

# **Methven Community Board**

## **AGENDA**

### **Notice of Meeting**

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

**Date:** Monday 14 April 2025  
**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

<b>Time</b>	<b>Item</b>
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 – 10/03/25 **3**

#### Matters for decision

- 5 Discretionary Grant Request – Mt Hutt College **5**  
6 Discretionary Grant Request – Methven Primary School **13**

#### Activity Reports

- 7.1 Infrastructure & Open Spaces **20**  
7.2 Democracy & Engagement **24**  
7.3 Compliance & Development **26**  
7.4 Business Support **28**

#### Business transacted with the public excluded

- 8 Minutes – 10/03/25 **PE 1**  
- Birdsong Initiative Trust Section 7(2)(h) Commercial activities

## 4. *Methven Community Board – 10/03/2025*

Minutes of the Methven Community Board meeting held on Monday 10 March 2025, 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, Robin Jenkinson and Crs Rob Mackle and Liz McMillan

### **In attendance**

Toni Durham (GM Democracy & Engagement), Helen Barnes (GM Business Support), Bert Hofmans (Open Spaces Planner), Renee Julius (Property Manager) Linda Clarke (Communications Advisor), Lou Dunstan (Policy Advisor), Tayyaba Latif (Policy Advisor) and Carol McAtamney (Governance Support).

### **1 Apologies**

Mayor Neil Brown for absence and Richie Owen for lateness

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

Nil.

### **4 Confirmation of Minutes**

**That** the minutes of the Methven Community Board meeting held on 27 January 2025, be taken as read and confirmed.

Fitzgerald/McMillan

Carried

### ***Matters arising***

- Nil.

### **5 Draft Methven Community Strategic Plan 2025**

**That** the Methven Community Board receive the report.

Jenkinson/Fitzgerald

Carried

### **6 Activity Reports**

**That** the reports be received.

McMillan/Jenkinson

Carried

### **6.1 Infrastructure & Open Spaces**

#### **• Roading**

It was noted that in the town centre the words 'pedestrians giveaway' had been painted on the roads at some crossings but not all, a request was made for them all to be painted.

- **Dog Park**

The southern shelter has been removed from the dog park, a request for a temporary replacement (perhaps a wind shade) be erected until the trees are established.

#### 6.4 Business Support

- **Grant allocations**

A list of grants made by the Board for the past two year period is to be provided to the Board members.

- **Finance Report**

It was noted that there was no amount budgeted for room hire and that the YTD actual figure for room hire was \$182.60 which was quite low – these amounts are to be looked into.

#### Business transacted with the public excluded – 9.26am

**That** the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
7	MCB Minutes 27/01/25 - Methven & Foothills Birdsong Initiative - Concept Plan	Section 7(2)(h)	Commercial activities
8	Methven & Foothills Birdsong Initiative Trust – Concept plan and lessee consultation	Section 7(2)(h)	Commercial activities

McMillan/Jenkinson

Carried

The meeting concluded at 11.04am.

Confirmed 14 April 2025

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Chairman

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## 5. *Discretionary Grant Request – Mt Hutt College*

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 Mt Hutt College – International Department to develop an education-tourism campaign to attract international students.
- A request of \$10,000 has been made from MCB.

### Recommendation

1. **That** Methven Community Board allocates \$3,820 from its discretionary grant to the Mt Hutt College for its education tourism campaign to attract international students.

### Attachment

**Appendix 1**      Mt Hutt College – International Department Funding Application

## Background

### The current situation

1. The Mt Hutt College International Department are seeking to develop an innovative education tourism campaign designed to promote our district as a dynamic destination for learning and adventure. The initiative will involve inviting three young social media influencers from China, South Korea, and Vietnam, each of whom has a strong focus on promoting English education through their platforms. With their extensive reach among young audiences, these influencers will serve as ambassadors to showcase the unique educational and recreational opportunities available in our town.
2. One of the most significant challenges in attracting and retaining high-quality international students, particularly from Asian countries, in smaller districts is the prevailing perception that larger institutions in major cities offer superior education. This belief stems from the assumption that bigger schools have access to more qualified teachers and better resources, which creates a barrier for recruiters when engaging with offshore agencies, parents, and students. This deeply ingrained mindset makes it difficult to effectively communicate the unique value and opportunities available in smaller districts, hindering recruitment efforts.
3. During their one-week visit, the influencers will engage in a curated program that highlights the town's educational offerings and diverse activities. The itinerary will include a homestay experience to foster cultural immersion, as well as a range of exciting activities such as skiing, ice skating, relaxing in hot pools, jet boating, hot air balloon rides, dirt biking, horse riding, and mountain biking.
4. Through this campaign, we aim to position our town as a vibrant hub for education and adventure tourism, leveraging the influencers' social media presence to inspire their followers and attract a global audience to explore what our community has to offer.
5. The project is expected to cost \$38,983. Mt Hutt College have requested \$10,000 from the Methven Community Board.
6. MCB has a \$5,620 remaining to be distributed in 2024/25. Officers have suggested that \$1,800 is allocated to the Methven Primary School application and that the balance of funding is allocated to this application.

## Options analysis

### Option one – Agree to fund the Mt Hutt College \$3,820 for its for its education tourism campaign to attract international students. (Recommended)

<p><b>Advantages:</b> Support of MHC’s desire to increase international students attending their school.</p>	<p><b>Disadvantages:</b> Loss of grant funding for other possible applicants.</p>
<p><b>Risks:</b> Funds not being spent on the project allocated. Reputational risk for MCB of funding a revenue-generating activity.</p>	

### Option two – Do not fund the Mt Hutt College

<p><b>Advantages:</b> Retention of grant fund for future applicants.</p>	<p><b>Disadvantages:</b> Missed opportunity to support MHC’s project</p>
<p><b>Risks:</b> Reputational risk to MCB of not supporting Mt Hutt College.</p>	

## 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		Grant funding for this applicant will enhance the environmental, social and cultural wellbeing of the local community.
Environmental	✓	
Cultural	✓	
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	\$3,820
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	Toni Durham: GM Democracy & Engagement



## Appendix one – Mt Hutt College Funding Application

**Organisation Name** Mount Hutt College: International Department

**Project**

**dates** Start date 5 August 2025

Completion date 12 August 2025

### About the project / programme

**1.** Describe your project / programme.

One of the most significant challenges in attracting and retaining high-quality international students, particularly from Asian countries, in smaller districts is the prevailing perception that larger institutions in major cities offer superior education. This belief stems from the assumption that bigger schools have access to more qualified teachers and better resources, which creates a barrier for recruiters when engaging with offshore agencies, parents, and students. This deeply ingrained mindset makes it difficult to effectively communicate the unique value and opportunities available in smaller districts, hindering recruitment efforts.

This project is an innovative education tourism campaign designed to promote our district as a dynamic destination for learning and adventure. The initiative will involve inviting three young social media influencers from China, South Korea, and Vietnam, each of whom has a strong focus on promoting English education through their platforms. With their extensive reach among young audiences, these influencers will serve as ambassadors to showcase the unique educational and recreational opportunities available in our town.

During their one-week visit, the influencers will engage in a curated program that highlights the town's educational offerings and diverse activities. The itinerary will include a homestay experience to foster cultural immersion, as well as a range of exciting activities such as skiing, ice skating, relaxing in hot pools, jet boating, hot air balloon rides, dirt biking, horse riding, and mountain biking.

Through this campaign, we aim to position our town as a vibrant hub for education and adventure tourism, leveraging the influencers' social media presence to inspire their followers and attract a global audience to explore what our community has to offer.

**2.** Why is the project / programme required, and what evidence do you have of this?

This project is vital to revitalizing the district's reputation as a welcoming, vibrant destination for international students and tourists while boosting the local economy. International students contribute significantly through year-round spending on accommodation, dining, transportation, and recreation, while also acting as ambassadors who promote the region to their networks. The initiative is particularly crucial following the tragic accident involving the South Korean ski racing team last year, which may have negatively impacted the district's image in key markets like South Korea. To rebuild trust and showcase the area as a safe, attractive destination, we will engage social media influencers influential in English education—a major draw for international students. Their firsthand experiences, shared with

large audiences, will help rebrand the district, restore positive perceptions, and reinforce Methven as a premier destination for education and tourism, aligning with goals of economic growth, cultural exchange, and community resilience.

3. What has been done before? Or what else is happening in the district to address the problem or opportunity? \*

To date, no targeted campaigns or initiatives have been undertaken to promote Methven as an education tourism destination at this scale or level of engagement. Previous efforts have been limited to traditional methods, such as collaborating with education agents, Christchurch Educated, and Education New Zealand. While these partnerships have provided some exposure, they have not been sufficient to create a significant impact or fully leverage the unique opportunities Methven has to offer.

Notably, there has been a lack of collaboration or support from local activity providers and government entities, which has hindered the development of a cohesive and impactful strategy. This has resulted in missed opportunities to showcase Methven's diverse educational and recreational offerings to a global audience.

Additionally, the potential to attract international students and tourists through innovative campaigns—such as engaging social media influencers—has remained untapped in these three markets.

This project represents a new and proactive step toward addressing these challenges and seizing the opportunity to position Methven as a leading destination for education and adventure tourism. By fostering collaboration with local stakeholders and leveraging modern marketing strategies, we aim to create a lasting positive impact on the town's profile and economy.

4. Who will mainly benefit from your project / programme?

1. Local Businesses: Increased visibility and turnover as international students and tourists boost demand for accommodation, dining, retail, and activities, supporting economic growth.

2. Community: Fosters cultural diversity, offering young residents exposure to new cultures, languages, and perspectives, creating a more inclusive and globally aware community.

3. Education Providers: Higher enrollment, improved resources, and cross-cultural learning opportunities strengthen the educational ecosystem and enhance institutional reputation.

5. What is the main outcome(s) your project / programme will achieve?

This project aims to elevate the Ashburton district and its two high schools as leading providers of education tourism, showcasing their unique educational offerings and recreational activities to position the region as a premier destination for international students. By engaging social media influencers and targeted marketing in key markets like China, South Korea, and Vietnam, the project will increase awareness, boost enrollment, and foster a diverse student community. The influx of students will drive economic growth through year-round spending on accommodation, dining, and activities, while promoting cultural exchange and enriching the local community. Additionally, the campaign will highlight that studying in rural New Zealand offers equal academic quality to big-city schools in Asia, with added benefits like open spaces, clean environments, outdoor activities, and high academic

achievement. This will establish the region as a globally recognized hub for education tourism, delivering long-term benefits for residents.

**6.** How will you measure your success, and what data will you use

1. Their engagement report from all platforms on each post
2. Enquiries and enrolment for 2026
3. Spending survey during and at the end of students stay

## Financial information

7. Please complete this simple budget outline to show project costs and what the grant would fund, if successful.

Project budget (E.g., tutor fees, tradesmen etc)	Methven Community Board funding sought	Other funding for project	Total
Airfares	\$6,000	\$6,000	\$6,000
Visa and Insurance		\$1,623	
SIM card + package		\$147	
Accommodation	\$1,000	\$1,650	\$1,000
Meals		\$750	
Transportation		\$950	
Activities		\$4,719	
Souvenirs		\$144	
Hiring fees	\$3,000	\$3,000	\$3,000
<b>TOTAL</b>	\$10,000	\$18,983	\$10,000

8. What other funding are you applying for, for this project?

Organisation	Amount requested	Date results known

9. Briefly describe any voluntary effort, including an estimate of total volunteer hours, and/or donated material contributed towards this project.

Voluntary effort	Donated material

10. What will happen to the project if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?

If we are unable to receive the full funding, we may have to shorten the program or cancel it completely.

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## 6. *Discretionary Grant Request – Methven Primary School*

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 Primary School for their STEM project to purchase six Wonder Dash Bots.
- A request of \$1,839 has been made from MCB.

### Recommendation

1. **That** Methven Community Board allocates \$1,800 from its discretionary grant to the Methven Primary School to purchase Wonder Dash Bots

### Attachment

**Appendix 1**      Methven Primary School Funding Application

## Background

### The current situation

1. The Methven Primary School to purchase 6 Wonder Dash bots to build their Robotics / Coding resources within the school.
2. After attending the EduTECH conference in Melbourne in 2024, it was decided that their students would benefit from strengthening our mathematics, technology and digital technology programmes. The Board saw the need to provide students with a specialist learning environment that had a specific focus on extending critical thinking and problem-solving skills.
3. Teachers can use Dash & Dot Bots to teach a variety of subject areas including the following:
  - Computational thinking: Analyse problems and design algorithms to program robot actions and reactions using Blockly, a visual drag-and-drop coding tool.
  - Maths: Explore concepts like the number line, geometry, angles, distance, time, and variables.
  - Science: Learn about the scientific method, or program Dash to mimic behaviour in the natural world.
  - Engineering: Develop design thinking skills by building extensions on the robots with LEGO® bricks.
  - Creative writing and the arts: Explore storytelling, drawing, and even music.
4. The Board have renovated a dedicated STEM (Science, Technology, Engineering and Maths) Studio that is ineligible for Ministry of Education Funding. To date they have spent over \$27,000 renovating and establishing the space (including furniture and start-up equipment). The Wonder Bots would be an addition to the STEM Studio.
5. MCB has \$5,620 remaining to be distributed in 2024/25. Officers have suggested this project is funded as per the request.

## Options analysis

### Option one – Agree to fund the Methven Primary School \$1,800 to purchase 6 Wonder Bots. (Recommended)

<b>Advantages:</b> Support of a positive community initiative that will enhance the opportunities for local youth.	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

It could be perceived that the MCB is funding a Central Government role given that education is their responsibility.

### Option two – Do not fund the Methven Primary School

<p><b>Advantages:</b> Retention of grant fund for future applicants.</p>	<p><b>Disadvantages:</b> Missed opportunity to support a youth focused project</p>
<p><b>Risks:</b> Reputational risk to MCB of not supporting the Methven primary School</p>	

## 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		Grant funding for this applicant will enhance the environmental, social and cultural wellbeing of the local community.
Environmental	✓	
Cultural	✓	
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	\$1,800
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	Toni Durham: GM Democracy & Engagement



## Appendix one – Methven Primary School Funding Application

Organisation Name - Methven Primary School

Please enter the total amount of funding you require for this project. \$1,839

### **Describe your project / programme: \***

We are eager to purchase 6 Wonder Dash bots to build our Robotics / Coding resources within the school.

Teachers can use Dash & Dot Bots to teach a variety of subject areas including the following:

Computational thinking: Analyse problems and design algorithms to program robot actions and reactions using Blockly, a visual drag-and-drop coding tool.

Maths: Explore concepts like the number line, geometry, angles, distance, time, and variables.

Science: Learn about the scientific method, or program Dash to mimic behaviour in the natural world.

Engineering: Develop design thinking skills by building extensions on the robots with LEGO® bricks.

Creative writing and the arts: Explore storytelling, drawing, and even music.

### **Why is the project / programme required, and what evidence do you have of this? \***

After attending the EduTECH conference in Melbourne in 2024, it was decided that our students would benefit from strengthening our mathematics, technology and digital technology programmes. The Board saw the need to provide our students with a specialist learning environment that had a specific focus on extending critical thinking and problem-solving skills.

### **What has been done before? Or what else is happening in the district to address the problem or opportunity? \***

Methven Primary School has yearly government funding that allows us to provide basic resources for student use and maintain ongoing subscriptions to support some of our digital technologies. Any equipment or resources that we want to provide beyond this relies on fundraising or grants.

We are currently seeking support to equip our STEM Studio with the new technologies we require to run the programmes that we have planned. In previous years Methven Primary School teaching staff have taught a variety of Science, Technology, Engineering and Mathematics concepts in individual learning spaces throughout the school. Now that we have a dedicated STEM learning space, we are excited to strengthen our teaching resources,

build community involvement and increase our students academic achievement in these curriculum areas.

Our new STEM Studio is located in a building that was donated to Methven Primary School in 1998 from the nearby Lyndhurst community when Lyndhurst School was closed down. It is now owned by our school Methven Primary Board instead of the Ministry of Education. Our school is required to pay for the ongoing maintenance and upgrades as we do not receive government property funding for this building.

**Who will mainly benefit from your project / programme? \***

Students from New Entrants through to Year Six will benefit from this project in a variety of different ways. Specialist teachers will run programmes throughout the school week alongside classroom teachers booking the STEM studio to support their individual classroom programmes. Lunchtime clubs with whanau and community members will also run each term with support from teachers.

**What is the main outcome(s) your project / programme will achieve? \***

The main outcome of Methven Primary Schools STEM Studio is to strengthen achievement across the Science, Technology, Engineering and Mathematics curriculum areas. We will do this by providing a fit to purpose learning space with modern, engaging resources to support our teaching and learning programmes.

**How will you measure your success, and what data will you use? \***

We will measure success in a variety of different ways. We will use formative and summative assessment to determine levels of success in learning. We will gather student voice and teacher feedback at the end of each term. We will also analyse data in achievement levels.

**Briefly describe any voluntary effort, including an estimate of total volunteer hours, and/or donated material contributed towards this project.**

To prepare this room for use, the Board has made a significant funding contribution. The improvements made include new carpet and vinyl, a full toilet upgrade, internal painting and roofing repairs costing approximately \$17,000. This board has also put \$10,000 towards new furniture and start up equipment.

**What will happen to the event if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable? \***

In the event that we do not receive the full amount of the grant we have requested, we would look to other organisations to support our proposal.

7<sup>th</sup> February 2025

To whom it may concern,

Please find an extract from the Methven Primary School Board Minutes on the 16<sup>th</sup> September 2024 regarding the STEM Studio:

**Property:**

Lyndhurst Room to be renamed "STEM Studio" to accommodate classes working with Classroom Release Teachers. Carpets and toilets will need to be upgraded (quotes underway) and minor repairs to be completed by our maintenance person. These repairs will be an unbudgeted expense and will require a board motion.

*"That the Board agrees to fund the STEM Studio toilet & carpet/lino repairs, estimated to cost \$14,000+GST" Sue Furdorfler / Cheryl Isherwood. All in favour. Motion carried.*

Please find below an extract from the Methven Primary School Board Minutes on 6<sup>th</sup> November 2024 regarding the STEM Studio:

**Strategic Planning:**

STEM Studio & new Pīwakawaka Classroom – Following the Board's visit to the STEM Studio and new Pīwakawaka classroom at the start of the meeting, the Board reviewed the current budget for carpet/lino, bathrooms, painting, furniture & equipment as agreed upon at the last board meeting. The Board also reviewed a Google Slides document prepared by Lucie that gives an indication of the equipment that will be required for the STEM studio and the approximate costs. Lucie & Jan have started to apply for Grants for the bigger items.

*"That the Board allocates a further \$5,000 towards buying equipment for the STEM Studio; ready to use at the start of 2025." Sue Furdorfler / Cameron Glass. All in favour. Motion carried.*

*"That the Board allocates \$3,000 towards further painting in the STEM Studio (and some touch ups in the new Pīwakawaka classroom); ready to use at the start of 2025." Sue Furdorfler / Cameron Glass. All in favour. Motion carried.*

*"That we allocate a further \$5,000 towards buying furniture for the STEM Studio and new Pīwakawaka classroom; ready to use at the start of 2025." Sue Furdorfler / Cameron Glass. All in favour. Motion carried.*

Kind regards,



Michelle Bungard  
Board Secretary

1 McDonald Street, Methven | P: 03 302 8500 | E: office@methven.school.nz | W: methven.school.nz

## 7. Activity Reports

### 7.1 Infrastructure & Open Spaces

#### 7.1.1 Roading

Routine maintenance work (seal repairs, channel cleaning, etc.) is being carried out.

The “Pedestrians Give Way” signs have been scheduled to be painted on the six crossings that didn’t get painted a few months ago.

Drainage on Methven Chertsey Road will have some further investigation, to determine if another soak pit is required.

CRM Request	Received	Summary details	Status
CRM1600185/25	28/02/2025	McMillan St – sump	Completed
CRM1600235/25	13/03/2025	Racecourse Ave – sign maintenance	Completed
CRM0500033/25	17/03/2025	South Belt – footpath repair	Work programmed
CRM0500035/25	18/03/2025	SH77 – footpath cleaning	No action required
CRM1600251/25	18/03/2025	Methven Chertsey Rd - flooding	Completed
CRM1600248/25	18/03/2025	Spaxton St – flooding	Completed
CRM1600266/25	19/03/2025	Memorial Cr – inadequate drainage	Work programmed
CRM1600262/25	20/03/2025	Line Rd – flood	Monitor
CRM1600260/25	20/03/2025	Line Rd – flood	Monitor
CRM1600307/25	31/03/2025	SH77 – surface detritus	Work programmed
CRM1600326/25	07/04/2025	Forest Dr - pothole	Completed

#### 7.1.2 Methven festive lighting

An audit of electricity unmetered load for streetlights has been undertaken. Few issues were raised but officers have been asked to clarify ownership of the festive lights in Methven and how they are managed.

There are lights beside the Blue and Brown Pubs which are connected into the streetlights and so come on at the same time via an EA connection in a pole box.

The strand of single lights that extend over the bus stop on Main Street are not hooked up and are now deemed unusable and unsafe. The strand from the Brown Pub up to Forest Drive do not work.

These lights would be replaced as part of the Methven Lighting Group project, with the maintenance and management to be clarified as part of that.

### 7.1.3 Open Spaces

- **Reserves**

The growthy summer weather pattern has continued into Autumn with growth in gardens and lawns requiring focused staff attention to keep on top of it.

The CBD annual beds have put on a good show all summer and are now getting ready to be renovated and replanted with a winter and spring cycle of plants. These are currently growing on well in the Council nursery.

Playground inspections and maintenance continue on a weekly cycle throughout the District. The broken rocker at Camrose playground has been replaced with new springs.

The Methven CBD lighting for new in-ground under-tree lighting infrastructure is progressing. Various Council staff are also liaising with and providing advice to the Community Lighting Group on other aspects to the town lighting project.

Planning and consultation work is still underway relating to the Garden of Harmony / Methven Birdsong Initiative project.

Hedge plants for the proposed new hedge in front of the Methven dog park have arrived in the nursery and staff are awaiting delivery of shade cloth which will be installed along the entire front boundary. Once the shade cloth is installed planting shall occur in the coming weeks.

- **Methven Cemetery**

General maintenance continues at the cemetery. Mowing activities are still in full swing. The planted bunds and cemetery berm edges have again been re-sprayed for weeds.

Staff have let a job to Pavco to install a new concrete cremation berm with the successful quote coming in within budget.

- **Public toilets**

These are functioning well with no recent issues. A new water supply was installed into one of the Methven Domain facilities.

CRM Request	Received	Summary details	Status
CRM1200026/25	17/02/2025	As per details of a broken seat on the footpath, has been ripped out of the ground.	Seat has been removed by ADC staff, and danger taped, Contractor to fix up pavers and fill in the holes in the footpath. Seat will be reinstalled at a later date, as part of the ongoing seat refurbishment
CRM1200033/25	28/02/2025	Nightshade growing underneath and around slide at Camrose Playground	Actioned
CRM2300046/25	06/03/2025	Low branch blocking view at corner Blackford Street and Forest Drive Methven	Arborists contacted to lift branches for clearance 7.3.2025

CRM3100011/25	24/02/2025	Men's toilets on Main Street are blocked	Cleaner called to try to unblock and will call plumber if required.
CRM3100015/25	08/03/2025	Methven Public Toilets are blocked	Blockage cleared

#### 7.1.4 Three Waters

CRM Request	Received	Summary details	Status
CRM100177/25	08/02/2025	Water is coming out over the berm.	Past
CRM100185/25	10/02/2025	Leak/Burst pipe	Past
CRM100197/25	11/02/2025	Water leak on the berm.	Past
CRM100201/25	12/02/2025	Leak/Burst pipe -	Past
CRM100220/25	17/02/2025	Water Leak	Past
CRM100222/25	17/02/2025	Leak/Burst pipe	Past
CRM100225/25	18/02/2025	Water Pressure - Low Pressure	Past
CRM100283/25	25/02/2025	Leak/Burst pipe -	Past
CRM100284/25	25/02/2025	Leak/Burst pipe	Past
CRM100285/25	25/02/2025	Leak/Burst pipe	Past
CRM100286/25	25/02/2025	Leak/Burst pipe	Current
CRM100287/25	25/02/2025	Leak/Burst pipe	Past
CRM100288/25	25/02/2025	Leak/Burst pipe	Past
CRM100312/25	21/02/2025	Leak/Burst pipe	Past
CRM100334/25	28/02/2025	Leak/Burst pipe	Past
CRM100343/25	03/03/2025	Leak/Burst pipe	Past
CRM100344/25	03/03/2025	Water leaking	Past
CRM100358/25	03/03/2025	.Leak/Burst pipe	Past
CRM100387/25	07/03/2025	Final reading requested	Past
CRM100403/25	12/03/2025	Leak/Burst pipe	Past
CRM100407/25	13/03/2025	Leak/Burst pipe	Past
CRM100414/25	14/03/2025	Final reading requested	Past
CRM100422/25	17/03/2025	Leak/Burst pipe	Past
CRM100435/25	19/03/2025	Leak/Burst pipe	Past
CRM100467/25	25/03/2025	Water Pressure - Low Pressure	Past
CRM100469/25	26/03/2025	Leak/Burst pipe -	Past

CRM100486/25	28/03/2025	Location of Services Requested	Past
CRM100500/25	29/03/2025	Water leak on the roadside	Past
CRM200018/25	08/03/2025	Sewer issues	Past
CRM300006/25	19/02/2025	Blockage - stormwater	Past
CRM300007/25	21/02/2025	Blockage -stormwater	Past
CRM400010/25	24/02/2025	Storm Water - sump inspection	Current

### 7.1.5 Solid Waste Management and Collection

CRM Request	Received	Summary Details	Status
CRM3900256/25	10/02/2025	Bin Damage - Red Bin--	Past
CRM3900259/25	10/02/2025	Missed Collection - Red Bin	Past
CRM3900270/25	11/02/2025	Bin Damage - Yellow Bin -	Past
CRM3900275/25	12/02/2025	Bin Damage - Red Bin	Past
CRM3900277/25	12/02/2025	Return of bins - Red	Past
CRM3900295/25	14/02/2025	Additional Bins - RED BIN 240lt requested	Past
CRM3900309/25	17/02/2025	Additional Bins : 2 RED BIN 240L	Past
CRM3900310/25	17/02/2025	Additional Bins : 2 x 240L RED Requested	Past
CRM3900335/25	20/02/2025	Bin Damage - Red Bin	Past
CRM3900356/25	24/02/2025	Missed Collection - Red Bin	Past
CRM3900362/25	24/02/2025	Return of bins due to non-payment -	Past
CRM3900383/25	26/02/2025	Additional Bins 240L Yellow & 80L Red	Past
CRM3900405/25	03/03/2025	Yellow Bin - Gross Contamination	Current
CRM3900408/25	03/03/2025	Additional Bins - 80L RED Requested	Past
CRM3900430/25	06/03/2025	Request new Bin - Both Red and Yellow	Past
CRM3900445/25	07/03/2025	shifting and will take BOTH BINS with him	Past
CRM3900459/25	10/03/2025	Request new Bins -both red and yellow	Past
CRM3900472/25	11/03/2025	Missed Collection - Yellow Bin--	Past
CRM3900498/25	14/03/2025	Additional Bins - an additional 240L RED bin	Past
CRM3900499/25	14/03/2025	requested an additional 240 L RED bin	Past
CRM3900544/25	24/03/2025	Gross Contamination	Current
CRM3900545/25	24/03/2025	Gross Contamination	Current
CRM3900547/25	24/03/2025	Gross Contamination	Current
CRM3900548/25	24/03/2025	Gross Contamination	Current
CRM3900550/25	24/03/2025	Yellow bin - TAKEN - Gross Contamination	Current
CRM3900551/25	24/03/2025	Return of bins due to no payment	Past
CRM3900607/25	31/03/2025	Bin Damage - RED bin Lid has disappeared	Past

## 7.2 Democracy & Engagement

### 7.2.1 Strategy & Policy updates

- **Annual Plan 2025/26**

Council have completed work on the Draft Annual Plan and Budget 2025/26, with the plan proposing a 7.3% overall increase in Council's rate take. Council agreed on 2 April not to consult on the plan. The final plan is now being prepared for adoption by Council, likely in May 2025.

- **Methven Community Strategic Plan**

Consultation on the Draft Plan closed on 6 April, with 26 submissions on a range of topics. A hearing/workshop is planned with the Board on 28 April to hear speakers and consider the submissions, with the final plan to be planned for adoption by the end of June.

- **Pre-Election Report 2025**

Works is underway on preparing the Pre-Election report which is required prior to every local body election. The report is planned for release by the end of June.

- **Policy and Strategy Reviews/Development**

Work continues on several policy reviews, including the Procurement Policy, Development Contributions Policy, and Library Collection Policy. The Appointment and Remuneration of Directors of Council organisations has recently been reviewed and adopted by Council.

Work also continues on the next stage of work for the elderly housing and forestry reviews.

- **Climate Change and Sustainability Strategy**

Early engagement occurred on the Climate Change and Sustainability Strategy which closed in February with 34 submissions and 34 attendees at two workshops. Feedback has been presented to Council with the strategy being drafted for further consideration. Consultation on the draft strategy is planned for May/June.

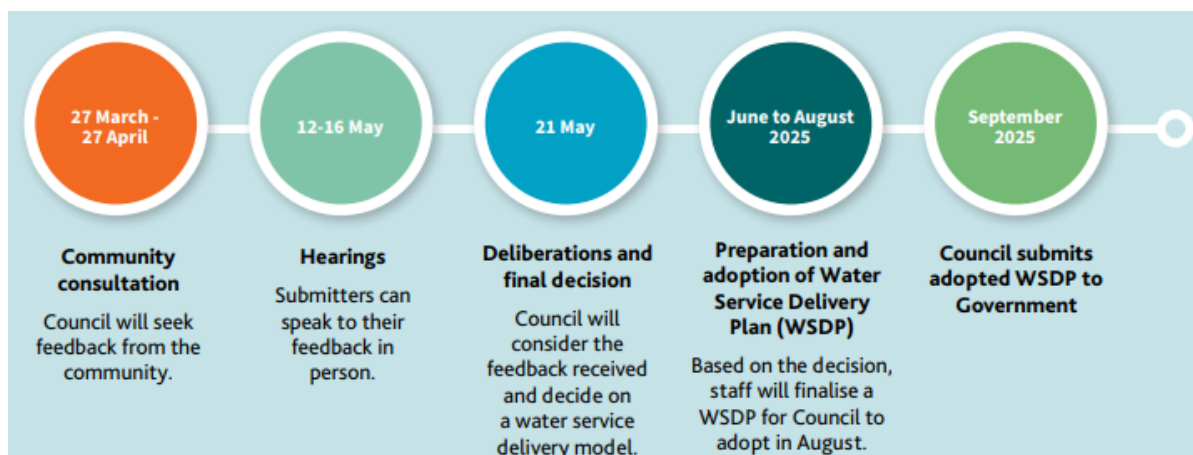
- **Local Water Done Well**

Council considered a business case and financial modelling in March. From this meeting, Council approved two options for consultation– an in-house standalone business unit and a single Water Services Council Controlled Organisation (WSCCO). Consultation commenced on these options on March 27, with submissions closing April 27. A Consultation Document has been delivered to district households.

All information, including background documents (e.g. modelling) can be found at [What's next for our Water?](#)



Timeframes are summarised below:



- **ADC Submissions**

Submissions have been made since the last meeting on:

Organisation	Submission Summary	Type	Due Date	Status
<b>Environment Canterbury</b>	<a href="#">Environment Canterbury Draft Annual Plan 2025/26</a>	Council	3 April	Lodged

## 7.2.2 MCB Grants & Funding

- The following is a summary of the 2022/23, 2023/24 and 2024/25 MCB grants funding recipients.

2022/23		
Recipient	Project	Total Granted
Methven & Foothills Walking Festival	Annual Event	\$2,500
Methven Hockey Club	Hockey Event	\$1,500
Methven Lions Club	Skills Park Upgrade	\$5,163
Methven Primary School	Prizegiving	\$100
Methven Touch Rugby	Junior play equipment and lawn mower	\$3,948
Mt Hutt College	OPC trip – 10xYear 10 students	\$2,000
Methven Squash Club	Re-painting of the courts	\$6,000
<b>TOTAL</b>		<b>\$21,211</b>

2023/24		
Recipient	Project	Total Granted
Methven Lions Club	Birdsong Initiative	\$10,000
Methven Bowling Club	Installation of shade sails	\$5,525
Adventure Balloons	Fire & Ice Festival	\$5,000
Methven Fire Fighters Supporters	Repainting the roof	\$3,000
Mt Hutt College	Rockwall climbing project	\$3,000
Methven & Foothills Walking Festival	Annual Event	\$550
<b>TOTAL</b>		<b>\$27,075</b>

2024/25		
Recipient	Project	Total Granted
Methven Lighting Group	Plan development	\$8,050
Methven Rugby Club	Women's changing rooms	\$8,000
Methven Arts & Growers Market	Market trial	\$2,000
Methven Toy Library	Upgrade toy shelving	\$737
Methven & Foothills Walking Festival	Annual Event	\$1,000
Mt Hutt Memorial Hall	Interior re-painting	\$1,807
Mt Hutt College	International students campaign	TBC
Methven Primary School	STEM equipment	TBC
<b>TOTAL</b>		<b>\$21,594</b>

## 7.3 Compliance & Development

### 7.3.1 Building Services

The table shows 10 consents have been issued, 9 of which have been new housing (last year 37 of the consents were for houses). Methven numbers are reflecting building consents are up (district 12.5%, Methven 90%) and the pressure is on for the team to keep providing a good service. No new CRMs were received in this reporting period for the building team.

2024 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	3 (5)	3 (5)	\$1,571,500 (\$1,640,000)	\$1,571,500 (\$1,640,000)
February	3 (4)	6 (9)	\$1,950,000 (\$844,150)	\$3,521,500 (\$2,484,150)
March	4 (6)	10 (15)	\$1,246,000 (\$3,434,700)	\$4,767,500 (\$5,918,850)
April	8 (5)	18 (20)	\$1,932,750 (\$811,982)	\$6,700,250 (\$6,730,832)
May	5 (11)	23 (31)	\$1,911,445 (\$1,655,062)	\$8,611,695 (\$8,385,894)
June	3 (7)	26 (38)	\$111,500 (\$1,780,092)	\$8,723,195 (\$10,165,986)
July	4 (10)	30 (48)	\$895,000 (\$2,332,200)	\$9,618,195 (\$12,498,186)
August	11 (1)	41 (49)	\$7,961,000 (\$1,500,000)	\$17,579,195 (\$13,998,186)
September	7 (6)	48 (55)	\$2,392,000 (\$983,106)	\$19,971,195 (\$14,981,292)
October	2 (2)	50 (57)	\$943,000 (\$1,295,760)	\$20,914,195 (\$16,277,052)
November	9 (3)	59 (60)	\$3,252,000 (\$1,721,884)	\$24,166,195 (\$17,998,936)
December	3 (6)	62 (66)	\$2,550,000 (\$1,438,721)	\$26,716,195 (\$19,437,657)

2025 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	10 (3)	10 (8)	\$3,341,750 (\$1,571,500)	\$3,341,750 (\$1,571,500)
February	3 (3)	13 (6)	\$515,000 (\$1,950,000)	\$3,856,750 (\$3,521,500)
March	6 (4)	19 (10)	\$1,619,000 (\$1,246,000)	\$5,475,750 (\$4,767,500)
April	(8)	(18)	(\$1,932,000)	(\$6,700,250)
May	(5)	(23)	(\$1,911,445)	(\$8,611,695)
June	(3)	(26)	(\$111,500)	(\$8,723,195)
July	(4)	(30)	(\$895,000)	(\$9,618,195)
August	(11)	(41)	(\$7,961,000)	(\$17,579,195)
September	(7)	(48)	(\$2,392,000)	(\$19,971,195)
October	(2)	(50)	(\$943,000)	(\$20,914,195)
November	(9)	(59)	(\$3,252,000)	(\$24,166,195)
December	(3)	(62)	(\$2,550,000)	(\$26,716,195)

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

CRM Request	Received	Summary details	Status
CRM3700012/24	06/08/2024	Unconsented building	One unauthorised building removed, one other to be shifted off the boundary to be compliant. Deadline is end of Feb 2025. This has now been down, CRM closed

### 7.3.2 Environmental monitoring

CRM Request	Received	Summary details	Status
CRM0900011/25	14/2/25	Abandoned vehicle	Car moved
CRM2600018/25	20/2/25	Inconsiderate Parking	Staff attended
CRM2600019/25	20/2/25	Inconsiderate Parking	Staff attended
CRM3300001/25	8/1/25	Overhanging trees	Work completed
CRM2300003/25	7/1/25	Overhanging trees	Work completed
CRM2300005/25	8/1/25	Overhanging trees	Work completed
CRM2300019/25	27/1/25	Overhanging trees	Work completed
CRM1000007/25	6/1/25	Excessive Noise	Contractor attended
CRM1000038/25	7/2/25	Excessive Noise	Contractor attended
CRM1000069/25	16/3/25	Excessive Noise	Contractor attended.
CRM1000070/25	16/3/25	Excessive Noise	Contractor attended
CRM1000003/25	5/1/25	Excessive Noise	Contractor attended
CRM1000046/25	20/2/25	Excessive Noise	Contractor attended
CRM1000072/25	20/3/25	Excessive Noise	Contractor attended
CRM0100171/25	8/3/25	Wandering Dog	Contractor attended
CRM0100113/25	17/2/25	Barking dog	Contractor monitored
CRM0100114/25	18/2/25	Barking dog	Contractor monitored
CRM0100203/25	28/3/25	Barking dog	Contractor monitored
CRM0100175/25	10/3/25	Lost Dog	Dog collected
CRM0100169/25	7/3/25	Wandering Dog	Owner located
CRM0100184/25	11/3/25	Lost Dog	Dog collected
CRM0100145/25	28/2/25	Wandering Dog	Contractor attended

### 7.3.3 District Planning

CRM Request	Received	Summary details	Status
CRM3300015/25	13/2/25	District Plan compliant (signage)	Complete

### 7.3.4 Economic Development

- **Ashburton District Cycle Trail**

Staff have previously reported on the District Cycle Trail feasibility study. Initial consultation is in the process of being undertaken with key stakeholders and initial engagement with landowners who are near the proposed route has been undertaken to confirm whether they were willing to have their contact details shared with the consultants Xyst.

This phase of the study focuses on the benefits and costs of the project at a high level. Xyst will be contacting landowners throughout May to establish the appetite for the use of land, principally along river margins.

## 7.4 Business Support

### 7.4.1 Finance Report

February 2025 income and expenditure report

***Appendix 1***

Hamish Riach  
**Chief Executive**

**Monthly Income and Expenditure Report - 139 - Methven Community Board**  
**For the Month Ended 28 February 2025**

	<b>Month Actual</b>	<b>Year To Date Actual</b>	<b>Full Year Budget</b>	<b>Remaining Full Year Budget</b>
<b>Income</b>				
Targeted Rates	10,619.49	85,595.08	119,736.96	34,141.88
<b>Total Income</b>	<u>10,619.49</u>	<u>85,595.08</u>	<u>119,736.96</u>	<u>34,141.88</u>
<b>Expenditure</b>				
Salary / Wages	1,378.54	11,705.29	21,661.00	9,955.71
Staff Training	0.00	0.00	999.96	999.96
Allowances	1,550.00	3,100.00	3,500.04	400.04
Indemnity Insurance	0.00	5,894.69	2,075.04	-3,819.65
Conference Expenses	0.00	153.04	999.96	846.92
Staff Travel Costs	0.00	185.48	500.04	314.56
Subscriptions / Periodicals	0.00	275.00	300.00	25.00
Suppers & Receptions	0.00	0.00	600.00	600.00
Grants	0.00	25,000.00	25,000.00	0.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	11,050.00	32,694.80	38,315.00	5,620.20
Room Hire	78.26	260.86	0.00	-260.86
Executive Team	912.07	9,657.96	12,508.72	2,850.76
People and Capability	208.52	2,612.41	4,233.68	1,621.27
Treasury	84.48	840.13	1,481.45	641.32
Rates	-132.29	342.45	1,004.12	661.67
Business Support	170.06	1,745.32	3,401.01	1,655.69
Communication	774.22	6,679.51	10,810.44	4,130.93
<b>Total Expenditure</b>	<u>16,073.86</u>	<u>101,146.94</u>	<u>127,890.46</u>	<u>26,743.52</u>
<b>Net Surplus/(Deficit)</b>	<u>-5,454.37</u>	<u>-15,551.86</u>	<u>-8,153.50</u>	<u>7,398.36</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>-5,454.37</u>	<u>-15,551.86</u>	<u>-8,153.50</u>	<u>7,398.36</u>
<b>Cash Reserves</b>				
Separate Reserves	0.00	0.00	8,477.00	
Plus Net Surplus/(Deficit)		-15,551.86		
Less Capital Expenditure		0.00		
<b>Closing Cash Reserves</b>		<u>-15,551.86</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]*