

# **Methven Community Board**

## **AGENDA**

### **Notice of Meeting**

The meeting of the **Methven Community Board** will be held on:

**Date:** Monday 9 September 2024  
**Time:** 9.00am  
**Venue:** Mt Hutt Memorial Hall Board Room  
Main Street  
Methven

#### **Membership**

- Kelvin Holmes (Chair)
- Richie Owen (Deputy Chair)
- Megan Fitzgerald
- Robin Jenkinson
- Allan Lock

#### **Council appointees**

- Deputy Mayor Liz McMillan
- Councillor Rob Mackle

## Methven Community Board

Timetable	
Time	Item
9am	Meeting commences

### ORDER OF BUSINESS

**1 Apologies**

**2 Extraordinary Business**

**3 Declarations of Interest**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

#### Confirmation of Minutes

- 4** Methven Community Board – 29/07/24 **3**

#### Matters for Decision

- 5** Discretionary Grant Request – Cancer Society **5**
- 6** Discretionary Grant Request – Methven Rugby Football Club **11**
- 7** Discretionary Grant Request – Rakaia Gorge Book by Allan Lill **17**

#### Activity Reports

- 8.1** Infrastructure & Open Spaces **23**
- 8.2** Democracy & Engagement **27**
- 8.3** Business Support **28**
- 8.4** Compliance & Development **29**

#### Business transacted with the public excluded

- 9** Business Support – Property **PE 1**
- Lease matter Section 7(2)(h) Commercial activities

#### ***4. Methven Community Board – 29/07/24***

Minutes of the Methven Community Board meeting held on Monday 29 July 2024, commencing at 9.00 am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

**Present**

Kelvin Holmes (Chair), Megan Fitzgerald, Allan Lock, Richie Owen, Liz McMillan, Rob Mackle and Robin Jenkinson (9.05am).

**In attendance**

Jane Donaldson (GM Compliance & Development), Linda Clarke (Communications Advisor) and Phillippa Clark (Governance Support).

**1 Apologies**

Mayor Neil Brown

Sustained

**2 Extraordinary Business**

Nil.

**3 Declarations of Interest**

Nil.

**4 Confirmation of Minutes**

**That** the minutes of the Methven Community Board meeting held on 10 June 2024 be taken as read and confirmed.

Lock/Mackle

Carried

Matter arising: Megan and Allan will attend the Mt Harding Catchment Group meeting.

**5 Discretionary Grant Request – Cancer Society**

The Board acknowledged the work being undertaken by the Society but questioned whether the proposal is a service that would sit outside the project criteria for discretionary funding. The Board asked for further information to show how the money would be spent in Methven.

**That** the Cancer Society’s funding request lies on the table until the 9 September MCB Meeting.

Lock/Owen

Carried

**6 Activity Reports**

**That** the reports be received.

McMillan/Fitzgerald

Carried

## **6.1 Infrastructure & Open Spaces**

- **Site visit**

The Chair commented on a successful site visit with Council officers on 21 June, and the follow-up actions that have taken place. Further discussion will be held to resolve the mobility park requirements at The Mall. Restoration work at the Garden of Harmony (pipe shed) will commence in August/September and consideration is being given to how the Highbank turbine could be incorporated or placed nearby.

- **Skatepark**

The Board noted with concern the recent vandalism and dumping of unwanted materials. It was suggested that if there is maintenance needed, it may be possible to use the KidzMethven (skatepark) funding that was vested in Council.

## **6.2 Democracy & Engagement**

- **Draft reserve management plans**

Clarification was sought on the Methven reserve classifications – whether they have licences to occupy or lease agreements. The Board will receive an update on the reserve land status after consultation on the Reserve Management Plans has concluded.

The meeting concluded at 9.46am.

Confirmed 9 September 2024

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Chairman

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## 5. *Discretionary Grant Request – Cancer Society*

Executive Team Member      *Toni Durham; GM Democracy & Engagement*

### Summary

- This report was presented to the Board on 29 July where it was left on the table pending further information.
- The purpose of this report is for the MCB to consider an application for funding from the Cancer Society, to help with costs of the health navigator who services the Methven community.
- A request of \$10,000 has been sought from MCB for the project.

### Recommendation

1. **That** the matter be uplifted for discussion.
2. **That** Methven Community Board allocates \$4,000 from its discretionary grant to the Cancer Society for health navigation services in Methven.

### Attachment

**Appendix 1**      Funding application

## Background

### The current situation

1. The Cancer Society is the lead NGO (non-government organisation) dedicated to reducing the impact and incidence of cancer and advocating for the best cancer care for everyone in New Zealand.
2. Their mission is to improve community wellbeing by reducing the incidence and impact of cancer. The Cancer Society is committed to working with our communities by providing leadership and advocacy in cancer control via our core services of Health Promotion, Information, Resources, and Support.
3. The funding request for the MCB is to support the cancer navigator services to the Methven community.
4. The navigator services are an existing role. The navigator currently includes Methven as part of the geographical area that they physically visit and supports the cancer community there. The request isn't for a special project, just the remit of the cancer support team to look after.
5. The Cancer Society have noted that no other cancer charity is on the ground like they are, and their service is free patients. They note that many rural patients can't leave their commitments or don't feel well enough to drive into a bigger town to our centres. The mobile support team ensure they still get the support they need
6. MCB has a total grant pool of \$8,232 carryover from 2023/24 + \$30,000 in 2024/25.

### Option one – Agree to fund the Cancer Society \$4,000 for cancer navigation services (Recommended)

<b>Advantages:</b> Support of a NGO service that provides invaluable support to unwell members of the community	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated. Potential for ongoing support expectation for services	

### Option two – Do not fund the Cancer Society \$4,000 for cancer navigation services

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support the navigation services for Methven.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

7. The discretionary grant is funded by the Methven Community Board each year through the Methven Community Board cost centre. This funding therefore should be spent in the year in which it is rated for the best outcome for the community.

### Strategic alignment

8. The recommendation relates to Council's vision of a district of choice for lifestyle and opportunity.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Methven Community Board
Are there any future budget implications?	No
Reviewed by Finance	Not applicable

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	Not applicable

Level of engagement selected	Inform
Rationale for selecting level of engagement	The community will be informed of the MCB decision through the usual media channels.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager



## **Appendix One:**

### **Your Organisation's details:**

Cancer Society Of New Zealand Canterbury-West Coast Division Incorporated

122 Kermode Street

Ashburton

Canterbury

7700

New Zealand

10,000

### **Details**

The Cancer Society is the lead NGO dedicated to reducing the impact and incidence of cancer and advocating for the best cancer care for everyone in our New Zealand. Our mission is improve community wellbeing by reducing the incidence and impact of cancer. The Cancer Society is committed to working with our communities by providing leadership and advocacy in cancer control via our core services of Health Promotion, Information, Resources, and Support.

### **Programme Dates**

Ongoing

### **About your project**

It's a sad fact that 1 in 3 New Zealanders will receive a cancer diagnosis in their lifetime, with that number expected to double in the next 10 years. That will be 66% of the NZ population. Our Mid Canterbury cancer navigator who covers Methven is ready to meet this challenge head-on. She works to enhance the wellbeing of Methven's cancer community by meeting them in Methven face-to-face and working out a tailored cancer plan for each of them. She provides information about the daunting healthcare sector and treatment options, she supports their emotional journey and side effects of treatment, she gives referrals to other services and support groups when needed, and help arrange their free transport and accommodation, should they need to travel to Christchurch Hospital.

Cancer is the #1 killer of New Zealanders, claiming 23 lives a day and 10,000 a year. Nearly everyone has a cancer story, whether a close friend/family member or a brush with it themselves. While treatment is free, the wraparound support provided by Cancer Society can means more people successfully navigating their journey. The emotional, physical, and financial barriers associated with a diagnosis can be extreme. We provide support with counselling, financial assistance, prosthetics, physio, free drives, free accommodation, and more.

No other cancer charity is embedded in communities like Cancer Society and visits patients across the country. The navigator and the amazing group in our Ashburton centre work hard to ensure anyone who needs assistance in the district receives it, no matter where they are.

Both the current cancer community in Methven and any who wish for support or information will benefit from the work. There is no referral required. Anyone who receives a diagnosis, or their family, or their workplace, are welcome and encouraged to reach out to us.

We will continue to service the Methven area with in-person visits and support throughout the patients' journey. The plan is for everyone in town to be aware of her services and what she offers to anyone needing her.

We collect qualitative and quantitative data in all of our areas: number of patients, types of cancers, age/gender groups, personal stories, prognoses, etc. This data is used to gauge trends, hotspots, uptake of our services, etc. We will use this information, plus patient feedback to measure.

**What other funding are you applying for, for this event?**

Not provided

**Voluntary Efforts**

Not provided

We are 100% funded by the community with no government contracts. All of our funds are raised through donations, grants, and events.

June 2024 Navigator Profit/Loss

<b>MC</b>	<b>Mid-Canterbury Centre</b>
<b>Income</b>	
Contribution from Ashburton Group - MC	\$9,000.00
Total Income	\$9,000.00
<b>Expense</b>	
Salaries	\$32,846.97
Vehicle Expenses	\$719.84
Printing & Stationery	\$164.57
Rent Paid	\$4,562.70
Cleaning	\$624.54
General Expenses	\$255.00
Grounds Maintenance	\$126.00
Power	\$981.31
Insurance	\$2,554.61
Rates	\$399.42
Security/Fire Alarms	\$431.00
Telecommunications	\$285.21
Patient Counselling	\$1,071.31
Other Patient Support	\$10.17
Volunteers - Drivg Expense	\$2,783.24
Total Expense	\$47,815.89

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## **6. Discretionary Grant Request – Methven Rugby Football Club**

Executive Team Member      *Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the MCB to consider an application for funding from the Methven Rugby Football Club to build women’s changing rooms.
- A request of \$5,000 has been sought from MCB for the project.

### **Recommendation**

- 1. That** Methven Community Board allocates \$5,000 from its discretionary grant to the Methven Rugby Football Club for the women’s changing room project.

### **Attachment**

**Appendix 1**      Funding application

## Background

### The current situation

1. The Methven Rugby Club provides rugby to over 200 juniors and 75 senior rugby players, male & female. The club is a hub for the local community with great support partners and great participation levels right throughout the grades from U6 Rippa's to Senior sides. The values of our club are History, Pride & Passion
2. The project they are seeking funding for is to build a women's changing rooms to cater for the growing female participation in the club from junior level up to U14's, to Mt Hutt College U15 girls team and our recent senior women's team (combined with Rakaia) winning the Mid/South Canterbury Combined competition in June 2024..
3. The Club believes that if they don't start providing the appropriate facilities for female players to feel welcome to play rugby at Methven then they may choose to play elsewhere or may choose not to play rugby at all.
4. The funding request is for \$5,000 from the MCB is to support women's changing room project.
5. MCB has a total grant pool of \$8,232 carryover from 2023/24 + \$30,000 in 2024/25.

### Option one – Agree to fund the Methven Rugby Club Women's Changing Room project with a grant of \$5,000 (Recommended)

<b>Advantages:</b> Support of a strong local club that is a focal point of the community	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

### Option two – Do not fund the Methven Rugby Club Women's Changing Room project with a grant of \$5,000

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support the Methven Rugby Club
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

- The discretionary grant is funded by the Methven Community Board each year through the Methven Community Board cost centre. This funding therefore should be spent in the year in which it is rated for the best outcome for the community.

### Strategic alignment

- The recommendation relates to Council's vision of a district of choice for lifestyle and opportunity.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Methven Community Board
Are there any future budget implications?	No
Reviewed by Finance	Not applicable

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	Not applicable

Level of engagement selected	Inform
Rationale for selecting level of engagement	The community will be informed of the MCB decision through the usual media channels.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

## **Appendix One:**

Methven Rugby Football Club

### **Details**

Methven Rugby Club- located at Methven Domain. Provides rugby to over 200 juniors and 75 senior rugby players, male & female. Methven Rugby Club is a rural rugby club based in Mid Canterbury. We have recently celebrated our 125th anniversary in 2021 which was a great occasion. We are a real hub for our local community with great support partners and great participation levels right throughout the grades from U6 Rippa's to Senior sides. The values of our club are History, Pride & Passion.

Incorporated Society

### **Programme Dates**

1st September 2024

31st March 2025

### **About your project**

This funding request is important in our goal to get our women's changing room building project off the ground. The project has been talked about at the club committee level for over 5 years but has always been delayed due to time constraints of builders and the rising cost of building. The club has been fundraising this whole time with events such as Fight Nights in 2020, our 125th Anniversary in 2021, Golf fundraising tournament in 2023 & hosting the Crusaders vs Highlanders pre-season game in 2024.

We have a growing female participation in the club from junior level up to U14's, to Mt Hutt College U15 girls team and our recent senior women's team (combined with Rakaia) winning the Mid/South Canterbury Combined competition in June 2024. If we don't start providing the appropriate facilities for these ladies to feel welcome to play rugby at Methven then they will play elsewhere or may choose not to play rugby at all.

At the moment we are frequently having to use the squash club changing facilities to provide a safe space for the women to change and prepare for games, this is not a feasible option for our club going forward. We will be building two purpose-built women's changing sheds as well as an attached training room for the whole club to use. This is an exciting time for the club, and we are looking forward to this expansion.

Women's rugby is growing sport nationally and Methven is no exception to that. We have a combined senior team with the Rakaia RFC currently but have the goal of growing that into our own stand-alone team. Our junior pathways are growing rapidly, with a number of Methven players playing in the Ashburton College U15 and First XV girl's teams. Both teams are regular users of the MRFC facilities for training and games.

Obtaining the grant funding to put towards the changing rooms building project would be a massive boost for the club and get some real momentum going to get it completed in time for the start of the 2025 season. Longer term the goal is to retain and attract more female players to the club so that we can have our own full-time women's team. It would also show our community that the club wants to support younger females to play rugby.

Success will be measured by the growing numbers of female rugby players at our club. Player registrations with NZ Rugby will be used to gauge this measure.

**What other funding are you applying for, for this event?**

Multiple Grant Funders- see Budget document above

\$20,000 each from 7 grant funders- total \$120,000

Mainland Foundation- declined July 24th- out of region. Still to hear back from the other 6 grant funders.

**Voluntary Efforts**

The club has been fundraising for over 5 years with events such as Fight Nights in 2020, our 125th Anniversary in 2021, Golf fundraising tournament in 2023 & hosting the Crusaders vs Highlanders pre-season game in 2024. The club will continue to fundraise ourselves with multiple plans in the pipeline for events in the near future. We welcome any opportunity to work with other community groups and the council on further fundraising events.

Sponsors of the club, Committee and players will be asked for certain services and their labour (time) to help with the construction where appropriate. The lead builder will have a Health & Safety Plan that anybody on site will have to follow.

Until we have raised the amount (either grant funding or further fundraising) required to build the changing rooms then it will not proceed.

**Project Budget:**

Women's Changing Room Project Budget						
Source of Funding		Applied For	Confirmed		Project Quoted Cost	
Term Deposit on Hand	\$ 55,000		Y		Earthworks	\$ 10,000
Cash on Hand	\$ 30,000		Y		Building Materials	\$ 108,220
Further Fundrasing Required	\$ 30,000		N		Bricklayer	\$ 23,750
					Plumbing/Drainage	\$ 19,548
Grant Funding Applications					Internal Partition Walls	\$ 20,000
Grant Funder 1- Community Mid/South Canty	\$ 20,000	Jul-24	N		Electrical	\$ 10,000
Grant Funder 2- NZCT	\$ 20,000	Jul-24	N		Builders Labour	\$ 20,000
Grant Funder 3- Lion Foundation	\$ 20,000	Jul-24	N			
Grant Funder 4- Mainland Foundation	\$ -	Jul-24	Declined- out of region			
Grant Funder 5- Bunnings Rugby Assist	\$ 20,000	Jul-24	N			
Grant Funder 5- Pub Charity	\$ 20,000	Jul-24	N			
Grant Funder 5- The Trusts Community Foundation	\$ 20,000	Jul-24	N			
					Total (excl GST)	\$ 211,518
					GST	\$ 31,728
Total	\$ 235,000				Total (excl GST)	\$ 243,246



## **7. Discretionary Grant Request – Island Ferry: Mystery of the Rakaia Gorge; Book Publication**

Executive Team Member      *Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the MCB to consider an application for funding from Allan Lill to publish his recently written book ‘Island Ferry: Mystery of the Rakaia Gorge’.
- A request of \$5,000 has been sought from MCB for the project.

### **Recommendation**

- 1. That** Methven Community Board allocates \$2,500 from its discretionary grant to publish the ‘Island Ferry: Mystery of the Rakaia Gorge’ book.

### **Attachment**

**Appendix 1**      Funding application

## Background

### The current situation

1. Allan Lill has written a book called 'Island Ferry: Mystery of the Rakaia Gorge' as a Covid lockdown project.
2. The book records the history of the Rakaia Gorge from 1849 and covers the remoteness of the area, the building of the two bridge's and then the history through to the 1950 including WW2 defences which has never been told.
3. The book has been a four-year project and is planned to be released to coincide with Methven 150<sup>th</sup> centennial in 2029.
4. The book is 57,000 words and includes over 325 pages photos of text and early photos, ferrymen, people, school, cheese factory, farming plus much more.
5. All profits from the book will be donated to the Methven Care Trust.
6. The funding request is for \$5,000 from the MCB is to publishing of the book.
7. MCB has a total grant pool of \$8,232 carryover from 2023/24 + \$30,000 in 2024/25.

### Option one – Agree to support the publishing of the 'Island Ferry: Mystery of the Rakaia Gorge' book with a grant of \$2,500 (Recommended)

<b>Advantages:</b> Support of an untold local story that will coincide with the 150 <sup>th</sup> celebration of Methven.	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

### Option two – Do not fund the publishing of the 'Island Ferry: Mystery of the Rakaia Gorge' book with a grant of \$2,500

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support a local story-teller.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

8. The discretionary grant is funded by the Methven Community Board each year through the Methven Community Board cost centre. This funding therefore should be spent in the year in which it is rated for the best outcome for the community.

### Strategic alignment

9. The recommendation relates to Council's vision of a district of choice for lifestyle and opportunity.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Methven Community Board
Are there any future budget implications?	No
Reviewed by Finance	Not applicable

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	Not applicable

Level of engagement selected	Inform
Rationale for selecting level of engagement	The community will be informed of the MCB decision through the usual media channels.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

## Appendix One:

### ANNIVERSARY

#### Methven 2029

Taking advantage of NZ's COVID lockdown and my long-time interest in the untold story of the Upper Rakaia Ferry in the lower gorge workings and driven by the Methven and Districts upcoming 150-year anniversary gave me the incentive to complete my research.

It is with gratitude we remember Canterbury assistant surveyor Mr Charles Torlesse, Jonny (John Breitmeyer German boy from Akaroa) and their pack donkey on 19th March 1849, they were the first Europeans to walk through this wind-swept open tussock covered exposed upper plains. The ground they traversed would become the small township of Methven 30 years later at the corner posts of four pastoral runs, and a yet to be built railhead.

John Grigg and Thomas Russell's cattle holding paddock, where the path east to Ashburton was known as the 'cattle track' and the track west towards Mount Hutt was known as the 'Westcoast Road' and the only building was a lonely drover's Tin-Hut on the eastern bank of a small creek (Mt Harding Creek)

Crossing the mighty Rakaia River at the lower gorge by ferry, has always intrigued me, knowing more about the ferrymen and the assistants when traveling north or south, on foot, horseback, or with a mob of sheep or swimming horses or cattle, the people and early development of farming.

The mood of the gorge can be both beautiful and brutal, it is renowned for its spectacular river freshers and for channelling the strong nor-west winds regularly which builds strength as they sweep down the Rakaia Valley and across the Canterbury Plains.

This project has been so rewarding, and to all the people that have shown interest and helped, thank you. Enjoy the read, as we face a bright future knowing so much more about our past.

Our family will donate all profits from this book to: Methven Care Trust.

*Allan Lill*

**Project Budget:**

Income:-

Project / Programme budget (E.g., tutor fees, tradesmen etc)	Council funding sought	Other funding for project	Total
Allan Lill			\$7,000.00
A.D.C. (Methuen Community Bd. Discretionary Grant)			\$5,000.00
<b>TOTAL</b>			

Expenditure:-

PRINTABOOK (Design only)		\$7,757.90
Proof Reading		\$ 793.50
Indexing	Est	\$1,200.00
		<u>\$9,751.00</u>
Contents Verification		
Kate Foster (No charge)		
Christine Wright		
	unspent	\$2,249.00
Pre-Print	Total	<u>\$12,000.00</u>

## 8. Activity Reports

### 8.1 Infrastructure & Open Spaces

#### 8.1.1 Roothing

Work carried out following the site visit by officers with the Chair, Deputy Chair and Ian Soper on Friday 21 June includes:

- Dolma St at SH77 – NZTA informed about the restricted sight distance because of the vegetation encroaching into the road reserve.
- Channel cleaning – frequency and quality of cleaning has been discussed with the contractor. Holmes Rd cleaning frequency has been increased because of the quantity of pine needles.
- Sump cleaning – observed some full sumps. Sump cleaning was carried out in July.
- Footpaths – grass encroaching onto the footpath on Dolma St east of SH77. A short section has had the vegetation removed back to the edge of the footpath. More is to be done on Dolma St and on other streets.
- Dolma St and Line Rd new kerb and channel and footpath – Contractor for that project to remove and tidy up in the maintenance period along with the other sites included in the contract. Curve warning sign lying on berm has been removed.
- Tactician Lane road name sign missing – the sign has been reinstated.
- McMillan St at Chapman St – damaged/missing bollards. Reinstatement of bollards completed.
- Methven Mall mobility access – MCB to contact Supervalve owner to discuss making the end parking space a mobility park. Will involve some changes to adjacent kerb and paving to provide room if this goes ahead.
- Barkers Rd, Hall St, Mackie St intersection – The Give Way on Barkers Rd has been removed with Barkers Rd and Hall St being the main route with Mackie St having a Give Way.

CRM Request	Received	Summary details	Status
CRM0500077/24	04/06/2024	Footpath repair Bank St	With contractor
CRM1600347/24	11/07/2024	Sign replacement Morgan St	With contractor
CRM0500093/24	01/08/2024	Footpath repair SH77	With contractor
CRM1600852/24	09/08/2024	New sign Lampard St	With contractor
CRM0500099/24	16/08/2024	Trip hazard Alington St	Under investigation
CRM1600890/24	16/08/2024	Crash damage Mt Harding Rd	Completed

### 8.1.2 General maintenance

A submission received through the Representation Review process raised an unrelated matter of township maintenance (see extract from submission below)

*Methven pays equal rates to Ashburton but maintenance performed in the town is woefully inadequate with gutters full of leaves, footpaths a health and safety risk and having a townsman only for the town centre is a backward step and a poor use of our expensive rates. We used to have a townsman who adequately did the whole town. Now the town square outside the medical centre is dirty and unkempt. After the millions spent in Ashburton surely Methven can get the health and safety problems fixed.*

All channel cleaning is included in the road maintenance contract. Officers followed up with the contractor on channel cleaning after meeting with MCB Chair and Deputy Chair. No matter how well cleaned there will be leaves in the channel particularly over autumn/winter but attention to cleaning at crossings, channel covers and sumps has been raised with them.

The footpath pavers in the town centre have a special clean annually. If there is the desire to have additional cleaning the cost will need to be met. There is a CBD rate in Ashburton for the regular sweeping of the footpaths.

Specific sites where footpaths are considered a health and safety issue would be appreciated so officers can follow up.

### 8.1.3 Open Spaces

- **Reserves**

The annual beds in the centre of town are looking great with plenty of colour. Tulips are already growing up through the annuals and these will add another dimension of colour as Spring goes on.

Staff have organised the removal of several trees on SH77 south of the town. This followed a complaint from NZTA as the trees were encroaching into the carriageway. These trees had already been severely pruned with the centres removed due to electrical infrastructure and another heave side trim was going to make them look even worse. Three of the same species inside the town boundary were retained and appropriate pruning undertaken. These trees had not had their centres historically removed. There will be further pruning of other trees through the town centre in due course.

Winter maintenance tasks continue around Methven. Mowing activities are starting to commence slowly as growth starts to appear.

Regarding the Highbank Power Station turbine and the proposed location being the Garden of Harmony, staff have advised the Community Board that this element needs to feature as part of an overarching landscape plan for the site. The landscape plan needs to be undertaken as the first step towards what the future may hold for this area. There are several stakeholders involved and any concept plan needs to reflect and maximise heritage, biodiversity, educational and public accessibility values. Stakeholders that need input are Council Three Waters (site's primary purpose), Property (site/lessee administrator), Open Spaces, Planning (spatial planning), current leaseholders, local clubs and service clubs (Garden of Harmony), Heritage NZ (RDR pipe), Methven Birdsong Initiative, MCB, and the community. To this end, the Open Spaces Planner has provided the MCB Chair with a draft Project Brief to enable a suitably qualified service provider to be engaged to facilitate the formulation of a concept landscape plan which encompasses all of the above.



Remedial work on the historic RDR pipe on the South Town Belt site are scheduled to commence in September/October. This work is under the direction of Historic Places Trust and funded by the RDR.

Playground inspections and maintenance continues on a weekly cycle around the District. Staff are aware of the remaining positive balance in the KidzMethven fund and will look to utilising these funds when a suitable need arises at the Skatepark Reserve.

Staff have been connected with the Methven CBD lighting project community members and are progressing the initiative in line with the approved plan and Council allocated budget.

Staff are still working through the Reserve Management Plan process. Once complete the Community Board will be provided a copy. This will clarify the currency status of all lessees on public reserves.

Staff have undertaken replanting of grasses in the CBD roundabout and side gardens. Once grown out, it will fill up the vacant garden space.

Methven Dog Park has had a mixture of oak, elm and beech trees planted. Also, a solar light will soon be installed at the entrance.

The drinking fountain at Camrose has had to have a new drinker installed which is more resilient to frost. More seat maintenance is scheduled for the CBD with another five seat slat replacements scheduled.

In late August staff met with EA Networks, onsite in Methven to work through the Council funded CBD amenity lighting project. There is an expectation that this will be implemented and operational by Christmas.

- **Methven Cemetery**

General maintenance continues to be delivered at the cemetery. Mowing activities are now starting to ramp up – in alignment with other town lawns. Planted bunds have been sprayed.

Planning work is progressing to provide a detailed design on future beam locations, construction and numbering methodologies in the Methven Cemetery. This work will also deliver a better reference map to communicate beam locations to the community and cemetery users.

- **Public toilets**

These are functioning well. However, we have experienced vandalism again at the Railway Reserve facilities. An outdoor sign and post was pulled out and discarded; internally, toilet paper and soap dispensers were smashed off the walls, requiring replacement, jumbo toilet paper rolls were stuffed down the pans and other sodden paper strewn around the facility, stuck to the roof and ceiling.

CRM Request	Received	Summary details	Status
CRM1200075/24	18/07/2024	Playgrounds and Walkways -Spinner might need a bit of grease	Completed
CRM2300121/24	09/07/2024	Overhanging trees at the preschool Methven Blocking sun	Complete
CRM3200017/24	05/07/2024	The Mall -Can this area have some love and attention in laneway gardens and noticeboard area, mall entrance	Complete

### 8.1.4 Three Waters

CRM Request	Received	Summary details	Status
CRM100750/24	02/07/2024	Fire Hydrant been sealed over	Complete
CRM100753/24	02/07/2024	Water leaking out from under the meter cover	Complete
CRM100760/24	03/07/2024	water has a clear green tingle to it and is tasting terrible.	Complete
CRM400023/24	04/07/2024	Water has left a green scum on inside of kettle, water tastes horrible	Complete
CRM100761/24	04/07/2024	Water coming from stop value in driveway	Complete
CRM100773/24	05/07/2024	Plumber reports low pressure at the water meter	Complete
CRM100780/24	05/07/2024	leak on previous repairs	Complete
CRM200077/24	28/07/2024	raw sewerage overflowing from a drain corner of their property	Complete
CRM100802/24	20/07/2024	Leaking pipe on berm next to driveway	Complete
CRM100803/24	22/07/2024	water leak outside 161 Main Street	Complete
CRM200073/24	16/07/2024	sewer outside of the property is backed up and overflowing onto the campground	Complete

### 8.1.5 Solid Waste Management and Collection

CRM Request	Received	Summary details	Status
CRM3400056/24	05/07/2024	The farmer here has dropped a large amount of plastic all over the side of the road	Complete
CRM3400059/24	18/07/2024	Someone threw 5 Rubbish Bags in the Cardboard Bin at Super Liquor Methven	Complete
CRM3901503/24	09/07/2024	Additional Bins - 120L Red	Complete
CRM3901509/24	10/07/2024	Red bin has gone missing	Complete
CRM3901522/24	16/07/2024	return of additional 120L Red bin	Complete
CRM3901523/24	11/07/2024	2nd 240L additional bin returned	Complete
CRM3901524/24	11/07/2024	Request new RED & YELLOW Bins	Complete
CRM3901542/24	15/07/2024	Yellow Bin pulled back due to being contaminated	Complete
CRM3901548/24	16/07/2024	missed for collection	Complete
CRM3901578/24	19/07/2024	missed for collection	Complete
CRM3901579/24	19/07/2024	missed for collection	Complete
CRM3901615/24	27/07/2024	Request new RED & YELLOW Bins	Complete
CRM3901630/24	29/07/2024	Request new RED & YELLOW Bins	Complete
CRM3901639/24	30/07/2024	Rubbish bins in town are needing some care & much attention also the blue ones near 4square car park are all dented.	Complete
CRM3901645/24	30/07/2024	Yellow bin pulled back due to being contaminated	Complete

## 8.2 Democracy & Engagement

### 8.2.1 Strategy & Policy updates

- **Representation Review**

The Representation Review hearing was held on 7 August. As a result of the hearing, Council reversed the proposal to reduce the size of the Methven Community Board, retaining the current membership of seven, with five elected members. This was the only change agreed. As this was a change to the Initial Proposal, this means the Final Proposal is open to Appeals and Objections.

The Final Proposal will be adopted by Council on 4 September. It is then open to Appeals or Objections from 12 September to 12 October. If an appeal or objection is received, it is forwarded to the Local Government Commission, who make the final determination on representation arrangements.

One submission received through the Representation Review process commented on an unrelated matter of maintenance work in the Methven township. The submitter's views have been included in this report for response.

- **Love Your Parks - Draft Reserve Management Plans consultation**

The draft Reserve Management Plans closed on 4 August. 350 submissions were received with 306 focusing on the recent Lake Camp issue. Submissions can be read here – [Love Your Parks](#).

The Reserve Management Plan hearing is planned for Thursday 5 September, with around 15-20 speakers. It is planned to adopt the Plan in October.

- **Solid Waste Bylaw review**

Consultation has opened on the Solid Waste Bylaw review, with submissions closing Sunday 29 September. Three key issues are being consulted on relating to the bylaw, being managing waste at community events, reducing waste at construction sites and retrieval of bins in the CBD. Consultation material can be found here – [Solid Waste Bylaw consultation](#).

- **Methven Community Strategic Plan**

This will be discussed as part of this agenda, including proposed approach, timeframes and related matters.

- **Policy and Strategy Reviews/Development**

Work is underway on several policy and strategy reviews, including the Sensitive Expenditure Policy, Procurement Policy, Local Approved Products Policy, and various property policies.

Work is also being scoped around potential development of a Property and Forestry strategy, and other strategy reviews planned for this year.

- **Local Water Done Well**

The government have now passed into law the Local Government (Water Services Preliminary Arrangements) Bill, which is the next stage in implementing the government's Local Water Done Well programme. The Act requires Councils to develop a Water Services Delivery Plan within 12 months which includes baseline information about their water services operations, assets, revenue, expenditure, pricing, and projected capital expenditure, necessary financing arrangements. Plans must be prepared considering the service delivery model proposed for future delivery of water services.

- **Stockwater exit**

Council officers have prepared a draft terms of reference for the Stockwater Transition Working Group to be considered by Council. This will establish a group to monitor the Council’s exit from stockwater by 30 June 2027.

- **ADC Submissions**

Submissions have been made since the last meeting on:

Organisation	Submission Summary	Type	Due Date	Status
MBIE	<a href="#">Making it easier to build granny flats</a>	Management	12 August	Lodged
Environment Canterbury	Early draft targeted Regional Policy Statement consultation	Council	7 August	Lodged
Environment Canterbury	<a href="#">Defining the lines Representation Review 2024</a>	Council	2 September	Lodged

## 8.3 Business Support

### 8.3.1 Finance Report

Preliminary June 2024 income and expenditure report appended. **Page 31**

### 8.3.2 Customer Request Management

A new method of reporting the status of CRMs to the Board can be seen. Officers have reviewed and reported on the requests for service relative to their activity areas. No significant issues are noted in this reporting period.

### 8.3.3 Property

- **Methven Birdsong Initiative**

A positive meeting was held with the Lions, Methven Community Board Chair, Mayor, Chief Executive and Property Manager to discuss next steps for the Birdsong Initiative for the site near the corner of South Belt Road and SH77 Main St, Methven.

There was general consensus that all parties are open to supporting the initiative.

CRM Request	Received	Summary details	Status
CRM2700148/28	20/08/2024	EPH –back door won’t open, and window on door is cracked	Investigating
CRM2700131/24	21/07/2024	EPH –blocked sink	Complete
CRM2700075/24	10/05/2024	EPH –heat pump blowing cold air	Complete
CRM2700009/24	16/01/2024	EPH –front door sticking, won’t shut or lock properly	Complete

## 8.4 Compliance and Development

### 8.4.1 Building Services

The table shows 26 consents have been issued, 13 of which have been new housing (last year 27 of the consents were for houses). Please note that this report might be under-reporting consent numbers and values. Work is being undertaken to include areas of new subdivisions that were previously outside the 'Methven' area but are now considered part of Methven, for example parts of Camrose Estate.

2023 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	5 (8)	5 (8)	\$1,640,000 (\$4,134,800)	\$1,640,000 (\$4,134,800)
February	4 (3)	9 (6)	\$844,150 (\$2,466,550)	\$2,484,150 (\$6,601,350)
March	6 (5)	15 (11)	\$3,434,700 (\$6,586,027)	\$5,918,850 (\$13,187,377)
April	5 (6)	20 (17)	\$811,982 (\$2,043,648)	\$6,730,832 (\$15,231,025)
May	11 (2)	31 (19)	\$1,655,062 (\$644,080)	\$8,385,894 (\$15,875,105)
June	7 (9)	38 (28)	\$1,780,092 (\$5,199,000)	\$10,165,986 (\$21,074,105)
July	10 (2)	48 (30)	\$2,332,200 (\$496,250)	\$12,498,186 (\$21,570,355)
August	1 (3)	49 (33)	\$1,500,000 (\$1,886,198)	\$13,998,186 (\$23,456,553)
September	6 (8)	55 (41)	\$983,106 (\$1,966,144)	\$14,981,292 (\$25,422,697)
October	2 (2)	57 (43)	\$1,295,760 (\$2,932,346)	\$16,277,052 (\$28,355,043)
November	3 (6)	60 (49)	\$1,721,884 (\$725,000)	\$17,998,936 (\$29,080,043)
December	6 (2)	66 (51)	\$1,438,721 (\$780,000)	\$19,437,657 (\$29,860,043)

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

2024 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	2 (5)	2 (5)	\$1,371,500 (\$1,640,000)	\$1,371,500 (\$1,640,000)
February	2 (4)	4 (9)	\$1,050,000 (\$844,150)	\$2,421,500 (\$2,484,150)
March	4 (6)	8 (15)	\$1,246,000 (\$3,434,700)	\$3,667,500 (\$5,918,850)
April	8 (5)	16 (20)	\$1,932,750 (\$811,982)	\$5,600,250 (\$6,730,832)
May	4 (11)	20 (31)	\$1,067,000 (\$1,655,062)	\$6,669,450 (\$8,385,894)
June	3 (7)	23 (38)	\$111,500 (\$1,780,092)	\$6,780,950 (\$10,165,986)
July	3 (10)	26 (48)	\$495,000 (\$2,332,200)	\$7,275,950 (\$12,498,186)
August	(1)	(49)	(\$1,500,000)	(\$13,998,186)
September	(6)	(55)	(\$983,106)	(\$14,981,292)
October	(2)	(57)	(\$1,295,760)	(\$16,277,052)
November	(3)	(60)	(\$1,721,884)	(\$17,998,936)
December	(3)	(66)	(\$1,438,721)	(\$19,437,657)

Note: figures in brackets are for the corresponding month, the previous year

CRM Request	Received	Summary details	Status
CRM3700010/24	11/07/2024	Unconsented building, SFH and house alterations	Under Investigation. Working with owner
CRM3700012/24	06/08/2024	Unconsented building	Notice to Fix issued
7 more	various	Properties being investigated as breaching visitor accommodation rules	Under investigation

## 8.4.2 District Planning

- ***Methven Resort Resource Consent Appeal***

Staff have previously reported the resource consent approval of extensions to the Methven Resort late last year, as well as its subsequent appeal. The applicants for this application have had approved a further resource consent which moves a substantial part of the proposed building works from one side to the other. The appeal is yet to be resolved and remains before the Court.

Hamish Riach  
**Chief Executive**

## Appendix 1

### Monthly Income and Expenditure Report - 139 - Methven Community Board For the Month Ended 30 June 2024

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
<b>Income</b>				
Targeted Rates	12,755.38	152,873.86	148,349.00	-4,524.86
Treasury Internal Recoveries	114.31	1,768.34	0.00	-1,768.34
<b>Total Income</b>	<u>12,869.69</u>	<u>154,642.20</u>	<u>148,349.00</u>	<u>-6,293.20</u>
<b>Expenditure</b>				
Salary / Wages	1,329.26	17,271.25	17,378.00	106.75
Staff Training	0.00	0.00	1,042.96	1,042.96
Allowances	0.00	3,100.00	3,099.96	-0.04
Indemnity Insurance	0.00	1,990.01	1,720.95	-269.06
Conference Expenses	1,860.00	2,177.50	1,042.96	-1,134.54
Staff Travel Costs	657.40	657.40	312.90	-344.50
Subscriptions / Periodicals	0.00	275.00	286.83	11.83
Suppers & Receptions	0.00	697.49	328.55	-368.94
Advertising	0.00	108.70	0.00	-108.70
Grants	0.00	15,100.00	15,645.00	545.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	0.00	27,793.31	36,108.96	8,315.65
Rents / Leases	123.48	693.04	521.50	-171.54
Internal Rental	158.25	1,899.00	1,899.00	0.00
Executive Team	900.04	12,104.49	12,468.79	364.30
Treasury	321.08	1,367.46	1,269.50	-97.96
Rates	0.00	1,676.04	865.03	-811.01
Communication	581.78	5,066.95	5,148.32	81.37
Community Services	6,542.64	53,774.69	58,743.30	4,968.61
<b>Total Expenditure</b>	<u>12,473.93</u>	<u>145,752.33</u>	<u>158,382.51</u>	<u>12,630.18</u>
<b>Net Surplus/(Deficit)</b>	<u>395.76</u>	<u>8,889.87</u>	<u>-10,033.51</u>	<u>-18,923.38</u>
<b>Capital Expenditure</b>				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Cash Movement</b>	<u>395.76</u>	<u>8,889.87</u>	<u>-10,033.51</u>	<u>-18,923.38</u>
<b>Cash Reserves</b>				
Separate Reserves	0.00	0.00	10,034.00	
Plus Net Surplus/(Deficit)		8,889.87		
Less Capital Expenditure		0.00		
<b>Closing Cash Reserves</b>		<u>8,889.87</u>		

# Methven Community Board

## Terms of Reference

### **Purpose**

The purpose of the Methven Community Board is to represent the Methven community's interests in Council decision-making in a manner that promotes the current and future interests of the community. The Board's role is as set out in Section 52 of the Local Government Act 2002, to give effect to the purpose of local government in Section 10 of the Local Government Act 2002.

### **Membership**

Membership of the Committee comprises:

- Kelvin Holmes (Chair)
- Richie Owen (Deputy Chair)
- Megan Fitzgerald
- Robin Jenkinson
- Allan Lock
- Cr Liz McMillan (Western Ward Councillor)
- Cr Rob Mackle (Western Ward Councillor)

The quorum is four members.

### **Meeting Frequency**

The Methven Community Board will meet on a six (6) weekly cycle, or more frequently on an as-required basis as determined by the Board and Council.

Committee members shall be given not less than 5 working days' notice of meetings.

Meeting and administrative support will be provided by Council's governance and community services staff.

### **Roles and Function**

The Methven Community Board's functions, duties and powers are set by statute as well as delegated by Council. The Board's delegations are as set out in the Local Government Act 2002 (s52) –

- represent, and act as an advocate for, the interests of its community
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
- maintain an overview of services provided by the territorial authority within the community
- prepare an annual submission to the territorial authority for expenditure within the community
- communicate with community organisations and special interest groups within the community
- undertake any other responsibilities that are delegated to it by the territorial authority.



## Delegation

1. Council shall consult with the Board on issues that impact on Methven community's area and allow sufficient time for the Board's comments to be considered before a decision is made.
2. Consider matters referred by Council officers, and Council, including reports relating to the provision of Council services within the Methven Community Board area, and make submissions or recommendations in response to those matters as appropriate.
3. Represent the interests of the Methven Community at Council, committee or subcommittee meetings when a motion under debate relates to a matter that the Board considers being of particular interest to Methven residents.
4. Monitor the Board's budget and approve criteria for, and disbursement of, discretionary funding as approved through the LTP or annual plan.
5. Promote and identify opportunities for Methven to support economic growth.
6. Appoint representatives to the Mt Hutt Memorial Hall Board and the Methven Reserve Board.

This will include:

- a) monitoring and keeping Council informed of Methven community aspirations and the level of satisfaction with Council provided services through proactive engagement with residents;
- b) providing input in to Council's Long Term Plan and Annual Plan, giving a local perspective on the levels of service, expenditure, rate impacts and priorities;
- c) providing input into strategies, policies, bylaws and plans that impact on the Board's area;
- d) providing input into proposed District Plan changes.

## Communications

- The Methven Community Board Chair will, on behalf of the Board, undertake to meet regularly with the Mayor and/or Council's Chief Executive (or nominated officer) to provide two-way updates on what the Council and the Board have been and propose to be involved in.
- All information released to the media on behalf of the Methven Community Board shall be through the Chair, or his nominee, with assistance from Council's Communications resources.

## Reporting

The Methven Community Board will report to Council.

## Adopted

**Adopted by Council 29/10/20**

*[updated Board membership May 2023]*