

Methven Community Board

AGENDA

Notice of Meeting

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

Date: Monday 30 June 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	
Time	Item
9am	Meeting commences
	Public Forum – Methven Website - Kirstie Gilchrist & Karyn Heald-Robinson

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

- | | | |
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| 4 | Methven Community Board – 26/05/25 | 3 |
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Matters for decision

- | | | |
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| 5 | Discretionary Grant - Methven Security Enhancement Trust | 5 |
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Activity Reports

- | | | |
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| 6.1 | Infrastructure & Open Spaces | 13 |
| 6.2 | Democracy & Engagement | 16 |
| 6.3 | Compliance & Development | 18 |
| 6.4 | Business Support | 19 |

Business transacted with the public excluded

- | | | |
|----------|-----------------------------|---------------------------------------|
| 7 | Minutes – 26/05/25 | |
| | - Birdsong Initiative Trust | Section 7(2)(h) Commercial activities |

4. *Methven Community Board – 26 May 2025*

Minutes of the Methven Community Board meeting held on Monday 26 May 2025, commencing at 9.00 am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

Present

Mayor Neil Brown, Kelvin Holmes (Chair), Megan Fitzgerald, Allan Lock, Richie Owen (via MS Teams), Robin Jenkinson and Crs Liz McMillan and Rob Mackle.

In attendance

Hamish Riach (CE), Mark Low (Strategy & Policy Manager), Renee Julius (Property Manager), Jacqui Watson (Property Legal Counsel), Lou Dunstan (Policy Advisory), Tayyaba Latif (Policy Advisor) and Carol McAtamney (Governance Support).

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 of correspondence be introduced as extraordinary business – item 5.1:

- Methven & Foothills Walking Festival letter of appreciation and accountability form (circulated via email)
- Ron Hydes – letter requesting Council to consider tar sealing McCloys Road (tabled)
- Huntley Grey – letter and photos requesting that trees on Cushmor Drive be trimmed (tabled)

McMillan/Jenkinson

Carried

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

That the minutes of the Methven Community Board meeting held on 14 April 2025, be taken as read and confirmed.

Jenkinson/Lock

Carried

5 Methven Community Draft Strategic Plan

Amendments:

- Include titles on photographs of Board members (Chair, Deputy Chair, Western Ward Councillors etc)
- Our History – undertake further discussions with Ngāi Tai/Arowhenua to revise the wording.
- Objective 12 – rename to Mid Canterbury Catchment Collective
- Remove reference to Experience Mid Canterbury as organisations to be involve as they are a brand and ADC is the governing body.
- Objective 22 – change to ‘develop and support sessions’
- Objective 23 (action 1) – remove wording ‘with stronger Methven focus’

That the Methven Community Board adopts the final Methven Community Strategic Plan 2025 as attached (Appendix 1), incorporating amendments as discussed.

5.1 Extraordinary Business

- 1) Methven & Foothills Walking Festival – letter of appreciation and a grant accountability form for the grant of \$1,000 received to assist with the costs associated to hosting the festival. This letter had been circulated to members prior to the meeting and no further action is required.
- 2) Ron Hydes – request will be referred through Council's CRM process.
- 3) Huntley Gray – request will be referred through Council's CRM process.

6 Activity Reports

That the reports be received.

McMillan/Jenkinson

Carried

6.2 Democracy & Engagement

- **Climate Change and Sustainability Strategy**

Megan Fitzgerald and Richie Owen are to prepare a submission on the Climate Change and Sustainability strategy on behalf of the Methven Community Board.

- **Elections 2025**

The Chief Executive advised that a Candidate Information Briefing session will be held on 18 June, at the Council's event space (5.30pm). People interested in standing in the elections are encouraged to attend.

Consideration is also being given to running a similar candidate information session in Methven, with a date for this to be confirmed.

Business transacted with the public excluded – 9.50am

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	Methven & Foothills Birdsong Initiative	Section 7(2)(h)	Commercial activities

Fitzgerald/Owen

Carried

The Board resumed in open meeting and concluded at 10.25am.

Confirmed 30 June 2025

Chairman

5. *Discretionary Grant Request – Methven Security Enhancement Trust*

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 Security Enhancement Trust to support the next phase of their community-led crime prevention programme—the purchase and installation of additional surveillance camera throughout the Methven township and wider rural area.
- A request of \$5,000 has been made from MCB.

Recommendation

1. **That** Methven Community Board allocates \$5,000 from its discretionary grant to the Methven Security Enhancement Trust for the installation of another surveillance camera.

Attachment

Appendix 1 Methven Security Enhancement Trust Application

Background

The current situation

1. The Methven Area Security Enhancement Trust (MASET) is seeking funding to support the next phase of their community-led crime prevention programme—the purchase and installation of an additional surveillance camera throughout the Methven township and wider rural area.
2. MASET is overseen by a board of six volunteer trustees who are elected from the local community. The organization's primary focus is the installation and management of a crime prevention camera network featuring number plate recognition technology. This network helps deter criminal activity, supports Police investigations, and contributes to the recovery of stolen property. The cameras also provide added safety for vulnerable community members, such as the elderly and those using outdoor spaces.
3. This programme was developed in response to growing concerns about crime in our community. The cameras are equipped with number plate recognition technology and are accessible only by Police, making them a powerful tool for preventing and solving crime. The system has already contributed to the recovery of stolen vehicles and is part of a wider regional crime prevention network that extends across Canterbury and the West Coast.
4. The goal of this stage of the programme is to increase the number of cameras to ensure broader coverage, improve response times, and create a safer environment for all residents, including families, business owners, the elderly, and those using outdoor spaces. As more cameras are installed, we will also begin expanding the network into surrounding rural areas, providing valuable protection for farms, rural homes, and isolated businesses.
5. While the initial rollout has been made possible through significant volunteer effort and community donations, additional funding is required to continue expanding the network. Every new camera installed adds to the strength and reach of the system, enhancing safety and giving our community greater peace of mind.
6. MCB has \$30,750 available to be distributed in 2025/26.
7. Before committing the funds, MCB may wish to find out the location of the surveillance camera, as if it is to be located on Council land it will need to meet the requirements of the Council CCTV Policy and Council's guidance.

Options analysis

Option one – Agree to fund the Methven Security Enhancement Trust \$5,000 towards the installation of 1 new surveillance camera in the Methven Area. (Recommended)

Advantages: Support of a positive community initiative that will enhance the local community.	Disadvantages: Loss of grant funding for other possible applicants.
Risks: Funds not being spent on the project allocated. Funds being used to fund camera on Council-owned land will require alignment with the Council CCTV Policy and assessment under guidelines	

Option two – Do not fund the Methven Security Enhancement Trust

Advantages: Retention of grant fund for future applicants.	Disadvantages: Missed opportunity to support a desired community project.
Risks: Reputational risk to MCB of not supporting the Methven Security Enhancement Trust	

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?	\$5,000
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 Security Enhancement Trust Funding Application

Organisational status: Charitable group

\$5000 is requested amount

ORGANISATION DETAILS:

Methven Area Security Enhancement Trust (MASET) is a community-driven charitable organization formed to address increasing crime concerns in the Methven township and surrounding rural areas. The Trust was established following a public meeting, where overwhelming support was given to implement a crime prevention programme.

MASET is overseen by a board of six volunteer trustees who are elected from the local community. The organization's primary focus is the installation and management of a crime prevention camera network featuring number plate recognition technology. This network helps deter criminal activity, supports Police investigations, and contributes to the recovery of stolen property. The cameras also provide added safety for vulnerable community members, such as the elderly and those using outdoor spaces.

DESCRIBE YOUR PROJECT:

The Methven Area Security Enhancement Trust (MASET) is seeking funding to support the next phase of our community-led crime prevention programme—the purchase and installation of additional surveillance cameras throughout the Methven township and wider rural area.

This programme was developed in response to growing concerns about crime in our community. The cameras are equipped with number plate recognition technology and are accessible only by Police, making them a powerful tool for preventing and solving crime. The system has already contributed to the recovery of stolen vehicles and is part of a wider regional crime prevention network that extends across Canterbury and the West Coast.

The goal of this stage of the programme is to increase the number of cameras to ensure broader coverage, improve response times, and create a safer environment for all residents, including families, business owners, the elderly, and those using outdoor spaces. As more cameras are installed, we will also begin expanding the network into surrounding rural areas, providing valuable protection for farms, rural homes, and isolated businesses.

While the initial rollout has been made possible through significant volunteer effort and community donations, additional funding is required to continue expanding the network. Every new camera installed adds to the strength and reach of the system, enhancing safety and giving our community greater peace of mind.

WHY IS THE PROJECT REQUIRED:

The project is required due to a noticeable increase in crime within the Methven township and surrounding areas, which has raised concern among residents and business owners. In

response to these concerns, a public community meeting was held with Police and a security expert, where overwhelming support was given to take proactive steps toward crime prevention.

This strong community response led to the formation of a working group and the establishment of the Methven Area Security Enhancement Trust (MASET). The need for action has been further reinforced by the early success of the crime prevention cameras already installed—these have directly contributed to the recovery of stolen vehicles and supported Police efforts across Canterbury and the West Coast. The cameras not only deter crime but also provide an added sense of safety for residents, especially vulnerable groups like the elderly and outdoor users. This combination of community demand and early positive results demonstrates a clear and ongoing need for the programme.

WHAT HAS BEEN DONE BEFORE:

Prior to the establishment of MASET, Methven had limited formal infrastructure dedicated to crime prevention. While Police presence and community vigilance have always played a role, there was no coordinated, technology-based solution in place to proactively deter or respond to criminal activity.

The formation of MASET and the rollout of the camera network represent a significant step forward, filling a gap in local security infrastructure. Elsewhere in the district and wider Canterbury region, similar crime prevention camera systems have been implemented with great success, often forming part of broader networks that assist law enforcement in tracking criminal activity across multiple towns and rural areas.

MASET's work complements these efforts by linking Methven into the wider regional security framework, allowing for more coordinated and efficient responses to crime. Additionally, the strong involvement of local businesses and individuals in funding and supporting this initiative sets a positive example of community-led action in addressing public safety.

WHO WILL MAINLY BENEFIT FROM YOUR PROJECT:

The primary beneficiaries of this project are the residents and businesses within the Methven township and surrounding rural areas. The crime prevention camera network will enhance safety and security for the entire community, including families, elderly residents, walkers, runners, cyclists, and local businesses. As the network expands, rural property owners, farmers, and rural businesses will also directly benefit from increased surveillance and crime deterrence. Additionally, the Police will benefit from improved tools to respond quickly and effectively to criminal activity.

MAIN OUTCOME:

The main outcomes of the project are:

- Reduction in crime – through the deterrence of illegal activity and improved ability for Police to identify and apprehend offenders using number plate recognition technology.
- Enhanced community safety – particularly for vulnerable members of the community such as the elderly, as well as walkers, runners, and cyclists.

- Support for rural and urban areas – by strategically placing cameras throughout the township and expanding into the wider rural community, increasing security for a broader population.
- Stronger community collaboration – fostering a united approach to crime prevention with support from local businesses, individuals, and authorities.
- Rapid response and recovery – enabling quicker Police response to incidents and improving the chances of recovering stolen property or locating lost animals.

HOW WILL YOU MEASURE SUCCESS:

- Police reports and statistics
- Community feedback
- Engagement and support
- Recorded camera-assisted outcomes

VOLUNTARY CONTRIBUTION

This project has been heavily supported by voluntary effort from within the Methven community. The Methven Area Security Enhancement Trust (MASET) is managed by six volunteer trustees and additional committee members who have collectively contributed hours toward planning, coordination, community engagement, and overseeing the rollout of the camera network.

In addition to governance and strategic planning, volunteers have also supported practical aspects of the project such as site inspections, community consultation, and fundraising.

Local businesses and individuals have also made significant in-kind contributions, including the donation of materials, equipment, services (such as installation and maintenance), and professional expertise, all of which have enabled the project to progress to its current stage without incurring the full commercial cost. This strong community investment demonstrates the widespread support and belief in the value of the initiative.

We will continue to talk to individuals, businesses and local groups with funding options that would look to donate to our cause.

Appendix two – Methven Security Enhancement Trust Budget

Financial information

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

Project / Programme budget (E.g., tutor fees, tradesmen etc)	Council funding sought	Other funding for project	Total
Purchase and installation of a camera for 1 new site	\$5,000		\$5,000

6. Activity Reports

6.1 Infrastructure & Open Spaces

6.1.1 Roading

Routine work continuing with attending to surface water during rain events.

Correspondence received in relation to pedestrians, etc. walking on Mt Harding Road rather than the separate walkway. Will have some discussion on the issue with initial comments being that it is a low volume (200 vpd) no exit road, pedestrians are entitled to walk on a public road, and all road users need to take care to be seen and drive appropriately past other road users. No specific funding for signage, lighting, for the existing walkway and no funding for construction of an additional walkway.

CRM Request	Received	Summary details	Status
CRM0500047/25	08/05/2025	MCMILLAN STREET – footpath cleaning	Completed
CRM0400003/25	12/05/2025	THE MALL – inadequate drainage	No action required
CRM1600626/25	19/05/2025	WAYNE PLACE – surface detritus	Completed
CRM1600677/25	26/05/2025	MCMILLAN STREET – surface detritus	Completed
CRM0500055/25	27/05/2025	SH 77 – footpath repairs	Completed
CRM1600687/25	28/05/2025	CUSHMOR DRIVE – surface detritus	Completed
CRM1600692/25	29/05/2025	CARR STREET – accessway repair	Work programmed
CRM1600701/25	04/06/2025	SPAXTON STREET – sign replacement	Work programmed
CRM1600700/25	04/06/2025	MORGAN STREET – special cleaning graffiti	Completed
CRM1600717/25	05/06/2025	THE MALL - flood	Investigation
CRM1600715/25	05/06/2025	MORGAN STREET - flood	No action required
CRM1600743/25	06/06/2025	THE MALL - flood	Investigation
CRM1600805/25	13/06/2025	MEMORIAL CRESCENT – inadequate drainage	Investigation
CRM1600804/25	13/06/2025	SH 77 – inadequate drainage	Completed
CRM1600810/25	16/06/2025	THE MALL - pothole	Completed

6.1.2 Open Spaces

- **Reserves**

With winter weather and ground conditions now in full swing, staff are into their winter reserve maintenance tasks around the Methven township. Mowing and weed control has given way to leaf collection and pruning tasks.

The central business district annual beds are growing on well with plenty of colour already evident.

Playground inspections and maintenance continues on a weekly cycle throughout the District. Staff report that all playgrounds are functioning as designed with all apparatus fully functioning.

The Railway Reserve playground has had a recent extension of the soft fall containment edged added and new softfall installed. This now means this site is now compliant with the N.Z Standard 5828 2015, relating to playground assets.

The Methven CBD lighting project for new in-ground under-tree lighting infrastructure has progressed well with the installation complete. Due to the timing, which could not be avoided there is some turf damage which will be repaired as soon as the weather permits.

Planning staff continue to work with developers on local subdivisions and the resultant workstreams developments create.

- **Methven Cemetery**

General maintenance continues at the cemetery. Mowing activities have now declined. The planted bunds and cemetery berm edges have again been re-sprayed for weeds.

The eastern bund has been extended towards the Methven Chertsey Road. Once complete this area will be planted in a similar way to the rest of the bund.

A Department of Corrections team has completed spreading mulch at the north end of the bund. The planting of Carex secta adjacent to the water race is looking really good.

A large Macrocarpa has been felled following arborists advice.

- **Public toilets**

These are functioning well with no recent issues.

CRM Request	Received	Summary details	Status
CRM2300088/25	28/05/2025	Two trees within the Pre School land are in need of a trim. They are overhanging branches quite low on the driveway of the next door property. Would you be able to get someone to come in and trim them up for us again	03/06/2025- Arborist has been engaged to carry this work out.

6.1.4 Three Waters

CRM Request	Received	Summary details	Status
CRM100601/25	02/05/2025	Leak/Burst pipe	Past
CRM100607/25	05/05/2025	Leak/Burst pipe - Footpath/Toby	Past
CRM100641/25	14/05/2025	Contaminated Water - call from Grace to advise water is undrinkable, strong chemical taste	Past
CRM100665/25	20/05/2025	Leak/Burst pipe - Footpath/Toby	Past
CRM100679/25	23/05/2025	Final water meter reading on settlement date	Past
CRM100708/25	30/05/2025	Huge puddle in this same spot near blue pub.	Past
CRM200058/25	21/05/2025	Blockage & Overflow - Others- sewage coming out of gully trap	Past

6.1.5 Solid Waste Management and Collection

CRM Request	Received	Summary Details	Status
CRM3900815/25	02/05/2025	Return of bins : RED only	Past
CRM3900817/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900818/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900819/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900820/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900821/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900822/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900823/25	05/05/2025	Gross Contamination-Warning	Current
CRM3900824/25	05/05/2025	Yellow Bin - TAKEN - Gross Contamination	Current
CRM3900828/25	05/05/2025	Gross Contamination - Warning	Current
CRM3900829/25	05/05/2025	Yellow Bin - Gross Contamination - Warning	Current
CRM3900831/25	05/05/2025	Upsizing 120Litre RED bin to 240 Litre RED bin	Past
CRM3900838/25	05/05/2025	Yellow bin was missed	Past
CRM3900850/25	07/05/2025	Missing yellow bin need replacement	Past
CRM3900873/25	09/05/2025	Return of bins as requested by ADC due to Non Payment	Past
CRM3900875/25	09/05/2025	Additional Bins : 80L RED	Past
CRM3900908/25	14/05/2025	Red bin missing past few weeks	Past
CRM3900940/25	16/05/2025	Request new Bin - Both : Red 80lt & Yellow 240 lt.	Past
CRM3900941/25	16/05/2025	Request new Bin - Both RED & YELLOW	Past
CRM3900944/25	19/05/2025	Gross Contamination-Warning	Past
CRM3900946/25	19/05/2025	Gross Contamination-Warning	Current
CRM3900949/25	19/05/2025	Yellow Bin - TAKEN - Gross Contamination	Current
CRM3900952/25	19/05/2025	Request new Bin - Both New Build - Red and Yellow	Past
CRM3900999/25	26/05/2025	Additional Bins - Megan requests an 80 Litre RED bin	Past
CRM3901007/25	26/05/2025	Return of bins 80L RED	Past
CRM3901008/25	26/05/2025	Additional Bins 80L Red	Past
CRM3901010/25	26/05/2025	Yellow Bin - missed collection	Past
CRM3901016/25	27/05/2025	Yellow Bin has been missing for approx 4 weeks.	Past

6.2 Democracy & Engagement

6.2.1 Strategy & Policy updates

- **Climate Change and Sustainability Strategy**

Council adopted the draft strategy for consultation on 21 May with consultation open from 26 May to 18 June. Submission hearings are planned for 26 June.

- **Water Races Bylaw**

Council adopted the draft Water Races bylaw for consultation on 21 May with consultation open from 30 May to 29 June. Submission hearings/deliberations are planned for 13 August.

- **Annual Report 2024/25**

Work has commenced on the preparation of Council's Annual Report 2024/25 with the final report to be completed by 31 October 2025.

- **Policy and Strategy Reviews/Development**

Work continues on policy reviews, including the Gambling Venue Policy and Sportsfields and Domain Use Policy. The Use of Pole Mounted Banners Policy has completed their reviews and been forwarded to Council for consideration. A programme of work is being confirmed for the review of the Development Contributions Policy to line up with new requirements.

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

- **Pre-Election Report 2025**

The Pre-election report is currently being finalised and will be available by the end of June.

- **Arts and Culture Strategy**

Work has commenced on preparing for the development of and Arts and Culture Strategy, including project planning, scoping and research.

- **Bylaw Reviews**

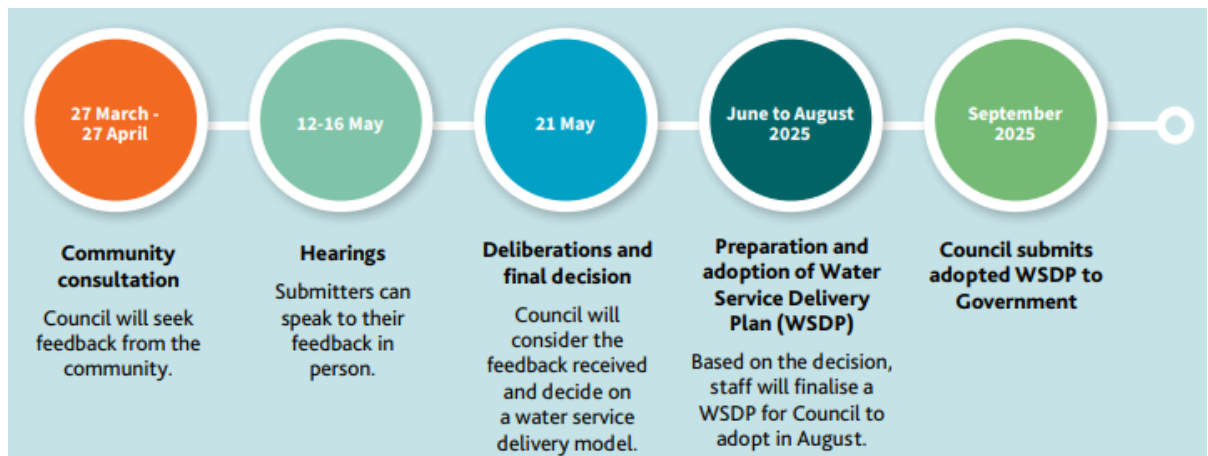
Several bylaws are up for review in 2025/26, including Dog Control, Water Supply, Open Spaces, Keeping of Animals, Bees and Poultry, and Brothel Location. Work has commenced on preparing for these reviews.

- **Local Water Done Well**

Consultation on Local Water Done Well closed on April 27. 234 submissions were received, with 88% favouring the Council's proposed option of a stand alone business unit (SABU). Submission hearings and deliberations were held on Thursday 14 May, with one speaker. Council agreed to implement a SABU at the May 21 Council meeting.

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

Work is now underway on the Water Services Delivery Plan based on using the SABU model. This is intended to go to Council in August for adoption, before being submitted to the Department of Internal Affairs by 3 September. This will include an implementation plan for the establishment of the SABU. Timeframes are summarised below:



- **ADC Submissions**

Submissions have been made since the last meeting on:

Organisation	Submission Summary	Type	Due Date	Status
Water Services Authority - Taumata Arowai	Help shape New Zealand's Wastewater Future	Technical	24 April	Lodged
National Emergency Management Authority (NEMA)	Emergency Management Bill Discussion Document	via Canterbury Civil Defence Emergency Management Group	20 May	Lodged
Ministry for the Environment (MfE)	Consultation on Proposed Amendments to Waste Legislation	via Canterbury Waste Joint Committee	1 June	Lodged
Ministry for the Environment (MfE)	Proposed product stewardship regulations for agrichemicals, their contained and farm plastics	via Canterbury Waste Joint Committee	1 June	Lodged

- **Work completed**

Submissions have been made since the last meeting on:

Project	Completion Date	Comments
Annual Plan 25/26	21 May 2025	Council adopted the Annual Plan 2025/26 on 21 May. The final plan can be found here .
Methven Community Strategic Plan	28 April 2025	The Board adopted the final plan on 26 May which Council endorsed at their meeting on 18 June.

6.2.2 Democracy

- **Elections**

There was a Candidate Information Evening on Tuesday 24 June at 7pm in the Mt Hutt Hall Function Room for people to find out about standing for Council and or the Methven Community Board.

Full details of the election process can be found on the link below.

<https://www.ashburtondc.govt.nz/council/elections/local-body-elections>

- **Methven Community Strategic Plan – Mt Hutt Memorial Hall**

With the end of the triennium coming for the Mt Hutt Memorial Hall, it is timely to consider the future governance arrangements and strategic direction of the hall. The MCSP contemplates this so the Board may want to consider this as a priority piece of work. If so, it is advisable for a resolution to be passed.

- **Methven Community Strategic Plan – Birdsong Initiative**

With key documentation now in place, the Board may wish to appoint a member to act as the liaison between both parties. While the appointment would cease at the end of the triennium, it would allow this work to commence. If so, it is advisable for a resolution to be passed.

6.3 Compliance & Development

6.3.1 Building Services

The table shows 32 consents have been issued, 14 of which have been new housing (last year 37 of the consents were for houses). Methven numbers have slowed slightly since the big start to the year, but inspections are up in the area due to that big start. 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	5 (8)	24 (18)	\$811,000 (\$1,932,000)	\$6,286,750 (\$6,700,250)
May	8 (5)	32 (23)	\$2,144,000 (\$1,911,445)	\$8,430,750 (\$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.

6.3.2 Environmental monitoring

CRM Request	Received	Summary details	Status
CRM0100353/25	10/5/25	Wandering Dog	Owner located
CRM0100363/25	11/5/25	Barking dog	Contractor monitoring

6.3.3 Economic Development

- **Ashburton District Cycle Trail Feasibility Study**

Work has continued with the report now expected in early August.

6.4 Business Support

6.4.1 Finance Report

The May 2025 income and expenditure report is attached.

Appendix 1

Hamish Riach
Chief Executive

Monthly Income and Expenditure Report - 139 - Methven Community Board
For the Month Ended 31 May 2025

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Targeted Rates	10,718.97	117,751.99	119,736.96	1,984.97
Total Income	<u>10,718.97</u>	<u>117,751.99</u>	<u>119,736.96</u>	<u>1,984.97</u>
Expenditure				
Salary / Wages	1,378.54	16,530.18	21,661.00	5,130.82
Staff Training	0.00	0.00	999.96	999.96
Allowances	0.00	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	0.00	32,694.80	38,315.00	5,620.20
Room Hire	255.65	875.64	0.00	-875.64
Executive Team	1,042.25	12,792.67	12,508.72	-283.95
People and Capability	374.19	3,658.94	4,233.68	574.74
Treasury	90.74	1,155.83	1,481.45	325.62
Rates	32.26	280.54	1,004.12	723.58
Business Support	294.81	2,588.58	3,401.01	812.43
Communication	810.44	9,526.70	10,810.44	1,283.74
Total Expenditure	<u>4,278.88</u>	<u>114,712.09</u>	<u>127,890.46</u>	<u>13,178.37</u>
Net Surplus/(Deficit)	<u>6,440.09</u>	<u>3,039.90</u>	<u>-8,153.50</u>	<u>-11,193.40</u>
Capital Expenditure				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Cash Movement	<u>6,440.09</u>	<u>3,039.90</u>	<u>-8,153.50</u>	<u>-11,193.40</u>
Cash Reserves				
Separate Reserves	0.00	0.00	8,477.00	
Plus Net Surplus/(Deficit)		3,039.90		
Less Capital Expenditure		0.00		
Closing Cash Reserves		<u>3,039.90</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 their 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]

