

# **Methven Community Board**

## **AGENDA**

### **Notice of Meeting**

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

**Date:** Monday 11 March 2024  
**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

Timetable	
<b>Time</b>	<b>Item</b>
<b>9 am</b>	Meeting commences
9.05am	Public Forum - Mary Kermode

### 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 – 29/01/24**

Minutes of the Methven Community Board meeting held on Monday 29 January 2024, commencing at 9am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

### **Present**

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

### **In attendance**

Toni Durham (GM Democracy & Engagement), Linda Clarke (Communications Advisor) and Mary Jenkin (Governance Support).

### **1 Apologies**

Megan Fitzgerald

Sustained

### **2 Extraordinary Business**

Discretionary grant requests – Methven Lions Club and Methven Bowling Club.

The Chair accepted two late items for discussion and decision.

### **3 Declarations of Interest**

Nil.

### **4 Confirmation of Minutes**

**That** the minutes of the Methven Community Board meeting held on 27 November 2023 be taken as read and confirmed.

McMillan/ Lock

Carried

### **5 Activity Reports**

**That** the reports be received.

Jenkinson/Lock

Carried

### **5.1 Democracy & Engagement**

- **Alcohol policy** – events coming up in March include the Methven Show and Rodeo. Deputy Mayor McMillan asked if officers would assist with comms around this to help support local businesses.

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

Methven Community Board will resubmit a proposal to Council on how lighting the Methven CBD could be funded. Council will consider this through the LTP consultation process.

The Board noted that submissions open on 20 March and close at the end of April.

- **Representation Review**

The Board has made a submission.

- **Biodiversity Strategy**

The Deputy Mayor advised that the Garden of Harmony is being considered as part of the work being done on reserve management planning.

- **Draft Reserve Management Plans**

The Mayor commented that some reserves put in place 50 years ago may not be relevant today and asked whether it would be possible to swap reserve status. Board members will be provided with the map showing each of the reserves.

## **5.2 Business Support**

- **Customer Request Management**

The Board noted a number of water issues in the CRM, mostly relating to aging infrastructure.

Two CRMs entered as received and not completed will be followed up with Customer Services. It was suggested there is some inconsistency with information gathering and completion sign-off.

- CRM1601425/23 – missing/damaged street signage
- CRM500002/24 – sinkhole (Brown Pub) – showing cancelled but still needing repair
- CRM1600021/24 – Status of 60km speed restriction to be followed up (noting Waka Kotahi's advice that speed limit changes can't be implemented until the new Plan is certified).

- **Finance Report**

Clarification was sought on whether paving at the Methven pool has been completed. Officers will check and report back.

- **Discretionary grants**

The Board briefly discussed the grants application process noting that accountability may have been a little relaxed and needs to be addressed. Further consideration will be given to this.

## **5.3 Compliance and Development**

- **Building Services**

The Board noted that consents are down on the two previous years.

## **5.4 Infrastructure & Open Spaces**

- **Reserves**

The Board suggested planting trees in the dog park. Officers will follow this up with the Open Spaces Manager.

Members were disappointed to see that signs at the skate park have been damaged and pushed over.

- **Biodiversity Community Workshop on Pest Control**

The meeting was very well attended in collaboration with the Department of Conservation, tying in with other entities involved with the trapping of pests.

- **Chambers Park community garden**

The Deputy Mayor outlined the background to the community garden – a group set up as the Methven Food Forest Group by Dr Sophie a few years ago as an initiative to plant food (fruit trees and vegetables) in Chambers Park. There is no longer anyone in the community taking responsibility for weeding and planting. The Food Forest Facebook group is now obsolete and the garden has become overgrown with weeds and is in a state of disrepair.

**That** the Chambers Park garden box be removed and the area returned to grass so it can be mown and tidied up.

Lock/Jenkinson

Carried

- **Garden of Harmony**

The Chair spoke about the community meeting held to discuss the future of the Garden of Harmony, an area of approximate two hectares. Discussion on how this land could benefit the community – potentially a submission from the Board for LTP consideration if resources are required by Council.

- **New rules for speed restriction**

The Deputy Mayor suggested that the Board asks the Mayor to write to the Minister of Transport regarding the speed signs that are going to be changed on SH77 (30 kph limit through town and 60 going out of town).

### **Extraordinary Business – discretionary grant requests**

#### **1) Methven Lions Club**

The application seeks approval for funding for the “Birdsong Initiative” – to bring back birdsong to Methven town and the foothills area between Mt Somers and Rakaia Gorge. \$10,000 is required to set up the trap library. The Board supports this initiative and is looking at the option of making unused reserve land available, adjacent to the Garden of Harmony.

The Board’s expectation is that accountability will be achieved with biannual updates from the Methven Lions.

At the request of the Group Manager Democracy & Engagement, proposed expenditure and trap costings will be provided by Robin Jenkinson.

**That** Methven Community Board allocates \$10,000 from its discretionary grant to the Methven Lions Club for the Birdsong Initiative.

Owen/Jenkinson

Carried

#### **2) Methven Bowling Club**

The application seeks approval for \$5,252 to install shade panels at the Methven bowling green.

**That** Methven Community Board allocates \$5,252 from its discretionary grant to the Methven Bowling Club for the installation of shade panels.

McMillan/Mackle

Carried

The meeting concluded at 10.23am.

Confirmed on 11 March 2024

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**Chairman**

## **5. Discretionary Grant Request – Adventure Balloons NZ**

Executive Team Member

*Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the MCB to consider a request for funding from Adventure Balloons NZ for their Methven – Fire and Ice Hot Air Balloon Glow and Laser Festival.
- A request of \$5,700 has been sought from MCB for the project.

### **Recommendation**

- 1. That** Methven Community Board allocates \$3,000 from its discretionary grant to Adventure Balloons NZ (Limited) for the Methven – Fire and Ice Hot Air Balloon Glow and Laser Festival.

### **Attachment**

**Appendix 1** Funding application

## Background

### The current situation

1. Adventure Balloons NZ Methven plan to host a Fire and Ice Hot Air Balloon Glow and Laser Festival in Methven at the A&P Showgrounds on Saturday 22 June 2024.
2. The attending Balloons will perform a tethered Hot Air Balloon Show, with laser lights, co-ordinated by music. Before and after the show there will be a local live band playing while you enjoy watching the Balloonist inflate and deflate their balloons.
3. The organisers believe this will draw many people to Methven and will become an iconic event that has never before been held in Methven.
4. Profits from the event will be used to fund future events and to support local Methven community projects.
5. The total cost of the project is \$52,700. The request to MCB is for \$5,700 to support the costs of the event. The funding request is not tagged to a specific part of the costs of the event, however, the budget does show an event surplus of \$4,331.75.
6. MCB has a total grant pool of \$19,782 remaining for 2023/24. Officers have proposed MCB contributes \$3,000 towards the Fire and Ice Hot Air Balloon Glow and Laser Festival.

### Option one – Agree to fund the Adventure Balloons NZ Methven \$3,000 for the Fire and Ice Hot Air Balloon Glow and Laser Festival.

<b>Advantages:</b> Unique community event that would bring people to Methven .	<b>Disadvantages:</b> Loss of grant funding for other possible applicants. Applicant is a registered business, therefore a precedent could be set of supporting commercial activities. Funding has not been linked to a specific part of the event (e.g. advertising, traffic management etc).
<b>Risks:</b> Funds not being spent on the project allocated.	

### Option two – Do not fund the Adventure Balloons NZ Methven for the for the Fire and Ice Hot Air Balloon Glow and Laser Festival.

<b>Advantages:</b> Funding retained for community groups and organisations.	<b>Disadvantages:</b> Missed opportunity to support a new local event.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

7. 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

8. 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		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	\$3,000
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	<i>Leanne Macdonald Group Manager – Business Support</i>

## 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	1. 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	Mark Low; Strategy and Policy Manager

## Appendix One

Organisation details: Adventure Balloons NZ Methven – Fire and Ice – Hot Air Balloon Glow and Laser Festival

### Details

Organisation details: We are a local, Hot Air Balloon Operator and Tourism based business that operates in Methven, Mid Canterbury

Please attach a copy of your Charities Commission Number if applicable: No file uploaded

Please attach a copy of your Certificate of Incorporation if applicable: Company-reg-certificate.pdf, type application/pdf, 587.8 KB

### Programme Dates

Start Date: Saturday the 22 June 2024

Completion Date: Saturday the 22 June 2024

### About your project

Describe your project / programme: In the heart of Mt Hutt Village, Methven, at the well-known A&P Showgrounds, we are welcoming Hot Air Balloons from all over Aotearoa. They will perform a tethered Hot Air Balloon Show, with laser lights, co-ordinated by music. Before and after the show there will be a local live band playing while you enjoy watching the Balloonist inflate and deflate their balloons. There is also an incredible Food Court with a medley of culinary delights to tickle your taste buds, and to wash it down we have our local The Shebeen, providing refreshments. A family or any age event.

Why is the project / programme required, and what evidence do you have of this?: From our experience gathered with similar other overseas and world-wide events we believe we will draw many people into our area, to what will become an iconic event. The balloonists will be here for a week. While many will travel into the area for this event who will stay in Methven and Mid Canterbury, meet and connect with

each other and enjoy promoting Methven and ballooning.

What has been done before? Or what else is happening in the district to address the problem or opportunity?:	This is a unique experience; an event such as this has never been held in our area and we are facilitating this event, and are going to strive for it to be a yearly gathering for balloon enthusiasts and patrons alike.
Who will mainly benefit from your project / programme?:	The Fire and Ice Show, as an event will benefit the area economically and financially boost the economy of local businesses like hotels, motels, restaurants and cafes. Planned as an annual event it can only grow yearly into a spectacle that will attract people from many other regions in New Zealand and potentially world wide.
What is the main outcome(s) your project / programme will achieve?:	Our intention is to use profits to not only grow this event but to use the funds earned to be transferred to other areas in this town that could benefit. For example the swimming pool, lights for the town etc. Also to allow local fundraising groups to earn funds by being involved in the experience.
How will you measure your success, and what data will you use?:	Great communication is crucial to a successful event. By striving to build and maintain a great relationship with our participants and local businesses and event partners. Data via polling of patrons, using feedback and basing our decision making by using known online marketing platforms.

### **Financial Information**

Attach Budget outline: Fire and Ice Budget 2024 Methven Community Board.pdf, type application/pdf, 84.9 KB

### **What other funding are you applying for, for this event?**

Organisation:	No one else at this time
Amount requested:	nil
Date results known:	n/a

### **Voluntary Efforts**

Voluntary Effort:	There will be the local rugby club, Lions and other volunteers.
Donated Material:	We are expecting donations of volunteers to help run this event in exchange for funding from our organization.
What will happen to the event if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?:	We will be proceeding with Fire and Ice, Hot Air Balloon Show and we believe in this exciting project, and know with certainty that it will become a must do for the locals and tourists alike.

## Fire and Ice

Income	Expenditure	
Advance Tickets 2000 pax		
Gate Sales 2000 PAX	\$40,000.00	Advertising Digital \$ 400.00
Funding/Grants	\$5,700.00	Advertising Print \$ 1,800.00
Sponsorship	\$5,000.00	Advertsing Radio \$ 3,500.00
Sponsorship Product	\$2,000.00	Balloonist Exp Travel 15 @ \$500 \$ 7,500.00
		Entertainment \$ 1,200.00
		Sound and lighting \$ 17,000.00
		St Johns \$ 1,493.25
		ATM \$ 250.00
		Gas LPG Genesis \$ 5,000.00
		Wages \$ 2,400.00
		Sundries \$ 1,000.00
		Security \$ 500.00
		Accommodation - Balloonists \$ 2,325.00
		Travel exp event \$ 1,500.00
		Charitable Donations \$ 2,500.00
		Event Surplus \$ 4,331.75
	\$52,700.00	\$ 52,700.00

## **6. Discretionary Grant Request – Methven Fire Fighters Support Group**

Executive Team Member

*Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the MCB to consider a request for funding from the Methven Fire Fighters Support Group who are wanting to repaint the roof of their building.
- A request of up to \$16,165 has been sought from MCB for the project.

#### **Recommendation**

- 1. That** Methven Community Board allocates \$5,000 from its discretionary grant to the Methven Fire Fighters Support Group to repaint their roof.

### **Attachment**

**Appendix 1** Funding application

## Background

### The current situation

1. Methven Fire Fighters Support Group building (which includes a museum and a classroom) needs the roof repainted.
2. The quotes supplied to undertake the work includes the scaffolding costs of working at height.
3. The Methven Fire Fighters Support Group is a charitable trust that has been teaching children 'Firewise' for over a decade.
4. The total cost of the project is \$16,165. The request to MCB doesn't specify the level of funding sought, so officers have assumed up to \$16,165.
5. No balance sheet was provided with the application and there is not an apparent plan to fund any shortfall to have the work undertaken.
6. MCB has a total grant pool of \$19,782 remaining for 2023/24. Officers have proposed MCB contributes \$5,000 towards the roof re-paint project.

### Option one – Agree to fund the Methven Firefighters Support Group \$5,000 for the roof repaint project, subject to confirmation of balance sheet.

<b>Advantages:</b> Support of local organisation that provides a valued service for the local community.	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

### Option two – Do not fund the fund the Methven Firefighters Support Group for the roof repaint project.

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support a local sports organisation.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

7. 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

8. 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		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
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	Leanne Macdonald, Group Manager – Business Support

### 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	2. 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	Mark Low; Strategy and Policy Manager



## **Appendix One:**

Organisation name: Methven Firefighters Support Group

Street Address: 14 Mckerrow Street

Please enter the total amount of funding you require for this project.: 16,165.09

### **Details**

Organisation details: The Methven Firefighters Support Group has been teaching children firewise for over a decade. We have a great space that includes a museum, that preserves Methven fire brigade history and a classroom.

### **Programme Dates**

Start Date: April 1

Completion Date: Until completion

### **About your project**

Describe your project / programme:: Our roof is in dire need of a re coat of paint. This building is important to our community and we would hate to see it fall into further disrepair. We have had a couple of quotes both of which are approximately the same price. Due to the height of the roof scaffolding needs to be erected to meet health and safety requirements. This was included in the quote.

Why is the project / programme required, and what evidence do you have of this?: Paint is flaking badly on the apex of the roof and the paint has faded terribly everywhere else.

What has been done before? Or what else is happening in the district to address the problem or opportunity?: The paint has never been replaced since new.

Who will mainly benefit from your project / programme?:	The children and parents of the Methven community. Us volunteer Firefighters will also benefit to have it done professionally
What is the main outcome(s) your project / programme will achieve?:	Weather proofing our roof for the next 20 years and making the space look professional and tidy
How will you measure your success, and what data will you use?:	The roof if painted professionally will be perfect and visually appealing

### **Financial Information**

Attach Budget outline:	Screenshot_20240211_212118_Adobe Acrobat.jpg, type image/jpeg, 928.1 KB
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### **What other funding are you applying for, for this event?**

Organisation:	Nothing at this stage
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Amount requested:

Date results known:

### **Voluntary Efforts**

Voluntary Effort:	Due to the nature of this job we would prefer to leave it to the professionals
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Donated Material:	None.
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What will happen to the event if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?:	We would need to fundraise really hard, which not many of us have the time to do extra on top of family time, work and fire calls/training.
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## **7. Discretionary Grant Request – Mt Hutt College Centennial Project**

Executive Team Member

*Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the MCB to consider a request for funding from Mt Hutt College who want to replace the stage curtains in the school hall as a Centennial Project.
- A request of \$15,000 has been sought from MCB for the project.

### **Recommendation**

- 1. That** Methven Community Board allocates \$5,000 from its discretionary grant to Mt Hutt College for the replacement of stage curtains.

### **Attachment**

**Appendix 1** Funding application

## Background

### The current situation

1. Mt Hutt College is celebrating its 100 years of secondary education in the Methven community and has selected the replacement of stage curtains as the Centennial Project.
2. The stage and hall are used on a daily basis by the student body of Mount Hutt College for assemblies, functions, prizegiving events, school socials, community meetings and most importantly for the annual school production.
3. Currently the 30 year old curtains are stained, damaged and NOT fit for purpose. In light of MHC celebrating its 100 years of secondary education in the Methven community, the school has focused on the Stage curtains as the Centennial project.
4. The current curtains were last replaced in 1997. This was achieved via fundraising by the then PTA.
5. The total cost of the project is \$45,000. The request to MCB is for \$15,000. No quotes have been provided as evidence of the costs associated with stage curtain replacements.
6. MCB has a total grant pool of \$19,782 remaining for 2023/24. Officers have proposed MCB contributes \$5,000 towards the replacement of the stage curtains.

### Option one – Agree to fund the Mt Hutt College \$5,000 for the replacement of the stage curtains, subject to confirmation of costs (Recommended)

<b>Advantages:</b> Support of secondary school that is currently thriving and is an integral part of the Methven community.	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

### Option two – Do not fund Mt Hutt College \$5,000 for the replacement of the stage curtains.

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support the secondary school that is currently thriving and is an integral part of the Methven community.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

7. 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

8. 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		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
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	<i>Leanne Macdonald, Group Manager – Business Support</i>

## 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	3. 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	Mark Low; Strategy and Policy Manager

## **Appendix One:**

Organisation name: Mount Hutt College

Street Address: 44 Main Street

Please enter the total  
amount of funding you  
require for this project.: \$45,000

### **Details**

Organisation details: Mount Hutt College is the only Secondary Education provider for the Methven Community.

### **Programme Dates**

Start Date: 20/04/2024

Completion Date: 25/04/2025

### **About your project**

Describe your project /  
programme:: Centennial Project: to replace the existing (30 yr old) stage  
curtains in the Mount Hutt College School Hall.

Why is the project /  
programme required,  
and what evidence do  
you have of this?: The stage and hall are used on a daily basis by the student body of Mount Hutt College for assemblies, functions, prizegiving events, school socials, community meetings and most importantly for the Annual school production. Currently the 30 year old curtains are stained, damaged and NOT fit for purpose. In light of MHC celebrating its 100 years of secondary education in the Methven community, the school has focused on the Stage curtains as the Centennial project.

What has been done  
before? Or what else is  
happening in the  
district to address the  
problem or  
opportunity?: The current curtains were last replaced in 1997. This was achieved via Fundraising by the then PTA.

Who will mainly benefit from your project / programme?: The Mount Hutt College student body / caregivers both present and future. The greater Methven community as the hall and stage are used by various other groups.

What is the main outcome(s) your project / programme will achieve?: To replace with new stage curtains by 25th April 2025 in line with Centennial celebrations.

How will you measure your success, and what data will you use?: Curtains have been replaced and acknowledged in opening ceremony of the MHC Centennial 2025.

### **Financial Information**

Attach Budget outline: MCB - Budget Funding application.docx, type application/vnd.openxmlformats-officedocument.wordprocessingml.document, 15.9 KB

### **What other funding are you applying for, for this event?**

Organisation: Lions grant, Legacy appeal via School Alumni page.

Amount requested: 30,000

Date results known: unknown as ongoing

### **Voluntary Efforts**

Voluntary Effort:

Donated Material: N/A

What will happen to the event if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?: Other fundraising events via the school PTA and / or student body.



## Financial information

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

<b>Project / Programme budget</b> (E.g., tutor fees, tradesmen etc)	<b>Council funding sought</b>	<b>Other funding for project</b>	<b>Total</b>
Stage Drapes: two x sets of manually operated Tripple EEE tracks (FHO curtain and a mid or rear stage curtain. FOH curtain material: Black wool serge drapes, IFR (Inherently fire retardant – so no only going fire treatment required 3 x Black Boarders 6 x stage legs (wings)	15,000	30,000	45,000
<b>TOTAL</b>			45,000

## **8. Discretionary Grant Request – Mt Hutt College – Rock Wall**

Executive Team Member

*Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the Methven Community Board (MCB) to consider a request for funding from Mt Hutt College to certify and upgrade the indoor school rock climbing wall.
- A request of \$5,000 has been sought from MCB for the project.

### **Recommendation**

- 1. That** Methven Community Board allocates \$5,000 from its discretionary grant to the Mt Hutt College for the school rock climbing wall project.

### **Attachment**

**Appendix 1** Funding application

## Background

### The current situation

1. Mt Hutt College (MHC) has been looking at a range of options for how they could support both students and members of the community to complete more adventure-based activities on a regular basis without a major financial cost being associated with it for participants.
2. The major project going into 2024 is both certifying and upgrading the indoor school rock climbing wall. The upgrades include;
  - Adding a safety barrier to meet national level safety requirements.
  - Upgrading anchors to support learning for lead climbing.
  - New climbing holds for the entire wall.
  - Volumes being added to the wall to create some alternative climbing challenges.
  - Purchasing new equipment for borrowing while climbing (e.g. shoes, helmets and harnesses)
3. For 2024, they have approximately 90 students (Yr10 - Yr13) out of the 560 students on the roll that have signalled their intentions to take Outdoor Education.
4. During 2023, MHC applied to get a certification for our indoor rock wall. It failed it's certification for a number of reasons and they have since worked with Uprising (ChCh company) to determine what needs to be done to get the wall certified.
5. Initially, this would be a combination of Outdoor Education students at Mount Hutt College, but the goal during 2024, would be to expand this to other students (likely from Mount Hutt and Ashburton College) in addition to members of the Methven Community.
6. The request to MCB is for \$5,000 to upgrade the MHC climbing wall. No quotes have been provided as evidence of the costs associated with the upgrades.
7. MCB has a total grant pool of \$19,782 remaining for 2023/24. Officers have proposed MCB contributes \$5,000 towards the climbing wall upgrades.

### Option one – Agree to fund the Mt Hutt College \$5,000 for the climbing wall upgrades, subject to confirmation of costs (Recommended)

<b>Advantages:</b> Support of secondary school that is currently thriving and is an integral part of the Methven community.	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

## Option two – Do not fund Mt Hutt College \$5,000 for the climbing wall upgrades.

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support the secondary school that is currently thriving and is an integral part of the Methven community.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

8. 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

9. 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		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
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	<i>Leanne Macdonald, Group Manager – Business Support</i>

## 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	10. 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	Mark Low; Strategy and Policy Manager

## **Appendix One:**

Organisation name: Mount Hutt College

Street Address: 44 Main Street, Methven, 7730

Please enter the total amount of funding you require for this project.: \$5000

### **Details**

Organisation details: Mount Hutt College, and the Methven township, lie at the base of Mt Hutt Ski Area. Our wider environment provides a multitude of options for outdoor enthusiasts. We are a family oriented with great connections to our tightly knit community. Just a 25 minute drive away from Ashburton and a 1 hour drive to Christchurch, our location offers a great balance between rural life and urban amenities. Outdoor Education is a special character of the College and we are striving to become a nationally recognised institution for excellence in the outdoors. Currently we offer a range of Camps for students in Yr8-Yr13 and an Outdoor Education specific program for students in Year 10 – 13. This currently includes a focus on Bushcraft, Rock, Mountain Bike, Kayaking, Skiing, Snowboarding, Mountaineering. Previously, the school has utilised its own rock climbing wall + crags at Mt Somers as part of our program. With the recent growth and multiyear levels this is offered to, we have recently expanded our program and now utilise additional crags including cattle stop, Rapaki, Diamond Harbour and Sebastopol Bluffs with additional exploration occurring will occur in 2024. Now that Rock Climbing is an Olympic sport, there is expected to be significant growth within the sport in NZ over the coming years. We would love Methven and our surrounding area to be a part of the starting point for possible future champions. We are incredibly fortunate to have a committed group of staff and community members who excited to help get this project off the ground as we lock to grow Rock Climbing in both the school and our community.

### **Programme Dates**

Start Date: April 2024

Completion Date: April 2024

### **About your project**

Describe your project / programme::	<p>During 2023, the team in the PE and OED department had been looking at a range of options for how we could support both students and members of the community to complete more adventure-based activities on a regular basis without a major financial cost being associated with it for participants. Our major project going into 2024 is both certifying and upgrading our indoor school rock climbing wall. The upgrades include;</p> <ul style="list-style-type: none"> <li>• Adding a safety barrier to meet national level safety requirements.</li> <li>• Upgrading anchors to support learning for lead climbing.</li> <li>• New climbing holds for the entire wall.</li> <li>• Volumes being added to the wall to create some alternative climbing challenges.</li> <li>• Purchasing new equipment for borrowing while climbing (e.g. shoes, helmets and harnesses).</li> <li>• Having more members of the community become qualified as Rock instructors</li> </ul> <p>For 2024, we have approximately 90 students (Yr10 - Yr13) out of our 560 students on the roll have signalled their intentions to take Outdoor Education. Climbing is becoming an integral part of our program and we are excited to see their progress during the year (during 2019, this was only 8 students and we have seen significant growth each year since). When completed and the wall has been signed off with its certification, this would also allow us to;</p> <ul style="list-style-type: none"> <li>• Start a school climbing club, so students who aren't enrolled in our Outdoor Education program could also learn to climb.</li> <li>• Run a trial in 2024 for members of the community to use the wall in the evenings providing we can have a suitable support structure and operating procedures.</li> </ul>
Why is the project / programme required, and what evidence do you have of this?:	<p>During 2023, we applied to get a certification for our indoor rock wall. It failed it's certification for a number of reasons and we have since worked with Uprising (ChCh company) to determine what needs to be done to get the wall certified. Happy to provide email communication of testing, failures, and solutions etc if required.</p>
What has been done before? Or what else is happening in the district to address the problem or opportunity?:	<p>To my knowledge, there are no certified indoor rock climbing walls in Mid Canterbury. This would be the first (of hopefully more than one) in the district, to enable climbing to occur all year round.</p>
Who will mainly benefit from your project / programme?:	<p>Initially, this would be a combination of Outdoor Education students at Mount Hutt College, but our goal during 2024, would be to expand this to other students (likely from Mount Hutt and Ashburton College) in addition to member of the Methven Community and eventually members of Mid Canterbury.</p>

What is the main outcome(s) your project / programme will achieve?:	Provide a safety certified indoor rock climbing wall which will benefit various members of our community. Provide a platform for Mid Canterbury climbers to train/practice for both social, national and possible international events.
How will you measure your success, and what data will you use?:	Increased number of participants on the wall (during 2021/9, we had approximately 8 students use this, to our expected 90 OED students during 2024). When the wall is upgraded/certified, we are expecting this to increase to hundreds of users during the year and to be into 4 figures during 2025.

### **Financial Information**

Attach Budget outline:	Financial information.pdf, type application/pdf, 550.4 KB
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### **What other funding are you applying for, for this event?**

Organisation:	Tupiki Trust
Amount requested:	14000
Date results known:	End of March/Start of April. I am also currently in the process of looking for and applying for additional grants.

### **Voluntary Efforts**

Voluntary Effort:	When upgraded, we will have a volunteer group facilitate 'learn to climb' sessions and it we are going to create a volunteer group to facilitate how we create operating procedures for community use etc.
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Donated Material:	No materials have been donated yet towards the upgrade (and materials are required to be from the people who are certifying/upgrading). We have however had fiscal donations and these are continuing at present.
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What will happen to the event if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?:	We will complete the safety upgrades (mats + anchors) which is approximately \$14000 funding and we should have this confirmed. It would mean the remaining upgrades (new holds + volumes) would need to be done when the remaining funds are raised, but this increases the cost since multiple trips would be required.
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## Financial information

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

<b>Project / Programme budget</b> (E.g., tutor fees, tradesmen etc)	<b>Council funding sought</b>	<b>Other funding for project</b>	<b>Total</b>
Rock wall upgrade & certification (Uprising)	\$5000	\$21000	\$26000
Climbing equipment		\$4000	\$4000
Climbing qualifications for volunteer members		\$4000	\$4000
Please note, we currently have \$10,000 approved from the Mount Hutt College BOT, \$1000 from Alpine Guides, \$460 and rising in our Give A Little page and additional funding has been applied for.			
<b>TOTAL</b>			\$34000

## **9. Discretionary Grant Request – Methven Foothills Walking Festival**

Executive Team Member

*Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for the MCB to consider a request for funding from the Methven Foothills Walking Festival.
- A request of \$550 has been sought from MCB for the project.

### **Recommendation**

- 1. That** Methven Community Board allocates \$550 from its discretionary grant to the Methven Foothills Walking Festival.

### **Attachment**

**Appendix 1** Funding application

## Background

### The current situation

1. Methven & Foothills Walking Festival committee is made up of individuals from Methven Historical Society, Awa Awa Rata reserve, Mt Somers Walkway and other community members.
2. The festival ran in 2023 and there were over 600 people on the walks. This year the festival will be run over the Easter break and has 10 different walks
3. Three walks around town, three walks along the Methven walkway, two walks at Awa Awa Rata and two walks in the foothills. Further information can be found here [www.methvenwalkingfest.nz](http://www.methvenwalkingfest.nz)
4. A social media report and survey from last year's attendees included with the application. These show that the social media promotion was by far the most efficient way for our festival to get noticed. It also meant that the sponsors and others could share the posts. It was also the best way to acknowledge our sponsors and funders.
5. The Methven & Foothills Walking Festival committee are requesting \$550 to pay for the social media promotion for the festival. This covers the time and paid content to share posts on social media. The total cost of running the festival is \$6,300.
6. MCB has a total grant pool of \$19,782 remaining for 2023/24. Officers have proposed MCB contributes \$550 towards the walking festival

### Option one – Agree to fund the Methven & Foothills Walking Festival committee \$550 to promote the 2024 festival (Recommended)

<b>Advantages:</b> Support of local organisation that provides a valued event for the local community.	<b>Disadvantages:</b> Loss of grant funding for other possible applicants.
<b>Risks:</b> Funds not being spent on the project allocated.	

### Option two – Do not fund the Methven & Foothills Walking Festival committee \$550 to promote the 2024 festival.

<b>Advantages:</b> Retention of grant fund for future applicants	<b>Disadvantages:</b> Missed opportunity to support a local volunteer committee.
<b>Risks:</b> Reputational risk to MCB	

## Legal/policy implications

### Revenue & Financing Policy

7. 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

8. 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		
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	\$550
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	<i>Leanne Macdonald, Group Manager – Business Support</i>

## 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	4. 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	Mark Low; Strategy and Policy Manager

**Appendix One:**

Organisation name: Methven & Foothills Walking Festival committee

Please enter the total amount of funding you require for this project.: \$6,300

**Details**

Organisation details: Methven & Foothills Walking Festival committee is made up of individuals from Methven Historical society, Awa Awa Rata reserve, Mt Somers walkway and other community members

**Programme Dates**

Start Date: April 2024

Completion Date: April 2024

**About your project**

The festival ran in 2023 and there were over 600 people on the walks

This year the festival will be run over the Easter break and has 10 different walks

Describe your project / programme:: 3 walks around town, 3 walks along the Methven walkway, 2 walks at Awa Awa Rata and 2 walks in the foothills

Why is the project / programme required, and what evidence do you have of this?: A social media report and survey from last year's attendees show that the social media promotion was by far the most efficient way for our festival to get noticed. It also meant that the sponsors and others could share the posts. It was also the best way to acknowledge our sponsors and funders.

What has been done before? Or what else is happening in the district to address the problem or opportunity?:

Who will mainly benefit from your project / programme?: Anyone on social media who will get up to date information on the festival  
our committee - as easy to share and receives good uptake

our sponsors and funders - as they can also share posts and we can acknowledge them through posts

What is the main outcome(s) your project / programme will achieve?: To promote the festival far and wide  
To get more people to visit Methven and the Foothills

How will you measure your success, and what data will you use?: Lauren from Kor Adventures will report on the insights and reach of the posts.  
we will do another survey at the end of the festival

### **Financial Information**

Attach Budget outline: -

#### **What other funding are you applying for, for this event?**

Organisation: \$2000 received from Creative communities for the entertainment (fairies) for the Family day  
\$1000 received from REF for the lighting for the starlight walk  
6 businesses have pledged \$100 each so far

### **Voluntary Efforts**

Voluntary Effort: All events are run by volunteers

Donated Material: None.

What will happen to the event if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?: We will have to ask for more sponsorship from local businesses





<b>Methven &amp; Foothills Walking Festival 2024</b>	
<b><i>Income</i></b>	
Opening balance	1427.49
sponsorship	1000
Raffle	500
Grants	3500
<b>total</b>	<b>6427.49</b>
<b><i>Expenses</i></b>	
Website update	1000
posters	150
advertising	500
social media	550
insurance	550
event - Enchanted family day	2050
event - night walk	1500
<b>total</b>	<b>6300</b>
unspent	127.49

## ***10. Activity Reports***

### **10.1 Democracy & Engagement**

#### **10.1.1 Strategy & Policy updates**

- **Local Alcohol Policy**

Implementation is now progressing under the Sale and Supply of Alcohol Act procedure, with the policy formally coming into force three months after the date of the public notice, or 14 March 2024.

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

Following several public workshops and Council discussions, the Draft LTP 2024-34 Consultation Document and supporting information is planned for adoption for consultation by Council on 20 March. Consultation is planned from 27 March to 28 April, Hearings and Deliberations in May and final adoption on June 26.

The consultation will be branded Five for Our Future with the five key issues for feedback being the EA Networks Centre stadium extension, outdoor water play (including Tinwald Pool), the future of Balmoral Hall and Polytech land, the future of stockwater and an organic greenwaste collection service. A comprehensive consultation round is planned, including presentations to groups, community meetings, pop-up events and an LTP roadshow in various communities.

In Methven, a pop-up event is planned for Wed 10 April, community meeting that evening and LTP roadshow on Saturday 20 April.

All LTP material will be available through the [itsourplace.nz](https://itsourplace.nz) website. Alongside the LTP, Council is also consulting on the LTP draft policies and the EA Networks Masterplan.

Officers will present further information on LTP planning at today's Board meeting.

- **Representation Review**

Early engagement on the Representation Review occurred during November/December with 54 responses received. These will be reported to Council in early 2024, with a decision on an initial (draft) proposal required by the end of May. Consultation is planned for June/July with the final proposal confirmed by 4 September.

- **Biodiversity Strategy**

The final strategy is planned for adoption by Council in March 2024.

- **Draft Reserve Management Plans**

Drafts of the Reserve Management Plan volumes have been prepared, with a workshop with Board following today's meeting. Consultation on the final plan is proposed for mid 2024, with a two month consultation required under the Reserves Act 1977.

### 10.1.2 Democracy

- **Methven Community Board – Discretionary Grant**

Five applications have been included in this agenda seeking funding from the MCB discretionary grant. Officers have approached the funding with a view to retain a little funding for the remainder of the financial year, as shown below:

Mt Hutt College – Stage curtains	\$5,000	
Mt Hutt College – Rock wall	\$5,000	
Methven Firefighters Support Group	\$5,000	
Adventure Balloons Event	\$3,000	
Methven Walking Festival	\$ 550	
<b>TOTAL</b>	<b>\$18,550</b>	<i>(leaving a balance of \$1,232)</i>

- **Garden of Harmony – Next Steps**

Council officers have discussed the Garden of Harmony and are keen to discuss the next steps with the Methven Community Board. A meeting has been arranged for Board members to meet with key staff from the relevant teams. This will provide clarity around the next steps and staff will advise on how the Board can approach this project through an LTP submission.

- **Methven Reserve Board**

At the Methven Reserve Board meeting on 31 January 2024, a recommendation was put forward requesting an investigation into the lack of street lighting along a section of Methven Chertsey Road in the Methven township. The Reserve Board feels this is a safety issue for pedestrians and would like extra street lighting to be installed along Methven Chertsey Road, from the Methven Cemetery through to Mackie Street.

The Methven Reserve Board have asked if the Methven Community Board would be willing to pick this suggestion up as a part of the upcoming LTP submission process.

## 10.2 Business Support

### 10.2.1 Customer Request Management

The CRM report for the reporting period is appended.

**Pages 48-53**

*Updates requested from the last MCB meeting are responded to, as below:*

- CRM1601425/23 – missing/damaged street signage  
*Waiting until the building nears completion before reinstalling.*
- CRM500002/24 – sinkhole (Brown Pub) – showing cancelled but still needing repair  
*Duplicate entry (CRM1600036/24)*
- CRM1600021/24 – Status of 60km speed restriction to be followed up (noting Waka Kotahi’s advice that speed limit changes can’t be implemented until the new Plan is certified.  
*Potholes have been filled.*

### 10.2.2 Finance Report

December 2023 and January 2024 income and expenditure reports are appended. **Pages 54-55**

## 10.3 Compliance & Development

### 10.3.1 Building Services

Overall in the district, consent levels have dropped back to pre-covid levels. There is a lot of talk in the community about a downturn in construction, but it is difficult to know if it will affect Methven with the number of new sections being developed through subdivisions.

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	1 (3)	49 (33)	\$1,500,000 (\$1,886,198)	\$13,998,186 (\$23,456,553)
September	6 (8)	55 (41)	\$983,106 (\$1,966,144)	\$14,981,292 (\$25,422,697)
October	2 (2)	57 (43)	\$1,295,760 (\$2,932,346)	\$16,277,052 (\$28,355,043)
November	3 (6)	60 (49)	\$1,721,884 (\$725,000)	\$17,998,936 (\$29,080,043)
December	6 (2)	66 (51)	\$1,438,721 (\$780,000)	\$19,437,657 (\$29,860,043)

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

2024 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	2 (5)	2 (5)	\$1,371,500 (\$1,640,000)	\$1,371,500 (\$1,640,000)
February	(4)	(9)	(\$844,150)	(\$2,484,150)
March	(6)	(15)	(\$3,434,700)	(\$5,918,850)
April	(5)	(20)	(\$811,982)	(\$6,730,832)
May	(11)	(31)	(\$1,655,062)	(\$8,385,894)
June	(7)	(38)	(\$1,780,092)	(\$10,165,986)
July	(10)	(48)	(\$2,332,200)	(\$12,498,186)
August	(1)	(49)	(\$1,500,000)	(\$13,998,186)
September	(6)	(55)	(\$983,106)	(\$14,981,292)
October	(2)	(57)	(\$1,295,760)	(\$16,277,052)
November	(3)	(60)	(\$1,721,884)	(\$17,998,936)
December	(3)	(66)	(\$1,438,721)	(\$19,437,657)

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

### 10.3.2 Planning

- Resource Consent Hearing – Methven Resort**

In previous agendas, it was advised that a hearing into a resource consent proposing to extend the Methven Resort was held on 26 October.

The Independent Commissioner issued his decision to grant the application on 22 December 2023 with one of the submitters subsequently lodging an appeal against it to the Environment Court.

Commonly, Environment Court appeals will initially go through a process of Court appointed mediation between the parties to attempt to resolve issues before scheduling a Court hearing. The path and timeline had not been confirmed at the time of writing, however unless agreement between parties can be reached, an appeal of this type can be expected to take many months to resolve.

## 10.4 Infrastructure & Open Spaces

### 10.4.1 Roading

Construction is continuing on the new footpath and associated kerb and channel on Dolma Street and Line Road. Kerb and channel is in place and the footpath constructed. Seal widening to the new channel and berm construction to be completed.



The Methven Mall footpath access has been assessed by staff. The issues found and any possible improvements are not yet finalised.

## 10.4.2 Open Spaces

- **Reserves**

Staff have continued to focus on the central business district of town over recent weeks. Growth is still active and will ramp up again as we see more rainfall with warm ground temperatures. Staff continue to employ various methods of weed control.

The town centre annual beds have continued to look good over the summer but are now starting to decline – which is expected. Ongoing aftercare will continue until they are removed in the coming weeks to make way for the Winter bedding display.

Planning is underway for the replacement Skatepark signage.

Methven Dog Park redevelopment is continuing. Contractors are organised to install another three pieces of equipment in the small dog agility areas. Two additional seats have been installed and a local contractor will install locally donated tyres to create a new ‘jump-thru’ feature. Grass seed has been sown on the soil mound with staff confident they have picked the weather window to get it underway prior to the cooler months. Staff also plan to have the entire park broadleaf sprayed in Spring.

Staff will be looking to add some trees in various locations around Methven in the coming Winter planting season. No specifics yet but the Board will be updated in due course. Staff intend to plant shade trees at all District playgrounds for natural shade and in the dog park.

Staff have approved another five seats in the CBD to be refurbished. It will also include one rubbish bin which will also have its hardwood feature slats replaced. Again, the balance of the bins will have the same treatment as funding allows.

Sadly, several street trees were vandalised after a recent rugby game. Trees on Morgan Street, South Belt and Camrose playground were broken and will now require replacement. The damaged trees were up to five years of age, so this is a major setback for the overall planting schemes that were being envisaged and have now been impacted. This detracted from what was a positive local event.

Staff will be organising for the removal and regressing in Chambers Park of the disused raised garden, as requested by the Community Board.

- **Methven cemetery**

General maintenance continues to be delivered at the cemetery and weed control and spraying is ongoing. Staff have provided the Methven Lions with a watering pod to help out with watering in various locations around town, including the Cemetery plantings.

The new concrete cemetery beam will have grass seed resown due to a failure and poor strike. All other lawns will be broadleaf sprayed.

The hedges were cut earlier in this year and the subsequent cleanup has been completed.

- **Public toilets**

These are functioning well. It is pleasing to report minimal recent issues at public toilets in Methven recently.

- **Biodiversity**

A free community workshop on pest control was completed on 25 January 2024. It was in collaboration with the Department of Conservation, Environment Canterbury, Methven Lions and Kanuka Trust.

The workshop was held at Mt Hutt Memorial Hall, with over 55 participants attending the event. The workshop explored ideas on how to set and manage traplines and trap libraries. Attendees learnt more about Methven Lions' birdsong initiatives.

The Council Ecologist/Biodiversity Advisor is working with Methven Primary School on a school programme for increased awareness of Biodiversity. One project is for increased native planting around the school. This will allow pupils to engage with nature outside the classroom.

Hamish Riach  
**Chief Executive**

## Appendix 1 Customer Request Management

Application ID	Received	Source	Details	Stage/Decision
CRM100023/24	02/01/2024 9:10 AM	PNCC	Water leaking quickly from the road.	Cancelled
CRM1000023/24	02/01/2024 2:45 PM	PNCC, Snap Send	High pitched squealing noise that is all up and down the street.	Complete
CRM100002/24	03/01/2024 9:29 AM	Solve	Leak/Burst pipe - Lilley Place.	Complete
CRM0500001/24	03/01/2024 9:45 AM	Email Snap Send	Trip Hazard – Resident reports falling on a missing paving stone on the footpath in front of Main Street Methven.	Complete
CRM100004/24	03/01/2024 9:51 AM	Solve	Leak/Burst pipe - Footpath/Toby - MacPhail Place.	Cancelled
CRM100013/24	03/01/2024 2:10 PM	Internet,	Leak/Burst pipe - Footpath/Toby - Patton Street	Complete
CRM100014/24	03/01/2024 2:35 PM	Phone Snap Send	Leak/Burst pipe - Footpath/Toby - South Belt Rd	Complete
CRM0500009/24	04/01/2024 12:51 PM	Solve	Pavement – Damaged - Racecourse Avenue	Complete
CRM100137/24	04/01/2024 2:00 PM	ACL Snap Send	Leak/Burst pipe - Footpath Forest Drive	Complete
CRM0500010/24	04/01/2024 2:05 PM	Solve	Pot Holes - Location: Racecourse Avenue	Complete
CRM1000028/24	06/01/2024 3:49 PM	PNCC	Loud music Chapman Street.	Complete
CRM1000027/24	06/01/2024 6:20 PM	PNCC	Loud music at Chapman Street	Complete
CRM2600004/24	08/01/2024 8:38 AM	Email Snap Send	Inconsiderate Parking - reports a vehicle parked blocking the footpath at Talbot Place	Received
CRM1600017/24	08/01/2024 9:25 AM	Solve	Road marking arrow on the island in Lochhead Crescent has been knocked over.	Complete
CRM1600018/24	08/01/2024 9:26 AM	Email Snap Send	Pot Holes - Sink hole opening up on road. On Forest Drive and Main Street intersection. Outside brown pub.	Complete
CRM1600021/24	08/01/2024 10:35 AM	Solve	Pot Holes the Methven Golf Course entrance,	Complete
CRM100039/24	08/01/2024 4:17 PM	Phone Snap Send	Leak/Burst pipe - Footpath/Toby - Racecourse Avenue	Complete
CRM1200009/24	09/01/2024 8:50 AM	Solve	Vandalism - broken sign - Barkers Road	Complete
CRM3900066/24	09/01/2024 9:59 AM	Phone	Bin Damage - Red Bin	Complete



CRM1600034/24	09/01/2024 11:12 AM	Snap Send Solve Counter	Weeds growing through the gutter and footpath edge at Main Street	Complete
CRM100046/24	09/01/2024 2:33 PM	Front	Leak/Burst pipe - Water meter is full of water	Complete
CRM1000030/24	09/01/2024 9:12 PM	PNCC,	Loud music since few hours - Chapman Street	Complete
CRM1000029/24	10/01/2024 12:36 AM	PNCC Snap Send	Loud bassy music - Chapman Street	Complete
CRM0500015/24	10/01/2024 8:23 AM	Solve	Overgrown Vegetation - Chapman Street	Received
CRM1600036/24	10/01/2024 8:25 AM	Phone Snap Send	Pot Holes - Main Street Methven intersection outside the Brown Pub.	Complete
CRM100052/24	10/01/2024 11:55 AM	Solve	Leak/Burst pipe - Jackson Street Sink hole opening up at the intersection of Main Street and Forest Drive, outside Brown Pub.	Complete
CRM500002/24	10/01/2024 3:15 PM	Email	Music going all night Chapman Street.	Cancelled
CRM1000031/24	11/01/2024 1:58 AM	PNCC, Snap Send		Complete
CRM1200012/24	11/01/2024 10:59 AM	Solve	Vandalism - McMillan Street, Methven Skate park	Complete
CRM3900121/24	15/01/2024 4:02 PM	Phone	Yellow Bin - Gross Contamination (Accommodation)	Received
CRM3900122/24	15/01/2024 4:06 PM	Phone	Yellow Bin - Gross Contamination (Retailer)	Received
CRM2700009/24	16/01/2024 9:05 AM	Phone	Elderly Pensioner Housing door is sticking	Complete
CRM3900133/24	16/01/2024 1:01 PM	Phone	Requesting bins new dwelling - Burbank Place	Complete
CRM3900134/24	16/01/2024 1:57 PM	Phone	Request new Bin - New Build completed	Complete
CRM1000035/24	17/01/2024 11:26 AM	Phone	Excessive Noise Chapman Street	Complete
CRM0100073/24	17/01/2024 5:59 PM	PNCC	Dog wandering with no collar - South Belt	Complete
CRM1000036/24	17/01/2024 7:14 PM	PNCC	Excessive noise from neighbour at Chapman Street, Methven.	Complete
CRM3900159/24	18/01/2024 2:22 PM	Email Snap Send	Return of additional bins - Mackie Street	Complete
CRM1600079/24	19/01/2024 9:29 AM	Solve	One Way Sign on lean - Main Street	Received
CRM3900168/24	19/01/2024 10:05 AM	Phone	Request new Bin - New Build	Complete
CRM200006/24	19/01/2024 11:20 AM	Phone	Sewer Odour - Cameron Street	Complete
CRM1000039/24	20/01/2024 3:25 PM	PNCC Snap Send	Children screaming and yelling antagonizing the caller at Mackie Street	Complete
CRM100097/24	22/01/2024 8:27 AM	Solve	Leak/Burst pipe - Lilley Place	Complete

CRM100101/24	22/01/2024 10:54 AM	Snap Send	Solve	Leak/Burst pipe - Lilley Place	Complete
CRM1000038/24	22/01/2024 10:58 AM	Phone	Excessive Noise/After Hours - Chapman Street.	Complete	Complete
CRM3700001/24	22/01/2024 1:24 PM	Front Counter	Unauthorised – Portacom. Complainant was told that it has a building consent but that is untrue.		SiteVisit
CRM3900180/24	22/01/2024 2:02 PM	Email	Request new Bin - Westward Way		Complete
CRM3900189/24	22/01/2024 4:45 PM	Phone	Missed Collection - Red Bin - Cameron Street		Complete
CRM0100103/24	25/01/2024 12:25 PM	Phone	Aggressive dog tied up Rushing Dog - outside shop everyday Food Premises dog that if tied up outside this sushi business every day and if it isn't outside then it is inside the restaurant and up on the tables.		Complete
CRM1400002/24	25/01/2024 12:28 PM	Phone	Pot Holes - Near the corner of Brown Pub.		Complete
CRM1600102/24	25/01/2024 12:50 PM	Phone	Pot Holes - Near the corner of Brown Pub.		Complete
CRM100151/24	25/01/2024 1:32 PM	Email	Final reading - Main Street		Complete
CRM200015/24	26/01/2024 10:03 AM	PNCC	Drainage blockage - Main Street		Complete
CRM200014/24	26/01/2024 11:56 AM	PNCC	Sewer blockage in gully trap Spaxton Street.		Cancelled
CRM200012/24	26/01/2024 12:48 PM	PNCC	Sewer pipe behind Hammer Hardware Methven has blocked up causing their toilets to back up and overflow.		Complete
CRM2000062/24	27/01/2024 8:47 AM	PNCC	Stock water race overflowing at the intersection of Forest Drive through to State highway 77.		Complete
CRM2300025/24	29/01/2024 9:36 AM	Phone	Tree branch outside her property that is broken and needing to be cut down - Racecourse Avenue		Complete
CRM3900234/24	29/01/2024 11:41 AM	Phone	Yellow Bin - Gross Contamination		Received
CRM3900235/24	29/01/2024 11:44 AM	Phone	Yellow Bin - Gross Contamination		Received
CRM3900236/24	29/01/2024 11:47 AM	Phone	Yellow Bin - Gross Contamination		Received
CRM3900237/24	29/01/2024 11:59 AM	Phone	Yellow Bin - Gross Contamination		Received
CRM100163/24	29/01/2024 12:00 PM	Snap Send	Solve	Leaking toby at Spaxton Street	Complete
CRM100164/24	29/01/2024 12:00 PM	Snap Send	Solve	Leak/Burst Barkers Road	Complete
CRM3900238/24	29/01/2024 12:05 PM	Phone	Yellow Bin - Gross Contamination		Received
CRM2300027/24	30/01/2024 9:42 AM	Phone	Overhanging trees which are and will shade the lane way between Talbot & McPhail Methven		Complete
CRM410003/24	30/01/2024 1:29 PM	Phone	Pre-Application for Resource Consents - The subject land is part of the Brinkley Resort in Methven.		Processing
CRM1600117/24	30/01/2024 1:45 PM	Phone	Pavement damaged McMillan Street, Bollard has been hit and broken off		Received

CRM3400013/24	30/01/2024 4:30 PM	Snap Send	Illegal Dumping - tyre at McKerrow Street in	Complete
CRM3900257/24	30/01/2024 4:35 PM	Solve	bin still has not been collected Main Street	Complete
CRM100176/24	30/01/2024 5:23 PM	PNCC	Following up a previous complaint - pipe work that has been	Received
CRM0500026/24	31/01/2024 8:43 AM	Phone	repaired hasn't been covered, South Belt	Received
CRM3400014/24	31/01/2024 10:49 AM	Phone	Trip Hazard-- Alington / Cameron Street	Received
		Internet,	Illegal Dumping Methven recycling centre,.	
		Internet,		
CRM3900273/24	31/01/2024 12:02 PM	Y	Bin Latches Required - Forest Drive.	Complete
		Snap Send		
CRM100180/24	31/01/2024 2:52 PM	Solve	Leak/Burst pipe - Barkers Rd leak.	Cancelled
CRM100181/24	31/01/2024 3:31 PM	Phone	Leak/Burst pipe - Footpath/Toby - Gabrielle reports a leak in the	Complete
CRM100188/24	01/02/2024 11:16 AM	Phone	footpath outside Lilley Place	Cancelled
		Snap Send	Leak/Burst pipe - Lilley Place, Methven.	
CRM100206/24	05/02/2024 8:23 AM	Solve	Leak/Burst pipe - outside Lilley Place	Cancelled
CRM0100134/24	05/02/2024 1:00 PM	Phone	Missing dog - Dolma Street.	Complete
CRM100213/24	05/02/2024 4:07 PM	Internet	Leak/Burst pipe - Roads - Jackson Street.	Complete
CRM1000055/24	06/02/2024 1:01 PM	PNCC	Complaint - loud tractor mowing lawns at AMP grounds in the	Complete
CRM100221/24	06/02/2024 2:55 PM	PNCC	weekends.	Cancelled
CRM3900328/24	07/02/2024 9:09 AM	Phone	Methven Primary School watermain leak.	Complete
			Missed Collection cul-de-sac Talbot Place	
CRM2200002/24	07/02/2024 11:40 AM	Phone	"LED" lights from pole to pole across the Brown Pub driveway off	Complete
		Snap Send	Forest Drive lights have come off the poles - hanging down,	
CRM100219/24	07/02/2024 12:11 PM	Solve	Leak/Burst pipe - Colcord Place	Complete
CRM100225/24	08/02/2024 1:41 PM	Email	Leak/Burst pipe - Lilley Place	Complete
		Snap Send		
CRM1600149/24	08/02/2024 5:02 PM	Solve	Damaged Street Sign - Main Street. Township Blue name blade	Received
CRM100229/24	09/02/2024 7:02 AM	PNCC	signs need repair Main St and McKerrow Rd intersection	Cancelled
CRM0800068/24	09/02/2024 9:42 AM	Phone	Leak outside Colcord Place	Complete
CRM100231/24	09/02/2024 9:57 AM	Phone	Property File Information - Main Street	Cancelled
CRM3900367/24	12/02/2024 9:09 AM	Phone	Leak/Burst pipe - Colcord Place	Complete
			Bin Damage – replacement South Belt	

CRM1600156/24	12/02/2024 9:24 AM	Phone	Road Markings - request some yellow lines be painted over driveway Forest Drive	Received
CRM0800077/24	12/02/2024 4:09 PM	Phone	Property File Information - Main Street	Complete
CRM3900381/24	13/02/2024 9:01 AM	Email	Missed Collection - Red Bin Alington & Chapman St.	Complete
CRM3900386/24	13/02/2024 10:13 AM	Phone	Missed Collection - Red Bin - Alington Street in	Complete
		Snap		
		Send		
CRM1600171/24	14/02/2024 12:58 PM	Solve	Overgrown vegetation - finding it difficult to see past trees at the intersection of Main Street (SH 77) and Dolma Street	Received
			Signs Non-Regulatory – Landlord reports tenant has a collection of ADC road signage and road works signs and gates. Fraquhar Place. Has left on the verandah for collection.	Complete
CRM1600174/24	14/02/2024 2:19 PM	Phone		Complete
CRM0100165/24	17/02/2024 10:08 PM	PNCC	Barking dog complaint - South Belt Methven	Complete
CRM0800084/24	19/02/2024 9:13 AM	Phone	Property File Information - Spaxton Street	Complete
		Snap		
		Send		
CRM2300047/24	19/02/2024 2:15 PM	Solve	Vandalism to tree, Morgan Street,	Complete
CRM1200027/24	19/02/2024 2:26 PM	Phone	Vandalism - Fences at the Methven dog park have been vandalised.	Complete
		Snap		
		Send		
CRM2300048/24	19/02/2024 2:27 PM	Solve	Vandalism Trees - Morgan Street	Complete
		Snap		
		Send		
CRM2300049/24	19/02/2024 2:45 PM	Solve	Planting South Belt, tree needs stake put back in	Complete
CRM3900445/24	20/02/2024 3:00 PM	Phone	Bin Damage - Memorial Crescent	Complete
			Contractor Complaints - red bins being dropped and on their sides after collection.	Complete
CRM3900446/24	20/02/2024 3:01 PM	Phone		Complete
		Front		
CRM3900455/24	21/02/2024 9:09 AM	Counter	Additional Bin, phone details provided	Delivering
CRM3900476/24	22/02/2024 4:58 PM	Phone	Bin Damage - Westward Place	Complete
CRM200025/24	23/02/2024 9:48 AM	Phone	Sewer lateral exposed Inky Lord Lane.	Received
CRM3900487/24	23/02/2024 4:09 PM	Phone	Missing bin has turned up	Complete
CRM1000082/24	24/02/2024 1:56 AM	PNCC	Loud bassy music, loud people, South Belt	Complete
		Snap		
		Send		
CRM2600019/24	26/02/2024 8:19 AM	Solve	Parked over time limit - advertising trailer being parked in a P60 zone in the afternoon through in to the evening -Main Street.	Complete
CRM3900507/24	26/02/2024 4:56 PM	Phone	Additional Bins - Mackie Street	Delivering,
			Lack of road markings on Forest Drive, no indications of driveways and where parking is and isn't allowed. Driveway into Red Cross	
CRM1600213/24	26/02/2024 4:59 PM	Email	Rooms blocked by truck and trailer today.	Received

CRM1600215/24	27/02/2024 9:43 AM	Phone Snap Send	Pot Holes - Barkers Road, the holes are on Mackey Street and near the back fence	Complete
CRM1600219/24	27/02/2024 2:31 PM	Solve Snap Send	Damaged Street Sign, Main Street	Received
CRM2300059/24	27/02/2024 2:33 PM	Solve	Overgrown Vegetation, Main Street, two trees on private property covering street signs	Received
CRM100310/24	27/02/2024 2:47 PM	Phone	Leak/Burst pipe - leak on the road on Lampard Street.	Complete
CRM0900025/24	28/02/2024 11:00 AM	Phone	Abandoned Vehicle - outside Forest Drive.	Complete
CRM1600229/24	28/02/2024 4:52 PM	Phone Snap Send	Drainage - Rural Swales or Drain - regarding Ditch on South Belt Methven. On the edge of town, Ditch has no signage or markers.	Received
CRM1600230/24	29/02/2024 10:46 AM	Solve	Road Markings - reported a culvert requiring marking to make location clear Hobbs Road. This culvert needs a barrier plus some road markers	Received

**Monthly Income and Expenditure Report - 139 - Methven Community Board**  
**For the Month Ended 31 January 2024**

	<b>Month Actual</b>	<b>Year To Date Actual</b>	<b>Full Year Budget</b>	<b>Remaining Full Year Budget</b>
<b>Income</b>				
Sundry Income	-69.57	-69.57	0.00	69.57
Targeted Rates	12,755.38	89,096.96	148,349.00	59,252.04
Treasury Internal Recoveries	-2.20	1,186.79	0.00	-1,186.79
<b>Total Income</b>	<u>12,683.61</u>	<u>90,214.18</u>	<u>148,349.00</u>	<u>58,134.82</u>
<b>Expenditure</b>				
Salary / Wages	1,329.26	9,960.32	17,378.00	7,417.68
Staff Training	0.00	0.00	1,042.96	1,042.96
Allowances	0.00	1,550.00	3,099.96	1,549.96
Indemnity Insurance	0.00	1,990.01	1,720.95	-269.06
Conference Expenses	0.00	317.50	1,042.96	725.46
Staff Travel Costs	0.00	0.00	312.90	312.90
Subscriptions / Periodicals	0.00	275.00	286.83	11.83
Suppers & Receptions	0.00	458.35	328.55	-129.80
Grants	15,000.00	15,100.00	15,645.00	545.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	5,252.00	6,095.48	36,108.96	30,013.48
Rents / Leases	0.00	121.74	521.50	399.76
Internal Rental	158.25	1,107.75	1,899.00	791.25
Executive Team	763.80	7,102.07	12,468.79	5,366.72
Treasury	81.86	639.03	1,269.50	630.47
Rates	227.25	1,044.45	865.03	-179.42
Communication	540.30	2,814.46	5,148.32	2,333.86
Community Services	3,753.07	25,821.76	58,743.30	32,921.54
<b>Total Expenditure</b>	<u>27,105.79</u>	<u>74,397.92</u>	<u>158,382.51</u>	<u>83,984.59</u>
<b>Net Surplus/(Deficit)</b>	<u>-14,422.18</u>	<u>15,816.26</u>	<u>-10,033.51</u>	<u>-25,849.77</u>
<b>Capital Expenditure</b>				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Cash Movement</b>	<u>-14,422.18</u>	<u>15,816.26</u>	<u>-10,033.51</u>	<u>-25,849.77</u>
<b>Cash Reserves</b>				
Separate Reserves	0.00	0.00	10,034.00	
Plus Net Surplus/(Deficit)		15,816.26		
Less Capital Expenditure		0.00		
<b>Closing Cash Reserves</b>		<u>15,816.26</u>		

**Monthly Income and Expenditure Report - 139 - Methven Community Board**  
**For the Month Ended 31 December 2023**

	<b>Month Actual</b>	<b>Year To Date Actual</b>	<b>Full Year Budget</b>	<b>Remaining Full Year Budget</b>
<b>Income</b>				
Targeted Rates	12,755.38	76,341.58	148,349.00	72,007.42
Treasury Internal Recoveries	123.12	1,188.99	0.00	-1,188.99
<b>Total Income</b>	<u>12,878.50</u>	<u>77,530.57</u>	<u>148,349.00</u>	<u>70,818.43</u>
<b>Expenditure</b>				
Salary / Wages	1,329.26	8,631.06	17,378.00	8,746.94
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	1,990.01	1,720.95	-269.06
Conference Expenses	0.00	317.50	1,042.96	725.46
Staff Travel Costs	0.00	0.00	312.90	312.90
Telephone / Tolls	0.00	1,550.00	0.00	-1,550.00
Subscriptions / Periodicals	0.00	275.00	286.83	11.83
Suppers & Receptions	113.04	458.35	328.55	-129.80
Grants	100.00	100.00	15,645.00	15,545.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	0.00	843.48	36,108.96	35,265.48
Rents / Leases	121.74	121.74	521.50	399.76
Internal Rental	158.25	949.50	1,899.00	949.50
Executive Team	763.73	6,270.82	12,468.79	6,197.97
Treasury	90.92	556.65	1,269.50	712.85
Rates	78.97	817.20	865.03	47.83
Communication	350.02	2,272.34	5,148.32	2,875.98
Community Services	3,923.89	22,036.24	58,743.30	36,707.06
<b>Total Expenditure</b>	<u>7,029.82</u>	<u>47,189.89</u>	<u>158,382.51</u>	<u>111,192.62</u>
<b>Net Surplus/(Deficit)</b>	<u>5,848.68</u>	<u>30,340.68</u>	<u>-10,033.51</u>	<u>-40,374.19</u>
<b>Capital Expenditure</b>				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Cash Movement</b>	<u>5,848.68</u>	<u>30,340.68</u>	<u>-10,033.51</u>	<u>-40,374.19</u>
<b>Cash Reserves</b>				
Separate Reserves	0.00	0.00	10,034.00	
Plus Net Surplus/(Deficit)		30,340.68		
Less Capital Expenditure		0.00		
<b>Closing Cash Reserves</b>		<u>30,340.68</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.

## Adopted

**Adopted by Council 29/10/20**

*[updated Board membership May 2023]*