

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE WEST MELTON COMMUNITY CENTRE
ON MONDAY 27 JANUARY 2025 AT 2PM**

PRESENT

Messrs. B Russell (Chairperson), J Verry (Deputy Chairperson), C Payne, P Freeman (from 3pm) and Ms S Nu'u (from 2.11pm); and Councillor L Gliddon

ATTENDEES

Mrs A Sneddon (Chief Financial Officer); Ms S O'Connor; Mr T Cockburn; and Ms T Davel (Senior Governance Advisor)

WELCOME

The Chair welcomed everyone to the meeting, especially Mrs Allison Sneddon, Chief Financial Officer. He also welcomed Mr Thomas Cockburn and Ms Sarah O'Connor from the Finance Team. The Chair noted that Councillor Gliddon will sit at the table for the next couple of months and he said the Board looked forward to her contributions.

The meeting was livestreamed.

The Chair congratulated Mr Kent who was recently granted an MNZN for services to the deaf and hard of hearing community. He thanked him for his work and congratulated Mr Kent for the honour bestowed upon him. Mr Ken said it came as a shock to him, but it reflects on what he has done. He said there are many others who also work hard and would be deserving.

APOLOGIES

For lateness, apologies from Ms Sharn Nu'u and Mr Phil Freeman.

Moved – Cr Gliddon / **Seconded** – Calvin Payne

'That the Malvern Community Board receives the apologies for lateness, as noted.

CARRIED

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

Mr Russell and Mr Verry each noted an item to discuss under General Business.

CONFLICTS OF INTEREST

None.

PRESENTATIONS FROM SELWYN DISTRICT COUNCIL STAFF

Financial Reporting

Mr Thomas Cockburn and Ms Sarah O'Connor presented their report and went through the financials line for line. There were several questions for clarification which were responded to by staff.

Mr Verry noted that he wanted to know what will happen to the large amount of money which is in surplus and whether there was any financial legal impediment if any of that was available for the Board to discuss with the community to be redistributed into the community. He asked whether this could be explained in more detail in the February meeting. Staff asked for clarification to which Mr Verry said the \$100k accumulated, clearly came into the budget via a target rate within the current term of the Board. He said when he meets people in the community, he would like to explain to them that this sum of money will not simply disappear into a consolidated account, but that there was potentially an opportunity to redistribute it within the community.

Staff explained in detail that the money will remain in the budget, and will roll over, noting this was part of the usual long-term plan budgeting process whereby any surplus was slowly being reduced by being used. Spending this 'surplus' at once would only mean that additional money would need to be found in future. Mr Verry insisted that people's concern was that given the fact there was no public consultation on the annual plan, the money will just be used to reimburse the Council which is already taking more than 50% for services.

Councillor Gliddon said this money was the result of budgeted and additional funds accumulating over several years. If it was to be repurposed, it would require a long-term plan submission from the Board.

The Chief Financial Officer, Mrs Sneddon, noted that she will ensure a summary showing the purpose of the accumulated funds, forms part of the February agenda.

Mr Payne added that the Board needed to meet to review its own budget and provide inputs to the CFO before the February meeting. Finance staff said they would be available to meet with the Board for this exercise and that this should ideally happen within the next month.

Mr Verry next raised the matter of why .42% was used as percentage to work out the service costs to the Board. He wanted to know whether it was possible to be more efficient, and Mr Payne agreed. Staff explained the charge was not just reflective of the salary of staff but that it consisted of, for example, digital licences, IT network, equipment maintenance, audit fees, postage, printing, banking and many other areas of service. The percentage is what is historically charged and based on how much of an FTE the Board is deemed to use. The CFO added it was an apportionment of the finances and mostly based on volume of time and effort that goes into this group.

Mr Verry said the Board was a very small entity within the whole of council and it seemed a Board this size would warrant no more than a \$50k service charge. He said not too much time or effort went into the Board and given the services actually provided to them, he wanted the Board to consider whether they were satisfied for it to remain at this percentage or go up or down. He went on to say that setting up meetings for audiovisual capability shouldn't be part of the Board's budget but rather of the overall communications budget.

The CFO said to review this was a large piece of work and that she would be having a discussion with colleagues post this meeting.

PUBLIC FORUM

Mr Harvey Polglase noted his resident's association had put a motion through to Council to investigate costings and savings. He raised a couple of items which had already been addressed.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the Darfield Library Meeting Rooms, on Monday 25 November 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.

CORRESPONDENCE

None.

REPORTS

1. Monthly Report from the Chairperson

Chair - Mr Bruce Russell

The Chair noted there were nine months left for this Board before the elections and that there were several important matters coming up. He added he wanted to call a meeting prior to the next formal Board meeting to discuss the work programme which was recently circulated.

The Chair congratulated Ms Nu'u and the Darfield Community for the way the Grotto was run over the December holidays and said it was a lot of fun.

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

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

CARRIED

2. Board Member Ms Sharn Nu'u

Ms Nu'u spoke about attending the Darfield High School prize-giving. She thanked the Darfield Resident's Association for assisting with the jail / Grotto and noted she heard there was some memorabilia for the jail which needed to be attended to.

She has conversations with Catherine Rose whose father was the project manager of the Darfield jail and in memory of his work they were looking to support a memorial seat.

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

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

CARRIED

3. Board Member Mr John Verry

Mr Verry spoke about flooding in Springfield with the Chair noting there will be a staff report on the matter to the March Board meeting.

During the discussion it was agreed that NZTA will be contacted in relation to the flooding as it is their responsibility. In response to a question from the Chair Mr Verry and the rest of the Board said they were satisfied with the monthly meetings being held in Darfield at an earlier time in future.

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

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

CARRIED

4. Board Member Mr Calvin Payne

Mr Payne told the Board about a Sister Cities visit to Yubetsu in March. He said the Board needed to decide who would be going and told the Board about the advertising and application process.

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

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

CARRIED

5. Board Member Mr Phil Freeman

Arrived 3.16pm

While Mr Freeman had no report, he did speak about the Hororata water being on again / off again. Councillor Gliddon noted that staff in the water services team will be going to Hororata to speak to the community.

6. Councillor Gliddon

Councillor Gliddon raised a number of matters, including the High school scholarship; recycling and hearings for the LAP. She also noted she was looking forward to the Local Government Commission determination on the Representation Review.

In relation to the recycling Councillor Gliddon noted this was a trial with input from the community. Funding for the trial was approved in 2023 and if it was to become permanent in future there will be further discussions about it, in relation to how it will be rated.

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

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

CARRIED

7. Executive Director’s Report

In relation to road names in new developments, the Board asked that staff convey to developers that they should also look at the history of the area and choose names that fit in with the history.

Mr Payne said he was disappointed with the 70 pages of code of practice in the report and said it could have been added as reference or appendix. He said if people printed the agenda, it would be a waste of paper.

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

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

CARRIED

8. Executive Director

Allowance Update

Ms Jodie Beker addressed the Board around their options of ICT equipment use. The determination allows two situations where allowances are payable. It was noted that using Council equipment leads to better control and management for security and LGOIMA matters, also built-in support e.g. firewalls etc. Using SDC equipment makes things more secure from a council perspective, and Board members could use a dual sim card in one phone if having two phones posed an issue for them.

Mr Payne explained at length how he operates his work and council devices and expressed concern that the financial reports show costs for phones when these are not fully used. He said having a council laptop was a wasted resource and that in his opinion Council needs to ask Board members to use their private / personal equipment. He also said that this should be discussed in detail during a future induction programme of a new Board.

It was reiterated that in some rural areas there was not enough mobile coverage. The matter will be discussed again in future meetings.

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

'That the Malvern Community Board:

- 1) *Receives the report; and*
- 2) *Notes the allowances for ICT (see Appendix at Clause 8 for example of ICT) and the processes around reimbursement and use of ICT equipment.*

CARRIED

DISCUSSION OF PUBLIC FORUM MATTERS

None.

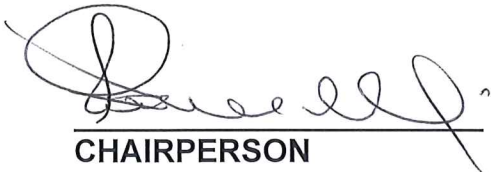
GENERAL BUSINESS

Mr Russell told the board he would not be standing for any local body elections again. He intended to retire at the next elections. Mr Verry noted he will go to the public in October for the community to decide whether they want him as their elected member in the Hawkins Subdivision again. He thanked Mr Russell for the service to the Board.

Mr Russell told Board members if they wanted to continue in local government, they had to start working on what they want to achieve to get their names out in the public.

With no further business, the meeting closed at 3.40pm

DATED this 24 day of February 2025



CHAIRPERSON