

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE  
ON MONDAY 24 MARCH 2025 AT 3.30PM**

**PRESENT**

Messrs. B Russell (Chairperson), J Verry (Deputy Chairperson), C Payne and Ms S Nu'u; and Councillor L Gliddon

**ATTENDEES**

Mrs D Kidd (Executive Director Community & Facilities); Ms S O'Connor (Senior Finance Business Partner online); Mr Y Li (Transportation Asset Planning Manager); and Ms T Davel (Senior Governance Advisor)

**WELCOME**

The Chair welcomed everyone to the meeting, noting that Mr Steve Gibling is not present today due to another meeting, but that Mrs Denise Kidd will be the Executive Leadership Member at the table for the meeting.

The meeting was livestreamed.

**APOLOGIES**

An apology was received from Mr Phil Freeman.

**Moved – Mr Verry / Seconded – Ms Nu'u**

*'That the Malvern Community Board receive the apology from Mr Freeman.'*

**CARRIED**

**IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS**

None.

**CONFLICTS OF INTEREST**

None.

**PUBLIC FORUM**

Mr Peter Snook addressed the Malvern Community Board and talked about the same toby boxes he spoke to the Board about, previously. Mr Snook said there was a lot of proactive work being done in the domain which he appreciated. He recently had another meeting with Environment Canterbury.

The Chairperson thanked Mr Snook for his time and being active in his community.

## **CONFIRMATION OF MINUTES**

### **Minutes of the Ordinary Meeting of the Malvern Community Board held in the Darfield Library Meeting Rooms, on Monday 24 February 2025**

Mr Verry initiated a discussion about the addition of an action point around consultation in the community to ascertain their views on what should happen in respect to connection to sewerage.

Mr Verry moved a motion that council develop a plan to consult with the community. Mr Russell seconded the motion, but it was lost.

Councillor Gliddon questioned what Mr Verry thought was missing off the minutes noting this matter had been communicated with communities. She agreed there needed to be better communication with Kirwee and Darfield communities, but this matter was around discharge consents and Council is currently waiting for ECan to survey the community.

Ms Nu'u noted that where a report was presented from ECan, it should also be shared with the community board. Mr Verry added that what he found missing in the minutes was that there was a suggestion made for a policy around this to be initiated, but the minutes as they currently stand are too vague and general, meaning it could lead to a breakdown in accountability (on the part of council).

Councillor Gliddon also asked that the previous minutes reflect that she had left the meeting at 5pm. She added that at the meeting Mr Polglase also brought up the issue of inflation and she had not yet received a direct response back from staff and expects this will be an action or update via the Executive Director report in the next meeting.

The Chair said that Mr Gibling was actually already looking into this, but it was too early to say anything about that now.

**Moved – Ms Nu'u / Seconded – Mr Verry**

*'That the Malvern Community Board confirms the minutes of the Ordinary Meeting of the Malvern Community Board held on Monday 24 February 2025.'*

**CARRIED**

Mr John Verry abstained from the vote on the minutes.

## **ACTIONS FROM LAST MEETING**

Actions were updated, including the following comments:

- Sister Cities – visit to China postponed, with the Board providing gifts for the people in Japan.
- Submissions – Local Water Done Well submitted and Mr Payne presented at the hearings.
- Ms Nu'u will still submit on the ECan Public Transport.



## REPORTS

### 1. Financial Reporting

Staff presented going through the budget, line for line. Mr Payne proposed an alternative financial report but based on the same numbers. He also confirmed for clarification that the shortfall in the budget was not because of people not paying rates, it was because (newly developed) properties were not yet targeted.

Staff confirmed that the original budget contained projections on new properties to be charged and as the budgets are set in advance, and a projection of the number of properties in the future, it was currently short by 95 properties.

Mr Verry noted he would have understood the financial report better if it had simply said the projection required an adjustment. He made a further comment that a budget is a living document and should be able to be revised and updated constantly so that if the Board was presented with financial information, it was the most current information.

He went on to say that the Board had been asking for several months to have their budget and financial report in plain and simple English, to it is more easily understood by members. Staff said he was referring to a forecast, not a budget. A forecast can be changed month on month, but a budget is set once a year and does not lend itself to change unless there was an approved motion to do so. Mr Verry noted that the forecast was to 1 July 2025, and he expects by August or September to know whether it was in fact accurate. He said the Board could at that stage, move a motion to amend the budget to be better aligned with the actuality of the forecast. Staff reiterated that budgets are set annually and as this is public information and appeared in the last LTP, it will not change. The forecast was able to be changed. They said a budget is always a point in time with variances. They could undertake what is called a revised budget or forecast.

Ms Nu'u comment for the record that this budget was not put together by the current Board and was potentially based on a previous year's budget. Mr Verry also asked about the sale of the book Malvern History. He asked whether staff knew how many were available and as it was an asset sold for revenue; he would expect to see the number of books available listed as an asset in the balance sheet. He said it should be clear to see how much the Board will get from the sale of the book. Staff said they would look into the book and whether it could or should be added to the financial report.

Ms Nu'u asked that there be an amendment to the wording in the budget in relation to \$500 for the Darfield High School. Mr Verry said there is some tidying up of the budget needed so that the next Board could get information they understand.

Mr Payne then tabled his alternative budget. He said there were only 4 months left on the budget. There was a discussion about the support charges being too high with Mr Verry adding that the Board was running at a deficit. Mrs Kidd explained the issue may be around the methodology used to determine support charges. Staff said a draft budget for the next financial year was part of the Board's January agenda pack. A further budget was recently received from Mr Verry, but it was not the official budget, the one currently tabled by Mr Payne is a revised budget using the same numbers. Staff agreed that the budget tabled can be workshopped with the Board and with Mr Gibling so that it can be updated for the financial year coming up.

When the Chairperson put the vote, both Messrs Verry and Payne abstained from voting on the matter. Mr Verry clarified his reason as being that over the past months there had been very little change in the budget and there remained errors in the wording. In his opinion the financial report presented was not a true and accurate, transparent reflection of the Community Board's budget. He did not feel comfortable receiving the report.

The Chairperson asked whether they would agree to the recommendation on the proviso that the financial information is updated as per discussions and additions, to which they both agreed.

**Moved – Mr Russell / Seconded – Councillor Gliddon**

*'That the Malvern Community Board receives for information the Malvern Community Board (MCB) Finance Report for 1 – 28 February 2025, on the basis the information is subject to additions as per discussion.'*

**CARRIED**

## **2. Executive Director's Report (Mr Gibling)**

Council's Transportation Asset Manager, Mr Yuwei Li presented to the Community Board on aspects of relevance around the Malvern Ward. The agenda for today's meeting contains the full presentation for reference.

Mr Li told the Community Board that Council had a big funding boost for maintenance operations and renewals. The increase was not only due to inflation but many other factors, including the number of subdivisions etc. Mr Li also pointed to several links and a QR code should Board members wish to have more information on road works and closures.

Mr Li also explained about the Rolleston fly-over noting it was a 2-part project. Board members thanked Mr Li and his team for the presentation and information.

The Chairperson thanked Mr Li for a well-presented report.

In the absence of Mr Gibling, Mrs Kidd briefly summarised several aspects in his executive director report. She also commented on surplus reserve and a query at the last meeting that the Board might want to use the funds. As it wasn't currently reflected in the LTP it would require consultation for the next LTP or Annual Plan. Mr Verry clarified that he wanted a satisfactory explanation and said the service charge should be no more than \$60k with any surplus going back into a consolidated fund. He questioned why the surplus couldn't be redistributed so that by 1 July there would be a clean slate. Staff would provide more clarification in future.

**Moved – Mr Russell / Seconded – Mr Verry**

*'That the report from the Executive Director be received, for information'*

**CARRIED**



### 3. Executive Director's Report – Denise Kidd

Mrs Kidd noted in relation to ANZAC day proceedings that West Melton was missing off the report. She went through the list noting which councillor or community board member would attend the various services across the ward.

It was confirmed Greendale will only celebrate ANZAC day every 2<sup>nd</sup> year. At the end of the meeting the Board further discussed the ANZAC services.

Mr Verry next raised the matter of the community assessment panel information which the Board has not been receiving. Mrs Kidd noted the process was that applications go to the panel and that it would be at the ward councillors' discretion to share it with others. She would follow up and check the policy.

Ms Nu'u next noted that the Board had asked for some time to have access to Diligent but was never given access. Mrs Kidd also said that the Board would be updated on community halls in June as that is when council will be updated, and that it made sense to give the same information at the same time to both councillors and community board members.

**Moved – Mr Verry / Seconded – Ms Nu'u**

*'That the Malvern Community Board receives for information, the report from the Executive Director community Services and Facilities'*

**CARRIED**

### 4. Monthly Report from the Chairperson

*Chair - Mr Bruce Russell*

The Chair apologised for providing a verbal report only. He advised that he had presented an MCB Report to the most recent Council meeting on behalf of the Board. He also thanked Mr Payne for appearing in person, on behalf of MCB, at the recent Local Water Done Well hearings. The Chair also acknowledged the MCB submission made to ECAN in February. He also thanked members for representing MCB at the Malvern Show. Lastly, the Chair noted the MCB would likely also consider a submission to 4 year parliamentary term.

**Moved – Mr Russell / Seconded – Mr Verry**

*'That the (verbal) report from Mr Russell be received for information'*

**CARRIED**

### 5. Board Member Ms Sharn Nu'u

Ms Nu'u tabled a report noting that for the Darfield jail, CCTV cameras are soon to be put in.

**Moved – Ms Nu'u / Seconded – Mr Payne**

*'That the (tabled) report from Ms Nu'u be received for information'*

**CARRIED**

*At this point in the meeting, the Community Board needed to vacate the meeting room to make way for the next group booked in the meeting room. The Board moved their meeting to the room next door at 5.36pm but there was no livestreaming capability.*

#### **6. Board Member Mr John Verry**

Mr Verry acknowledged Mr Payne for representing the Board at the Local Water Done Well hearings. He commented on his concern at the lack of public clarity about whether submitters were in fact residents who reside in Selwyn or were professional associations and / or representing other interests and were located outside of Selwyn.

He raised similar concerns about the recent Representation Review hearings. Mr Verry extended an invitation to other MCB Board members to view a truncated version of the Representation Review hearings at his home.

Mr Verry also raised concerns about the timing for the MCB minutes being made available to the public online and asked for this to take place as soon as practical in future. Lastly, he put in his apologies for a work-related absence from the Board of 6 weeks in April / May 2025

**Moved** – Mr Verry / **Seconded** – Mr Payne

*‘That the report from Mr Verry be received for information.’*

**CARRIED**

#### **7. Board Member Mr Calvin Payne**

Mr Payne had discussed the draft budget earlier in the meeting.

#### **8. Board Member Mr Phil Freeman**

Mr Freeman was not present at the meeting.

#### **9. Councillor Gliddon**

Councillor Gliddon spoke about meetings held recently and meetings coming up. In respect to LWDW hearings and deliberations there would be an extraordinary council meeting on 2 April for the final decision.

**Moved** – Councillor Gliddon / **Seconded** – Mr Payne

*‘That the (verbal) report from Councillor Gliddon be received for information.’*

**CARRIED**

## DISCUSSION OF PUBLIC FORUM MATTERS

None.

## GENERAL BUSINESS

None.

## CLOSURE

With no further business, the Chairperson closed the meeting after thanking staff and Board members for attending and participating. In future meetings will be starting earlier.

The meeting closed at 6.04pm.

DATED this 26 day of May 2025

A handwritten signature in cursive script, appearing to read "Russell", written over a horizontal line.

**CHAIRPERSON**