

Methven Community Board

AGENDA

Notice of Meeting

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

Date: Monday 4 September 2023
Time: 10:30am
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

Timetable	
Time	Item
10:30am	Meeting commences

ORDER OF BUSINESS

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Confirmation of Minutes

- 4** Methven Community Board – 24/07/23 **3**

Activity Reports

- 5.1** Democracy & Engagement **6**
- 5.2** Business Support **7**
- 5.3** Compliance & Development **9**
- 5.4** Infrastructure & Open Spaces **11**

4. *Methven Community Board – 24/07/23*

Minutes of the Methven Community Board meeting held on Monday 24 July 2023, commencing at 10:30am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

Present

Kelvin Holmes (Chair), Megan Fitzgerald, Allan Lock, Richie Owen, Robin Jenkinson, Deputy Mayor Liz McMillan and Cr Rob Mackle.

In attendance

Toni Durham (GM Democracy & Engagement) and Heather Stoddart (Governance Support).

1 Apologies

Mayor Neil Brown (absence) 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 12 June 2023 be taken as read and confirmed.

Fitzgerald/Lock Carried

5 Community Board Standing Orders 2023

Recommendation to Council

That the Methven Community Board adopts the 2023 Standing Orders for the conduct of its meetings, with the following amendments:

- i) Provisions for meetings by audio-visual link – yes.
- ii) A casting vote for chairpersons – yes.
- iii) Option B (less formal) as the default for speaking and moving motions.

Jenkinson/Fitzgerald Carried

6 Community Board Code of Conduct

Recommendation to Council

That the Methven Community Board Elected Members Code of Conduct 2023 be adopted.

Mackle /Lock Carried

7 Activity Reports

That the reports be received.

McMillan/Fitzgerald

Carried

- **Economic Development Strategy & Consultation**

Toni Durham to ensure that an invite is sent to the MCB for the hearing planned for 17 August 2023.

- **Local Alcohol Policy**

Invite extended to all who wish to attend the submission hearings on 3 August.

- **Long Term Plan 2024-34**

There are another two early engagement workshops scheduled for the 9/10 August. Attendance at the workshops can be an issue especially in terms of getting a good community cross sector representation. Invites to be emailed out to target specific people and/or groups, but can't always rely on people/groups attending.

- **Representation Review Work**

Led by the Strategy & Policy Manager, Mark Low. Mark to be invited to attend the next MCB meeting. Need to engage with MCB and have a conversation around boundaries. Since the last review, there has been the development of new subdivisions. The new review needs to capture the growth and justify that the new boundaries are part of the community and have a greater representation for the area in line with the local infrastructure.

- **Customer Request Management**

Need to ensure the CRM relating to the damaged equipment, specifically boards on the seats have been repaired.

- **Time Restricted Parking – Methven Mall**

Timeframe on the installation of the Methven Mall signage to be provided.

- **Methven Tree Lights**

The Board agreed that a conversation with a representative from EA is needed regarding the issue with power, whether there was an adequate power supply and if it was up to current code. If these were issues, then for them to be rectified before the 50th Anniversary celebrations.

- **Roading**

It was mentioned that Dolma Street had had their gutters cleaned and all the waste was scraped to the side, but never cleared away properly and it all to end back in the gutter. Follow up needs to happen with WasteCo regarding best practise to avoid similar issues.

With the recent rainfall conditions, the town handled the excess water relatively well. The Garden of Harmony was completely flooded; expected as it's the storm water basin. However, due to the depth of water 5-6 metres in some places, it was recommended that there needs to be restricted access and necessary signage making the public aware.

It was noted that the walkway by McCloy Road may need a touch up after the flooding.

There needs to be a conversation with Neil McCann to discuss decent soakage down Racecourse Avenue (west of new subdivision) as there is a lot of surface water, which is a reoccurring problem.

- **Drinking water**

The dry commissioning of the membrane plant is complete. The wet commissioning stated 21 August and is expected to be completed in two weeks. If the wet commissioning proves a success, full operational test and fine tuning will follow which will take at least one week. It was suggested that an open-day should be held to allow residents to view the plant.

- **Watermain renewals 2023/24**

Works on Mackie Street and Kilworth Street are completed. Only works on Main Street remains to be completed.

- **Reserves**

The Board discussed the need for playgrounds to be made accessible (for children with disabilities), maybe not all but at least one in the area. It was confirmed that Ian Soper is aware of the need for making playgrounds more accessible and this is a work in progress.

It was requested that a rubbish bin be provided near the playground of Grace Island Drive. This will be raised with officers.

The “Welcome to Methven” sign had been damaged on Barkers Rd as it had been hit by a car. This sign was organised and paid for by the MCB. Ian Soper is aware of the issue, and it will be scheduled to be fixed, however the bottom board may not be replaced.

- **Solid Waste Management**

Officers are to undertake investigations into alternative sites (e.g. Vaughan Road or Pudding Hill sites) and report back with options for consideration.

The meeting concluded at 11.44am.

Confirmed 4 September 2023

Chairman

5. Activity Reports

5.1 Democracy & Engagement

5.1.1 Strategy & Policy updates

- **Economic Development Strategy consultation**

A Council hearing on the draft Economic Development strategy was held on 17 August, with some changes proposed to the strategy as a result. Submissions can be found [here](#). This will be revised and brought back to Council.

- **Draft Reserve Management Plans**

The Draft Reserve Management Plan is being prepared for a further round of consultation in early 2024. When available, information will be under Council's [consultation page](#) and brought to the Board for consideration.

- **Local Alcohol Policy consultation**

A Council hearing on the Draft Local Alcohol Policy was held on 3 August. As a result, Council proposed two changes to the policy including extending the current One-way Door policy across the district and extending footpath hours to 1am. Submissions can be found [here](#). Officers are working through the implications of this to bring the policy back to Council, including potential further consultation.

- **Long Term Plan 2024-34 development**

Work continues on the development of the 2024-34 Long Term Plan, with early engagement occurring from 17 July to 13 August, including a public campaign and four stakeholder workshops focused around social, environmental, economic and cultural well-being. This is currently being collated to present back to Council.

Officers have been preparing business cases and Activity Management Plans, and work continues on the various workstreams (e.g. LTP policies, financial strategy) associated with the LTP process. This work will continue over the next 10 months.

- **Representation Review**

Work has commenced on the six yearly representation review, with a session held with Council. This reviews representation arrangements for the Council including the makeup of the Council, Maori representation, boundaries, the number of elected members and Community Boards, and how they are elected.

- **Biodiversity Strategy**

Work continues on development of a draft Biodiversity Strategy following a stakeholder workshop in July. This will be brought back to Council for consideration prior to a public consultation planned for October.

5.2 Business Support

5.2.1 Customer Request Management

The CRM report for the period is appended. **Pages 13-15**

5.2.2 Finance Report

The July 2023 income and expenditure report is appended. **Page 16**

5.3 Compliance & Development

5.3.1 Building Services

Nothing of significance to report. Consent levels are reasonably steady, but there's some indication that recession or interest rates are starting to have an effect. At this stage, we have issued the same approximate value as the whole of the 2021 year.

2023 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	5 (8)	5 (8)	\$1,640,000 (\$4,134,800)	\$1,640,000 (\$4,134,800)
February	4 (3)	9 (6)	\$844,150 (\$2,466,550)	\$2,484,150 (\$6,601,350)
March	6 (5)	15 (11)	\$3,434,700 (\$6,586,027)	\$5,918,850 (\$13,187,377)
April	5 (6)	20 (17)	\$811,982 (\$2,043,648)	\$6,730,832 (\$15,231,025)
May	11 (2)	31 (19)	\$1,655,062 (\$644,080)	\$8,385,894 (\$15,875,105)
June	7 (9)	38 (28)	\$1,780,092 (\$5,199,000)	\$10,165,986 (\$21,074,105)
July	10 (2)	48 (30)	\$2,332,200 (\$496,250)	\$12,498,186 (\$21,570,355)
August	(3)	(33)	(\$1,886,198)	(\$23,456,553)
September	(8)	(41)	(\$1,966,144)	(\$25,422,697)
October	(2)	(43)	(\$2,932,346)	(\$28,355,043)
November	(6)	(49)	(\$725,000)	(\$29,080,043)
December	(2)	(51)	(\$780,000)	(\$29,860,043)

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

2022 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	8 (3)	8 (3)	\$4,134,800 (\$344,000)	\$4,134,800 (\$344,000)
February	3 (3)	11 (6)	\$2,466,550 (\$388,500)	\$6,601,350 (\$732,500)
March	15 (5)	28 (11)	\$6,586,027 (\$429,650)	\$13,187,377 (\$1,162,150)
April	6 (6)	34 (17)	\$2,043,648 (\$313,000)	\$15,231,025 (\$1,475,150)
May	2 (2)	36 (19)	\$644,080 (\$392,524)	\$15,875,105 (\$1,867,674)
June	9 (9)	45 (28)	\$5,199,000 (\$2,180,610)	\$21,074,105 (\$4,048,284)
July	2 (2)	47 (30)	\$496,250 (\$743,000)	\$21,570,355 (\$4,791,284)
August	5 (3)	52 (33)	\$1,886,198 (\$1,497,820)	\$23,456,553 (\$6,289,104)
September	8 (8)	60 (41)	\$1,966,144 (\$2,489,786)	\$25,422,697 (\$8,778,890)
October	7 (2)	67 (43)	\$2,932,346 (\$835,000)	\$28,355,043 (\$9,613,890)
November	2 (6)	69 (49)	\$725,000 (\$2,601,103)	\$29,080,043 (\$12,214,993)
December	2 (2)	71 (51)	\$780,000 (\$371,050)	\$29,860,043 (\$12,585,993)

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

5.3.2 Regulatory

- **Time restricted parking – Methven Mall**

On 28 June 2023, Council approved the Board’s recommendation that a 30 minute parking restriction be introduced for five of the 15 ‘angle’ parks adjacent to the Supervalu Supermarket in Methven Mall. The signs were installed on 27 July.

5.3.3 Economic Development

- **Methven tree lights**

A plan from Spectrum Lighting has been received. Officers are working with Spectrum to add more detail. The Lighting Working Group are keen to activate elements of the plan, specifically the lighting of businesses and iconic trees along Main Street. Once the plan has had more detail added this will be brought to the next Community Board meeting.

- **Tourism**

Trade Ready Training

Seven businesses recently attended a trade ready training programme. This programme covered the various trade distribution channels and levels of commission. This will be repeated in August and other training and upskilling is planned to take place throughout the year.

Famil

Officers are currently working with ChristchurchNZ to bring a Chinese influencer to Methven, the focus will be around ski and wellbeing. This is the first famil to take place since ChristchurchNZ exited from the District Promotion contract, so Officers are working to make sure the approach we have to these events is world class.

Operators Get-together

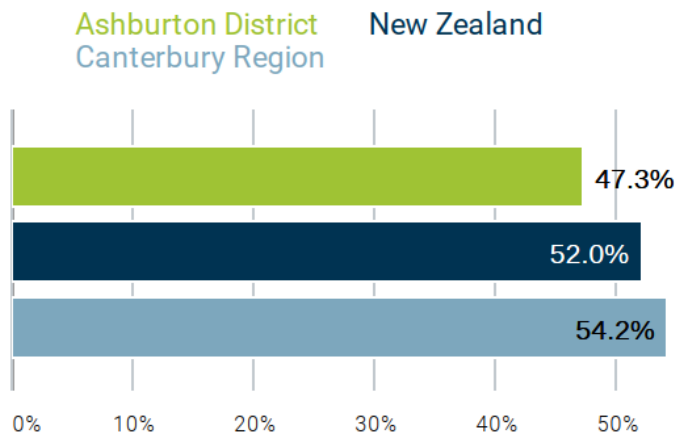
Another operators get-together is was held on 20 July at Brinkley Resort. All the tourism and hospitality operators in the District were invited, along with members of the Methven Community Board.

Roadshow in Auckland - ChChNZ

Officers are working with counterparts across Canterbury and the West Coast to Promoting Mid Canterbury to Auckland trade partners and business events buyer. This event is scheduled on 22 August in Auckland.

Guest nights

Annual average % change March 2022 - March 2023



Focus for 2023/24

- Actively seeking new tourism products to develop that can add to the region's attractiveness.
- Capability building
 - Trade Readiness
 - Operator Development
- Content development
 - Website and Social Media Development
 - Images / Video
 - Stories telling

5.4 Infrastructure & Open Spaces

5.4.1 Roothing

A new footpath is still programmed for construction on Mackie Street following the water main upgrade (refer 5.4.2).

New footpaths and associated kerb and channel on Dolma Street and Line Road are included in the programme of works funded from the Three Waters Better-Off Funding. The contract is still planned to be awarded in September with completion by Christmas 2023.

A reseal is programmed in 2023/24 on Barkers Road from Mackie Street to Back Track Road.

WasteCo as a subcontractor to HEB in the road maintenance contract are aware of the specification for channel cleaning. The excess material on Dolma Street would seem to be an isolated incident but the contractor reminded of what is required.

The soakage on Racecourse Avenue to be checked during a rain event. If soakholes need to be reformed or additional soakholes installed this will be programmed.

The repair to the 'Welcome to Methven' sign has been approved. The broken portion was not able to be repaired so a replacement timber board is being made.

5.4.2 Drinking Water

- **Membrane plant**

Construction of the membrane plant building is complete. Training the plant operators and Council staff is on-going to ensure that they are ready to operate the plant when it is turned over to Council. Dry commissioning was completed 21 August 2023. Wet commissioning is ongoing and expected to be completed by 8 September together with chemical pre-dosing. Full operational testing and fine tuning of the plant will start on 11 September. If all goes well, the plant will start servicing Methven on 13 September 2023.



- **Reservoir**

Commissioning of Tank No. 2 is complete. The reservoir will be linked to the system on 31 August. Once connected, Methven will have approximately 950 cubic meters drinking water storage capacity.



- **Watermain renewals 2023/24**

The tender for water pipeline renewals 2022/23 has been awarded to Ashburton Contracting Limited. The work on Mackie Street and Kilworth Street is completed. The work remaining is on Main Street which will commence at the end of September, weather permitting.

5.4.3 Open Spaces

- **Reserves**

Staff continue undertaking Winter maintenance tasks around the town. As we start to see some warmer days staff are preparing to start into Spring related tasks including the recommencement of a mowing round. Chemical weed control is also starting to ramp up as growth starts to lift.

The underplanted bulbs in the annual bedding plots are poking through ready to add another dimension of colour to the display in Spring.

Tree maintenance continues on. In the road berms, staff have started digging edges, mulching, and planting around CBD plots. This work will continue into September.

Staff have completed the installation of the park bench seat, donated to the community by the All Blacks. This is a nice bespoke macrocarpa seat located outside the Mt Hutt Memorial Hall in the courtyard area.

Playground repairs have concluded at Spaxton Street playground. All that is left to do is reinstall the tractor once its refurbishment is complete. Other upgrades at the Methven Railway Reserve and Camrose have concluded with the addition of softfall material, and compliant height edging to contain the required level of bark, now complete.

At the Railway Reserve playground, again updating the softfall containment which will also be stained, then additional scuff matting under hard wearing areas. It has been unfortunate that the timing of these repairs coincided with school holidays.

Staff are about to update some play equipment at the Methven Domain. This will include improvements to the softfall and a replacement swing set. Staff are in communication with the Reserve Board on this matter.

Staff held a successful workshop with the Community Board and are happy to report that canine enrichment equipment has been purchased and quotes are currently being obtained for the installation of that equipment, once it arrives.

Staff are working with RDR staff and liaising with Heritage New Zealand about proposed improvements to the Historic Pipe behind the Gardens of Harmony as it has a Historic Places Category 1 Listing.

Development of Natalie Currie Park bordering Holmes Road. The developers' contractors ACL are waiting for the park to dry out before undertaking further work which includes levelling, grassing, and adding a new footpath through the park. This path will provide a valuable linkage for the community.

Staff have also been working with the Methven Lions on repairs to the Thyme Stream Walkway following last month's flood damage. Remedial repairs are pending.

The walkway adjacent to Mt Hutt Road is looking really good and it appears to be getting plenty of use.

- **Methven Cemetery**

General maintenance continues to be delivered at the Cemetery. Weed control is ongoing as is mulching. Staff have also been topping up graves as time allows.



New black steel litter bins installed at the Cemetery.

- **Public toilets**

These are functioning well. It is pleasing to report minimal recent issues at public toilets in Methven. A new staff member has been employed to cover the weekend hours and public holidays.

5.4.4 Solid Waste Management

- **Methven drop-off yard**

Funding for the development of a transfer station at the Methven drop-off facility has been approved in the capital renewals programme of the 2021-2031 Long Term Plan.

A case study will be prepared by staff for FY24/25 to investigate the most appropriate location and level of service to be provided. Funding for the activity is recommended for FY 26/27.

Hamish Riach
Chief Executive

Appendix 1

Methven CRM Report – August 2023

Application ID	Received	Completed	Source	Details
CRM0100449/23	18/07/2023 12:04 PM	18/07/2023 4:34 PM	Phone, Received over the P	Found two dogs wandering on the track with no signs of owner/owners Had a missed call - wondering if dog still being microchipped tomorrow at 1pm
CRM0100452/23	20/07/2023 12:36 PM		Phone, Received over the P	Microchipping request
CRM0100459/23	26/07/2023 12:28 PM	26/07/2023 10:12 PM	Phone, Received over the P	Methven Police called to inform of wandering dog Cnr McMillan & The Mall - person saw it defecate outside Supervalu. Never on lead.
CRM0100467/23	29/07/2023 7:19 PM	31/07/2023 9:35 AM	Internet, Internet, Y	As per PNCC report on 12/8/23 at 12.04am - secured dog after finding it roaming the street at Spaxton Street, Methven.
CRM0100491/23	12/08/2023 12:00 AM	14/08/2023 10:26 AM	Internet, Internet, Y	
CRM0100493/23	12/08/2023 7:03 PM	14/08/2023 10:43 AM	Internet, Internet, Y	As per PNCC report on 12/8/23 at 7.03pm2 barking dogs . InkyLord Lane, Methven - barking since 6.00 pm. Ongoing issue.
CRM0500091/23	10/07/2023 8:33 AM		Snap Send, Snap Send Sof	Trip Hazard-footpath on Lampard St, Methven.
CRM0500107/23	02/08/2023 5:01 PM		eMail, Received by eMail, Y	Trip Hazard -As per email some footpath damage Main Street, Methven on Lochhead Crescent frontage.
CRM1000162/23	01/07/2023 6:36 PM	05/07/2023 10:26 AM	Internet, Internet, Y	As per PNCC report on 1/7/23 at 18.36 Loud music at Chapman Street, Methven (multiple complaints)
CRM100605/23	12/07/2023 4:32 PM		Phone, Received over the P	Leak/Burst pipe - Footpath/Toby - Allens Street, Methven.
CRM100610/23	17/07/2023 11:39 AM		Internet, Internet, Y	Leak/Burst pipe - Footpath/Toby - Lilley Place.
CRM100620/23	19/07/2023 12:09 PM		Snap Send, Snap Send Sof	Leak/Burst pipe - Footpath/Toby - Lilley Place. A lot of water across the footpath and gutter Leak/Burst pipe - Footpath/TobyMain St - the leak flag remains and a small amount of water is still being lost.
CRM100625/23	19/07/2023 3:08 PM		Staff, ADC Staff Member, Y	
CRM100633/23	21/07/2023 3:54 PM		eMail, Received by eMail, Y	Leak/Burst pipe - Footpath/Toby - Lilley Place.
CRM100646/23	14/07/2023 9:30 AM		ACL, Received by ACL, Y	Leak/Burst pipe - Footpath/Toby--As per Email from ACL for a leaking head at Alington St, Methven
CRM100665/23	02/08/2023 8:13 AM		eMail, Received by eMail, Y	Final reading - Special Water Meter Reading Booking - Westward Way, Methven - final water reading for settlement 1 September 2023
CRM100672/23	04/08/2023 11:37 AM		eMail, Received by eMail, Y	Location of Services - Methven Primary School Main Street Methven. Removal of the water trucks now that the boil water notice has been lifted.
CRM100677/23	08/08/2023 8:26 AM		Internet, Internet, Y	Leak/Burst pipe - Footpath/Toby - outside Barkers Road
CRM100715/23	21/08/2023 10:42 AM		Phone, Received over the P	Leak/Burst pipe - Footpath/Toby - leak at water meter, Carr Street, Methven. AS PER PNCC 20-Aug-2023 6:14 PM
CRM100718/23	21/08/2023 11:21 AM		PNCC, Received by Palmer	Water is bubbling up from a toby valve not much of a flood but quite wet around it.
CRM100723/23	22/08/2023 9:40 AM		eMail, Received by eMail, Y	Water Pressure - Low Pressure - Patton Street Methven. Low pressure after 6.30 pm. Related to work being completed on Forest Drive?
CRM100728/23	22/08/2023 2:06 PM		Snap Send, Snap Send Sof	Leak/Burst pipe - CRM Roads McMillian Street. Water is coming out of valve box near the roundabout.
CRM1200060/23	17/07/2023 1:56 PM	02/08/2023 7:40 AM	Snap Send, Snap Send Sof	Playgrounds and Walkways - Spaxton Street - Chambers Park. Playground equipment is not available for use - why? For over 4 weeks this playground a chambers park has been like this! Looks like job is finished with edging so what's the hold up? 2 playgrounds out of action zone Methven over school holidays and busiest time of year. If it's wood chip needed that's only around edges surely kids could still play here
CRM1200076/23	22/08/2023 2:31 PM		Snap Send, Snap Send Sof	Compliment - the gardens in Methven are looking much better with chip and plants - Well Done!
CRM1600782/23	04/07/2023 7:21 PM	05/07/2023 8:55 AM	Internet, Internet, Y	As per PNCC report on 4/7/23 at 19.21 Tourist found dead cat on the side of the road outside Barkers Lodge, Methven.
CRM1600803/23	11/07/2023 7:55 PM		PNCC, Received by Palmer	AS PER PNCC - 11-Jul-2023 7:55 PM - dead cat under the street lamp outside of the Brinkley Resort and has been there for about a week or so.
CRM1600814/23	17/07/2023 8:51 AM	26/07/2023 10:22 AM	Snap Send, Snap Send Sof	Signs Non-Regulatory - SSS - 197 Main Street and near the hotpools - roadworks signs being left with no visible work being completed.
CRM1600819/23	17/07/2023 11:14 AM		Snap Send, Snap Send Sof	Signs Non-Regulatory - SSS - South Belt Methven - skate park sign has been left outside caller's property.
CRM1600824/23	18/07/2023 10:42 AM		Phone, Received over the P	Signs Non-Regulatory - Welcome to Methven sign damaged by a car on Barkers Road. 500 m from the AMP Show Grounds. Posts damaged.
CRM1600832/23	19/07/2023 3:50 PM		Phone, Received over the P	Road Markings - Barkers Road and Back Track intersection and Back track Rakaia Barhill Methven Road intersections. Road markings not replaced. Drainage - Rural Swales or Drains - Flooding - The drains on dolma street are blocked and flooding caller's front yard. Compromising septic tank flooding
CRM1600857/23	24/07/2023 12:07 PM		Snap Send, Snap Send Sof	it.
CRM1600871/23	24/07/2023 4:57 PM		eMail, Received by eMail, Y	Drainage - Dolma Street. flooding outside property during rainevents. previously lodged a complaint with the council (via website) .

CRM1600872/23	25/07/2023 8:20 AM		eMail, Received by eMail, Y	Pot Holes - Spaxton Street - road around the drain has been eaten away by the large amounts of water going through .
				Flooding Roding - Hobbs Road.It has subsided now but I'm concerned that this isn't normal of past flood paths. Rain water travels down Hobbs road (Methven) with no where to go but onto the gravel track behind us and through the back of our property into our garage. Important to get some answers as to avoid potential damage out of our control.
CRM1600901/23	28/07/2023 9:26 AM		eMail, Received by eMail, Y	
CRM1600910/23	31/07/2023 11:33 AM	08/08/2023 2:36 PM	Snap Send, Snap Send Sol	Pot Holes - Main Street, There are 2 of these opened up on main road Methven in between Spaxton and lampard streets
CRM1600944/23	04/08/2023 11:53 AM		eMail, Received by eMail, Y	Vehicle Crossings (Roding) - 1 McDonald Street. Entrance to Methven Primary School. concrete kerb on the car park is breaking up
CRM1600945/23	04/08/2023 12:26 PM		eMail, Received by eMail, Y	Drainage - Urban Kerbs or Drains- Methven Primary School 1 Mcdonald Street Methven. Disability park is being flooded and is very icy and slippery .
CRM1600951/23	07/08/2023 12:32 PM		Phone, Received over the P	Drainage - Urban Kerbs or Drains - Allen Street blocked drain. Storm water drain completely blocked corner Main Street and Allen
CRM1601012/23	22/08/2023 1:46 PM		Snap Send, Snap Send Sol	Drainage - Culverts - Mackie Street. reports a broken culvert
				Flooding
				Reports the race across the back of his property is full of grass and flooding his grazing paddock. The paddock is 2 back from Barkers Road. The neighbour is at 166 Barkers Road Methven. This property is registered to a trust.
				The trust accountant was Brophy Knight and put me in touch with the landowner who authorised me to engage a contractor on his behalf to get it cleaned as soon as possible. Blackwells engaged NZ plan to clean it tomorrow the 11th of July. With his consent the landowners details were passed on to Blackw
CRM2000187/23	11/07/2023 9:27 AM		Phone, Received over the P	Contracting
CRM2000224/23	31/07/2023 4:06 PM		Snap Send, Snap Send Sol	Flooding - Stockwater Barkers Road, Methven 7782, New Zealand
CRM2200061/23	18/08/2023 8:46 AM		eMail, Received by eMail, Y	Streetlights - Not Working - Jackson Street
				Parked Vehicle Complaint - - permanently parked vehicle in a 60min permitted parking space.
CRM2600046/23	12/07/2023 1:04 PM		eMail, Received by eMail, Y	This is taking up an available parking space for other businesses, the community & visitors to our town.
CRM300033/23	25/07/2023 8:24 AM		eMail, Received by eMail, Y	Blockage - Roads - Spaxton Street. Drain regularly gets blocked - not keeping up with the volumes of water going through even in light rain events.
CRM3200022/23	16/08/2023 12:40 PM		Snap Send, Snap Send Sol	Vandalism - SSS - Main Street - part of a decorative stone post has been knocked off.
CRM3200023/23	22/08/2023 2:11 PM	22/08/2023 2:27 PM	Snap Send, Snap Send Sol	Weeds - overgrown vegetation in the street gardens outside property on Main Street. Gardens around town looking so much better
CRM3901163/23	03/07/2023 8:50 AM	21/07/2023 8:50 AM	Phone, Received over the P	18/07/2023 - delivery of the red & yellow bins. Caller is hoping to have the bins before next collection (Monday 24th July) if possible.
CRM3901187/23	06/07/2023 2:16 PM	21/07/2023 3:55 PM	Phone, Received over the P	Request new Bin - Both - Westward Way.
				Return of bins as requested by ADC Accounts Dept due to non payment
CRM3901188/23	06/07/2023 3:25 PM	28/07/2023 12:17 PM	Phone, Received over the P	240L Red
CRM3901202/23	10/07/2023 9:19 AM	21/07/2023 3:56 PM	eMail, Received by eMail, Y	Additional Bins--deliver an additional 120 Litre Red Bin to property at Camrose Avenue, Methven,
CRM3901205/23	10/07/2023 9:47 AM		Phone, Received over the P	Request new Bin - Both red & yellow bins for property on Dolma Street, a new build.
CRM3901219/23	11/07/2023 10:49 AM			Missed Collection - Red Bin - Morgan Street - Reports that the truck didn't come down his street to empty his bin. Bins was out by 7.30 am and lid was
				closed.
CRM3901233/23	12/07/2023 4:16 PM	21/07/2023 8:51 AM	eMail, Received by eMail, Y	Additional Bins - Main Street Methven. Additional Yellow bin requested
CRM3901243/23	13/07/2023 2:50 PM		Phone, Received over the P	Missing/Stolen Bin - Red Bin - Forest Drive MEthven. Bin was out previous evening, lid was closed and items were free flowing in the bin
CRM3901249/23	17/07/2023 8:26 AM		Phone, Received over the P	Yellow Bin - Gross Contamination - Main Street Methven
CRM3901262/23	17/07/2023 10:55 AM		Phone, Received over the P	Yellow Bin - Gross Contamination - Spaxton Street
CRM3901264/23	17/07/2023 11:29 AM		Phone, Received over the P	Yellow Bin - Gross Contamination - Chapman Street
CRM3901266/23	17/07/2023 11:42 AM		Phone, Received over the P	Yellow Bin - Gross Contamination
CRM3901322/23	25/07/2023 12:03 PM		Phone, Received over the P	Missed Collection - Red Bin-- Forest Drive , bin was out before 7.30
CRM3901332/23	26/07/2023 3:08 PM	02/08/2023 2:52 PM		Request new Bin - Both - Arrowsmith Drive. New Build
			Phone, Received over the P	

			Phone, Received over the P	Kerbside Collection - Additional Bins - As per online request. Farquhar place Methven 240 red bin to Farquhar place
CRM3901353/23	28/07/2023 2:32 PM	16/08/2023 12:35 PM	Internet, Internet, Y	
CRM3901359/23	31/07/2023 10:41 AM		Phone, Received over the P	Yellow Bin - TAKEN - Gross Contamination
CRM3901368/23	01/08/2023 9:20 AM		Phone, Received over the P	Missed Collection - Red Bin - Main Street Methven.
CRM3901376/23	01/08/2023 3:15 PM	02/08/2023 4:06 PM	Phone, Received over the P	Contractor Complaints rubbish bin was not picked up today but all of our neighbours has been - Main St, Methven
CRM3901396/23	03/08/2023 11:30 AM		Phone, Received over the P	Request new Bin - Both Mackie Street
CRM3901399/23	03/08/2023 3:35 PM	16/08/2023 12:23 PM	eMail, Received by eMail, Y	Additional Bins-- as per email request for an Additional 120 litre Bin for the CBD - Alford Street, Methven 7730
CRM3901433/23	10/08/2023 1:40 PM	16/08/2023 12:27 PM	Phone, Received over the P	Request new Bin - Both - 1 Tactician Lane Methven
CRM3901448/23	14/08/2023 11:05 AM		Phone, Received over the P	Yellow Bin - TAKEN - Gross Contamination
CRM3901467/23	16/08/2023 8:18 AM		eMail, Received by eMail, Y	Missed Collection - Yellow Bin - Farquhar Place
CRM3901469/23	16/08/2023 9:21 AM		Phone, Received over the P	Yellow Bin has been missing from the property and the tenants have been using the one that belongs to neighbour and contaminated it
CRM3901477/23	17/08/2023 9:23 AM		eMail, Received by eMail, Y	Bin Latches Required - for BOTH bins Lochhead Crescent, Methven.
CRM3901498/23	21/08/2023 9:48 AM		Phone, Received over the P	Additional Bins - additional 240L Red bin - (note this will be the 2nd additional bin please).
CRM3901500/23	21/08/2023 10:28 AM		Phone, Received over the P	Additional Bins--an additional 240 litre RED Bin for shop
CRM3901530/23	23/08/2023 9:38 AM		Phone, Received over the P	Additional Bins - additional 240L RED bin 3 Mackie Street.
CRM400028/23	24/07/2023 2:49 PM		eMail, Received by eMail, Y	Sewer-- a lot of flooding around the district. Are we getting flooding signs down here this time ? We have 3 deep sections of the road with water running across it. Some very deep now . also concerned about man hole covers on the new sewage line as there was a strong smell of sewage whilst feeding out today. We know some of the manhole covers were vented and were concerned they may be submerged. Our other concern is that the water has entered the road side out if the river and if the river rises it will come up the road again like it did during the last floods. We also are concerned about the 4WD playground this will become particularly where the trees have been cleared out near to the road. As there is easy access to this through to concrete bollards. The 4WDs speeding through the flooding is also waking through onto our property so it would be good if we didn't

Appendix 2

Monthly Income and Expenditure Report - 139 - Methven Community Board

*Note reserve opening balances will be entered after Audit sign off

For the Month Ended 31 July 2023

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Targeted Rates	12,755.38	12,755.38	148,349.00	135,593.62
Treasury Internal Recoveries	1.57	1.57	0.00	-1.57
Total Income	<u>12,756.95</u>	<u>12,756.95</u>	<u>148,349.00</u>	<u>135,592.05</u>
Expenditure				
Salary / Wages	1,320.13	1,320.13	17,378.00	16,057.87
Staff Training	0.00	0.00	1,042.96	1,042.96
Allowances	0.00	0.00	3,099.96	3,099.96
Indemnity Insurance	0.00	0.00	1,720.95	1,720.95
Conference Expenses	317.50	317.50	1,042.96	725.46
Staff Travel Costs	0.00	0.00	312.90	312.90
Subscriptions / Periodicals	0.00	0.00	286.83	286.83
Suppers & Receptions	0.00	0.00	328.55	328.55
Grants	0.00	0.00	15,645.00	15,645.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	0.00	0.00	26,074.96	26,074.96
Rents / Leases	0.00	0.00	521.50	521.50
Internal Rental	0.00	0.00	1,899.00	1,899.00
Executive Team	1,012.84	1,012.84	12,468.79	11,455.95
Treasury	-11.03	-11.03	1,269.50	1,280.53
Rates	60.35	60.35	865.03	804.68
Communication	303.55	303.55	5,148.32	4,844.77
Community Services	3,416.23	3,416.23	58,743.30	55,327.07
Total Expenditure	<u>6,419.57</u>	<u>6,419.57</u>	<u>148,348.51</u>	<u>141,928.94</u>
Net Surplus/(Deficit)	<u>6,337.38</u>	<u>6,337.38</u>	<u>0.49</u>	<u>-6,336.89</u>
Capital Expenditure				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Cash Movement	<u>6,337.38</u>	<u>6,337.38</u>	<u>0.49</u>	<u>-6,336.89</u>
Cash Reserves				
Plus Net Surplus/(Deficit)		6,337.38		
Less Capital Expenditure		0.00		
Closing Cash Reserves		<u>6,337.38</u>		

Methven Community Board

Terms of Reference

Purpose

The purpose of the Methven Community Board is to represent the Methven community's interests in Council decision-making in a manner that promotes the current and future interests of the community. The Board's role is as set out in Section 52 of the Local Government Act 2002, to give effect to the purpose of local government in Section 10 of the Local Government Act 2002.

Membership

Membership of the Committee comprises:

- Kelvin Holmes (Chair)
- Richie Owen (Deputy Chair)
- Megan Fitzgerald
- Robin Jenkinson
- Allan Lock
- Cr Liz McMillan (Western Ward Councillor)
- Cr Rob Mackle (Western Ward Councillor)

The quorum is four members.

Meeting Frequency

The Methven Community Board will meet on a six (6) weekly cycle, or more frequently on an as-required basis as determined by the Board and Council.

Committee members shall be given not less than 5 working days' notice of meetings.

Meeting and administrative support will be provided by Council's governance and community services staff.

Roles and Function

The Methven Community Board's functions, duties and powers are set by statute as well as delegated by Council. The Board's delegations are as set out in the Local Government Act 2002 (s52) –

- represent, and act as an advocate for, the interests of its community
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
- maintain an overview of services provided by the territorial authority within the community
- prepare an annual submission to the territorial authority for expenditure within the community
- communicate with community organisations and special interest groups within the community
- undertake any other responsibilities that are delegated to it by the territorial authority.

Delegation

1. Council shall consult with the Board on issues that impact on Methven community's area and allow sufficient time for the Board's comments to be considered before a decision is made.
2. Consider matters referred by Council officers, and Council, including reports relating to the provision of Council services within the Methven Community Board area, and make submissions or recommendations in response to those matters as appropriate.
3. Represent the interests of the Methven Community at Council, committee or subcommittee meetings when a motion under debate relates to a matter that the Board considers being of particular interest to Methven residents.
4. Monitor the Board's budget and approve criteria for, and disbursement of, discretionary funding as approved through the LTP or annual plan.
5. Promote and identify opportunities for Methven to support economic growth.
6. Appoint representatives to the Mt Hutt Memorial Hall Board and the Methven Reserve Board.

This will include:

- a) monitoring and keeping Council informed of Methven community aspirations and the level of satisfaction with Council provided services through proactive engagement with residents;
- b) providing input in to Council's Long Term Plan and Annual Plan, giving a local perspective on the levels of service, expenditure, rate impacts and priorities;
- c) providing input into strategies, policies, bylaws and plans that impact on the Board's area;
- d) providing input into proposed District Plan changes.

Communications

- The Methven Community Board Chair will, on behalf of the Board, undertake to meet regularly with the Mayor and/or Council's Chief Executive (or nominated officer) to provide two-way updates on what the Council and the Board have been and propose to be involved in.
- All information released to the media on behalf of the Methven Community Board shall be through the Chair, or his nominee, with assistance from Council's Communications resources.

Reporting

The Methven Community Board will report to Council.