

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE
ON MONDAY 25 NOVEMBER 2024 AT 4PM**

PRESENT

Messrs. B Russell (Chairperson), J Verry (Deputy Chairperson – via Zoom), C Payne, P Freeman and Ms S Nu'u; and Councillor R Mugford

ATTENDEES

Mrs S Mason (Chief Executive) and C Bennet (Governance Coordinator)

WELCOME

The Chair welcomed everyone to the meeting including the youth observer.

The meeting was livestreamed.

APOLOGIES

None

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

Mr Payne will discuss the finances in general business

CONFLICTS OF INTEREST

None.

PRESENTATIONS FROM SELWYN DISTRICT COUNCIL STAFF

Strategy and Policy Team

Area Plan – Engagement Approach

Presentation attached for information

Staff from the Strategy Team were in attendance and explained the multi-phase engagement approach planned for the Area Plans, specifically the review of the 2016 Malvern Area Plan.

Phase 3 pre-engagement is about to commence and has four components:

- Public activation workshops, drop ins at the Darfield Library and Edge Connector Van, and community event stalls
- School engagement with workbooks and Darfield High School events, as well as meetings with principals, student leaders and Board of Trustees
- Video to generate interest and promote the process
- Digital crowd mapping on Your Say Selwyn as a key method engagement method

Pre-engagement aims to learn more about townships and understand what we should do in the Malvern Area Plan: What people like about their community, what they don't like, what

they want improved, and ideas for consideration. This will be focussed around the six strategic priorities outlined in Waikirikiri Ki Tua Future Selwyn.

Your Say Selwyn, Council's online engagement hub, has been tested and will be made available to the community to provide feedback online. The Board were concerned that some areas of the community may not be able to access online information. Staff advised other in-person engagement opportunities will be available.

The Board sought clarification of the boundary of the Malvern Area, which is different to the Malvern Ward boundary, specifically West Melton. Staff advised ward boundaries have shifted over time and the boundary of Greater Christchurch is defined in legislation which cannot be changed, and West Melton will be part of the Eastern Selwyn Area Plan. Staff highlighted that the whole district is being considered at the same time and so the Board can provide feedback on the any and all towns, regardless of Area Plan boundaries.

Phase 4 targeted engagement will be concurrent with pre-engagement and Board members asked for clarification on who have been identified as key stakeholders. Staff said they include central government, Environment Canterbury (ECan), neighbouring councils, local schools and large employers. Staff will share the indicative list of targeted stakeholders and said they were happy to take direction from the Board if they thought there were other stakeholders who should participate.

Staff are happy to receive recommendations for other key stakeholders to engage with. Staff will also be setting up a facilitated workshop with the Board to receive their feedback. The Board will also be briefed before the commencement of further engagement phases.

Finance Team

Budget and Financial Statements

Mr Payne submitted questions to the Finance Team in writing prior to the meeting. The Finance Team will answer these queries and reply to Mr Payne and the Board.

There was discussion on the digital technology that has been supplied to the Board and the resulting changes. The Chief Executive will speak with the Finance Team and update the Board.

Moved – Mr Russell / **Seconded** – Mr Payne

'That the Malvern Community Board receives for information the Malvern Community Board ("MCB") Finance Report for the period 1 – 30 October 2024.'

CARRIED

PUBLIC FORUM

Ms Vanessa Murray

Hororata Community Engagement

Ms Murray, a Hororata resident, asked who the best person is to contact when people in her local community require information, in particular when it relates to issues that directly affect them. Mr Freeman encouraged Ms Murray to engage with the Go Hororata Committee who

operate in her area. The Chief Executive will provide Ms Murray with the contact information for individuals and local groups who she can link into within her community.

Mrs Ngaire Kent

Resource Consenting for the ANZAC Memorial in Kirwee

Mrs Kent is querying the costs of the resource consents for the ANZAC Memorial in Kirwee. The Chief Executive will follow this up and come back to her with a response.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the Darfield Library Meeting Rooms, on Monday 21 October 2024.

Moved – Ms Nu'u / Seconded – Mr Payne

'That the Malvern Community Board confirms the minutes of the Ordinary Meeting of the Malvern Community Board held on Monday 21 October 2024.'

CARRIED

ACTIONS FROM LAST MEETING

Actions updated. Ms Nu'u will feedback to Mr Polglase from the Darfield Residents Association, the updated actions that relate to issues he raised at the previous meeting.

CORRESPONDENCE

None.

REPORTS

1. Monthly Report from the Chairperson

Chair - Mr Bruce Russell

Mr Russell congratulated Mr Verry on successfully completing further study at Lincoln University. Mr Russell attended the Armistice Day commemoration at Halkett. He said the memorial was a real credit to the local community.

Moved – Mr Russell / Seconded – Ms Nu'u

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

CARRIED

2. Board Member Ms Sharn Nu'u

Today Ms Nu'u attended the Regional Public Transport Consultation and presented the Malvern Community Board submission. She will circulate her speaking notes to the Board.

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

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

CARRIED

Ms Nu'u expressed her interest in joining the panel to hear submissions following Council consultation on the future of the Sheffield Pool. The Board agreed that Ms Nu'u will represent them on the hearing panel.

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

'That the Malvern Community Board appoint Board Member Nu'u as their representative on the hearings panel for oral submissions on the future of Sheffield Pool to be heard between the 26-27 February 2025.'

CARRIED

3. Board Member Mr Calvin Payne

Mr Payne thanked Ms Nu's for attending and submitting to Regional Public Transport Forum on behalf of the Board.

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

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

CARRIED

4. Board Member Mr Phil Freeman

Due to work commitments Mr Freeman did not submit a report this month.

5. Board Member Mr John Verry

Mr Verry said he was concerned and frustrated about what he believed to be the quality and timeliness of information being provided to the Board by Council. He encouraged Council to engage with the Board and with the wider community at the earliest opportunity. He thanked the Roading Team for investigating the issues regarding access and mobility scooters in Darfield.

The Board agreed to discuss days and times that would be more suitable for their meetings in 2025. The Board will look at how they can work the Council recess dates into their proposed meeting schedule. They will provide this information to the Governance Team who will then investigate alternative meeting venues for their preferred dates and times.

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

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

CARRIED

6. Councillor Mugford

Councillor Mugford has provided the Chief Executive with questions ahead of the Coalgate Township Committee meeting. Glentunnel Museum elected Councillor Mugford as their Chairperson. The new Council funding committee is working well. The application forms have been redesigned and should be more user friendly.

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

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

CARRIED

7. Chief Executives Report

Mrs Sharon Mason, Chief Executive, introduced Mr Steve Gibling to the Board. Mr Gibling will be attending Malvern Community Board meetings in 2025 instead of Mrs Mason. Mr Gibling is Council’s Executive Director of People, Culture and Capability. The Board thanked the Chief Executive for all her support and active involvement with the Board. She said she will continue to assist the Board in seeking resolution to any community concerns they bring to her attention.

Moved – Mr Russell / **Seconded** – Mr Payne

‘That the report from the Chief Executive Officer be received, for information’.

CARRIED

8. Strategic Priority Subcommittees

Executive Director People, Culture and Capability

Mr Steve Gibling, Executive Director People, Culture and Capability, said the change to the committee structure is a result of engagement around Waikirikiri Ki Tua Future Selwyn. The new subcommittees are designed to focus on key areas that will support the continued growth of the district. Membership includes Councillors, mana whenua and the opportunity for subject matter experts to participate and give advice on key topics.

Moved – Mr Russell / **Seconded** – Mr Payne

‘That the Malvern Community Board:

(a) notes the Council have disestablished the following Committees of Council

- *Community Services Committee*
- *Planning and Climate Change Committee*

- *Transport and Infrastructure Committee*

(b) *notes the Council have established four new strategic priority subcommittees until the 2025 local elections, in addition to the existing Finance and Performance Committee and Audit and Risk Subcommittee, being:*

- *Housing and Urban Development Strategic Priority Subcommittee*
- *Local Water Done Well Strategic Priority Subcommittee*
- *Economic Development Strategic Priority Subcommittee*
- *Climate Change and Sustainability Strategic Priority Subcommittee.'*

CARRIED

DISCUSSION OF PUBLIC FORUM MATTERS

None

GENERAL BUSINESS

The Board discussed how they could best financially support the Darfield Residents Association Christmas Committee. It was agreed that \$500 be donated to the Committee to assist in purchase of gifts for local children.

Moved – Mr Payne / **Seconded** – Mr Russell

'That the Malvern Community Board donate \$500 from the general fund to gifts to Santa's Grotto in Darfield.'

CARRIED

Mr Payne sought the Boards approval of funds for him to enrol in an online training course offered by the Institute of Directors (IoD). The course is 'Training for Not-for-profit Governance and Finance Essentials'. The Board agreed to fund this training as it would be of benefit to both the Board and local resident associations.

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

'That the Malvern Community Board approve funding of \$618 plus GST for Mr Payne to enrol in the 'Training for Not-for-profit Governance and Finance Essentials' course.'

CARRIED

The Chair wished the Board a safe and happy festive season.

The meeting closed at 5.45pm.

DATED this 27th day of January 2025


CHAIRPERSON