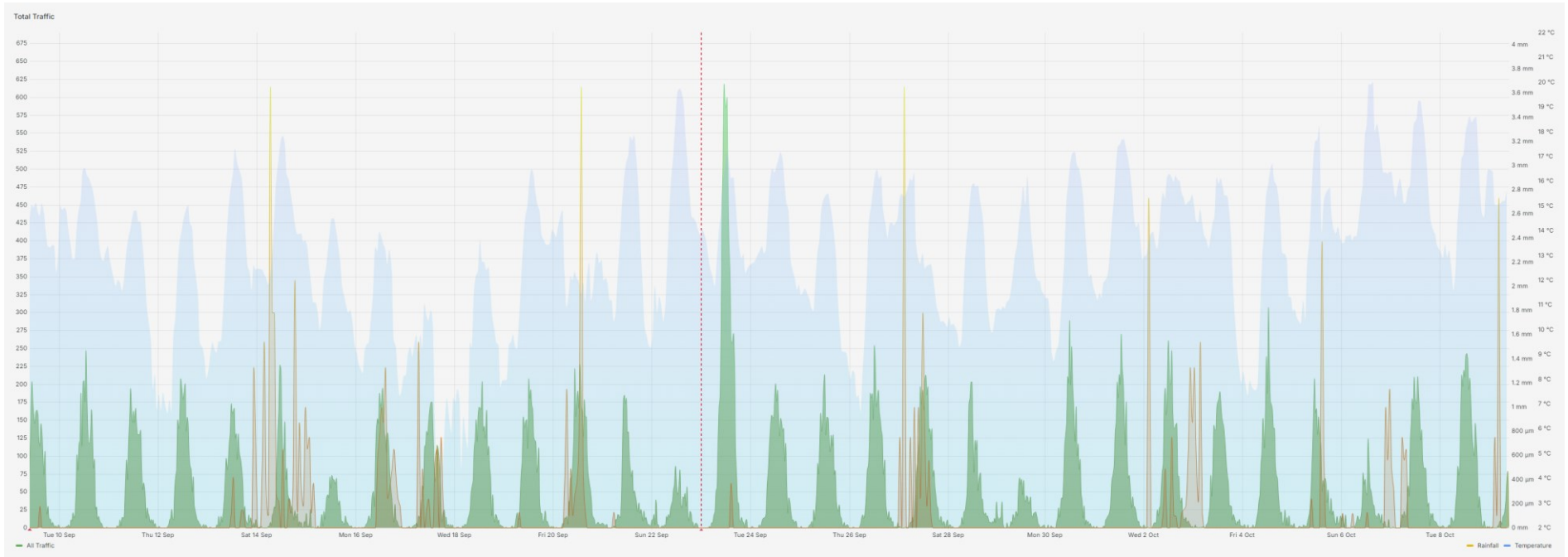


Displaying 5 weeks from Fri, 6 Sep 2024 to Thu, 10 Oct 2024 in hour buckets for all sites and all cameras and all counters

[Chart](#) [Table](#) [Map](#) [Camera Details](#) [Counter Details](#)

[Expand view](#)





### 3.7.6 Mid Canterbury Business Survey

#### August Survey

- Ashburton District Council have commissioned Business Canterbury to provide a District level snapshot of the broader Quarterly Canterbury Business Survey.
- The report will be available on a quarterly basis and will consider the top issues and opportunities that local businesses are dealing with and compare these to their counterparts across Canterbury.
- The report shows that confidence is growing from previous quarters, however inflation and interest rates are still the largest issue for local businesses followed by compliance costs and uncertainty about demand.

\*\* See attached report – Mid Canterbury QCBS August 2024 [\[Supplementary document\]](#)

### 3.7.7 Ashburton District Cycle Trail

#### Cycle Trail

- Work is underway on the Ashburton District Cycle Trail project which is a funded workstream through undertake a scoping exercise and potential opportunities for cycling linkages through the district and connecting existing trails.

The output of this work will:

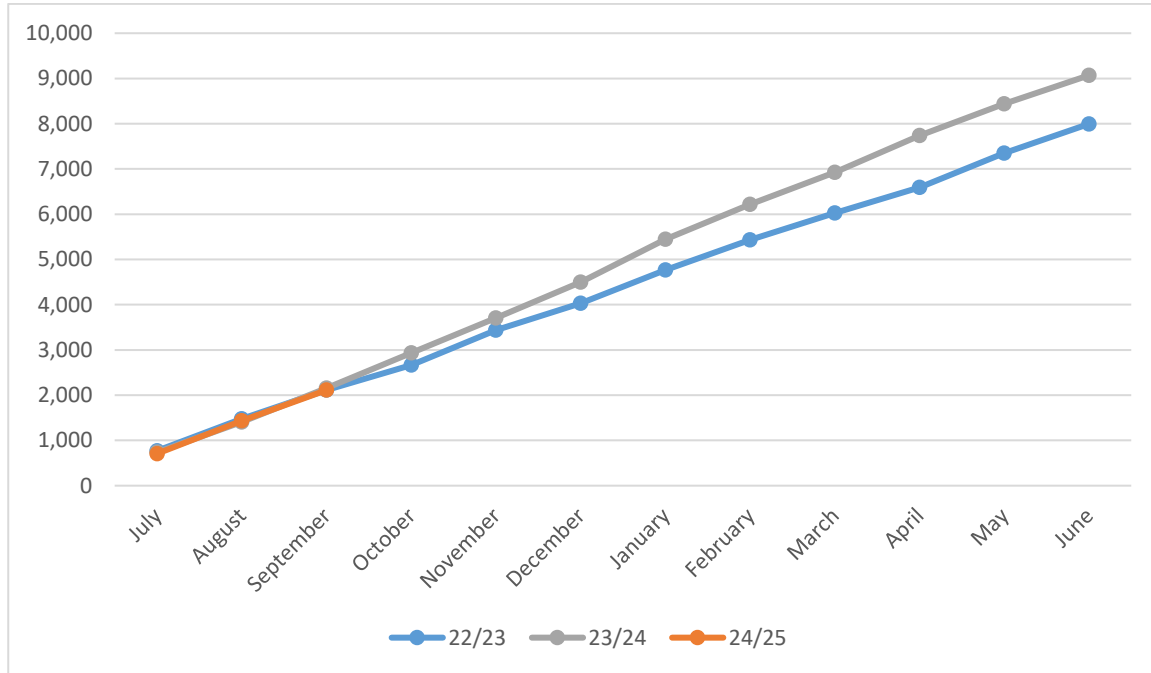
- Provide an understanding of the market
  - Investigate route options
  - Seek high level support from landowners on the proposed route
  - Understand the high-level investment required to build the route
  - Identify commercial opportunities on the route
  - Identify connections between this route and other routes planned in the district
  - Develop a high-level project plan with a staged approach to developing the route.
  - Produce a report that answers the above questions and make recommendations to Council about the next steps.
- This project will be reported on as work progresses.

## 4. People & Facilities

### 4.1 Council Services

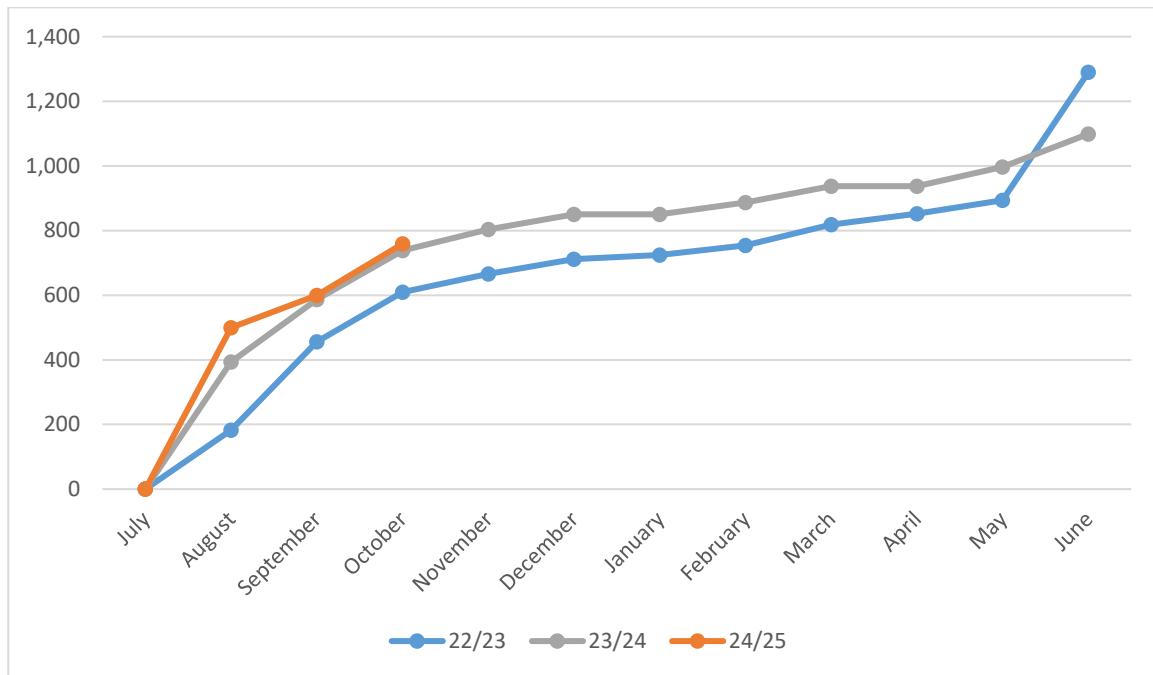
#### 4.1.1 Key Performance Measures

##### a) Customer Requests Raised



24/25	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Kerbside	126	196	131									
Roading	179	150	131									
Water	126	142	137									
Animal	88	62	73									
Info Req	65	43	54									
Noise	23	25	42									
Property	20	20	42									
Other	80	88	68									
<b>Total CRM's</b>	707	726	678									

**b) Rates Rebates**



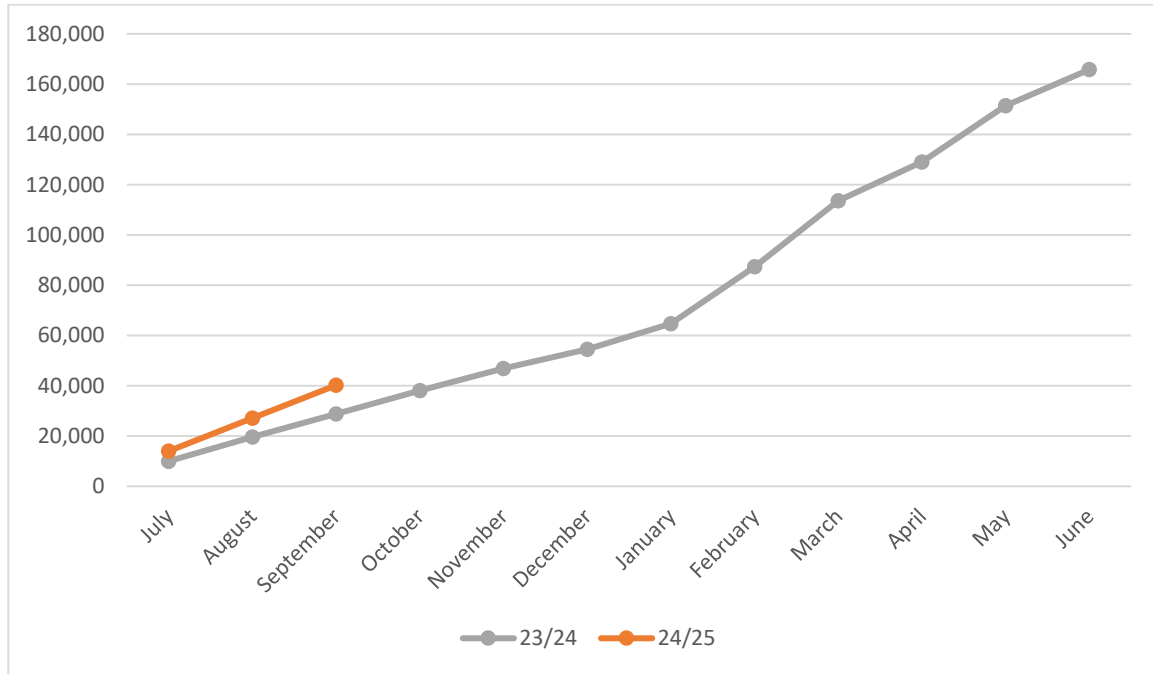
**4.1.2 Operational Activities**

	<i>Description</i>
<b>Rates Rebates</b>	<p>We have completed our visits to Methven, Rakaia and Lochlea Resort to complete rebate applications. These were well received by those that attended.</p> <p>Applications are still coming in but not as fast as the first 3 months.</p>

## 4.2 Library

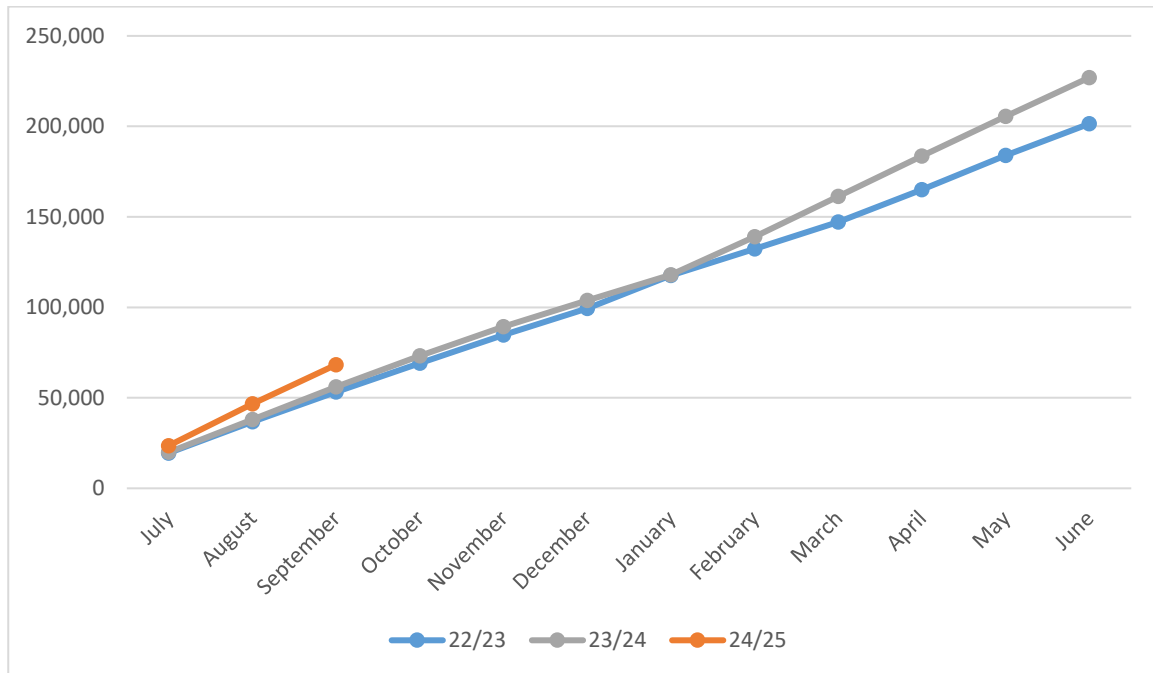
### 4.2.1 Key Performance Measures

#### a) Te Whare Whakare Visitation\*

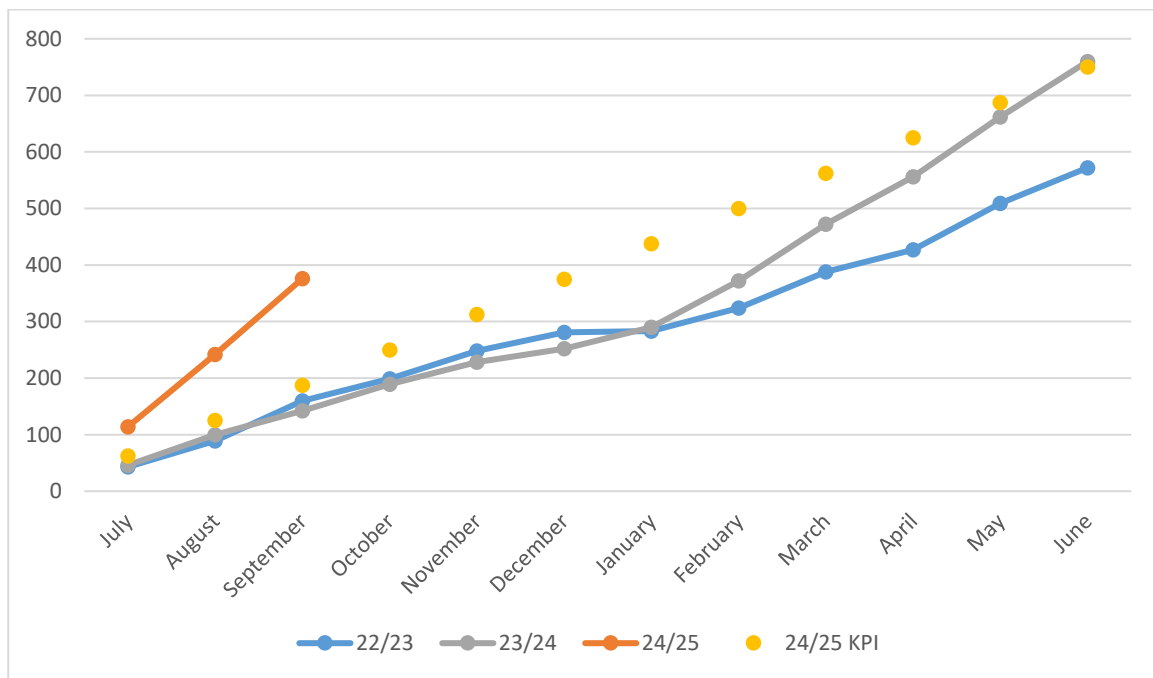


\* June to December 2023 data is visitation numbers from the previous Library.

#### b) Issues



**c) Activity & Programme Sessions**



**d) Other Activity Measures**

24/25	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Memberships - Child	2,130	2,151	2127									
Membership - Teen	1,099	1,114	1136									
Membership - Adults	6,573	6,668	6722									
APNK Sessions	6,927	7,842	3779									
Paid Meeting Rooms	27	26	26									
Approved free Meeting Rooms	22	34	22									
Adhoc Meeting Rooms	238	285	267									



#### 4.2.2 Activity/Programme Attendees

		<i>Child</i>	<i>Teen</i>	<i>Adult</i>
<b>Craft &amp; Chatter</b> 1 Sessions	Monthly Community Craft Group where participants bring along their own craft or do a craft supplied by the library - for all levels of ability, ages and crafts			<b>2</b>
<b>Knitting Group</b> 4 sessions	A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone.			<b>67</b>
<b>Crafting with Dies</b> 2 sessions	A fortnightly session where participants can create cards using elements created with a die cutting machine			<b>6</b>
<b>Beginner Spinner &amp; Drop in</b> 4 sessions	In partnership with Ashburton Creative Fibre. These sessions provide an opportunity to spin in a social environment, new spinners are encouraged to come and learn from members of Ashburton Creative Fibre.			<b>29</b>
<b>Sewing Group</b> 3 Sessions	A fortnightly opportunity for the community to bring their sewing to the library and do it in the company of others, while gaining support and advice from each other. Participants use their own machines or use the library machines. Those without a current sewing project can make NICU Hearts.			<b>14</b>
<b>Composting Workshop</b>	Part of a series of gardening focussed sessions. This session was facilitated by Eco Educate			<b>4</b>
<b>Death and Paperwork</b>	In collaboration with Keep Learning Mid Canterbury and Hospice MC. Part 1 of a 2 part series – a repeat of the very popular sessions from earlier in the year			<b>57</b>
<b>Makerspace Equipment Class</b> 19 sessions	Training all ages to use the equipment in the Maker Space. Classes run for 2 hours with class sizes of up to 4-6 people		<b>3</b>	<b>20</b>
<b>AV Studio</b> 24 sessions	3 hour individual or group sessions that cover training in audio engineering and mastering.	<b>1</b>	<b>8</b>	<b>24</b>
<b>Book Club</b> 1 session	Monthly community book club			<b>19</b>
<b>Spring Falls Expo</b>	Organised in collaboration with Safer Mid Canterbury and Presbyterian Support. This event brought together health and exercise advice, testing and demonstrations for our older community members			<b>109</b>

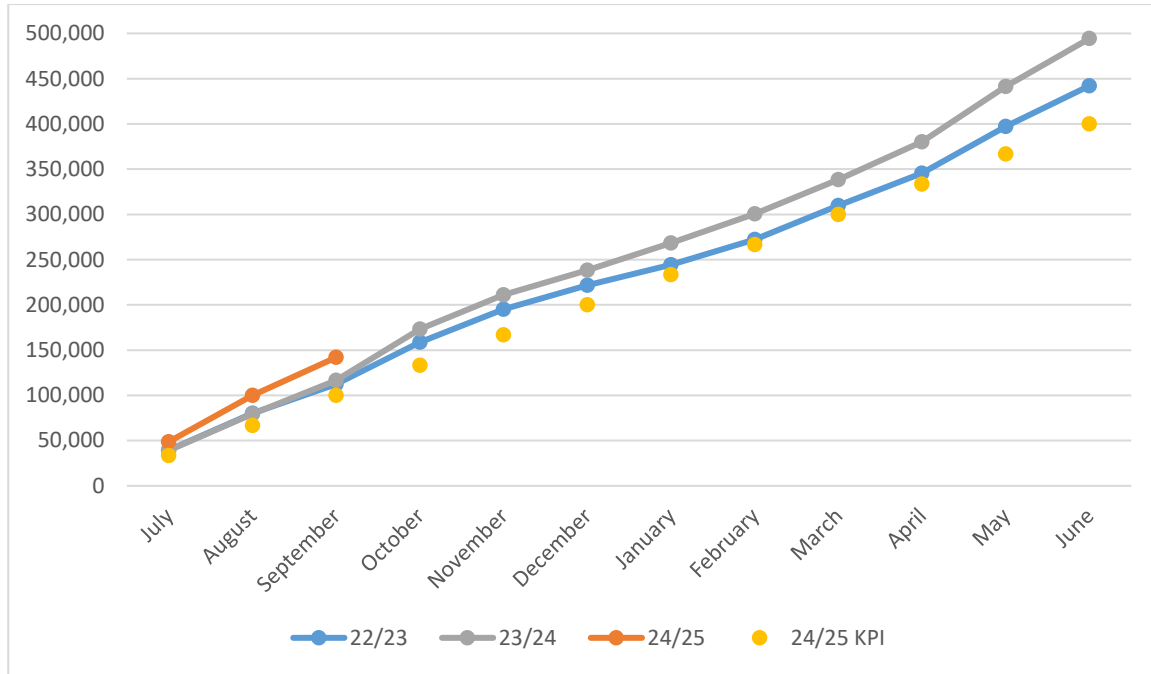
<b>Build + Lego building for adults</b> 5 sessions	Build + Lego building for adults			<b>7</b>
<b>Sign Language Course</b> 4 sessions	A course designed to teach the basics of sign language to members of the community. Participants will be able to communicate in sign language on simple everyday matters			<b>30</b>
<b>English Language Drop In</b> 3 sessions	A weekly drop in session with a trained and experienced teacher to practice English. Began in June 2024.			<b>17</b>
<b>CV Help</b>	This drop-in service is available when required, with 2 people attending during this time.			<b>2</b>
<b>Next Chapter</b> 1 Sessions	A monthly programme of literacy-based activities designed for those living with a diagnosed dementia			<b>8</b>
<b>Home Cleaning Products Make &amp; Take Workshop</b>	A session designed to showcase part of our collection and inform participants on how to clean their home without the use of toxic and expensive products.			<b>12</b>
<b>Incredible Years Autism Series</b> 5 sessions	In collaboration with the Ministry of Education and Real Parents - an 11 part education series for parents/caregivers of children with autism.			<b>50</b>
<b>Stepping Up</b> 3 Classes	Teaches seniors (65+) the basics of computers and digital skills, including smartphones use. The programme is flexible to users needs, with training materials provided by the Digital Inclusion Alliance Aotearoa			<b>10</b>
<b>Books on Wheels</b> 2 deliveries	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.			<b>72</b>
<b>Recycle a Device</b> 4 sessions	Training young people to refurbish devices, diverting them from landfill and donating them to families in need <ul style="list-style-type: none"> <li>• We gave out 4 laptops in September</li> <li>• We had 8 added to the waitlist.</li> <li>• There are 31 people on the wait list currently.</li> </ul>		<b>21</b>	

<b>Dungeons &amp; Dragons</b> 4 Sessions	The age of participants is between 13- 18 years. This is a teen led group.		<b>41</b>	
<b>Paint along with Bob Ross</b>	Teens 12- 18 years came along and painted along with Bob Ross.		<b>7</b>	
<b>ACS senior assembly visit</b>	Anna and Matt went and talked about RAD club moving to the library and the upcoming teen holiday programme		<b>50</b>	
<b>Create Explore Discover</b> 4 sessions	STEM learning through play	<b>58</b>		<b>35</b>
<b>Micro Bytes &amp; Mega Bytes</b> 8 classes	Coding Clubs	<b>36</b>		
<b>Minecrafters</b> 4 classes	Mine Craft Club	<b>51</b>	<b>2</b>	<b>2</b>
<b>Build – Lego Club for kids</b> 4 sessions	Build – Lego Club ages 8+	<b>40</b>		<b>20</b>
<b>School class visits</b> 11 sessions	Story and browsing <ul style="list-style-type: none"> <li>Schools that visited the library included St Joseph’s, Ashburton Borough, Allenton School, and Ashburton Christian School. This also includes a regular Assisted Learning Programmes (ALP’s) group also from St Joseph’s.</li> </ul>	<b>297</b>		<b>28</b>
<b>Story &amp; Rhyme</b> 3 sessions	Stories and Rhymes for ages 3-5 1 session in house celebrating Māori Language Week 2 Outreach including Phoenix & Busy Bees preschools.	<b>57</b>		<b>18</b>
<b>Wriggle and Read</b> 4 sessions	Movement to music for ages 0-3	<b>99</b>		<b>92</b>
<b>Sunday Family Movies</b> 2 sessions	Family movies shown on the big screen in the event space every 1 <sup>st</sup> and 3 <sup>rd</sup> Sunday of the month.	<b>7</b>	<b>4</b>	<b>6</b>
<b>Spring into Action</b> 1 Session	September/October Holiday activities included: <ul style="list-style-type: none"> <li>Making Bouncy Balls</li> </ul>	<b>90</b>		<b>50</b>
<b>134 Sessions</b>	<b>Totals</b>	<b>736</b>	<b>136</b>	<b>810</b>

## 4.3 EA Networks Centre

### 4.3.1 Key Performance Indicators & Activity Updates

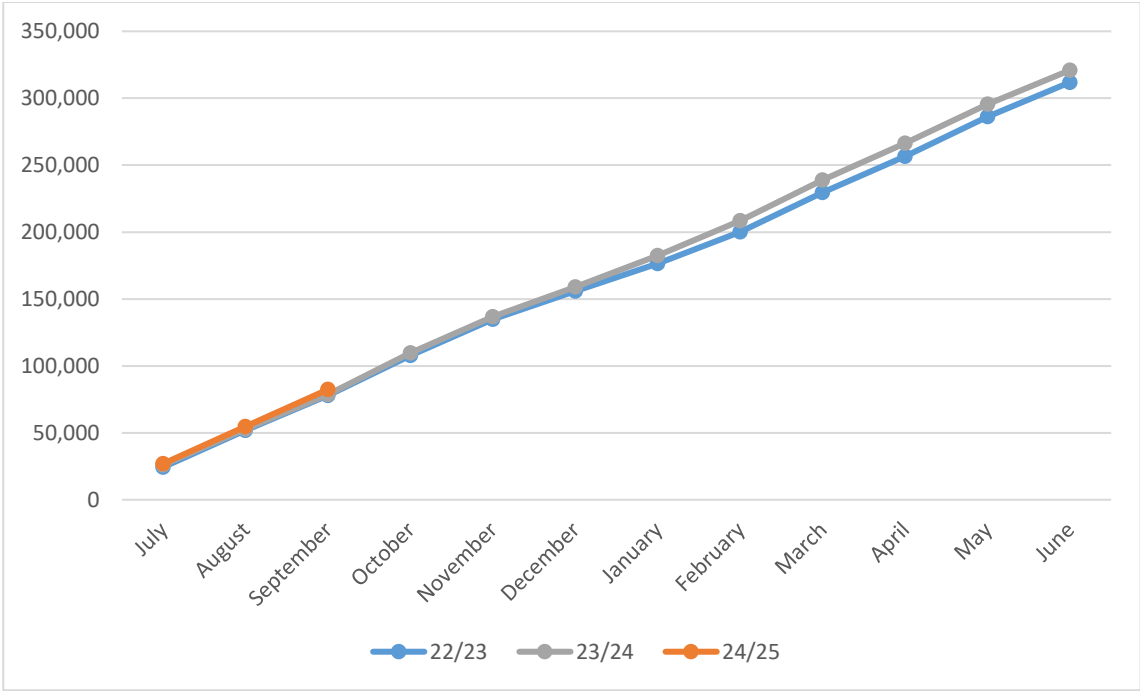
#### a) Facility-Wide Visitation



#### Comments:

- The year continues to track solidly above last year.
- The pool shutdown in January will have an impact on visitation, noting the KPI has been equally split per month.

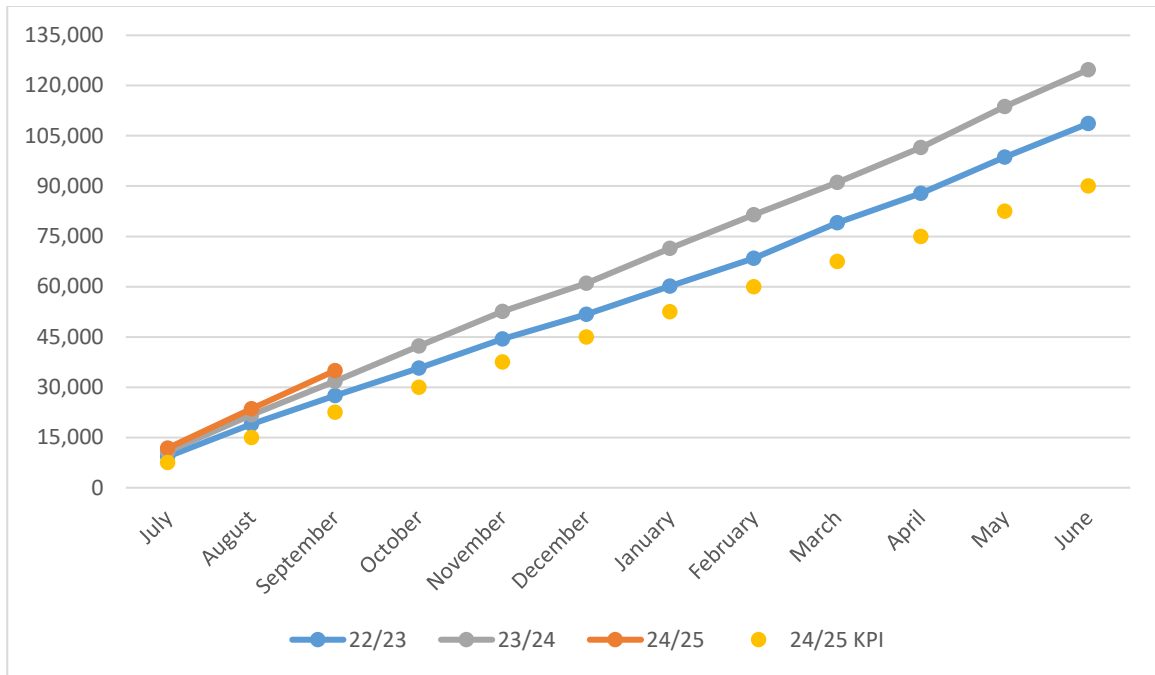
**b) Pool Visitation**



**Comments:**

- EANC recently purchased a new modular set of inflatable basketball hoops which can be used in both the LTS and Main Pool. Continual enhancements in our offerings such as these small purchases and more one-off events like Women’s Only Swim Night, should support an increase in visitation of the pool area.

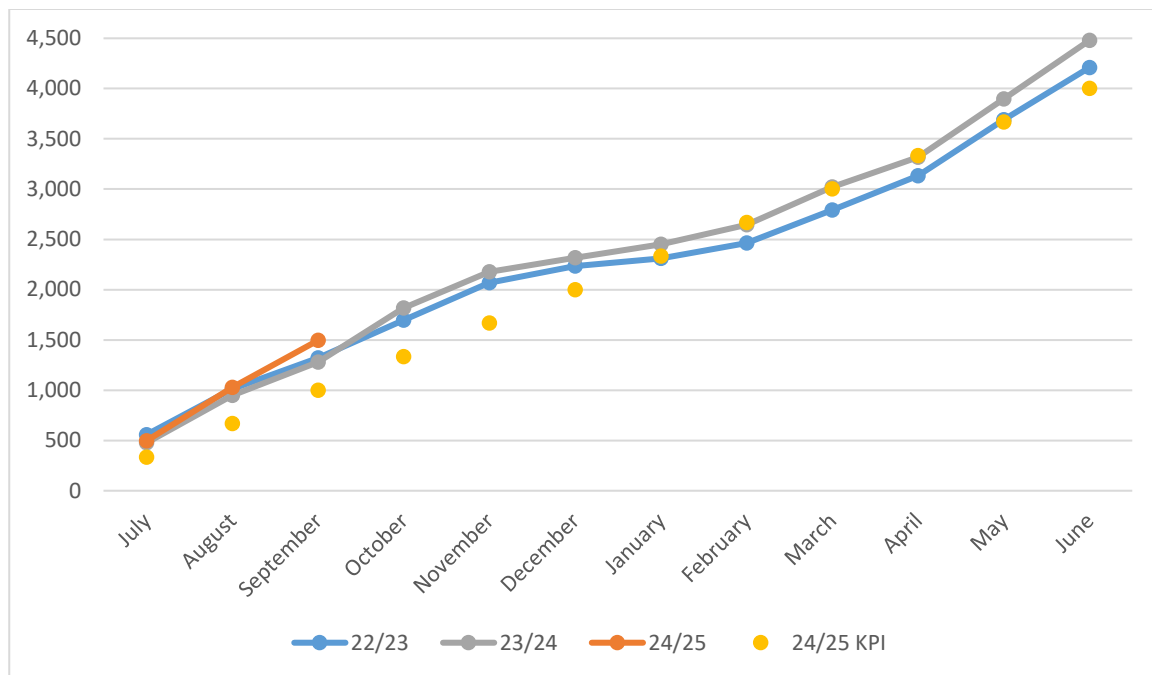
**c) Gym & Fitness Visitation**



**Comments**

- Gym & Fitness participation remains strong, with numbers trending upwards as we move into spring and approach summer. This seasonal increase is typical as people become more active and motivated to reach their fitness goals during the warmer months.

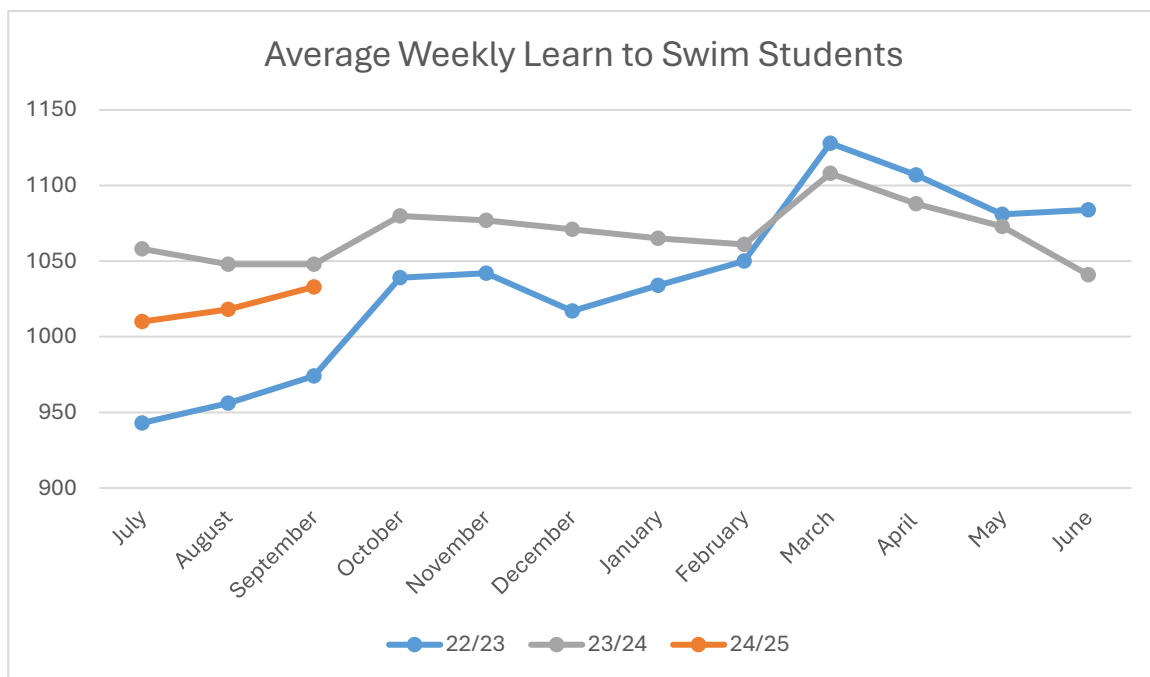
**d) Stadium Booked Hours**



**Comments:**

- Basketball New Zealand, in conjunction with Basketball Mid Canterbury, hosted a tournament on 4th-7th September for senior secondary schools, with 27 teams attending.

**e) Swim School**



**Comments:**

- We are starting to see a positive return to back to lessons as the weather is warming up and confidence in the water becomes a greater focus.
- Our Squad team had 11 swimmers compete at the Selwyn Spring Classic. We had a few new swimmers compete in their first ever swim meet. They did really well and had a lot of fun over the three day event. As at the end of September we had 58 Squad swimmers.
- The Lion Foundation funding (which subsidises our School Swim Programme) enabled an additional 390 students from seven schools to benefit from swimming lessons during September.



### 4.3.2 Activities/Programmes

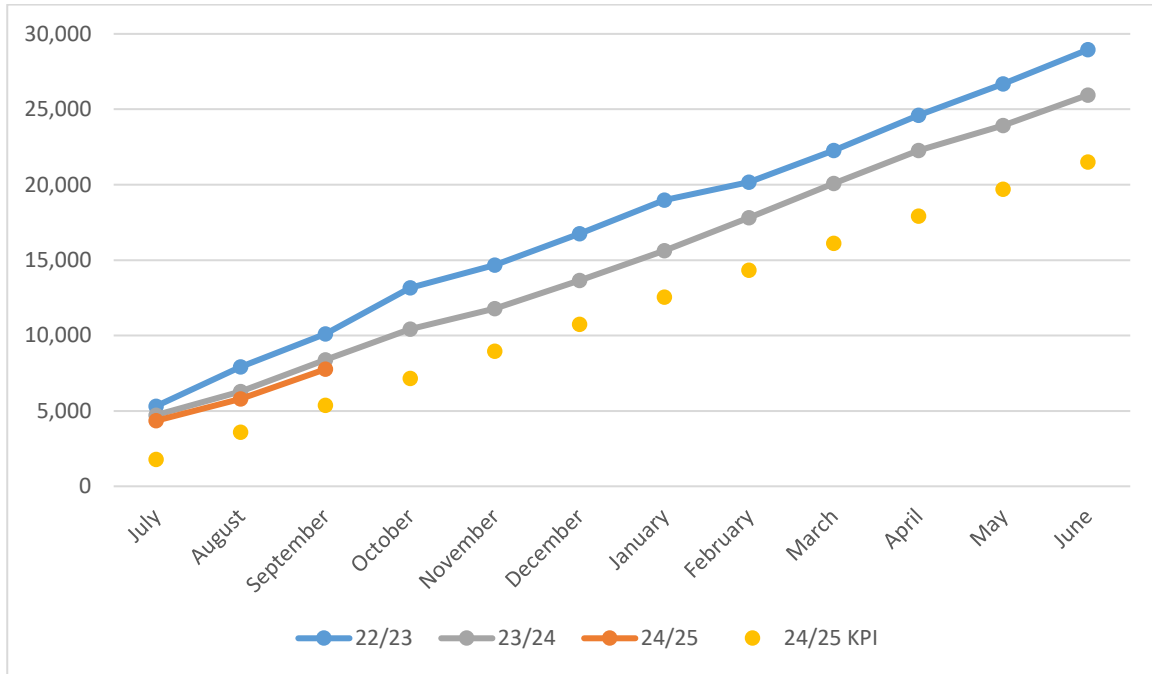
Attendees		Child	Teen	Adult
<b>Couch to Wellness</b> 4 Sessions	Runs During term in 10-week blocks Designed to get people active again			<b>24</b>
<b>Pink Cancer</b> 4 Sessions	Every Wednesday at 12.15, this special population class is designed for womens to build healthy bones after cancer treatment			<b>40</b>
<b>Prostfit</b> 5 sessions	Every Monday at 11 am, this special population class is designed for Men as part of their rehabilitation from cancer			<b>100</b>
<b>O2go</b> 4 Sessions	Every Wednesday at 10.30am, this special population class is designed to support people with Breathing Issues like COPD, Asthma			<b>100</b>
<b>Parkinson Play</b> 4 Sessions	Every Thursday at 1.30 pm, this special population class is designed for people diagnosed with Parkinson's to slow progression and build control of the condition.			<b>52</b>
<b>Fitmums</b> 4 Sessions	Runs during term on Thursdays at 10.45 am - this special population class is designed for new mothers to improve their general strength and fitness in a safe environment, with your baby also there.			<b>32</b>
<b>Hospice – Offsite programme</b> 8 Sessions	Every Wednesday and Friday at 10am – this special population class is designed to maintain movement and mobility			<b>64</b>
<b>Squad</b> 68 sessions	The current number of squad members at the end of September 2024.		<b>58</b>	
<b>Active Adventures</b> 2 sessions	Fortnightly 2-hour toddler play session in the stadium.	<b>70</b>		
<b>Learn to Swim</b> 876 group sessions & 49 individual sessions	Total number of private funded swimming lessons.	<b>4,129</b>		
<b>Learn to Swim Holiday Block Courses</b> 10 group sessions & 5 individual sessions	School holiday programme ran for 10 weekdays, with the first day falling on 30 <sup>th</sup> September.	<b>39</b>		

<b>School Swim Lessons</b> 532 group sessions	This programme is co-founded by schools and the Lion Foundation. Lesson delivery is predominately at EANC, however in summer months some schools prefer tutor to travel to their outdoor pool.	<b>390</b>		
<b>Holiday Programme</b> 1 session	School holiday programme ran for 10 weekdays, with the first day falling on 30 <sup>th</sup> September.	<b>55</b>		
<b>Womens Swim Night</b> 1 session	First event held 11 <sup>th</sup> September. Child vs. teen were not distinguished.		<b>16</b>	<b>42</b>
<b>1,523 sessions</b>	Totals	<b>4,683</b>	<b>74</b>	<b>454</b>

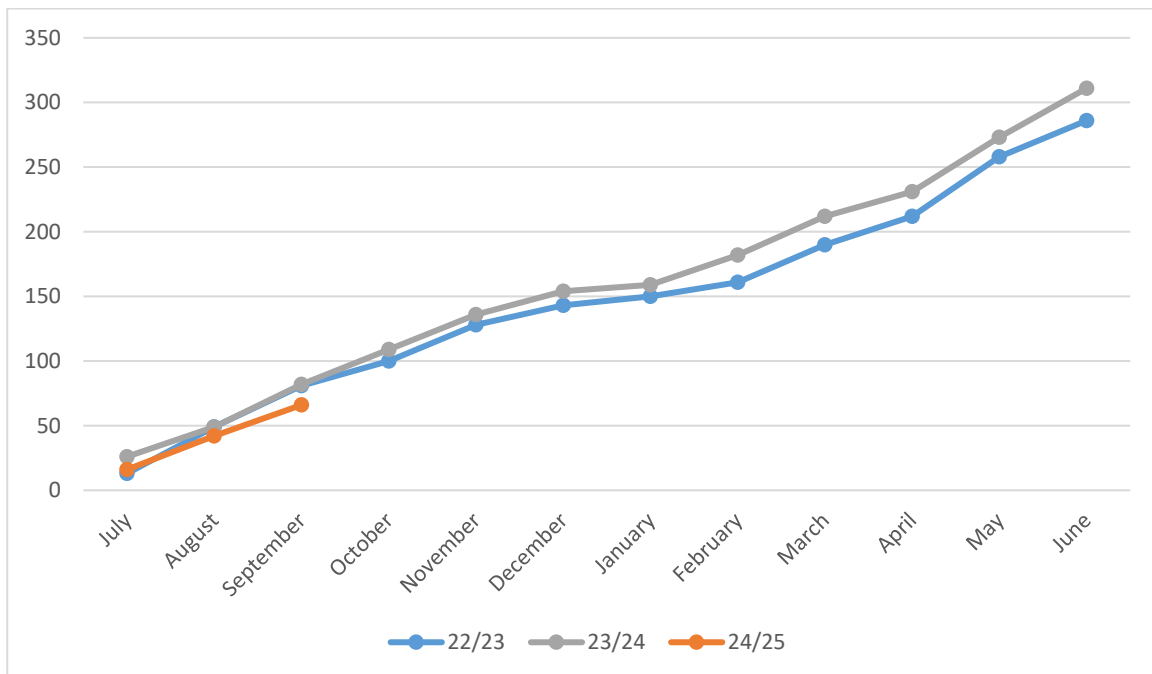
## 4.4 Ashburton Art Gallery and Museum

### 4.4.1 Key Performance Measures

#### a) Visitation



#### b) Activity & Programme Sessions



### c) Other Activity Measures

24/25	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Exhibitions - Local	3	1	0									
Exhibitions - National	0	2	0									
Exhibitions - Touring	0	0	1									
Programmes - School Classes	2	9	8									
Programmes - Community	14	17	16									

### 4.4.2 Operational Activities

	Description	Date
<b>Research Enquiries</b>	<ul style="list-style-type: none"> <li>In September 18 research enquiries were responded to, 15 of which were from the public.</li> </ul>	September 2024
<b>Collection Development and Management</b>	<ul style="list-style-type: none"> <li>Acquisition of new items, cataloguing and rehousing projects, environmental monitoring and pest management continues.</li> <li>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.</li> <li>Ashburton Museum &amp; Historical Society collections and Ashburton District Council historical archives continue to be made available to researchers on Whakatere Heritage Collections Online.</li> </ul>	September 2024
<b>ADC Art Collection</b>	<ul style="list-style-type: none"> <li>The woollen rug commission was installed and unveiled in Te Kete Tuhinga.</li> <li>A new community artwork has been completed. These works are not accessioned in the collection but gifted to the groups that made them.</li> </ul>	September 2024
<b>Articles/Blog Posts</b>	<ul style="list-style-type: none"> <li>In September, five articles were written about the East Eyreton murderer, Havelock Street businessman Thomas Bowyer, the Ashburton branch of Good Templars, the history of Ashburton Courthouse buildings and the wives of William Fleming.</li> </ul>	September 2024

	<i>Description</i>	<i>Date</i>
<b>Reviews/Features</b>	<ul style="list-style-type: none"> <li>• <i>The Magic of Needle and Thread</i> was featured in the <i>Ashburton Courier</i></li> <li>• ZAWAA25 call for entries was featured in the <i>Ashburton Guardian</i></li> <li>• <i>Clever Crustaceans</i> was featured in <i>Scoop Independent News</i> and Methven's <i>Snowfed</i> community newspaper</li> </ul>	September 2024

#### 4.4.3 Exhibitions

<i>Description</i>	<i>Date</i>
<p><b>Signs Past</b></p> <ul style="list-style-type: none"> <li>• Styles, methods and products used to create signage have changed dramatically over the past seventy years. Our Signs Past exhibition includes a selection of signage collected by the Ashburton Museum &amp; Historical Society since the late 1950s, although many pre-date this period.</li> <li>• These signs and honours boards showcase a sign writer's skill in conveying a visual message (or not, in some cases). The signs vary in format but each preserve the story of a person, place or time.</li> </ul>	6 July – 22 September
<p><b>Domain Tales: 160 years of Ashburton Domain</b></p> <ul style="list-style-type: none"> <li>• Grandly named The Grange on Ashburton's first map in 1864, this fenced-off area designated for recreation was largely indistinguishable from the untouched countryside around it. Today known as the Ashburton Domain, it has evolved into a versatile and much-loved recreational area for our town.</li> <li>• In this exhibition, objects, archives and photographs explore some of the tales associated with the Domain's 160-year history.</li> </ul>	27 July – 3 November
<p><b>Seriously Valuable Art</b></p> <ul style="list-style-type: none"> <li>• Seriously Valuable Art argues that art needn't be expensive to be beautiful, important and life-enhancing. Nothing in this exhibition cost the Collector – who has kindly lent a large number of his treasures – a huge amount of money.</li> <li>• Mischievously though, there is an artwork included that is worth more than anything else put together.</li> </ul>	10 August – 13 October
<p><b>Mana Māna</b></p> <ul style="list-style-type: none"> <li>• In this new series of work, Kim Ireland utilises uku (clay) to produce a variety of forms that refer back to the natural shapes of the gourd in growth.</li> <li>• This myriad of ceramics provide an analogy for whakapapa (genealogy) in the gourd as a container of knowledge passed down through generations, and a representation of personhood when considering these objects as a whānau (family) group.</li> </ul>	10 August – 13 October
<p><b>The Magic of Needle and Thread</b></p> <ul style="list-style-type: none"> <li>• The Magic of Needle and Thread is the 2024 incarnation of the Guild's biennial exhibition. The exhibition brings together an impressive array of artworks to showcase the artistic practice of embroidery and celebrate the achievements of the members.</li> </ul>	31 August – 13 October

<ul style="list-style-type: none"> <li>The Magic of Needle and Thread encourages the creation and display of embroidery in all its forms, with works ranging from traditional to contemporary practices.</li> </ul>	
<p><b>Clever Crustaceans</b></p> <ul style="list-style-type: none"> <li>Crabs, shrimps, lobsters, barnacles, slaters and other crustaceans are the stars of this new mini exhibition at Ashburton Art Gallery and Museum, developed by NIWA and Te Papa.</li> <li>Hands-on interactives and real specimens explore the fascinating world and smart survival tricks of these unusual creatures.</li> </ul>	28 September – 24 November

#### 4.4.4 Activities & Programmes

Attendees		Child	Teen	Adult
<p><b>Talks, workshops and exhibition openings</b> 4 events</p>	<ul style="list-style-type: none"> <li>Special events included a Creative Mends sewing workshop, a Te Reo Māori panel talk for Te Wiki o te Reo Māori, a Walk and Draw tour of the Ashburton Domain, and a watercolour painting session delivered in partnership with Keep Learning Mid-Canterbury for Mental Health Awareness Week to create a new community artwork for display at Te Whare Whakaterere.</li> </ul>	<b>1</b>	<b>4</b>	<b>85</b>
<p><b>Two O'Clock Tours</b> 1 session</p>	<ul style="list-style-type: none"> <li>Two O'Clock Tours are monthly tours that explore a current exhibition, giving visitors additional insight in an engaging and interactive format.</li> </ul>			<b>2</b>
<p><b>Chris Ruth Centre</b> 1 session</p>	<ul style="list-style-type: none"> <li>Chris Ruth Centre visits are monthly sessions that provide inclusive art-based experiences for people who are disabled.</li> </ul>			<b>16</b>
<p><b>In Colour</b> 1 session</p>	<ul style="list-style-type: none"> <li>In Colour is a monthly group that supports mental health, mindfulness, and social connection through creativity. Classes are relaxed and art activities are guided by the interests of the group.</li> </ul>			<b>7</b>
<p><b>Artzheimers</b> 1 session</p>	<ul style="list-style-type: none"> <li>Artzheimers is a monthly session delivered in collaboration with Dementia Canterbury, designed to provide a meaningful community-based art experience for people living with dementia.</li> </ul>			<b>6</b>
<p><b>Cultural awareness talks</b> 1 session</p>	<ul style="list-style-type: none"> <li>Cultural Awareness talks are monthly sessions delivered in partnership with Hakatere Multicultural Council that explore the history and customs of people from different cultures living in Whakaterere Ashburton.</li> </ul>			<b>15</b>
<p><b>Kōwhai Mums</b> 1 session</p>	<ul style="list-style-type: none"> <li>Kōwhai Mums is a monthly group for parents/carers with tamariki aged 0-5 years.</li> </ul>	<b>15</b>		<b>16</b>

	<ul style="list-style-type: none"> <li>• These sessions are delivered in collaboration with Hakatere Multicultural Council and have an emphasis on engaging newcomers to Whakatere Ashburton.</li> </ul>			
<b>Art Addicts</b> 4 sessions	<ul style="list-style-type: none"> <li>• Art Addicts is a weekly after school art space for tamariki and whānau.</li> <li>• Classes encourage exploration and experimentation with different artists, themes, materials and techniques.</li> </ul>	<b>153</b>		<b>15</b>
<b>Island Breeze</b> 1 session	<ul style="list-style-type: none"> <li>• Island Breeze is a monthly programme for Pasifika and Māori wāhine in Whakatere Ashburton to come together for traditional arts, crafts, singing, socialising and kai.</li> <li>• These sessions are delivered in partnership with Tangata Atumotu Trust and Plunket.</li> </ul>	<b>5</b>		<b>30</b>
<b>Community visits/outreach</b> 1 session	<ul style="list-style-type: none"> <li>• One outreach session was delivered to residents at the Rosebank Resthome.</li> </ul>			<b>8</b>
<b>School visits/outreach</b> 8 sessions	<ul style="list-style-type: none"> <li>• Eight classes from five different schools (Ashburton College, Ashburton Christian School, Ashburton Home Education, Dorie School and St Joseph's School) visited AAGM or engaged in an outreach education programme.</li> </ul>	<b>67</b>	<b>74</b>	<b>34</b>
<b>24 sessions</b>	<b>Totals</b>	<b>241</b>	<b>78</b>	<b>234</b>

## 5. Democracy & Engagement Group

### 5.1 Communications

#### 5.1.1 Overview

- Main workstreams progressed in the last reporting period include, the Solid Waste Management and Minimisation Bylaw consultation, celebrating 160 years in the domain and other upcoming events.
- Main workstreams in the planning phase include the Christmas school holiday programmes for facilities, exit of stockwater, and Methven Community Plan. We also have a watching brief on the Water Services Delivery Plan in preparation for consultation in 2025.

#### 5.1.2 Ongoing workstreams

Brief Description	Objectives/comments
News updates	<ul style="list-style-type: none"> <li>• News updates, August x27, September x24</li> <li>• Produced regular updates on the <a href="#">Council news site</a>.</li> <li>• Produced weekly editions of <a href="#">Council Brief</a> for distribution on our website and by the local newspapers.</li> </ul>
Media relations & enquiry	<ul style="list-style-type: none"> <li>• Number of media enquiries, August x25, September, x 44</li> </ul>
Website, digital engagement and e-mail	<ul style="list-style-type: none"> <li>• Slight edits to improve website navigation</li> <li>• Working on an improved way to display public notices</li> <li>• Fixed an issue with search function</li> <li>• <a href="#">Youth Hub</a> has been launched and received its first comments, next step is promoting</li> </ul>
Digital signage channels and content	<ul style="list-style-type: none"> <li>• 10 channels running on 19 screens</li> </ul>
Social media (organic)	<ul style="list-style-type: none"> <li>• <a href="#">Online community guidelines</a> were launched to guide respectful conversations on our online channels.</li> </ul>



Brief Description	Objectives/comments
	<ul style="list-style-type: none"> <li>There are 11 council Facebook pages, 2 Instagram pages and 3 YouTube channels</li> </ul>
Social media (paid)	<ul style="list-style-type: none"> <li>This is mainly used for campaigns, consultations and recruitment advertising</li> </ul>
Livestreaming and video production	<ul style="list-style-type: none"> <li>Working with the audio-visual provider and information services team to solve stability issues with the panels and microphone hardware in Hine Paaka/Council Chamber.</li> <li>Changes to livestream programme include livestreaming more workshops and activity briefings</li> </ul>
People & capability support (internal comms)	<ul style="list-style-type: none"> <li>Overseeing and producing the content posted on the staff intranet (MahiTahi) and producing the fortnightly newsletter (Connect) and digital signage for staff.</li> </ul>
Graphic and multimedia design projects	<ul style="list-style-type: none"> <li>Number of projects September x20, August x23</li> <li>The Long Term Plan was a significant piece of design work</li> <li>Working on guidelines for producing signage more efficiently and consistently</li> </ul>
Public Information Management (PIM) – Emergency management	<p>Quarterly meetings to improve PIM technical capability:</p> <ul style="list-style-type: none"> <li>Last meeting was held September 18,</li> <li>Next meeting for December is to be confirmed.</li> </ul>

### 5.1.3 Campaigns and consultations

- 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
Solid Waste Management and Minimisation Bylaw consultation	August	September	Y	<p>[COMPLETED]</p> <ul style="list-style-type: none"> <li>The community and stakeholders are informed of the Solid Waste Bylaw and its purpose.</li> </ul>

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> <li>• Those interested understand our current proposal in broad terms, know about the Solid Waste Bylaw and understand the Council's proposed changes.</li> <li>• The Council develops an understanding of the community's and other stakeholders' views towards the current bylaw.</li> <li>• Feedback is received from a range of residents and stakeholders.</li> <li>• It's easy to find information on the draft bylaw and make a submission.</li> </ul>

## 5.2 Strategy & Policy

### 5.2.1 Current projects

Brief Project Description	Start Date	Estimated Completion Date	Stage	On Track	Comments
<b>Planning and Reporting</b>					
<b>Annual Report 2023/24</b>	June 2024	Oct 2024	In progress	Yes	Audit progressing on Annual report, including non-financial performance reporting, with final adoption planned for 30 October.
<b>Annual Residents Survey 2024/25</b>	Aug 2024	July 2025	In progress	Yes	First wave of data collection took place from 9 Sep – 16 October, results due at the end of October.
<b>Draft Annual Plan 2025/26</b>	Oct 24	June 25	Project planning	Yes	Early work underway on project planning.

Brief Project Description	Start Date	Estimated Completion Date	Stage	On Track	Comments
<b>Bylaw or Policy Development/Review</b>					
<b>Solid Waste Bylaw</b>	June 2024	Nov 2024	In progress	Yes	58 submissions received on the Draft Solid Waste bylaw with deliberations held Wednesday October 16.
<b>Procurement Policy</b>	July 2024	November 2024	In progress	Yes	Works progressing on policy drafting with further workshop preliminary scheduled on 20 November to discuss specific issues.
<b>Rates Remission Policy</b>	July 2024	End Feb 2025	In progress	Yes	Workshop on Rating units in common ownership scheduled on 17 October.
<b>LGOIMA charging policy</b>	July 2024	Oct 2024	In progress	Yes	Review underway with report planned for October
<b>Property policies</b>	July 2024	March 2025	In progress	Yes	Review underway
<b>Strategy or Plan Development/ Reviews</b>					
<b>Reserve Management Plans</b>	Feb 2023	Nov 2024	Final preparation	Yes	Final plans being prepared with report to be adopted the plan on 20 November.
<b>Methven Strategic Plan</b>	August 2024	June 2025	Project planning and early engagement preparation	Yes	Overall approach confirmed with Methven Community Board with work underway to prepare for early engagement, including community workshops and online engagement. MCB leading project with Council support. Early engagement is planned for completion by Christmas 2024.
<b>Water Services Delivery Plan</b>	July 2024	September 2025	In progress	Yes	Work underway with project planning, early WSDP work and consideration of potential service delivery options.
<b>Forestry Strategy</b>	August 2024	TBC	Scoping	N/A	Working with Property team to consider approach to Forestry strategy development, work required and timeframes.
<b>EA Networks Masterplan</b>	Sep 2023	Dec 2024	Awaiting information	TBC	Report to come to council in November/December to consider next steps on plan

Brief Project Description	Start Date	Estimated Completion Date	Stage	On Track	Comments
<b>Climate Change and Sustainability Strategy</b>	Sep 2023	TBC	Project planning	N/A	Report coming to Council on 30 October to formalise development.
<b>Other Projects/Work</b>					
<b>Representation Review</b>	Oct 2023	Nov 2024	Final Proposal Adopted	Yes	Appeals/Objections close on the final proposal on 12 October. No appeals/objections were received, therefore the Final Proposal will be implemented for the 2025 local elections. Information report coming to Council on 30 October.
<b>Climate Change/ Sustainability</b>	Ongoing			Ongoing	Officers working on various pieces of work associated with climate change/sustainability.
<b>Section 17A Reviews</b>	Ongoing			Ongoing	Work continues on S17A Review programme, with current reviews focusing on emergency management and district planning.
<b>Aoraki Environmental Consultancy (AEC)</b>	Ongoing			Yes	Officers continue to meet regularly with AEC.

### 5.2.2 Completed projects

Brief Project Description	Start Date	Completion Date	On track	Comments
<b>Sensitive Expenditure Policy</b>	August 2024	September 2024	Yes	Report considered by Council on 3 September and policy adopted.
<b>Local Approved Products Policy</b>	July 2024	October 2024	Yes	Report considered by Council on 2 October and policy rolled over.

### 5.2.3 Upcoming projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Water Races Bylaw	TBC	TBC	TBC	Review due 2024/25

### 5.2.4 External Submissions/Reports of interest

#### Submissions made:

Organisation	Submission Summary	Type	Due Date	Status
Environment Canterbury	<a href="#">Draft Dangerous Dams Policy</a> Consultation on Draft Dangerous Dams policy which helps prevent catastrophic failure of a potentially dangerous dam, and ensures deficiencies in any earthquake-prone or flood-prone dams are addressed.	Council	5 October	Lodged
NZTA	<a href="#">Christchurch Southern Motorway Speed Limit review</a> NZTA is proposing a new increased speed limit of 110km/h on Christchurch Southern Motorway (SH76/1) from east of Curletts Road interchange, Addington, to west of Weedons Road interchange, Rolleston.	Council	1 October	Lodged

#### Consultations underway or expected

Organisation	Submission Summary	Type	Due Date	Status
Environment Canterbury	<b>Draft Regional Public Transport Plan</b> The Canterbury Regional Public Transport Plan (RPTP) sets out Environment Canterbury's plan for delivering public transport in Canterbury. It sets out the vision, objectives and policies that apply to the public transport network in Canterbury.	Council	24 October (on 16 October Council agenda)	Submit

Organisation	Submission Summary	Type	Due Date	Status
MBIE	<p><a href="#">Consultation on increasing the use of remote inspections in the building consent process</a></p> <p>MBIE is seeking feedback on a range of options to increase the uptake of remote inspections and improve efficiency and productivity in the building inspection process. Options include:</p> <ul style="list-style-type: none"> <li>• Using remote inspections as the default approach</li> <li>• Mandatory requirement for BCAs to have systems and capability to conduct remote inspections</li> <li>• Increasing offence provisions for deceptive behaviour</li> <li>• Non-regulatory initiatives for BCAs (eg, publish wait times, address failure rates)</li> </ul>	TBC	29 November	Considering submission
	<b>Proposed changes to New Zealand's Drinking Water Quality Assurance Rules for supplies that serve 500 or fewer people</b>			

#### Consultations not submitting on

Organisation	Submission Summary	Type	Due Date	Status
Ministry of Justice	<p><a href="#">Arms (Shooting Clubs, Shooting Ranges, and Other Matters) Amendment Bill</a></p> <p>The Bill removes the requirement for shooting ranges (both pistol ranges and non-pistol ranges) to have all necessary territorial authority and regional council consents – a requirement that was added to the Arms Act in 2022. Shooting range operators will no longer have to show they have council consents for the activity to obtain Police approval (which is restricted to safety only).</p>	N/A	29 October	No submission planned
DIA	<p><b>LIMS Regulations</b></p> <p>The draft regulations address how regional and territorial authorities must work together to meet the new requirements; additional information to make</p>	N/A	28 October	Joining Mayoral

Organisation	Submission Summary	Type	Due Date	Status
	natural hazard information more understandable; and how that information is summarised and presented			Forum submission
<b>Health Select Committee</b>	<a href="#"><b>Smokefree Environments and Regulated Products Amendment Bill (No 2)</b></a> Strengthens the regulatory framework for vaping to better protect young people by amending the Smokefree Environments and Regulated Products Act 1990.	N/A	4 October	No submission planned
<b>NZ Infrastructure Commission</b>	<b>Infrastructure Priorities Programme (IPP)</b> The Commission is calling for infrastructure proposals. They will be assessed through a standardised independent review process that they meet NZ's strategic objectives, represent value for money, and be a project or solution that can actually be delivered.	N/A	Not stated	No submission planned

**Future Submission opportunities (once full details are known).**

The information has been provided by Taituara and other sources.

Organisation	Name of initiative	Likely Timing
<b>TBC</b>	<b>Back to Basics reform package</b> Includes review of the bylaws system, including enforcement, looking into how councils recover costs from fees and charges, exploring a collective approach to reduce insurance costs, reviewing councils' transparency and accountability processes, addressing constraints in councils' consultation and decision-making processes, exploring whether there are efficiencies in the conduct of council business, consider the greater use of shared services.	TBC
<b>DOC</b>	<b>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)</b> Consultation on proposals for inclusion in the next implementation plan.	Late 2024

Organisation	Name of initiative	Likely Timing
MfE	<p><b>Resource Management Act Amendment Bill #2</b></p> <p>This amendment bill will (indicative list):</p> <ul style="list-style-type: none"> <li>• enable housing growth, including making the Medium Density Residential Standards optional for councils and secondary units – i.e. granny flats</li> <li>• speed up consenting timeframes for renewable energy and wood processing</li> <li>• support the government’s “Infrastructure for the Future” plan</li> <li>• speed up the process for making national direction under the RMA</li> <li>• amend national direction on highly productive land to allow more productive activities including housing - exclude LUC-3</li> <li>• introduce emergency response</li> <li>• regulations to enable effective responses to emergencies and contribute to long-term recovery.</li> </ul> <p>Plus potentially other targeted amendments suggested by Councils and other key stakeholders.</p>	Late 2024
MfE	<p><b>Integrated National Direction Package - RMA</b></p> <p>Single process for integrated direction – with some exceptions. There will be one consultation document to capture all national direction changes. 14 national directions amended, 7 new ones proposed to deliver on infrastructure and energy; housing; farming &amp; primary sector; emergencies &amp; natural hazards.</p> <p><a href="#">Work-Programme-for-Reforming-the-Resource-Management-System.pdf (environment.govt.nz)</a></p>	Early 2025
TBC	<p><b>Land Transport Management Act (Time of Use Charging) Amendment Bill</b></p> <p>Sets out the legal framework for time of use charging (see the Cabinet paper – Land Transport Revenue Action Plan: Time of Use Charging)</p>	Soon
MBIE	<p><b>Remote Building Inspections</b></p> <p>Proposals to make virtual building inspections the ‘default’ option.</p>	Late 2024
MBIE	<p><b>Building Act Amendment (and regulations)</b> (maybe more than one)</p> <p>Plans to reform the building consent system to 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. A suite of changes are possible, including “clarifying the definition of a ‘minor variation’ and introducing ‘minor customisations’ to the Building Act”.</p>	2024/25



Organisation	Name of initiative	Likely Timing
	5 May announcement re new Regulations will be introduced to define minor customisation for Multiproof Certificates. <a href="#">Streamlining Building Consent Changes   Beehive.govt.nz</a>	
TBC	<b>Granny Flats legislation</b> Making it possible to build 60m2 secondary dwellings without building consent.	Late 2024
TBC	<b>Local Water Done Well Bill #3</b> Framework for economic regulation and the more detailed powers and duties of the water CCOs (possibly including additional charging powers)	Dec 2024
TBC	<b>Local Government Amendment Bill</b> Bill to amend the Local Government Act 2002 (and possibly other legislation) to give effect to commitments made in the Prime Minister's 'back to basics' speech on 21 August. There may be several Bills of this nature over the next 12 months.	Late 2024
MfE	<b>Integrated National Direction Package - RMA</b> <ul style="list-style-type: none"> <li>• <b>Amend/replace National Policy Statement on Indigenous Biodiversity</b></li> <li>• <b>New Infrastructure National Direction</b></li> <li>• <b>New National Policy Statement for Freshwater Management</b></li> </ul> <p>Single process for integrated direction – with some exceptions. Priority content for this package would include replacing and rebalancing NPS-Freshwater Management, new infrastructure national direction – national direction on energy infrastructure could be on its own track, a series of changes to make it easier for farmers, reviewing the existing NPS-indigenous biodiversity, and other national direction priorities <a href="#">Work-Programme-for-Reforming-the-Resource-Management-System.pdf (environment.govt.nz)</a></p>	Jan-March 2025
MfE	<b>New National Policy Statement on Renewable Energy Generation</b> New National Policy Statement on Renewable Energy Generation	TBC
MfE	<b>New National Direction on Energy Infrastructure</b> New National Policy Statement on Renewable Energy Generation	TBC
Ministry of Transport	<b>Land Transport Management Act Amendment Bill</b> Amending the Land Transport Management Act	TBC

**Reports/releases of interest**

The following are reports/releases recently released of interest.

<b>Organisation</b>	<b>Name of initiative</b>	<b>Status</b>
<b>Stats NZ</b>	Census results update – Officers are currently reviewing this data for our local context.	Ongoing

## 5.3 Memorial Halls & Reserve Boards

### 5.3.1 Activities – items of importance

#### Memorial Hall and Reserve Board Meetings

##### Tinwald Reserve Board

- Engagement is open for the former Tinwald Pool Site and closes on 18 October
- The Plains Museum Trust is discussing the possibility of coach tours visiting the Plains Heritage Park
- A public tender for the west paddock block in the Tinwald Domain will be held in November. The income from the tender will be used for the betterment of the Tinwald Reserve

##### Mt Hutt Memorial Hall Board

- Building condition assessment proposal being considered, if approved this would develop a ten year repairs and maintenance programme
- Mt Hutt College touch team to undertake spring-cleaning at facility as part of their fundraising, Board donating \$1,000 for this work

##### Rakaia Reserve Board

- The Rakaia Domain connecting to the town water supply project is near completion. ACL is in the process of pressure testing the lines.

##### Methven Reserve Board

- Council has approved \$14,117 of carry-over funds to be used for capital works in the Methven Domain. The Reserve Board are using the funds to upgrade a section of failing water pipes under the sealed carpark beside the courts.

##### Mt Somers Reserve Board

- The Reserve Board are replacing eight picnic tables in the Mt Somers Domain with new ones, in preparation for the warmer months.
- The Board have finished painting the outside of the public toilet block.

##### Hinds Reserve Board

- The Hinds District Lions have generously donated two new picnic tables for the Hinds Domain. Open Spaces are in the process of installing the two picnic tables.

Please note: work is continuing to have minutes online, resource constraints have held this work up.

## 5.4 Welcoming Communities

- Currently focusing on promoting the Welcoming Guide website and the Welcoming Communities programme at community events. On Friday 4 October attended an event organised by MSD, targeting the Pacific community. There were about 150 adults who attended the event. As most events, these are useful to connect with the community and other organisations able to support this role in the future. (i.e. connected with Te Rito Maioha, an organisation able to support the volunteers who will teach Farsi at the Farsi School).
- On Friday 13 September, we had the Potluck Dinner for ESOL Families to celebrate Welcoming Week. The night was with a Mihi Whakatau by Kaumatua Tiipene Phillip, and we had performances from the Ashburton College Kapa Haka Group and the Tongan community. We had about 40 people who attended the event.
- Invited to attend the Hakatere Cultural Festival 2024 on 19 of September. All the schools in the Ashburton township participated and it was great to see kids from different nationalities performing kapa haka and other cultural dances.
- On the 24 September we had a Cultural Awareness Talk showcasing Māori Culture, it was led by Michelle Brett and we had about 20 people who attended. I was given great feedback from attendees saying that even though they had received training about Māori Culture, they learned new things.
- Also on 24 September we had the Settlement Working Group, led by Cr Carolyn Cameron, MBIE National Manager Refugee and Protection, Andrew Lockhart, visit from Auckland and Wellington and shared information about new initiatives they have available and the Language Assistance Services the government offers. ADC is part of the Language Assistance Programme, offering visitors the option to request an interpreter, if necessary.
- I also met with Principal Simon Coleman from AshColl and discussed how the programme can support the school. We exchanged information and contacts, as well as resources useful to schools.
- One of the principals who's not able to attend the cultural awareness talks asked if I could create "Help Sheets" sharing basic protocols, values, etc. I have made the sheets for the biggest migrant groups we have in the district. I will share them with teachers and MoE to check if they can create a similar resource.

- I have been invited to present my role at the Refugee Cluster meetings, these meetings are for schools that have refugee students, and they happen bimonthly.
- The volunteer teachers for the Farsi School have been getting training from the teachers from the Farsi School in Christchurch, and I am finding other training opportunities for them, including ECE courses, MS Forms, and basic Microsoft training to learn how to use Excel, Word and PowerPoint.
- My contacts in the Afghani community have expressed how grateful they are to EA Networks Centre management and staff for the swimming sessions and for allowing them to access the facilities. They mentioned it would be great if swim lessons and aquacise classes were offered during the sessions. I have passed on the feedback to the EA Networks management.
- Ethnic Communities Day is happening on 19 October from 10 to 2 pm, I have been contacted by other community organisations that want to be part of it next year. Wellbeing Ōpuke and Rural Support Trust are offering transport services to those families living in the rural areas, to remove the transport barrier and allow them to attend the event.
- A local GP has asked me to come and to talk their staff about the different nationalities we have in the district, the languages they speak, reasons why they don't access the services and to talk about resources available to them.
- I am slowly working on the evidence needed to apply for accreditation level 3 (Advanced Welcoming Community).