

# Council Activity Briefings

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**Date:** Tuesday 28 January 2025  
**Time:** 10:00am  
**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 (Chair)  
*Councillors* Leen Braam  
Carolyn Cameron  
Russell Ellis  
Phill Hooper  
Lynette Lovett  
Rob Mackle  
Tony Todd  
Richard Wilson

## Executive Team

*Chief Executive* Hamish Riach  
*GM Infrastructure & Open Spaces* Neil McCann  
*GM Compliance & Development* Ian Hyde  
*GM Business Support (Acting)* Tania Paddock  
*GM People & Facilities* Sarah Mosley  
*GM Democracy & Engagement* Toni Durham

**Apologies:** Cr Cameron (*for absence on 28 January*)

## Activity Reports

<b>1</b>	<b>Business Support</b>		<b>Time</b>	<b>Page</b>
1.1	Information Systems	Gordon Tupper	10:00am	<b>4</b>
1.2	Property	Renee Julius	10:05am	<b>9</b>
1.3	Finance	Erin Register	10:10am	<b>18</b>

<b>2</b>	<b>Infrastructure &amp; Open Spaces</b>			
2.1	Open Spaces	Ian Soper	10:15am	<b>19</b>
2.2	Solid Waste Management	Hernando Marilla	10:20am	<b>26</b>
2.3	Stockwater Operations	Crissie Drummond	10:25am	<b>36</b>
2.4	Roads and Footpaths	Mark Chamberlain	10:30am	<b>38</b>
2.5	Contracts Awarded / Upcoming Tenders	Neil McCann	10:35am	<b>43</b>
2.6	Lake Hood	Neil McCann	10:40am	<b>43</b>

### Morning tea 10:45am

<b>3</b>	<b>Compliance &amp; Development</b>			
3.1	Building Services	Michael Wong	11:00am	<b>44</b>
3.2	Civil Defence Emergency Management	Jim Henderson	11:05am	<b>50</b>
3.3	Alcohol Licensing/Bylaw Monitoring & Enforcement	Rick Catchpowle	11:10am	<b>53</b>
3.4	Animal Control	Rick Catchpowle	11:15am	<b>54</b>
3.5	Food Safety	Rick Catchpowle	11:20am	<b>55</b>
3.6	Planning	Brad Thomson	11:25am	<b>56</b>
3.7	Economic Development	Simon Worthington	11:30am	<b>58</b>

<b>4 People &amp; Facilities</b>				
4.1	Council Services	Amanda Watson	11:35am	<b>69</b>
4.2	Ashburton Library	Jill Watson	11:40am	<b>71</b>
4.3	EA Networks Centre	Richard Wood	11:45am	<b>76</b>
4.4	Ashburton Art Gallery & Museum	Shirin Khosraviani	11:50am	<b>83</b>
<b>5 Democracy &amp; Engagement</b>				
5.1	Communications	Janice McKay	11:55am	<b>89</b>
5.2	Strategy & Policy	Mark Low	12:00pm	<b>93</b>
5.3	Memorial Halls & Reserve Boards	Ann Smith	12:05am	<b>102</b>
5.4	Grants & Funding	Ann Smith	12.10pm	<b>102</b>
5.5	Welcoming Communities	Mercedes Walkham	12:15pm	<b>103</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>• GIS - Open Space Tree App enhancement for inspection history</li> <li>• GIS - Flood Mapping – update of existing data.</li> <li>• Bond Management – management process related to sub-division</li> </ul> <p>Current developments include:</p> <ul style="list-style-type: none"> <li>• GIS - Roading (contractor) data map integration</li> <li>• GIS – Mt Somers Emergency Response mapping</li> <li>• GIS – Ocean Farm Sprinkler maintenance survey</li> <li>• GIS – Water Treatment Plant (Rakaia) Survey</li> <li>• Health &amp; Safety – user review of current solution function.</li> </ul>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						<ul style="list-style-type: none"> <li>Community Facility Booking Systems – RFP responses are being evaluated. The solution will support management of community facilities overseen by Property, Open Spaces, Library and Democracy &amp; Engagement.</li> <li>Online Event application process – to support the application of requested community events. This application can be used to manage the timeline of an event, including generating relevant documentation, checklists for ADC staff to complete their tasks and have the ability to complete a review of the event.</li> <li>Submission Management – Management of community consultation responses. RFI issued with no responses received. Alternative methods are currently being investigated.</li> </ul>
<b>Financial Modules and Management Services</b>	October 2024	September 2026	Yes	Yes	Yes	<p>Transformation of remaining financial modules and management services within the TechnologyOne solution to the current product offering.</p> <p>Multi-stage, multi- year project. Stages identified and scheduled. Works progressing as scheduled.</p>
<b>Aerial Imagery Capture 23/24 – Urban and Rural Areas</b>	July 2023	November 2024	No	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>Waiting on publication of captured urban and rural imagery by partner agencies.</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Learning Management System</b> – digital learning management system to support internal learning programs.	August 2024	January 2025	Yes	Yes	No	Works to deliver the product are continuing as programmed.  Initial content will include courses on essential information management skills, personal development, plus training on security awareness, privacy, and official information.
<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, hardware and patch management and identification, investigation and application of security related applications and enhancements.
<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 prior to procurement and device renewal activities.
<b>Internal Network Restructuring</b>	May 2024	February 2024	No	Yes	N/A	Application of network configuration and consolidation across ADC operation sites.  Outstanding elements on BMS pending 3 <sup>rd</sup> party solution support to complete tasks.
<b>EA Network Centre – internal space changes</b>	December 2024	February 2025	Yes	Yes	N/A	Actions in support of room changes and associated ICT requirements at EANC.

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
<b>Art Gallery and Museum – reception changes</b>	December 2024	May 2025	Yes	Yes	N/A	Actions in support of reception changes and associated ICT requirements at AAGM.
<b>Microsoft Windows 11 and Teams Upgrade</b>	December 2024	March 2025	Yes	Yes	N/A	Project will deliver new versions of Microsoft operating system (Windows 11) and Microsoft Teams to ADC managed devices.
<b>Infrastructure Update</b>	September 2024	November 2024	Yes	Yes	N/A	Build out of documented management processes for related updates of IT Infrastructure and related application that enable these devices. Complete.
<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	<p>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.</p> <p>Current works include disposal activity of physical records held at Open Spaces.</p> <p>Working with Museum staff we are recording detail on Council archives (pre-1990) held at the Museum.</p> <p>On the digital side, works are ongoing to assess, and managed unstructured data held on business file shares and within our document management</p>

Brief Project Description	Start Date	Estimated Completion Date	On track	Within budget	Carry-over	Comments
						systems. This works includes retention and disposal activity.
<b>Information Asset Register</b>	January 2024	December 2024	Yes	Yes	N/A	<p>Project will deliver a defined list of information assets that will support the overall and on-going management of our information, supporting associated compliance and risk activities.</p> <p>The construct of the register is now complete with detail on identified assets being added. This activity will continue as BAU as data is collected and added to the register.</p>
<b>Data Management - Monitoring and Reporting</b>	February 2025	May 2025	N/A	N/A	N/A	Review and improvement identification of current service monitoring of information creation, volumes, record designation, sentencing and disposal for physical and digital form, supporting organisation record management and compliance.
<b>Information Management Maturity Assessment</b>	February 2025	February 2025	Yes	Yes	N/A	Internal audit of service verses Archives NZ defined best practices for Information Management.



## 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 completes 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 sale of the building is now complete and the new owner took possession on 17 January 2025.</li> </ul>
<b>Elderly persons housing</b>	<ul style="list-style-type: none"> <li>• All 86 units are fully occupied.</li> <li>• There are 34 applications on the waiting list, with 15 people requesting single units and 19 requesting double units (6 couples and 14 individuals).</li> <li>• 26 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 100% 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 1 July 2025. We are tracking well against the programme with 2 units left 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>• The project is tracking well against the programme and will be delivered in a single stage.</li> <li>• All frames and trusses are up and have passed the compliance inspection.</li> <li>• Bricks are currently being installed on the units.</li> <li>• Drainlayers are present on site and are undertaking works on drains, stormwater and sewer.</li> <li>• Unit 16-13 gib has been installed and are complete.</li> <li>• Units 12-9 batts have been installed and are complete.</li> </ul>

Current

Brief Project Description / progress

















Current	Brief Project Description / progress
Airport	<ul style="list-style-type: none"><li>• Council Officers are currently undertaking a number of rent reviews for ground leases, new leases and tidying up any variation to Leases.</li><li>• The Akro Fest event took place at the Ashburton Airport from 26 – 30 November 2024. Organisers of the aerobatic flying event have said that the event went well and there was fantastic support from the locals coming out to watch the competing aircraft.</li></ul> <p>Images of the event have been provided by NZ Aerobatic Club with all photo credits to Mike Fowler.</p>  

Current	Brief Project Description / progress																										
	<ul style="list-style-type: none"> <li>The Ashburton Aviation Museum have commenced works on their expansion. The museum held a soil turning ceremony on 12 December 2024.</li> <li>The Ashburton Aviation Museum are hosting the Sport Aircraft Association NZ Inc ‘Great Plains Fly-In’, which is taking place at the Ashburton airport over Waitangi Weekend (6 -9 February 2025)</li> <li>In accordance with the resolution from the Long-Term Plan, officers are currently investigating alternative management and operation models for the Ashburton Airport.</li> <li>At the time of providing this update, 33 people have registered for an annual landing fee.</li> <li><i>The following table</i> provides an update of aircraft movements for the past 12 months.</li> </ul> <div data-bbox="707 598 1939 1066" 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>Jan-24</td><td>380</td></tr> <tr><td>Feb-24</td><td>450</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>700</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>850</td></tr> <tr><td>Sep-24</td><td>830</td></tr> <tr><td>Oct-24</td><td>730</td></tr> <tr><td>Nov-24</td><td>1120</td></tr> <tr><td>Dec-24</td><td>740</td></tr> </tbody> </table> </div>	Month	Aircraft Movements	Jan-24	380	Feb-24	450	Mar-24	920	Apr-24	480	May-24	700	Jun-24	620	Jul-24	650	Aug-24	850	Sep-24	830	Oct-24	730	Nov-24	1120	Dec-24	740
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<p><b>Methven Medical Centre</b></p>	<ul style="list-style-type: none"> <li>Due to the cost of the temporary solution of relocating a portacom onsite to enable the expansion of the medical centre, Council officers have met with the Medical Centre representatives to discuss alternative options. Both parties have agreed that officers will investigate the cost of a permanent solution to determine whether this would be a better long-term investment. Once the investigation is complete, officers will discuss any potential permanent solutions with the Medical Centre.</li> </ul>																										



Current	Brief Project Description / progress
<b>Forestry</b>	<ul style="list-style-type: none"> <li data-bbox="645 209 1473 240">• The review of Council’s Forestry holdings continues to progress.</li> </ul>
<b>Upper Hakatere Reserve</b>	<ul style="list-style-type: none"> <li data-bbox="645 304 2007 512">• At the 20 August 2024 Council meeting, Council approved the removal of a number of bollards from the Upper Hakatere reserve as a trial over the 2024/25 summer period, with no camping permitted at the Upper Hakatere reserve. Since the trial started, Council has not received any formal complaints about camping within the Upper Hakatere reserve area that is the subject of the bollard trial. However, Council received a complaint in January 2025 about a campervan parking overnight beside the public toilets in the Upper Hakatere area and across the road from this reserve area that is the subject of the bollard trial.</li> </ul>

## 1.3 Finance

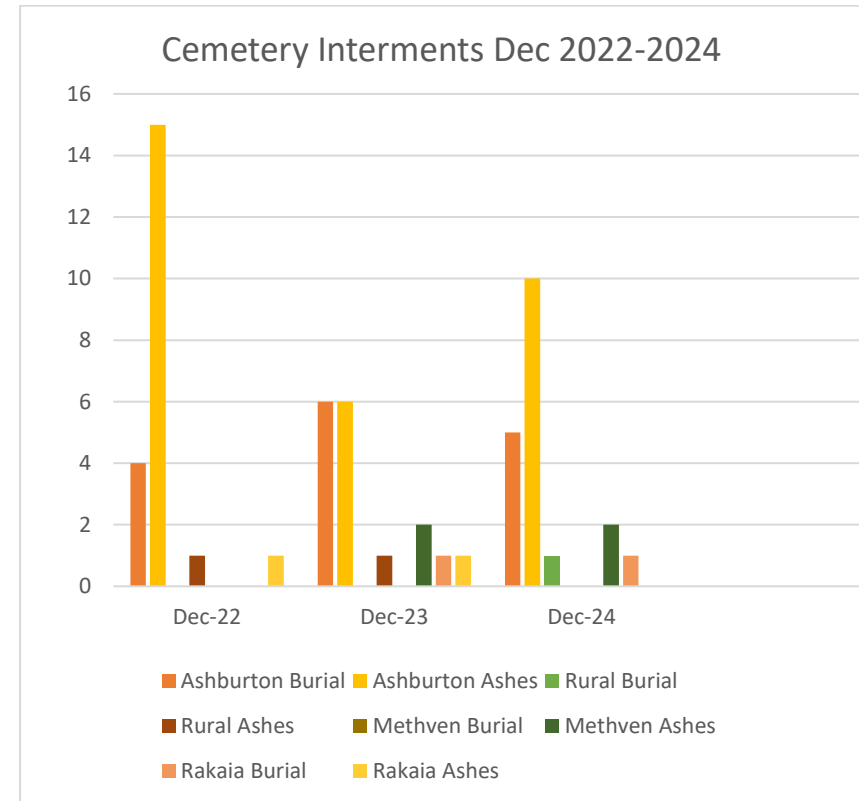
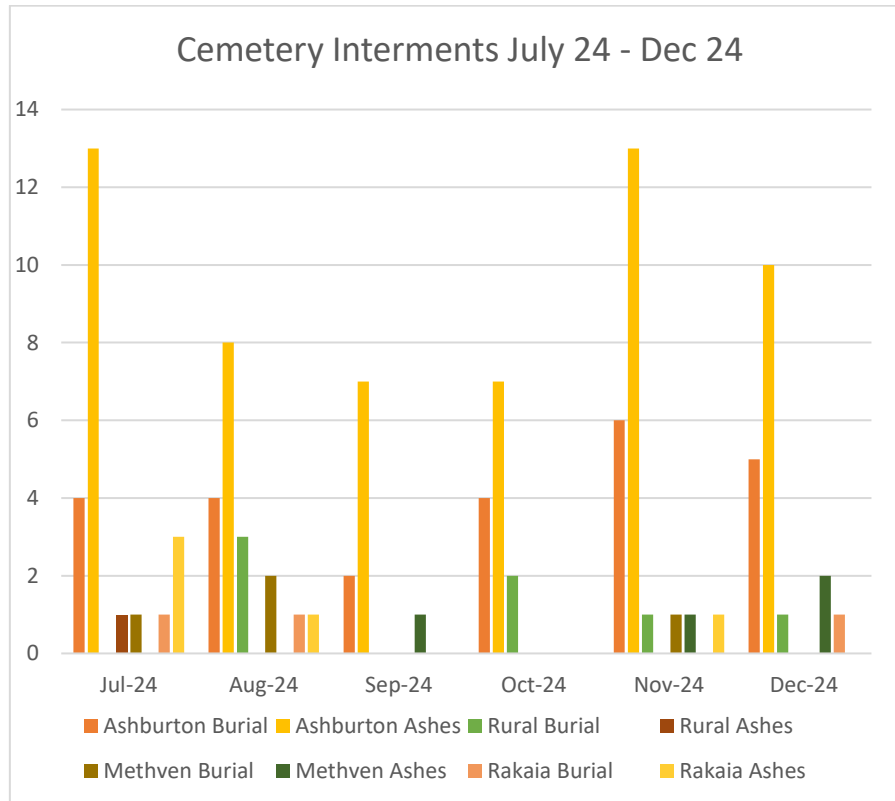
### 1.3.1 Projects

Brief Project Description	Start Date	Estimated Completion Date	On track (yes/no)	Within budget (yes/no)	Carry-over (yes/no)	Comments
<b>Annual Report 2023/24</b>	Complete	30 October 2024	Yes	Yes	No	Officers have received Audit NZ's draft Report on the Annual Report 2023/24 and are working through providing feedback on the draft. Once the report is finalised, officers will bring the final report to Audit & Risk.
<b>Financial Modules and Management Services</b>	Current	30 June 2025	Yes		Yes	IS and Finance have met to plan this multi-stage, multi-year project. Stages have been identified and scheduled. Work is progressing as scheduled.
<b>Purchase Cards</b>	Complete	30 November 2024	Yes	Yes	No	Purchase cards have been issued to all 28 staff members for which cards were requested. As part of the Financial Modules and Management Services project, a module is being developed in Ci Anywhere to enable more efficient processing of purchase card and credit card transactions.
<b>Annual Plan 2025/26</b>	Current	30 June 2025	Yes	Yes	No	Officers are working towards budget workshops with Council on 29/30 January 2025.

## 2. Infrastructure & Open Spaces

### 2.1 Open Spaces

#### 2.1.1 Cemeteries



### 2.1.2 Activities – items of importance

#### Cemeteries

- Cemetery staff are fully committed to their mowing rounds and weed control. Summer has proven to be challenging this year with Spring-like favorable growing conditions prevailing for the past month.
- Interment activity is steady, as depicted in the graphs above, with 19 interments for the past month.
- Hedge-cutting of the Ashburton Cemetery hedges is scheduled to occur in the New Year.
- Staff continue to have regular contact and dialogue with undertakers on various cemetery matters.
- Regular cyclical maintenance continues to occur at closed district cemeteries.
- A new cremation beam is in the planning stage for Methven Cemetery, scheduled to be installed by June.

#### Open Space Management

- With the adoption of Reserve Management Plans in December, staff will now commence collating an action schedule of tasks.
- Staff have drafted a flier as requested by the Council to inform residents of changes to street tree assets. The draft flier is currently with the Communications Department, once complete it will be rolled out for staff to use as and where required.
- Staff compiled and presented to the Council and Methven Community Board a workshop on trees and their management.
- Customer service requests are being closely monitored for timely resolution.
- A new Horticulturist commenced work mid-December, and we are about to go to market for another, following a resignation.
- Garden of Harmony/Methven Birdsong Initiative – a draft landscape plan has been prepared by Botanic Landscape Architects which was circulated to the community by the Methven Birdsong group prior to Christmas. Thirteen submissions were lodged with the Methven Community Board in response to the draft plan.
- Garden of Harmony Site and RDR Pipe shed - restoration of the heritage listed RDR pipe shed on the Council owned site has been completed. This work involved repairing the foundations, replacing damaged floorboards and other timbers, repairing external cracks, and applying a timber preservative to all timbers. The work was kindly funded by RDR Management Ltd and contracted to Joseph Builders with assistance from Open Spaces and Heritage NZ.
- Capital programme delivery is being undertaken with various tasks under way in accordance with the LTP approved projects.

## Ashburton Domain

- Work in the reconfigured wildflower/butterfly garden area continues with additional planting.
- Summer has seen heavy use of the Ashburton Domain's facilities. A lot of family groups navigated the vagaries of our festive season weather to enjoy picnics, family outings and events or casual usage on the Domain.
- The new annual bedding displays have bedded in well and are already exhibiting colourful displays for the community to enjoy.
- Another addition this year is the planting of four display beds of different varieties of sunflower. These will add colour and interest:



- The Domain nursery is now growing the next cycle of annuals, which are being seeded in anticipation of the changeover in April.
- The steering group driving the Ashburton Bike Skills park are preparing and lodging funding applications.
- A circus will be set up on the Event Lawn from mid-January through to early February.
- The Dahlia borders have grown-on well requiring regular maintenance to tie them up to secure the lush new season's growth. Flowers are now appearing, and they all have newly painted black stalks which look sharp.

- The Domain driveways and car park require further remedial work to those undertaken in Spring. Staff are waiting for further updates from the Contractor via Roading staff.
- Sporting pursuits on the Domain have remained busy. A recent cricket tournament, which was South Island-wide, has seen a lot of visitors come to town. Parkrun is continuing to get good patronage. Bowls, Tennis, Hockey and Croquet are all busy in their respective sports.
- The Domain User Group met on 9 December. This group meets six monthly to discuss anything topical amongst the various stakeholders and site users. Sport Canterbury were also in attendance.
- The Paddling Pool is operating well and receiving heavy use on warmer days.
- The under-planting of trees with tuberous Begonias and Hostas along walkways is continuing around the Domain.
- Inclement weather has held up spraying programme. It is unfortunately noticeable that clover in the lawns is doing really well.
- Arborists were called in for removal of an Oak tree along Walnut Ave walkway, next to the flying fox. A large limb failed on Boxing Day which unbalanced the tree to the extent it compromised its entire integrity and required removal. It will be replanted in Winter.
- The old fence at Park Lane has been removed and staff installed a Camellia hedge in its place.
- Some unique and rare plants have been stolen from the Domain recently. It is unfortunate that some people in the community spoil it for the majority. It is disappointing for the team and staff request community vigilance by reporting any questionable or suspicious looking behaviour.
- Installation of irrigation of the annual beds at the corner of West and Wills Streets has occurred. This work includes timers being installed so that watering can occur overnight. This time is preferable as it maximises the water use by minimising evaporation and transpiration.
- The Bowling Club has installed an additional water tank to allow complete flooding of both its bowling greens.
- Several leaking pipes have been dug up and repaired around the Domain. Usually, it is old pipes that are failing.

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

- Playground weekly and monthly safety checks and maintenance continues throughout the district.
- A new park (Natalie Currie Park) on Memorial Crescent, Camrose Estate in Methven, is to be re-grassed. The initial grassing of the park is not up to standard and staff are working with the developer on necessary remediation works.
- Spraying rounds for weed control is ongoing, district-wide.
- The Ashburton dog park has had additional seating installed.

- New Hakatere Ashburton River Trail signage has been undertaken. A number of the new signs were installed prior to Christmas and the remainder installed in early January.
- Methven mowing and weed control is in full swing, area-wide. There has again been vandalism at the skate park with a seat unbolted and removed. It's now in the workshop requiring a rebuild before being reinstalled. Broken glass in skate bowl is an ongoing issue.
- Methven CBD annual bedding plots have been replanted and are flowering well.
- Methven Dog Park has had its hedges cut and the trees on the Dolma Street frontage removed pending replanting in winter with evergreen native totara.
- Annual bedding in Rakaia was replanted in November and is looking good now being in full bloom.
- Playground work continues around the district. The new Barrhill playground is underway. The flying fox had to have its cables re-tensioned with a new brake being installed. It is still receiving heavy use, which is great. Reconfiguration of a Methven playground is in the planning stage, again this is to achieve compliance with the NZ Standard.
- A piece of play equipment at the Camrose playground, that has broken for a second time, should be replaced in January. It has been re-engineered by the manufacturer so hopefully will not suffer a similar issue again.
- At Lake Hood, contractor (ACL) staff are seeing high utilisation of the area over summer and an increase in litter. This includes discarded bottles and nappies which is not a good look. Staff are cleaning such things up daily.
- At Baring Square West, there is a Lacebark tree being removed due to it being in serious decline. Replanting shall occur in Winter. There is also a Scarlet Oak, which will have dead wood removed and formative pruning undertaken. Tree surrounds here have been enlarged and squared up to allow for better root health.
- A site walkover of the Te Whare Whakatere carpark gardens and courtyard took place mid-January at the conclusion of the maintenance period. From February these areas will be handed over to Open Spaces for all future maintenance.

### **Public Conveniences**

- The new Rakaia Domain facility is progressing. Council staff remain in close contact with project leaders. Late last year an issue came to light in that the new town supply water connection is not delivering sufficient pressure to run the facility. It turns out the town supply in Rakaia is less than the new facility's maximum load. The solution has had collective input from the Reserve Board, the project lead and its plumber, Open Spaces and Three Waters staff. The solution will be a pump and holding tanks which will be able to deliver the required pressure. Staff are working with the Reserve Board to land on an achievable funding solution.
- The old Rakaia Domain toilet block adjacent to the Bowling facility is constantly being vandalised with smashed pipes, grate gate removed, and hinges/bolt stolen. These issues have been reported to Police.

- All other facilities are working well.
- A sensor light is to be installed at the public toilets on the Methven Domain.
- Replacement public conveniences in the Ashburton Domain picnic ground and at River Road, Hakatere Mouth have been confirmed and offsite construction is well advanced. Shipping of both units is scheduled for the first quarter of this year. Currently awaiting resource consent approval for the Hakatere facility.
- The refurbishment of the old and condemned changing rooms at the Hakatere Mouth is currently out in the market for pricing. It is for steel portal supports for the existing roof to turn it into a day shelter. Once pricing is in staff will assess and consider budget availability then go from there if it fits the available budget.

### 2.1.3 Biodiversity

#### Recent/Ongoing Activity

- Managing biodiversity monitoring and Council biodiversity projects around the district. Six-monthly district-wide vegetation monitoring is ongoing.
- Scoping for ecological connectivity modelling and blue-green network is ongoing (Biodiversity Strategy Actions – 2.2 A- “Investigate and develop a plan to establish biodiversity corridors from the mountains to the sea to sustain its functions”).
- Council Ecologist/Biodiversity Advisor continues to work with the Canterbury Climate Partnership Plan 2024. Action 4 proposed working definition – blue-green network project development which overlaps with some ADC biodiversity strategy actions 2.2 A.
- Pudding Hill Stream pest control is ongoing. This is an ADBAG-led project delegated to Council Ecologist and ECan Staff. We received an additional \$7342 + GST from Ashburton Water Zone Committee funding to continue this project of removing weeds along the Pudding Hill Stream banks (willows, sycamore trees, larches, Douglas fir, Himalayan honeysuckle, alders, poplars, and monkey musk).
- Ashton Beach and Lake Camp/Clearwater weed controls completed in December 2024.
- Weed controls at the Wakanui Beach, ABE sites, and Plantation Road completed. This includes release spray and annual weed eradication around the native planting areas.

#### Planned Projects

- Wakanui/Mill Creek Biodiversity enhancement for planting on Wakanui/Mill Creek channel at Argyle Park and on the same channel by SH1/East Street - Project brief sent to potential contractors for quotes with the 20th of January 2025 deadline. We plan to use only Carex grasses and shrubs less than 1m in height at maturity to retain the landscape visual of the sports field and railway/business area. Planting is scheduled for April/May 2025. The project is part of the enhancement to improve water quality and aquatic habitat for the fish and support the establishment of green corridors along the Wakanui Creek channel.



- Plantation Road Project Fencing- A fencing contract to install a new fence was awarded and we expect this to be completed by the end of June followed by enhancement planting by September this year.
- Freshwater Mussel (Kakahi) Survey on Lagmhor Creek. A recommended action from the last ecological health indicator assessment for Lagmhor Creek, was delayed due to staff availability and the holiday period. A new date for the project will be scheduled.
- Weed Spray at Bowyers and Taylors Stream scheduled for January/February 2025. We are observing increased weed proliferation due to the summer rain.

## 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.
- Councillors Ellis and Hooper were appointed to observe the tender evaluation process.
- The tender programme is set out below:

DATE	ACTIVITY
9 August 2024	Tender Release
20 August 2024	Contract Briefing and mandatory Site Visit
4 October 2024	Submission of Proposals
<b>October/November 2024</b>	<b>Proposal Evaluation and Negotiations</b>
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

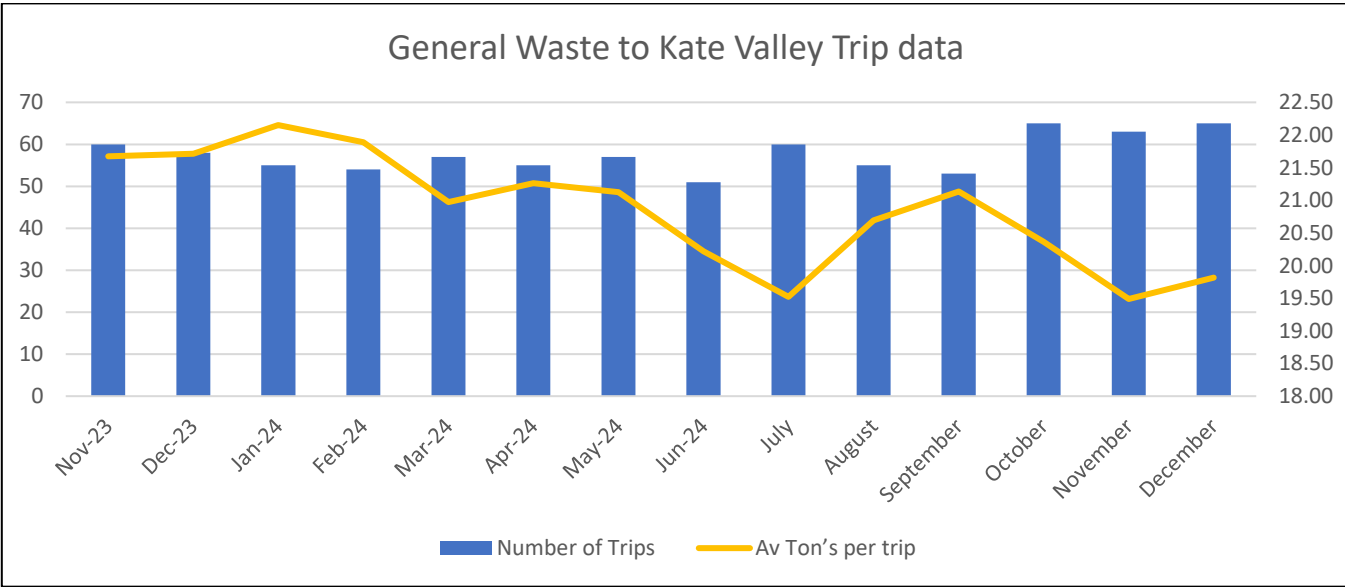
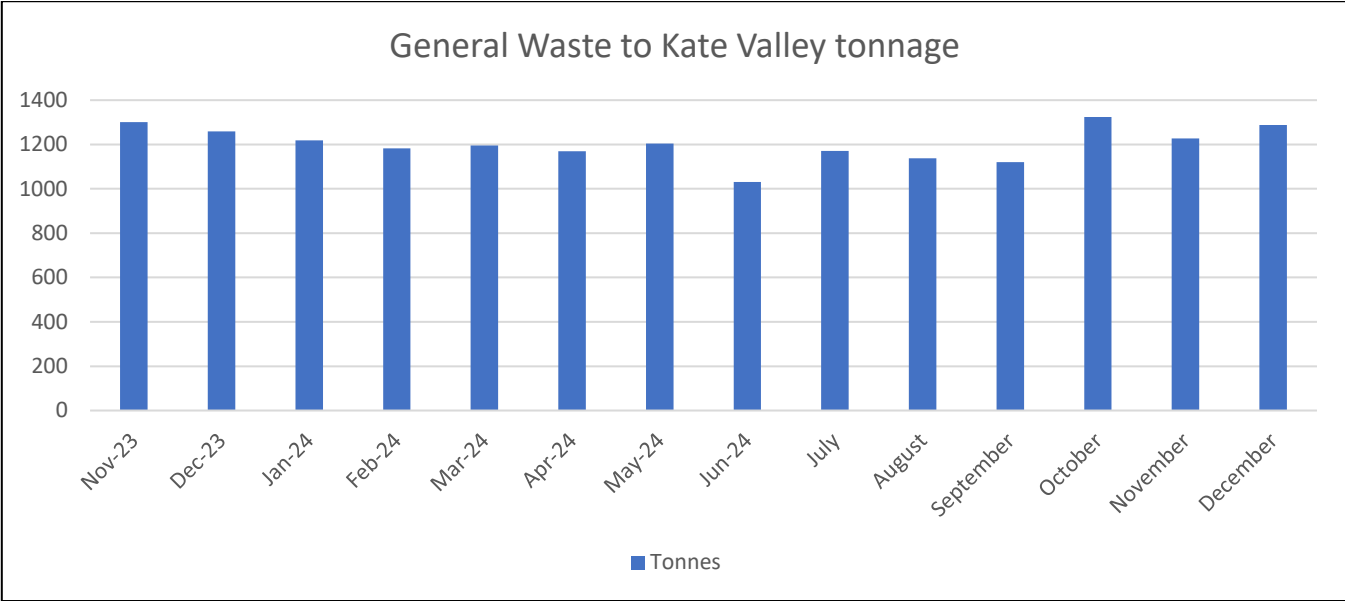
- Three tenders were received at close of tenders on 4 October 2024.
- The Technical Evaluation Team (TET) completed the evaluation of the Non-Price Attributes which included a presentation by the three tenderers on 1 November 2024 where they each presented and provided clarification to questions regarding their non-price proposals.
- The price proposal envelopes were opened on 1 November following the completion of the tender presentations. Financial clarification questions were sent to tenderers on Friday 8 November with responses required by 18 November 2024.
- A preferred tenderer was identified and advised on 13 December with the other two tenderers being advised they were not preferred at this time.
- Further financial clarification questions have been sent to the preferred tenderer with a response due by 22 January.

### 2.2.2 Solid Waste Kerbside Refuse and Recycling Collection

- There was a total of 127 CRMs received in November and 104 CRMs received in December 2024. A summary of the CRMs for the last six months is shown below:

Request Enquiry	Monthly Total Number					
	July	August	September	October	November	December
Illegal dumping	3	6	8	6	0	5
Kerbside - Bin Accessory	7	7	12	11	4	6
Additional Bins	19	38	19	26	34	33
Damaged Bins	12	20	11	18	16	13
New Bins	15	26	20	23	14	14
Missing Bins	6	11	10	8	16	7
Missed Collections & Other Contractor Complaints	32	28	32	61	35	24
Satellite Drop Off Site Issues	4	3	1	7	8	2
<b>Total</b>	<b>108</b>	<b>144</b>	<b>121</b>	<b>173</b>	<b>127</b>	<b>104</b>

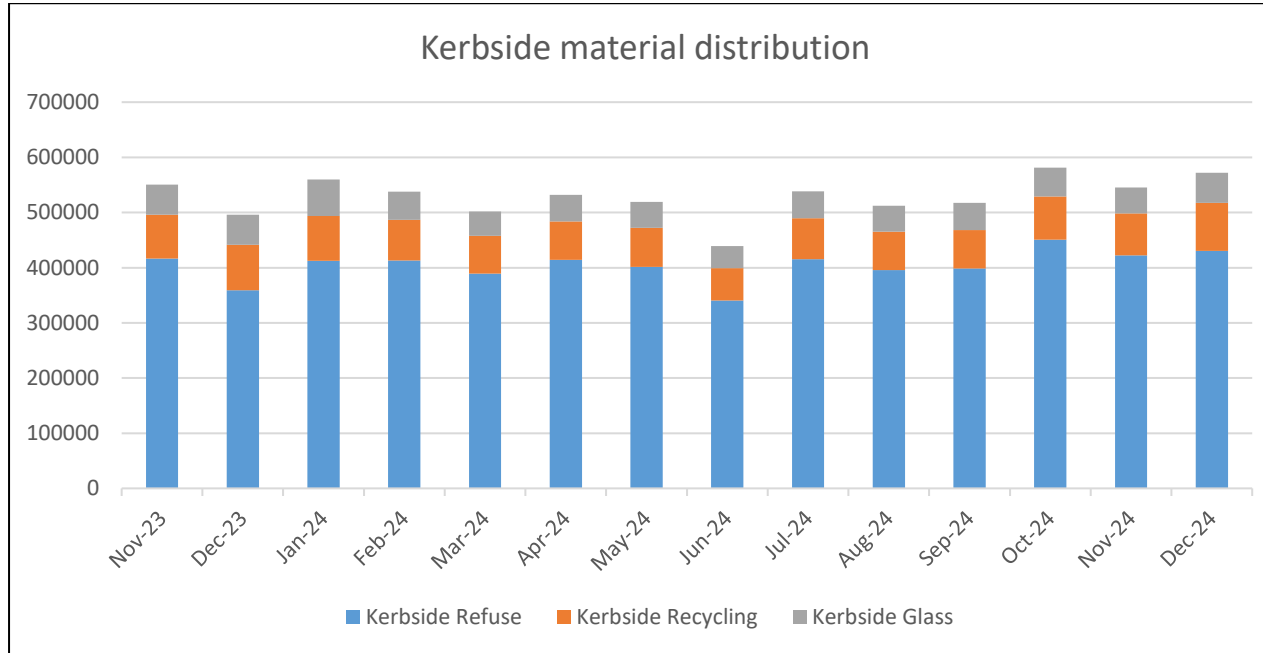
- A total of 32 CRMs for missed collections were reported in November. The actual number of bins missing collection was 12.
- A total of 20 CRMs for missed collections were reported in December. The actual number of bins missing collection was 7.
- The other missed collections were due to bins not out on time, residents reporting too early that their bins had not been collected when the truck was still doing the rounds and bins packed too tightly that did not empty properly when collected.
- The request for additional bins averaged 28 bins per month over the last 6 months while requests for new bins for new properties have averaged 18 per month for the same period.



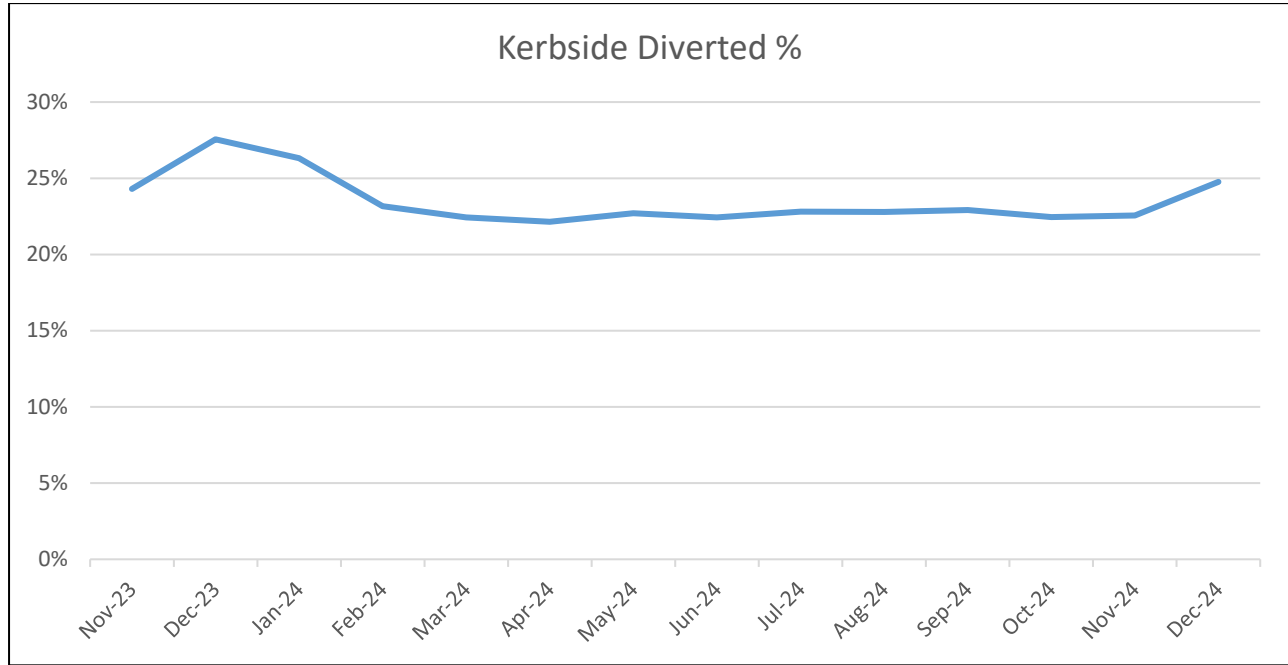
- Tonnages to Kate Valley for November were 1,227 tonnes and for December 1,288 tonnes bringing the total waste sent to landfill for the financial year to 7,281.32 tonnes. This is similar tonnages when comparing the same period last year when 7,255.06 tonnes had gone to Kate Valley.
- The average weight for November was 19.46 tonne and for December was 19.73 tonne per load. These lighter weights were attributed to the type of waste being deposited from the Beon solar farm development.

Site	Last 6-months Recycling Volumes						6 month total tonnes
	July- 24	Aug - 24	Sept- 24	Oct 24	Nov- 24	Dec- 24	
Methven Recycling Centre	10.52	16.250	14.880	12.18	13.04	16.82	83.69
Rakaia Huts	0.245	2.210	3.35	4.70	2.24	0.36	13.105
Pendarves	2.66	2.15	0.865	4.86	0.84	4.56	15.935
Hakaterere Huts	0.45	0.25	0.565	2.24	0.28	2.03	5.815
Willowby	5.19	2.155	2.475	4.02	3.75	4.57	22.16
Rangitata huts	0.38	0	0.30	2.44	0.29	2.15	5.56
Hinds	3.55	2.15	1.325	2.81	3.81	3.13	16.775
Mayfield	0.50	5.60	3.415	1.22	3.58	4.52	18.835
Mt Somers	0.22	0.45	0.57	0.56	3.24	0.85	5.89
Staveley	1.97	0.54	2.0	1.95	0.42	2.13	9.01
Fairton	0.17	3.0	0.68	0.68	3.5	2.66	10.69
Rakaia Resource Recovery Park	4.71	8.72	6.67	9.50	6.17	8.51	44.28
Monthly Totals	30.565	43.475	37.095	47.16	41.16	52.29	251.74

- The volume of recyclable materials from the drop off stations decreased in November and December 2024 with a total volume to 251 tonnes for the last six months. The volume is usually expected to increase during the months of December to February following the holiday period and as residents have clean outs.

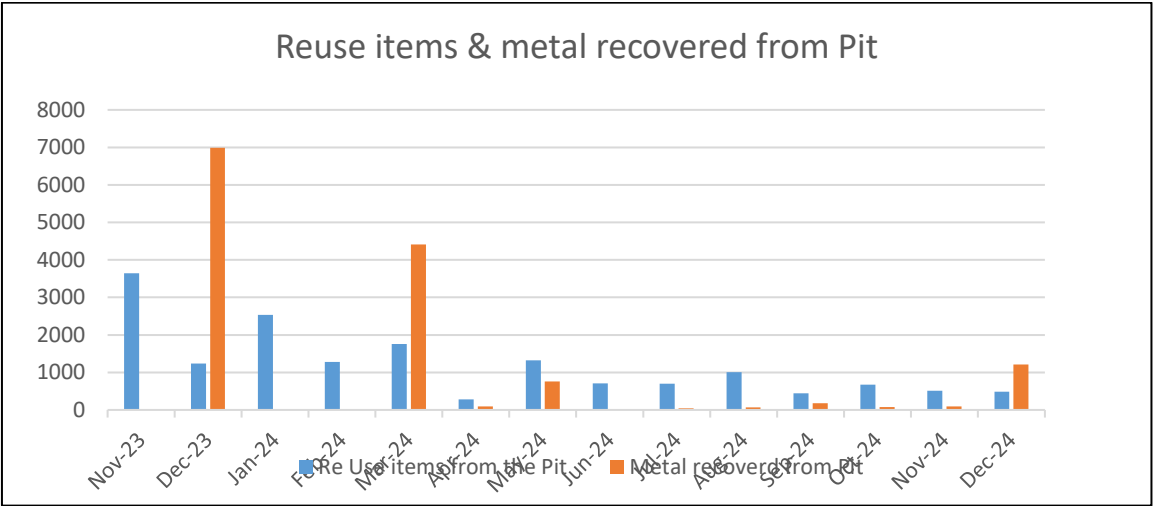
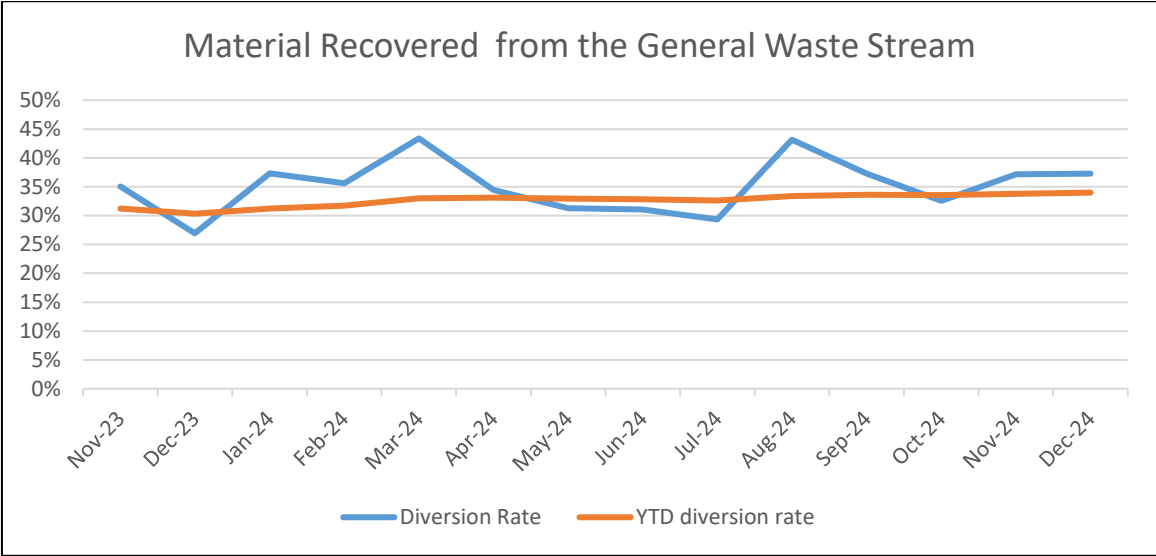


- Kerbside recycling volumes in November dropped to 75.98 tonne from 78.40 tonnes the previous month. However, December lifted to 86.95 tonnes being collected which is significantly up on the last 12 months.
- Glass collection dropped from 52.25 tonnes in October to 46.98 in November but lifted during December to 54.77 tonnes.
- Kerbside refuse dropped from the 45.10 tonnes in October (the highest recorded last year) to 42.22 tonnes in November but lifted slightly again in December to 43.04 tonnes.
- Overall December’s kerbside collection was the second largest month for recycling since July 2023.



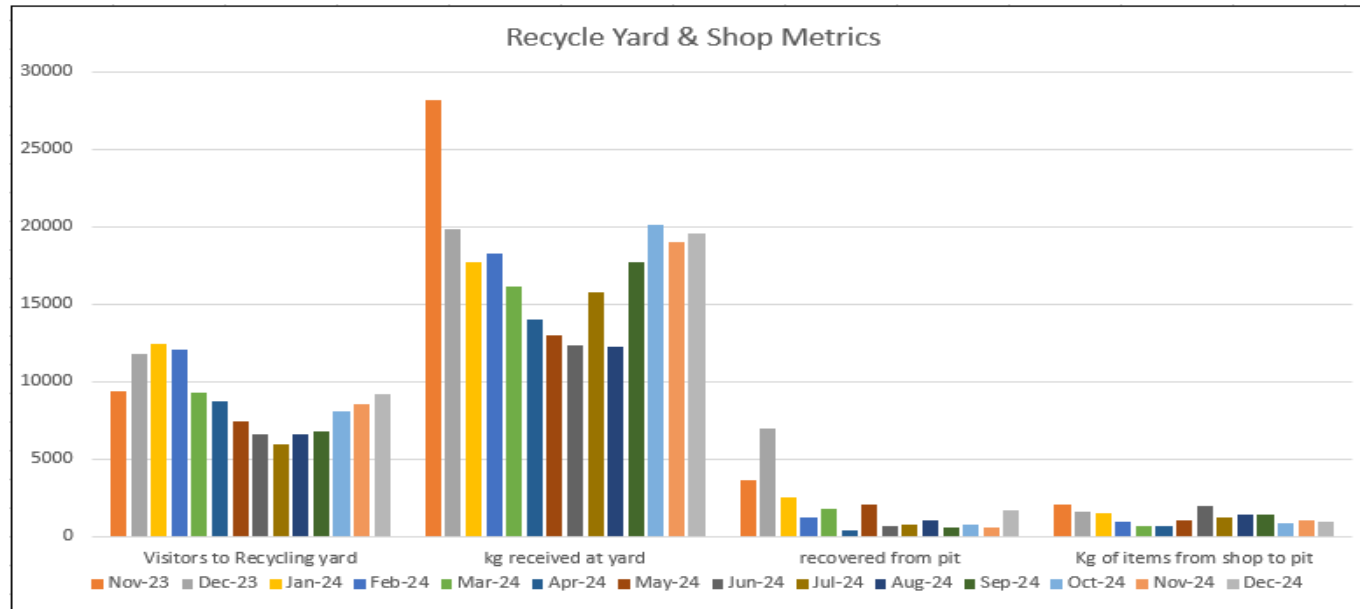
Month	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
Kerbside Diverted %	24%	28%	26%	23%	22%	22%	23%	22%	23%	23%	23%	22%	23%	25%
Total Kerbside collection tonnes	550429	495865	560010	537905	501720	532220	519385	438900	538256	512255	517260	581530	545150	572200
Total Recycling	133746	136630	147420	124650	112520	117860	117920	98500	122790	116690	118580	130550	122960	141720

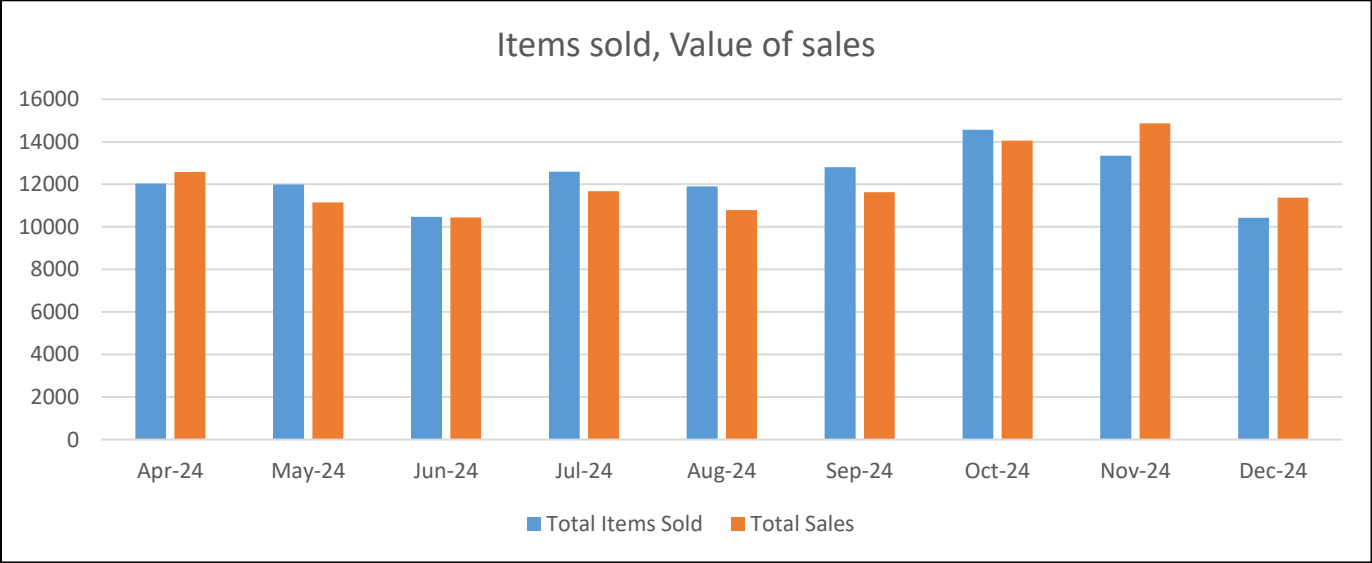
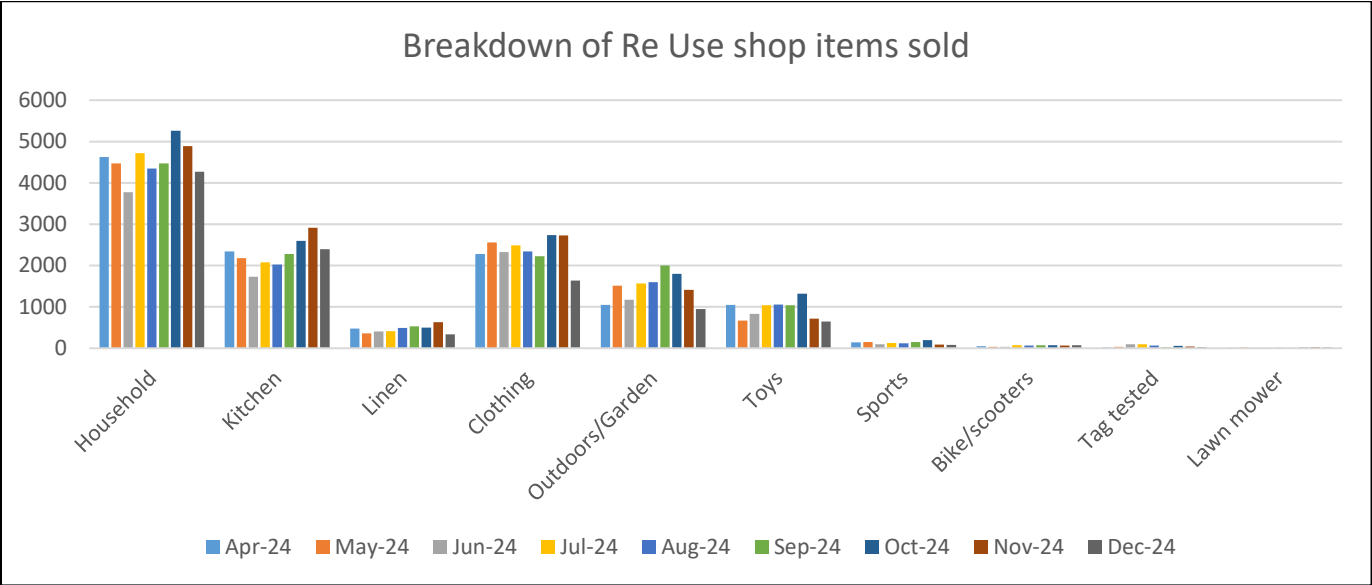
- Kerbside diversion rate (volume of kerbside recycling against volume of kerbside general waste collected) rose from 23% to 25% for December but was not as good as the 28% achieved the previous December.





- The number of items recovered from the pit for November remained down at 510 items but there is a belief that customers are being more diligent in their approach to making more use of the recycling centre. December saw less items recovered at 490 but had a big increase in the amount of metal recovered from the pit with more metal items being discarded.
- The November diversion rate remained the same as October at 33%. However, diversion in December was at 37%, up 10% from the same time in 2023.





- A total of 13,353 items were sold at the re-use shop for the month of November. A total of 10,429 items were sold in December.
- The most salable items continue to be household goods, clothing, outdoor/garden products and toys.
- The total sales for November were \$14,846 however sales dropped in December to \$11,379.

### **2.2.3 Waste Education**

- The kerbside audits are ongoing. Compulsory bin checks are made for any house with a for sale/rent sign, with books left for the new occupiers. Follow up bin checks are undertaken once they are in.
- Education centre visits are continuing, and it's a collection point for people wanting worms for their worm farms.
- Recycling and water education at schools and pre-schools is continuing around the district.
- Sport Canterbury ran a Top Team challenge involving 12 activity stations, one of which was a recycling station run by Eco Educate. Students had to sort recycling cards into the correct bin – no team managed to get 100% correct in the first instance but after reviewing the Bin it Right book and having another go considerable improvement was achieved. Allenton, Hampstead, Netherby, Wakanui, Our Lady of the Snows and Longbeach Schools were amongst the schools competing. This activity was met with enthusiasm and has proven useful in assessing school's knowledge, working out the focus for each age group and adapting the recycling education being provided.
- The team attended the Ashburton A & P show doing waste education and judging waste free lunches. They also ran a recycling challenge at the show as part of the Mid Canterbury Agri Futures Clash of the Colleges event.
- They also attended a He Waka Tapu event at the Ashburton Domain which provides community wellbeing and support services.
- Ran waste stations at the Movie Night and Light Up the Night events.
- Looking forward to working on a trial project of Bokashi bins in cafes with food scrap going to Ashburton Community Garden.
- Investigating the possibility of having a reusable wash station for events.

## 2.3 Stockwater Operations

### 2.3.1 General

- Mechanical cleaning and spraying of main races is progressing across the district.
- The cooler damp weather over the holiday period was ideal for the network, however heavy rainfall experienced in the Mt Hutt basin resulted in the Pudding Hill intake being washed out twice and the intake channel to Methven Auxiliary once.
- On 28 December ADC was contacted by ECan regarding a report of dead fish in the Mt Somers, potentially from a pollution event. Officers are continuing to liaise with ECan as they undertake an investigation.
- HHWET are not currently putting water down our race to the Frasers Road MAR site.
- The annual race cleaning letter has been sent to all water race ratepayers. It also provides some information and a link to Council's website where they can obtain more information of the stockwater delivery service divestment process and sign up to receive update newsletters.
- Some enquiries are still coming in for small, end of line race closures.

## 2.3.2 Applications

- A summary of the current applications is listed below:

### Stockwater closures/alterations/culvert installation applications as at 17 January 2025

#### 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/030/23	Methven Highway	0	2						Physical work to be completed
SKW/007/24	Hackthorne Road to SH1	27,664	25						Waiting for additional information
SKW/010/24	Hanrahans Road	567	5						Physical work to be completed
SKW/012/24	47 Anama School Road	3941	3						Draft Report
SKW/013/24	260 Chertsey Road	8520	9						Awaiting additional information
	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 which supplies these races has been surveyed for closure. NZTA have requested further information. All four closure reports will be presented to Council for approval in due course.

## 2.4 Roads and Footpaths

### 2.4.1 2024/25 financial year

Local Road Operations	ADC budget	NZTA approved budget	Spend as at 31/12/2024
Structures Maintenance	\$400,000	\$315,782	\$90,566
Environmental Maintenance	\$760,000	\$650,696	\$650,607
Network Services Maintenance	\$860,000	\$881,283	\$1,010,177
Network Operations	\$18,000	\$17,057	\$4,125
Level Crossing Warning Devices	\$37,000	\$35,062	\$36,388
Minor Events	\$100,000	\$94,762	\$55,270
Network and Asset Management	\$1,100,000	\$1,042,378	\$371,837
Structure Component Replacement	\$250,000	\$410,634	\$866
<u>Traffic Services Renewals</u>	<u>\$190,739</u>	<u>\$180,747</u>	<u>\$142,809</u>
<b>Total Local Road Operations</b>	<b>\$3,715,739</b>	<b>\$3,628,491</b>	<b>\$2,362,645</b>
<b>Local Road Pothole Prevention</b>			
Sealed Pavement Maintenance	\$2,300,000	\$2,193,133	\$1,154,253
Unsealed Pavement Maintenance	\$850,000	\$851,067	\$520,852
Routine Drainage Maintenance	\$540,000	\$500,820	\$167,120
Unsealed Road Metalling	\$1,200,000	\$1,178,400	\$1,178,400
<i>Metalling - unsubsidised</i>	<i>\$500,000</i>		<i>\$273,469</i>
Sealed Road Resurfacing	\$3,040,000	\$3,044,200	\$1,805,305
Drainage Renewals	\$435,000	\$540,100	\$404,974
<u>Pavement Rehabilitation</u>	<u>\$2,640,000</u>	<u>\$2,396,080</u>	<u>\$1,637,289</u>
<b>Total Local Road Pothole Prevention</b>	<b>\$11,505,000</b>	<b>10,703,800</b>	<b>\$7,141,663</b>
<b>Walking and Cycling</b>			
Cycle Path Maintenance	\$6,000	\$2,121	\$3,355
Footpath Maintenance	\$325,000	\$113,778	\$195,650
<u>Footpath Renewals</u>	<u>\$683,000</u>	<u>\$216,672</u>	<u>\$164,789</u>
<b>Total Walking and Cycling</b>	<b>\$1,014,000</b>	<b>\$332,571</b>	<b>\$363,796</b>

<b>Road Safety Promotion</b>			
Road Safety Promotion	\$170,000	\$78,000	\$18,935
<b>Total Road Safety Promotion</b>	<b>\$170,000</b>	<b>\$78,000</b>	<b>\$18,935</b>
<b>Local Road Improvements</b>			
Road Improvements – Second Bridge	\$2,600,000	\$0	\$57,200
LCLR Roding Improvements	\$1,600,000	\$0	\$70,244
<b>Total Local Road Improvements</b>	<b>\$4,200,000</b>	<b>\$0</b>	<b>\$127,444</b>
<b>TOTAL SUBSIDISED ROADING</b>	<b>\$20,104,739</b>	<b>\$14,742,862</b>	<b>\$10,014,483</b>

#### 2.4.2 2024/25 Work completed as at 31/12/2024

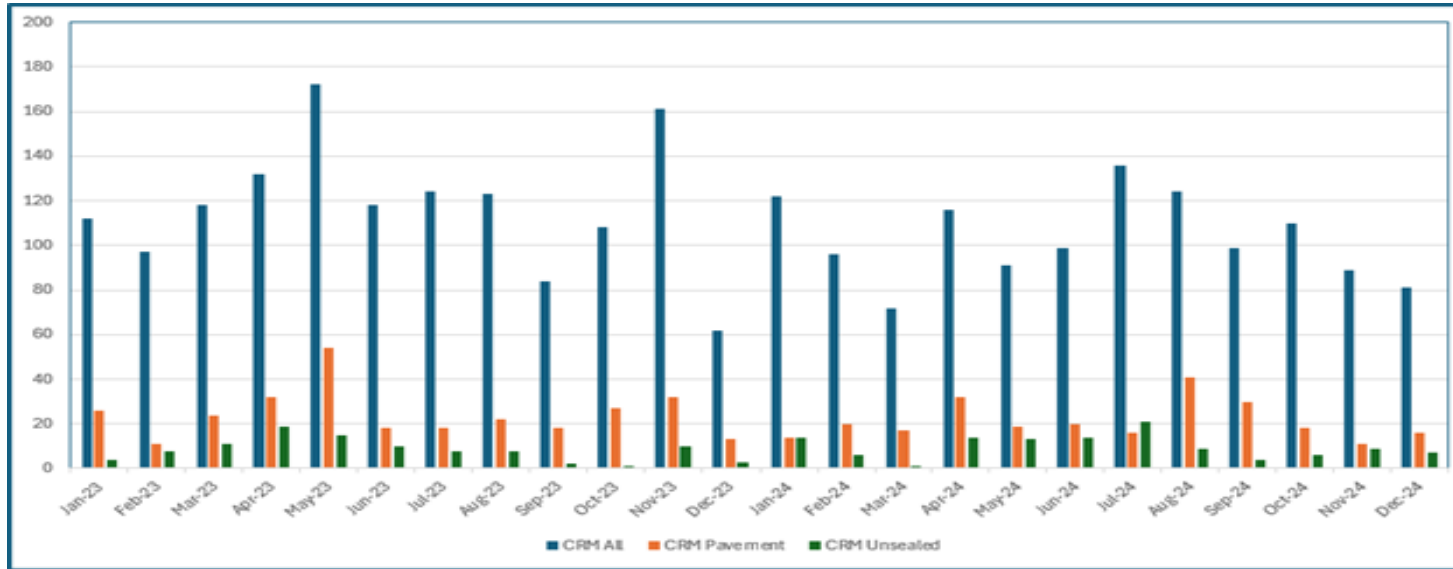
- 3,725 km of unsealed grading completed
- 38,353 m<sup>3</sup> of maintenance metal placed
- 4,216 potholes repaired
- 9,737 m<sup>2</sup> of sealed digout repairs
- 5.87 km of sealed road rehabilitation sealed
- 59.1 km of reseals completed

#### 2.4.3 Main areas of work

- Routine maintenance work on sealed and unsealed roads.
- Pre-reseal repairs.
- Weed spraying – there have been two rounds of weed spraying carried. With the wet weather there are more weeds growing. The contractor is aware of the need to get on top of this. There is no set frequency for weed spraying and it is to be done as often as necessary.

#### 2.4.4 Roding CRM data – January 2023 to December 2024

Roding CRMs showing the fluctuations through the year (All 2,646 - Pavement 549 - Unsealed 217)



#### 2.4.5 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	75	70	45
Traffic Management Plans	33	22	25	34	24	54	18	31	59	26	30	27

#### 2.4.6 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. With the lower than requested funding from NZTA and the Council share not matched by subsidy largely going to reseals there will be minimal renewals and reduced maintenance in 2024/25.

### 2.4.7 Sealed road rehabilitation

Three sites on Ashburton Staveley Rd, one on Forks Rd and one on Pudding Hill Rd included in Contract ROAD0361 awarded to Fulton Hogan have all been sealed.



*Sealing – Ashburton Staveley Rd*



*Sealing – Pudding Hill 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 Beach Road East sites have been sealed with work starting on the Maronan Road and Seafield Road sites early January.



*Basecourse construction – Beach Road East*

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

With the zero NZTA approved funding for Low Cost Low Risk projects and a lower approved NZTA funding for footpath maintenance and renewals and road safety promotion the decision to spend the Council share not matched by subsidy on reseals in 2024/25 will mean minimal local road improvements. This includes no or minimal intersection improvements, delineation improvements and resilience improvements.

#### **2.4.9 School Speed Limits**

The new Land Transport Rule: Setting of Speed Limits 2024 has recently been signed off by the Minister of Transport and came into effect on 31 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 (NSLR) which is the legal instrument for speed limits. The process requires the reversal of the permanent 30 km/hr speed limit and the list of roads for the reversal has been submitted to NZTA.

The changes at all schools with a permanent 30 km/hr speed limit to a variable 50/30 km/hr speed limit have been submitted for certification in the NSLR. A start date of 27 January 2025 has been submitted and certified so the maintenance contractor will be progressively installing the supplementary signs along with changing posts where necessary to get the 2m clearance when over a footpath.

Subsidised funding is available for the change to the variable speed limit and the costs of this will be submitted for approval by NZTA.

## 2.5 Contracts – Tenders

Current Contracts/Tender	Closing Date
Nil in this reporting period	

Awarded Contracts	Awarded to	Value	Estimate	Tenders received	TTM
Nil in this reporting period					

## 2.6 Lake Hood

With the Highbank Power Station shut down for approximately 18 months to undertake maintenance, RDR are able to spill unused irrigation water into the Ashburton river. This, along with the rainfall experienced over the December/January period has significantly increased the flow in the Ashburton river, which has benefitted the lake by having more water to circulate.

The weed harvester is operating 3-4 times a week, removing nutrients from the lake and creating better paths for water to circulate around the canals. A small channel has been constructed to improve circulation in the water-ski area, and a culvert pipe will be installed to allow access for maintenance.

### 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 24</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>	57 (29)	210 (156)	38 (28)	191 (183)	100%	9.3	311 (7)	100%
<b>November</b>	41 (31)	251 (187)	51 (32)	242 (215)	100%	13.7	306 (5)	97.6%
<b>December</b>	24 (29)	275 (216)	32 (26)	274 (241)	100%	14.6	259 (4)	100%
<b>Jan 2025</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 25</b>	(57)	(491)	(45)	(502)				

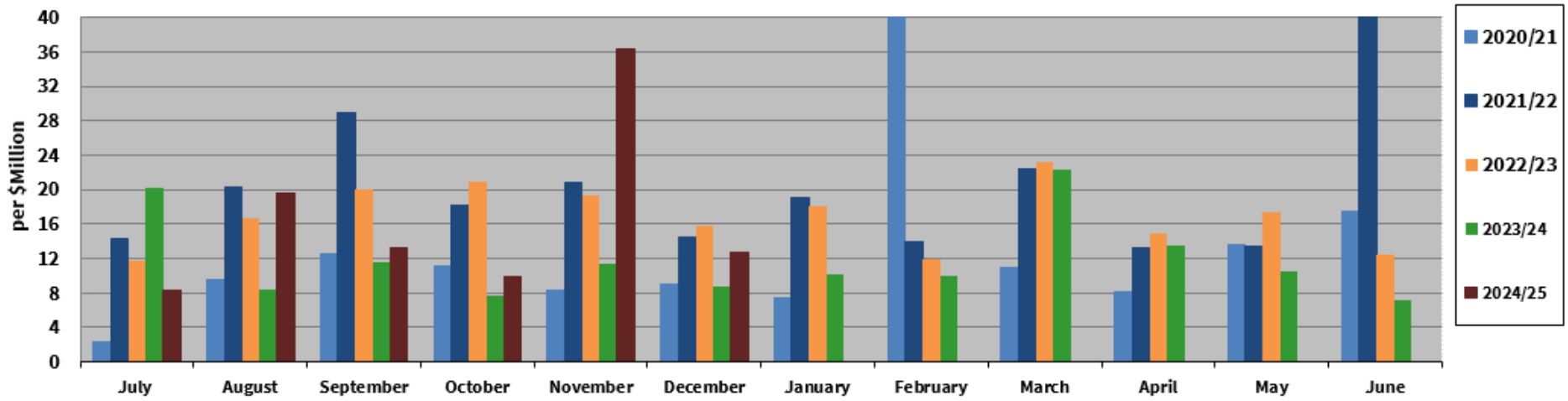
**Note: figures in brackets are for the corresponding month during the previous year.**

Month	BC Value of Work			
	Received	Received YTD	Issued	Issued YTD
<b>July 2024</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>	\$17,397,800 (\$12,217,236)	\$79,416,608 (\$43,134,602)	\$9,879,454 (\$7,710,277)	\$51,050,815 (\$47,982,004)
<b>November</b>	\$11,425,350 (\$15,015,499)	\$91,411,958 (\$58,150,101)	\$36,348,600 (\$11,365,505)	\$87,399,215 (\$59,347,509)
<b>December</b>	\$12,247,950 (\$14,337,900)	\$103,659,908 (\$74,488,001)	\$12,725,573 (\$8,853,920)	\$100,124,788 (\$68,201,429)
<b>January 2025</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 25</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>				

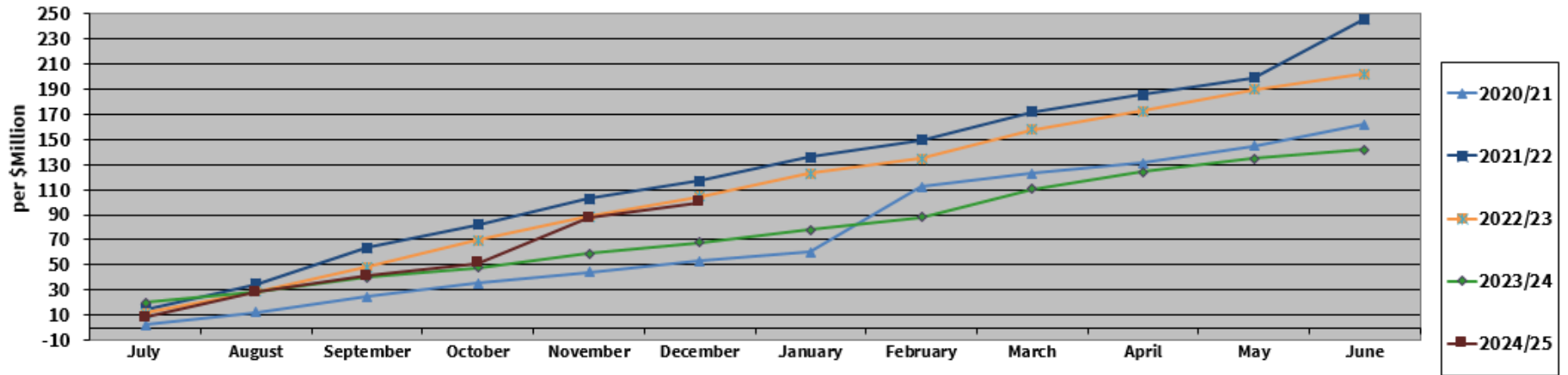
Month	Building Amendment				% Processed within 20 Days
	Received	Received YTD	Issued	Issued YTD	
<b>July 2024</b>	13 (26)	13 (26)	8 (30)	8 (30)	100%
<b>August</b>	10 (26)	23 (52)	9 (20)	17 (50)	100%
<b>September</b>	9 (28)	32 (80)	4 (27)	21 (77)	100%
<b>October</b>	14 (20)	48 (100)	15 (20)	36 (97)	93.3%
<b>November</b>	10 (35)	56 (135)	8 (28)	44 (125)	100%
<b>December</b>	2 (22)	58 (157)	5 (28)	49 (153)	100%
<b>January 25</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 25</b>	(10)	(301)	(7)	(269)	

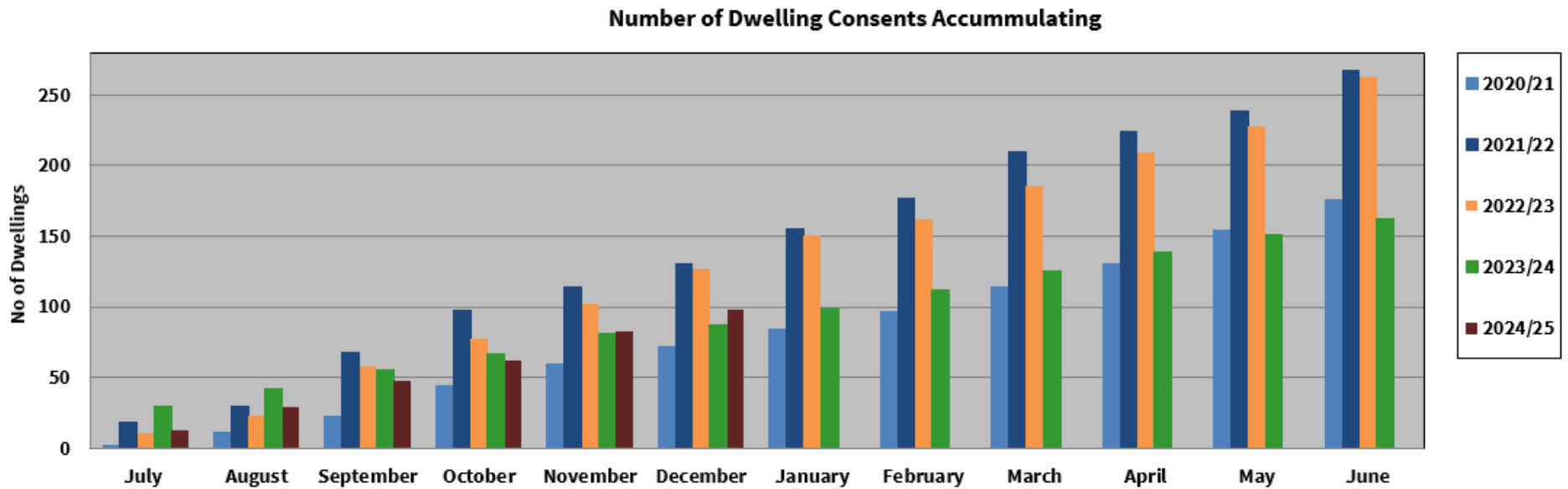
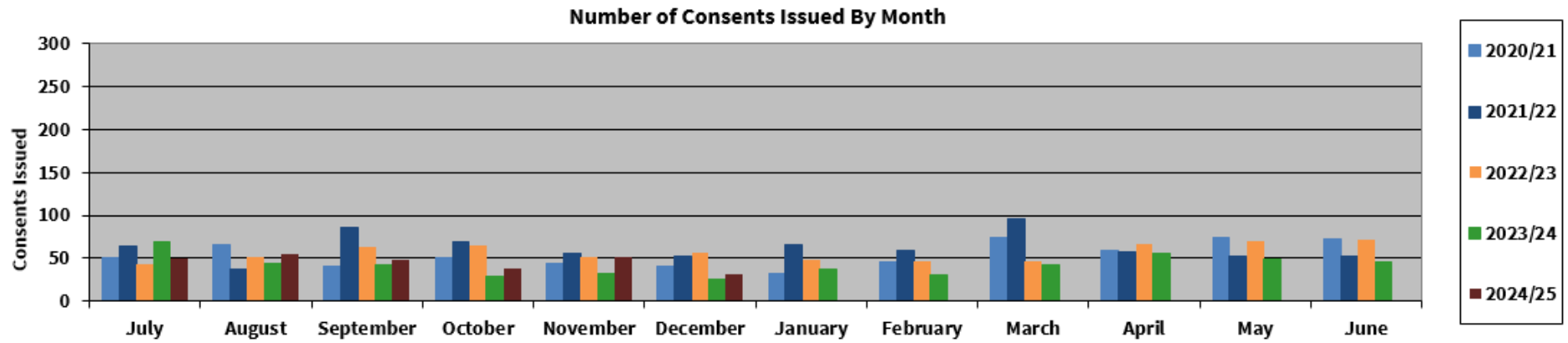
**Note: figures in brackets are for the corresponding month during the previous year.**

**Building Consent Values By Month**



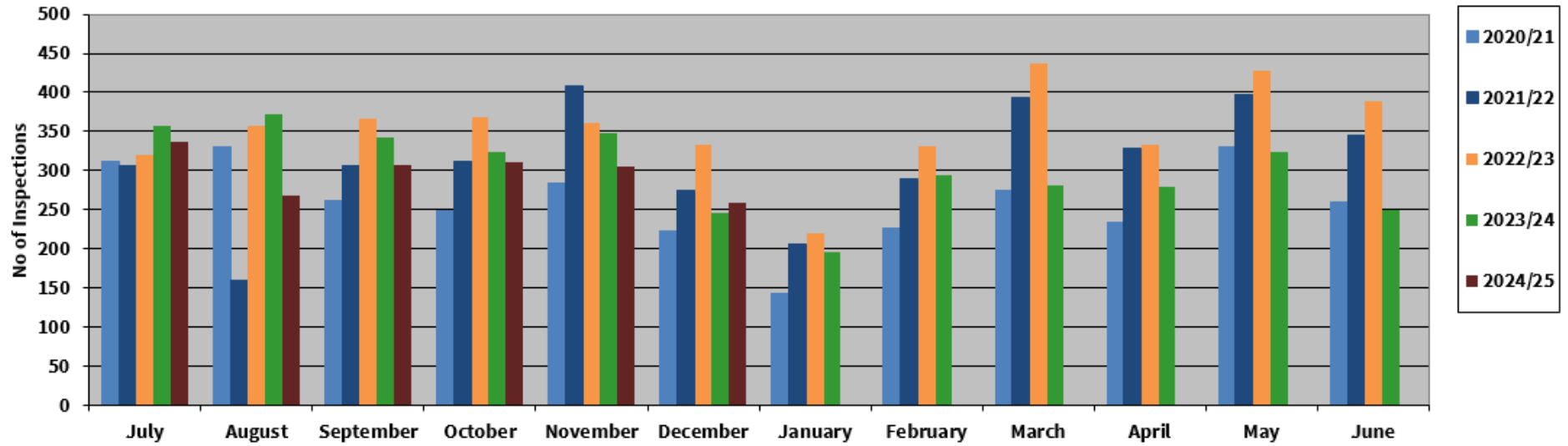
**Building Consent Values Accumulating**



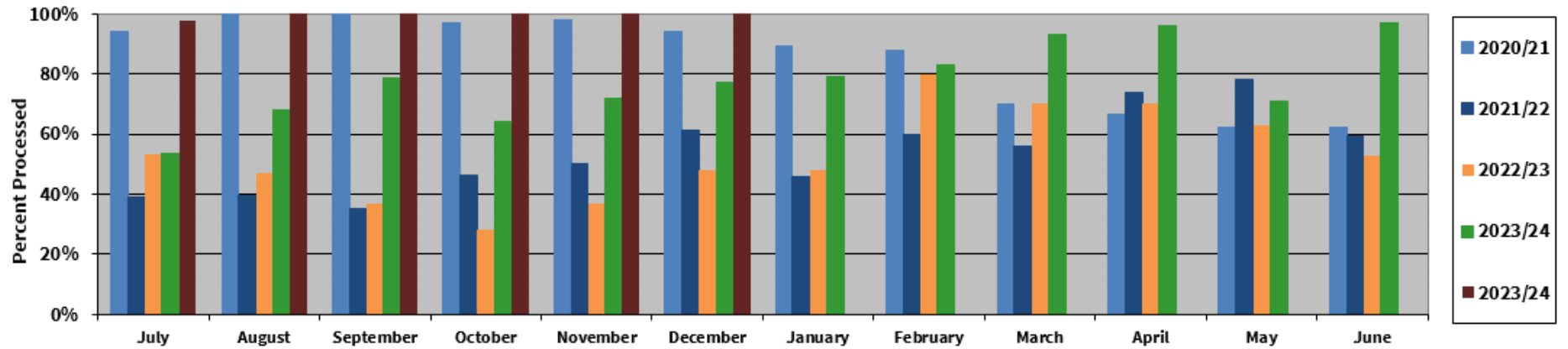




**Number of Inspections Completed**



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



**3.1.2** With half the financial year gone, compliance for issuing consents at 99.6% with an average of 12 working days. Out of the 275 consents received so far this financial year, 91 are for new dwellings (compared to 64 same time last year). Last meeting I said we are expecting it to be reasonably quiet up to Christmas and to pick up in the first quarter of 2025. Might have been slightly pessimistic as we are currently 27% ahead of consents received and 14% ahead of consents issued compared to the same period last year. Hopefully this trend continues as a number of firms have reported that their enquiry numbers are up as well.

## **3.2 Civil Defence Emergency Management**

### **3.2.1 November 2024**

November commenced with the final preparation for and then delivery of Exercise Pandora 24. The week leading up to exercise day was taken up with preparations including loading information into our Decisions 4 Heroes (D4H) Incident management system, publishing our Situation Report (SitRep) and Action Plan (AP). The day itself proved to be an excellent and testing activity for our CDEM EOC staff. We were also lucky on the day to be joined by our partners from FENZ, Police, Hato Hone/St John and Mana Whenua, as well as a number of our welfare and health sector partners.

The exercise itself consisted of a full day program commencing at 0900 and ending at 1600, with a number of activities and injects (changes in the situation) occurring to stress and test our systems. Some of the activities we conducted on the day were planning for isolated communities due to road closures, downed buildings, damage to the Ashburton Bridge, and failure of the 111 emergency system. We also undertook contingency planning to dispose of 3000 carcasses in the chillers at our district freezing works and the planning for Rapid Building Assessments (RBA) on our district schools to assist in getting our children back to their “new normal” and get the schools open.

Recovery activities were also included on the day with Impact Mapping and Holistic Consequence Analysis (HCA) conducted to confirm what we were up against in the four recovery environments Social, Economic, Built and Natural. We discovered a number of great learnings that will allow us to plan our training going forward, but also confirmed that we are in a very good space in terms of the fantastic group of people we have volunteering in the space and also the trained state of our EOC team.

Other activities that occurred over the month included the EMO providing presentations on the risks we face in our district to the Mayfield Community in conjunction with our emergency services partners. The same presentation was provided later in the month to the District School Principals Association when the EMO hosted their final meeting for 2024 in the EOC. Both of these activities continue to enhance the relationships we have with our community.

The EMO provided a presentation to the Methven Scouts and Cubs group about emergency management to assist with the children obtaining their Civil Defence Badge.

The EMO also attended the AGM for the Rakaia Community Association and as guest speaker was able to present the draft review of the Rakaia Community Response plan. This followed on from work completed with the community response group from Rakaia made up of reps from the emergency services. Next steps will be to conduct a further meeting with this group in the new year to work on the finer details of the reviewed plan and confirm how these groups want to present this to their community.

The EMO attended (online) meetings with the Canterbury Civil Defence Emergency Management Group (CDEM group) to discuss community engagement, training of EOC staff, Recovery consultation and the Response Planning Group. Each of these CDEM Group sponsored meetings allow members to work on activities across the 4 R's, Reduction, Readiness, Response and Recovery with other emergency managers from across the region.

The monthly training for our Emergency Support Team (EST) Volunteers was well attended and there were two excellent presentations provided. The first was from the McKenzie DC EMO on a welfare response they stood up in July in response to a bus accident involving a Chinese tour group passing through their district. The second was a presentation on the New Zealand Response Teams (NZRT) who are a group of highly trained volunteers that provide "boots on the ground" support to emergencies and are able to be deployed anywhere within New Zealand in response to any disaster.

The EMO attended the AGM of Neighbourhood Support and the first meeting of the new term Board for this organisation. The EMO is an ex officio member of the organisation in a support and advisory capacity.

The EMO had a meeting with the HR Manager from Dairy Holdings Ltd to discuss how CDEM and Dairy Holdings can work collaboratively during emergency events. This meeting was a continuation of the ongoing work to secure good working relationships with varying rural groups, agri businesses and agencies.

The EMO conducted his monthly catch ups with the Chief Fire Officers at the rural brigades. Much of our discussions centered around Exercise Pandora 24 and the part each of them played on 6/7 November, but also ways that we can enhance how we work together before during and after an emergency event.

The EMO attended the final two day Emergency Managers Forum, facilitated by the CDEM Group and hosted in Methven. Day one consisted of a number of presentations, lectures and workshops around planning, training and delivery of emergency management across the region and we overnights in the Methven Resort. Early on the second day all of the regional EMO's headed up to Mt Hutt where we were hosted by Mt Hutt staff and used the facilities on the mountain to complete further workshops on public information, our EM Survey (to be delivered in early 2025), and our

Group Work Program for the next five years. This was a great activity and enhanced our district reputation as a great host and also allowed for some excellent interaction between the regions EM staff.

Two members of the EOC Staff completed the Response and Recovery Aotearoa New Zealand, Tier Two Leadership Development training. This is a week long residential course focusing on leadership in the response and recovery phases of emergency management. Feedback from our staff who have completed the training has been that it is fantastic leadership activity that allows for the building of sound relationships in a testing environment. With these two staff completing the course we now have six staff who have completed both the tier one (six week online course broken down by modules) and tier two training with a further three who have completed the tier one only and are scheduled to attend the tier two in 2025.

On 27 November 2024, Environment Canterbury adopted their revised Dangerous Dams Policy, after a period of consultation and submissions commencing in late August 2024. The policy can be viewed online at <https://www.ecan.govt.nz/do-it-online/dams/dangerous-dams-policy/>. ECan have responsibility for identifying, monitoring and reporting on dangerous and flood prone dams. When notified about a dangerous, earthquake or flood prone dam ECan will notify Canterbury CDEM Group, which will also see ADC EMO informed of this risk should it be within our district.

### **3.2.2 December 2024**

December involved a number of meetings to discuss Tsunami Evacuation Zones, preparing submissions on the changes to the way Recovery is managed, including training and a final get together for the year for the CDEM Volunteers. There was also a meeting of the Canterbury Training Advisory Group (CTAG) in Christchurch, before the EMO commenced Christmas leave on Friday 13 December.

A meeting to discuss the proposed changes to the Tsunami Evacuation Zones for Canterbury was held to finalise comments and observations from the Group. The proposed changes would see the current three tsunami zones (red, orange and yellow) changed to a single blue zone. This is based on the approach taken by the Wellington Regional Emergency Management Office (WREMO) where there are “blue lines” painted on the roads in the evacuation zones to provide a visual representation of where people are safe when evacuating. This works well for Wellington, but there are some impracticalities with this in Canterbury and the meeting was to ensure this was considered.

The submission for the changes to how Recovery is managed within New Zealand, including how we train staff to operate in a Recovery Environments was prepared by the group recovery Manager. This was then sent to EMO’s for feedback prior to being submitted. The proposal is to provide different levels of training for staff across the Recovery space.

The final Multi Agency briefing for 2024 was conducted online, with representatives from CDEM and all of our partner agencies in attendance. Items discussed included weather forecast for December/January, the Fire Season and restrictions, and an update on the Bird Flu outbreak in Moeraki.

The final activity for December was a get together with the CDEM Volunteers, who were able to make it, at Noble 600. This allowed for sharing of some food and a beverage and the EMO thanked the volunteers for the time they had given up training throughout 2024.

### 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
January 2024	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
October	1	6	9	17	1
November	1	8	8	16	2
December 2024	0	5	2	7	0

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

### 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
Jan 2024	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	6412	370	94.5%	5	0	1	4
October	6458	335	95%	8	0	2	3
November	6506	282	95.9%	13	0	3	4
Dec 2024	6546	274	96%	7	0	1	3

#### December breakdown:

3.4.1 There were six attacks reported in the district which resulted in the following:

- **1. Dog vs lamb/sheep** – Contractor subsequently stood down by After Hours Services.
- **2. Dangerous dog vs Dog.** Infringement issued to offending dog owner.
- **3. Dog vs Dog and dog owner.** Offending dog classified as Menacing and infringements issued to dog owner.
- **4. Dog vs child** – Initially reported by Hospital. No report from victim/family. Ongoing investigation.

- **5. Dog vs Postie** – Ongoing investigation.
- **6. Dog vs Dog – Ashburton** – Ongoing investigation.

### 3.4.2 CRMs for December: **Total 92**

Attack – 6, Ani Foul – 0, Barking – 26, Found/Lost/Wandering – 41, Keeping of animals – 5, Rushing dog – 3, Wandering stock -3, Other - 8

## 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
January 2024	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
October	10	10	0
November	8	8	0
December 2024	13	13	0

\*Accounts for Night Noodle Market and Boulevard Day

### 3.6 Planning

<b>Resource Consents</b>	<b>November 2023</b>	<b>November 2024</b>
No. of resource consent applications decided <sub>1</sub>	18	14
No. of resource consents decided within statutory timeframe	17	14
Resource consent KPI Compliance (accumulating)	98.8%	98.8%
Notified/ Limited notified applications decided	1	0
<b>Other:</b>		
No. of 223 Certificates processed	2	8
No. of 224 Certificates processed	5	6
No. of building consents reviewed against District Plan <sub>2</sub>	9	14
<b>Resource Consents</b>	<b>December 2023</b>	<b>December 2024</b>
No. of resource consent applications decided <sub>1</sub>	15	11
No. of resource consents decided within statutory timeframe	15	11
Resource consent KPI Compliance (accumulating)	98.9%	99%
Notified/ Limited notified applications decided	2	0
<b>Other:</b>		
No. of 223 Certificates processed	4	4
No. of 224 Certificates processed	2	7
No. of building consents reviewed against District Plan <sub>2</sub>	14	16

<b>Land information memoranda</b>	<b>November 2023</b>	<b>November 2024</b>
LIMs Produced	86	78
LIMs Produced within 10 working days	86	78
LIMS (accumulating)	347	401



Land information memoranda	December 2023	December 2024
LIMs Produced	55	75
LIMs Produced within 10 working days	55	75
LIMS (accumulating)	402	476

### 3.6.1 Notification of Private Plan Change 6

A Private Plan Change request to rezone a 1ha site at 259 Alford Forest Road from Residential D to Residential C has been publicly notified with two submissions (ECan and NZTA) being received. NZTA reserved a right to be heard in this process. At the time of writing the officers recommendation was being competed for circulation to the parties . At this stage it is unlikely a hearing will be required but a verbal update can be provided at the briefing.

### 3.6.2 RMA Updates generally

The Resource Management (Consenting and Other System Changes) Amendment Bill has passed the first reading and is currently open for submissions. The bill is aiming to amend existing provisions in the Resource Management Act 1991 (RMA) relating to infrastructure and energy, housing growth, farming and the primary sector, natural hazards and emergencies, and system improvements.

The next phase of the Governments RMA reforms include changes to 21 pieces of national direction and these have been broken up into 4 packages. These are likely to be open for submissions in April/May this year. Following that the first reading for the replacement RM legislation is currently expected around July this year.

## 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 March at the Ashburton Domain.
- **Glow in the Park:** This event is scheduled for King's Birthday Weekend on 30 May – 1 June. Planning is underway to secure sponsors and commence marketing. The website is live here: <https://www.glowinthepark.nz/>
- **Citizenship Ceremony:** This ceremony is scheduled for Wed 19 March at the Ashburton Events Centre. There are 35 candidates assigned to this ceremony so far.
- **EA Networks Kids Triathlon:** This event is scheduled for 23 March 2025. The Event Advisor is providing planning support to the EA Recreation Services Manager.

##### Recent Community events and activities involving Council:

- Ruapuna Fireworks
- Mt Somers Xmas Market
- Whānau Fun Day
- Rakaia Fireworks Night
- South Island Akro Festival
- Santa Parade and Christmas Market
- Church Open Air series

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

- Staff are working on 9 events scheduled to occur between now and March 2025 (not including Council Events).
  - The Amazing Dinosaur Discovery, 13 Jan – 20 Jan
  - Run and Walk – Summer Park Series, 14 Jan – 18 Feb
  - Kingdom Circus, 21 Jan – 24 Jan
  - Free Community Pop-ups, 21 Jan and 28 Jan

- Waitangi Market, 6 Feb
- Ashburton Car Club Gravel Sprint, 15 Feb
- Ashburton River Trail, 28 Feb – 1 March
- Multi Cultural Bite, 1 March
- Run Mt Hutt, 8 March

### 3.7.2 Mayors Taskforce for Jobs

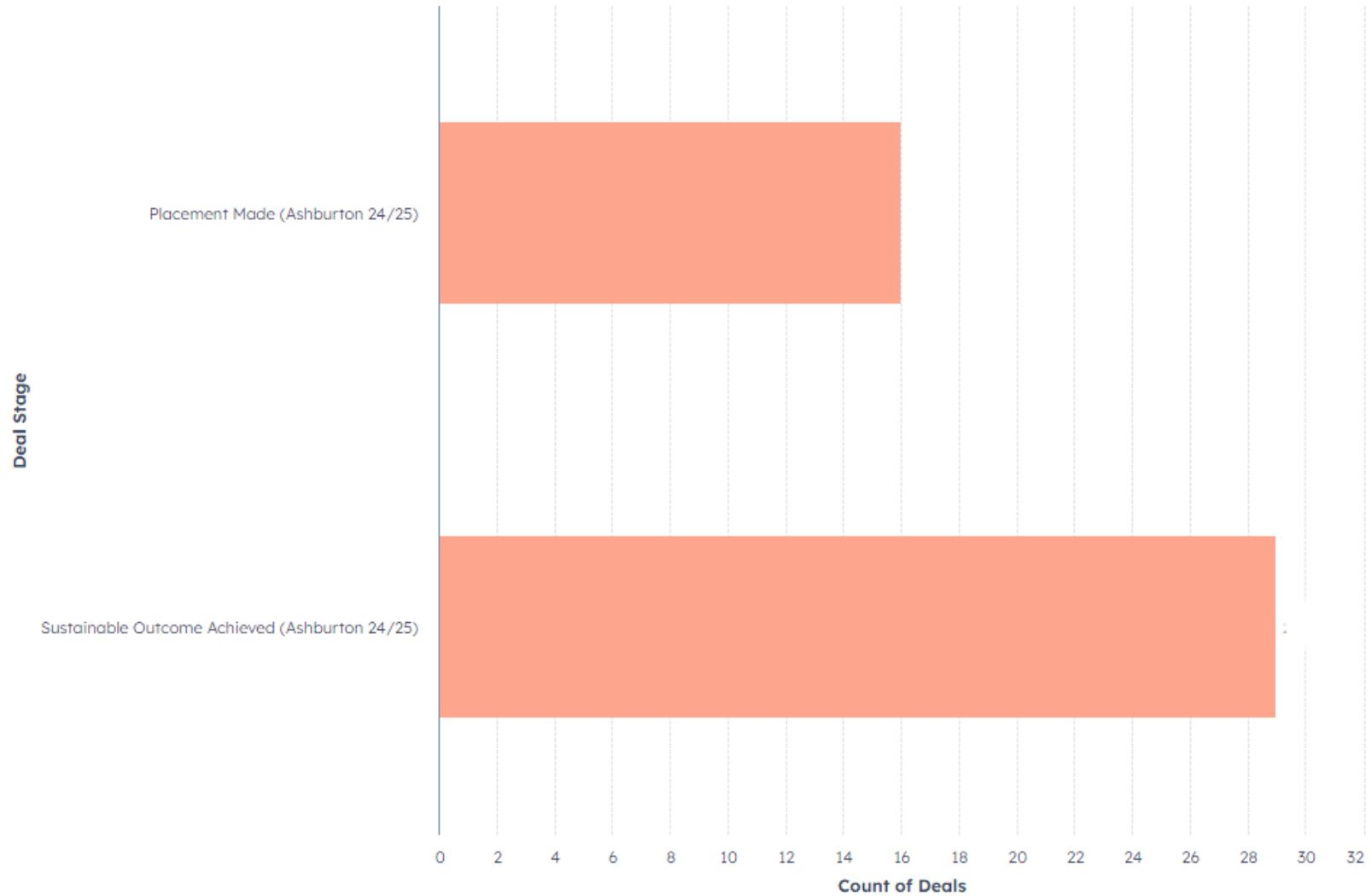
- Placements  
There have been 45 placements with 29 of those now in sustainable employment (been employed for at least 90 days).
- Staff are currently working with 35 clients
- Driver Licensing
  - There have been two restricted and one learners for December 2024 and 1 Class 2 License for 2025
  - There have been 18 Driving lessons paid for by MTFJ in December 2024
- Staff meeting with managers within Council and Council contractors to try and secure further employment outcomes and gain additional funding from the F25 initiative fund through MSD. A application has been submitted to MTFJ for six further placements.
- The focus for early this year is developing more employer relationships, with staff going out to businesses to build these relationships
- A new promotional flyer promoting MTFJ has been developed – see below

### Total Placements Made And Sustainable Outcomes 24/25 📄

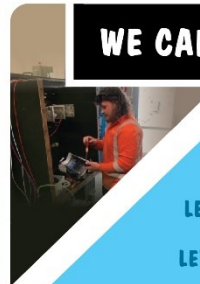
ALL TIME

FILTERS (2)

● Count of Deals



# NOT SURE WHAT YOUR NEXT STEP IS?



## WE CAN SUPPORT YOU WITH;

CREATING A STANDOUT CV,  
AND COVER LETTER

LEARN HOW TO ACE YOUR INTERVIEW

LEVELING UP BY ADDING NEW SKILLS,  
TRAINING AND LICENSES

GEAR FOR THE ROLE YOU SEEK

ONGOING SUPPORT FOR YOU AND YOUR  
EMPLOYER ONCE YOU FIND YOUR JOB



# MTFJ

MAYORS TASKFORCE FOR JOBS

Ashburton MTFJ: 027 340 1368 | [sharon.watson@adc.govt.nz](mailto:sharon.watson@adc.govt.nz) | [www.facebook.com/MTFJAshburton](http://www.facebook.com/MTFJAshburton)

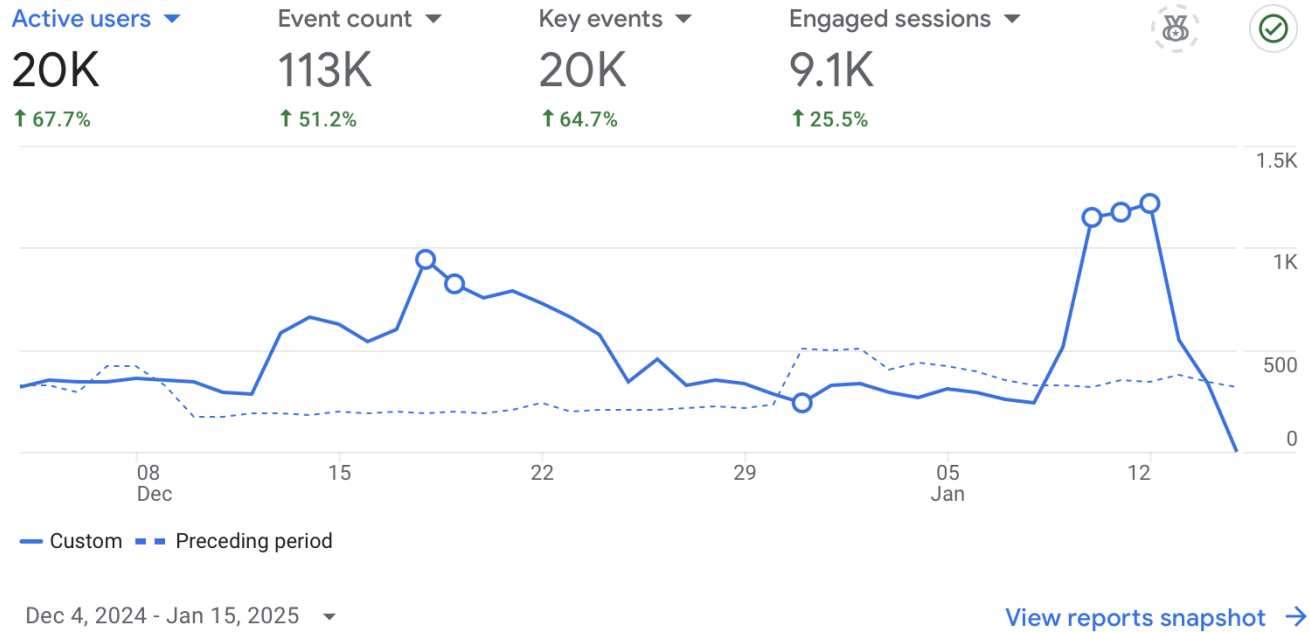
### 3.7.3 Visitor Promotion

#### Visitor Promotion

- The primary summer campaign has been running since late November and has garnered very positive results. Nine separate campaigns have been launched with custom audiences and geo targeting resulting in nearly two million impressions. Further campaigns are still to be launched in the next six weeks.
- Lilia Alexander spent a week in the district in early December and visited 19 different operators. The reels and stories that accompanied her visit were incredibly successful with one of the Tik Toks at Erewhon Station going viral (2 million views, 520k+ likes, 58k+ shares). Over 4000 photos and videos have been commissioned through this visit and will be shared with the operators allowing them use to update their own promotional channels.
- The November campaign in collaboration with Roady NZ resulted in several social media campaigns and returned new photos and videos for our library as well as successful digital campaigns.
- Roady NZ were back in the district in December and captured photos at Rakaia Gorge, Rakaia Gorge Campground and jet boating on the Rakaia River with Discovery Jets. The new content will form additional summer campaigns.
- In late January a travel writer from the Air New Zealand in-flight magazine, Kia Ora, will be in the district for four days and will be visiting and experiencing the offerings of 19 local operators. The article will be written as a self-guided piece and will be run as a standard travel feature format. Air New Zealand has approximately 1 million domestic passengers per month, and Kia Ora magazine has a readership of over 400k people. The writer will look to publish a 5-7 page spread showcasing the Ashburton District in the April addition of the magazine.
- In late January Brit Cunningham, a social media influencer from Auckland, and her family will be in the district for five days and a total of 20 operators are involved in this visit. Brit and her husband have 3 children and they will all be experiencing family activities in the district to promote Mid Canterbury in this market.
- Pre-Christmas a newsletter was sent out to operators to provide market information, seasonal information and campaign updates. A copy of the newsletter can be found [here](#).

- A multi-departmental project with New Zealand Wikipedian, Dr Mike Dickison has begun. The project involves The Ashburton Art Gallery & Museum, District Promotion, Open Spaces, and Economic Development and the main objective is to enhance the online profile of the district via the online site – Wikipedia.
- Work has continued on the development of the new Experience Mid Canterbury website and all design templates have now been confirmed. The project is still on track to be completed in February for launch.
- Ongoing meetings with Christchurch NZ and delegates from the Selwyn and Waimakariri District Councils have been held to discuss actions from the Destination Management Plan. One of the actions that has been targeted is the development of Culinary Leadership which will look to develop a regional umbrella food and beverage proposition to showcase our producers and the operators who sell them. The project is scheduled to begin in April with a June 30 deadline. Food and beverage tourism offers a significant opportunity to connect locals and visitors to food experiences through events. We can create a lasting emotional experience with locals and visitors through food.

○ **Website Statistics**



- 10k+ active users landed on the website via a social media link
- 304 people downloaded the Methven Walkway information and map
- Most popular pages (past 6 weeks):
  - Summer (Campaign) 2024-2025 – 7k views
  - Methven Walkway – 2.7k views
  - Aviation Museum – 2.7k views
  - Mt Sunday – 1.4k views

### 3.7.4 Pedestrian Counters

Reporting
<ul style="list-style-type: none"><li>● December has been the busiest month to date with 98,004 people movements being counted.</li><li>● Since the installation of the pedestrian counters the number of people movements has grown steadily. It should be noted that there is no comparative data from previous years to assess the number of movements against so this may be a seasonal trend with the weather getting warmer.</li><li>● Post-Christmas the number of people accessing the CBD has clearly dropped with movement numbers much reduced from their normal levels.</li></ul>

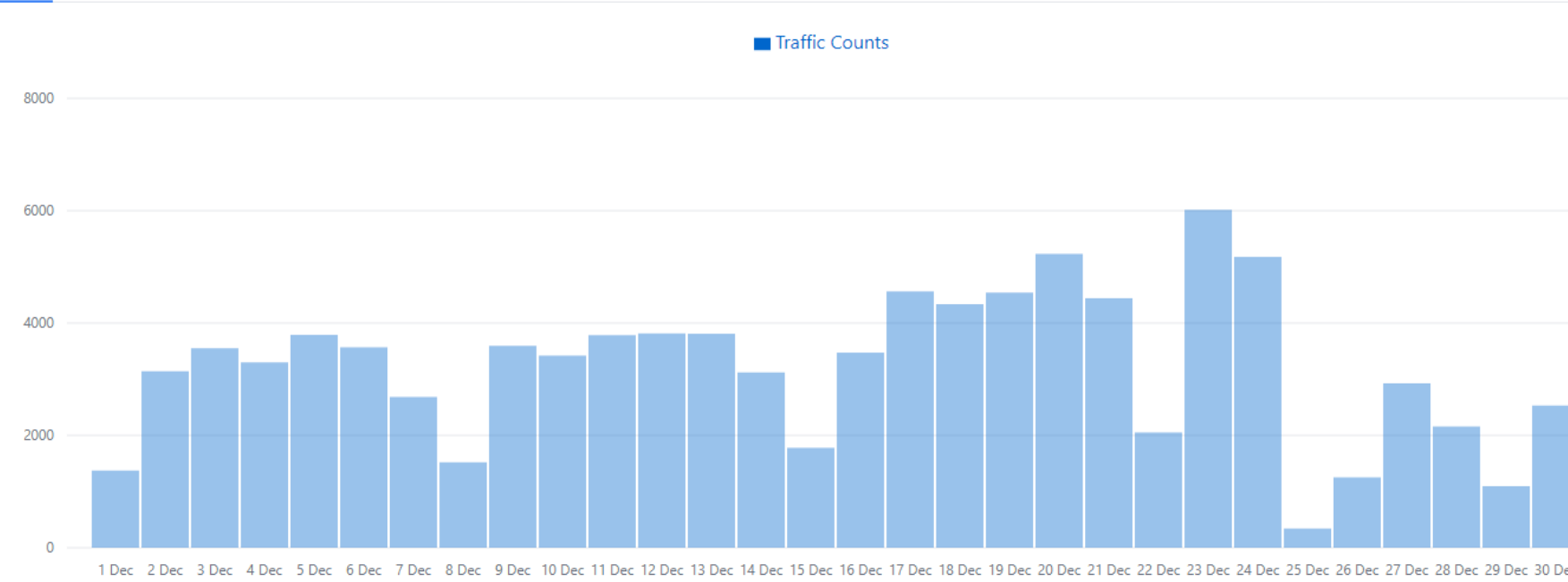


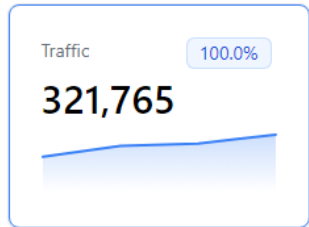
Traffic 100.0%

**98,004**

Displaying 1 months from Sun, 1 Dec 2024 to Tue, 31 Dec 2024 in day buckets for all sites and all cameras and all counters

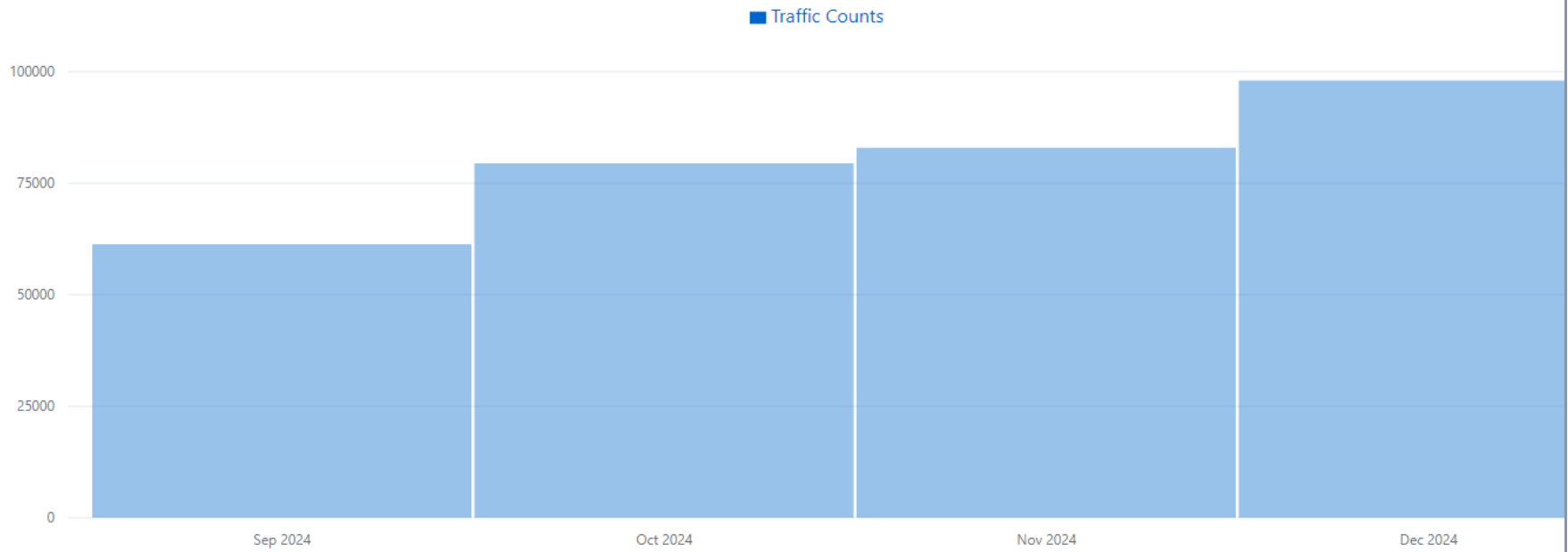
[Chart](#) [Table](#) [Map](#) [Camera Details](#) [Counter Details](#)

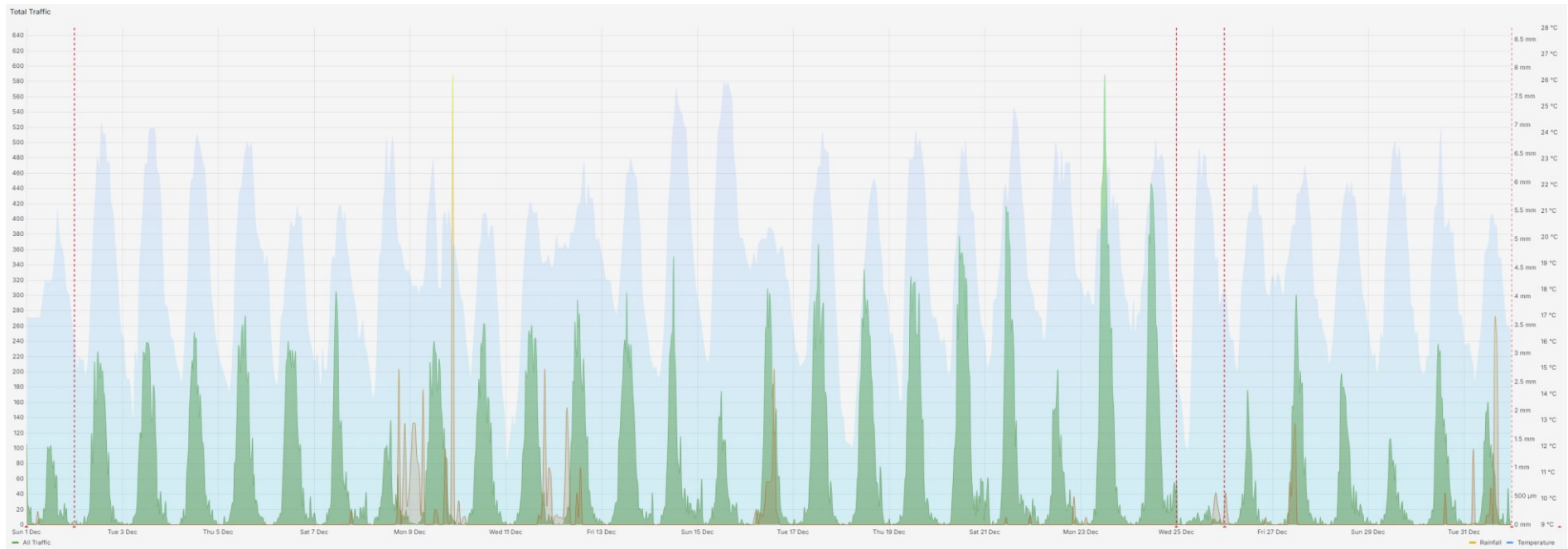




Displaying 4 months from Sun, 1 Sep 2024 to Tue, 31 Dec 2024 in month buckets for all sites and all cameras and all counters

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





The graph above shows the spikes in pedestrians being counted on an hourly basis.

- The green spikes are pedestrians which is read using the left hand key
- The light blue is temperature that can be read against the right hand key and
- The orange spikes are rainfall which again can be read against the right hand key.

### 3.7.5 Ashburton District Cycle Trail

#### Cycle Trail

Prior to Christmas staff undertook a Request for Proposal and invited four track builders to submit quotes to investigate and report on options and opportunities for a circular trail around the District. The report that the consultants will deliver includes:

- background and context – including user profiles and market analysis
- commercial opportunities – a summary of existing businesses who could benefit
- stakeholder engagement – summary and overview of key themes
- trail options analysis – description, pros/cons, highlights, constraints, high-level costing
- recommended routes – pros/cons, land tenure overview, linkages/connectivity
- land holder contact list as appendices, with an indication of who supports the trail
- mapping – provision of maps in pdf and .kml format to include trail route options, land tenure, topography and key features.
- photos of key features trail highlights, viewpoints, etc.
- high level pricing estimates – a route-by-route summary outlining the investment required
- recommendations to Council on next steps

The delivery for this work is by the end of this financial year in June 2025, with the work being awarded to Xyst, a Christchurch based consultancy with experience in the development of other trails in the South Island.

Staff have also met with members of the cycling community including Kirstie Gilchrist, Ross Gordon and Emma Milburn to discuss how the community can lead this initiative. The current intent is to create a Community Group who will oversee the track construction detailed in the overall masterplan and then create subgroups who will be responsible for building the interconnecting sections.

### 3.7.6 Ashburton Learning Hub

#### Learning Hub / Learning Network

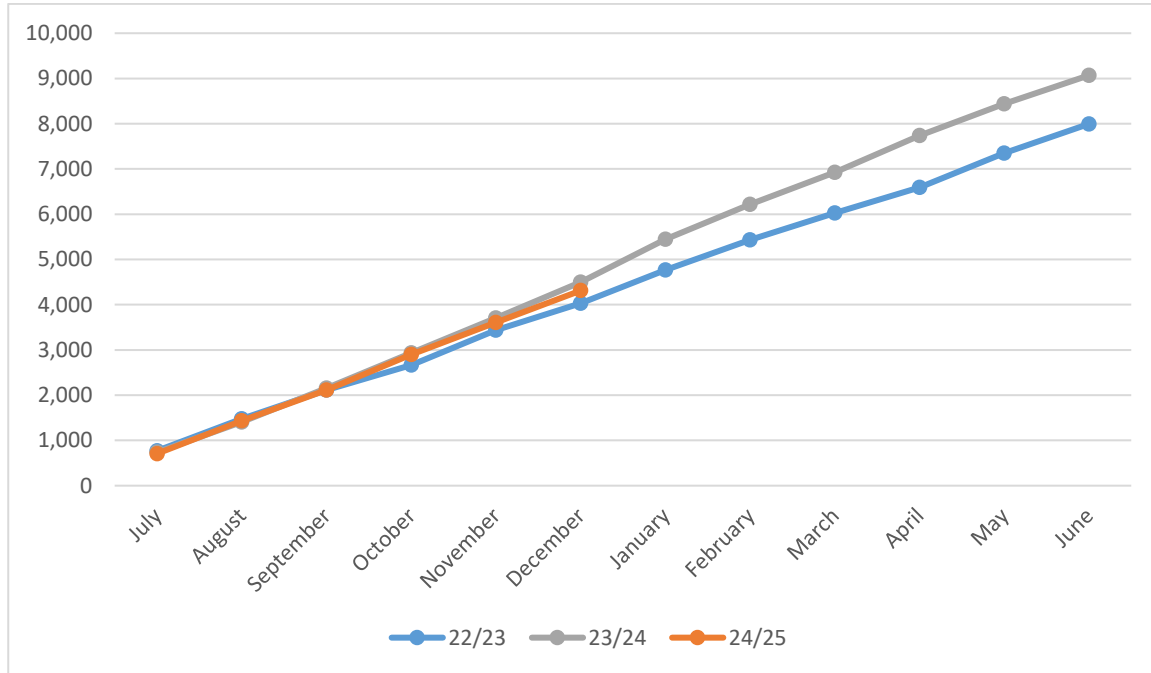
Work continues on the development of a Learning Hub / Learning Network for the Ashburton District. A survey of 200 businesses that were representative of businesses in the Ashburton District took place prior to Christmas. The survey is currently being analysed and a report will be made available to Councillors in February.

## 4. People & Facilities

### 4.1 Council Services

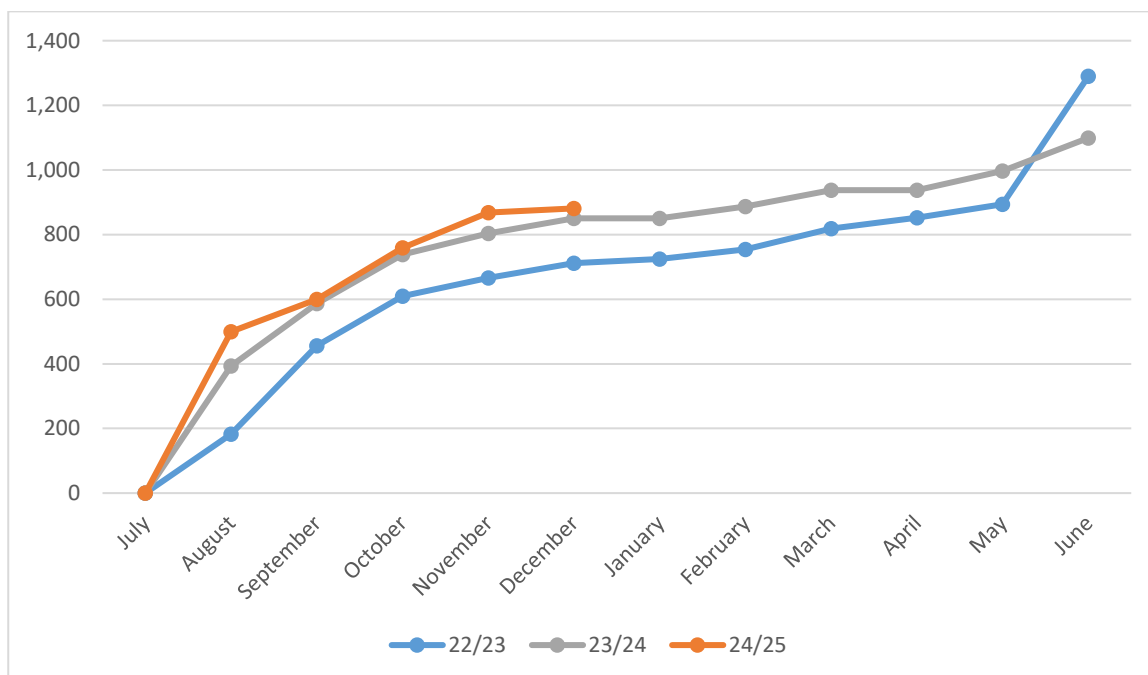
#### 4.1.1 Key Performance Measures

##### a) Customer Requests Raised



24/25	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Kerbside	126	196	131	206	168	118						
Roading	179	150	131	131	112	112						
Water	126	142	137	134	153	208						
Animal	88	62	73	83	83	91						
Info Req	65	43	54	49	49	40						
Noise	23	25	42	37	31	41						
Property	20	20	42	22	22	12						
Other	80	88	68	129	88	81						
<b>Total CRM's</b>	707	726	678	791	706	703						

## b) Rates Rebates



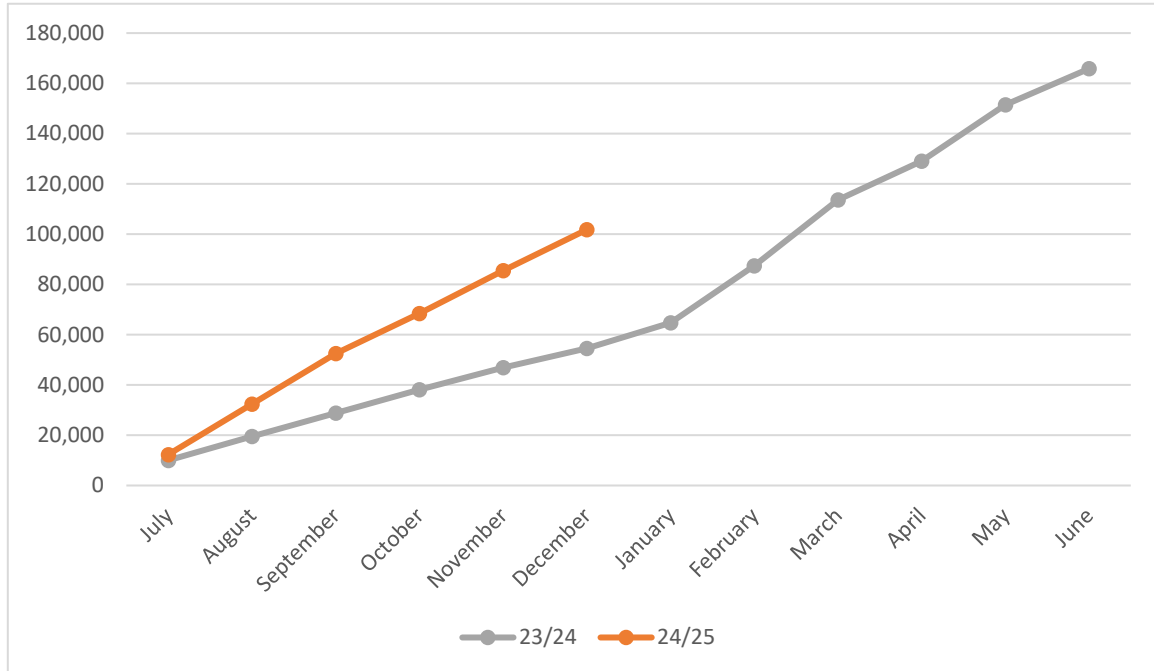
### 4.1.2 Operational Activities

	<i>Description</i>
<b>Additional Operating Days.</b>	<p>This was the first year that the Council Services counter was staffed between Christmas and New Year (27, 30, 31 December). With our out of hours call centre continuing to take calls and library staff able to cover breaks, we had one Customer Service Officer rostered on. Staff reported there was a steady number of counter enquiries mainly to pick up forms and purchase refuse bags and green glass crates.</p> <p>Visitors per day ranged from 11 – 18 interactions.</p> <p>Transactions per day ranged from 2 – 6 payments.</p> <p>The team remained on top of all incoming emails, Snap Send Solve posts and after-hours eRequests making the return to full operation on 6 January much easier.</p>

## 4.2 Library

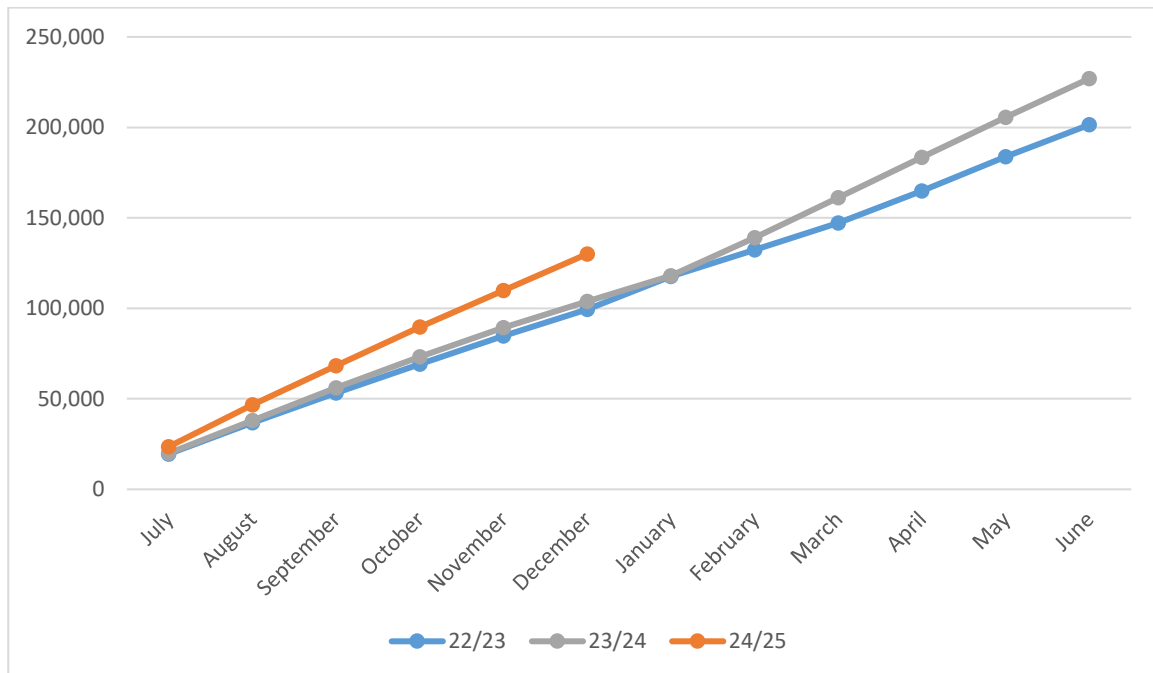
### 4.2.1 Key Performance Measures

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

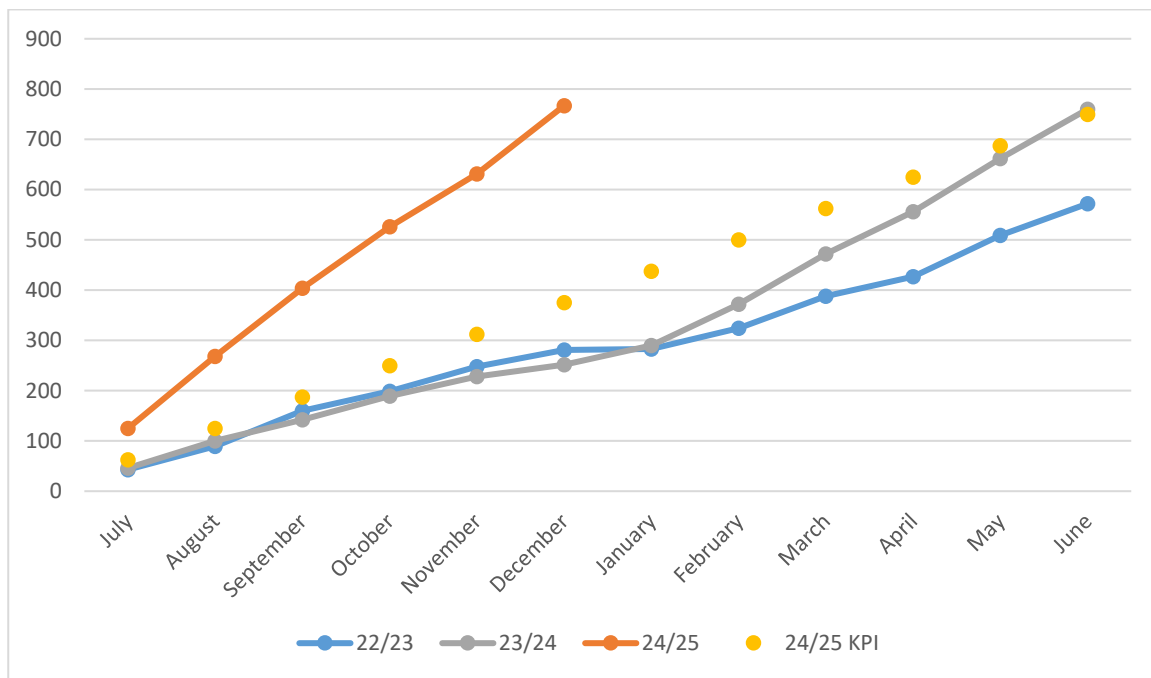


\* June to December 2023 data is visitation numbers from the previous Library.

#### 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	2,127	2,176	2153	2136						
Membership - Teen	1,099	1,114	1,136	1,160	1172	1189						
Membership - Adults	6,573	6,668	6,722	6,795	6833	6918						
APNK Sessions	4,185	4,467	4,080	4,534	4,301	3,471						
Paid Meeting Rooms	27	26	26	36	15	7						
Approved free Meeting Rooms	22	34	22	21	32	19						
Adhoc Meeting Rooms	238	285	267	218	95	149						



#### 4.2.2 Activity/Programme Attendees (November & December)

		<i>Child</i>	<i>Teen</i>	<i>Adult</i>
<b>Craft &amp; Chatter</b> 2 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>4</b>
<b>Knitting Group</b> 7 sessions	A weekly social group which encourages people to knit alongside others instead of sitting knitting at home alone.			<b>132</b>
<b>Crafting with Dies</b> 4 sessions	A fortnightly session where participants can create cards using elements created with a die cutting machine			<b>23</b>
<b>Spinner Drop in</b> 6 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>31</b>
<b>Makerspace Equipment Class</b> 53 sessions	Training all ages to use the equipment in the Maker Space with varying lesson lengths and group sizes		<b>1</b>	<b>90</b>
<b>AV Studio</b> 30 sessions	3 hour individual or group sessions that cover training in audio engineering and mastering & 30 minute Open demo drop in sessions	<b>30</b>	<b>18</b>	<b>26</b>
<b>Book Club</b> 2 sessions	Monthly community book club			<b>37</b>
<b>Elderly Outreach</b> 3 sessions	Literacy based activities for groups of elderly living in rest homes or attending a daycentre.			<b>71</b>
<b>Build + Lego building for adults</b> 5 sessions	Build + Lego building for adults			<b>7</b>
<b>Sign Language Course</b> 6 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>27</b>
<b>English Language Drop In</b> 7 sessions	A weekly drop in session with a trained and experienced teacher to practice English. Began in June 2024.			<b>42</b>

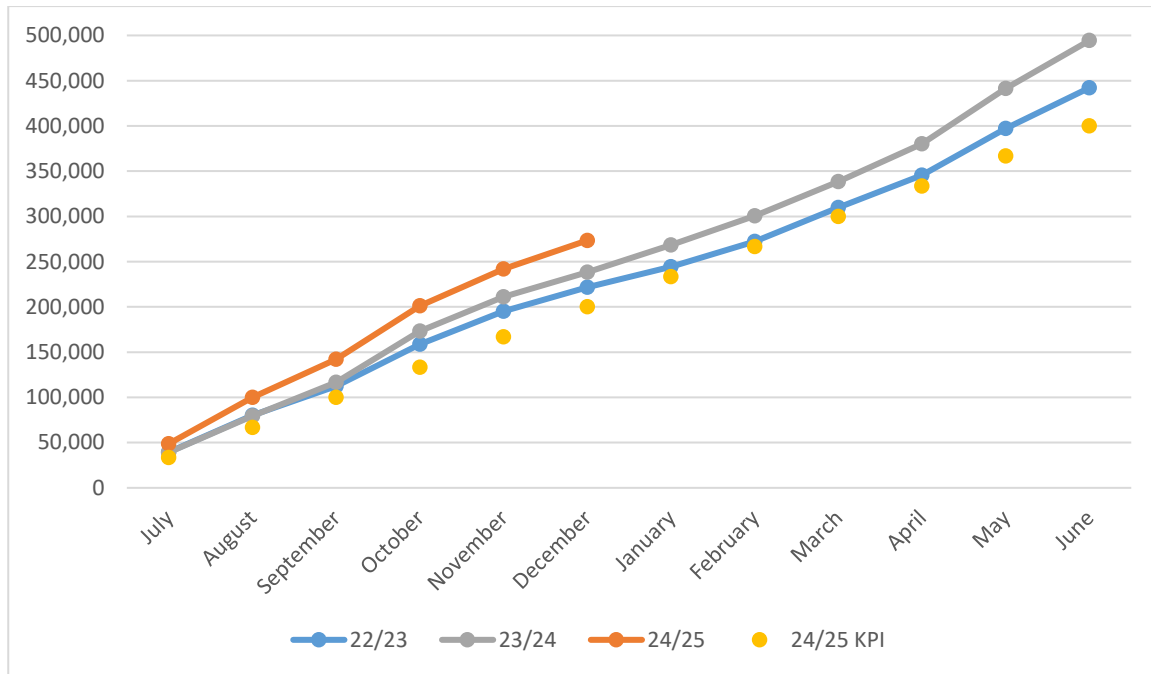
<b>CV Help 7 Sessions</b>	This drop-in service is available when required, with 7 people attending during this time.		<b>1</b>	<b>6</b>
<b>Next Chapter</b> 2 Sessions	A monthly programme of literacy-based activities designed for those living with a diagnosed dementia			<b>16</b>
<b>Stepping Up</b> 4 Classes	Teaches seniors (65+) the basics of computers and digital skills, including smartphones use. The programme is flexible to user's needs, with training materials provided by the Digital Inclusion Alliance Aotearoa			<b>20</b>
<b>Books on Wheels</b> 3 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>105</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 26 laptops in November/December</li> <li>We had 53 added to the waitlist.</li> <li>There are 60 people on the wait list currently.</li> </ul>		<b>10</b>	
<b>Dungeons &amp; Dragons</b> 2 Sessions	The age of participants is between 13- 18 years. This is a teen led group. This is run during term time term 4 includes the end of year exams and seniors finishing early.		<b>18</b>	
<b>Create Explore Discover</b> 5 Sessions	STEM learning through play	<b>68</b>		<b>49</b>
<b>Micro Bytes &amp; Mega Bytes</b> 9 Sessions	Coding Clubs	<b>45</b>		
<b>Minecrafters</b> 5 session	Mine Craft Club	<b>39</b>		
<b>Build – Lego Club for kids</b> 6 sessions	Build – Lego Club ages 8+	<b>29</b>		<b>17</b>
<b>School class visits</b> 20 sessions	Story and browsing <ul style="list-style-type: none"> <li>Schools that visited the library included Ashburton Christian School, Saint Joseph's, Our Lady of the Snows, Long Beach, Tinwald, and also a regular Assisted Learning Programmes (ALP's) group from St Joseph's.</li> </ul>	<b>620</b>		<b>75</b>

<b>Wriggle and Read</b> 7 sessions	Movement to music for ages 0-3	<b>143</b>		<b>145</b>
<b>Christmas Craft Week</b> 1 sessions	Paper Craft	<b>15</b>		<b>8</b>
<b>Christmas Craft Week</b> 1 sessions	Christmas Storytime	<b>5</b>		<b>4</b>
<b>Christmas Craft Week</b> 1 sessions	Christmas themed laser cut tic-tac-toe games	<b>19</b>		<b>10</b>
<b>Christmas Craft Week</b> 1 sessions	Waffle Cone Christmas Trees	<b>35</b>		<b>15</b>
<b>Christmas t-shirts</b> 1 sessions	Teens came along and chose a design and learned how to print them out onto vinyl and press them to a t-shirt they brought in.		<b>5</b>	
<b>Christmas Baubles</b> 2 sessions	Teens got to create a theme in a bauble with bits and pieces		<b>6</b>	
<b>206 Sessions</b>	<b>Totals</b>	<b>1048</b>	<b>59</b>	<b>960</b>

## 4.3 EA Networks Centre

### 4.3.1 Key Performance Indicators & Activity Updates

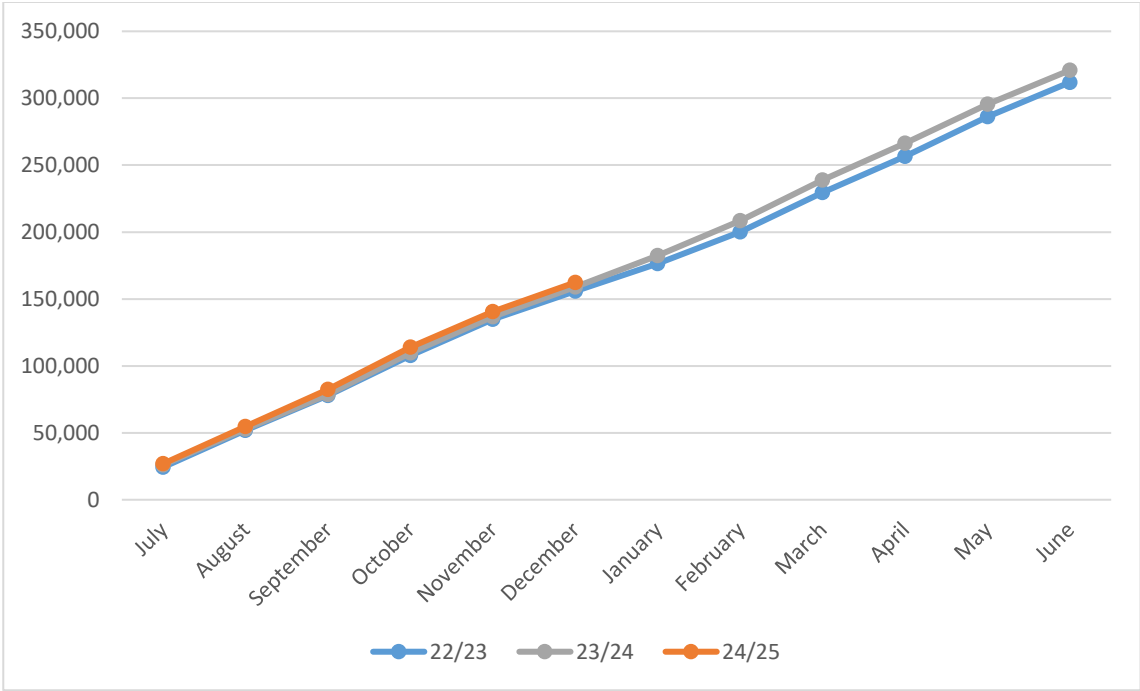
#### a) Facility-Wide Visitation



#### Comments:

- Facility visitation is high through to the halfway mark of the year, recording approximately 40,000 visitations above 23/24 YTD.
- The pool shutdown in January will have an impact on visitation, noting the KPI has been equally split per month.

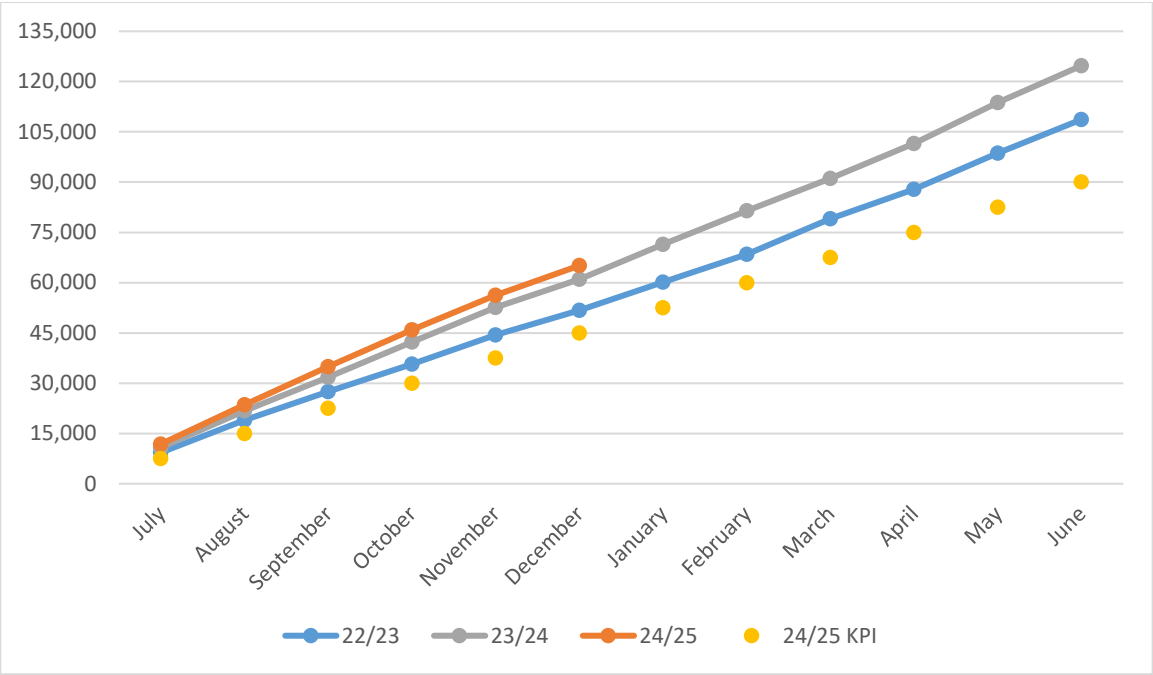
**b) Pool Visitation**



**Comments:**

- Pool Visitation remained steady through November and December with a number of birthday parties and fun end of year swims. Staff have been focussed on preparation for the pool shutdown and alternative activities across the summer.

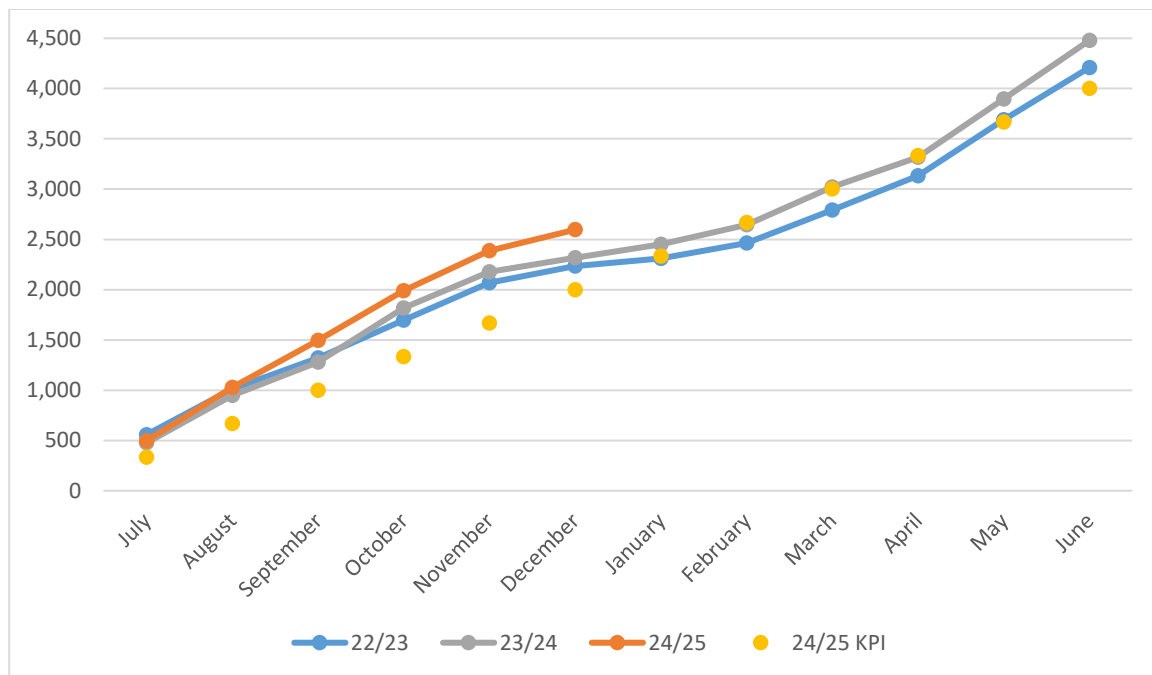
**c) Gym & Fitness Visitation**



**Comments**

- Gym & Fitness participation remains strong. While numbers typically dip slightly in December due to the holiday season, we anticipate a surge in participation come January, as people return from their holidays and focus on their fitness goals for the new year.

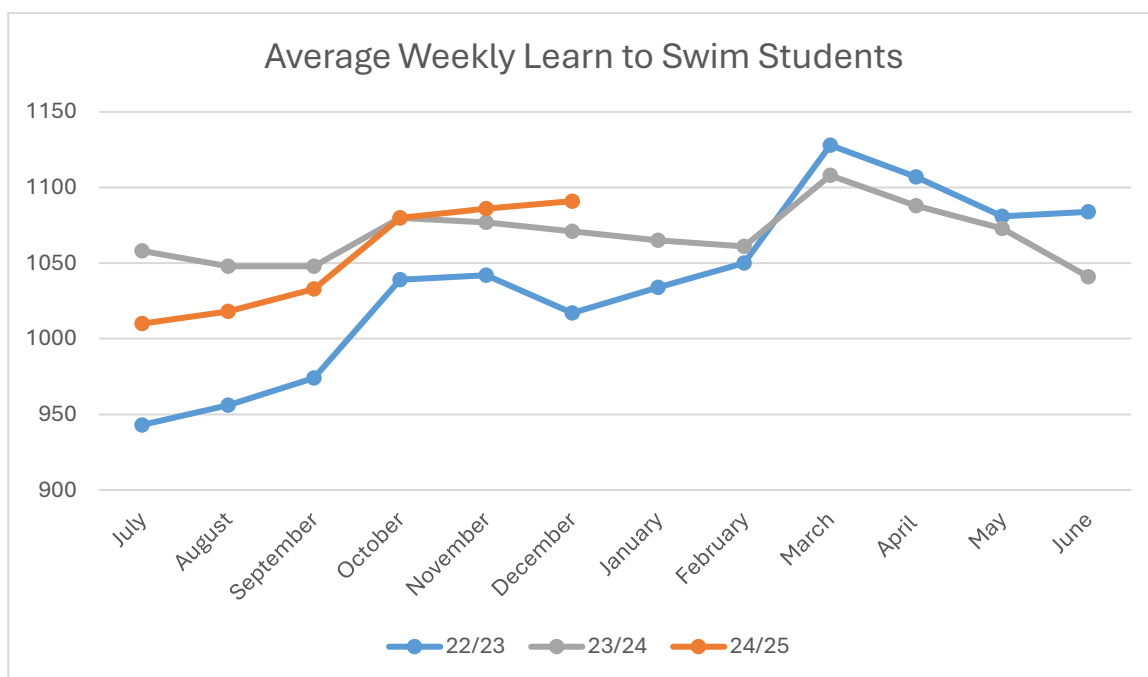
### d) Stadium Booked Hours



#### Comments:

- Summer sports continued to feature strongly throughout November and December with Netball and Basketball Summer leagues and miniball amongst other activities.
- The sessions on the stadium inflatable have been well received with staff operating additional pop up sessions on days where weather outside was average to give the community a recreation activity.

## e) Swim School



### Comments:

- Our LTS numbers have returned and exceeded our previous years over November and December.
- The Lion Foundation funding (which subsidises our School Swim Programme) enabled an additional 755 students from seven schools to benefit from swimming lessons during November and December.
- Our Learn to Swim Instructors visited six early childhood centres, funded by the Lion Foundation, to teach water safety education to ages 3 and above. We split into two groups learning about lifejackets and water safety around local water environments. Our lifejacket group taught how and when we use lifejackets and helped the children try on a lifejacket. Our water safety group used storyboards to engage with the children on hazards at local district water environments and demonstrated with a science experiment what it means to sink and float. The best part of our time there is the children who attend our swim lessons regularly being able to answer most of the questions and seeing what we do here does make a difference.
- We had three squad swimmers attend a charity swim meet in November in Christchurch to help fundraise for a fellow Canterbury swimmer with a significant head injury. The three did really well with PB's and one squad swimmer's first swim meet. The charity swim meet raised over \$4,000 for the injured swimmer.
- In December our squad swimmers swam in Christchurch for the Jasi Christmas Cracker where we saw 12 medals go out to swimmers in different events. At the Otago Long Course Champs we had another 2 medals go out to swimmers who attended. And to round out another successful month at the Memorial Meet in Selwyn we had a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> placing in the 15-16 year old girls 100meter breaststroke that is included in the count of 15 top three placings at the swim meet. A great month of squads for our swimmers!



### 4.3.2 Activities/Programmes (November & December)

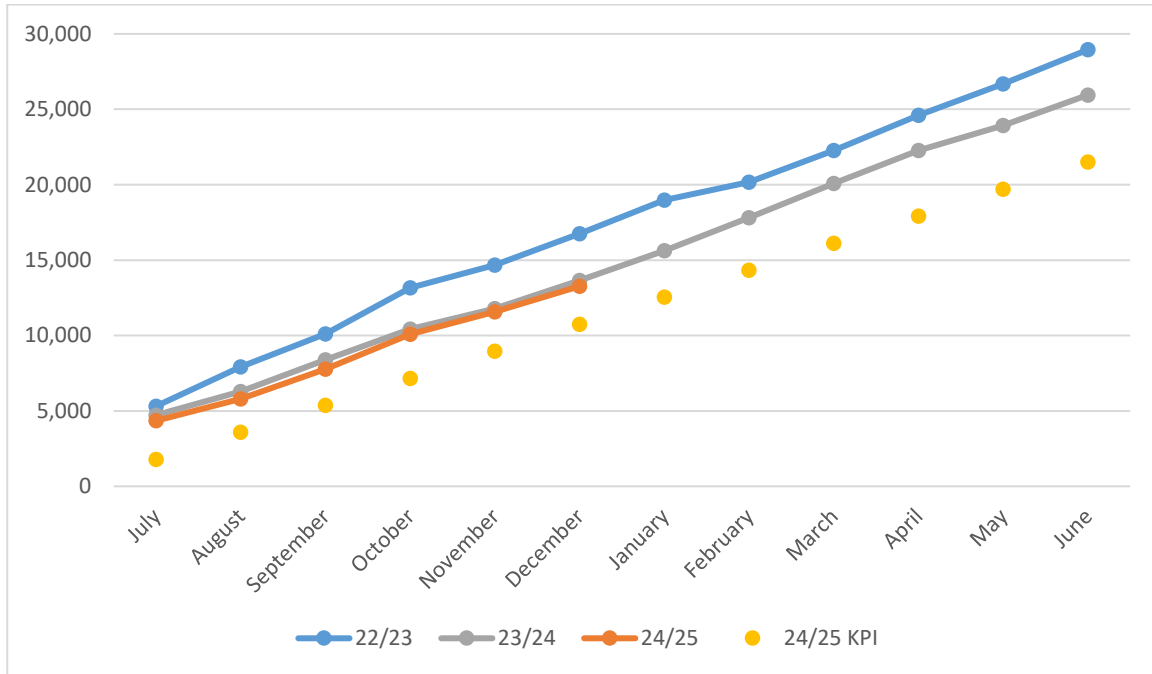
Attendees		Child	Teen	Adult
<b>Couch to Wellness</b> 2 Sessions	Runs During term in 10-week blocks Designed to get people active again			<b>18</b>
<b>Daffodil Wahine</b> 3 Sessions	Every Wednesday at 12.15, this special population class is designed for women to build healthy bones after cancer treatment			<b>24</b>
<b>Prostfit</b> 3 sessions	Every Monday at 11 am, this special population class is designed for Men as part of their rehabilitation from prostate cancer			<b>48</b>
<b>O2go</b> 3 Sessions	Every Wednesday at 10.30am, this special population class is designed to support people with significant breathing Issues like COPD & asthma.			<b>63</b>
<b>Parkinsons Play</b> 3 Sessions	Every Thursday at 1.30 pm, this special population class is designed for people diagnosed with Parkinsons to slow progression and build control of the condition.			<b>24</b>
<b>Fitmums</b> 1 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.			<b>7</b>
<b>Hospice – Offsite programme</b> 4 Sessions	Every Wednesday and Friday at 10am – this special population class is designed to maintain movement and mobility.			<b>40</b>
<b>Squad</b> 68 sessions	The current number of squad members at the end of December 2024.		<b>116</b>	
<b>Active Adventures</b> 4 sessions	Fortnightly 2-hour toddler play session in the stadium.	<b>104</b>		
<b>Learn to Swim</b> 1,659 group sessions & 341 individual sessions	Total number of private funded swimming lessons over 4 weeks for November and 3 weeks for December.	<b>7,579</b>		
<b>School Swim Lessons</b> 688 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 over 4 weeks in November and 2 weeks in December	<b>755</b>		
<b>Holiday Programme</b>	School holiday programme ran for 4 weekdays, with the first day falling on 19 December. The programme ran on one court in the stadium with a visit to	<b>125</b>		

4 sessions	Coldstream Village to deliver Christmas cards and carol singing			
<b>Womens Swim Night</b> 2 sessions	Held 13 November and 11 December. Child vs teen were not distinguished.		<b>47</b>	<b>52</b>
<b>2,785 sessions</b>	Totals	<b>8,563</b>	<b>163</b>	<b>276</b>

## 4.4 Ashburton Art Gallery and Museum

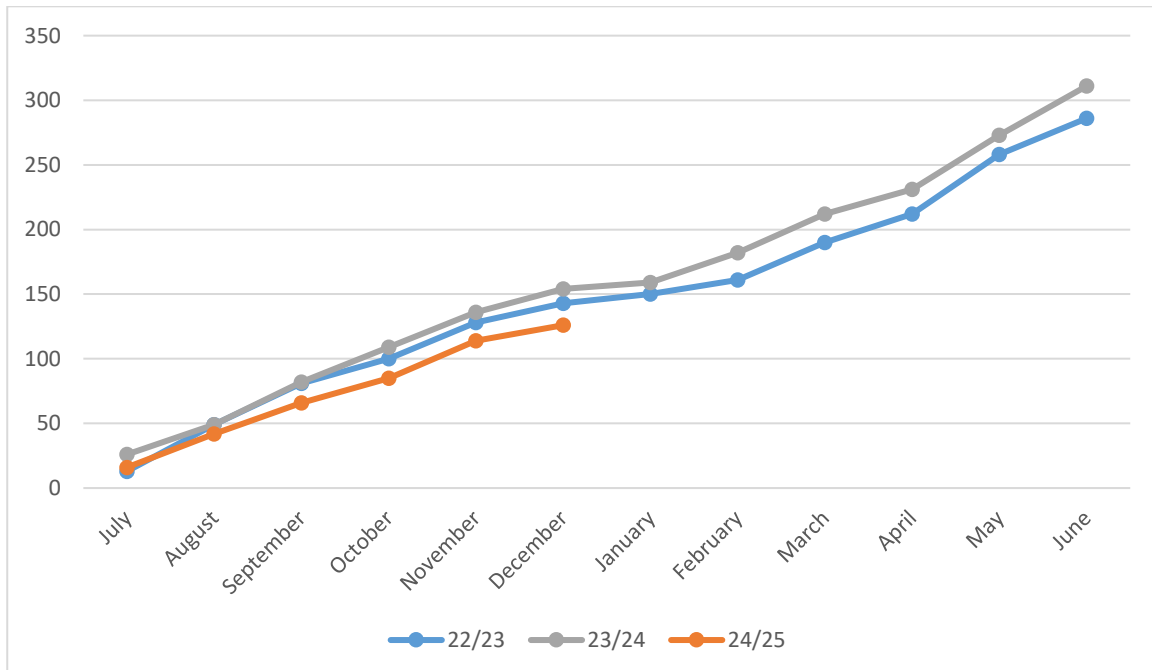
### 4.4.1 Key Performance Measures

#### a) Visitation\*



\*The 2023/2024 figures are a more accurate reflection of visitation numbers at the AAGM following the consolidation of data gathering methodologies at the facility in 2022.

#### 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	0	1	2						
Exhibitions - National	0	2	0	3	2	0						
Exhibitions - Touring	0	0	1	0	0	0						
Programmes - School Classes	2	9	8	1	17	3						
Programmes - Community	14	17	16	18	12	9						

### 4.4.2 Operational Activities

	Description	Date
<b>Research Enquiries</b>	<ul style="list-style-type: none"> <li>In November 27 research enquiries were responded to, 22 of which were from the public. In December 21 research enquiries were responded to, 17 of which were from the public.</li> </ul>	Nov-Dec 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>	Nov-Dec 2024
<b>ADC Art Collection</b>	<ul style="list-style-type: none"> <li>David Elliot's original artwork for <i>Canterbury Tails</i> commissioned for Te Kete Tuhinga was framed and currently on display at the AAGM.</li> <li>The large tapa cloth from the previous library building has been returned to AAGM following conservation check and reporting in Christchurch.</li> </ul>	Nov-Dec 2024
<b>Articles/Blog Posts</b>	<ul style="list-style-type: none"> <li>In November, 4 articles were written about the history of bloomers, a former matron of Ashburton Hospital, the construction of the hospital and the South Rakaia railway line.</li> </ul>	Nov-Dec 2024

	<i>Description</i>	<i>Date</i>
	<ul style="list-style-type: none"> <li>In December, 4 articles were written about the loan of a Red Cross dressing gown to Central Hawkes Bay Museum, the district's irrigation and water race network, Ashburton's Temperance Central Hotel, and fundraising festivities in Ashburton during WWI.</li> </ul>	
<b>Reviews/Features</b>	<ul style="list-style-type: none"> <li>Jenna Packer's <i>Toro</i> was included in <i>The Press</i>' 10 exhibitions to look out for in November</li> <li>Wesley John Fourie's <i>And with his kiss i became a braided river</i> was included in <i>The Press</i>' 10 exhibitions to look out for in December</li> <li>ADC/AAGM District Card competition winners were featured the <i>Ashburton Guardian</i> and <i>Ashburton Courier</i></li> </ul>	Nov-Dec 2024

#### 4.4.3 Exhibitions

<i>Description</i>	<i>Date</i>
<p><b><i>Domain Tales: 160 years of Ashburton Domain</i></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><i>Clever Crustaceans</i></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
<p><b><i>Toro</i></b></p> <ul style="list-style-type: none"> <li>For over a decade, Jenna Packer has utilised the bull to represent structures that shape the lives of people – social, political, religious and economic.</li> <li>Packer asks, are we able to recognise the symbols we have, ourselves, constructed, and that have come to tower over us? In her paintings history is never linear, and it's unclear whether the bull monuments are monoliths built by speculative future societies, or totems encountered in an imagined past.</li> </ul>	27 October – 1 December
<p><b><i>An Iconography of Doubt</i></b></p> <ul style="list-style-type: none"> <li>Esther Deans' thesis exhibition is an accumulation of ideas and imagery from four years of study towards her PhD through the Auckland University of Technology.</li> <li>This research was a personal investigation into her experiences and preoccupations, including ideas about eschatology, time, literature, art history, memory, and nature.</li> </ul>	27 October – 13 December

<p><b><i>Pāua Play</i></b></p> <ul style="list-style-type: none"> <li>• For this exhibition, Jane Venis has hand-built a variety of instruments that incorporate the culturally potent material of pāua shell.</li> <li>• Both the ukelele and pāua have been historically devalued within the Pacific – sold as cheap and kitschy tourist souvenirs, which has exploited their status as taonga for their respective cultures.</li> <li>• Here, Jane combines the two to produce contemporary Kiwiana, and along with other instruments, forms an ensemble that evaluates where the line might lie between trinket and treasure.</li> </ul>	<p>27 October – 1 December</p>
<p><b><i>Bridging the Chasm – 150 years of Ashburton District Railway</i></b></p> <ul style="list-style-type: none"> <li>• Arriving in August 1874, the Great Southern Railway opened Ashburton to the world. The station became the arrival and departure platform for thousands of people coming and going over the next 128 years until all passenger services ceased in 2002.</li> <li>• Discover how the chasm of the great Mid Canterbury plains was bridged by the railway, linking Christchurch to Timaru, and how passengers used the service in their everyday lives from 1874 until 2002.</li> </ul>	<p>13 November – 2 March</p>
<p><b><i>Lost Luggage</i></b></p> <ul style="list-style-type: none"> <li>• Lost luggage includes items of luggage or personal goods left behind or that have not arrived at the correct destination with the passenger.</li> <li>• What do passengers lose? While <i>Lost Luggage</i> displays an assortment of items regularly lost by passengers, some more unusual or unexpected items appear on the shelves.</li> </ul>	<p>4 December – 16 March</p>
<p><b><i>Falling If Not Flying</i></b></p> <ul style="list-style-type: none"> <li>• This recent body of work from Ōtepoti Dunedin-based painter Michael Greaves are a continuation of the last four years of his practice, a period bound up with the COVID pandemic, which altered the parameters of everyday encounters, resulting in new responses in the work he produced.</li> <li>• An artist preoccupied with the philosophical questions surrounding painting and its purpose in the 21st century, Greaves tests how memories and ideas about the things of the world can be translated compellingly onto the painted surface.</li> </ul>	<p>9 December – 7 February</p>
<p><b><i>And with his kiss i became a braided river</i></b></p> <ul style="list-style-type: none"> <li>• Wesley John Fourie, based in Ōtepoti Dunedin, works across multiple media, including ceramics, video, photography and textiles. One element of Fourie’s practice is the production of hand-knitted scale models of rivers.</li> <li>• The central work, the first day of my life as a braided river, is a total of 2100 metres of finger knitting that mimics at 1/100 scale the branches of Whakatere Ashburton river. The entanglement of yarn is a visual analogy for the river’s multiple channels of water.</li> <li>• Made over three years, and existing in three-dimensions, the work is an accumulation of time – in the labour involved in working the yarn – that reflects the life of a river at human scale.</li> </ul>	<p>15 December – 21 February</p>

<p><b><i>In View: Reflections of Whakatere Ashburton's Unique Artistic Treasures</i></b></p> <ul style="list-style-type: none"> <li><i>In View</i> features a selection of artworks from the Ashburton Art Gallery Incorporated Collection (AAG Inc.) and the Ashburton District Council's Civic Art Collection.</li> <li>This exhibition follows the development of the two collections, including a work developed for a recent commission at Te Whare Whakatere, and works that are among the earliest of the collection. Traditional and contemporary artworks are juxtaposed, creating new dialogue between the pieces and highlighting the growing nature of the collection.</li> </ul>	<p>21 December – 21 February</p>
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#### 4.4.4 Activities & Programmes

Attendees		Child	Teen	Adult
<p><b>Talks, workshops and exhibition openings</b> 3 events</p>	<ul style="list-style-type: none"> <li>Special events included an artist talk, tour and musical demonstration with Dr Jane Venis about her exhibition <i>Pāua Play</i>, the annual Great Santa Hunt late night hunt, and the opening of exhibitions <i>And with his kiss i became a braided river</i> and <i>Falling If Not Flying</i>.</li> </ul>	78		124
<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>			18
<p><b>Chris Ruth Centre</b> 2 sessions</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>			15
<p><b>In Colour</b> 2 sessions</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>			17
<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>			5
<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 Whakatere Ashburton.</li> </ul>	1		24
<p><b>Kōwhai Mums</b> 2 sessions</p>	<ul style="list-style-type: none"> <li>Kōwhai Mums is a monthly group for parents/carers with tamariki aged 0-5 years.</li> <li>These sessions are delivered in collaboration with Hakatere Multicultural Council and have an emphasis on engaging newcomers to Whakatere Ashburton.</li> </ul>	16		13

<b>Art Addicts</b> 6 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>93</b>	<b>5</b>	<b>39</b>
<b>Island Breeze</b> 2 sessions	<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>7</b>		<b>40</b>
<b>Community visits/outreach</b> 1 session	<ul style="list-style-type: none"> <li>• One outreach programme was delivered to residents at Elizabeth Street Day Centre.</li> </ul>			<b>25</b>
<b>School visits/outreach</b> 20 sessions	<ul style="list-style-type: none"> <li>• Twenty classes from Ashburton College, St Joseph's School, Lauriston School, Ashburton Intermediate, Home Education, Fairton School and Our Lady of the Snows School visited AAGM and engaged in an education programme or participated in an outreach session at their school.</li> </ul>	<b>435</b>	<b>15</b>	<b>63</b>
<b>41 sessions</b>	<b>Totals</b>	<b>630</b>	<b>20</b>	<b>383</b>



## 5. Democracy & Engagement Group

### 5.1 Communications

#### 5.1.1 Overview

- Main workstreams progressed in the last reporting period include: [the What's On Guide](#), [Stockwater Exit Transition Plan](#), [draft Methven Community Strategic Plan](#). We're currently working on the pre-engagement for the [draft Sustainability and Climate Change Strategy](#), [Local Water Done Well](#), and will start planning for election communications in February.

#### 5.1.2 Ongoing workstreams

Brief Description	Objectives/comments
News updates	<ul style="list-style-type: none"> <li>• Number of news updates remained steady, <b>November x 23, December x 23</b></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>• Slight reduction in number of media enquiries, <b>November x 31, December x 21</b></li> </ul>
Website, digital engagement and e-mail	<ul style="list-style-type: none"> <li>• Continuing to update content across the website. Met with Open Spaces and Projects teams recently.</li> <li>• Have posted a Request for Information (RFI) on Tenderlink to check the market for website providers and ensure we're getting good value for money.</li> </ul>
Digital signage channels and content	<ul style="list-style-type: none"> <li>• Continuing to update content running across 19 screens</li> </ul>
Social media (organic)	<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>

Brief Description	Objectives/comments
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 in Hine Paaka/Council Chamber.</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>Steady in number of design projects in <b>November x 23, December x 20</b></li> <li>Working on guidelines for producing signage more efficiently and consistently</li> </ul>
Public Information Management (PIM) – Emergency management	<ul style="list-style-type: none"> <li>Set a date for the next PIM meeting <b>February 21</b>. Will review teams and capabilities.</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
<b>Draft Methven Community Strategic Plan Engagement</b>	August	December	Y	<p>[COMPLETED]</p> <ul style="list-style-type: none"> <li>Residents of Methven are aware of the new community plan and know that the MCB is asking for input.</li> <li>The community understands the plan's purpose, is engaged and feels a sense of ownership.</li> <li>People find it easy to provide input, both online and by other methods.</li> <li>We receive high quality feedback that helps us to accurately capture the community's vision, hopes and ideas for Methven's future.</li> </ul>

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> <li>Stakeholders, community leaders and those enthusiastic about Methven’s future know about the public workshops and are encouraged to take part.</li> </ul> <p><b>Secondary Objectives:</b></p> <ul style="list-style-type: none"> <li>Community sentiment within Methven is positive towards the plan.</li> <li>Residents of the wider district understand the importance of Methven and are supportive of investing in its future.</li> </ul>
<b>What’s On Guide</b>	October	Ongoing	Y	<p>[ONGOING]</p> <p>Developing project guidelines to provide a clear scope and smooth production of this document. To be rolled out every school holidays this year.</p> <ul style="list-style-type: none"> <li>From 2 Dec – 20 Jan there were 10,000+ visits to ashburtondc.govt.nz home page</li> <li>In the same time period there were 3,000+ visits to the What’s On landing page (third most popular page, after the home and search pages)</li> <li>The guide was downloaded 313 times</li> <li>140 QR code scans</li> </ul>
<b>Stockwater Exit Transition Plan</b>	2024	2027	Y	<p>[ONGOING]</p> <ul style="list-style-type: none"> <li>The community and stakeholders are regularly informed of the Stockwater Exit Transition Plan and its progress.</li> <li>Those interested generally understand the Stockwater Exit Transition Plan and its methodology.</li> <li>Feedback about intakes and races is received from landowners and stakeholders at appropriate stages.</li> </ul>

Brief Project Description	Comms start date	Est. End date	On track	Objectives/comments
				<ul style="list-style-type: none"> <li>• It's easy to find information on the Stockwater Exit Transition Plan.</li> <li>• As at 20/01/25 there are 143 newsletter subscribers</li> </ul>
<b>Pre-engagement for the draft Sustainability and Climate Change Strategy</b>	Jan	Feb	Y	<p>[IN PROGRESS]</p> <ul style="list-style-type: none"> <li>• To ensure the community is informed about what we're doing and why.</li> <li>• The community and stakeholders can share their views at an early stage and have the opportunity to help shape the draft strategy.</li> <li>• The community and stakeholders can share what they and others, are doing or planning to do, in the climate change and sustainability space.</li> </ul> <p><b>Secondary Objectives:</b></p> <ul style="list-style-type: none"> <li>• The community understand the importance of, and are generally supportive of, having a plan for addressing climate change and sustainability challenges.</li> <li>• Council's reputation is maintained and where possible, enhanced.</li> </ul>
<b>Local Water Done Well public education (prior to consultation)</b>	Feb	Feb	Y	<p>[BEING PLANNED]</p> <p>An overall communications plan has been drafted to establish the principles how we'll communicate the reform overall. The first step identified is to provide some foundational information about our current three waters assets to engage and educate the community prior to the consultation taking place in March on the delivery options.</p>

## 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>Draft Annual Plan 2025/26</b>	Oct 2024	June 2025	In progress	Yes	Draft Budgets prepared and plan preparation underway. Workshops with Council January/February 2025 to consider the Draft Annual Plan and Budget 2025/26.
<b>Annual Residents Survey 2024/25</b>	Aug 2024	July 2025	In progress	Yes	Awaiting second wave results. Results will be reported to Council after the second wave, during the Mid-year performance reporting in February.
<b>Bylaw or Policy Development/Review</b>					
<b>Water Races Bylaw</b>	Jan 2025	June 2025	Scoping	Yes	Currently scoping work required for bylaw review and options to review the bylaw for consideration by Council.
<b>Procurement Policy</b>	July 2024	March 2025	In progress	Slight delay	Following further input in late 2024, work progressing on final policy drafting with policy adoption planned for March 2025.
<b>Rates Remission Policy</b>	April-May 2025	Aug-Sept 2025	Project planning	Yes	Workshop on Rating units in common ownership held 17 October. Council willing to consider changes. Mid-year 2025 timing preferred for consultation if change proceeds.
<b>Development Contributions Policy Review</b>	January 2024	June 2025	Research	No	Work progressing on policy review focusing on identified issues such as what is required to enable development contributions to be collected at subdivision. This will be presented to Council in 2025 with timing to be confirmed.
<b>Appointment and Remuneration of Directors of Council organisations</b>	January 2024	March/April 2025	Scoping	Yes	Currently scoping work and issues required for policy review.

Brief Project Description	Start Date	Estimated Completion Date	Stage	On Track	Comments
<b>Strategy or Plan Development/ Reviews</b>					
<b>Methven Community Strategic Plan</b>	August 2024	June 2025	Plan Drafting	Yes	<p>The <a href="#">What do ya reckon, Methven?</a> plan engagement closed on 22 December with 84 submissions received and 12 from the Lady of the Snow school pupils across a range of topics. Around 30 people and stakeholders attended the community workshops in November/December.</p> <p>Feedback has been collated and themed with the Board having an initial workshop on this in mid-January. Next steps are finalising the draft plan for consultation with the community planned for March 2025.</p>
<b>Local Water Done Well/Water Services Delivery Plan</b>	July 2024	September 2025	In progress	Yes	<p>Work on the Local Water Done Well work programme continues. The three potential arrangements for further work – an in-house model, single Council Controlled Organisation (CCO) model and a single Council CCO with an existing local Board – governed entity model (with Electricity Ashburton). Financial modelling work has been commissioned with this to be workshopped with Council in February 2025.</p> <p>Planned timeframes are focused on making the water services delivery option decision before the mid year Council recess and completing the Water Services Delivery Plan for confirmation of lodging to the DIA in mid August.</p> <p>The Local Government Water Services Bill was released just before Xmas and officers are assessing any submission points.</p>
<b>Climate Change and Sustainability Strategy</b>	Nov 2024	August 2025	Early engagement	Yes	<p><a href="#">Early engagement</a> has opened with two workshops planned in February, one each for public and stakeholders. Feedback on this stage closes 23 February.</p>

<b>Brief Project Description</b>	<b>Start Date</b>	<b>Estimated Completion Date</b>	<b>Stage</b>	<b>On Track</b>	<b>Comments</b>
<b>Forestry Strategy</b>	August 2024	TBC	Research	N/A	Working with Property team to develop plan for work required approach, future work required and timeframes. Further information being collated to provide a base to determine next steps.
<b>Other Projects/Work</b>					
<b>Section 17A Reviews</b>	Ongoing			Ongoing	Work continues on S17A Review programme, with current reviews focusing on transportation and district planning.
<b>Canterbury Climate Partnership Plan - Action 7</b>	July 2024	July 2027	Scoping	Yes	Ashburton is the lead agency for Action 7. This relates to integrating climate change considerations into Council processes. Have surveyed Councils to information on setting priorities.
<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>Annual Report 2023/24</b>	June 2024	Oct 2024	Yes	Adopted with an unqualified audit opinion on 30 October. Summary Annual Report finalised and published.
<b>EA Networks Centre Masterplan</b>	Sep 2023	Dec 2024	Yes	Following consideration of further info, report prepared and final plan adopted by Council at 18 December 2024 meeting.
<b>Elderly Housing Policy</b>	July 2024	Dec 2024	Yes	Policy reviewed and adopted by Council at 18 December 2024 meeting. Further work underway in the Elderly Housing area with workshop for March 2025.
<b>Reserve Management Plans</b>	Feb 2023	Dec 2024	Yes	Final plans adopted at the 4 December Council meeting.
<b>Solid Waste Bylaw</b>	June 2024	Nov 2024	Yes	Following consultation, hearings and deliberations, the Solid Waste Bylaw was adopted on 20 November 2024.

### 5.2.3 Upcoming projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
<b>Bylaw reviews</b>	Sep 25 to Jan 26	Jun 2026	Yes	Several bylaw reviews are due over the next 12 months, including Dog Control, Open Spaces, Brothel Location and Keeping of Animals, Bees and Poultry
<b>Policy reviews</b>	Ongoing	Ongoing	Some overdue	Several policy reviews are due now and over the next 12 months, including Library Collection, Corporate Risk, Communications, Asset Disposal, Community Grants and Gambling
<b>Pre-Election report</b>	April 2025	July 2025	Yes	The three yearly pre-election report is due to be prepared shortly and must be published by 18 July.



Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Strategy/Plan Reviews	Ongoing	Ongoing	Yes	Various strategies are due for review/development over the next 12 months, including Walking and Cycling, Open Spaces and Arts, Culture and Heritage.

#### 5.2.4 External Submissions/Reports of interest

##### Submissions made:

Organisation	Submission Summary	Type	Due Date	Status
Environment Canterbury	<p><a href="#">ECan Representation Review 2024 Final Proposal</a></p> <p>Final proposal was notified on the 25 October signalling the final opportunity to lodge an appeal / objection to the proposed representation arrangements.</p>	Council	25 Nov	Lodged. Appeal was declined due to support of proposal. We are yet to hear the final Local Government Commission outcome.
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.</p>	Council /Technical	29 Nov	Lodged
LGNZ	<p><a href="#">Local Electoral Reform issues paper</a></p> <p>LGNZ set up the Electoral Reform Working Group to lead efforts to strengthen local government's democratic mandate, with a focus on increasing participation in local elections.</p>	Council	19 Jan	Lodged

### Consultations underway or considering

Organisation	Submission Summary	Type	Due Date	Status
<b>Environment Select Committee</b>	<p><a href="#"><u>Resource Management Act (Consenting and Other System Changes) Amendment Bill</u></a></p> <p>Amends the Resource Management Act 1991 to progress Government priorities, including making it easier to consent new infrastructure, encouraging investment in renewable energy, and making medium-density residential standards optional for councils.</p>	Council/ Technical	10 February	Submit
<b>Finance and Expenditure Select Committee</b>	<p><a href="#"><u>Local Government (Water Services) Bill</u></a></p> <p>Gives effect to the Government decisions about the powers and duties of new water services entities, and the framework for economic regulation. Makes changes to quality regulation and powers of Taumata Arowai.</p>	Council	23 February	Submit
<b>TBC</b>	<p><a href="#"><u>Land Transport Management (Time of Use charging) Amendment Bill</u></a></p> <p>Establishes a framework for implementing time of use charging schemes in New Zealand. It enables local authorities to identify areas of problematic congestion, propose indicative scheme areas, and outline potential charging zones for approval by the Minister of Transport.</p>	TBC	TBC	Assessing
<b>Taumata Arowai</b>	<p><a href="#"><u>Water Services Authority – Taumata Arowai levy for councils and CCOs</u></a></p> <p>Consultation on a proposed levy or levies for councils and CCOs under section 201 of the Water Services Act 2021. The proposed levy or levies would help fund the cost of operating the Authority.</p>	TBC	24 January	Assessing

**Consultations not submitting on**

Organisation	Submission Summary	Type	Due Date	Status
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**Future Submission opportunities (once full details are known).**

The information has been provided by Taituara and other sources.

Organisation	Name of initiative	Expected Timing <sup>1</sup>
TBC	<b>Local Government Amendment Bill</b> First bill to amend the Local Government Act 2002 (ad possibly other legislation) to give effect to proposed change of purpose of local government, rate-capping and performance comparisons. There may be several Bills of this nature over the next 12 months.	March/April 2025
TBC	<b>Granny Flats Amendment Bill</b> Amends the RMA and Building Act to allow for building of 60m2 secondary dwellings without consents.	March 2025
TBC	<b><a href="#">RMA Replacement Bill</a></b> A new act to “manage environmental effects that arise from the use of natural resources”.	Mid 2025
TBC	<b><a href="#">Urban Development and Infrastructure Bill</a></b> Bill to enable urban development and infrastructure. This act will also be aligned with the Government’s Going for Housing Growth plan and its 30-year National Infrastructure Plan.	Mid 2025
TBC	<b>Constitution (four Year Term) Amendment Bill</b> Provide for a referendum for a four year term for Parliament.	March 2025
TBC	<b>Building Act Amendment Bill</b> More comprehensive changes to Building consenting making it easier for private BCAs, address barriers to voluntary consolidation, national consenting body, ensuring national consistency,	Mid 2025

<sup>1</sup> Timing based on latest available information received via various sources and subject to change.

Organisation	Name of initiative	Expected Timing <sup>1</sup>
	strengthening roles and responsibilities, new consent pathway for commercial buildings, new assurance pathways more self-certification – further streamlining, risk and liability.	
TBC	<p><b>Public Works Act Amendment Bill</b> Gives effect to recommendations made by PWA Expert Panel and other tidy-ups</p>	
TBC	<p><b><u>Emergency Management Bill</u></b> The Government will implement a programme of changes in five broad areas:</p> <ul style="list-style-type: none"> <li>• Give effect to the whole-of-society approach to emergency management.</li> <li>• Support and enable local government to deliver a consistent minimum standard of emergency management across New Zealand.</li> <li>• Professionalise and build the capability and capacity of the emergency management workforce.</li> <li>• Enable the different parts of the system to work better together.</li> </ul> <p>Drive a strategic focus on implementation and investment to ensure delivery.</p>	Discussion document - First half 2025 Bill – Second half 2025
TBC	<p><b>Biosecurity Amendment Bill</b> Bill to give effect to any policy decisions to modernise this legislation (currently the subject of consultation).</p>	Mid-Late 2025
TBC	<p><b>Land Transport Legislation Bill</b> Bill to place government under an obligation to prepare the GPS Land Transport with a ten-year investment horizon (as signalled in the draft GPS). Will empower road tolling. Will be needed to empower transition away from fuel excise, and value capture.</p>	Mid 2025
TBC	<p><b>Climate Adaptation Bill</b> Bill sets the legal framework for powers and responsibilities with respect to climate adaptation. If there is a climate adaptation fund it will be in this Bill.</p>	TBC
TBC	<p><b>Regulatory Standards Bill</b> Bill to improve standards of government regulation and the policy-making process in general. (This would give effect to any policy decisions arising from the November 2024 consultation document).</p>	Mid 2025

Organisation	Name of initiative	Expected Timing <sup>1</sup>
TBC	<b>Local Electoral Review</b> Review of the Local Electoral Act signalled as part of earlier government programme	TBC
MfE	<b><a href="#">Integrated National Direction Package</a></b> Single process for integrated direction with one consultation document to capture all national direction changes. This includes 14 national directions amended, 7 new ones proposed to deliver on infrastructure and energy; housing; farming & primary sector; emergencies & natural hazards. <a href="#">Work-Programme-for-Reforming-the-Resource-Management-System.pdf (environment.govt.nz)</a>	Jan-March 2025
DOC	<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.	TBC

### Reports/releases of interest

The following are reports/releases recently released of interest.

Organisation	Name of initiative	Status
Stats NZ	<b><a href="#">Census 2023</a></b> Census results update – Officers are currently reviewing this data for our local context.	Ongoing
OAG	<b><a href="#">How well four Councils are responding to a changing climate</a></b> Report that explores how well councils are moving from talking about climate action to taking action, including understand how four Councils are gathering information about climate risks, using strategies to prioritise actions, working across territorial boundaries, involving the community (including iwi, hapū, and Māori), and monitoring their progress.	Available

## 5.3 Memorial Halls & Reserve Boards

### 5.3.1 Activities – items of importance

#### Memorial Hall and Reserve Board Meetings

##### Methven Reserve Board

- The Board agreed on where to use the unspent resale funds. A conduit will be installed under the sealed carpark, this will protect the carpark and help with future repairs to the aging infrastructure in the Domain. Procuring quotes from local contracting companies for this work has begun.

##### Mt Hutt Memorial Hall Board

- The Methven Community Board approved the Hall Board’s funding request of \$1807.80. The funds will be used to repair and paint superficial damage to the walls in the Function Room, Art Gallery and Hall of Memories.

##### Rakaia Reserve Board

- The Rakaia Lions fireworks evening in the Rakaia Domain was a great success, with the highest number of attendees to date.

##### Hinds Reserve Board

- The Board are currently working on a detailed proposal for the future development of the landscaped area beside the playground.

##### Tinwald Reserve Board

- A concept plan is being prepared for the redevelopment of the former Tinwald Pool site.
- The evaluation for the west paddock tender is ongoing
- A development plan for the old Tinwald Pool site is ongoing

## 5.4 Grants & Funding

Council’s 2025/26 [grants and funding rounds](#) opens for applications on the 1 February, closing end of February.

## 5.5 Welcoming Communities

- On 22 November we had the Latin American Culture Latin American Culture, it was a well-attended talk. In 2025 we will hold these talks bimonthly, starting in February.
- Farsi School:
  - Te Rito Maioha (ECE training organisation) shared photos and positive feedback about their interactions with the teachers. (see images below).
  - On the 31 January they are booked with Hato Hone| St John for their first aid training.
  - The date for the Pōwhiri at Hakatere Marae is Sunday 23 February.
- Te Reo Māori playgroup for toddlers in collaboration with Plunket - start date 11 February.
- Preparing packs with emergency posters in different languages, Welcoming Guide website info, CAB info, and HMCC to provide Wellbeing Ōpuke to deliver to farms. Also liaising with FENZ to arrange visits to these farms and teach migrant and newcomer employees how to use an extinguisher and other tips to prevent fires on rural properties.
- On 30 January from 6 pm, in collaboration with the Library we will host a give-it-a-go session of Mahjong to celebrate Chinese New Year. Experienced Mahjong players from the community will teach others how to play.
- On 13 January met with Business Canterbury to see how they can support our Welcoming Plan actions, ADC, and businesses.
- On 14 February will attend a Kainga Ora event with the Dobson Street residents to talk to them about Welcoming Communities and the Welcoming Guide website.
- Reaching out to MoE again to confirm there is funding to implement the Learning Community Hubs. Hubs for migrant parents and whānau to learn how to navigate the Education System and clarify any questions. The funding would cover interpreters to ensure parents understand the information given.





