

Methven Community Board

AGENDA

Notice of Meeting:

A meeting of the Methven Community Board will be held on:

Date: Monday 26 July 2021
Time: 10.30am
Venue: Theatre Room , Mt Hutt Memorial Hall
160 Main Street, Methven

Membership

Chairperson	Dan McLaughlin
Deputy Chairperson	Sonia McAlpine
Members	Kelvin Holmes Ron Smith Richie Owen
Council appointees	Cr Rodger Letham Cr Liz McMillan

21 July 2012

Methven Community Board

Timetable	
Time	Item
10.30am	Meeting commences
10.35am	Public Forum: Andrea Toms, Single use Take Away Coffee Cups Discussion

ORDER OF BUSINESS

1	Apologies	
2	Extraordinary Business	
3	Declarations of Interest	
4	Confirmation of Minutes	3
	- 14 June 2021	
	Activity reports	
5	Community Services	
5.1	Open Spaces	5
5.2	Economic Development	5
5.3	Methven Community Strategic Plan Update	
6	Strategy & Compliance	
6.1	Building Services	5
7	Infrastructure Services	
7.1	Roading	7
7.2	Drinking Water	7
7.3	Wastewater	7
8	Business Support & Governance	
8.1	Elected Member Remuneration	
8.2	Customer Request Management	8
8.3	Finance	8

4. Minutes –14 June 2021 [Unconfirmed]

Minutes of the Methven Community Board meeting held on Monday 14 June 2021, commencing at 10.30am, in the Mt Hutt Memorial Hall Boardroom, 160 Main Street, Methven.

Present

Dan McLaughlin (Chairman), Kelvin Holmes, Ron Smith, Sonia McAlpine and Crs Liz McMillan and Rodger Letham.

In attendance

Mayor Neil Brown, Steve Fabish (GM Community Services), Ian Soper (Open Spaces Manager), Simon Worthington (Economic Development Manager) and Clare Harden (Community Administrator Office/Minutes)

1 Apologies

Nil.

2 Extraordinary Business

That pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 the following items be introduced as extraordinary business:

- MethvenNZ funding request
- Methven strategic plan

McAlpine/McMillan

Carried

3 Declarations of Interest

Item 8.3 Discretionary grants

- Liz McMillan gave notice she would withdraw from debate and decision on the Mt Hutt College Dog Park project
- Dan McLaughlin gave notice he would withdraw from debate and decision on the MethvenNZ funding request

4 Confirmation of Minutes

That the minutes of the Methven Community Board meeting held on 3 May 2021, be taken as read and confirmed.

Holmes/Letham

Carried

5 Activity Reports

That the reports be received.

McMillan/McAlpine

Carried

Community Services

- It was noted that the Chambers Park playground equipment was well used and the Board would like to be advised in the future should there be any changes proposed for this playground.
- Roger Sutton from EA Networks is following up on the installation of electricity to the trees for the fairy lights.

Extraordinary Business

- Methven Strategic Plan

Recommendation to Council

That the Methven Community Board requests that Council undertakes a review of the Methven Strategic Plan and reports back to the Board.

Letham/McLaughlin

Carried

7 Infrastructure Services

7.1 • Roothing

Thanks was extended to Council for arranging freshwater tankers for the residents during the floods. The clear communication provided by Council over the flood period was greatly appreciated

• Township Flooding

It was reported that Mackie Street has water coming off the road, flowing into properties and causing flooding.

8.3 Discretionary Grants

• Mt Hutt College Dog Park

Cr McMillan withdrew from the meeting for the duration of this item.

That the Board approves funding of \$100 to the Mt Hutt College Dog Park Project

Letham/Holmes

Carried

• Grant Payments

A request was made for a summary of grant payments from the Discretionary fund to be included in the agenda.

Extraordinary Business

- MethvenNZ funding request

Dan McLaughlin withdrew from the meeting for the duration of this item.

Sonia McAlpine took the Chair.

An application for funding has been received from Methven NZ for \$4,100 to assist with the costs associated to refreshing their website and creating an event calendar.

That the Board defers this application and requests a report from the Economic Development Manager on the proposed changes to ChristchurchNZ's contract to ascertain the changes to funding prior to a decision being made.

Smith/McAlpine

Carried

Next meeting: 26 July 2021

The meeting concluded at 11.50am.

Dated 26 July 2021

Chairman

Activity Reports

5. Community Services

5.1 Open Spaces

- **Reserves**

Council Open Spaces staff continue to deliver scheduled winter maintenance tasks at Council maintained reserves in Methven. It is pleasing to report that following the recent weather event and floods, Park and Reserve assets have come through this event with flying colours and no significant damage.

Staff can also report that the street tree planting scheduled to occur in Morgan Street last year has taken place and is now complete. Last year, a holdup happened when the tree supplier could not fulfil the entire order of *Ulmus parvifolia* 'Frontier.'

Open Spaces staff have scheduled trimming and flail mowing to tidy the southern side of the Holmes Road treeline site during winter.

The public conveniences are functioning fine and general maintenance occurs as required. Open Spaces has repurposed a picnic table and installed it at the Methven Dog Park. It will give park users somewhere to sit when visiting the dog park. The drinking fountain has succumbed to recent frosts. Replacement parts have been sourced and insulation shall be fitted internally to hopefully alleviate frost damage reoccurring.

Open Spaces planning staff continue to work with developers and other town planners in relation to a number of subdivision-related consents in Methven.

- **Methven playgrounds**

Council Open Spaces staff have completed scheduled playground maintenance checks. Observations are that utilisation by the community is good. A maintenance top-up of soft-fall for the Methven Rail Reserve playground has occurred.

Some replacement playground equipment items have been purchased for playgrounds at the Railway Reserve, Spaxton Street Reserve and the Methven Domain. The delivery and installation will occur over several weeks as some equipment has been sourced from within New Zealand and others units from offshore. Items will be installed as soon as they arrive and it shall be reported to the Methven Community Board as information comes to hand.

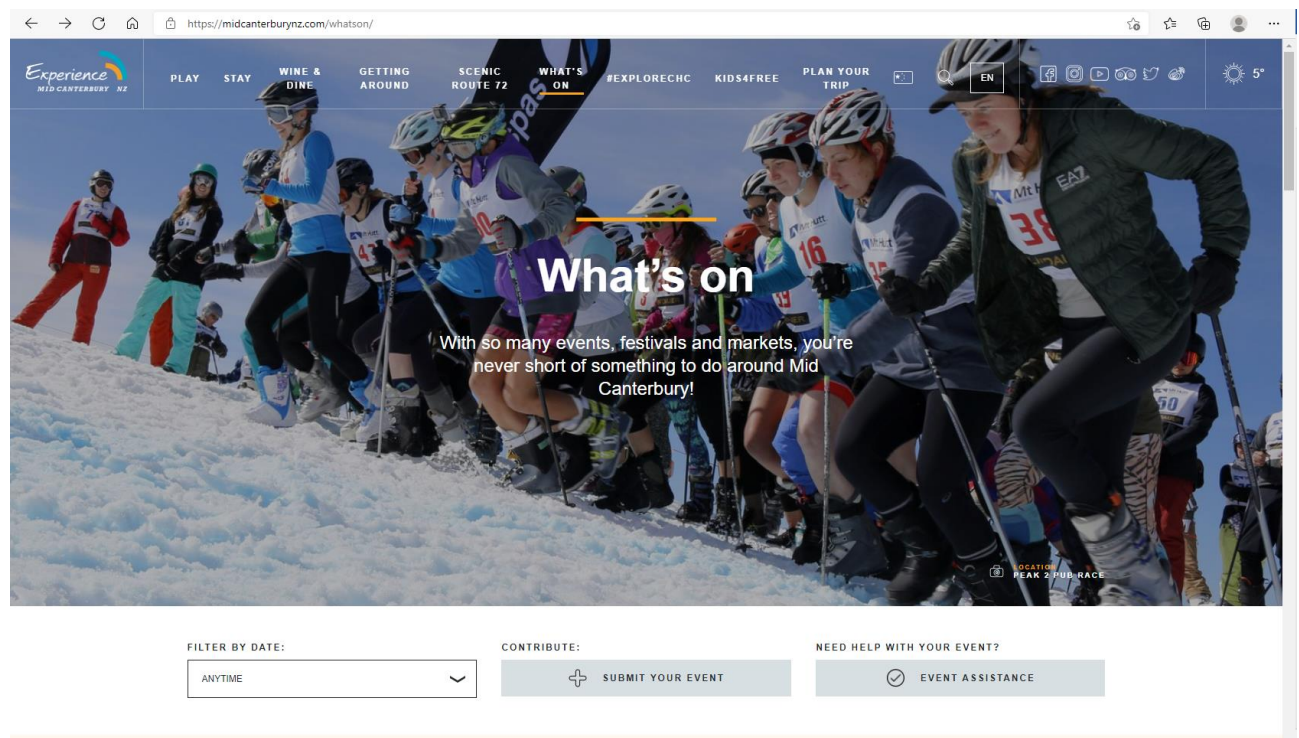
- **Stock Water**

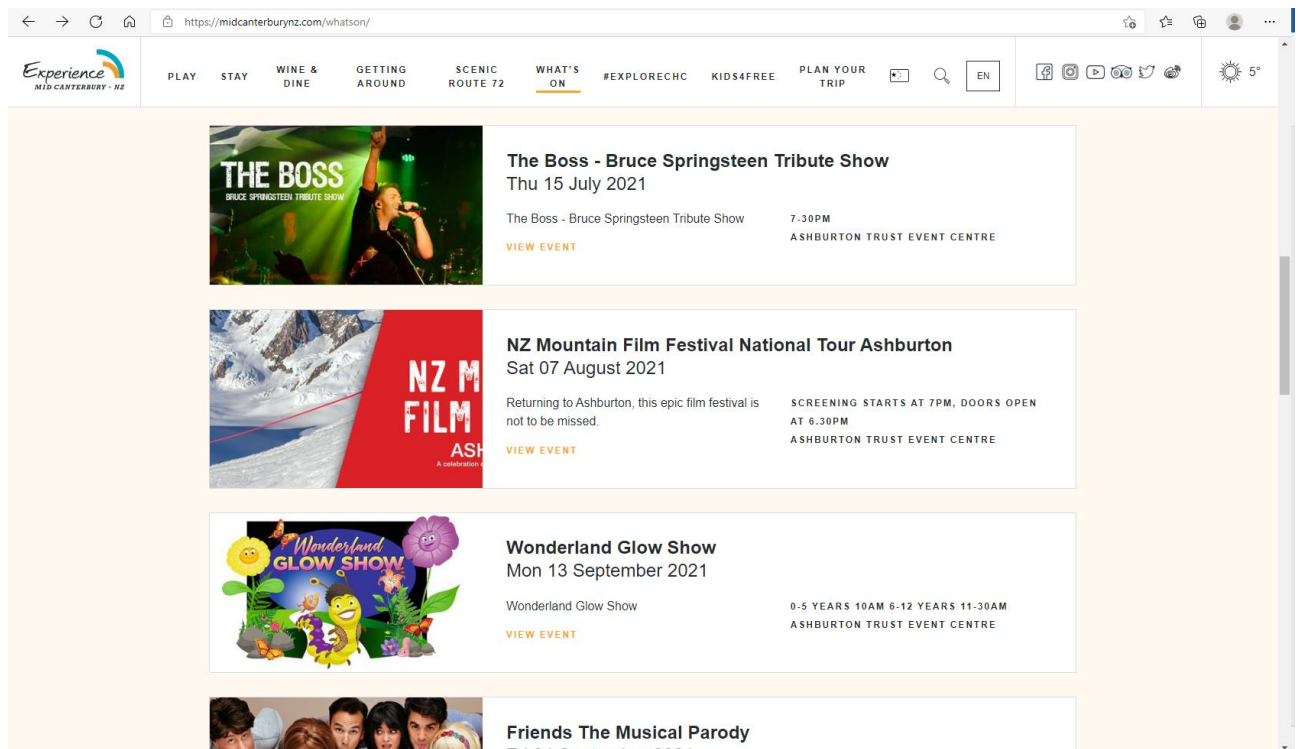
The stock water pipeline that was affected during a wastewater pipeline renewal project has now been rectified. The repair occurred with minimal impacts to water users. A watching brief shall be applied to any future works around the underground stock water pipeline to ensure future supply levels of service are met. Should any future work be required Council staff will focus on minimising inconvenience to users. An additional safety measure has been commissioned. It is a grill with a cage to cover the stock water entrance from the water race into the culvert at the corner of Forest Drive and Alford Street.

5.2 Economic Development

MethvenNZ Proposal

- Economic Development staff have reviewed the proposal from LLAMA Consulting Agency to develop an events page on the MethvenNZ website.
- A review of the current website (<https://www.methvennz.co.nz/>) highlights five areas of interaction with the audience visiting the site:
 - Culture – describes the people and way of life in Methven
 - Lifestyle – highlights the different activities in the area
 - Quick Facts – shows an economic profile of the town, unfortunately some figures are from 2013 and are quite out of date.
 - Our Playground – contains a series of the surrounding areas and showcases the activities that can be undertaken.
 - The Journal – essentially a Blog site that was last updated in October 2017.
- Social Media links from the site show a limited level of content creation
 - Facebook – last post in November 2020
 - Instagram – 179 posts including a very recent post of the Staveley Ice Rink
 - Twitter – 0 followers and one tweet from July 2019
 - LinkedIn – 0 posts
- For district or town promotion sites to be effective there needs to be regular new content for visitors to interact with. Unfortunately it seems that aside from Instagram there is limited new content and some information is out of date. This is a challenge when a website isn't manned or part of someone's day job.
- The district already has an events page which can be found on the Experience Mid Canterbury site (<https://midcanterburynz.com/whatson/>)





- This site is updated as part of the Ashburton District Council’s contract with ChristchurchNZ. Council’s Events Co-ordinator has full management of this page and can approve events to be listed on the site.
- The contract with ChristchurchNZ includes considerable promotion through channels such as face to face events, newspaper features and advertising and social media advertising to domestic and international markets. In addition Ashburton District Council promotes events through local newspapers and its social media platforms so there is an ability to dovetail into this activity at minimal extra cost to the rate payers.
- The proposal seeks to duplicate existing resources without adding additional value and as such does not represent a good use of public money.

Recommendation

That the Methven Community Board reject the proposal for funding and explore how Methven events can be showcased on the Experience Mid Canterbury site. Consideration may be given to increasing the listings on the current district events page and promoting that site as the vehicle for finding out what’s going on in Methven.

Welcoming Communities

- The Hakatere: Home & Heritage photobook was launched to participants which include Methven people. A potluck dinner of cultures was shared and it was announced that a museum exhibition would be held from July to September to promote diversity and welcome skilled labour to Ashburton District. A copy of the book will be provided to the Methven community library.
- Workshops of the new Welcoming Plan development have progressed, inclusive of Methven participants. The next workshop will be focused on employers of newcomers.

- The first meeting of the Ashburton Refugee Resettlement Steering group was chaired by Cr Cameron on June 30. The first project for the group is around addressing barriers to self-sufficiency and participation due to a lack of public transport.

5.3 Methven Community Strategic Plan Update

The Methven Community Board have expressed a desire to lead the project of updating and refreshing the current Methven Community Strategic Plan which was developed in 2009 and reviewed in 2014.

Council's Group Manager Community Services is currently seeking estimates of what this may cost and what is involved.

It is expected that this will be ready for the next Community Board meeting.

6. Strategy & Compliance

6.1 Building Services

Month	2020 Consents Issued	2020 Consents Issued YTD	2020 Value of Work	2020 Value of Work YTD
Jan	1 (7)	1 (7)	\$10,000 (\$1,116,380)	\$10,000 (\$1,116,380)
Feb	3 (2)	4 (9)	\$208,500 (\$8,241)	\$218,500 (\$1,124,621)
Mar	1 (3)	5 (12)	\$30,000 (\$116,419)	\$248,500 (\$1,241,040)
Apr	2 (1)	7 (13)	\$355,000 (5,000)	\$603,500 (\$1,246,040)
May	2 (6)	9 (19)	\$324,454 (\$340,673)	\$927,954 (\$1,586,713)
Jun	5 (3)	14 (22)	\$569,846 (\$298,329)	\$1,497,800 (\$1,885,042)
Jul	2 (4)	16 (26)	\$6,500 (\$954,698)	\$1,504,300 (\$2,839,740)
Aug	2 (2)	18 (28)	\$478,922 (\$26,000)	\$1,983,222 (\$2,865,740)
Sep	7 (4)	25 (32)	\$2,241,521 (\$506,500)	\$4,224,743 (\$3,372,240)
Oct	5 (0)	30 (32)	\$2,004,361 (\$0)	\$6,229,104 (\$3,372,240)
Nov	2 (5)	32 (37)	\$660,000 (\$649,800)	\$6,889,104 (\$4,022,040)
Dec	6 (1)	38 (38)	\$669,000 (\$300,000)	\$7,558,104 (\$4,322,040)

Month	2021 Consents Issued	2021 Consents Issued YTD	2021 Value of Work	2021 Value of Work YTD
Jan	3 (1)	3 (1)	\$344,000 (\$10,000)	\$344,000 (\$10,000)
Feb	3 (3)	6 (4)	\$388,500 (\$208,500)	\$732,500 (\$218,500)
Mar	4 (1)	10 (5)	\$394,650 (\$30,000)	\$1,127,150 (\$248,500)
Apr	6 (2)	16 (7)	\$313,000 (\$355,000)	\$1,440,150 (\$603,500)
May	2 (2)	18 (9)	\$392,524 (\$324,454)	\$1,832,674 (\$927,954)
Jun	8 (5)	26 (14)	\$1,480,610 (\$569,846)	\$3,313,284 (\$1,497,800)

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

Please be aware that there are building consents that have been issued that are not recorded in the tables above because the properties are outside the Methven Township boundary. For example, the Opuke Hot Pools consent was issued in May 2020 for a value of \$6,500,000 and Thyme Stream subdivision has had \$1,914,000 of consents issued to the end of 2020. Thyme Stream this year so far \$1,950,000.

7 Infrastructure Services

7.1 Roading

- Special cleaning of the tiled footpath was completed in June 2021.
- Mt Harding Bridge work is programmed to start in July 2021.
- Footpath renewals at Alington Street, Alford Street (South), Alford Street (North) and Barkers Road will be completed by ACL in July.
- Flood damage repair is programmed for Ashburton River Road, Dip Road, Marrs Road, Methven Chertsey Road and the Pudding Hill stream bridge on Arundel Rakaia Gorge Road.
- Pudding Hill Stream Bridge will be closed for repair of the bridge approach, rail repair and cleaning of bridge deck. Date to be confirmed.
- Temporary wooden railing will be reinstated at the RDR bridge on Pudding Hill Road while Armco Guardrail design is investigated.

7.2 Drinking Water

- **Reservoir Project**

The tender award for this project will be the subject of a standalone report to the Council meeting scheduled for 28 July.

7.3 Stormwater

- **Mackie Street**

Officers have been asked to investigate further the stormwater flooding issues in this area. It has been suggested that a more enduring solution is required. A number of minor improvements have been implemented in past years but it is understood the area was impacted severely during the May rainfall event.

It should be noted that the May rainfall was a significant event with an annual exceedance probability (AEP) of between 1.0 to 0.5% (1:100 – 1:200yr return period). Typical level of service design standards for network infrastructure is to manage 10% AEP (1:10 yr events), so the May rain event was well-beyond the level of service Council would ordinarily design infrastructure for.

The investigation work will be progressed in conjunction with Council's roading team during 2021/22 financial year as resources permit.

8 Business Support and Governance

8.1 Elected Member Remuneration

The Remuneration Authority has released the Local Government Members (2021/22) Determination which sets out the Methven Community Board Members' salaries for the next year (effective from 1 July 2021). Due to Covid-19 and an uncertain global environment, which is continuing to negatively impact many regions around New Zealand, the Remuneration Authority has taken a conservative approach to its determination of local government members' remuneration this year. Some councils have received no increases while the majority have received a 1% to 1.5% increase.

Methven Community Board members' salaries for 2021/22 are –

Position	2021/22	2020/21
Chairman	\$5,477	\$5,396
Board Members	\$2,738	\$2,698

The Authority has also reviewed some of the elected member allowances, including the communications allowance. This will be looked at to ensure that the amount paid is meeting members' needs. The Board will receive an update on the communications allowance in August.

8.2 Customer request management

The CRM report for June is appended.

Appendix 1

8.3 Finance

The draft financial report to 31 May 2021 is appended. **Appendix 2**

Appendix 1

Methven CRM Report June/July 2021

Application ID	Received On	Completion Date	Full Details	Primary Address	Primary Group
CRM0100361/21	05/06/2021		found dog	Alma Place	crmAnimals
CRM0100369/21	08/06/2021	13/07/2021	Barking Dogs	Mcmillan Street	crmAnimals
CRM0100393/21	19/06/2021		Barking dog complaint	Chapman Street	crmAnimals
CRM0100403/21	24/06/2021		found dog	Main Street	crmAnimals
CRM0100427/21	04/07/2021		Missing dog	Morgan Street	crmAnimals
CRM0100428/21	04/07/2021		found dog	Spaxton Street	crmAnimals
CRM3700018/21	28/06/2021		Complaints - Bylaw	Forest Drive	crmBuild
CRM0500093/21	23/06/2021		Incident Type: Pavement - General Slippery pavers	Mcmillan Street	crmFootpat
CRM0800259/21	08/06/2021	08/06/2021	Property File Information	Alford Street	crmInform
CRM0800290/21	23/06/2021	23/06/2021	Property File Information -	Morgan Street	crmInform
CRM0800303/21	12/07/2021	16/07/2021	Property File Information	Barkers Road	crmInform
CRM3800487/21	11/06/2021	21/06/2021	Request new Bin .	Cameron Street	crmKerbCln
CRM3800509/21	22/06/2021	06/07/2021	Request new Bin	Memorial Crescent	crmKerbCln
CRM3800541/21	05/07/2021		Bin Damage - Red Bin	Racecourse Avenue	crmKerbCln
CRM3800568/21	14/07/2021		Bin Damage - Red Bin	Main Street	crmKerbCln
CRM3800573/21	16/07/2021		Bin Damage - Yellow Bin	Barkers Road	crmKerbCln
CRM1000192/21	20/06/2021	21/06/2021	Noise complaint	Lilley Place	crmNoise
CRM1000199/21	01/07/2021	06/07/2021	Noise complaint	Memorial Crescent	crmNoise
CRM1000200/21	02/07/2021	06/07/2021	Noise complaint	Alington Street	crmNoise
CRM1000208/21	04/07/2021	06/07/2021	Noise complaint	Barkers Road	crmNoise
CRM1000207/21	04/07/2021	06/07/2021	Noise complaint	Barkers Road	crmNoise
CRM1000203/21	05/07/2021	12/07/2021	Noise complaint	Jackson Street	crmNoise

CRM1200050/21	03/06/2021	03/06/2021	Appearance Street clean	Cushmor Drive	crmParksSp
CRM1200051/21	08/06/2021	08/06/2021	Incident Type: Cemeteries	Methven Township	crmParksSp
CRM1200056/21	30/06/2021	30/06/2021	Vandalism - Report	Chapman Street	crmParksSp
CRM2700128/21	14/06/2021	14/06/2021	Elderly Pensioner Housing	Chapman Street	crmPropM
CRM2700136/21	24/06/2021	25/06/2021	Elderly Pensioner Housing	Chapman Street	crmPropM
CRM1600739/21	01/06/2021		Road Surface Faults - Sealed Roads	Barkers Road	crmRoding
CRM1601042/21	09/07/2021		Pot Holes	Barkers Road	crmRoding
CRM1600746/21	01/06/2021		Incident Type: Flooding	Forest Drive	crmRoding
CRM1600805/21	09/06/2021		Signs Regulatory	Forest Drive	crmRoding
CRM1600809/21	09/06/2021		Clean or Clear - Vegetation	Talbot Place	crmRoding
CRM1600810/21	09/06/2021		Roadworks or Road Closure	Forest Drive	crmRoding
CRM1600817/21	11/06/2021		Clean or Clear - Detritus	Mckerrrow Street	crmRoding
CRM1600826/21	14/06/2021		Clean or Clear - Detritus	Morgan Street	crmRoding
CRM1600884/21	21/06/2021		Flooding Roding	Barkers Road	crmRoding
CRM1600901/21	21/06/2021		Pot Holes	Forest Drive	crmRoding
CRM1600902/21	21/06/2021		Incident Type: Pothole	Forest Drive	crmRoding
CRM1601061/21	14/07/2021		Pot Holes	Forest Drive	crmRoding
CRM1600906/21	22/06/2021		Signs Non-Regulatory	Cameron Street	crmRoding
CRM1600921/21	23/06/2021		Pot Holes	Mackie Street	crmRoding
CRM1600924/21	23/06/2021		Pot Holes	Allen Street	crmRoding
CRM1600959/21	28/06/2021		Signs Non-Regulatory	Racecourse Avenue	crmRoding
CRM1600969/21	30/06/2021		Pot Holes	Main Street	crmRoding
CRM1600986/21	02/07/2021		Street sweeping.	Main Street	crmRoding
CRM1600993/21	05/07/2021		Clean or Clear - Detritus	Main Street	crmRoding
CRM1600994/21	05/07/2021		Drainage - Urban Kerbs or Drains	South Belt	crmRoding
CRM1601041/21	09/07/2021		Unsealed -Pipe repair	Alford Street	crmRoding
CRM1601052/21	12/07/2021		Ice/Grit	Hobbs Road	crmRoding
CRM1601072/21	16/07/2021		Drainage - Urban Kerbs or Drains	Mcmillan Street	crmRoding
CRM1601073/21	16/07/2021		Drainage - Urban Kerbs or Drains	Mcmillan Street	crmRoding
CRM1601076/21	16/07/2021		Drainage - Urban Kerbs or Drains	Morgan Street	crmRoding

CRM2000118/21	14/06/2021	08/07/2021	Water Race - Issue	Barkers Road	crmStockw
CRM2200037/21	15/06/2021		Overhead Streetlights - Light not operating	Dolma Street	crmStreetl
CRM3200013/21	30/06/2021	30/06/2021	Park - General Request	Methven Township	crmStrGdns
CRM3200014/21	30/06/2021	30/06/2021	Overgrown Vegetation	Mcmillan Street	crmStrGdns
CRM100486/21	10/06/2021		Leak/Burst pipe - Footpath/Toby	Macphail Place	crmWater
CRM100490/21	11/06/2021		Water Pressure	Barkers Road	crmWater
CRM100527/21	30/06/2021		Leak/Burst pipe - Footpath/Toby	Lilley Place	crmWater
CRM100574/21	15/07/2021		Location of Services	Mcdonald Street	crmWater
CRM400043/21	07/07/2021		Water - Low P4 as per email	Methven Township	crmWater
CRM500135/21	14/06/2021		Sewer - Low P4 as per email	Methven Township	crmWater
CRM500136/21	14/06/2021		Water - Low P4 as per email	Methven Township	crmWater

104

Appendix 2

Monthly Income and Expenditure Report - 139 - Methven Community Board

For the Month Ended 31 May 2021

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Targeted Rates	8,514.09	93,561.78	98,223.00	4,661.22
Treasury Internal Recoveries	92.96	714.28	705.54	-8.74
Total Income	<u>8,607.05</u>	<u>94,276.06</u>	<u>98,928.54</u>	<u>4,652.48</u>
Expenditure				
Salary / Wages	5,787.82	16,654.27	16,679.00	24.73
Allowances	0.00	0.00	1,298.76	1,298.76
Indemnity Insurance	79.20	1,121.21	207.96	-913.25
Conference Expenses	0.00	743.48	0.00	-743.48
Staff Travel Costs	24.87	24.87	0.00	-24.87
Telephone / Tolls	0.00	1,660.00	0.00	-1,660.00
Subscriptions / Periodicals	0.00	275.00	0.00	-275.00
Insurance	0.00	97.22	102.00	4.78
Suppers & Receptions	90.00	426.52	313.00	-113.52
Advertising	0.00	0.00	522.00	522.00
Grants - Discretionary	0.00	539.13	0.00	-539.13
Donations	0.00	0.00	522.00	522.00
Sundry Expenditure	600.00	31,568.00	40,000.00	8,432.00
Rents / Leases	0.00	121.74	0.00	-121.74
Internal Rental	0.00	139.13	0.00	-139.13
People and Capability	2,077.07	18,199.02	22,650.00	4,450.98
Treasury	47.20	508.70	636.36	127.66
Rates	82.17	917.57	1,186.45	268.88
Community Relations	15.26	177.14	227.96	50.82
Business Support	498.39	10,667.72	14,299.52	3,631.80
Communication	16.03	165.91	184.65	18.74
Community Services	0.00	118.71	0.00	-118.71
Total Expenditure	<u>9,318.01</u>	<u>84,125.34</u>	<u>98,829.66</u>	<u>14,704.32</u>
Net Surplus/(Deficit)	<u>-710.96</u>	<u>10,150.72</u>	<u>98.88</u>	<u>-10,051.84</u>
Capital Expenditure				
Other Asset Purchases	0.00	1,056.52	0.00	-1,056.52
	<u>0.00</u>	<u>1,056.52</u>	<u>0.00</u>	<u>-1,056.52</u>
Net Cash Movement	<u>-710.96</u>	<u>9,094.20</u>	<u>98.88</u>	<u>-8,995.32</u>
Cash Reserves				
Separate Reserves	0.00	0.00	162.00	
Plus Net Surplus/(Deficit)		10,150.72		
Less Capital Expenditure		-1,056.52		
Closing Cash Reserves		<u>9,094.20</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:

- Dan McLaughlin (Chair)
- Sonia McAlpine (Deputy Chair)
- Kelvin Holmes
- Ron Smith
- Richie Owen
- Cr Liz McMillan (Western Ward Councillor)
- Cr Rodger Letham (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