

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE DARFIELD LIBRARY & SERVICE CENTRE, SOUTH TERRACE, DARFIELD
ON MONDAY 26 FEBRUARY 2018, COMMENCING AT 4.30PM**

PRESENT

Mesdames J Gallagher (Chair), J Pascoe and K Meares, Ms M Hands, Mr K Pauling and Councillors R Mugford and J Morten

ATTENDEES

Mr D Ward (Chief Executive) and Mrs N Smith (Executive Assistant); Ms L Hull (Environmental Manager, Fonterra), Mr S Taylor (Operations Manager, Fonterra), Ms M Gordon (Parks Policy Analyst); and Mr M England (Asset Manager Water Services), Mr C Steffens (Groundwater Engineer, PDP)

APOLOGIES

Mayor Sam Broughton for absence and Mr K Pauling for lateness (arrived at 4.40pm)

Moved – Mrs Meares / **Seconded** – Mrs Pascoe

‘That the Board receives apologies for absence by Mayor Broughton, and for lateness by Mr Pauling.’

CARRIED

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

None identified.

CONFLICTS OF INTEREST

None advised.

PUBLIC FORUM

Special Guest	Shane Taylor , Acting Site Operations Manager (Darfield) & Laura Hull , Environmental Manager (Darfield), from Fonterra Carl Steffens (Ground Water Scientist) from PDP
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Ms Hull noted Fonterra is not planning to take any extra water, but rather, have plans in place to reduce the reliance on groundwater. She then briefly discussed the three years of dry weather resulting in the drop of groundwater levels and also noted a pump fail in December 2016. Lessons were learnt from this to ensure this did not occur again. This fail resulted in significant costs to Fonterra which triggered investigations.

PDP undertook modelling work which included drilling on site – to this Ms Hull spoke about the possibility for better communication of such activities so as not to alarm people. Further she referred to a student who came in to look at Fonterra's water usage on site to determine it was being used efficiently. This investigation determined that they Fonterra is performing well.

Ms Hull then referred to a capital project being a new water treatment plant (Reverse Osmosis or RO). This plant would again reduce the amount of water required and reduce the uptake on the bores. This plant will take out impurities and allow Fonterra to reuse water. The output will be to drinking water standard. She noted Fonterra is working on some communications around this – will go out to the media very soon.

Mr Taylor stated that Fonterra takes water conservation very seriously, and that they are not there to affect the people of Darfield, reiterating the need for better communication.

Mr England stated he has spoken to ECan about the consent confirming that Selwyn District Council is an interested party in the Consent process. To this ECan told Mr England, that as yet, they cannot determine if the District is an affected party, but will advise Council when this determination is made.

Ms Hands asked representatives at what point they are in the Consent process. Fonterra representatives noted it has been lodged with ECan who have forwarded draft conditions to Fonterra. Further discussion was held about their current process and the process that Fonterra has put a consent in for.

Mrs Pascoe referred to the Cream Cheese plant which is to be built. Mr Taylor stated that the Fonterra Board has approved two plants. It was confirmed that water usage was factored into these plants, Mr Taylor confirmed that a cream cheese plant would use less water than its milk drying plant. The Cream Cheese plant will employ more people – and will house approximately 20 staff working in shifts.

Ms Hands noted the effect on the bore, and communication to the community stating she would have expected that Fonterra would have communicated what they were doing. Ms Hull noted they called the Council, so they should have been aware what was going on. She then referred to communication with the community stating that the initial stages were exploratory only. Ms Hull noted that nobody contacted Fonterra about their issues or questioned what was happening as she would have hoped they would have. She stated that she did not know who to talk to within the community other than Council.

Fonterra representatives confirmed that the final approval to proceed to the consent stage only came in December, so the timing is awkward. It was agreed that lessons have been learned, and a meeting with Council's Chief Executive and Mayor has determined a way forward around better liaison and Communication. The Chief Executive noted good dialogue at this meeting, with Council allocating 'go to' Council people for Fonterra issues to ensure communication links are now firmly in place.

Mr Taylor confirmed Fonterra wants a positive relationship with the Darfield community and all are welcome to come to the plant if they have any questions.

Ms Hands noted there seems to be a lack of Fonterra's visibility in Darfield, and a conversation followed about this. Ms Hull stated that Fonterra is developing a quarterly newsletter and confirmed that they communicate regularly with their immediate neighbours. Mr Taylor also confirmed that community groups visit the Fonterra plant on regular occasions. He also noted that he is happy to visit communities. Mrs Pascoe made reference to the Facebook pages of local communities. Further advice from Board members around good communication channels was given to Fonterra staff.

Mr Taylor noted that their communications team will be issuing information about the RO plant shortly.

ACTION:

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| (a) | <i>The Chief Executive to contact the Chief Executive of Environment Canterbury to express the Board's view on the Fonterra consent.'</i> |
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Moved Mrs Pascoe / **Seconded** Ms Hands

'That the Board requests the Chief Executive to express the Board's concern to Environment Canterbury, with respect to Fonterra water consent application on the continuity of the Darfield Drinking water supply, and question why we were not considered an interested party, and express its disappointment.'

CARRIED

PRESENTATIONS FROM STAFF

Asset Manager Water Services – Mr England	Water Supply; Stormwater & Drainage; and Water Races Bylaws Darfield Wastewater Water Supply Upgrades
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Water Races - Mr England spoke on the future of the water races (page 143) referring to the impact from CPW. Water races closure requests have been increased, also referring to the secondary benefits of water races including fire-fighting, aesthetics and ecological needs.

Mr England then commented on the strategic water races and spoke to the map within the agenda as it relates to strategic water races to remain open. He then confirmed that the next stage is to socialise the map, and get some feedback from water committees and Board members.

It was noted that as water races are shut down, the rating structure changes with staff referring to the upcoming Draft LTP.

Mrs Pascoe noted that perhaps enough are not going to be kept open. Mr England noted the balance, commenting that some people in the community are of the view that more water races should be shut down.

Water Supply Upgrades - Mr England tabled plans of Sheffield Water Treatment Plant upgrade and Hororata Water Treatment Upgrade, and spoke to these.

Mr England then noted the need to chlorinate due to the potential for high transgressions in this area. He informed members that Council would be sending out a letter to residents in the next couple of weeks informing them of the upgrade and need for chlorination.

Mr Pauling noted concerns from Sheffield and Springfield communities around chlorination and invited Mr England to attend a future meeting of these communities.

A conversation was held about chlorination versus UV treatment.

Darfield Wastewater - Mr England spoke to his report within the Agenda noting that Council has made a decision to put the Darfield wastewater item into Year 13, and as such, will not be included in the Long Term plan for 2018-2028.

Mrs Pascoe stated that the Malvern Community Board's LTP submission could include comments as to the inclusion of Darfield Wastewater into the ten year plan.

Mrs Pascoe made further comments about generic text within the document.

Bylaws - Mr England referred to the three bylaws currently out for public consultation. Councillor Morten asked about what the Board may do in relation to these, such as submissions. To this, the Chief Executive noted that he expects Board members to read the Bylaws and refer any comments back through the Chair. No issues of concern were raised by Board Members.

Moved Mr Pauling / **Seconded** Mrs Pascoe

'That the Malvern Community Board supports the bylaws put before them at the meeting of 26 February 2018.'

Based on an earlier promise by Council to communicate to water subcommittees - a discussion was held around the best way to communicate to those interested in the water schemes asking for their feedback, and it was suggested that this be done via personalised letters.

<i>Parks Policy Analyst</i> <i>Ms Gordon</i>	Parks & Reserves Bylaw Review
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Ms Gordon referred to the Parks and Reserves Bylaw process which will see her talk to those who operate under the bylaw to try to draw out any issues they may be experiencing and resolve these in the edited bylaw.

Ms Gordon noted that all community Hall and Reserve Committees, (and the Board) have received letters with an invitation from Ms Gordon to speak at their meetings. It was noted that was plenty of notice for committees to respond.

Following questions by Board Members, Ms Gordon reconfirmed the process, stating that the committees have been invited to speak to Ms Gordon around challenges they are facing.

She noted that big focus is around public enjoyment and preservation of the local environment. Ms Gordon noted comments received at the recent Rolleston Reserve Committee meeting.

Ms Gordon then confirmed that she is wanting to identify issues upfront and decide if a Bylaw is required to deal with these. She noted that the Bylaw would go out for public consultation during the middle of the year, and brought before Council after the LTP process has wound up.

The Chief Executive referred to the increased legislation around health and safety, asking Ms Gordon how much the legislation negates or imposes the Bylaw. Ms Gordon responded to this, referring to the core right of people to be able to access reserves, noting that health and safety, the RMA and the Land Transport Act may determine what is in the bylaw.

Questions were asked by Mr Pauling around events held at Reserves and Halls and asked if Contracts are in put in place for these events. The Chief Executive agreed that a standard form would be good. To this, Mrs Meares stated that she has asked for Halls around the district to come together to discuss a consistent approach.

Councillor Morten noted that district-wide rates will be the focus, rather than the Bylaw itself. Ms Gordon noted that is a good reason to focus on the issues first. The Chief Executive confirmed the process and the timeframe of the district wide rating would provide clarity around the Bylaw. Mrs Pascoe noted the concern around the one-rate of the smaller halls.

Councillor Morten then referred to commercial enterprises on reserves as it relates to the Reserves Act. Ms Gordon that the Reserve Management Plan is the first port of call. A discussion then followed.

Ms Gordon reconfirmed that she really wants to understand what the Committees issues are. Councillor Morten then asked about the passive reserves. Ms Gordon noted she has held discussions with relevant people – who raised issues which were not uncommon – such as graffiti, and drug and alcohol use.

Cr Morten then asked about the very smallest of reserves. Mrs Gordon confirmed that everybody will be contacted directly.

Ms Hands asked if the bylaw process could deal with any ambiguities in the process and asked about thresholds for commercial activities. Ms Gordon noted this may not be the process to deal with this – but that a statement such as ‘with the permission of Council’ may cover this.

Mrs Meares referred to the Public Places Bylaw, noting that the public meeting was supposed to be held last week, but was cancelled due to the weather. A new date is to be set. Cr Mugford noted eight submissions have been received from throughout Selwyn.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the Darfield Library and Service Centre, on Monday 22 January 2018.

Mrs Pascoe noted three corrections:

- Page 145 – Civil Defence Towers – not, Telecommunication Towers. Change
- Page 146 - Dogs in Reserves are to be kept back from playing fields.
- Page 150 – removal of gum trees – needs to say on Council Property on Telegraph Road. Remove 2018 reference.

Moved – Mrs Meares / **Seconded** – Mrs Pascoe

‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 22 January 2018, as ~~circulated~~ amended.’

CARRIED

MATTERS ARISING FROM MINUTES

Board Members went through the table as per the agenda.

It was noted that contractor issue on page 152 was a CPW issue rather than a Council issue.

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

Taken as read, with the Chair noting further additions.

Sister Cities - The Chair referred to an email received about applications for Sister City visits. The Chair also noted that the Board had not been receiving minutes from the Sister Cities' meetings, which had now been rectified.

Representation at the Malvern Show - The Chair asked about Board representation at the Malvern Show. Both Mrs Meares and Mrs Pascoe noted they are unavailable, with Mr Pauling already attending the Show in a judging capacity. It was agreed that the Board will not have a presence this year.

ANZAC Poppies - The Chair noted that she and Councillor Mugford have visited nine schools in the area. The Chair felt very welcomed, and referred to the great response received to date.

Darfield Christmas in the Park - The Chair noted the merging working parties for Christmas in the Park. She also confirmed that the Chief Executive has written to the Army requesting their band play at the event.

The Chair stated that she would like someone from this Malvern Community Board to take a role on the Christmas in the Park Committee to which Mrs Meares noted she would. The Chair then noted that nearer the time of the event, she would be asking members to undertake specific tasks on the day.

Park Movement - The Chief Executive will track the Mulholland Park discussion and consultation process. Questions around the outcome and the proposed resolution passed by the Committee about moving the park.

Councillor Morten gave background information, including that a site visit had been held on site with a staff member (Sue Faulkner). Comments were made that the Township Committee has passed a resolution with Councillor Morten asking where it is.

ACTION:

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| (b) | <i>The Chief Executive to track the Mulholland Park discussion and consultation process.</i> |
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Moved – Mrs Gallagher / **Seconded** – Mr Pauling

‘That the monthly report from the Chairperson be received, for information.’

CARRIED

REPORTS FROM BOARD MEMBERS

Board Member reports were taken as read with the following brief discussion:

Mrs J Pascoe

Mrs Pascoe spoke to her report and noted her supplementary report. She referred to the state of trees in Kimberley Reserve – stating that the staff member never got back to her.

ACTION:

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| (c) | <i>Mrs Pascoe referred to toilets noted by the Kirwee Reserve Committee. She asked that whoever is responsible for toilets at Council to contact the committee around cost sharing.</i> |
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Mrs Pascoe referred to access to a mobile speed sign requested by the Kirwee Township Committee. It was noted that if the sign is to be on the State Highway then this would be managed by NZTA, and this may result in a more challenging process.

ACTION:

- (d) *Mrs Pascoe requested that the Chair write to the Roading Engineer to ask for moveable speed indicator signs to be located in the Kirwee Township.*

Mrs Pascoe referred to the issue regarding the charging of cell towers batteries. It was noted that this a cross-boundary issue requiring commitment from several parties. The Chief Executive noted that he has gone back to Civil Defence on this as they are the lead agency on this issue.

Mrs Pascoe noted a complaint from Kimberly Hall Committee regarding a CSR for tree trimming at the cemetery. She noted she had spent a lot of time tracking, but no reply ever made had ever been received from Council. Mrs Pascoe then noted that that the Committee (Ms Alison Syme) just put in another CRS for the same complaint and is still awaiting for a reply.

ACTION:

- (e) *Staff to follow up on the CSR lodged by the Kimberly Hall Committee regarding tree trimming at the Cemetery.*

Mrs K Meares

Mrs Meares noted excellent feedback about her contact with a Property and Committee staff member (Mike Warner) who has been solving lots of issues. She noted a very well worthwhile recent meeting at Arthur's Pass

Ms M Hands

Ms Hands noted the comments from the Glentunnel Coalgate Reserves Committee regarding the removal of trees in the Cemetery. To this Mrs Meares referred to the Glentunnel Village community has been granted permission to plant trees in cemetery to get rid of unsightliness left by the removal of those trees. She confirmed that a staff member (Mike Warner) said it will be done.

Mr K Pauling

The Hororata Citizens Committee is still concerned about the berm outside the Hororata Café being destroyed by people parking to use the business. It was noted that this was not included in the minor project list. Mr Pauling noted they could commit discretionary fund to it.

It was then asked how the Committee could get some momentum to have it considered in the minor project list. To this, the Chief Executive suggested they include a Submission as part of the ten year plan consultation process.

Mr Pauling referred to the Sheffield Hall Committee and what would happen in the event of the hall being offered back to them. They would like to know about any legalities and cost associated with becoming an incorporated society.

ACTION:

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| (f) | Staff to find out the requirements of running the Sheffield Hall Committee as an incorporated society. Suggest they reform at the appropriate time. |
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Moved – Mrs Gallagher / **Seconded** – Mr Pauling

‘That the monthly reports from the Board Members be received, for information.’

CARRIED

REPORTS FROM OFFICERS

2. Chief Executive

Chief Executive’s Report – February 2018

The Chief Executive provided more information to the Board on background matters at a district and national level. He noted he will provide a separate briefing to the Board following the adoption of the Consultation Document for the Draft LTP 2018-2028.

The Chief Executive provided a further update on progress of the Online voting Working Committee.

In referring to the environmental statistics in his report, the Chief Executive highlighted the increase in compliance numbers as complaints rise.

The Chief Executive then noted the introduction of Executive Managers contributing to the Board meetings.

The Chief Executive noted the potential for a Stormwater Working Party which will be introduced at a meeting of Councillors on 28 February 2018 where membership would be called for. The Chief Executive suggested that it may be appropriate for the Board to have a representative on this Working Party.

Moved Mrs Gallagher / **Seconded** Mrs Pascoe

‘That Mr Kerry Pauling be nominated as the Board Representative on the Stormwater Working Party.’

The Chief Executive stated that he received a lot from the first portion of tonight’s meeting, and specifically the questions and answer time. Going forward, he noted that it would be good to put relevant staff at the end of the Board table to answer any questions or touch on any issues the Board may have. He congratulated the Board on their input during this session.

Mrs Meares referred to page 153 of the Agenda regarding Playgrounds, and asked for clarification of who is doing the work and who is arranging the work.

In finalising his verbal summary of this report, the Chief Executive noted the positive feedback from the Arthur's Pass Committee.

Moved – Cr Morten / **Seconded** – Ms Hands

'That the Malvern Community Board receives the Chief Executive's Report – February 2018, for information.'

CARRIED

3. Accounting Officer

3.1 Request for a Grant – Selwyn United Football Club U17 Team

Taken as read and accepted.

Moved – Mrs Meares / **Seconded** – Cr Morten

'That the Malvern Community Board grant \$282.00 from the Malvern Ward Discretionary Fund to Selwyn United Football Club U17 Team to assist three members resident in the Malvern Ward with the costs of attending the 2018 U17 National Youth Football Tournament to be held in Auckland from 16 - 18 March 2018.'

CARRIED

3.2 Request for a Grant – Darfield Primary School PTA

Taken as read and accepted.

Moved – Cr Morten / **Seconded** – Ms Hands

'That the Malvern Community Board grant \$500.00 from the Malvern Ward Discretionary Fund to the Darfield Primary School PTA to assist with the costs of the Malvern Fun Run/Walk/Bike event to be held on 25 March 2018.'

CARRIED

REPORTS FOR INFORMATION

4. Correspondence

Mrs Gallagher referred to letter in the agenda and the issue noted by the Hororata School. The Chief Executive suggested they the School puts a submission into the Draft LTP referring to the Policy. Issues related to parking was due to the current soak hole issue.

ACTION:

- (g) *Roading Engineers are to investigate the flooding adjacent to school and advise the Board of appropriate solutions and the cost of those solutions*

Moved – Mrs Gallagher / **Seconded** – Cr Mugford

‘The Board requests that Council’s Roothing Engineers are to investigate the flooding adjacent to school and advise the Board of appropriate solutions and the cost of those solutions.’

CARRIED

Moved – Mrs Gallagher / **Seconded** – Cr Mugford

‘That the Malvern Community Board receives the correspondence from the Hororata Primary School, for information.’

CARRIED

5. Discretionary Fund Report

The Chief Executive reminded members the amount which is left in their Discretionary Fund.

Moved – Mr Pauling / **Seconded** – Mrs Pascoe

That the Malvern Community Board receives the Discretionary Fund Report, for information.

CARRIED

COMMUNITY COMMITTEE INFORMATION

6. Community Committee Minutes

a) Matters Arising from Community Committee meetings

Taken as read.

b) Community Minutes Received

Township Committees

- Hororata Citizens Association – 23 January 2018
- Whitecliffs Township Domain – 12 February 2018

Hall and Community Centres

- Glenroy Community Hall – 19 January 2018
- Glentunnel Community Centre – 16 January 2018
- Kirwee Community Committee – 18 December 2017
- Kirwee Community Committee – 19 February 2018
- Lake Coleridge Community Centre – 19 January 2018

Reserves & Recreation Areas

- Coalgate Glentunnel Reserve – 23 January 2018
- Greendale Recreation Reserve – 5 December 2017
- Hororata Reserve Management – 6 December 2017
- Kirwee Recreation Reserve – 11 December 2017
- Kirwee Recreation Reserve – 12 February 2018

Moved – Cr Mugford / **Seconded** – Mrs Meares

'That the Malvern Community Board receives copies of community committee meeting minutes, for information.'

CARRIED

GENERAL ITEMS

Mrs Meares noted the good work of staff member, Mr Mike Warner.

The Chief Executive noted that too many people getting involved in conversations causing confusion when dealing with items raised by Committees and Board members. Mrs Pascoe noted it would be useful for the Chair to be the nominated person for communication with Council staff.

Mrs Pascoe also noted she does not think it is useful for Board members to following up with staff directly, but rather it is up to the Committees.

Mrs Meares left at 7.12pm

The meeting closed at 7.30pm.

DATED this 26th day of March 2018


CHAIRPERSON