

Methven Community Board

AGENDA

Notice of Meeting:

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

Date: Monday 15 March 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 March 2021

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Methven Community Board

Timetable	
Time	Item
10.30am	Meeting commences
10.35am	Public Forum: Jess Wilson (Wellbeing Opuke)
10.45am	ADC Road Represenatives/HEB Representative <ul style="list-style-type: none"> - Brian Furth (Contracts Manager) - Hernando Marilla (Roothing Engineer – Northern) - Jeremy Lambert (Roothing Engineer – Southern) - Conrad McLean (HEB - Contract Manager)

ORDER OF BUSINESS

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4.. Minutes –1 February 2021 *[Unconfirmed]*

Minutes of the Methven Community Board meeting held on Monday 1 February 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, Crs Liz McMillan and Rodger Letham.

In attendance

Mayor Neil Brown and Clare Harden (Community Administration Officer).

Presentation: (10.35am-10.45am)

Methven Lions - Mac McElwain & Peter Garde

1 Apologies

Nil

2 Extraordinary Business

Nil

3 Declarations of Interest

Nil

4 Confirmation of Minutes

That the minutes of the Methven Community Board meeting held on 09 November 2021, be taken as read and confirmed.

Smith/Holmes

Carried

Public Forum

Methven Lions Club (10.30am – 10.45am)

Mac McElwain and Peter Garde presented the Methven Lions Methven Walkway plan.

5 Methven Community Board Standing Orders

That the Methven Community Board adopts the 2020 Standing Orders, as tabled, with the following provisions:

- i) Casting vote for chairpersons
- ii) Option B as the default for speaking and moving motions.

Holmes/Letham

Carried

Activity Reports

That the reports be received

McMillan/McAlpine

Carried

6 Community Services

The Board would like to see the new trees on McMillan Street be maintained as this appears to be lacking.

7 Strategy & Compliance

The Board would like a Workshop with the Strategy and Policy Team on the LTP. This will help the Board with developing a submission for the LTP.

8 Infrastructure Services

The Board would like an update on the Methven Water Project.

Disappointment was expressed at the finish of the Dolma Street re-seal job and a request was made for a member of the Roading team to attend the next meeting.

9 Governance Business Support

An invitation is to be extended to member of the Ashburton Youth Council to attend a Methven Community Board meeting. If this is not possible members of the MCB would be keen to attend an Ashburton Youth Council meeting.

9.4 Discretionary Grant

That the Board approve funding of \$1,378 to clean up the Methven Skills Park area.

Smith/Owen

Carried

That the Board carry over the Methven Children’s Christmas Party Funding of \$960 to December 2021.

McMillan/McAlpine

Carried

The meeting concluded at 12pm.

15 March 2020

_____ **Chairman**

Activity Reports

5. Community Services

5.1 Open Spaces

The hedge between Methven Domain and A&P showgrounds has been trimmed, great collaboration between the A&P group and Council.

Additional ashes beams will be placed in the cemetery providing 24 more plots, to serve the increased demand of pre purchases. These should be in within the next month.

5.2 Economic Development

There is nothing to update from Economic Development on Methven centred activities.

5.3 Methven Area Caretaker

Applications for the role of Methven Area Caretaker closed on Wednesday 10 March. It is expected that an appointment will be made by Friday 26 March.

5.4 Holmes Road – Tree Tidy Up

Phase one of the removal of the old fence and the cutting down of the maple seedling trees has been undertaken. The completion of the project is planned for over the winter months when staff resources are available. This will involve stump removal and tidying up of the grass areas.

5.5 Town Centre Paving Stones – Water Blasting

HEB have been contracted to undertake the water blasting of the town centre paving stones in two stages. Stage one is currently being completed and stage two will be completed within a 12 month period.

5.3 Tree Lighting

The Board have expressed a desire to light up the two centrally located oak trees with a changeable colour lighting system. This would enable colour changes to reflect seasonal, celebrational and commemorative themes.

Samples are currently being sent to allow for trials to be undertaken. Prices for the lights, installation and connections are being gathered and will be presented at the meeting for the Board's consideration towards their funding contribution .

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)

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 date.

6.2 Strategy & Policy

Current projects

Brief Project Description	Start Date	Estimated Completion Date	On track	Comments
Long-Term Plan 2021-31	October 2019	30 June 2021	Yes	Audit NZ reviewing Consultation Document and supporting material and financial. Consultation begins 19 March with community meetings scheduled around the district in March-April. The Methven LTP community meeting will be held on Thursday 25 March, 7-9pm in the Mt Hutt Memorial Hall supper room.
Aoraki Environmental Consultancy (AEC)	Ongoing		Yes	Officers continue to meet regularly with AEC. Current topics of discussion include three waters projects, policy reviews and planning matters.
Bylaws & Policies	Ongoing		Yes	LTP financial policies under review (Treasury Management, Rates Remission, Rates Postponement) Significance & Engagement Policy under review, Property Leases & Licenses Policy out for pre-engagement
Strategies	Ongoing		Yes	Review schedule underway for Council strategies. This will include rolling reporting on progress and prioritisation of full strategy reviews. A new Parking Strategy is under development.
Annual Residents Survey	August 2020	July 2021	Yes	2/4 rounds of the 2020/21 survey completed (n=417). Interim results will be reported to Council through the interim performance measure report.
Consultation	Ongoing		Yes	Schedule of consultation for the year under development. LTP engagement is the top priority for the first half of the year.

External submissions

Organisation	Submission Summary	Process	Due Date
NZ Parliament - Health Committee Water Services Bill	This omnibus bill will implement the Government's decision to reform the drinking water regulatory system, with targeted reforms to improve the regulation and performance of wastewater and stormwater networks.	The Bill is technical in nature, therefore was drafted using in-house expertise. Council will receive the draft submission at the 17 February Council meeting and adopted it unchanged.	2 March 2021
Environment Canterbury - LTP 2021-31	It is likely that ECan will release a draft LTP with a rate increase of (on average) 24%.	Officers will prepare a submission to this draft outlining the impact of such a significant rate increase on our community.	Early-mid April

7 Infrastructure Services

7.1 Roading

- Rehabilitation of approximately 2.1 kilometres of Pudding Hill Road between RP 5100 to 7226 started on 1 February 2021 and is expected to be completed in April. Work includes shoulder preparation and earthworks, undercutting failed pavement, metalcourse construction, sealing, road marking, drainage works and other miscellaneous works.
- Special cleaning of tiled footpath starts 4 March 2021. The cleaning was not completed by Fulton Hogan as programmed in December. The new road maintenance contractor HEB included in their annual programme the cleaning and shall be carried out twice a year during the months of June and December, or as directed by the Engineer.
- Renewal of Mt Harding Bridge is programmed to commence in April 2021. Supplies and materials have been acquired and are awaiting delivery.
- Reseal works in Methven has been completed. These areas included Dolma St, Pudding Hill Road, McCloy's Road, Mackie St, McKerrow St, Allen St, Lampard St, Blackford St, Barkers Rd and Wayne Place.

7.2 Drinking Water

- **Water Safety Plan**

Work is continuing at pace on the development of a water safety plan (WSP) for the Methven water supply. The scheme had an earlier approved plan which has now expired. This work relates to having to prepare the new replacement plan in accordance with a significantly more comprehensive framework released by Ministry of Health.

Due to resourcing pressures at present in the three waters area, Council engaged Beca consultants to assist with the plan development. Beca staff are working alongside Council officers and plant operators. The revised WSP has to be resubmitted to our drinking water assessor by 31 March.

- **Reservoir Project**

Following internal review, the final amendments are being completed on the design drawings. The associated physical works contract document only requires some minor administrative details to be added (tendering dates etc.). The project is expected to be handed over to the Projects and Operations Team mid-March for tendering.

- **Water Treatment Plant Project**

Council has included in the draft 2021-31 Long-term Plan, budget provision ~\$4.27M for construction of a membrane (or similar) treatment plant for the Methven Water Supply. This facility will address the compliance issues on the scheme and incidences of boil water notices. The project has been scheduled for Year 2 of the LTP (2022/23).

Prior to committing to detailed design of the above project, Council has also approved carrying out a feasibility study into the concept of a single larger treatment plant to be located where the likelihood of intercepting deep groundwater is almost certain. The larger facility would be sized to provide sufficient water for multiple schemes (e.g. Methven, Methven Springfield, Mount Somers, Mayfield, & potentially Montalto), and growth beyond that. The treated water from this WTP would be reticulated relatively long distances to the existing water schemes' WTPs. The feasibility study work is being outsourced, with the output expected in May.

7.3 Wastewater

- **Pipeline Renewals**

This year's project to upgrade a Main Street rear-property pipeline within the two schools will now be combined with the next section programmed for next year. Combining the projects was done to limit the impact of the work on the schools.

The combined project involves pipe bursting a new 225mm diameter pipe through the existing 150mm diameter pipeline, a total length of ~300 metres. This type of upgrade (pipe bursting) has been used successfully on lower sections of this pipeline in previous years.

7.4 Stormwater

- **Network-wide Stormwater Consent**

The Methven stormwater network requires consenting under the Land and Water regional Plan. The deadline for lodgement of an application is 30 June 2021. Due to ongoing reprioritisation of resources, this work has not been progressed. As a result, officers have sought a further extension to the deadline for lodgement.

In the interim, it is proposed to commence a programme of water quality monitoring of waterways and discharges around the network to help understand the current condition of the receiving environment and impact from stormwater discharges. This monitoring will include a period of regular and rain event sampling.

8 Business Support and Governance

8.1 2021 NZ Community Boards Conference

Board Chairman Dan McLaughlin will represent the Board at the 2021 NZ Community Boards Conference, being held in Gore from 22 - 24 April. He will report back on Conference at the 3 May Board meeting.

8.2 Customer Request Management

The CRM report for February is appended.

Appendix 1

8.3 Finance

The draft financial report to 31 January 2020 is appended.

Appendix 2

8.4 Discretionary Grants

- **Methven Lions Club**

The Methven Lions Club is requesting funding for two projects - \$30,000 for the Development of the Methven Walkway and \$2,000 for the Scarecrow Trail.

Recommendation

That the Methven Community Board approves the following funding requests from the Methven Lions Club

- 1) Methven Walkway - \$30,000
- 2) Methven Scarecrow Trail - \$2,000.

Further detail is explained in the attached report. Both projects meet the criteria. **Appendix 3**

Methven CRM Report February 2021

Application ID	Received On	Completion Date	Details	Street	Primary Group
CRM0100122/21	20/02/2021		Wandering dog	Lochhead Crescent	crmAnimals
CRM3300006/21	09/02/2021	01/03/2021	Bylaw Enquiry	Spaxton Street	crmByLaw
CRM3300007/21	09/02/2021	03/03/2021	Bylaw Enquiry	Spaxton Street	crmByLaw
CRM0500026/21	01/02/2021		Incident Type: Pavement - Damaged	Main Street	crmFootpat
CRM0500039/21	17/02/2021		Incident Type: Pavement - Damaged	Main Street	crmFootpat
CRM0500040/21	17/02/2021		Incident Type: Pavement - Damaged	Main Street	crmFootpat
CRM0500042/21	22/02/2021	03/03/2021	Incident Type: Pavement - Damaged	Shearer Place	crmFootpat
CRM0500046/21	25/02/2021		Incident Type: Pavement - Damaged	Mcmillan Street	crmFootpat
CRM0500030/21	09/02/2021		Incident Type: Pavement - Damaged	Main Street	crmFootpat
CRM1600313/21	03/03/2021		Incident Type: Pavement - Damaged	Jackson Street	crmRoothing
CRM1600316/21	03/03/2021		Incident Type: Pavement - Damaged	Jackson Street	crmRoothing
CRM1600314/21	03/03/2021		Incident Type: Pavement - Damaged	Jackson Street	crmRoothing
CRM1600315/21	03/03/2021		Incident Type: Pavement - Damaged	Mcmillan Street	crmRoothing
CRM1600194/21	04/02/2021		Incident Type: Pothole	Barkers Road	crmRoothing
CRM0800103/21	01/03/2021	02/03/2021	Property File Information	Chapman Street	crmInform
CRM0800079/21	15/02/2021	15/02/2021	Property File Information	Spaxton Street	crmInform
CRM3800146/21	15/02/2021	18/02/2021	Missed Collection - Red Bin	Macphail Place	crmKerbCln
CRM3800128/21	08/02/2021	10/02/2021	Request new Bin	Forest Drive	crmKerbCln
CRM3800117/21	02/02/2021	04/02/2021	Request new Bin	Memorial Crescent,	crmKerbCln
CRM3800148/21	16/02/2021	26/02/2021	Request new Bin	Memorial Crescent	crmKerbCln
CRM3800209/21	02/03/2021		Return of bins	Mcmillan Street	crmKerbCln
CRM3800147/21	16/02/2021		Return of bins	Main Street	crmKerbCln

CRM1200018/21	01/03/2021	01/03/2021	Mowing☒	Lochhead Crescent	crmParksSp
CRM1200012/21	04/02/2021		Vandalism dog park	Dolma Street	crmParksSp
CRM2700022/21	02/02/2021	02/02/2021	Elderly Pensioner Housing	Chapman Street	crmPropM
CRM2700024/21	09/02/2021	09/02/2021	Elderly Pensioner Housing	Chapman Street	crmPropM
CRM2700036/21	02/03/2021	02/03/2021	Elderly Pensioner Housing	Chapman Street	crmPropM
CRM0900019/21	04/02/2021		Abandoned Vehicle	Mcmillan Street	crmRoadCor
CRM1600277/21	23/02/2021		AS PER SSS - Signs Regulatory	Barkers Road	crmRoding
CRM1600230/21	10/02/2021		Clean or Clear - Vegetation	Forest Drive	crmRoding
CRM1600299/21	25/02/2021		Drainage - Urban Kerbs or Drains	Main Street	crmRoding
CRM1600166/21	01/02/2021		Drainage - Urban Kerbs or Drains☒	Main Street	crmRoding
CRM1600169/21	01/02/2021		Drainage - Urban Kerbs or Drains☒	194 Main Street	crmRoding
CRM1600187/21	03/02/2021		Drainage - Urban Kerbs or Drains☒	Mcmillan Street	crmRoding
CRM1600167/21	01/02/2021		Drainage - Urban Kerbs or Drains☒	Main Street	crmRoding
CRM1600313/21	03/03/2021		Incident Type: Pavement - Damaged☒	Jackson Street	crmRoding
CRM1600316/21	03/03/2021		Incident Type: Pavement - Damaged☒	Jackson Street	crmRoding
CRM1600314/21	03/03/2021		Incident Type: Pavement - Damaged☒	Jackson Street	crmRoding
CRM1600315/21	03/03/2021		Incident Type: Pavement - Damaged☒	Mcmillan Street	crmRoding
CRM1600194/21	04/02/2021		Incident Type: Pothole☒	Barkers Road	crmRoding
CRM1600229/21	10/02/2021	10/02/2021	Incident Type: Street Gutters / Storm Water☒	Alford Street	crmRoding
CRM1600231/21	10/02/2021		Incident Type: Street Gutters / Storm Water☒	Alford Street	crmRoding
CRM1600165/21	01/02/2021		Incident Type: Street Gutters / Storm Water☒	Main Street	crmRoding
CRM3200005/21	17/02/2021	22/02/2021	Clean or Clear - Vegetation	Mcmillan Street	crmStrGdns
CRM2300031/21	17/02/2021	17/02/2021	Clean or Clear - Vegetation	Forest Drive	crmTrees
CRM2300043/21	03/03/2021		Clean or Clear - Vegetation	South Belt	crmTrees
CRM2300028/21	12/02/2021	12/02/2021	Clean or Clear - Vegetation	South Belt	crmTrees
CRM100139/21	01/02/2021		Leak/Burst pipe - CRM Roads	Main Street	crmWater2

CRM100214/21	25/02/2021		Leak/Burst pipe - Footpath/Toby	Macphail Place,	crmWater2
CRM100174/21	15/02/2021		Leak/Burst pipe - Footpath/Toby	Racecourse Avenue	crmWater2
CRM100216/21	26/02/2021		Leak/Burst pipe - leak on road	Mcmillan Street,	crmWater2
CRM100218/21	01/03/2021		Leak/Burst pipe - leak on road	Lilley Place	crmWater2
CRM100228/21	03/03/2021		Leak/Burst pipe - leak on road	South Belt	crmWater2
CRM100155/21	08/02/2021		Toby leaking	Forest Drive	crmWater2
CRM100220/21	01/03/2021		Water Pressure - Low	Chapman Street	crmWater2
CRM500038/21	17/02/2021		Sewer - Low P4 - Methven WWTP - ?	Methven Township	crmWtrMain
CRM500040/21	17/02/2021		Sewer - Low P4 - Methven WWTP - ?	Methven Township	crmWtrMain
CRM500042/21	17/02/2021		Sewer - Low P4 - Methven WWTP - ?	Methven Township	crmWtrMain
CRM500051/21	25/02/2021		Sewer - Low P4 - Methven WWTP - ?	Methven Township	crmWtrMain
CRM500041/21	17/02/2021		Water - Low P4	Main Street	crmWtrMain

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Appendix 2 – Financial Report

Monthly Income and Expenditure Report - 139 - Methven Community Board

For the Month Ended 31 January 2021

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Targeted Rates	8,514.09	59,505.42	98,223.00	38,717.58
Treasury Internal Recoveries	72.78	478.71	705.54	226.83
Total Income	<u>8,586.87</u>	<u>59,984.13</u>	<u>98,928.54</u>	<u>38,944.41</u>
Expenditure				
Salary / Wages	1,034.90	7,761.75	16,679.00	8,917.25
Allowances	0.00	0.00	1,298.76	1,298.76
Indemnity Insurance	79.20	804.41	207.96	-596.45
Telephone / Tolls	0.00	830.00	0.00	-830.00
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	0.00	590.00	40,000.00	39,410.00
Rents / Leases	0.00	121.74	0.00	-121.74
Internal Rental	0.00	139.13	0.00	-139.13
People and Capability	1,358.53	11,299.98	22,650.00	11,350.02
Treasury	40.67	306.77	636.36	329.59
Rates	85.58	600.95	1,186.45	585.50
Community Relations	12.87	107.48	227.96	120.48
Business Support	635.82	8,478.76	14,299.52	5,820.76
Communication	11.15	100.32	184.65	84.33
Total Expenditure	<u>3,258.72</u>	<u>32,209.16</u>	<u>98,829.66</u>	<u>66,620.50</u>
Net Surplus/(Deficit)	<u>5,328.15</u>	<u>27,774.97</u>	<u>98.88</u>	<u>-27,676.09</u>
Capital Expenditure				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Cash Movement	<u>5,328.15</u>	<u>27,774.97</u>	<u>98.88</u>	<u>-27,676.09</u>
Cash Reserves				
Separate Reserves	0.00	0.00	162.00	
Plus Net Surplus/(Deficit)		27,774.97		
Less Capital Expenditure		0.00		
Closing Cash Reserves		<u>27,774.97</u>		

Organisation details		Eligibility	About the project				Financials				Council involvement							
Organisation	Previous funding requests + reporting	Eligible community facility Development or maintenance	Project details	Funding use	Evidence of need	Number of people who benefit	Main Outcome	Org bank acc?	Other funders	Voluntary / donations	\$ requested	Project total	Effect of not funding	Reputational risk	Discrete / ongoing	Points to consider	Officer recommendation	Methven Community Board Recommendation
Methven Lions Club		Y Development	This application to the Discretionary Fund is to acquire part funding that will enable Lions to complete Racecourse Loop 1 enhancement and to commence Cemetery Loop 2 construction. Posts. Fencing. Clearing scrub. Wood. General materials.	Posts. Fencing. Clearing scrub. Wood. General materials.	It is central government policy to provide facilities that enable Kiwis to walk and cycle more. This will be Methven's contribution to that policy. There is much anecdotal evidence of people's enthusiasm to have this project completed. The positive comments we receive whenever we are at work attest to the high levels of local enthusiasm. We have not yet met anyone who thinks it's anything other than a great idea.	Already we are seeing increasing numbers of walkers, cyclists, older folk on Ebikes, mothers pushing infants in buggies and Gavin Blackwell on his mobility scooter. This can only get better as the track improves to make it more appealing to wheelchair users.	Anyone who wants to can circulate our wonderful wee town. We think the Walkway can attract visitors to town and grow our hospitality reputation. Increased accommodation and food/beverage sales will accompany that. In addition, it gives locals the opportunity to exercise and socialise more if they choose. We think that's a serious Win/Win.	Y	ADC Biodiversity Grant, \$7500 ADC Community Project Grant, \$5000, ADC Community Infrastructure Grant, \$10,000 these Grants will go to council for approval in June	All labour to date has been provided by community and Lions Club Working Bees Many materials have been donated by farmers, businesses and individuals. Posts. Fencing. Wood. Shingle. Sand. Transport. Gravel. Machinery use. The Friends of the Walkway are being invited to contribute materials or make financial contributions The Methven community has a reputation for getting in behind community-good projects and the Walkway is no exception. The local response has been immense to date, and we are sure that will continue to be the case as the project grows. The Community Board has been very helpful over the past three years, contributing a total of some \$9000 over that period. This has greatly helped the progress that has been made to date and is much appreciated.	\$30,000	\$82,000	But what will happen is that the Walkway completion will be severely delayed. By years. For obvious reasons, the organising committee thinks that would be unfortunate. We have the opportunity to create a valuable asset and can see no reason to delay.	Low	Discrete	Eligible project		
Methven Scarecrow Trail		Y Development	Every year, normally in the April school holidays, members of the Methven community build scarecrows to a particular theme and these scarecrows are scattered around the town for families to find and try to identify the name of the character represented by the different characters. Families get a Trail Map/Entry form from the iHub Information Centre and there are sponsored prizes for the most correct entries and the most popular scarecrow.	Signage and printed materials	The event attracts around 2000 people and many of these are from outside the township - indeed from around the country and (normally) international visitors. It is a wonderful outdoor event for families and the feedback from visitors is very positive and reflects well on the township and region. The event can run at Lockdown Levels 1-2 because it is an outdoor event with small family groups sharing a Trail Map and social distancing can be easily managed at the Methven iHub Information Centre where the Trail Maps are obtained. A modified event could also be run at Level 3.	Businesses in Methven, people attending, upwards of 2000	Increased or at least maintained participation numbers and a wider geographical spread of participants, especially from Christchurch, Rolleston and Geraldine. Data is kept each year (since 2013) of the number of participants and where they come from. Feedback is gathered from the entry form, from verbal feedback to the iSite (now iHub) Information Centre staff. The greatest source of feedback is from the Methven Scarecrow Trail facebook page which currently has a reach of 2030 which we are hoping to increase.	Y	None	All our time to create and organise this event Assistance from Jackson Holmes with hay bales (prev Viv Barrett)	\$2,000	\$2,000	The event will go ahead regardless of funding. We would not let down the community expectations. We would have to reduce our marketing budget and therefore could not expect to grow the event or even maintain current numbers. The big cost to the organisers is the time needed to be given to make this event possible. This has resulted in time having to be taken from hours otherwise used in self-employment.	Low	Discrete	Eligible project		

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