

Methven Community Board

AGENDA

Notice of Meeting:

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

Date: Monday 14 June 2021
Time: 10.30am
Venue: Board 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

10 June 2021

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Methven Community Board

Timetable	
Time	Item
10.30am	Meeting commences

ORDER OF BUSINESS

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	- 3 May 2021	
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4. Minutes – 3 May 2021 *[Unconfirmed]*

Minutes of the Methven Community Board meeting held on Monday 3 May 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, Richie Owen, Cr Rodger Letham and Cr Liz McMillan.

In attendance

Neil McCann (Group Manager Infrastructure Services) and Clare Harden (Community Administration Officer)

1 Apologies

Mayor Neil Brown

Smith/McAlpine

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 15 March 2021, be taken as read and confirmed.

Smith /McMillan

Carried

Public Forum

Mt Hutt College Students – Methven Dog Park

Layla Manning, Maddie Webb, Sienna McGinity and Estella Lister From Mount Hutt College presented on their school project to add entertainment equipment to the Methven Dog park. They have talked to the Council Animal Officer and Open Spaces on this topic. The Council has given feedback on the best placement for mowing etc. Once final plans have been signed off, the students will be making the obstacles in a local workshop and then installing.

5 Activity Reports

That the reports be received.

McAlpine/Owen

Carried

5 Community Services

Methven Townsperson

A new Methven Townsperson has been appointed. This person is based in Ashburton, having this role report to the Open Spaces Depot at the start of the day and having additional support available is working well.

7 Infrastructure Services

Roading

Tiled Footpath Cleaning

Special cleaning of tiled footpaths has been done. The Board recommends to have the sloped areas and areas under trees (Oak Tree outside medical centre) to be done twice a year, all other areas once a year.

Re-grassing of berms was raised. This is an ongoing issue and the Board have asked for the Assets Team to follow up.

8 Strategy & Policy

Long Term Plan Submissions coming up.

MCB speaking on the MCB Submission at 1.20pm on 11 May.

The meeting concluded at 11.30am.

Dated 14 June 2021

_____ **Chairman**

Activity Reports

5. Community Services

5.1 Open Spaces

- **Methven playgrounds**

The Methven playgrounds project is progressing. The overall project is as a result of an independent audit of District-wide play assets undertaken earlier this year. It identified numerous non-compliance with the New Zealand Playground Standard NZS 58:28 2015 and 2018.

Primarily the current focus is on repairs and maintenance to make safe current assets – where this is possible. A number of play assets have been deemed non-compliant and past their useful life. Examples of this are the elephant, digger, and tractor. All pose a significant risk to users, and removal has been recommended. In the case of the digger, it has been removed. It may be possible to engineer out the issues on the tractor and elephant. It will take time to assess and will require review with the play inspector. Staff shall start this process and report the results back to the Community Board in due course.

Although delayed, all contract works will be let by 30 June 2021. Practical implementation will be as soon as possible. Therefore the unspent \$72k identified in the March financial variance report will be removed as work and expenditure occur.

- **Reserves**

A meeting occurred with Council officers and members of the school community to discuss proposed enhancements to the Methven Dog Park. Some street tree replacements are scheduled to occur in the coming month and the new Methven Townsperson is settling into the role well. Open Spaces staff are planning to undertake further tidying work in the Holmes Road treeline as resources allow.

Open Spaces planning staff have been working with developers in relation to a number of subdivision consents. These will ultimately have implications for Open Spaces by increasing future maintenance requirements of green reserve and tree assets.

- **Stock Water**

A wastewater pipeline renewal project occurring on SH77 has identified an issue with an underground stock water asset. The identified issue will need to also be remedied. It may have some short-term implications for downstream stock water users. Council staff are working to minimise any inconvenience to the affected users. Appropriate notifications will be issued as required.

5.2 Economic Development

A number of activities have commenced and are ongoing which are highlighted in the economic development update:

- Students of Years 9, 10, and 11 attended the Mt Hutt College visited Pathways – Mid Canterbury Youth and Career Exchange on May 4 along with students from Ashburton College, Ashburton Christian School and YMCA.

The event had a positive response from students, with more than 80% of students surveyed reporting they would attend again if they could, and more than 60% reporting having new career ideas.

- AA Mobile Unit will be visiting Mt Hutt College on 26 May for learner licence testing. Members of the public within the Methven area, who are unable to travel to Ashburton to sit their learner's licence, are encouraged to contact Mt Hutt College.

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 (\$228,500)
Apr	6 (2)	16 (7)	\$313,000 (\$355,000)	\$1,440,150 (\$603,500)

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

- The rehabilitation of approximately 2.1 kilometres of Pudding Hill Road between RP 5100m to 7226m is now complete.
- Special cleaning of the tiled footpath is next programmed for June 2021 and December 2021.
- Cleaning of the Pudding Hill Bridge on Arundel Rakaia Gorge Road is programmed for early June. Mt Harding Bridge will be completed following the cleaning of the Pudding Hill Bridge.
- Footpath renewals at Alington Street, Alford Street (South), Alford Street (North) and Barkers Road will be completed by ACL in June.
- High lip removal was completed on Line Road to improve road drainage and help keep water off the road.

7.2 Drinking Water

- **LTP Water Metering**

Council completed deliberations on submissions to the 2021-31 Long-term Plan on 20 May. A key proposal consulted on through the LTP was a project to install water meters on all properties in the District connected to Council supplies. The consultation document outlined three options:

- Option 1 - Install water meters - \$5.17M spread over three years (Y1, Y2, & Y3) *Preferred Option*;
- Option 2 - Install water meters – \$5.00M all in one year (Y1); and
- Option 3 - Don't install water meters - \$Nil.

During deliberations, Councillors identified a new option which involves reducing the project to a trial of a smaller area before any decisions are made on wider rollout of universal metering. Council decided that the site for the trial be the Methven Township. Methven was selected as it was identified as having a high water loss figure and also regularly breaching annual water abstraction consent limits.

The trial project will proceed in year 1 of the LTP at a capital cost of \$1.0M. No further budget provision for a wider rollout of water meters will be made in the 2021-31 LTP. Instead, the data from the Methven trial area and other township areas (where smart water meters are already installed) will be used to inform decision-making and preparation of programmes for the 2024-34 Long-term Plan.

- **Reservoir Project**

As a result of requests from tenderers impacted by the local emergency, the tender period has been extended until 10 June.

- **Heavy Rain Event**

A boil water notice was issued for the Methven and Mt Somers water supplies in the early hours of Sunday morning (30/05/21). Information was posted on the Council website and social media at around 2:50am. Text alerts were scheduled and sent out at 6:00am Sunday morning. Staff commenced a ring around of critical customers from 7.00am.

A boil water notice was also issued for the Methven Springfield water supply on Monday morning. This was advised through a website update, social media, and text alert system.

As at 11.00am Friday (04/06/21), all BWN remain in place.

The Methven water supply gallery has had floodwater pass across it at some stage during the flooding. This has receded, but there are significant deposits of silt and debris on top of the gallery area. Work has commenced to remove this material, due to concerns that it may prolong the time for the gallery source quality to stabilise. Photo below (courtesy ECan) with intake gallery area outlined red).



7.3 Wastewater

- **2020/21 Pipeline Renewals**

As part of the 2020/21 pipeline renewal programme, a section of pipeline in the rear of properties on Main Street was programmed for pipe bursting. This project has been delayed to allow the project to be carried out in conjunction with the next upstream section programmed for the 2021/22 year. The funding for the 2020/21 project (~\$80k) will be carried forward into the 2021/22 year.

The principle reason to combine / coordinate the work is due to the specialist nature of pipe bursting and desire to gain economies of scale. The coordinated approach also reduces impacts on landowners affected by the works.

- **Heavy Rain Event**

No significant issues arising for the wastewater infrastructure.

8 Business Support and Governance

8.1 Customer request management

The CRM report for May 2021 is appended.

Appendix 1

8.2 Finance

The draft financial report to 30 April 2021 is appended.

Appendix 2

8.3 Discretionary grants

A request is being made for the Mt Hutt College, Dog Park Opuke Project for funding of \$100 to add obstacles to the Methven Dog Park.

Grant report

Appendix 3

Recommendation

That the Methven Community Board approves the funding for the Mt Hutt College, Dog Park Opuke Project of \$100.

Methven CRM Report May 2021

Application ID	Received On	Completion Date	Full Details	Primary Address	Primary Group
CRM0100334/21	22/05/2021		Barking dog complaint	Mcmillan Street	crmAnimals
CRM0500076/21	22/04/2021		Trip Hazard	Forest Drive	crmFootpat
CRM0800238/21	18/05/2021	19/05/2021	Property File Information -	Barkers Road	crmInform
CRM3800356/21	23/04/2021	05/05/2021	Missed Collection	Mcmillan Street	crmKerbCln
CRM3800359/21	27/04/2021	03/05/2021	Request new Bin	Camrose Avenue	crmKerbCln
CRM3800360/21	27/04/2021	03/05/2021	Additional Bins	Camrose Avenue	crmKerbCln
CRM3800395/21	06/05/2021	04/05/2021	Additional Bins	Camrose Avenue	crmKerbCln
CRM3800396/21	06/05/2021		Bin Damage	Racecourse Avenue	crmKerbCln
CRM3800398/21	06/05/2021	07/05/2021	Missed Collection	Mcmillan Street	crmKerbCln
CRM3800422/21	13/05/2021	01/06/2021	Additional Bins Request New Binn	Racecourse Avenue	crmKerbCln
CRM3800432/21	18/05/2021	19/05/2021	General Enquiry - Bins	Morgan Street	crmKerbCln
CRM3800450/21	25/05/2021		Yellow Bin - bin removed	Dolma Street	crmKerbCln
CRM3800454/21	27/05/2021		Request new Bin - Yellow Bin	Carr Street	crmKerbCln
CRM3400048/21	11/05/2021	11/05/2021	Illegal Dumping	Township	crmLittDmp
CRM3600002/21	11/05/2021	12/05/2021	Illegal Dumping	Township	crmLittDmp
CRM1000159/21	28/04/2021	29/04/2021	Loud music	Carr Street	crmNoise
CRM1000174/21	16/05/2021	17/05/2021	Noise complaint - Loud bass music	Lilley Place	crmNoise
CRM1200049/21	20/05/2021		Playgrounds and Walkways - Dog Park	Dolma Street	crmParksSp
CRM1600516/21	28/04/2021		Clean or Clear - Vegetation	Allen Street	crmRoading
CRM1600524/21	03/05/2021		Clean or Clear - Detritus	Allen Street	crmRoading
CRM1600543/21	06/05/2021		Clean or Clear - Vegetation	South Belt	crmRoading

CRM1600593/21	18/05/2021		Clean or Clear - Detritus	South Belt	crmRoding
CRM1600598/21	19/05/2021		Clean or Clear - Vegetation	Main Street	crmRoding
CRM1600599/21	19/05/2021	27/05/2021	Clean or Clear - Detritus	Main Street	crmRoding
CRM1600633/21	19/05/2021	27/05/2021	Clean or Clear - Detritus	Main Street	crmRoding
CRM1600621/21	24/05/2021		Grate damaged	Lampard Street	crmRoding
CRM1600601/21	26/05/2021		Clean or Clear - Detritus	Spaxton Street	crmRoding
CRM1600638/21	27/05/2021		Clean or Clear	Morgan Street	crmRoding
CRM1600667/21	30/05/2021		Flooding Roding?	Main Street	crmRoding
CRM1600669/21	30/05/2021		Flooding Roding?	Racecourse Avenue	crmRoding
CRM1600699/21	30/05/2021		Flooding Roding?	Main Street	crmRoding
CRM1600672/21	30/05/2021		Flooding Roding?	Main Street	crmRoding
CRM1600692/21	30/05/2021		Flooding Roding?	Barkers Road	crmRoding
CRM1600739/21	01/06/2021		Road Surface Faults - Sealed Roads	Barkers Road	crmRoding
CRM1600746/21	01/06/2021		Flooding Roding? signs	Forest Drive	crmRoding
CRM300014/21	30/05/2021		Flooding - School	Mcdonald Street	crmStormw2
CRM2200023/21	28/04/2021		Streetlights - Not Working	Main Street	crmStreetl
CRM2300081/21	03/05/2021	03/05/2021	Overhanging - Trees	Main Street	crmTrees
CRM2300092/21	18/05/2021		Overhanging - Trees	Main Street	crmTrees
CRM100399/21	03/05/2021		Leak/Burst pipe	Forest Drive	crmWater2
CRM100447/21	26/05/2021		Location of Services	Forest Drive	crmWater2
CRM400024/21	13/05/2021		Sewer - Low P4	Cameron Street	crmWtrInv

Appendix 2 – Financial Report

Monthly Income and Expenditure Report - 139 - Methven Community Board

For the Month Ended 31 March 2020

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Targeted Rates	8,514.09	76,533.60	98,223.00	21,689.40
Treasury Internal Recoveries	62.01	619.40	705.54	86.14
Total Income	<u>8,576.10</u>	<u>77,153.00</u>	<u>98,928.54</u>	<u>21,775.54</u>
Expenditure				
Salary / Wages	1,034.90	9,831.55	16,679.00	6,847.45
Allowances	0.00	0.00	1,298.76	1,298.76
Indemnity Insurance	79.20	962.81	207.96	-754.85
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	0.00	156.52	313.00	156.48
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	30,378.00	30,968.00	40,000.00	9,032.00
Rents / Leases	0.00	121.74	0.00	-121.74
Internal Rental	0.00	139.13	0.00	-139.13
People and Capability	1,424.39	14,393.76	22,650.00	8,256.24
Treasury	31.40	398.92	636.36	237.44
Rates	106.16	765.87	1,186.45	420.58
Community Relations	15.07	136.76	227.96	91.20
Business Support	690.45	9,199.43	14,299.52	5,100.09
Communication	16.35	131.41	184.65	53.24
Community Services	106.74	118.71	0.00	-118.71
Total Expenditure	<u>33,882.66</u>	<u>69,895.96</u>	<u>98,829.66</u>	<u>28,933.70</u>
Net Surplus/(Deficit)	<u>-25,306.56</u>	<u>7,257.04</u>	<u>98.88</u>	<u>-7,158.16</u>
Capital Expenditure				
Other Asset Purchases	1,056.52	1,056.52	0.00	-1,056.52
	<u>1,056.52</u>	<u>1,056.52</u>	<u>0.00</u>	<u>-1,056.52</u>
Net Cash Movement	<u>-26,363.08</u>	<u>6,200.52</u>	<u>98.88</u>	<u>-6,101.64</u>
Cash Reserves				
Separate Reserves	0.00	0.00	162.00	
Plus Net Surplus/(Deficit)		7,257.04		
Less Capital Expenditure		-1,056.52		
Closing Cash Reserves		<u>6,200.52</u>		

Appendix 3 - Discretionary grants report

Organisation details		Eligibility	About the project						Financials				Council involvement				Methven Community Board Recommendation	
Organisation	Previous funding requests + reporting	Eligible community facility Development or maintenance	Project details	Funding use	Evidence of need	Number of people who benefit	How will you measure your success	Main Outcome	Org bank acc?	Other funders	Voluntary / donations	\$ requested	Project total	Effect of not funding	Reputational risk	Discrete / ongoing		Points to consider
Mt Hutt College, Dog park Opuke Project	N/A	Y Development	Add obstacles to our community dog park as it is lacking some entertainment.	Paint, Bungy Cord, Nails and Waving Poles	We have previously made a survey for the community and their opinion. The results from the survey told us that the community thinks it is a great idea and would benefit from it.	The community.	A week after the obstacles have been out, we will release another survey to see if there has been an increase in visitors.	To have four obstacles that we will make, placed in the dog park. And that the community and their dogs will go to the dog park more to use the obstacles.	TBA	No	Our group will make everything except for weaving poles we are hoping to purchase to make time for the other obstacles. Pallets from hammer hardware. Tyres from Neuman's tyre	\$100	\$100	We will have to pay it out of our own projects and we will not be able to purchase the weaving poles as they will be too expensive for us to pay for.	Low	Discrete	The group has worked with Open Spaces, But there maybe maintenance cost for this in the future.	Good benefit for a low cost project. Recommend funding

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