

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD VIA ZOOM
ON MONDAY 28 APRIL 2020, COMMENCING AT 4PM**

PRESENT

Mr J Morten (Chair), Mr K May, Mrs K Meares, Mrs J Pascoe, Mr B Woods, Councillors J Gallagher and B Mugford

ATTENDEES

Messrs. D Ward (Chief Executive) and S Tully (Advisor to the Mayor), Mesdames N Smith (Executive Officer), B Ryan (Personal Assistant) and Ms T Davel (Governance Coordinator)

APOLOGIES

None

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

None noted.

CONFLICTS OF INTEREST

None noted.

The Chairperson welcome Board members and staff to the meeting.

CONFIRMATION OF MINUTES

Minutes of the Meeting of the Malvern Community Board held in the Arthur's Pass Community Centre on Monday 24 February 2020 (*March meeting postponed due to COVID-19*)

After an intense and lengthy debate about the accuracy of the 24 February 2020 minutes, in particular regarding what was said and decided in relation to the Hororata Flooding issues and staff report, the Board agreed to the following:

- Remove the entire paragraph as to who said what;
- Acknowledge the three recommendations have or are still to happen; and
- That the outcome will come back to the Board for further discussion.

Board Member Bill Woods noted his intent to vote against confirming the minutes as a true record and said his reason was that the report due back to the Board will be merely a staff report without the inputs from affected parties, which will be obtained after the fact.

Board members agreed to have the next drop-in session in Hororata to give affected parties an opportunity to attend and discuss the report.

Mr Woods had a further amendment which was to remove the word ‘recently’ in relation to the timeline of the planting of the Totara Tree in Hororata. He said it had been planted in 1993 at the occasion of the 100th anniversary of women’s suffrage. Further to this Mrs Meares said there still needs to be a plaque made to indicate just that. She committed to discuss this with the Hororata Reserve Committee to contact Reserves staff to move this forward.

Moved (as amended) – Mrs K Meares / **Seconded** – Councillor B Mugford

‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 24 February 2020, as circulated and amended.’

CARRIED

Against: Mr Bill Woods

Matters Arising from the Minutes

The following items were noted to add to a Matters under Investigation table, and which will be added to at every meeting where appropriate:

Item	Outcome
Totara Tree, Hororata	Plaque noting its purpose and acknowledging Sir John Hall
Workshop with Council staff relating to electronic booking system	To invite Kelsey Waghorn to present to the Board
Meet Group Manager Property Team	To invite Property Team staff to update Board on their roles and responsibilities
Update on Social Housing in Darfield	Update from relevant staff
Tawera Hall Caretaker Role	Update on resolution

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

Moved – Mr J Morten / **Seconded** – Mrs K Meares

‘That the report from the Chairperson be received for information.’

CARRIED

REPORTS FROM BOARD MEMBERS *(Including both March and April reports)*

2. Board Member Mr Ken May

It was noted that Springfield Pit will now be known as Tawera Reserve.

Moved - Mr K May – **Seconded** - Councillor J Gallagher

'That the report from Mr May be received for information.'

CARRIED

3. Board Member Mrs Karen Meares

The Chief Executive will contact the Army Band for the Christmas in the Park event taking place on 6 December 2020.

Moved - Mrs K Meares / **Seconded** - Councillor B Mugford

'That the report from Mrs Meares be received for information.'

CARRIED

4. Board Member Mrs Judith Pascoe

Mrs Pascoe asked that matters under investigation be listed so that the Board does not lose track of it. In reference to this, she noted the 'meet and greet' with the Group Manager Property Team and updated information as to social housing progress in Darfield, in particular the three units owned by Council.

Mrs Pascoe referred to the Kimberley Reserve timber sales (around \$37,000) and specifically the note from Council which agreed that the Committee had until end of June 2020 to use the funds before it will be transferred into their operating account. She said the Committee intended using the money for maintenance, landscaping, fencing and cleaning out of the plantation.

Mrs Pascoe updated the Board on the COVID-19 initiatives around Kirwee saying the foodbank was working very well with plenty of volunteers.

Moved - Mrs J Pascoe / **Seconded** - Councillor J Gallagher

'That the report from Mrs Pascoe be received for information.'

CARRIED

5. Board Member Mr Bill Woods

Speaking to his report Mr Woods noted there was no point in him continuing with his notice of motion at this time until Council Committees had their delegations back to them.

Mrs Pascoe added that as far as the status of the Board and committees is concerned, if there was anything done in error or which contravenes the Local Government Act, that it would be Council's problem and not that of the Board.

The Mayor confirmed that all delegations of all committees were ceased and brought back to Council and that this will be reviewed at Level 2. Mr Woods responded that his notice of motion will therefore become relevant at Level 2.

Moved - Mr B Woods / **Seconded** - Councillor B Mugford

'That the report from Mr Woods be received for information.'

CARRIED

REPORTS FROM OFFICERS

6. Chief Executive

Manager's Report – April 2020

The Chief Executive said that during Level 3 there will be some change in terms of contractors back on site. There are amended Health and Safety Plans in place and 9 separate sites will be worked at. Some major building projects will also be back on deck from this week. Limited building inspection work will take place and there are plans to open up the Pines Resource Recovery Park.

The Chief Executive noted his executive team will now start looking at managing Level 2 in particular around social distancing in the office, access to Council facilities, Halls and Reserves. He said there is a fairly significant amount of work ahead but would not be prepared to speculate on the outcome as things continue to change daily.

He referred the Board to the good news story in his report where staff made phone calls to the elderly library members and said a phone call could last from anywhere between 10 minutes to 45 minutes and was often the only contact with outsiders.

Discussing the Board clinics the Board members decided to change the name to 'Talk with the Community Board'. The Chief Executive and Board Secretary will re-allocate missed towns as a result of the COVID-19 situation, and the Board agreed to have its next such session in Hororata in the back room of the café between 3pm – 6pm. At this time, the surface water report will be discussed and opened up for the community to comment on. The Board will also invite Windwhistle to join that particular session.

The Board discussed the benefit or not, from being a member of the RHAANZ and decided against continuing with membership.

Moved – Mr K May / **Seconded** – Mrs J Pascoe

'That the Malvern Community Board:

(a) receives the Manager's Report – April 2020, for information; and

- (b) *declines to continue the Malvern Community Board's annual membership to the Rural Health Alliance Aotearoa New Zealand (RHAANZ) at a cost of \$1,265 including GST.'*

CARRIED

7. Mayor's Report

The Mayor introduced Mr Sean Tully, his new Advisor. Mr Tully said he lived in Darfield with his wife, a dentist, and that his background was in public relations, more specifically a public servant in the British military. He said he looked forward to meeting the Board in person.

The Mayor said Mr Tully was appointed for some of the particular roles the Mayor is involved in for example, Zone 5 and 6 commitments, Canterbury Mayoral Forum and as the Zone 5 representative on the LGNZ National Council. To date though, COVID-19 issues have taken up most of his time.

The Mayor also told the Board about the upcoming community committee meeting on Thursday about the Draft Annual Plan, saying it would be similar to their presentation the week before. He also informed the Board about business meetings set up this week with key leaders and stakeholders throughout the District to get an understanding of where things were at for them.

Lastly, the Mayor spoke about the shovel ready projects put forward, mostly around roading. With reference to ANZAC day, he added that, in future, he will lay wreaths in the District and if the Board felt they wanted to do so as well, they could, but he did not think it was necessary to lay more than one. He did thank Mrs Morten for working during Level 4 lockdown to prepare wreaths.

8. Group Manager Property

Glenroy Community Committee - Generator

The Board discussed the recommendation contained in the report for clarification and agreed Mr Woods would go back to the Committee with that information.

Moved – Mrs J Pascoe / **Seconded** – Mrs K Meares

'That the report be received for information.'

CARRIED

REPORTS FOR INFORMATION

9. Discretionary Fund Report

Taken as read.

Moved – Mr K May **Seconded** – Mrs J Pascoe

'That the Malvern Community Board receives the Discretionary Fund Report, for information.'

CARRIED

COMMUNITY COMMITTEE INFORMATION

10. Community Committee Minutes

a) Matters Arising from Community Committee meetings

Mrs Meares will talk to the Group Manager Communication and Customer Services regarding a noticeboard at the Glentunnel Hall.

Mr Morten noted that the caretaker role for Tawera Hall had not yet been resolved satisfactorily and that this should be added to the table Matters Under Investigation.

Mr May asked about the potable water supply and ongoing contamination in Springfield and asked whether the Council had a plan for this. The Chief Executive agreed to circulate a report from Council's Asset Manager Water Services which should provide background information on the matter.

Mrs Pascoe said that she had received a complaint about Kirwee water being chlorinated. There was a discussion about works being done around the Hall for example, digging of trenches and concrete. There was also a report on a leak in the ceiling although that leak might not have been going for long and probably due to old piping. Councillor Gallagher said she had followed up with Council staff and was going to report back to the Board once she gets an appropriate response.

The Chief Executive said he would follow up with staff and report back to the Board.

b) Community Minutes Received

Township Committees

- Castle Hill Citizens Association – March 2020
- Glentunnel Museum – 19 March 2020
- Lake Coleridge community – 20 March 2020

Hall and Community Centres

- Glentunnel Community Centre – 17 March 2020
- Tawera Memorial Hall – 4 March 2020

Reserves and Recreation Centres

Moved – Mr J Morten / **Seconded** – Councillor J Gallagher

'That the Malvern Community Board receives copies of community committee meeting minutes, for information.'

CARRIED

GENERAL BUSINESS

There was a brief discussion about whether or not there were any swimming pool committees. It was clarified that Council had taken over all funding and organising of swimming pools across the District and that, as such, there were no swimming pool committees left.

Board members asked about the proposed 3.5% rates increase and whether it will include water. The Chief Executive noted he would provide information to the Board about what the proposals will or will not include.

There was a request that the follow up actions from the Arthur's Pass meeting would be sent to the committees represented on the night.

The meeting was closed at 5. 35pm.

DATED this 18th day of July 2020


CHAIRPERSON