

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN WEST MELTON COMMUNITY CENTRE
ON MONDAY 28 JULY 2025 AT 3:31 PM**

PRESENT

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

ATTENDEES

Messrs S Gibling (Executive Director Strategy, Engagement and Capability), M Andrews (Principal Water Engineer), P Edghill (Capital and Projects Accountant); Ms S O'Connor (Senior Finance Business Partner), and Mr B Adhikari (Governance Coordinator)

WELCOME

The Chair welcomed everyone to the meeting.

The meeting was livestreamed.

APOLOGIES

None

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

Mr Payne noted three items namely package 4 of RMA consultations; safer speed limit consultation by Council; and Councillor Gliddon's letter. Mr Verry noted subdivision matters to discuss under General Business.

CONFLICTS OF INTEREST

None.

CORRESPONDENCE

Mr Gibling acknowledged the correspondence received from Darfield High School regarding the year-end prizegiving and Board members' attendance at the event.

PUBLIC FORUM

Ngaire Kent (Kirwee Community Association)

Mrs Ngaire Kent spoke about roadworks around the Kirwee area and informed the Board that the residents directly affected were not informed. She added that it would have been good if the residents had been informed either via letterbox drop or some direct communication.

In response, Mr Gibling thanked Mrs Kent for her feedback and added that he will follow up on this matter.

Mrs Kent was thanked for her presentation.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the West Melton Community Centre meeting room, on Monday 23 June 2025

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

'That the Malvern Community Board confirms the minutes of the Ordinary Meeting of the Malvern Community Board held on Monday 23 June 2025.'

CARRIED

Mr Verry thanked the Sister City Committee for its advance notification on the Rewi Alley Commemoration. He added that there will be a public meeting in relation to the Sheffield Swimming Pool on 14 August at 6:30pm to provide an update.

ACTIONS FROM LAST MEETING

Mr Gibling invited staff to provide a summary on the Development Contributions (DC) report.

Mr Peter Edghill (Capital and Projects Accountant) spoke about the DC breakdown on water and stormwater and reserve and community, roading and sewerage categories. He informed the Board that DC balances fluctuate, and that a negative balance is not inherently bad, rather it reflects the timing of the development and infrastructure delivery.

Board members asked whether the DC's received reflected the cost of infrastructure needed for development. In response, staff clarified that during the Long-Term Plan, the current DC balances are assessed including project infrastructure needs over the next 10 to 30 years which, in turn, informs the DC rates. Staff added that DC rates are reviewed every three years to stay aligned with projected costs and noted that the Council is currently reviewing its DC policy.

Board members discussed the Heartland funding and noted that over \$50,000 had been spent on the Community and Economic Development team. They suggested that using Heartland's funding for other purposes could be seen as double dipping, given that \$1.3million has already been allocated for strategies targeting youth, aging population and economic development.

Referring to the Yubetsu Sister City relationship, Board members suggested that it would be helpful to receive a clear response on the matter. In response, staff clarified that the delay was due to the timing, as the paper and information are scheduled to go to the Council, and feedback from the Board will be reflected in that process.

REPORTS

1. Financial Reporting

Finance Business Partners

Staff presented their report, highlighting that the end-of-year result was \$12,000 better than forecast.

Mr Verry noted that, at its last meeting, the Board approved a draft budget for the 2025/26 year and requested that this be recorded in the minutes. In response, staff clarified that approval was captured in the previous minutes, and it was not common practice to bring the detailed budget back to the Board again.

Councillor Gliddon asked if there were any unspecified accounts still to come through. Staff responded that they had previously requested the Board to submit their expenses so that it could be included in the June report and further added that any late claims would now be accounted for in the 2025/26 financial year.

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

'That the Malvern Community Board receives for information the Malvern Community Board ("MCB") Finance Report for the period to 30 June 2025.'

CARRIED

2. Executive Director's Report

Mr Gibling invited staff to speak on the Hororata Water Supply section in his report.

Mr Mark Andrews (Principal Water Engineer) provided an update on the project involving integration of the Hororata scheme with Hartleys scheme to improve capacity and service delivery across the region. Staff also informed the Board that they have been communicating with communities and sharing updates.

Ms Nu'u asked about the debris build up at the Whitecliffs and Glentunnel bridges and noted uncertainty about who is responsible for clearing the debris. Referring to the Glentunnel bridge, staff clarified that it is maintained by NZTA and was previously cleared by Corde with NZTA funding. They further added that NZTA is aware of the debris buildup and plans to clear it.

Mr Freeman emphasised that Acheron intake has been shut down frequently, often with little to no notice of when water will be restored. He further said that the shutdowns are leaving households without water supply, as stock consumes most of the water. In response, staff clarified that the issue is on their radar and that smarter solutions are being explored. He further added that reservoirs have been purchased and will be used as treated water reservoirs.

Mr Gibling spoke about an amendment to the 2024/25 budget by transferring unspent funds to the new financial year.

Board members suggested transferring the unspent funds forward to support current Board activities without impacting the future Board budget.

Mr Verry said that the Board had discussed the proposed budget in their 23 June Board meeting. He further added that there was no mention of two Board members attending the LGNZ Super Local 2025 conference in Christchurch. He noted that the transfer of the unspent fund and the approval of two Board members to attend the conference was agreed upon at the 3 July interim meeting rather than 23 June Board meeting.

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

'That the Malvern Community Board accept and transfer unspent funds of 2024/25 to 2025/26.'

CARRIED

Mr Verry voted against.

Referring to the correspondence, the Board members discussed about a donation to the Darfield High School and attendance of the senior prize giving event on 4 December. The Board agreed to pass the event information to the upcoming Board.

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

'That the Malvern Community Board donate \$500 to Darfield High School to be shared at the discretion of the school.'

CARRIED

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

'That the Malvern Community Board receives the Executive Director's report for information.'

CARRIED

3. Monthly Report from the Chairperson (verbal)

Mr Russell was pleased with the current activities carried out by the Board ranging across different sectors namely pools, recreation and local transport, among others. He said that he has been receiving phone calls from people outside the Malvern ward on establishing Community Boards indicating that Malvern Community Board has been setting a positive example for them.

He confirmed that he attended the 23 July Council meeting and provided updates about the Malvern Community Board.

Moved – Mr Russell / **Seconded** – Mr Freeman

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

CARRIED

4. Board Member Ms Sharn Nu'u

Ms Nu'u spoke about her report and her community engagement activities. Referring to the Glentunnel hall fire alarm system, she noted that if the alarm goes off again, community members should call 111 for emergency services.

Moved – Ms Nu’u / **Seconded** – Councillor Gliddon

‘That the (tabled) report from Ms Nu’u be received for information’.

CARRIED

5. Board Member Mr Calvin Payne

Mr Payne provided an update on the recent Yubetsu visit by community members and shared a plaque received during their visit to mark the 25th anniversary of the relationship. The plaque will be kept at Darfield Library for public display. He further added that there is a park in Yubetsu named as Malvern Park and emphasised the importance of the relationship.

Moved – Mr Payne / **Seconded** – Mr Freeman

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

CARRIED

Two Board members attended the SuperLocal conference on 16 and 17 July in Christchurch hosted by LGNZ and received the ‘Better together: A framework for councils and community boards’ guide. The guide, launched at the conference, was circulated alongside one of the Board member’s reports. Mr Verry moved a motion to include model two plus and model three of the document ‘Better together: A framework for councils and community boards’ (p. 172 and 173 in the 28 July Malvern Community Board agenda) to be included in the official minutes of today’s meeting.

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

‘That the Malvern Community Board minutes include pages 172 and 173 of the agenda.’

CARRIED

6. Board Member Mr Phil Freeman (verbal)

Mr Freeman said that he had been on holiday and became ill afterwards, so he had not been able to attend many local groups meetings. He expressed disappointment at the high staff turnover across the Council, stating that it takes much time and effort to build lasting relationships and initiate projects within the community.

Moved – Mr Freeman / **Seconded** – Ms Nu’u

‘That the (verbal) report from Mr Freeman be received for information’.

CARRIED

7. Board Member Mr John Verry

Mr Verry requested information on targeted rates being collected but not being spent, and what further investigation was planned. In response, Mr Gibling said that this has been noted as an action point to report back to the future Board. He further added that staff have shared information on this matter at previous Board meetings and will continue to build on that feedback.

Mr Verry raised the concern about the process by which Board members were selected for the LGNZ Super Local conference without any discussion during the June Board meeting. He questioned why two Board members needed to attend when one of them will not be representing the Board area in the next election.

Referring to the attendance of the Board members on the local government conference, Mr Russell said that they have now learned a very important lesson. He further added that future conferences and learning opportunities will be included in Board agendas and discussed and decided accordingly.

Mr Payne clarified that they followed the same procedure as for the 2024 conference in Wellington.

Moved – Mr Verry / **Seconded** – Mr Freeman

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

CARRIED

8. Councillor Gliddon

Councillor Gliddon provided an update on her report and informed the Board that the Council had agreed last week to send a letter to NZTA with some additional information regarding the speed limit review and safety upgrades covering issues around all districts. However, she suggested that she would also send the letter separately.

Mr Russell was not present in the meeting between 5:30pm and 5:34pm.

Deputy Chair Mr Verry presided the meeting in Mr Russell's absence.

Ms Nu'u moved a motion to write a letter to NZTA on behalf of the Board regarding the speed limit review. The Board agreed to draft a letter using Councillor Gliddon's letter as a starting point and circulating it to the members for their approval and endorsement by 10 August.

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

‘That the Malvern Community Board write a letter to NZTA in regard to Speed Limit Review and Safety Upgrades – SH73 and SH77.’

CARRIED

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

‘That the report from Councillor Gliddon be received for information.’

CARRIED

DISCUSSION OF PUBLIC FORUM MATTERS

Noted.

GENERAL BUSINESS

Ms Nu'u raised an action from the previous Board meeting regarding the Safer Speeds for Selwyn consultations being held by the Council. The Board had previously agreed to make a

submission. Ms Nu'u was delegated to collate information from Board members to prepare the submission. Ms Nu'u moved a motion to make the submission and include reducing speed limit on Kimberley Road, Darfield from 60 km to 50 km.

Moved – Ms Nu'u / Seconded – Mr Verry

'That the Malvern Community Board make a submission on Safer Speeds for Selwyn consultation and include reducing speed limit on Kimberley Road, Darfield from 60 km to 50 km.'

CARRIED

Mr Payne said that two of the matters he raised earlier were addressed and wanted to discuss the government consultation on proposed or intended changes to the RMA. Mr Payne moved a motion to make a submission on Package 4, which relates to housing growth. The Board delegated Mr Payne to undertake the groundwork and circulate the draft submission to the Board seven days prior to the deadline.

Moved – Mr Payne / Seconded – Mr Verry

'That the Malvern Community Board make a submission on RMA Package 4 Housing Growth consultation.'

CARRIED

Mr Verry said that the sub-division matter he had raised for discussion under general business had already been covered.

Mr Russell shared with the Board the gift received from Malaysian MP Honourable Teresa Kok.

Board members also agreed to hold their interim Board meeting, followed by a combined Residents Association meeting, on 21 August starting from 6:30pm.

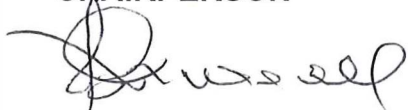
CLOSURE

With no further business, the Chairperson closed the meeting after thanking staff and Board members for attending and participating.

The meeting closed at 5:49pm.

DATED this 25 day of August 2025

CHAIRPERSON



CONFIRMED Minutes Malvern Community Board 28 July 2025

Everything in Model 2, plus:



Formal decision-making powers

BOARDS IN THIS MODEL AREN'T JUST HEARD — THEY **VOTE**. THEIR REPRESENTATIVES MAY:

- > Sit as full voting members on specific council committees or subcommittees.
- > Participate in formal decision-making forums with direct influence over outcomes that affect their area.

They are considered **peers and partners** in governance — helping ensure council decisions are grounded in local insight.



Strategic oversight of services and investment

BOARDS IN THIS MODEL TAKE AN **ACTIVE ROLE IN SHAPING SERVICES AND INVESTMENT** IN THEIR AREA. THIS MAY INCLUDE:

- > Providing input to investment and service delivery decisions, backed by insight from the community.
- > Guiding risk and resource deployment through local reporting and analysis.
- > Confirming the final design of community facilities (within council-approved budget constraints).

They help ensure that every dollar spent is **place-based, purposeful, and community-aligned**.



Deep, embedded community relationships

IN THIS MODEL, COMMUNITY CONNECTIONS ARE FORMALISED AND STRENGTHENED. BOARD MEMBERS:

- > Are appointed as official representatives to key community groups.
- > Are expected to attend all committee meetings and participate in activities run by those groups.

Boards serve as **deeply embedded connectors** between council systems and the diverse interests of their local area.



Broad, clearly delegated responsibilities

BOARDS IN THIS MODEL OPERATE WITH A **COMPREHENSIVE SUITE OF DELEGATED POWERS**, ENABLING THEM TO MAKE OR INFLUENCE A WIDE RANGE OF DECISIONS. THESE MAY INCLUDE:

- + Developing a **place-based future development plan** aligned with the council's long-term and strategic goals — shaped by local aspirations and priorities.
- + Determining **policy settings** for specific local matters (e.g. street naming, notable trees).
- + Approving **site selection and final design** for specified community facilities — with local input and within council policy.
- + Setting **budgets for service delivery** in their local area, within the funding envelope allocated by council.
- + Advising on or undertaking **procurement** of local contractors to deliver specified services, within council's procurement policies.
- + Exercising specific **regulatory powers** as agreed and documented.
- + Granting **leases or licences** on local reserves (in line with policy).
- + Approving **traffic control signs**.
- + Making **appointments to external bodies**.
- + Performing **Civil Defence and Emergency Management** duties as assigned through formal agreements with the council.

Boards in this model operate like **local governance units**, managing a distinct but integrated piece of the council's work programme.



Key principle

This model is about **power-sharing, responsibility, and mutual accountability**. Community Boards are not just contributors — they are local leaders. This model works best where the council and community board are committed to joint delivery and see local governance as a powerful tool to achieve better outcomes for everyone.

