



Canterbury Justice of the Peace Association

Service Desk Productivity

1 September 2018- 31 August 2019

Location	No Staff	Day	Total Hrs	September						October						November						December						January						February					
				JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other
Amberley	1	Fri	1.5	6	11	7	64	3	3	6	14	13	2		6	189	345	104	16	12	18	133	477	63	1	3	7.5	5	3	2		6	14	15	7	2	3		
Bishopdale	2	Wed	6	24	142	419	64	3	11	30	181	509	74	3	24						30	202	645	109	4	17	30	202	645	109	4	17	24	185	472	63	8	20	
CHCH South	1	Tue	3	12						15					12						9	82	129	19	2		15	69	151	24	5	8	12	97	342	38	3	9	
Fendalton	1	Tue	3	12	72	317	36	2	4	15	126	317	29	2	12	89	304	30		8	9	54	172	17	2	7	15	81	82	27		23	12	90	222	47	2	11	
Halswell	1	Tue	3	12	71	35	25		11	15	80	39	29	1	12	74	42	42	1	6	9	54	248	17	2	7	15	64	95	36	2	27	12	89	115	31	7	2	
Kaiapoi	1	Tue	2	8		61	12	1	7	10	41	44	32	2	8	61	69	13	2	7	6	56	39	6		11	10	60	72	13	2	1	8	35	36	17	3	3	
Lincoln	1	Tue	3	12	43	23	25		11	15	63	28	14	1	12	56	25	14		17	9	41	23	7	1	10	15	59	39	18	2	12	67	45	20	2	2		
Linwood	2	Tue	6	24	83	155	59	4	19	30	151	313	84	5	24	112	214	62	3	12	18	162	281	79	4	21	30	128	217	67		8	17	24	181	301	82		18
Oxford	1	Thu	2	8	56	141	31			8	26	30	20		10	39	94	17		9						10	11	24	6		8	13	11	16					
Papanui	1	Tue	3	12	137	418	45	4	13	15	68	381	44	18	12	80	170	17	6	16	9	79	179	17	5	16	15	112	195	42		29	12	106	312	50	5	21	
Rangiora	1	Tue	3	12	83	166	23	1	24	15	86	173	39	2	12	66	178	28	1	12	9	52	58	19	1	42	15	89	225	45	6	11	12	86	195	34	10	16	
Rolleston	1	Mon	2	4	40	138	38		44	5	58	156	44	4	4	47	123	44	0	8	5	44	78	12	1	7	4	54	43	28	2	8	54	119	26	1	3		
Shirley	2	Tue	6	24	107	395	56	1	11	30	131	294	81		24	111	320	47	9	20	18	92	273	42	1	5	30	145	305	117	1	6	24	135	268	101	3	19	
Spreydon	1	Thu	2.5	10	97	246	44	2	8	10	101	295	39	15	12.5	155	452	66	2	19	12.5	122	334	43	5	17	12.5	207	561	64	2	26	10	131	311	39	4	23	
Sumner	1	Sat	2	8	89					8	126	102	40	2	8	127	81	34	5	17	6	99	230	68	2	5	4	85	70	39	3	8	8	143	262	47	6	12	
Upper Riccarton	1	Tue	3	12	87	181	46	5	5	15	101	376	44	2	12	145	512	82	6	10	9	104	465	46	5	8	15	150	341	67	9	3	12	122	240	40	4	9	
<b>MNTH TOTAL</b>	<b>19</b>		<b>51</b>	<b>200</b>	<b>1118</b>	<b>2702</b>	<b>504</b>	<b>23</b>	<b>171</b>	<b>242</b>	<b>1353</b>	<b>3070</b>	<b>615</b>	<b>42</b>	<b>204.5</b>	<b>1351</b>	<b>2929</b>	<b>600</b>	<b>51</b>	<b>173</b>	<b>146.5</b>	<b>1174</b>	<b>2986</b>	<b>455</b>	<b>32</b>	<b>159</b>	<b>243</b>	<b>1521</b>	<b>3068</b>	<b>704</b>	<b>42</b>	<b>172</b>	<b>204</b>	<b>1548</b>	<b>3266</b>	<b>658</b>	<b>55</b>	<b>171</b>	

Note: Rolly Hours increase to 2 from 4 Feb

Location	No Staff	Day	Total Hrs	March						April						May						June						July						August						
				JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other	
Amberley	1	Fri	1.5	6	12	10	2			6	4	2	2		6	11	14	3	1	2																				
Bishopdale	2	Wed	6	24	176	572	67	14	10	18	147	310	56	3	18	238	707	100	8	39																				
CHCH South	1	Tue	3	12	85	360	35	10	7	12	105	193	42	17	12	81	147	29	16	2																				
Darfield	1	Wed	1							2	4	3	3		2	18	28	17	1	8																				
Fendalton	1	Tue	3/2	6	153	373	61	14		6	173	464	73	7	6	199	1471	72	8	12																				
Halswell	1	Tue	3	12	80	165	28	3	9	12	83	234	46	5	12																									
Kaiapoi	1	Tue	2	8	39	37	15	7		8	55	64	14	1	8	32	39	14		6																				
Lincoln	1	Tue	3	12	62	50	22	3	6	3	70	44	21	4	3	55	28	12	2	13																				
Linwood	2	Tue	6	24	149	466	74	4	14	6	162	432	70	6	6	155	330	64	4	3																				
Oxford	1	Thu	2	8	22	39	10	7		6	18	17	13	1	6	38	80	13	1	2																				
Papanui	1	Tue	3	12	85	166	34	2	8	15	136	530	67	18	15	101	394	50	3	17																				
Rangiora	1	Tue	3	12	71	254	28	4	6	12	82	145	44	6	12	71	133	28	6	21																				
Rolleston	1	Mon	2	8	33	86	11	1		6	43	75	23	2	8	58	118	42	9	4																				
Shirley	2	Tue	6	24	112	508	95	2	9	24	148	311	109	3	24	127	278	118	7	4																				
Spreydon	1	Thu	2.5/3	10	131	384	53	36		11	86	222	34	11	12	183	494	71	7	36																				
Sumner	1	Sat	2	8	83	203	25	1	7	8	52	130	20	10	8	58	134	22		8																				
Upper Riccarton	1	Tue	3	12	126	296	53	7	13	12	168	435	51	7	12	149	373	76	14	2																				
<b>MNTH TOTAL</b>	<b>20</b>		<b>46.5</b>	<b>198</b>	<b>1419</b>	<b>3969</b>	<b>613</b>	<b>50</b>	<b>154</b>	<b>167</b>	<b>1536</b>	<b>3609</b>	<b>688</b>	<b>80</b>	<b>170</b>	<b>1574</b>	<b>4768</b>	<b>731</b>	<b>87</b>	<b>177</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

Darfield from 17 April  
3 hrs from 18 April  
At Papanui Library Saturday - 2 hrs since March

Year to Date

JP Hours	Client No	Cert Copies	Stat Decs	Affidvt	Other
1775	12594	30367	5568	462	1537