

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN WEST MELTONC COMMUNITY CENTRE
ON MONDAY 26 MAY 2025 AT 3:38 PM**

PRESENT

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

ATTENDEES

Messrs S Gibling (Executive Director People, Culture and Capability), J Richmond (Head of Sport and Recreation), B Baird (Strategy Team Leader), K Wall (Reserves Operations Manager); Ms K Zygmant (Reserves Contracts Lead), Ms A Orangi (Council Play Advocate), 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

None.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

David and Ngaire Kent (Kirwee Community Association)

Mrs. Ngaire Kent raised concerns about the uneven ground on Anzac Lane, noting that it has caused injuries to multiple individuals. She emphasized that at least one person was required to take time off work due to their injury.

Mr and Mrs Kent were thanked for the presentation.

Brian Donnelly - Malvern Writers' Café

Mr Brian Donnelly spoke about the Malvern Writers' Café. The letter from the Café was circulated to the Board members prior to the meeting. The letter requested \$80 to fund printing of posters to promote the book launch event on 28 June 2025.

Mr Donnelly was thanked for the presentation.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the Darfield Library Meeting Rooms, on Monday 28 April 2025

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

'That the Malvern Community Board confirms the minutes of the Ordinary Meeting of the Malvern Community Board held on Monday 28 April 2025.'

CARRIED

ACTIONS FROM LAST MEETING

Mr. Steve Gibling went through the actions generated at the last meeting. He informed the Board that the Council had received a quote from the Darfield Residents Association regarding the installation of a security camera at Darfield Jail. However, he was unsure how this should be processed, and added that the Council is working on this matter.

CORRESPONDENCE

On behalf of Erin Van Der Zwet-Brodie from the Malvern Writers' Café, who was unable to attend the public forum, Board member Mr. John Verry offered an apology and read a letter from the Café.

REPORTS

1. Executive Director's Report

Mr. Steve Gibling presented his report and thanked the Board for attending the budget debrief workshop held on 12 May. He outlined his proposed approach for the upcoming Community Board budget, which included the following changes:

- Support charge at \$30,000
- No use of reserve
- Minor uplift in Board Opex

The proposed approach for the future Community Board budget, as presented by Mr. Gibling, was tabled as a motion to accept, by Mr. Verry and seconded by Mr. Freeman. The motion was carried unanimously.

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

‘That the Malvern Community Board approve Community Board budget approach presented by the Executive Director’

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

‘That the report from the Executive Director be received for information’.

CARRIED

2. Open Spaces Work Programme *Reserve Operations Manager*

The Staff provided an update on the Kirwee playground, noting that some equipment had not been installed properly. The manufacturer has agreed to replace the equipment at no cost to the Council. Residents were encouraged to use the Snap Send Solve app to report issues, as there are currently a limited number of reserve officers available across the area. Staff also emphasized the importance of community input and partnerships in addressing local concerns and improving outcomes in relations to reserves.

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

‘That the Malvern Community Board receives the Parks and Open Spaces Work Programme report for information.’

CARRIED

3. Neighbourhood Play System Project in Darfield *Head of Sport and Recreation & Council Play Advocate*

Staff elaborated on the Neighbourhood Play System Project, explaining that while similar initiatives have been implemented across the country, this is the first rural play system to be completed in New Zealand. Staff informed the Board that they conducted multiple interviews, workshops, and “walkshops” with students, along with surveys, to better understand why certain spaces—such as nearby parks—were not being utilized. The draft findings from these engagements were shared with Board members.

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

‘That the Malvern Community Board receives the Neighbourhood Play System Project in Darfield for information.

CARRIED

4. Area Plan Update

Strategy Team Leader

Staff provided an update on the Area Plan and the Early Engagement Summary, emphasizing that this was the most extensive public engagement process to date. There was significant feedback from the community, particularly regarding commercial needs and day-to-day services. Staff noted that a range of options would be presented to the community to gather feedback and understand preferences. These were not formal proposals, but rather reflections of community input gathered during the engagement process.

The Board thanked the staff involved for their efforts in listening to the community and expressed hope that the Council would continue to prioritize community feedback in future planning.

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

‘That the Malvern Community Board receives the Area Plan update for information.’

CARRIED

5. Financial Reporting

Mr Gibling thanked the Board for participating in the 12 May 2025 budget workshop.

In reference to the Malvern Writers’ Café funding request, the Board emphasized the importance of establishing a local fund to ensure flexibility and fairness in supporting community needs. Mr Payne recommended that a dedicated allocation be considered to serve this purpose.

Mr Payne proposed a motion to support Malvern Writers’ Café with \$80 for printing of posters to promote the book launch event. The Board agreed to fund \$80 to Malvern Writers’ Café through their advertising budget.

Moved- Mr Calvin / **Seconded-** Mr Verry

'That the Board agrees to support Malvern Writers' Café with \$80 to support printings posters through its advertising budget'

CARRIED

The Board held a discussion on whether a dedicated line item should be included in the budget, such as 'Community Board Grants', with an amount to be agreed upon. This would allow greater flexibility in responding to funding applications as they arise. Mr. Gibling acknowledged the feedback and stated that he would address the matter in his June report.

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

'That the Malvern Community Board receives for information the Malvern Community Board (MCB) Finance Report for 1 – 30 April 2025.'

CARRIED

6. Monthly Report from the Chairperson

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

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

CARRIED

7. Board Member Ms Sharn Nu'u

Ms. Nu'u informed the Board that she had attended a rural water meeting in Glentunnel, which provided her with a better understanding of rural water issues. Concerns were raised during the meeting about the significant impact on Hororata.

She also noted that she would be attending the Extraordinary Council Meeting on 28 May.

Ms. Nu'u provided an update on Malvern Community Board's social media engagement, highlighting recent activity and community interaction.

Additionally, the Board was informed that the current Chair of the Malvern Community Arts Council would be stepping down from their role.

Ms Nu'u was thanked for her presentation at ECan's Public Transport Plan on 6 May.

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

'That the report from Ms Nu'u be received for information'.

CARRIED

8. Board Member Mr Calvin Payne

Mr. Payne apologized for the late submission of his report, which was circulated prior to the meeting. He explained that the delay was due to his involvement in Sister Cities-related meetings. He requested that his report be attached to the minutes. It was informed that the Council is currently reviewing Sister City committee with three options under considerations: remove committee, keep the status quo or support international relations differently.

Ms Nu'u was not present in the meeting between 5:09pm-5:12pm.

Mr Payne moved a motion that the Board support \$1,000 to purchase gifts (photo frame and the plaque) for the team visiting Yubetsu (Sister City). It was carried unanimously. The Board has an annual allocation of \$1,000 for the Sister City relationship.

The Board will be provided with a report from the team that will visit Yubetsu.

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

'That the Malvern Community Board approve \$1,000 to purchase gifts for Sister City Committee members visiting Yubetsu on 24 June 2025 to purchase official gifts'

CARRIED

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

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

CARRIED

9. Board Member Mr Phil Freeman

Mr. Freeman informed the Board that some individuals appear to be using the Snap Send Solve app excessively or inappropriately, seemingly for the sake of reporting rather than addressing genuine issues. He expressed concern that this has become frustrating on a regular basis. He suggested that staff should verify the validity of reports before recommending or initiating any action.

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

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

CARRIED

10. Board Member Mr John Verry

Mr. Verry informed the Board that he has been allocated presentation time at the Council hearing on 5 June regarding the Dangerous, Affected, and Insanitary Buildings Policy Review Consultation. His presentation will focus on human factors rather than the technical aspects of the policy.

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

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

CARRIED

11. Councillor Gliddon

Councillor Gliddon informed the Board that she had prepared basic maps covering the State Highway and surrounding townships. She encouraged Board members to review and provide feedback, noting that the maps will be further discussed with community associations before a formal submission is made. She also highlighted that several action points had been identified by community members to help address local safety concerns.

Councillor Gliddon advised the Board that discussions on the Annual Plan will be held at the Council meeting on 4 June. Additionally, she informed the Board that she had sent correspondence to the Kirwee Residents’ Association, confirming that the tourism infrastructure funding for the Kirwee public toilets has been successfully rolled over. MBIE has confirmed that the funding will be held until the first quarter of 2026.

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

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

CARRIED

DISCUSSION OF PUBLIC FORUM MATTERS

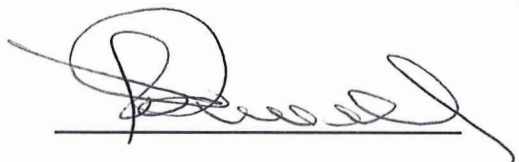
Noted.

GENERAL BUSINESS

Ms. Nu’u emphasized the importance of the Malvern Community Board making a formal nomination for the Selwyn Awards before the 31 May deadline. However, the Board noted that individual nominations are encouraged over nominations made collectively by the Board.

The meeting closed at 5:38 pm.

DATED this 23rd day of June 2025

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by several loops and a long horizontal stroke.

CHAIRPERSON