



**AGENDA FOR THE  
ORDINARY MEETING OF  
SELWYN DISTRICT COUNCIL**

**TO BE HELD ON  
WEDNESDAY 16 APRIL 2025  
COMMENCING AT 1PM**

## Council 16 April 2025 Public Agenda

Attendees: Mayor Sam Broughton, Councillors, P M Dean, S N O H Epiha, L L Gliddon, D Hasson, M B Lyall, S G McInnes, G S F Miller, R H Mugford, E S Mundt & N C Reid & Ms M McKay

16 April 2025 01:00 PM

Agenda Topic	Page
Welcome	
<a href="#">Opening Karakia</a>	4
<a href="#">Council Affirmation</a>	5
Apologies	
1. Identification of Extraordinary Business	
2. Conflicts of Interest	
3. Public Forum	
3.1 David Page - Safety concerns at the Springs Road / Verdecos Boulevard intersection	
3.2 Graeme Evans - Upper Selwyn Huts response to the Engagement Summary by Jacobs	
3.3 Sally Elford, Baseline Group - Deg Tegh Fateh Sikh Society	
4. Confirmation of Minutes	6
4.1 <a href="#">Unconfirmed Minutes - Council 19 March 2025</a>	6
4.2 <a href="#">Unconfirmed Minutes - Sheffield Pool Deliberations 19 March 2025</a>	13
4.3 <a href="#">Unconfirmed Minutes - Extraordinary Council meeting 26 March adoption of annual plan</a>	20
4.4 <a href="#">Unconfirmed Minutes - Extraordinary Council 2 April WSCCO</a>	23
Reports	
5. <a href="#">Mayor's Report</a>	28
6. (Verbal) updates - Chairpersons of Committees, Subcommittees and Community Board	
6.1 Economic Development	

6.2	Housing and Urban Development	
6.3	Climate Change and Sustainability	
6.4	Local Water Done Well	
6.5	Audit and Risk Subcommittee	
7.	<a href="#">Chief Executive's Report</a>	31
7.1	<a href="#">Appendix 1 - Submission to ECan Annual Plan</a>	36
7.2	<a href="#">Appendix 2 - Local electoral reform Draft position paper</a>	39
7.3	<a href="#">Appendix 3 - SDC Representation Review Determination 2025</a>	69
8.	<a href="#">Public Report - Sheffield Pool</a>	90
9.	<a href="#">Public Report - Traffic and Bylaw Parking Restrictions</a>	104
10.	<a href="#">Public Report - Lincoln Signalisation</a>	107
11.	<a href="#">Public Report - Canterbury Museum</a>	117
12.	<a href="#">Resolution to Exclude the Public</a>	123
Public Meeting Ends		
13.	Resolution by Council to release public excluded items to the public	
	<a href="#">Closing Karakia</a>	124

Public portions of this meeting are audio-recorded and livestreamed via the Council's YouTube channel.

The Severe Weather Emergency Legislation Bill has, until October 2024, suspended the requirement for members to be physically present to count as 'present' for the purposes of a quorum. Members attending by means of audio link or audiovisual link are therefore able to be counted as present for the purposes of a quorum and able to vote. The recently enacted Local Government Electoral Legislation Act has made these emergency provisions permanent.

## Opening Karakia

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the sea
E hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air
He tio, he huka, he hau hū	A touch of frost, a promise of a glorious day
Tīhei mauri ora!	

## **COUNCIL AFFIRMATION**

Let us affirm today that we as Councillors will work together to serve the citizens of Selwyn District.

To always use our gifts of understanding, courage, common sense, wisdom and integrity in all our discussions, dealings and decisions so that we may solve problems effectively.

May we always recognise each other's values and opinions, be fair minded and ready to listen to each other's point of view.

In our dealings with each other let us always be open to the truth of others and ready to seek agreement, slow to take offence and always prepared to forgive.

May we always work to enhance the wellbeing of the Selwyn District and its communities.

**MINUTES OF AN ORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON WEDNESDAY 19 MARCH 2025 COMMENCING AT 1.00PM**

**PRESENT**

Mayor S T Broughton; Councillors P M Dean, S N O H Epiha, L L Gliddon, D Hasson, S G McInnes, G S F Miller, R H Mugford, E S Mundt, N C Reid & Ms McKay

**IN ATTENDANCE**

Mrs S Mason (Chief Executive); Messrs. S Gibling (Executive Director People, Culture & Capability), T Mason (Executive Director Infrastructure and Property), M McGrath (Chief Digital Officer), T Heine (Advisor to Mayor), C Lammers (Senior Communications Advisor) and A Coskun (Digital Support Specialist); Mesdames A Sneddon (Chief Financial Officer), D Kidd (Executive Director Community Services & Facilities), J Hands (Head of Legal and Risk), R Phillips (Commercial Manager Property and Infrastructure), S Carnoutsos (Communications Manager); Ms T Davel (Senior Governance Advisor), and Mrs D Prendergast (Personal Assistant)

*The meeting was livestreamed.*

**APOLOGIES**

Apologies were received in respect of Councillor Lyall.

**Moved** – Mayor Broughton / **Seconded** – Councillor Epiha

*‘That the Council receives the apologies, as notified.’*

**CARRIED**

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

None.

**CONFLICTS OF INTEREST**

None.

**PUBLIC FORUM**

None.

## **PRESENTATION BY HON NICOLA GRIGG MP**

The Honourable Nicola Grigg, MP, told Council of some of the recent and current central government developments.

Ms Grigg noted she had been working hard with her cabinet colleagues given the approaching budget day. She was pleased to have brought some of her senior colleagues, including Transport, Health and Education amongst others, to the District recently.

She is aware that as a central government, the focus must be on economic growth, and the funding for services that come from that. She said it was important to combat the rising cost of living, reducing of inflation and reducing interest rates to mortgage holders across the country and of course also this district. There were ongoing conversations about delivery of infrastructure and how the Crown might best fund that, including through public private partnerships. She said the focus is on attracting offshore investors and trying to deliver services to the public as they should expect. With the current fiscal constraints and the economy being in recession Ms Grigg said everyone would have to be creative going forward.

The past 18 months were spent on legislative reform especially around the Resource Management Act and Public Works act. The focus is to wind back onerous regulatory barriers, and the red tape that people complain about with the need to expedite the delivery of housing and infrastructure.

Finally, Ms Grigg referred to the fast track approvals act and the number of developments that have sought and been granted approval, and it's fantastic for the district. Admittedly it puts pressure on local infrastructure and council. Selwyn is well represented by an ambitious and energised Mayor, and she said she does appreciate it.

The Mayor thanked Ms Grigg for address Council today.

## **CONFIRMATION OF MINUTES**

- 1. Minutes of the ordinary meeting of the Selwyn District Council held in the Council Chamber on Wednesday 19 February 2025.**

**Moved** – Councillor Mugford / **Seconded** – Councillor Gliddon

*'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 19 February 2025.'*

**CARRIED**

## **MATTERS REQUIRING ATTENTION**

None.

## REPORTS

### 1. Mayor

#### *Mayor's Report*

The Mayor referred to his report for information and added that the Representation Review Hearings were held earlier this morning. The final day for a decision from the Local Government Commission is 10 April.

**Moved** – Mayor Broughton / **Seconded** – Councillor Epiha

*'That Council receives the Mayor's Report February 2025 for information'*

**CARRIED**

### 2. REPORT BACK FROM SUBCOMMITTEES

#### **2.1 Malvern Community Board**

Mr Russell spoke to council and thanked the Mayor and councillors for the opportunity to attend council meetings. He said he was impressed with Mr Gibling's ability and his encouragement in dealing with the Community Board as lead ELT staff member. He also thanked council staff in general, noting that while on many occasions they are criticised, the people he deals with are doing well to keep the community board in a good position. Board members remain actively engaged with their community and associations. Working with several associations outside the Malvern Ward, e.g. Lincoln, Leeston and others to talk about the benefits of community boards. March was busy with A&P shows, and a quiz night, raising \$3000 for the ANZAC memorial. The Board met to discuss the budget which will be formally considered next week at its meeting. They want to ensure value for money. Board members are also involved in the LWDW consultation as well as the ECan public transport proposal and have submitted to both consultation processes.

Mr Russell noted he was concerned that the DRA put in a submission to abolish the Board. He said the Board is working together harmoniously and while they only have six months left of this triennium, they have a lot to accomplish and will prove its worth.

#### **2.2 Economic Development**

The Chairperson noted the last meeting and thanked staff for the work, specifically due to the short turnaround between the last 2 meetings. At the last meeting Lincoln uni and Orion presented on a joint energy plan. It also led to the establishment of a cross sector steering group and planning was underway to support maori economic development and long-term energy plans. They also adopted a prioritisation tool and endorsed investment and divestment decision trees. He thanked the members of the subcommittee and the staff for the immense amount of work.

#### **2.3 Housing and Urban Development**

No meeting was held since the last council meeting, but there was a good discussion on the Resource Management Act Consenting and Other Matters Amendment Bill.



## 2.4 Climate Change and Sustainability

The Chairperson said her subcommittee looked at the climate change policy for review; as well as draft emissions reduction plan and a sustainability plan. She noted she was in the process of organising a meeting for April to consider these plans again. She added that the Selwyn Residents and Business climate change survey results were in and it was interesting to see all the responses.

## 2.5 Local Water Done Well

The Mayor noted the hearings that will be held the next day. He thanked Councillors Lyall and McInnes for fronting a public meeting in this space. He said everyone would by now have received and read the submissions and over the next 10 days would be the big decision period.

## 2.6 Finance & Performance

No report back.

The Mayor noted for information that although there may not be feedback every month, it will always be part of the agenda to provide the space for anyone to give feedback.

**Moved** – Councillor Reid / **Seconded** – Councillor Dean

*‘That Council receives the feedback from Subcommittee Chairpersons, for information’*

**CARRIED**

## 3. Chief Executive

### *Chief Executive’s Report*

The Chief Executive went through her report and responded to questions on health and safety requirements particularly the obligations of councillors in this space.

The wording around delegations will be tidied up slightly as only the Council has some of the delegations as noted, and not the Chief Executive.

**Moved** – Councillor Gliddon / **Seconded** – Councillor Epiha

*‘That Council:*

*(a) Receives the Chief Executive’s report for information:*

*(b) Delegates the functions, powers and duties of the local authority under the Local Government Act to the Chief Executive in relation to the Fast Track Approval Act 2024.*

**CARRIED**

**4. Notice of Motion**

*Councillor Debra Hasson*

Councillor Hasson noted her notice of motion could be used as a template going forward. Staff noted a prioritised plan was underway.

**Moved** – Councillor Hasson / **Seconded** – Councillor Reid

The request is that the following, including sub-clauses (a -b) be placed on the Council agenda 19 March 2025 for discussion and, if passed, that a staff report be written for the Council meeting to be held 16 April 2025.

*a) The Council requests a report regarding the need for a prioritised plan that gives staff the flexibility within Council's Annual Plan/Long Term Plan to purchase suitable land for the extension of the Pines Wastewater Treatment Plant at short notice.*

*b) This action is delegated to the Chief Executive.*

**CARRIED**

**5. Chief Digital Officer**

*Digital LTP Update*

The Chief Digital Officer went through his presentation. He reiterated there was an AI policy in place and will soon be replaced with a Modern Workplace policy, which will come to Council for approval soon. Council agreed they would appreciate further training in this space and to maximise the technology available. Staff would invite Councillors to a training workshop.

**Moved** – Councillor Epiha / **Seconded** – Councillor McInnes

*'That the Council receives for information the report "Digital LTP Update".*

**CARRIED**

**6. Ordering of Candidate Names on Voting Documents**

*Chief Executive Officer*

**Moved** - Councillor Mugford / **Seconded** – Councillor Reid

*'That Council resolves that the names of the candidates at the 2025 triennial Selwyn District Council elections and any subsequent by-elections until further notice, are arranged on voting documents in random order.'*

**CARRIED**

*Cr Mundt against*

**7. Disestablishing a committee of Council – Westview Special Fund Committee**

*Chief Executive Officer*

The Chairperson of the Committee told Council that the Committee had done well over the past couple of years funding many projects. He thanked the members and staff for their work.

**Moved** – Councillor Miller / **Seconded** – Councillor Mugford

*‘That Council resolves to disestablish the Westview Special Fund Committee with effect from the day of this council meeting, being 19 March 2025.’*

**CARRIED**

**8. Central Plains Water Joint Settlor Committee Terms of Reference AND  
Central Plains Water Trust Annual Sustainability Report**

*Chief Executive Officer*

*Councillor Miller stepped back from the table due to a conflict of interest.*

Councillor Gliddon told the Council that this will provide guidance for a future council coming in. She noted that Mr Wanhalla resigned from the Trust and that she has written to Runanga for a replacement. Councillor Gliddon noted the difference between the Joint Settlers Committee and the Trust. She said the Joint Settlers Committee were the Christchurch City Council and Selwyn district council which oversees the Trust. The Trust holds the consents.

**Moved** – Councillor Gliddon / **Seconded** – Councillor Reid

*‘That Council:*

- 1) endorses the revised Central Plains Water Joint Settlor Committee Terms of Reference; and*
- 2) receives for its information, the Annual Sustainability Report of the Central Plains Water Trust.’*

**CARRIED**

*Councillor Miller stepped back to the table.*

**GENERAL BUSINESS**

None.

**MATTERS RAISED IN PUBLIC FORUM**

None.

**RESOLUTION TO EXCLUDE THE PUBLIC****Moved** – Councillor Hasson / **Seconded** – Councillor Mugford

*‘That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Minutes	<i>Good reason to withhold exists under Section 7</i>	Section 48(1)(a)	
2.	CORDE Statement of Intent FY26-28			

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1	protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
1, 2	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)

2      *that appropriate officers remain to provide advice to the Committee.’*

**CARRIED**

The meeting went into public excluded at 3pm.

With no further business being discussed, the meeting closed at 3.52pm.

DATED this                      day of    2025

\_\_\_\_\_  
**CHAIRPERSON**

**MINUTES OF THE SELWYN DISTRICT COUNCIL  
SHEFFIELD POOL DELIBERATIONS  
HELD AT THE SHEFFIELD COMMUNITY HALL  
ON WEDNESDAY 19 MARCH 2025 COMMENCING AT 6.30PM**

**PRESENT**

Councillors, E. Mundt, P. Dean, R. Mugford, Malvern Community Board Member S. Nu'u

**IN ATTENDANCE**

D. Kidd (Executive Director Community Services and Facilities), J. Richmond (Head of Sport and Recreation), P. Ganda (Senior Communications Advisor), S. Meares (Senior Counsel), and S. Spicer (Minutes Secretary).

**OPENING KARAKIA**

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the land
E hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air
He tio, he huka, he hau hu	A touch of frost, a promised of a glorious day
Tīhei mauri ora!	

**APOLOGIES**

None.

**OPENING COMMENTS**

The Chair, Cr. Mundt, welcomed everyone to the deliberations and thanked everyone for their hard work in getting to this point.

**CONFIRMATION OF MINUTES**

**Minutes of the Sheffield Pool Hearings held on 27 March 2025 at the Sheffield Community Hall**

For submission 47, one of the Panel noted they had not heard the response “one child said would go to a different pool”

**Moved** – Cr Dean / **Seconded** – Cr Mugford

*‘That Council confirms the minutes of the 2025 Sheffield Pool Hearings, held on 27 March 2025, as circulated.’*

**CARRIED**

## **1. OVERVIEW OF REPORT TITLED “SHEFFIELD MEMORIAL POOL OWNERSHIP” 14 MARCH 2025**

Head of Sport and Recreation Mr. Richmond began with the background and overview

### **Long Term Plan consultation and decisions:**

- From the Long-Term Plan consultation, results were that 61% of respondents preferred closure, 39% wanted it to remain open. However, feedback was also that the community wanted to receive the asset.

Decisions arising from those consultation results were:

- Begin targeted consultation with the community around potential divestment of the facility to a community-run legal entity.
- Keep the Sheffield Memorial Pool open and operational for the 2024/25 season to allow time for consultation and necessary arrangements to be put in place.
- Proceed with demolition if no arrangement is able to be satisfactorily negotiated before 30 June 2025.
- Hold the demolition costs budget so that it can be utilised should operation by the community not commence or continue.

### **This consultation**

A special consultative process followed – four questions were asked, and 181 responses received. The results from that process are included in the report, which is largely taken as read. However, the key results were:

- 95% supported transfer to a community entity;
- 84% were aware of an entity which could receive the asset;
- 42% indicated they would be happy to help;
- Overall, the responses indicated a desire for the pool to stay in the community, and the importance of teaching children to swim.

A note about funds – the bounds of this discussion and hearing is around the transfer of the pool and does not include any decision regarding funds. If the pool is transferred to an entity, they would then be able to apply for funding.

### **Options put forward in the report**

- Option 1: Transfer to trust – advantage is that it continues in community. Note there are issues around the details of transfer
- Option 2: Demolish the pool – the disadvantage being that once it is demolished it is gone for good.
- Option 3: Delay transfer – would allow more time for title issues to be sorted and a community entity to be created, but Council has been clear that deadline is June 2025
- Option 4: Provide funding. Understand why this is sought by community, but it cannot be recommended as it is outside the ambit of this hearings panel delegations.

Senior Counsel Ms Meares then discussed the legal implications

### **Option 2 – demolition**

- Ms Meares started with Option 2 because legal implications here are simple – as Mr Richmond covered, this option is within delegation of the Panel to recommend
- The demolition would be handled as any other contract works that the Council undertakes
- Legally this is the most straightforward option. Money is provided for this in the LTP.

### **Option 1 – transfer**

- The easiest way to go through the legal implications is to break down the recommended resolutions
- Recommendation (b) is an overall scope/box within which negotiations would occur, this would be the start for negotiations. Recommendation (c) then empowers CE to negotiate within that box
- Breaking down recommendation (b)
  - Transfer of ownership and operation
    - Council responsibility would be handed over, notably legal risks associated with operation will also be handed over
  - Land *and* assets
    - Good example of an issue that cannot be resolved today – Panel can recommend transfer of assets associated with the Pool, but the Panel is not expected to resolve exactly what that list is (eg, water blaster and pumps).
  - To the Trust – Note nominee process, but Council can put restrictions on this – e.g. not for profit. If the transfer is approved, an entity would be created and then staff will engage either with the Trust or the entity to draft a transfer agreement.
  - 30 June – a reasonable timeframe for negotiations to occur and for the Trust/community group to get advice and incorporate, but within the timeframe anticipated by LTP. The agreement date does not have to be the transfer/settlement date.
  - Certificate of Title issues
    - There are two titles, one Council owned and one owned by a deceased estate. Council would apply to LINZ for the deceased title to be transferred to Council (the Trust will not be able to make that application). That may take 6-12 months – Council would try its best to expedite before next season. If still unresolved then the pool would not be able to be transferred and therefore not able to be operated for that season.
  - Access
    - Access is over Department of Conservation property via a written agreement but not an easement, so access would need to be set up correctly between Department of Conservation and Trust/Entity.

- The pool could not be operated until the transfer was complete, as the risk to Council would be too great
- The schedule to the report contains other legal implications that we are cognisant of and these complexities again reinforce why these are not matters to be resolved today, but rather the Chief Executive would be empowered under recommendation (c) to resolve these matters.
- Recommendation (d) – this is to ensure that there is clear direction if the negotiations are unsuccessful

### **General Discussion and Questions**

Following the briefing, there was general discussion and questions, the points arising as follows:

Getting access from Department of Conservation is not expected to be a problem, as Council has their written agreement and would go through the process with Trust/Entity and Department of Conservation.

Council has \$20,000 set aside for legal costs incurred by Council, which we expect to be sufficient. Council recommends that the entity get their own legal advice.

The entity could apply for funding as part of next annual plan or long-term plan. It is important to note there is no promise of funding and they would have the same position as any other community group.

There are currently no issues that are expected to impede getting agreement within the time frame, and that this time is expected to be enough to form an entity, and, if an entity is not yet created, then the Trust can enter into the agreement.

Risk would pass at the date of settlement/transfer, not the date of the agreement.

A sunset date, by which settlement would have to occur, had not been considered but could be included.

Department of Conservation access should ideally have been via an easement, but the entity would need to decide if it were satisfied with Department of Conservation's written permission, or if it would like an easement to regularise the access. Access is over just a small section of larger piece of Department of Conservation land.

### **Discussion of Risks**

There was a general discussion regarding risk, including being careful to pass risk to people who can handle these risks, and not wanting to we set this community up to fail. Transferring a pool is giving them a hard job, and neither the trust nor community group have a history of risk management (the community group doesn't even exist yet). Noted that Council's responsibility is the safety of community and if it cannot be satisfied that the community will be safe, then a tough decision/courageous decision may need to be made not to transfer.

Points discussed included:

Council would always advise the entity to get its own independent advice including legal advice and health and safety obligations. Council staff understand the community group has already received some advice from their lawyer regarding responsibilities and ramifications of receiving the pool.



The report prepared for this agenda ("Sheffield Memorial Pool Ownership" 14 March 2025) does not address health and safety concerns or providing assurances in this area, as this was not within the ambit of the consultation.

There will be handover from Council staff to the new entity to induct its staff into site and operations. This will need to be for a fixed period only, otherwise ongoing assistance and advice strays into unofficially operating pool. However, there are other ways Council can provide ongoing support on the same basis it supports school pools (e.g., answering water quality questions, providing training on specific skills).

The seriousness of health and safety responsibility was emphasised, and an example was used that if a person climbed over the fence and drowned, that would be the responsibility of the community group, not the Council. Regardless of responsibility, nobody wants such a thing to occur. The community group has received advice in the form of legal observations, and is aware of health and safety risks, for example the obligations applying to unpaid volunteers are less than paid staff.

The associated risks have been discussed over the years, it was run by the community prior to Council ownership, and they have a lawyer advising them, so there is a good understanding by the community of the risks entailed and on that basis, Council can be comfortable to hand it over.

On the topic of auditing, Council would do annual random water tests. National auditing, via Quality Pools (under Pool Safe), is a voluntary benchmarking system that the pool could sign up to, but a hurdle to this may be the expense and time involved – it costs about \$1,000 to enter into the scheme, and significant time. One option could be to opt in to this system for the initial years at least.

#### **Discussion around timing and demolition funds**

Discussion then moved to clarifying what happens with the demolition funds that Council has set aside, and when they may be applied.

If, for example, the agreement was entered into, but the transfer subsequently did not proceed as the conditions of agreement could not be met, then demolition would proceed.

It was noted that Council would endeavour to work with the community entity in meeting the conditions as far as possible, but there could still be some reason the transfer could not proceed (for example, insurance was required but could not be obtained).

There was discussion around how long the demolition fund should be set aside (noting this meeting cannot decide questions of funding). Considerations included aligning with the timing for Long Term Plans, Annual Plans and funding applications. Sunset periods (by which time the pool would proceed to demolition if the transfer had not occurred) were discussed, and 2026 and 2027 were both considered.

Consideration was also given to whether recommendation (c) should include further direction, e.g. a requirement to get insurance, or to sign up to auditing. It was noted that whether the asset needed to be insured would be something the entity would need to decide, not Council, but could be a condition.

Attention was drawn to the point that if an agreement could not be reached, then the pool would be demolished.

#### **Amendments to recommendations**

Based on the above discussions, the recommendations from the report were amended by adding the underlined wording:

- b. i. Resolution of the certificate of title issues associated with the land on which the Pool sits by 30 June 2027;*

and

- (d) *approves demolition of the Sheffield Memorial Pool, in the event that:*
- (i) *mutually satisfactory terms of the transfer are unable to be agreed by 30 June 2025; or*
  - (ii) *that the agreement to transfer otherwise comes to an end prior to transfer*

Based on the above discussions, the following recommendation was then moved, seconded and carried.

**Moved** – Cr Dean / **Seconded** –Malvern Community Board Member S. Nu'u

*'That the Sheffield Memorial Pool Hearings Panel recommend that the Council:*

- (a) *receives the Sheffield Memorial Pool Ownership report*
- (b) *approves transfer of ownership and operation of the Sheffield Memorial Pool (both land and assets owned by the Council) from Council to the Kowai Pas Reserve Trust (or not-for-profit nominee to be determined by the Trust), subject to:*
  - i. *Transfer agreement being entered into by 30 June 2025;*
  - ii. *Resolution of the certificate of title issues associated with the land on which the Pool sits by 30 June 2027;*
  - iii. *Transfer being conditional on the Trust (or nominated entity) obtaining consent from the Department of Conservation title;*
  - iv. *The Pool not being operated by the Trust (or nominated entity) until the transfer is completed.*
- (c) *delegates to the Chief Executive Officer, the power to negotiate and agree to the final terms and conditions of transfer to the Kowai Pass Reserve Trust on terms satisfactory to the Chief Executive Officer in their discretion, subject to the above conditions being met.'*
- (d) *approves demolition of the Sheffield Memorial Pool, in the event that:*
  - (i) *mutually satisfactory terms of the transfer are unable to be agreed by 30 June 2025; or*
  - (ii) *that the agreement to transfer otherwise comes to an end prior to transfer*

**CARRIED**

## **CLOSING COMMENTS**

Cr. Mundt thanked the Councillors and Malvern Community Board representative and staff for the deliberations.

In response to a query, Mr Richmond advised that these recommendations will go to Council on 16 April 2025

Cr. Mundt declared the 2025 Sheffield Pool Deliberations closed.

*The deliberations closed at 7.30pm on Wednesday 19 March 2024.*

## **CLOSING KARAKIA**

Unuhia, unuhia

Remove, uplift

Te pou, te pou

the posts

Kia wātea, kia wātea

in order to be free

Āe, kua wātea

Yes, it has been cleared

**DATED this 7<sup>th</sup> day of April 2025**

A handwritten signature in cursive script, appearing to read 'Cr. Mundt', is written over a horizontal line. The signature is dark and fluid.

**CR. MUNDT**

**MINUTES OF AN EXTRAORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON WEDNESDAY 26 MARCH 2025 COMMENCING AT 9AM**

**PRESENT**

Mayor S T Broughton; Councillors, P Dean (online), S N O H Epiha, L L Gliddon, D Hasson (online), M B Lyall, S G McInnes, G S F Miller, R H Mugford, E S Mundt, N C Reid & Ms McKay

**IN ATTENDANCE**

Mrs S Mason (Chief Executive); Messrs. S Gibling (Executive Director People, Culture & Capability), M McGrath (Chief Digital Officer), N Koch (Head of Financial Control); Mesdames A Sneddon (Chief Financial Officer), P Parata-Goodall (Cultural Advisor), D Kidd (Executive Director Community Services & Facilities), P Ganda (Senior Communications Advisor), Ms T Davel (Senior Governance Advisor)

*The meeting was livestreamed.*

**APOLOGIES**

None.

**CONFLICTS OF INTEREST**

None.

**REPORTS**

**1. Chief Financial Officer**

*Draft Annual Report for year ended 30 June 2024*

The Chief Executive thanked the auditors and staff for the hard work. She noted the annual report was presented to the Audit and Risk Subcommittee meeting on Monday 24 March.

Staff presented the information in the report in some detail noting legacy issues and challenges with presenting the report late. Staff said the overspend and underspend were nothing of significance and that the \$5m surplus was still a good result, despite being under budget. It was stated that the general rate increases of 6% will not be sufficient to maintain the debt level projected.

Councillor Epiha noted that the auditor will rotate from this council and thanked him for his time at Council.

The Chief Executive also added that as part of the Audit and Risk agenda there were several internal audit reports and said that Deloitte's reflected on how much improvement was made in reporting.

Ms McKay said that while the report reflects data of 9 months previously, she thought the report was high level and very helpful. Ms McKay added that by far, the achieved performance outweighs the underperformance and that was something to celebrate. She said it was good to see low casual staff numbers. Ms McKay pointed to the major variances which were really well explained on pages 199 & 200 and asked whether that information shouldn't be at the start of the report. Staff pointed to a summary section highlighting the same information, albeit not in as much detail.

Staff reiterated that the annual report for 2025 will be ready by end of October. In response to a question from Council staff noted there will be a workshop on insurance soon to enable Council to work through their opportunities and potentially make challenging decisions. The Chief Executive also said the Digital Team created financial dashboards, so staff has visibility over their budgets which wasn't previously the case.

Councillor Miller asked about the management letter to which staff responded that it was not a statutory requirement. It was confirmed staff had followed what was required by legislation. Councillor Miller said it was about process and questioned the changed in approach from the past. The Chief Executive was satisfied that the numbers presented today was accurate and true, noting it had been signed off by the auditors and been endorsed by the Audit and Risk Subcommittee.

The Mayor noted this was a council decision and that governors and management worked on this together. Ms McKay added that in her experience she has found it was uncommon to see such a letter. Councillor Epiha noted he would adopt what was presented today as he has been given the assurance that the numbers are true and correct.

**Moved** – Councillor Epiha / **Seconded** – Councillor Lyall

*'That Council adopts the Draft Annual Report for the year ended 30 June 2024' and:*

- a. Note that on 24 March 2025 the Audit and Risk Committee endorsed the Draft Annual Report for the year ended 30 June 2024 for adoption.*
- b. Receive the 'Draft Letter of Representation for the year ended 30 June 2024' to be signed by the Mayor and Chief Executive at the Council adoption meeting on 26 March 2025.*
- c. Receive the 'Draft Independent Auditor's Report' to the readers of Selwyn District Council's annual report for the year ended 30 June 2024, to be signed by Audit New Zealand (Audit NZ) at the Council adoption meeting on 26 March 2025.*
- d. That Council adopt the Draft Annual Report for the year ending 30 June 2024.*
- e. Note that subsequent adoption of the adoption of the Draft Annual Report, Audit NZ will provide written sign-off on their 'Independent Auditor's Report'.*

- f. Delegates to the Chief Financial Officer the authority to make alterations of minor effect or to correct any minor errors to the Draft Annual Report for the year ended 30 June 2024, as or if required before publishing.*

**CARRIED**

*Councillor Miller voted against*

The mayor thanked Councillors and staff for their hard work and involvement.

With no further business being discussed, the meeting closed at 9.36am.

DATED this                      day of                      2025

---

**CHAIRPERSON**

**MINUTES OF AN EXTRAORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON WEDNESDAY 2 APRIL 2025 COMMENCING AT 1.00PM**

**PRESENT**

Mayor S T Broughton; Councillors P M Dean, S N O H Epiha, L L Gliddon, D Hasson, M B Lyall, S G McInnes, G S F Miller, R H Mugford, E S Mundt, N C Reid & Ms McKay

**IN ATTENDANCE**

Mrs S Mason (Chief Executive); Messrs. S Gibling (Executive Director People, Culture & Capability), T Mason (Executive Director Infrastructure and Property), M McGrath (Chief Digital Officer), T Heine (Advisor to Mayor), C Lammers (Senior Communications Advisor) and A Coskun (Digital Support Specialist); Mesdames A Sneddon (Chief Financial Officer), D Kidd (Executive Director Community Services & Facilities), J Hands (Head of Legal and Risk), S Carnoutsos (Communications Manager); Neisha Livermore (Consultation Coordinator), Gavin Brown (Interim Senior Analyst/CFO), Thomas Cockburn (Finance Analyst), Niel Koch (Head of Financial Control), Beka Hammond (Head of Financial Operations), Ms T Davel (Senior Governance Advisor), and Jo Gallop (Executive Assistant).

*The meeting was livestreamed.*

**APOLOGIES**

No apologies were received.

**CONFLICTS OF INTEREST**

None.

**CONFIRMATION OF MINUTES – DELIBERATIONS 26 MARCH 2025**

**Moved** – Councillor Lyall / **Seconded** – Councillor Epiha

*‘That the Council confirm the minutes of the Your Water Done Well deliberations held on 26 March 2025.’*

**CARRIED**

## REPORTS

### 1. Executive Director Infrastructure and Property

#### *Local Water done Well Delivery Model*

Mayor Broughton thanked staff for the work involved in getting to this point and to the community for their input into the decision-making process.

**Moved** – Councillor Malcolm / **Seconded** – Councillor Shane

*'That Council:*

a) **Resolves** that its water services delivery model is:

- i) *a Council Controlled Organisation fully owned by Selwyn District Council for drinking water and wastewater delivery (WSCCO); and*
- ii) *continued in-house delivery for stormwater services.*

*This resolution is made pursuant to the Local Government (Water Services Preliminary Arrangements) Act 2024 and these models are directed for inclusion in Council's Water Services Delivery Plan and implementation.*

b) **Directs** that Council prepares and executes an implementation plan for the establishment of a WSCCO and to achieve completion of the transition of drinking and wastewater services from Council to a WSCCO by 20 December 2025.'

The voting was done at the end of the discussion but minuted here for ease of reference.  
A division called for the voting.

**CARRIED**

**For:** Councillors Reid, Epiha, Lyall, Dean, McInnes and Mayor Broughton

**Against:** Councillors Miller, Hasson, Mugford, Gliddon and Mundt

Staff outlined the Local Water Done Well delivery model report.

Mayor Broughton invited Councillors to present their position statements.

**Cr Reid** stated that whatever option is chosen there will be change and indicated that her preference was a CCO model going forward.

**Cr Miller** acknowledged that this is a big decision for council and noted that the infrastructure in Selwyn is well managed. There has been a very strong view about water and Selwyn has 5 waters which are uniquely intertwined. Points raised by Cr Miller included:

- What the funds from debt is used for is really important as comes back to the ratepayers.



- Selwyn has fully compliant drinking water system, so trying to see the demonstrable value of transitioning to a WSCOO. It may be a small step but see it as a step to privatisation of water in NZ.
- Support a dedicated waters service sub-committee inhouse.
- With regard to ringfenced income, trying to understand the debt associated by this in targeted rates? That is already set up?

Cr Miller finished that it has been a difficult decision but has come to conclusion that inhouse model is preferable.

The Chief Executive confirmed with the Head of Legal, Julie Hands, that the structure that has been set up cannot be privatised as it will sit only with a Local Authority. Mike Wakefield added that Bill #3 precludes privatisation.

The Chief Financial Officer, Allison Sneddon responded that we are unable to ringfence from a debt perspective.

**Cr Hassen** commented on the short consultation process and suggested a message to central government regarding the imposition they are putting on this process. Timeframes regarding implementing legislation is disappointing. With regards to the report, S78(1) consider views of people likely affected. She stated that the public do not want a WSCCO at this time and therefore will not be voting for a WSCCO due to community telling us what they prefer.

Mayor Broughton stated that 90% of the ~400 people that submitted is not a full representation of the population. Mike Wakefield added that through a consultation exercise you will hear back from community views but does not conclude that the councillors are bound by this.

**Cr Mugford** stated that he will be voting for the water services to stay inhouse.

**Cr Apiha** acknowledged that some of the submissions heard last week were hurtful and disrespectful. He thanked the team for getting all the information out to the community as well as undertaking business as usual. Ensuring water services are sustainable with quality regulation, we are being asked to make a decision that is already in motion and is being made for us by central government. The Council allowed growth for prudent decision making and now we are being asked to deliver again to ensure our water is safe for our children's children. To keep our water services inhouse would mean a lot of competing priorities, especially in 25 years and therefore support for a WSCCO to allow the next generation to look after the next generation.

**Cr Gliddon** acknowledged that the levy on people's homes through lending was raised at submissions. She noted that there is a big part of the community that don't know what is happening around LWDW, how much say does the community have in the CCO? The cost to establish a CCO is not appropriate for the community as the funding is an issue, the debt ceiling is also an issue and she raised concern regarding the change in legislation going forward. Keeping water services inhouse enables the community to have a better view and feed into what they want. Keep the LWDW sub-committee, where there is scope to appoint specialists.

Julie Hands stated that for those people who pay their rates, council does not secure debt on their property and therefore have no right to sell their property. Regarding the appointments process, this has not been determined, although the Council will decide how that will work.

**Cr Dean** thanked staff who have a huge knowledge base to unpack this complex issue. There was a lot of misunderstanding and threats from people about making a racist decision. WSCCO will have a Statement of Intent with council and be free from the confines of council. Water should be separate. The people around this table shouldn't be making the decision around water, based on the pressure from communities as it should be de politicalised. We want the best services for community, for now and for our children's children.

**Ms McKay** noted that although a non-voting member Ms McKay wanted to acknowledge what Cr Epiha has said. She stated that last week shared the position of Taumutu and reiterated this position of supporting the establishment of a WSCCO.

**Cr McInnes** agreed that the consultation met the legal requirements but did not meet community expectations. In terms of debt, this seems that it cannot be fully addressed by either model, as there will still be debt. The Statement of Expectation will have a community voice if we are strong and the board needs to be appointed carefully, adding that elections are potluck and elected members are not a board of professional directors.

Mike Wakefield added that the Statement of Intent will ensure the importance of having the best people in the WSCCO. The expectation is that directors will be appointed on their skills, knowledge and experience in water services. Council will develop a skills policy. The Statement of Expectation raises some good points regarding some degree of council direction avoiding too much politicising. The Statement of Expectation will be more expansive and could include shareholders expectations and how they meet the expectations as outlined in the Act. There will be some council control that this group should take some comfort from.

**Cr Mundt** noted that submitters had same access to information as councillors had and made some great submissions. Increased debt and increased expenditure are a concern and if we reach our debt levels how will be manage, even as a high growth district. Regarding uncalled capital, will the WWCCO at some point be unable to be sustainable that will that come back on the ratepayers? An inhouse model is enduring and staff have proven they have the skills to deliver.

The CFO stated that the inhouse model will endure costs as status quo is not an option.

**Mayor Broughton** noted the depth of feeling around this conversation. The reason we are making this decision is to ensure that Selwyn's drinking and wastewater is good in 100 years' time which starts now by setting things up well. The government has made a decision with the reforms, and we have moved early, taken matters in our own hands and made decisions. The decision to change today is following on from that and going to a CCO will ensure that we are not forced into something else. We are in a growth space so in a good position. We asked our neighbours to work together, we already do our special planning via the Greater Christchurch Partnership. Many councils are choosing inhouse, a joint WSCCO or separate WSCCO. Past decisions have helped us, and we acknowledge previous councillors who made the right decision at the time. We want to be in the best place, so a WSCCO is a good option. This will allow staff to have certainty today.

**Cr Lyall** stated that taking of people's houses and uncalled capital is not going to happen. Regarding debt, this was discussed this last week. We need to plan at least 30 years ahead for growth so need to be 30 years ahead with our infrastructure. We need to be in control over what happens to our water and not be told what to do. He stated he would love to see Canterbury wide WSCCO but that is not happening now. He noted that in 2008 council borrowed \$90million to expand the Rolleston sewerage treatment plant. Rates will be increased but this for intergenerational long-term benefits. The risk of us not doing this inhouse

is losing control. In the future we will be amalgamated into another authority as a natural progression.

With no further business being discussed, the meeting closed at 2.58pm.

DATED this                      day of    2025

\_\_\_\_\_  
**CHAIRPERSON**

**TO:** Council

**FOR:** Council Meeting – 16 April 2025

**FROM:** Mayor Sam Broughton

**DATE:** 10 April 2025

**SUBJECT:** **MAYOR'S REPORT – March 2025**

---

## **RECOMMENDATION**

*'That Council receives the Mayor's Report for March 2025 for information.'*

### **1. OVERVIEW**

#### **Lincoln University**

I have been involved in a number of connections with Lincoln University over the past month. On the 4<sup>th</sup> of March I welcomed the new students and staff to Lincoln University at their mihi whakatau. With a student roll exceeding 5,500, the University is thriving. I also attended the Euro League for Life Sciences Task Force Welcome Dinner hosting leaders from Europe's top Life Science Universities. I have also been in conversations with Lincoln and Canterbury University leadership and Nicola Grigg regarding the Government's move to amalgamate four Crown Research Institutes into a single Bioeconomy Public Research Organisation. I also attended the reopening of their new student's services area with Minister Shane Reti. The students hosted and explained the necessity of the area within the campus. This ongoing engagement between Selwyn District Council and Lincoln University underscores the significance of the Memorandum of Understanding signed last year between our organisations.

#### **School Visits**

This month, I started visits to all schools in the District. Local schools are the place where kids make friends, parents and grandparents connect and are our neighbourhood hubs for families for many years. This month I visited Lemonwood Grove, Darfield High, Springfield School, and Glentunnel School. These visits highlighted the diversity of our district's schools and the dedication of our educators in supporting and nurturing our rangatahi. I discussed with each school the Minister Stanford's promise to unveil a Selwyn-specific education plan, and we are all eager to see what this plan entails once released. Families' travel behaviour to and from school, parking at peak times, school buses, curriculum changes, space challenges and future planning were some of the major and repeated topics covered. Thanks to the local Councillors who have also visited with me.

#### **Tuia Program**

I was pleased to welcome Jake Benny into the Tuia Program for 2025. This program,

overseen by the Mayors' Task Force for Jobs, aims to develop the leadership potential of young Māori across New Zealand communities. I will be meeting with Jake regularly throughout 2025. The program also includes 100 hours of community service, and it is great to see Jake's commitment to giving back to his community. It also involves wānanga throughout the year with others in the program from around the country.

### **Canterbury Regional Summit**

The Canterbury Regional Summit, organised by Kānoa and the Canterbury Mayoral Forum and hosted by Selwyn District Council, was a significant event showcasing the opportunities being pursued across the region. Ministers Jones, Patterson, and Costello attended and expressed their appreciation for the collaborative efforts within Canterbury. Minister Jones emphasised that the Government would prioritise investments that demonstrate clear economic returns and positive spillover effects for local communities.

## **2. MEETINGS**

4 <sup>th</sup> March	Mihi Whakatau at Lincoln University Mihi Whakatau with Jake Benny.
5 <sup>th</sup> March	LWDW Subcommittee meeting Economic Development Subcommittee Meeting Upper Selwyn Huts Workshop
7 <sup>th</sup> March	Greater Christchurch Partnership Committee Meeting
10 <sup>th</sup> March	Meeting with MP Nicola Grigg, Vice Chancellor Grant Edwards & Vice Chancellor Cheryl de la Ray. Canterbury Museum discussion with contributing councils and Canterbury University. Regional Meeting with Martin Keogh – Regional Deputy Chief Executive HealthNZ Audit & Risk Committee Meeting Lemonwood Grove School visit
12 <sup>th</sup> March	Darfield High visit
13 <sup>th</sup> March	Meeting with Ngāi Tūāhuriri Chair Tania Wati
14 <sup>th</sup> March	Dangerous dog safety training with animal control officers
16 <sup>th</sup> March	CORDE City to Surf
17 <sup>th</sup> March	Euro League for Life Sciences Task Force Welcome Dinner

18 <sup>th</sup> March	Welcomed guests to <i>in the zone</i> event to share progress and seek feedback on council consenting.
19 <sup>th</sup> March	Local Government Commission hearing on the appeal to our Representation Review. Council meeting Citizenship Ceremony
20 <sup>th</sup> March	Selwyn Business Breakfast CMF Meeting with Minister Simon Watts Local Water Done Well hearings
24 <sup>th</sup> March	Springfield School visit Audit & Risk Subcommittee meeting
25 <sup>th</sup> March	Tuia mentoring meeting
26 <sup>th</sup> March	Extraordinary Council meeting for Annual Report Local Water Done Well Deliberations Citizenship Ceremony
27 <sup>th</sup> March	Lincoln University Student and Visitor Centre opening Committee Chairpersons Meeting
28 <sup>th</sup> March	Meeting with Ministers Jones & Patterson Canterbury Regional Summit South Island Field Days
31 <sup>st</sup> March	Glenntunnel School visit Business Canterbury stakeholder meeting



Sam Broughton  
**MAYOR**

## REPORT

**TO:** Council  
**FOR:** Council Meeting on 16 April 2025  
**FROM:** Chief Executive  
**DATE:** 28 March 2025  
**SUBJECT:** **CHIEF EXECUTIVE'S REPORT**

---

## RECOMMENDATION

*'That Council:*

- (a) Receives the Chief Executive's report for information:*
- (b) Retrospectively endorses the Council submission on the Canterbury Regional Council's Annual Plan 2025-26.'*

### 1. CANTERBURY REGIONAL COUNCIL'S ANNUAL PLAN 2025-26

On 3 April 2025 Council submitted on Canterbury Regional Council's Annual Plan 2025-26. The key submission points being:

- Consent charges and fees
- Public Transport

The submission is attached as **Appendix 1**.

### 2. LOCAL ELECTORAL REFORM

The National Council of Local Government New Zealand (LGNZ) set up the Electoral Reform Working Group to drive LGNZ's advocacy work around strengthening local government's democratic mandate, with a particular focus on increasing participation in local body elections.

In March 2025 Council received from the LGNZ work group a Draft Position Paper on Local Electoral Reform (**Appendix 2**) with consultation open on this position paper from 13 March 2025 to 28 April 2025.

The draft position paper represents the next stage in their work to build a platform for reform, aimed at strengthening the democratic mandate that local government has to represent communities across New Zealand.

They received 57 submissions on their issues paper, released in October 2024, the feedback they received at the 2024 LGNZ zone meetings, and the rationale for these 20 proposals.

There are three main drivers for this work:

- Participation in local elections has declined significantly over the past three decades.
- A participation rate of less than half of eligible voters.
- Issues around postal voting, with lower postal volumes, a drop in the number of post boxes, and a growing number of residents who do not have or use a letterbox.

They propose having local elections managed by the Electoral Commission along lines as similar as possible to parliamentary elections. In-person polling booth voting over two weeks, backed by the Electoral Commission's familiar nationwide voter participation campaign, offers the best opportunity to lift participation rates and ensure our voting system's integrity.

Other changes being proposed include improving civics education, supporting Local Democracy Reporting, establishing an annual Local Government Week, avoiding local elections during school holidays, improving information about candidates, making it easier for overseas voting, supporting candidates with disabilities and addressing anomalies in expenditure caps for Māori Ward candidates.

Alignment of council and parliamentary terms of 4 years (Bill before Parliament to extend the parliamentary term to 4 years) and for national and local elections to be evenly spaced with elections biennially.

### **3. REPRESENTATION REVIEW OUTCOME**

Council received the final Local Government Commission (LGC) determination on 8 April 2025 (**Appendix 3**).

Their determination included a number of changes to Council's decision late last year. These changes included maintaining the ward boundaries of the initial proposal, with the most notable changes being moving Burnham into the Kā Mānia Rolleston Ward, and West Melton into the Kā Puna Springs Ward.

The Council will consist of a mayor and ten councillors, with two councillors elected at-large and eight from the wards (1 in Tawera Malvern, 3 in Kā Puna Springs, 1 in Te Waihora Ellesmere, 3 in Kā Mānia Rolleston).

The Malvern Community Board will be retained, covering the Tawera Malvern Ward, with five elected members from two subdivisions (2 in Tawera, 3 in Hawkins) and one appointed member, the elected Tawera Malvern Councillor.

Our team will now work through these details as we prepare for the local body elections to be held in October this year.



#### 4. ANNUAL PLAN UPDATE

In 2024 the council decided that public consultation on the Annual Plan would not be undertaken as a result of the significant engagement that had occurred in the Long-term Plan (LTP) and also as a result of a staff assessment of no material or significant changes being proposed.

The finance team have been working with the ELT and business partners to ensure budgets align with the Year Two LTP. Following the council's decision to proceed with the CCO, the finance team are updating the budgets and financial models.

The team is currently also drafting non-financial content and preparing for council approval of the final plan and budget. The plan will be formally adopted by 27 June 2025.

#### 5. RMA REFORMS

##### **Phase 3 Announcement**

- The Government has announced that the Resource Management Act 1991 will be replaced with two new acts that clearly distinguish between land-use planning and natural resource management, while putting a priority on the enjoyment of private property rights.
- The new legislation will narrow the scope of the resource management system and the effects it controls, with the enjoyment of property rights as the guiding principle.
- The new legislation will provide for greater standardisation, shifting the focus of policy setting to a national level, while maintaining local decision-making over things that matter.
- A better legal framework for setting environmental limits will provide certainty around where development can and should occur, whilst protecting the natural environment.
- Cabinet has agreed to reduce the number of plans and policies in the system. A combined plan will include a spatial planning chapter, an environment chapter and planning chapters (one per territorial authority district) and could be achieved via an 'e-plan'.
- Spatial plans will provide long-term, strategic direction to simplify and streamline the system and will have legal weight.
- A national compliance and enforcement regulator will be set up and will provide the opportunity to ensure more consistency as well as reduce the variability in compliance and enforcement activities across regions. A new planning tribunal will provide for faster and low-cost dispute resolution and lessen reliance on the courts.

## Work programme update

### Phase 2

- RM Bill 2 currently before select committee
- National Direction anticipated to be publicly notified in the next few months and in force before the end of the year.

### Phase 3

Legislation to be introduced to parliament before the end of the year and in force ahead of the next general election

## 6. **PRIORITISED PLAN FOR LAND PURCHASE FOR THE EXTENSION OF THE PINES WASTEWATER TREATMENT PLANT**

At the 19 March 2025 Council meeting, a notice of motion was presented by Cr Debra Hasson that *'The Council requests a report regarding the need for a prioritised plan that gives staff the flexibility within Council's Annual Plan/Long Term Plan to purchase suitable land for the extension of the Pines Wastewater Treatment Plant at short notice.'*

Council staff will brief Councillors on the priority plan for the future land purchases for the Pines Wastewater Treatment Plant at a briefing on 30 April 2025 in Public Excluded due to the Commercial Sensitivity related to this item.

The briefing has been delayed by two weeks (previously scheduled for 16 April) due to the teams focus on the WSCCO establishment. A report will be prepared on the above for 21 May 2025 Council meeting.

## 7. **RECOGNITION FOR WAIKIRIKIRI KI TUA FUTURE SELWYN**

Selwyn District Council has received significant national recognition for our innovative Waikirikiri Ki Tua Future Selwyn work, winning three major awards at the New Zealand Planning Institute (NZPI) Conference held in Invercargill. Future Selwyn was awarded:

- **Best Practice in Strategic or Non-Statutory Planning**
- **Best Practice in Digital Planning**
- And notably, the **Nancy Northcroft Supreme Award**, which recognises the very best in planning practice across Aotearoa New Zealand.

This is a huge endorsement of the ambition and quality of the work our Strategy team has led. The project was recognised for its innovative and future-focused approach to long-term spatial planning. By developing the Waikirikiri Ki Tua Future Selwyn digital tool in-house, the team demonstrated how we can use our own expertise to deliver a compelling, accessible, and visionary platform that will guide our planning and decision-making over the next 50 to 100 years.

Special recognition goes to Ben Baird, George Sariak, and Ryan Mayes, who received the awards on behalf of the Council. Their work has positioned Selwyn at the forefront of spatial planning in New Zealand.

This achievement not only reflects our strategic leadership but also our commitment to engaging our community in meaningful conversations about the future of Selwyn. It's a proud moment for our district, and a strong signal that we are leading the way when it comes to innovative, place-based planning.

Congratulations to all the teams involved.

A handwritten signature in blue ink, appearing to be 'S. Gibling', with a stylized, cursive script.

Steve Gibling  
**ACTING CHIEF EXECUTIVE OFFICER**



Regional Council Annual Plan 2025/26 Submission  
Environment Canterbury  
PO Box 345  
Christchurch 8140

3<sup>rd</sup> April 2025

Email [haveyoursay@ecan.govt.nz](mailto:haveyoursay@ecan.govt.nz)

1. Selwyn District Council welcomes the opportunity to provide feedback on Canterbury Regional Council's draft Annual Plan. We are taking a strategic approach to our decision making, ensuring at least a 30-year horizon is looked at. Our Waikirikiri Ki Tua Future Selwyn Strategic plan is helping inform our direction based on mana whenua, community and business and expert feedback. The horizon for many decisions needs to transcend the 3-year election cycle and we support the Regional Council also taking an intergenerational approach to its decisions.
2. We appreciate your leadership on regional matters and value the strong working relationship between our organisations. Continued collaboration will be essential as we respond to the challenges and opportunities facing Canterbury's communities. We need to enhance the work of the Mayoral forum and reshape the Greater Christchurch Partnership to give us more timely decisions and the strategic action that our fast-growing community needs.
3. We thank Canterbury Regional Council for decisions last year to take a catchment approach to river rating across our district. It offers the opportunity for improvement in service provision and proactive protection for our communities. We look forward to seeing the plan on how the targeted rate will be spent in our District.
4. We also acknowledge and support Regional Council leadership in advancing regional biodiversity outcomes. This work plays a vital role in sustaining our ecosystems and landscapes, and we are committed to working together to support connected biodiversity initiatives across the region.
5. Selwyn communities are also experiencing the real-time impacts of climate change. We support the regional committee approach being led by the Regional Council and encourage a continued focus on practical, locally informed responses. We are keen to stay closely engaged in this work to ensure alignment with our own climate initiatives.
6. We support the proposed increase in consent service charges and fees and encourage the Regional Council to continue to raise these charges so that applicants bear a greater share of the costs associated with their consent process. This approach ensures that the financial burden is placed on those directly benefiting from the consents, rather than on general ratepayers.
7. Council appreciates the opportunity to submit on the key points relating to public transport changes for the Selwyn District. We acknowledge the Regional Council for its leadership of the Regional Transport Committee. We also acknowledge there are some difficult public transport funding issues due to government changing direction. We value our participation in processes to develop the next Regional Passenger Transport Plan.
8. Council wishes to thank the Regional Council for its recent work to investigate how further district public transport services (PT) can be provided. This is in response to a desire by the Community and Council to see PT services covering wider parts of the District. Aspects relating to this will be discussed further in this submission, which supports trials for a Darfield to Rolleston Service and improvements for the Route 85 Rolleston to City Direct Service.
9. Council received around 1300 individual submission responses on a range of PT aspects on its Draft 2024-34 Long Term Plan. More recently Council has been consulting on its Waikirikiri Ki Tua Future Selwyn Strategy where we received 177 individual PT related submissions that covered a wide range of perspectives and ideas centered around PT and Selwyn's future. These are summarized in Appendix A of this submission.

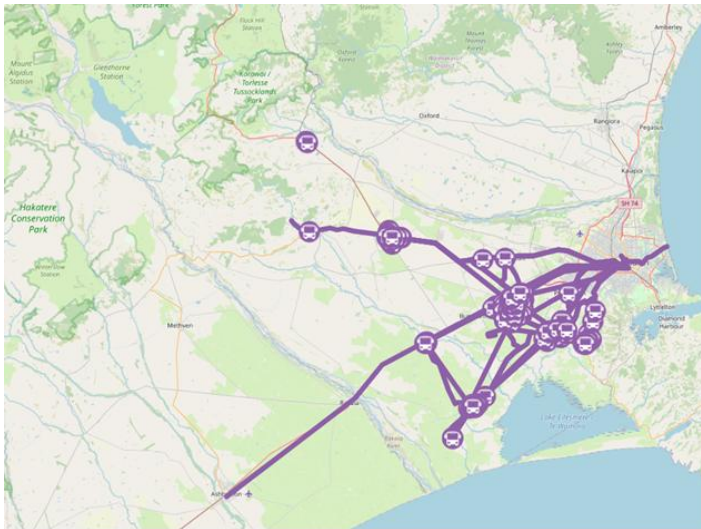
10. PT needs to play an ever-increasing role in Selwyn to cater for current population of 85,000 people to support good transport choices as we remain the fastest growing district in the country. Our community's increasing preference for this type of transport and travel demand needs response now and proactive implementation. This can range from simple bus stop improvements, higher frequency "turn up and go" PT services, Park and Ride facilities, to Councils ultimate goal that eventually eastern parts of the district will be serviced by Mass Rapid Transit (MRT) along with that currently planned for Christchurch City.
11. Selwyn, as part of the Greater Christchurch Partnership (GCP), is strongly behind the continued implementation of GCP PT Futures initiative that looks to improve core and rest of network PT services and infrastructure on a progressive basis, including those relating to Selwyn. While national funding assistance for PT maybe curtailed at present, we support the Regional Councils endeavors to keep developing the required business cases in readiness for any the future funding opportunities.
12. Council is pleased to see PT patronage continuing to grow in Selwyn and elsewhere. For Selwyn we see this centering on two fundamental positive contributors; being the current single zone flat fare structure and the success of the direct "commuter" district services provided to and from the Central City.
13. In response to the Regional Councils proposals to reintroduce fare zones, we believe this will be to the detriment of the current rate of progress to increase PT patronage where the "one zone – one fare" approach has proven its value. Previously there were fare zones within Selwyn which disincentivized PT use due to the extra fare costs - that seemed unfair to users based on an arbitrary boundary. Should The Regional Council need to reintroduce multiple fare zones for affordability reasons, Council would reluctantly prefer the 2-zone fare structure that has a single fare zone within Selwyn but not the 3-zone fare structure which creates multiple zones in the District. Further, Council recommends that The Regional Council also strongly considers retaining the single lower fare for any direct services to the central City to at least further incentivise the uptake of those services which have proven very popular.
14. We are pleased to see that The Regional Council are specifically consulting on the two key service trials for Selwyn that Council has been advocating for earlier. Council supports the trial for a Darfield to Rolleston Service, including the midday service. While we would also like to see an increase in capacity for the Route 86 Darfield to City direct service, this trial service will provide Darfield residents the ability to access Rolleston services and amenities, including the regular Route 5 Bus Service to the City. Council would also request that, as the bus service from Darfield to Rolleston includes service to the Rolleston community, that the targeted rate or a proportion of it also includes Rolleston.
15. Council acknowledges previous efforts to provide public transport for the Ellesmere area of our District. In the future we hope that a service from Southbridge and Leeston will be better supported by the community as we continue to hear of the demand for this service.
16. Council also strongly supports any improvements to the Route 85 Rolleston to City Direct Service that is also being consulted on. As The Regional Council are aware this service is currently running at capacity and more. Rolleston continues to grow, and the capacity of this service needs to keep up. It is understood should this trial be accepted, The Regional Council will engage further with the local community to work out how best to way to optimise the funding available. Apart from the need to increase capacity and frequency, a common concern from users is the scheduling of the morning and evening services which can be at odds with some user's needs.
17. While it is understood and accepted by Council public transport rates across the district will need to increase to cover the cost of these trails in the absence of any national transport funding assistance, Council requests The Regional Council seeking funding assistance at any realistic opportunity such as through the 2027-30 National Land Transport Programme to reduce the impact on our ratepayers.
18. We understand that The Regional Council has deferred its investigations into passenger rail as outlined in its Long-Term Plan. Our immediate priority is to ensure strong and reliable bus services, but we would not want to see regional rail forgotten entirely as part of the wider public transport picture.

## Appendix A

Below is a summary of all the submission comments Council received related to PT through Waikirikiri Ki Tua Future Selwyn Strategy, as well as the map of where all the comments were located within the district.

### Key Themes from Public Comments on Public Transport:

1. **Bus Services**
  - More buses to Christchurch, Rolleston, Lincoln, Darfield, and surrounding areas.
  - More frequent services, especially during peak hours, weekends, and school times.
  - Expansion of bus routes to serve new subdivisions and towns like Leeston, Dunsandel, and Tai Tapu.
  - A circular bus route connecting key centres (e.g., Lincoln, Rolleston, Prebbleton, Halswell, and Hornby).
  - Direct bus routes between major hubs, including Hornby and Christchurch.
  - Additional bus stops in areas with growing populations.
  - Restoration of previously cancelled bus services (e.g., Leeston, Southbridge, Selwyn Link bus).
2. **Rail Services**
  - A commuter train or light rail between Christchurch and Rolleston, with stops in Selwyn towns.
  - Train stops for services to Ashburton, Timaru, and Otago.
  - Utilisation of existing rail infrastructure for passenger transport.
3. **Public Transport Accessibility & Infrastructure**
  - A park-and-ride facility to improve connections.
  - More bus stops, particularly in growth areas like Rolleston, Darfield, and Lincoln.
  - Affordable transport options, especially for those who cannot drive.
  - Better public transport connections for students, elderly residents, and workers.
  - Improved reliability, extended service hours, and better bus coverage.
4. **Other Suggestions**
  - A monorail or tram system for Christchurch and Rolleston.
  - Improved cycling infrastructure alongside public transport.
  - Integration of buses with transport tokens and Wi-Fi for better passenger experience.



Ngā mihi

Sam

**Sam Broughton**

Mayor of Selwyn | Koromatua o Waikirikiri



# Local electoral reform Draft position paper

// Local Government New Zealand's Electoral Reform Working Group

// March 2025





## From the Chair of the Working Group

Kia ora Mayors, Chairs, councils, communities and residents

This draft position paper is the next stage in our work to build a platform for reform to strengthen the democratic mandate local government has to represent communities across New Zealand. It reports on the 57 submissions we received on our issues paper, released in October 2024, the feedback we received at the 2024 LGNZ zone meetings and the rationale for these 20 proposals.

There are three main drivers for this work. Participation in local elections has declined significantly over the past three decades. A participation rate of less than half of eligible voters is an existential threat to local government.

Conducting local elections by post is becoming increasingly untenable as postal volumes collapse, the number of post boxes drops, and a growing number of residents do not use/have a letterbox. This decline in post has been further highlighted since we started our work with NZ Post proposing fewer outlets and less frequent mail services.

The decline in post is a consequence of most communications now being online but the risk of switching to e-voting has increased with the growth in hacking and online fraud. State-sanctioned cyberattacks by authoritarian regimes aimed at discrediting and undermining democracies also makes e-voting too risky. The problems are compounded by the decline in mainstream media, a growth in conspiracy theories and a more polarised electorate.

We have sought to address these challenges with bold, substantive reforms as well as more minor changes. We propose having local elections managed by the Electoral Commission along lines as similar as possible to parliamentary elections. In-person polling booth voting over two weeks, backed by the Electoral Commission's familiar nationwide voter participation campaign, offers the best opportunity to lift participation rates and ensure our voting system's integrity.

Other changes being proposed include improving civics education, supporting Local Democracy Reporting, establishing an annual Local Government Week, avoiding local elections during school holidays, improving information about candidates, making it easier for overseas voting, supporting candidates with disabilities and addressing anomalies in expenditure caps for Māori Ward candidates.

The importance of our work on a four-year term has increased with the introduction to parliament of a bill providing for a referendum on extending the parliamentary term to four years. We believe there is a strong case for alignment of council and parliamentary terms and for national and local elections to be evenly spaced with elections biennially.

We welcome further discussion on these draft proposals.

Nga mihi nui,

**Hon Dr Nick Smith**

Mayor of Nelson | Te Koromatua o Whakatū  
Chair, LGNZ Electoral Reform Working Group





---

## Table of contents

<a href="#"><u>From the Chair of the Working Group .....</u></a>	<a href="#"><u>2</u></a>
<a href="#"><u>Purpose and timeframes for this work .....</u></a>	<a href="#"><u>4</u></a>
<a href="#"><u>Submissions received on the issues paper .....</u></a>	<a href="#"><u>5</u></a>
<a href="#"><u>Background on participation in local elections .....</u></a>	<a href="#"><u>6</u></a>
<a href="#"><u>Issue 1: The public's understanding of local government and why it's important .....</u></a>	<a href="#"><u>8</u></a>
<a href="#"><u>Issue 2: Understanding candidates and their policies .....</u></a>	<a href="#"><u>12</u></a>
<a href="#"><u>Issue 3: Voting methods .....</u></a>	<a href="#"><u>16</u></a>
<a href="#"><u>Issue 4: Administration and promotion of elections .....</u></a>	<a href="#"><u>19</u></a>
<a href="#"><u>Issue 5: Four-year terms (including transition and implementation) .....</u></a>	<a href="#"><u>22</u></a>
<a href="#"><u>Draft recommendations .....</u></a>	<a href="#"><u>27</u></a>



## Purpose and timeframes for this work

### The purpose of the working group

The National Council of Local Government New Zealand (LGNZ) set up the Electoral Reform Working Group to drive LGNZ's advocacy work around strengthening local government's democratic mandate, with a particular focus on increasing participation in local body elections.

The working group's members are:

- |   |   |
|---|---|
| // <b>Mayor Hon Dr Nick Smith</b> , Nelson City (Chair)                     | // <b>Professor Andrew Geddis</b> , University of Otago |
| // <b>Mayor Campbell Barry</b> , Hutt City (Deputy Chair)                   | // <b>Mayor Susan O'Regan</b> , Waipā District          |
| // <b>Councillor Toni Boynton</b> , Whakatāne District, Co-Chair Te Maruata | // <b>Mayor Rehette Stoltz</b> , Gisborne District      |

The group can be contacted by emailing [electoralreform@lgnz.co.nz](mailto:electoralreform@lgnz.co.nz)

### Timeframes

Following the Issues paper, the working group has produced this draft position paper. Submissions on these papers, alongside targeted engagement with key organisations, will inform the development of a final position paper.

The high-level timeline is:



### Scope of this work

This paper sets out the working group's draft positions on the challenges and opportunities facing the local electoral system as set out in the issues paper. The working group is focused on effecting change, which means concentrating on factors that we can influence and that are likely to gain wide buy-in from local government.

### Providing feedback on this paper

Consultation on this document closes at **9am on Monday 28 April 2025**. You can provide feedback using the feedback form available at <https://www.lgnz.co.nz/policy-advocacy/key-issues-for-councils/local-electoral-reform/> or by emailing [electoralreform@lgnz.co.nz](mailto:electoralreform@lgnz.co.nz).



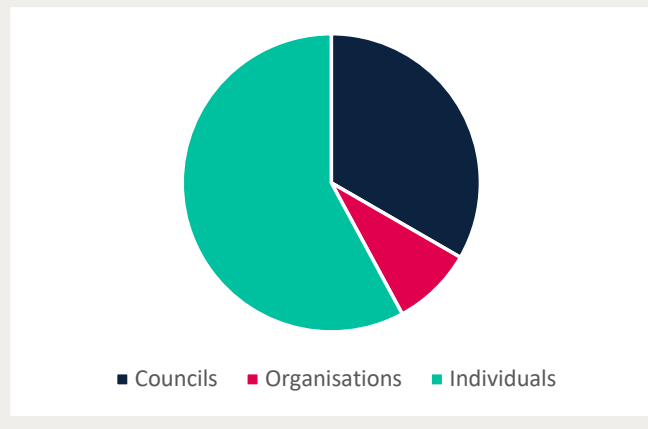
## Submissions received on the issues paper

The issues paper received a total of 57 submissions. The majority of these (58%) were received from individual members of the public.

The councils who submitted represent 64% of the population of New Zealand.

The specific feedback on the issues paper is summarised in each of our five key issues. Submissions from councils and organisations identify submitters by name, while submissions from individuals or groups maintain their privacy.

**Figure 1** Who submitted on the issues paper



A number of submitters welcomed this process and noted the importance of local government owning the solutions to the challenges of low participation in local elections.

*“It is important that identified solutions to increasing participation in our council elections [come] from within local government rather than being decided and enforced from above.”* Individual submission

### List of submitters

The Electoral Reform Working Group thanks the following councils and organisations for their submissions:

**Organisations:** Green Party of Aotearoa New Zealand, Local Government Commission, New Zealand Post, Northern Action Group, Whaikaha – Ministry of Disabled People.

**Councils:** Ashburton District Council, Auckland Council, Central Hawke’s Bay District Council, Christchurch City Council, Far North District Council, Gisborne District Council, Hastings District Council, Hamilton City Council, Horowhenua District Council, Kāpiti District Council, Manawatū District Council, Napier City Council, Nelson City Council, Palmerston North City Council, Queenstown Lakes District Council, Rangitikei District Council, Tauranga City Council, Waipā District Council, and Whangarei District Council.



## Background on participation in local elections

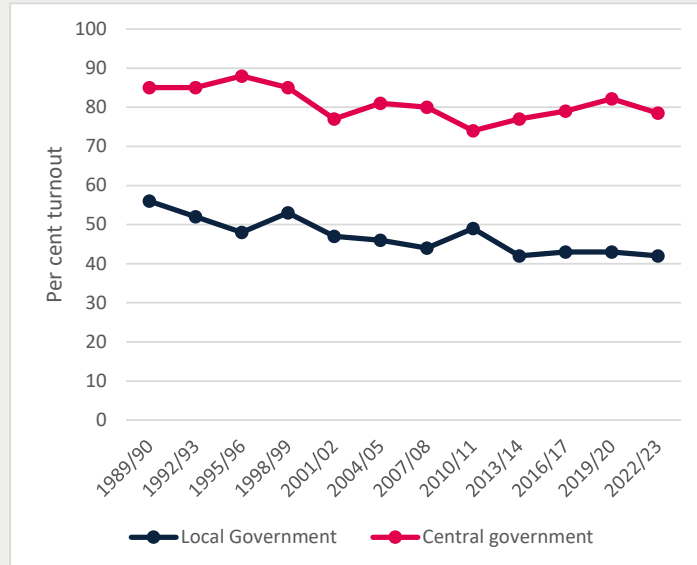
Voter turnout in local authority elections in New Zealand has been trending down for the past three decades. However, since 2007 (with the exception of the formation of Auckland Council in 2010), turnout has been stable at between 42 and 44%. This represents a fall in total turnout of approximately 14 percentage points since 1989.

Over the same period, turnout in parliamentary elections has fallen by 6.5 percentage points. The current gap between turnout for parliamentary elections and local authority elections is approximately 36 percentage points. This gap has grown by 3 percentage points since 1992.

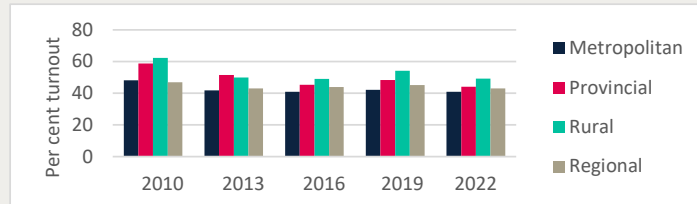
Turnout varies significantly between councils, ranging in 2022 from under 30% to over 60%. Turnout tends to be higher in smaller and rural councils than larger and urban councils. Turnout is also higher in those councils where councillors represent a small number of residents.

When compared to similar countries, voter turnout in New Zealand councils is close to the middle. It's well below countries like Norway, Denmark, and Iceland, where local governments have traditionally had a greater role with more autonomy. However, turnout in local elections is declining even in those countries.

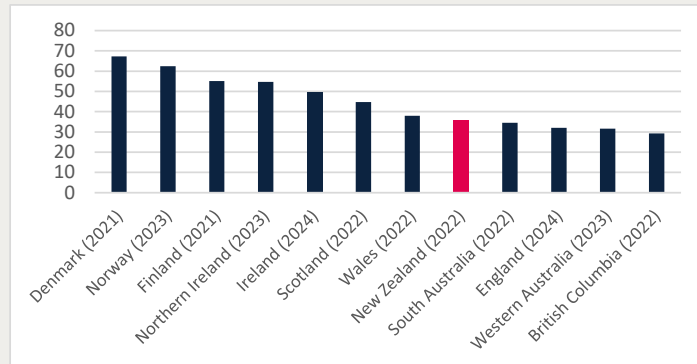
**Figure 2** Voter turnout in national and local elections 1989-2023



**Figure 3** Turnout by council type



**Figure 4** Turnout at last local elections

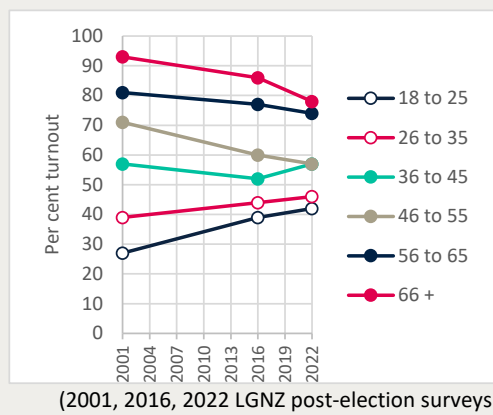




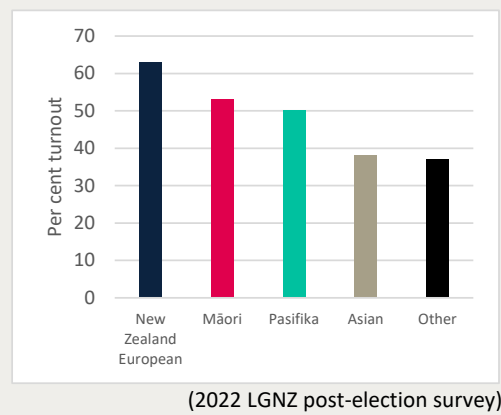
## Who votes?

Post-election surveys suggest that voters in local elections are more likely to be: women than men; older or retired (although the proportion of voters under 45 is increasing while over 45 is gradually decreasing); from the South Island; have lived at the same address for 10 years or more. European or Pākehā are more likely to vote than those who identify as Māori, who are then more likely to vote than those who identify as Pasifika, with the lowest participation rate being people who identify as Asian.

**Figure 5 Turnout by age**



**Figure 6 Turnout by ethnicity at the 2022 election**



## Why people don't vote

The Horizon Research nationwide survey following the 2022 local elections found that the most common reasons for not voting were that people did not know enough about the candidates (31%) and their policies (26%) and could not work out who to vote for (22%). Another 11% of non-voters said that they did not vote because they did not receive voting papers.

Auckland Council's 2022 demographic study on turnout noted several possible causes of not voting:

- Perceived relevance of local government to everyday life
- Family and work commitments and an inability to pay attention to local politics in light of other life priorities
- Differences in the level of exposure to civics education
- Complexity of the local government system and voting process, along with differences in knowledge about local government across communities
- For some communities, a lack of identification with and ability to see one's identity reflected in the local governance system
- A distrust of and disengagement from the local government system, particularly amongst Māori
- The existence of a social norm of non-voting in some families, neighbourhoods and communities.



## Issue 1: The public's understanding of local government and why it's important

The public's lack of understanding of what councils do – and not seeing the work of councils as important – have been repeatedly identified as reasons why people don't vote in local elections. Building understanding should increase engagement with and participation in local democracy, including voting in local elections. The rates system can mean ratepayers have greater engagement with councils, compared to other voters.

### What do people say would increase turnout?

**40%** - more information about what councils do

**32%** - make it easier to engage with your council

(2022 LGNZ post-election survey)

### Civics education is a key way to build understanding of councils' work and value

Civics education is about learning your rights and duties as a citizen, including democratic processes and how you can interact with government and create change. Civics education objectives are built into the New Zealand Curriculum in Year 9 and 10 Social Studies. Schools have the flexibility to design their own curriculum within the national framework, including decisions about teaching civics and citizenship. In 2020, the Ministry of Education published a [Civics and Citizenship Education Teaching and Learning Guide](#) to support primary and secondary school teachers, but it is unclear how widely this resource is being used.

While the school curriculum is a key starting point for civics education, community-wide education is also important. This is particularly important for communities that have the lowest voting participation rates.

LGNZ and some councils deliver elements of civics education through initiatives that encourage young people to vote or engage with their local councils. One of these initiatives was [Ngā Pōti ā-Taiohi - Youth Voting 2022 programme](#), run by LGNZ as part of the VOTE 2022 campaign. Many councils also have youth councils, which also foster young people's understanding of what local government does and why it is important.

### Councils have an opportunity to better promote their role, work and value

Councils have many touch points with their communities. They also have a range of statutory requirements to inform communities about current and proposed work. This presents many opportunities for councils to demonstrate their value and promote their importance, at the same time as building wider understanding of local government.

### Decline of local media

Changes to the media landscape, including fewer local media outlets, mean declining coverage of both the work councils do and council decision making. This affects communities' ability to understand and engage in the work of councils.



## What we heard from submitters on this issue

### Civics education

Submitters were overwhelmingly in favour of improving the quality and reach of civics education, particularly as part of compulsory education. One submitter called for a more integrated approach:

*“Language should be about active citizenship, rather than delivery of civics education. The phrase ‘civics education’ suggests a separate cost to councils rather than integrating community participation methods in everything we do.”* Palmerston North City Council

This approach includes councils, particularly elected members, actively engaging with young people.

*“Practical initiatives like mock council meetings, youth governance programmes, and partnerships with councils should be part of this effort.”* Hastings District council

A couple of submitters raised concerns about mandatory civics education’s impact on teachers and schools:

*“...there are a number of programmes that schools run currently around civics and elections, and we support those, but are mindful not to add to the curriculum load on teachers and schools and do not support this being mandated.”* Tauranga City Council

The need for better resources to support the current curriculum was identified by several submitters. One submitter said there would be benefit from local government working with other organisations who already support central-government-focused elements of civics education.

### Localism and the need to involve communities

Several submitters noted the current consultation requirements, particularly on key decisions like the long-term plan, were overly prescriptive and a barrier to genuine community engagement.

A few submitters raised the need for councils to adopt greater localism approaches that include communities more in decision-making, including devolving some functions or decisions to the community. A couple of councils pointed to work they were doing in this area.

### The decline of local journalism

A number of submitters strongly agreed that the decline of local journalism needed to be addressed:

*“Increased central government support for local media would be helpful, such as increasing and extending the local democracy reporting scheme.”* Individual submission

### Wider reform of local government

A number of submitters called for wider changes to local government’s role, responsibilities, the number of councils, representation arrangements for individual councils, and the respective roles of elected officials and the chief executive. As outlined in the issues paper, these points are outside the scope of this work, but will inform LGNZ’s engagement with upcoming and future reforms. For example, one submitter noted a need for greater transparency of council performance, which aligns with elements of the Government’s local government forward work programme.



## Our draft position

### Supporting and promoting active citizenship

The civics education that's part of compulsory education needs to better support an understanding of how local government works, what it does, and why it is important. While the curriculum currently enables this to be taught, practical steps need to be taken to strengthen and improve its delivery. In particular, resources that enable learners and their teachers to support civics education need to be higher quality and more accessible. The Department of Internal Affairs has a role in ensuring this, and should work with key partners to develop, distribute and maintain practical resources that support practical learning.

There is a need to better support civics education for people outside compulsory education. There are many organisations supporting target demographics such as new migrants, and Māori. Better quality and more accessible resources would also benefit them.

In order for civics education to be effective, councils need to keep providing engaging real opportunities for young people to participate and be heard in order to promote active citizenship.

**Draft recommendation 1:** The Local Government Act 2002 should be amended to require the Secretary for Local Government to support public understanding of how local government works and how it impacts people's lives.

**Draft recommendation 2:** Councils should expand on their work to engage with schools to demonstrate how local government works, including how young people can be involved and expand on opportunities for young people to participate and be heard in decisions that affect them.

### How councils communicate their value

Every day, councils engage with communities on a wide range of issues. These interactions present opportunities to communicate councils' wider value to communities. While all councils take some advantage of this, more could be done.

The Local Government Act's current processes for engagement and accountability, particularly the Part 6 requirements around the Long-term Plan and significant decisions, are prescriptive and cumbersome, which presents a barrier to good-quality engagement that meets the unique needs and preferences of communities. The Government's work on performance reporting presents an opportunity to improve this aspect of the Local Government Act.





If communities see themselves more in councils' decisions, they are more likely to appreciate councils' value. This approach also aligns with localism, and many councils employ localism approaches in the ways they engage with communities, such as with participatory decision making. Some of these approaches, and examples of councils employing them, are described in LGNZ's Localism: A practical guide (<https://www.localism.nz/localism-guide/>).

A national focal point could support and amplify local work to communicate the value councils offer communities.

**Draft recommendation 3:** Central government should work with local government to reform Local Government Act requirements on how councils plan and engage to ensure this achieves best-practice engagement with and accountability to communities.

**Draft recommendation 4:** Councils should fully capitalise on all their current processes to communicate what they do and its value, and expand their use of localism approaches so that communities see themselves in the decisions made.

**Draft recommendation 5:** LGNZ, together with the Minister of Local Government, the Department of Internal Affairs and councils should create an annual Local Government Week where councils showcase what they do, where their investment goes, and why local government matters.

### Addressing the decline of local media

The traditional model of journalism is caving under pressure. Print advertising has shifted online and away from mainstream media businesses, gutting revenue. This has driven decline in local media, which presents a threat to local democracy. While central government funding is no panacea, investment in the Local Democracy Reporting scheme has ensured those communities receive local government news.

**Draft recommendation 6:** The Government should retain the Local Democracy Reporting scheme, and improve on it by:

- Extending coverage to areas where commercial media companies no longer cover local government; and
- Committing to a three-year funding cycle to attract and retain capable staff and unlock private co-investment.



## Issue 2: Understanding candidates and their policies

Voters receive very little information to help them get to know candidates and understand their policy positions. The Report of the Justice Committee on the Inquiry into the 2022 Local Elections referred to three post-election surveys that identified the lack of sufficient information about candidates as a main reason for not voting.

### What do people say would increase turnout?

**37%** - more information about candidates

**32%** - require candidates to include policy positions in profile statements

**19%** - more events to get to know the candidates

(2022 LGNZ post-election survey)

### Candidate information provided to voters

Currently the primary mechanism for providing candidate information is through *candidate profile statements*, which are distributed in a booklet with voting papers. With a maximum of 150 words and few requirements around content, it's challenging for candidate profile statements to provide sufficient information for voters to make informed decisions. Statements are often bland and tend to focus on the background and experience of the candidate with little detail about their policy platform. To bridge this gap, various websites have profiled candidates and enabled comparison of their policy positions.

Other ways to convey information about candidates and their political positions include: direct promotion by candidates and/or their tickets (where these exist) through pamphlets, billboards, and advertisements; public meetings organised by candidates, councils, or third parties such as business associations or residents groups; and reporting by media organisations.

### The role of media and other organisations

How voters get their information is changing in tandem with the shift away from traditional media towards digital and social media. We're also seeing a decline in the presence and size of local media, and less private funding for 'public good' journalism, meaning less in-depth media coverage of local government in general and local elections.

Civic organisations (such as Rotary, Grey Power, business associations and resident associations) have previously played an important role in local democracy, through holding 'meet the candidate' events, which provide a setting for local citizens to discuss policy issues. However, both the membership and reach of many civic organisations is declining, resulting in fewer third-party-hosted 'meet the candidate' events.

### The role of candidate campaigning and candidate knowledge

Candidate's campaigns play a role in helping voters understand who candidates are and what they stand for. If candidates are well informed about the role of elected members and key issues facing their council, they are more likely to develop informed perspectives on a range of policy areas – and to communicate those positions to voters.



## What we heard from submitters on this issue

### Information on candidates and what they stand for

A number of submitters noted it can be hard to decide who to vote for because it can be hard to find out what candidates stand for. There was strong support from many submitters for voters getting more information about candidates' positions and views.

*"... we see merit in a consistent approach to the provision of candidate information such as via a centralised digital platform. We also see merit in such a platform being provided by an independent public body to ensure that neutrality is maintained and to enhance trust in the platform."* The Local Government Commission

Most submitters supported a single central website, although some councils expressed a preference for information being hosted on the relevant council's website. Some submitters wanted more candidate information provided to voters in a range of languages. One submitter felt that there should be penalties for candidates who supply false or misleading information as part of their biography and any position statements.

Some submitters supported expanding opportunities for voters to engage with candidates.

*"The local council then needs to support local engagement, making sure there are sufficient opportunities for the public to meet the candidates."* Individual submission

### Support for candidates

A couple of submitters raised the possibility of candidates receiving some public funding for promotional activity. One submitter said disabled candidates should receive the same kind of support that disabled central government candidates receive, to address barriers to standing.

### The role of political affiliations in local government

A few submitters raised concerns about people who were members of central government political parties either standing for local election or not being clear about their party affiliation. These submitters felt local elected members should make decisions based on local needs and preferences without wider ideological bias, and that central government parties should not influence local decision making. Conversely, a couple of submitters felt that wider use of party-political endorsement would make it easier to understand what candidates stood for.

### Pre-election training for candidates

The majority of submitters who commented on pre-election training for candidates were strongly in favour of its expansion and pointed to councils already doing good work in this space. A couple of submitters were in favour of making such training compulsory.

*"So many candidates stand with great promises of 'If elected I will...' No one person can do anything and they inherit the LTP and are captured by the legal constructs that set the 'rules of the game.' There should be an almost compulsory boot camp before you can stand for election."* Individual submission



## Our draft position

### Information on candidates

Voters need to be provided with better information on who is standing for election, what they stand for, and what they hope to achieve if elected. There are challenges in moderating such information while maintaining neutrality, so outside of current prohibitions on objectionable or defamatory language it should be the role of voters, supported by media and public interest organisations, to test these statements.

Neutral third parties, such as policy.nz, have played an important role in supplying candidate information to voters. However, it can be challenging to obtain candidate contact information, photographs, and biographies from electoral officers, and this challenge should be resolved. Protecting the privacy of candidate contact information is understandable given recent safety concerns for candidates, but should not prevent this information from being shared with reputable organisations for a clear election related purpose.

While a political endorsement may help voters understand a candidate's views, candidates should not be required to state current or previous political affiliations.

**Draft recommendation 7:** The administrator of local elections should be required by the Local Electoral Act to provide and maintain a website (directly or by contracting to a third party) that would give every candidate the opportunity to provide (as part of the nomination process):

- A 150-word biography (as per the current candidate booklet);
- Answers to four or five standard questions on policy views and priorities (with a 500-word limit across all answers). These questions could be set by a neutral body such as the Electoral Commission or in primary legislation; and
- Links to candidate websites.

It would be useful if this website allowed for candidates to also provide a short video statement. A suggested maximum length is three minutes, and the video should be subtitled so it is accessible for hearing-impaired people.

Submissions from candidates should not be moderated, with the exception of objectionable or defamatory statements.

**Draft recommendation 8:** As a transition step to recommendation 7:

- For elections before the introduction website council electoral officers should be encouraged to provide candidate-supplied information to neutral third-party websites for the purposes of supporting better understanding of candidates; and
- The Local Electoral Act should retain provision for the printed booklet with a 150-word candidate statement, with the need for this being reviewed after two elections after the introductions of the website.



### Decline of civic organisations and local media

The implications of local-media decline have been covered earlier in this paper under issue one.

In-person or online 'meet the candidate' events help voters understand more about candidates. While some organisations organise these events to promote a specific viewpoint, politically neutral events are preferable if the objective is informed decision making by voters. The decline of neutral events needs to be addressed.

**Draft recommendation 9:** Councils should continue, or give consideration to, supporting 'meet the candidate' events, either by directly running them or by funding politically neutral organisations to do so.

### Candidate knowledge

Candidates who understand the office they are standing for can better communicate their positions on key issues and what they would achieve if elected. Training for candidates shouldn't be compulsory, as it is in some places overseas, but it should be much more accessible and utilised by candidates. Councils and organisations like Local Government New Zealand offer training, resources, and information sessions before elections.

### Supporting candidates

Disabled candidates can face barriers to standing in local elections, and this should be addressed by central government in the same way as for central government elections.

There should not be state funding of candidates in local elections. However, local democracy in New Zealand would benefit from more private and philanthropic support for candidates from underrepresented groups. Initiatives like this exist in overseas democracies.

Candidates in Māori wards and constituencies face specific challenges from candidate spending limits based on population that do not take into account geographic area. A Māori ward or constituency could cover the area of several general wards or constituencies. Campaigning to dispersed populations is more expensive, effectively giving these candidates a lower effective spending limit than general ward or constituency candidates.

**Draft recommendation 10:** The Government should extend the Election Access Fund to candidates for local elections to address barriers faced by disabled people who want to stand.

**Draft recommendation 11:** Government should address the anomaly faced by candidates in Māori wards and constituencies by reviewing part 5, subpart 2, of the Local Electoral Act, which concerns candidate expenditure limits.



## Issue 3: Voting methods

Currently, the Local Electoral Act 2001 allows local authorities to use one or more voting methods. It lists postal voting, booth voting and electronic voting. This is subject to the method being explicitly allowed for in regulations: currently the Local Electoral Regulations 2001 only enables postal voting, booth voting, or a combination. All local elections have been conducted by postal voting since 1995.

### Postal voting is becoming unviable as a voting method

The Cabinet Paper on the Government response to the Inquiry on the 2022 Local Elections stated, “*Postal voting is becoming increasingly untenable for local elections*” and noted further work should be done to ensure future local elections can be delivered.

To counter the reduction in post boxes, many councils now provide drop-off points for completed voting papers at supermarkets, malls and libraries. This is a short-term solution given the continuing decline of post.

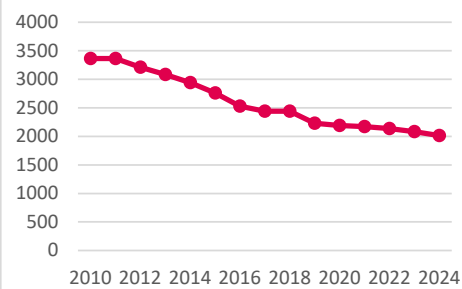
### There are significant security concerns with online voting

While online voting is often suggested as a viable alternative to postal voting for local government, all trial attempts since the mid-1990s have been unsuccessful, largely due to security or cost issues.

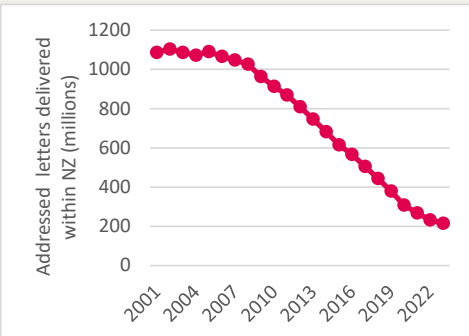
The Electoral Commission provided this perspective to the working group:

*“The search for online voting solutions that are robust, cost effective and that meet internationally accepted standards around security and voter verification continues and has not reached a point where the move could be taken without putting trust and confidence in the electoral system at risk.”*

**Figure 7 Number of NZ Post boxes 2010-2023**



**Figure 8 NZ Post mail volumes 2001-2023**





## What we heard from submitters on this issue

### Preferred voting methods

The challenge of postal system decline and its impact on postal voting was acknowledged by many.

*“...it’s the decline in mail volumes that has had the biggest impact on our postal system and the challenges we now face. However, NZ Post will continue to ensure excellent service in the delivery of the elections process for local authorities...”* NZ Post

The majority of submitters agreed that there was a need to shift away from postal voting.

*“The Council considers that the postal voting method ... is not an enduring, or reliable way, to conduct local elections. It is essential that alternative or additional methods of voting in local elections are put in place for future elections.”* Christchurch City Council

Several submitters disagreed that there were significant risks posed by online voting, or that these prevented its use at this time. Several submissions called for another online voting trial.

*“There is no value in deferring the introduction of online voting. Since its use as the dominant future voting system is unavoidable, work should proceed NOW to make it as suitable and effective as possible. Early trials and, if possible, testing and application against the 2025 Local or 2026 National elections should be a priority (even if only for those who volunteer to use the system).”* The Northern Action Group Incorporated

### Consistency

The majority of submitters who expressed a view supported having national consistency of voting methods.

*“...voting method(s) should be nationally consistent – for the ease of voters, and to ensure effectiveness and efficiency. They should also follow, to the extent possible, Central Government election processes, to avoid confusion.”* Waipā District Council

### Cost

There were several submissions concerned that alternatives to postal voting were more expensive.

*“...the consequences of having a broader range of voting methods is increased cost, complexity and need for resources, and options should be explored around how this could be paid for, including possible central government support”* Ashburton District Council

### Accessibility

One submitter raised the need to make sure any future method of voting could accommodate everyone.

*“The Ministry suggests the following methods continue to be supported and promoted for local elections: ... Phone dictation voting – currently available in national elections for blind and vision-impaired voters and voters who have a physical disability that prevents them from marking the voting paper independently and in secret... Delivery and collection of voting papers as currently supported for national elections on application.”* The Ministry of Disabled People – Whaikaha



## Our draft position

### Future method of voting

Given the challenges with the postal system, local elections should switch to a different voting method in the short-to-medium term (i.e. at the 2028 or 2031 elections). This method should be nationally consistent.

Given the significant concerns about online voting, local elections should instead use in-person voting. This should be as close an experience as possible to parliamentary elections. There should be a two-week timeframe in which to vote with polling booths in venues where people frequently visit like supermarkets and malls. There should also be a simpler system of voting from overseas, and appropriate accommodations for disabled voters.

This will be more expensive than postal voting. How this should be addressed is detailed in issue 4.

**Draft recommendation 12:** Move to a nationally consistent system of in-person voting for all local elections that is as similar as possible to parliamentary elections over a two-week timeframe in which to vote, with polling booths in venues where people frequently visit. Preferably by the 2028 local elections or the 2031 local elections at the latest.

### Short-term improvements

In 2025, councils should continue their important work to support participation, particularly by investing appropriately in promoting standing and voting, and in offering alternative drop-off points like 'orange bins' at supermarkets and drive-through drop-off points. 86% of voters used council alternatives to post boxes in the 2024 Tauranga City Council elections. The government, through the Department of Internal Affairs, previously contributed financially to these initiatives.

If the 2028 elections do not shift away from postal voting, then there should be legislative changes that make it easier for people to vote from overseas, and to have voting papers reissued if they do not arrive.

**Draft recommendation 13:** Until a change in voting system is made, councils should continue to expand availability of alternative ballot drop-off points such as 'orange bins' at supermarkets and drive-through drop-off points, and government should be encouraged to contribute to this financially.

**Draft recommendation 14:** If we do not shift away from postal voting in 2028, then the Local Electoral Act should be amended to enable overseas voters to use the same electronic voting approach as central government elections, and make it easier for voters to have voting papers reissued if they do not arrive.





## Issue 4: Administration and promotion of elections

Local authorities are responsible for administering local elections in their areas. Administration includes conducting elections, preparing voting papers, counting votes, assessing special votes, and responding to information requests from candidates and the public.

Most councils outsource all or part of this role to private election service providers like Independent Election Services and Electionz.com. This can include outsourcing the role of electoral officer under the Local Electoral Act 2021. In the 2022 local elections, 70 of the 78 councils did this. While the remaining councils appointed a staff member to act as electoral officer, most contracted a private company to administer some aspects of the election.

The Local Government Act 2002 was amended in 2009 to explicitly make council chief executives responsible to their councils for promoting elections. This role involves “facilitating and fostering representative and substantial elector participation in elections and polls” *s42(2)(da) Local Government Act 2002*. Councils tend to have two stages to their promotion activity: encouraging people to stand as candidates; and encouraging people to vote. The Electoral Commission also undertakes a nationwide enrolment campaign ahead of local elections.

Investment in promoting local elections, of about 50 cents per elector, is significantly less than investment by the Electoral Commission in promoting national elections at about \$4 per elector. In general elections, political parties also invest significantly in promotion. The parties inside the current parliament declared promotion expenses of over \$15m for the 2023 election. This includes public funding of \$3.5m through the broadcasting allocation. Individual candidates declared a further \$3.45m of local expenditure. While local elections in larger cities, particularly when competitive, can see high levels of declared expenditure, local elections generally see significantly lower campaign spending by candidates.

The Justice Committee, in its [Inquiry into the 2022 Local Elections](#), recommended the Government consider making the Electoral Commission responsible for administering local elections. It suggested that (at a minimum) the Electoral Commission should be responsible for: oversight of local elections; regulation of election service providers; and management of complaint procedures. The Government agreed to consider this but has indicated it would be a long-term project that would take place only when work programme priorities allow.



## What we heard from submitters on this issue

### Who should administer elections

A few councils noted that the use of contractors can be more effective and efficient than councils directly delivering elections.

*"If the administration of elections continues to lie with local councils, Auckland Council has found that the current arrangements work well. The administration of the election processes that are set out in legislation is outsourced to an experienced provider... Permanent staff with full-time responsibilities do not have the capacity to run an election every three years in addition to undertaking normal responsibilities. It is preferable to contract a provider with reputation and experience than recruit additional new staff every three years. Furthermore, the two providers have invested in equipment, including commercial grade optical scanners and computer systems."* Auckland Council

A large number of submitters supported the Electoral Commission taking over administering and promoting local elections. This would include using their existing branding as seen in central government elections.

*"...the Electoral Commission is best placed to run both general and local elections, and recommends that it do so. This would include use of the Orange Man and Pup for local election advertising, which are established recognisable election brands in New Zealand."* Nelson City Council

### Who should promote elections

A large number of submitters also supported promoting elections sitting with the Electoral Commission, but also noted the need for councils to support this work.

*"...The Electoral Commission should take the lead in promoting local elections, as its neutrality and expertise make it the most trusted entity to drive voter engagement... This does not diminish the role of councils in promoting elections. Councils are essential partners in the process, providing local knowledge and logistical support. However, councils cannot be the primary drivers of election promotion, as their inherently political nature (with elected members often running for re-election) can confuse voters and erode trust in the neutrality of the process."* Hastings District Council

### Local representation arrangements

One submitter suggested that the current arrangements for representation arrangements should end, and the Representation Commission should instead decide on representation arrangements for both local and central government.



## Our draft position

### Who is responsible

The Electoral Commission should administer and promote local elections. This would enable consistent investment across communities and use of the same branding to promote voting in both central and local elections (the 'orange man'). This would also benefit central government elections because the Commission would run elections more frequently, enabling their staff to have more recent experience delivering elections.

To support delivery of this new role, the Electoral Commission Board would need to be required to collectively possess appropriate skills, understanding and experience. At the same time, the Independent Electoral Review's recommendation that the Minister of Justice should be required to ensure that the board collectively has skills, experience and expertise in te Tiriti/the Treaty, te ao Māori, and tikanga Māori should be implemented in order to improve Māori electoral participation.

The Electoral Commission should also be required in legislation to consult with councils on significant decisions and as part of key processes. Determining councils' representation arrangements should remain locally decided, with the Local Government Commission retaining its oversight role.

**Draft recommendation 15:** The Government should amend the Electoral Act and Local Electoral Act to put the Electoral Commission in charge of administering and promoting local elections. This new role should come with the following requirements:

- At least one member of the board of the Electoral Commission should possess knowledge and experience of local government and local elections;
- The board should expand to at least five members; and (like similar appointments) Local Government New Zealand should be consulted by the Minister prior to this appointment;
- The Electoral Commission should be required to engage with councils on key decisions and processes on the running of local elections; and
- Local elections should utilise the same branding as central government elections, including the 'orange man'.

### How should this be funded

It would be unrealistic to expect central government to fund local elections. This new role for the Electoral Commission should be funded by a levy on councils that recovers a proportion of the costs. This levy should be set in a transparent way that includes engagement with councils, and early enough so the levies can be considered at the appropriate time in the annual plan process. Given the national importance of thriving democratic institutions, and some communities' lack of ability to pay, central government should also invest in the running of local elections.

**Draft recommendation 16:** Funding for the Electoral Commission's new role should be covered in part by central government and in part by imposing a levy on councils. This levy should be set by Cabinet via secondary legislation and require consultation with local government.



## Issue 5: Four-year terms (including transition and implementation)

There is no optimum term length. Term length is a balancing act between maximising the productive period between elections that enables councils to deliver on agreed plans, and elections acting as a regular accountability mechanism for elected members. Having a large overlap in productive windows between central government and local government can foster greater collaboration and increase joint delivery. It also decreases the impact of changes in direction after elections at either level.

New Zealand's three-year term for local government is short by international standards.

The Panel for the Review into the Future for Local Government recommended a move to a four-year term for local government as this would *"improve members' abilities to make decisions for the long term by providing a longer window to get things done."* LGNZ members agreed with the report's recommendation and called for the local government term to shift to four years from the 2025 elections. This echoed a remit adopted at LGNZ's 2020 AGM.

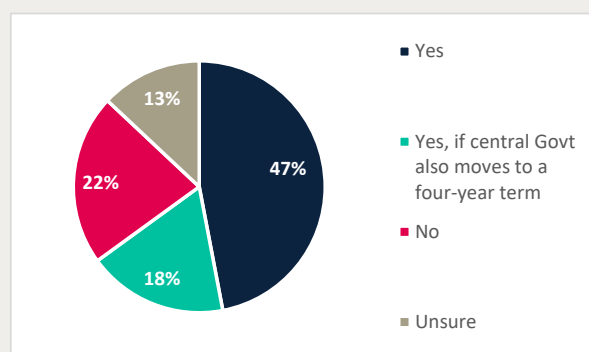
The longstanding practice for constitutional change would suggest a move to four-year terms requires broad support from the community and across parliament. LGNZ commissioned a poll testing public support for four-year terms in August 2024. This poll by Curia Market Research of 1,000 New Zealand adults aged 18+ found that 47% supported four-year terms, but 65% would support them if central government also had a four-year term.

Parliament, in early March 2025, voted 117 to 6 in favour of the first reading of the Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill. The government has not committed in supporting this bill beyond the select committee process. This presents an opportunity to move to a four-year term for both central and local government.

### Local government term lengths for a selection of countries, states or provinces

<b>Three years</b>	New Zealand
<b>Four years</b>	Australia, United Kingdom, Canada (most provinces and territories), Sweden, Denmark, Finland, Norway, Switzerland, Netherlands, Spain, United States (many states including New York, California, and Pennsylvania), Japan, South Korea
<b>Five years</b>	Ireland, Germany (all states except Bayern), Italy, Austria
<b>Six years</b>	Germany (Bayern), France

**Figure 9** Public views on four-year terms for New Zealand councils





## What we heard from submitters on this issue

### Four-year term

While there were a small number of submissions opposed to four-year terms for local government, the majority of submitters were in favour.

*"The council supports a four-year term in parallel to a similar change to the Parliamentary term and put to the public by referendum. Election campaigns can be a distraction in the final year of the term. A longer term could promote more innovative and strategic thinking, lengthen horizons on decisions, and encourage more use of deliberative democracy mechanisms. There would also be cost and time savings from less frequent elections and the potential to mitigate voter fatigue."*  
Auckland Council

### Relative timing of local and central elections

A few submissions were in favour of combining central and local elections, primarily to benefit from the higher turnout of central elections. However an equal number of submissions opposed this, mostly due to concern that local issues would be crowded out. Most submissions favoured elections being spaced equally (two years apart), although there was also strong support for one year apart followed by a three-year space.

*"...local elections at the midpoint avoids voter fatigue during general elections while ensuring regular opportunities for citizens to engage with the democratic process... Holding local elections independently of parliamentary elections allows local issues to take centre stage, ensuring they are not overshadowed by national campaigns... A consistent midpoint election cycle creates predictability ... encouraging higher turnout."* Individual submission

### Changes to timing

A majority favoured shifting the timing of major processes to a four or eight-year cycle.

*"If adopted, Long-term Plans should also be adjusted to follow a four-year cycle, with an eight-year horizon instead of ten. This would allow for the deferral of Long-term Plans in unforeseen situations (such as major weather events or emergencies), while ensuring the plans remain relevant for the future."* Manawātū District Council

### Enhanced accountability

A number of submitters expressed the view that the range of current accountability measures, particularly the Minister's powers to assist and intervene, were sufficient and did not need to change as part of a four-year term. A couple of submitters expressed support for recall elections although others opposed this.

There was support from several submitters for enhancing codes of conduct.

*"Strengthening codes of conduct and instituting more apparent consequences for breaches could also be an important accountability measure. By ensuring that council members adhere to a defined set of ethical and professional standards, councils would foster greater trust and transparency with their communities."* Gisborne District Council



## Our draft position

Local Government and Central Government should move to four-year electoral terms, and the upcoming referendum should cover both. Such a significant constitutional change should be decided by electors. If both parliament and local government don't make this change in parallel then their elections would be out of sync. This means excluding local government from a shift to four-year parliamentary terms would be destabilising and confusing.

### Relative timings of central and local elections

When moving to four-year terms for both central and local government, the respective elections should be spaced evenly (i.e. local and central elections should be two years apart from each other). This gives people an understandable pattern of elections, and spaces the elections so the Electoral Commission has time to deliver both.

However, spacing elections a year apart followed by a three-year gap also has merit, given this maximises the productive period local and central governments have to work together.

Elections in the same year or at the same time would create administrative challenges (especially if the Electoral Commission was responsible for both). This would also risk important local issues being overshadowed by national ones.

Currently the maximum term of Parliament is set by the Constitution Act 1986 at three years from the day fixed for the return of the writs issued for the last election. This means central elections are at most about 3 years and two months apart; however, elections can be called at any time before this deadline. Early or snap elections would cause central and local elections to temporarily come out of alignment, and it could take many parliamentary terms before this timing would be reestablished. This challenge should be addressed by the legislation that implements a four-year term for central government.

Local elections are currently on fixed dates set in the Local Electoral Act. This should continue, but the date should be adjusted slightly for the 2028 elections and beyond to ensure the voting period avoids school holidays.

The transition to a four-year term for local government should start in 2028. Having one or two three-year terms for local government after 2028 may be required to achieve the desired spacing of local and central elections.

**Draft recommendation 17:** Local government and central government should move to a four-year term with elections spaced two years apart.

**Draft recommendation 18:** Section 10 of the Local Electoral Act should be amended so that the fixed election day avoids school holidays.



### Relative timings of key policy processes and decisions

As part of the transition to a four-year term, key planning and accountability processes should move from a three-year cycle to a four-year cycle. This would mean, withstanding wider changes to the present system, a Long-term Plan would be developed every four years, with another annual plan being required in year four. Representation reviews should be required at least every eight years.

The Land-Transport Management Act poses challenges in terms of the relative timings of key decisions and documents. This could be partially addressed by a four-year term with even spacing. However, this challenge should be specifically examined as part of implementing and transitioning to four-year terms for local and central government.

**Draft recommendation 19:** Local government legislation should be amended as part of a transition to four-year terms to move key planning, accountability, and representation processes from a three-year cycle to a four-year cycle. These include the Long-term Plan, Regional Land Transport Plans, Regional Public Transport Plans, and Representation Reviews.

### Enhanced accountability

A move to four-year terms should come with enhanced accountability because the key accountability measure of elections will apply less frequently.

Individual elected members accountability generally sits with the Code of Conduct. The current Code of Conduct process has a limited number of sanctions, and applying these sanctions often requires the support of a majority of elected members.

Further, currently code of conduct processes are often used inappropriately or for conflict that could be better addressed by a range of interventions before they escalate. Conflict or code of conduct issues should be triaged and while several organisations provide support in managing challenges, there would be significant benefits from a more formally established dispute resolution service. This service would support professional standards, provide alternative resolution pathways and early intervention to avoid escalation where possible. These are the hallmarks of modern conflict resolution systems where issues should be resolved as close to the source of the conflict as possible.

Where however, an issue does require escalation, the Code of Conduct process should be strengthened by introducing stronger penalties for significant breaches. While councils would retain a role around resolving and addressing most code of conduct complaints, investigations and application of penalties for significant breaches should sit independently from the council and the Government. Given its expertise and composition (which could be strengthened if need be to meet this extended brief), this role should be fulfilled by the Local Government Commission. This would be similar to the power of the Auditor-General to prosecute elected members for breaches of the Local Authorities (Members' Interests) Act 1968, which, if successful, automatically removes them from office. Alongside this, members can also be removed from office by ceasing to be registered or able to be registered as an elector, or convicted of an offence punishable by a term of imprisonment of two years or more. Removal of an elected member from office is a significant sanction and should have a high bar applied, with appropriate due process, and subject to strong checks.



Improving elected member performance would also pre-empt the need for a Code of Conduct process which would be a better outcome. This can be achieved through elected member training and support, and embedding a set of professional standards.

The current powers of the Minister to assist and intervene are not relevant here because they relate to councils as a whole rather than individual elected members, so act as a different accountability mechanism from elections. Recall elections are not supported. These can be very expensive, disruptive and, where they are in place, tend to be highly politicised, which would negatively impact how elected members carry out their roles.

**Draft recommendation 20:** The Local Government Act should be amended to strengthen the Code of Conduct process by:

- Empowering the Local Government Commission to investigate complaints relating to significant breaches;
- Implementing increased penalties for breaches, including suspension or fines, and empowering the Local Government Commission to apply these when it determines a significant breach by an elected member, with the penalty being proportionate to the breach and based on principles in the legislation;
- The Local Government Commission should also have the power to remove a member of local government for serious breaches. This recommendation must be made by unanimously by the members of the Local Government Commission and endorsed by the Minister of Local Government, with no resulting prohibition from standing in a by-election or any subsequent election; and
- Central government should invest in an independent dispute resolution service for local elected members to triage issues, and where possible pre-empt costly escalation.





## Draft recommendations

### Issue 1: The public's understanding of local government and why it's important

1. The Local Government Act 2002 should be amended to require the Secretary for Local Government to support public understanding of how local government works and how it impacts people's lives.
2. Councils should expand on their work to engage with schools to demonstrate how local government works, including how young people can be involved and expand on opportunities for young people to participate and be heard in decisions that affect them.
3. Central government should work with local government to reform Local Government Act requirements on how councils plan and engage to ensure this achieves best-practice engagement with and accountability to communities.
4. Councils should fully capitalise on all their current processes to communicate what they do and its value, and expand their use of localism approaches so that communities see themselves in the decisions made.
5. LGNZ, together with the Minister of Local Government, the Department of Internal Affairs and councils should create an annual Local Government Week where councils showcase what they do, where their investment goes, and why local government matters.
6. The Government should retain the Local Democracy Reporting scheme, and improve on it by:
  - Extending coverage to areas where commercial media companies no longer cover local government; and
  - Committing to a three-year funding cycle to attract and retain capable staff and unlock private co-investment.

### Issue 2: Understanding candidates and their policies

7. The administrator of local elections should be required by the Local Electoral Act to provide and maintain a website (directly or by contracting to a third party) that would give every candidate the opportunity to provide (as part of the nomination process):
  - A 150-word biography (as per the current candidate booklet);
  - Answers to four or five standard questions on policy views and priorities (with a 500-word limit across all answers). These questions could be set by a neutral body such as the Electoral Commission or in primary legislation; and
  - Links to candidate websites.

It would be useful if this website allowed for candidates to also provide a short video statement. A suggested maximum length is three minutes, and the video should be subtitled so it is accessible for hearing-impaired people.



Submissions from candidates should not be moderated, with the exception of objectional or defamatory statements.

8. As a transition step to recommendation 7:
  - For elections before the introduction website council electoral officers should be encouraged to provide candidate-supplied information to neutral third-party websites for the purposes of supporting better understanding of candidates; and
  - The Local Electoral Act should retain provision for the printed booklet with a 150-word candidate statement, with the need for this being reviewed after two elections after the introductions of the website.
9. Councils should continue, or give consideration to, supporting 'meet the candidate' events, either by directly running them or by funding politically neutral organisations to do so.
10. The Government should extend the Election Access Fund to candidates for local elections to address barriers faced by disabled people who want to stand.
11. Government should address the anomaly faced by candidates in Māori wards and constituencies by reviewing part 5, subpart 2, of the Local Electoral Act, which concerns candidate expenditure limits.

### Issue 3: Voting methods

12. Move to a nationally consistent system of in-person voting for all local elections that is as similar as possible to parliamentary elections over a two-week timeframe in which to vote, with polling booths in venues where people frequently visit. Preferably by the 2028 local elections or the 2031 local elections at the latest.
13. Until a change in voting system is made, councils should continue to expand availability of alternative ballot drop-off points such as 'orange bins' at supermarkets and drive-through drop-off points, and government should be encouraged to contribute to this financially.
14. If we do not shift away from postal voting in 2028, then the Local Electoral Act should be amended to enable overseas voters to use the same electronic voting approach as central government elections, and make it easier for voters to have voting papers reissued if they do not arrive.

### Issue 4: Administration and promotion of elections

15. The Government should amend the Electoral Act and Local Electoral Act to put the Electoral Commission in charge of administering and promoting local elections. This new role should come with the following requirements:
  - At least one member of the board of the Electoral Commission should possess knowledge and experience of local government and local elections;



- The board should expand to at least five members; and (like similar appointments) Local Government New Zealand should be consulted by the Minister prior to this appointment;
  - The Electoral Commission should be required to engage with councils on key decisions and processes on the running of local elections; and
  - Local elections should utilise the same branding as central government elections, including the 'orange man'.
16. Funding for the Electoral Commission's new role should be covered in part by central government and in part by imposing a levy on councils. This levy should be set by Cabinet via secondary legislation and require consultation with local government.

#### **Issue 5: Four-year terms (including transition and implementation)**

17. Local government and central government should move to a four-year term with elections spaced two years apart.
18. Section 10 of the Local Electoral Act should be amended so that the fixed election day avoids school holidays.
19. Local government legislation should be amended as part of a transition to four-year terms to move key planning, accountability, and representation processes from a three-year cycle to a four-year cycle. These include the Long-term Plan, Regional Land Transport Plans, Regional Public Transport Plans, and Representation Reviews.
20. The Local Government Act should be amended to strengthen the Code of Conduct process by:
- Empowering the Local Government Commission to investigate complaints relating to significant breaches;
  - Implementing increased penalties for breaches, including suspension or fines, and empowering the Local Government Commission to apply these when it determines a significant breach by an elected member, with the penalty being proportionate to the breach and based on principles in the legislation;
  - The Local Government Commission should also have the power to remove a member of local government for serious breaches. This recommendation must be made unanimously by the members of the Local Government Commission and endorsed by the Minister of Local Government, with no resulting prohibition from standing in a by-election or any subsequent election;
  - and Central government should invest in an independent dispute resolution service for local elected members to triage issues, and where possible pre-empt costly escalation.





# Local Government Commission

## Mana Kāwanatanga ā Rohe

Determination  
of representation arrangements to apply for the election  
of Selwyn District Council to be held on 11 October 2025

### Introduction

1. All territorial authorities are required under sections 19H and 19J of the Local Electoral Act 2001 (the Act) to review their representation arrangements at least every six years. Under Section 19R of the Act, the Commission, as well as considering appeals and objections against a council's final representation proposal, must determine all the matters set out in sections 19H and 19J which relate to the representation arrangements for territorial authorities.
2. Having completed its considerations, the Commission's determination differs from Selwyn District Council's final representation proposal as set out below.

### Commission's determination<sup>1</sup>

3. In accordance with section 19R of the Local Electoral Act 2001, the Local Government Commission determines that for at least the triennial general election of Selwyn District Council to be held on 11 October 2025, the following representation arrangements will apply:
  - a. As delineated on Plan LG-062-2025-W-1, Selwyn District will be divided into wards and will be represented by a Council comprising the mayor and 10 councillors, being:
    - Two councillors elected by the electors of the district as a whole; and
    - Eight councillors elected as follows:

Ward	Councillors	Plan delineating area
Tawera Malvern Ward	1	LG-062-2025-W-2
Kā Puna Springs Ward	3	LG-062-2025-W-3
Te Waihora Ellesmere Ward	1	LG-062-2025-W-4
Kā Mānia Rolleston Ward	3	LG-062-2025-W-5

<sup>1</sup> All plans referred to in this determination are deposited with the Local Government Commission.

b. There will be one community with a community board as follows:

Community/ Community Board	Area	Subdivision	Members*	Appointed members
Malvern Community Board	Tawera Malvern Ward	Tawera Subdivision, as delineated on Plan LG-062-2025-S-1	2	1, representing Tawera Malvern Ward
		Hawkins Subdivision, as delineated on Plan LG-062-2025-S-2	3	

\*Number of members elected by the electors of each subdivision

4. The ratio of population to elected members for each ward will be as follows:

Wards	Population*	Number of members	Population per member	Deviation from average population per member	% deviation from average population per member
Tawera Malvern Ward	9,510	1	9,510	-645	-6.35
Kā Puna Springs Ward	28,490	3	9,497	-658	-6.48
Te Waihora Ellesmere	10,930	1	10,930	+775	+7.63
Kā Mānia Rolleston	32,310	3	10,770	+615	+6.06
<b>Total wards</b>	<b>81,240</b>	<b>8</b>	<b>10,155</b>		
At-large members		2			
<b>Total</b>	<b>81,240</b>	<b>10</b>			

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

5. The Malvern Community will be subdivided for electoral purposes. The ratio of population to elected members for each subdivision will be as follows:

Malvern Community Board subdivisions	Population*	Number of members^	Population per member	Deviation from community board average population per member	% deviation from community board average population per member
Tawera Subdivision	3,640	2	1,820	-74	-3.91
Hawkins Subdivision	5,820	3	1,940	+46	+2.43
<b>Total</b>	<b>9,470</b>	<b>5</b>	<b>1,894</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

^Not including appointed members

6. As required by section 19T(1)(b) and 19W(c) of the Local Electoral Act 2001, the boundaries of the above wards, communities and community subdivisions coincide with the boundaries of current statistical meshblock areas determined by Statistics New Zealand and used for Parliamentary electoral purposes.

## Background

7. Under sections 19H and 19J of the Act representation reviews are to determine the number of councillors to be elected, the basis of their election and, if this includes wards, the boundaries, and names of those wards. Reviews also include whether there are to be community boards and, if so, arrangements for those boards. Representation arrangements must provide fair and effective representation for individuals and communities.
8. Selwyn District Council (the Council) last reviewed its representation arrangements prior to the 2022 local authority election. The Commission determined the Council's representation in 2022, upholding the Council's final proposal. The Commission's determination also:
- Noted the Council's intention to undertake a further review ahead of the 2025 election and encouraged it to do so;
  - Strongly encouraged the Council in its next review to undertake a robust examination of communities of interest in the district, not only identifying towns/townships that residents feel a sense of connection to but also examining how residents interact with surrounding towns/districts.

## Current representation arrangements

9. The Council's current representation arrangements comprise a mayor and ten members elected from four wards as follows:

Wards	Population*	Number of members	Population per member	Deviation from average population per member	% deviation from average population per member
Malvern	14,900	2	7,450	+482	+6.92
Springs	19,690	3	6,563	-405	-5.81
Ellesmere	12,700	2	6,350	-618	-8.87
Rolleston	22,390	3	7,463	+495	+7.10
<b>Total</b>	<b>69,680</b>	<b>10</b>	<b>6,968</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2020 population estimates (2018 census base)

10. Population growth in the three years since the last review means that the current Rolleston and Ellesmere Wards no longer comply with the +/-10% rule, at +23.08% and -17.23% respectively.
11. There is also a Malvern Community Board, with five members elected from three subdivisions and two appointed members as follows:

Malvern Community Board subdivisions	Population*	Number of members^	Population per member	Deviation from community board average population per member	% deviation from community board average population per member
Tawera Subdivision	3,030	1	3,030	+50	+1.68
Hawkins Subdivision	6,000	2	3,000	+20	+0.67
West Melton Subdivision	5,870	2	2,935	-45	-1.51
<b>Total</b>	<b>14,900</b>	<b>5</b>	<b>2,980</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2020 population estimates (2018 census base)

^Not including appointed members

## Current review

### Preliminary consultation

12. In April 2023, the Council formed a Representation Review Subcommittee to lead the review process. In September 2023, research was undertaken to identify communities of interest. An independent company conducted quantitative and qualitative research, with 401 residents surveyed and in-depth interviews carried out with a further 157 residents.
13. The research identified that residents felt strong perceptual connections to their immediate neighbourhood or town/township, as well as indicating a broader district-wide/regional identity. It also identified functional relationships between communities across the district, and strong functional connections with Christchurch City for residents living in the towns closest to the Christchurch boundary.
14. The research indicated an appetite for change in representation arrangements, with 80% indicating that they did not feel represented and 70% expressing dissatisfaction with the current ward system.
15. The Subcommittee approached other councils to understand how different representation arrangements worked in practice, and workshopped 20 potential ward options, ranging from 0-6 wards and 7-11 members. This led to two options to test with the community in preliminary engagement, being:
  - a. Option One: Eight members, elected from four wards, with:
    - An enlarged Springs Ward, including West Melton;
    - An enlarged Rolleston Ward, including Burnham;
    - The Malvern and Ellesmere Wards continuing to represent rural communities and townships; and
  - b. Option Two: Ten members, elected from three wards, with:



- Enlarged Springs and Rolleston Wards as above, but with slightly different boundaries to ensure compliance with the +/-10% rule;
  - A combined large rural ward for Malvern and Ellesmere.
16. Both options proposed disestablishing the Malvern Community Board, leaving no community boards in the district. Comments were also sought on potential ward names.
17. The preliminary engagement received 229 responses through the Council's online engagement platform, and a further 219 responses collated by the Darfield Residents' Association and the Malvern Community Board.
18. Responses indicated:
- A preference for option one;
  - A desire from the rural community for greater representation, with a strong preference for two rural wards
  - Mixed responses regarding community boards, with strong support from the rural community for maintaining the Malvern Community Board, but other responses indicating concerns regarding costs;
  - Mixed responses on dual te reo Māori/te reo Pākehā ward names.

### The Council's initial proposal

19. On 24 July 2024, the Council resolved option one set out above as its initial representation proposal. The proposal disestablished the Malvern Community and Community Board.
20. The initial proposed ward arrangements were:

Wards	Population*	Number of members	Population per member	Deviation from average population per member	% deviation from average population per member
Tawera Malvern	9,510	1	9,510	-645	-6.35
Kā Puna Springs	28,490	3	9,497	-658	-6.48
Te Waihora Ellesmere	10,930	1	10,930	+775	+7.63
Kā Mānia Rolleston	32,310	3	10,770	+615	+6.06
<b>Total</b>	<b>81,240</b>	<b>8</b>	<b>10,155</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

### Submissions

21. The Council notified its initial representation proposal on 7 August 2024 and received 616 submissions by the deadline date of 12 September 2024.

22. Of these, 100 submissions supported the proposed number of councillors, ward arrangements and the disestablishment of the Malvern Community Board, and 185 supported the proposed ward names. 498 submissions did not support the proposed number of councillors, ward arrangements or the disestablishment of the Malvern Community Board, with 396 opposing the proposed ward names.
23. Three submissions were not considered as they were duplicates.
24. Key themes in the submissions included:
  - a. Concerns about reducing the number of elected members to eight, with most submissions either in support of maintaining the current 10 members or suggesting an increase;
  - b. Concerns about rural representation, emphasising the importance of maintaining or increasing representation in rural areas, especially given urban population growth;
  - c. Concerns about disestablishing the Malvern Community Board, highlighting the large geographic size of the Malvern Ward, and questioning whether a single councillor could effectively represent such a large area with dispersed, rural communities;
  - d. Emphasis on the importance of local voices being heard and represented, especially for residents of the more remote rural communities.
25. The Council heard from submitters on 26 and 27 September 2024 and deliberated on submissions on 10 October 2024. In response to submissions, the Council agreed to increase the number of elected members to 11, retain the current ward structure and maintain the Malvern Community Board with its current membership and subdivisions.
26. The Council rejected the remaining submissions, noting that the final proposal:
  - a. Responded to feedback requesting greater representation to reflect the district's growth;
  - b. Ensured compliance with the +/-10% rule;
  - c. Recognised the large geographic area of the Malvern Ward and ensured rural representation for Malvern communities by maintaining the Malvern Community Board.

### **The Council's final proposal**

27. On 23 October 2024, the Council resolved its final proposal:
  - increasing the number of elected members to 11;
  - maintaining the current four wards and boundaries, but with updated dual te reo Māori/te reo Pākehā names;
  - maintaining the Malvern Community Board with its current arrangements or five members elected from three subdivisions, plus a single appointed member.

28. The final proposal ward arrangements were:

<b>Wards</b>	<b>Population*</b>	<b>Number of members</b>	<b>Population per member</b>	<b>Deviation from average population per member</b>	<b>% deviation from average population per member</b>
Tawera Malvern	15,500	2	7,750	+364	+4.92
Kā Puna Springs	22,300	3	7,433	+47	+0.64
Te Waihora Ellesmere	13,450	2	6,725	-661	-8.95
Kā Mānia Rolleston	30,000	4	7,500	+114	+1.54
<b>Total</b>	<b>81,250</b>	<b>11</b>	<b>7,386</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

29. The final proposal community board arrangements were:

<b>Malvern Community Board subdivisions</b>	<b>Population*</b>	<b>Number of members^</b>	<b>Population per member</b>	<b>Deviation from board average population per member</b>	<b>% deviation from board average population per member</b>
Tawera	3,050	1	3,050	-46	-1.49
Hawkins	6,420	2	3,210	+114	+3.68
West Melton	6,010	2	3,005	-91	-2.94
<b>Total</b>	<b>15,480</b>	<b>5</b>	<b>3,096</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

^Not including appointed members

## Appeals against the Council's final proposal

30. Five appeals/objections were received and referred to the Commission under section 19Q of the Act. However, four were outside the scope of the Commission's powers to consider, leaving one appeal to resolve.

31. The appeal, from the Rolleston Residents' Association, preferred the Council's initial proposal or option two from the preliminary engagement stage. It raised the following matters for the Commission to resolve:

- Whether the Council's final proposal accurately reflected communities of interest in the district, especially around Rolleston;
- The appropriate number of elected members for effective representation, with a preference for eight or 10, rather than 11;
- Whether the Malvern Community Board should be disestablished.

## Hearing

32. The Commission met with the Council and the appellant at a hearing held online on 19 March 2025.
33. The Council was represented by Mayor Sam Broughton, and Representation Review Subcommittee Chair Councillor Phil Deans, and supported by Chief Executive, Sharon Mason, Executive Director People, Culture and Capability, Steve Gibling, Head of Marketing and Communications, Sarah Carnoutsos, and Senior Governance Advisor, Therese Davel.
34. The Rolleston Residents' Association was represented at the hearing by President, Mark Alexander.
35. At the Commission's invitation, the Malvern Community Board also addressed the hearing, represented by Deputy Chair John Verry.

## Matters raised at the hearing

36. Mayor Broughton and Councillor Deans, assisted by officers, explained the Council's process in conducting its representation review and reaching its final proposal. They emphasised the following points:
  - a. Selwyn is the fastest growing district in the country, with growth heavily concentrated around Rolleston and towns near the Christchurch boundary. Uneven growth makes compliance with the +/-10% rule difficult without significant boundary changes.
  - b. The Subcommittee and the Council's initial proposal focused on reflecting current communities of interest around the district in representation arrangements. Extensive qualitative and quantitative research specifically included under-represented voices, such as the Māori and Pasifika communities.
  - c. Research indicated strong perceptual and functional links with local towns/townships, centred around local primary schools, as well as a broader regional identity. It confirmed Burnham's strong functional reliance on Rolleston.
  - d. Research indicated residents of the current Malvern Ward look to their ward councillors for representation, rather than community board members. West Melton residents did not identify with Malvern and would rather form their own ward, although population numbers did not support doing so.
  - e. Towns on the urban fringe of Christchurch differ significantly from rural communities in the Malvern and Ellesmere Wards. These towns share strong commonalities with Christchurch, are part of the 'Greater Christchurch Partnership' area, and are zoned for lifestyle blocks alongside urban subdivisions.
  - f. Preliminary engagement indicated a desire for more councillors, a strong preference from rural communities for community boards that related to district geography, and greater representation for rural communities.

- g. The proposal for reduced councillor numbers aimed to improve governance, on the basis that full-time councillor positions would increase community engagement and potentially attract a more diverse range of candidates.
  - h. The proposal to disestablish the Malvern Community Board reflected residents' preference for representation via ward councillors, and the costs associated with maintaining the community board.
  - i. The Council is planning closer engagement with the 21 residents' associations across the district, to enable involvement in local issues more efficiently than through a community board.
  - j. The Council's final proposal confirmed a previously discounted ward model to ensure two councillors each for the Malvern and Ellesmere communities and reflect a desire for increasing councillor numbers. The final proposal did not represent the communities of interest research and was not recommended by officers.
  - k. The Subcommittee considered a mixed representation model (ward and at-large councillors) early on, discussing other councils' experiences but discounted it due to perceived disadvantages.
  - l. The Malvern Community Board's only delegation additional to its statutory role was running community awards for the Malvern area.
37. Mark Alexander, on behalf of the Rolleston Residents' Association, raised the following points in opposition to the Council's proposal:
- a. The Council's final proposal was not part of the preliminary engagement options or the initial proposal, and the community had not had an opportunity to provide feedback on it.
  - b. The final proposal splits Rolleston over two wards. The area around West Rolleston School is part of the Rolleston community rather than a separate community of 'West Rolleston.'
  - c. Residents living in the immediate vicinity of Rolleston are part of the Rolleston community rather than Ellesmere. Residents in these areas supported the Council's initial proposal.
  - d. Selwyn has too many councillors compared to other councils, and there is no evidence that reducing the number of councillors would affect access to them. A smaller council would result in improved governance, and the focus should be on quality of governance, rather than quantity.
  - e. There is no evidence that a single councillor for Malvern would be insufficient. With much of Selwyn now urban, a council of 11 members would result in 'over-governance'.
  - f. The Malvern Community Board has been dysfunctional and does not perform any activities that ward councillors could not do. Officer support for the community board diverts them from other work.
  - g. The Council's final proposal should be set aside, and either the initial proposal or option two from preliminary engagement upheld.

- h. The Rolleston Residents' Association has a good relationship with the Council, with at least one ward councillor attending each monthly meeting and good communication with council officers.
38. John Verry, on behalf of the Malvern Community Board, raised the following points:
- a. The Malvern Community Board is functioning effectively. Low voter turnout does not indicate dysfunction.
  - b. The Community Board has developed strong relationships with the 14 residents' associations in the Malvern Ward, with at least one board member attending each association meeting. Similar relationships are being formed with community groups outside Malvern.
  - c. Residents' associations do not have the same statutory roles as community boards.
  - d. There is a significant dissatisfaction with the Council amongst Malvern residents, and a tendency for the Council not to listen to feedback. The community believes the feedback collated by the Board, and the Darfield and Kirwee Residents' Associations during preliminary engagement was not adequately considered.
  - e. The rates intake for the Community Board is largely allocated to remuneration and Council support. The Board does not believe this represents value for money, and a smaller service charge would leave more resource for Board operations.
  - f. The Council's research conclusion that Malvern residents turn to ward councillors for representation may have been due to the wording of the question. The Community Board's community focus and the significant support for the Board were over-shadowed.
  - g. The Community Board supports a council of 11 members due to the size of the Malvern Ward and inconsistent internet and cell-phone connectivity.
  - h. The current boundaries of the Malvern Community Board are appropriate, however additional community boards in other areas may be justified too.

## Matters for determination by the Commission

39. Section 19R of the Act requires the Commission, in addition to consideration of appeals, to determine all matters set out in sections 19H and 19J relating to the representation arrangements for territorial authorities. A 2004 High Court decision reinforced that the Commission's role is not merely supervisory but requires it to form its own view on all the matters within scope of the review.
40. The matters in the scope of the review are:
- a. whether the council is to be elected from wards, the district as a whole, or a mixture of the two
  - b. the number of councillors

- c. if there are to be wards, the area and boundaries of wards and the number of members to be elected from each ward
  - d. whether there are to be community boards
  - e. if there are to be community boards, the area and boundaries of their communities, and the membership arrangements for each board
  - f. whether wards and community subdivisions may be defined and membership distributed between them in a way that does not comply with the +/-10% rule.
41. The appeal against the Council's final proposal raised the following overarching issues for the Commission to resolve:
- a. Whether the Council's final proposal accurately reflects communities of interest in the district and provides effective representation for them;
  - b. Whether eight or 10 elected members would provide more effective representation for the district than a council of 11 members;
  - c. Whether the Malvern Community Board should be disestablished.

### Key considerations

42. Based on the legislative requirements, the Commission's *Guidelines for local authorities undertaking representation reviews* (the Guidelines) identify the following three key factors when considering representation proposals:
- communities of interest
  - effective representation of communities of interest
  - fair representation for electors.

### Communities of interest

43. The Guidelines identify three dimensions for recognising communities of interest:
- a. *perceptual*: a sense of identity and belonging to a defined area, due to factors such as distinctive geographical features, local history, demographics, economic and social activities
  - b. *functional*: the area's ability to meet community needs for services such as schools, shopping, community and recreational facilities, employment, transport, and communication links
  - c. *political*: the ability to represent local community interests, including non-council structures such as for local iwi and hapū, residents' associations and special interest groups.

44. All three dimensions are important and often interlinked. We note that there is often a focus on the perceptual dimension, that is, what councils, communities or individuals intuitively feel are communities of interest. It is not enough to simply state that a community of interest exists; councils must provide evidence of how a sense of identity is reinforced, or how a community is distinct from neighbouring communities. Such evidence may include, for example:
  - how communities rely on different services and facilities to function as part of the wider district, city, or region
  - demographic characteristics of an area (for example age, ethnicity, or deprivation profiles) and how these differ from other areas
  - how particular communities organise themselves and interact with others as part of the wider district, city, or region
45. In this review, the Council responded to the recommendation in our 2022 determination, utilising an independent research company to thoroughly investigate the perceptual and functional aspects of communities of interest in the district. The research techniques ensured that a variety of voices, including those traditionally under-represented in Council processes, were included.
46. Based on the research the Council identified the following:
  - a. A large and rapidly growing urbanised population near the Christchurch City boundary, characterised by:
    - A highly concentrated population based in Rolleston, including Burnham and residents just outside the urban boundary, who share strong functional relationships with Rolleston, particularly for education and service provision;
    - A series of smaller fast-growing towns between Rolleston and the Christchurch City boundary, each maintaining a distinct identity, but sharing commonalities of interest including:
      - Large proportions of residents regularly commuting to Christchurch and demonstrating strong functional relationships with Christchurch City; and
      - A considerable proportion of 'lifestyle blocks' around towns, indicating a 'semi-rural' nature rather than the more traditionally 'rural' parts of the district;
  - b. A large area to the south and west of the district characterised by extensive agriculture activity, with smaller towns where residents feel a strong sense of identity. These areas have historically been divided into two for electoral purposes, with residents feeling a strong perceptual sense of separate rural identity as follows:
    - An extensive area in the west of the district, including large landholdings, high-country stations, and alpine environments, with large areas in Department of Conservation-administered National Park or reserve-land; and



- Rural areas in the south-east of the district, stretching across the plains to the east coast and deriving a sense of shared identity from the close proximity of Te Waihora/Lake Ellesmere.
47. We are satisfied that the Council has undertaken a sufficiently robust investigation of communities of interest in the district to inform the representation review.

### **Fair representation for electors**

48. Section 19V of the Act requires the Commission to ensure that electors receive fair representation. Section 19V(2) establishes fair representation as a population per member ratio per ward and per community board subdivision that does not differ by more than 10% across the district or community. This is also known as 'the +/- 10% rule'.
49. Section 19V(3) provides exceptions to the +/-10% rule if certain conditions apply. In Selwyn District, the Commission may approve non-compliant arrangement if compliance would limit effective representation by
- a. dividing a community of interest between wards or subdivisions; or
  - b. uniting within a ward or subdivision two or more communities of interest with few commonalities of interest.
50. The Council's initial and final proposal and either outcome sought by the appellant comply with the +/-10% rule. Therefore, we only need to consider matters of fair representation if we wish to consider representation arrangements other than these options.

### **Effective representation of communities of interest**

51. Section 19T of the Act requires the Commission to ensure that:
- a. the election of councillors in one of the ways specified in section 19H (i.e. at large, wards, or a combination of both) will provide effective representation of communities of interest within the district
  - b. ward boundaries coincide with the boundaries of the current statistical meshblock areas determined by Statistics New Zealand and used for parliamentary electoral purposes
  - c. so far as is practicable, ward boundaries coincide with community boundaries.
52. 'Effective representation' is not defined in the Act. However, the Commission sees this as requiring consideration of factors including an appropriate number of elected members and an appropriate basis of election of members for the district concerned (at large, wards, or a mix of both).
53. The Guidelines note that effective representation will be specific to each local authority but should consider the following factors:

- a. avoiding arrangements that may create barriers to participation, such as not recognising residents' familiarity and identity with an area
- b. not splitting recognised communities of interest between electoral subdivisions
- c. not grouping together two or more communities of interest that share few commonalities of interest
- d. accessibility, size, and configuration of an area including access to elected members and vice versa.

#### *Number of elected members*

- 54. A key issue for us to determine is the number of elected members required to provide effective representation of communities of interest in Selwyn.
- 55. The Guidelines suggest that local authorities consider the total number of members necessary to provide effective representation for the entire district. In other words, the total number of members should not be arrived at solely as the product of the number of members per ward.
- 56. Section 19A of the Act provides that a territorial authority shall consist of between 5 and 29 members, excluding the mayor. The number of elected members for Selwyn District Council has varied over time, from 13 members when the Council was first established in 1989, to 11 from 2001, and 10 following the 2022 representation review.
- 57. The Council's initial proposal was for a council of eight members, increasing to 11 in its final proposal. The Council explained that reducing councillor numbers in its initial proposal aimed to create a focused, efficient group of fulltime councillors. The increase to 11 members in its final proposal reflected submissions concerned about single-member rural wards.
- 58. The appellant prefers an eight-member Council, although would also support 10 members. At the hearing, Mr Alexander emphasised the need for higher quality elected members. He suggested that reducing elected members would increase remuneration levels, thereby attracting quality candidates.
- 59. We appreciate that remuneration levels are a concern for many councils. However, there is no evidence to suggest that reducing councillor numbers to increase remuneration levels will ensure more effective representation through a broader range of candidates. In our view, adjustments to representation arrangements are not an appropriate mechanism for addressing councillor remuneration issues.
- 60. Instead, we must consider the number of councillors required for effective representation of communities of interest in Selwyn. Key factors for us to consider include the district's size and configuration, and how this affects accessibility of residents to elected members and vice versa.

61. Selwyn District is reasonably large, with the fastest growing population in the country. Most residents live near Rolleston or within easy access to the main state highways, although travel times to remote settlements like Arthur's Pass Village are close to two hours' drive from Rolleston.
62. The rapid population growth in Selwyn is a particularly relevant consideration. We noted in our 2022 determination that it is unusual for a council in a district experiencing significant population growth to consider reducing the number of elected members. We stand by that observation.
63. At current population levels, an eight-member council would result in one councillor per 10,156 residents. This is significantly higher than the councillor-to-resident ratio of similarly sized councils. We are concerned that, as the population continues to increase, accessibility of residents to councillors and vice versa may become compromised. We consider that a Council of eight members is insufficient for effective representation.
64. We have considered whether 10 members (maintaining the current number) or 11 members (increasing by one) is required for effective representation.
65. We acknowledge the Council's desire for a focused and efficient governance group. Governance performance is primarily a matter of elected member capability, but the workload expected of individual members is a factor in this. Preliminary engagement and submissions on the initial proposal showed some support for maintaining 10 members, and the appellant would support a 10-member council.
66. Conversely, many submissions to the initial proposal requested an increase in councillor numbers. The Malvern Community Board prefers 11 members, given the rural area size and inconsistencies in internet and cell-phone coverage.
67. We consider the current size of the Council is appropriate. With most of the population near main towns and state highways, there is no demonstrated need to increase councillor numbers for effective representation. However, a reduction to eight members may result in unsustainable workloads for individual members in the face of such rapid growth. A council of 10 members can provide the setting for a focused, efficient governance group without compromising accessibility.
68. Accordingly, we determine that Selwyn District Council will comprise 10 councillors plus the mayor.

### *Basis of election*

69. The next aspect for us to consider is how councillors should be elected – at-large, by ward-only, or a combination of the two (a mixed representation model). If there are to be wards, we also need to determine ward boundaries and the number of members per ward.

70. The Council's extensive investigation into communities of interest indicated distinct communities, including small rural communities and larger, rapidly growing urban areas. We consider that some form of ward representation is required to ensure effective representation of these communities.
71. Based on the Council's detailed analysis described at paragraph 46, we consider a ward model must reflect:
- Specific rural representation via two rural wards;
  - Appropriate groupings of communities in the immediate vicinity of Rolleston; and
  - Appropriate groupings of communities located between Rolleston and the Christchurch City boundary.
72. We do not think the current ward boundaries of the Council's final proposal provide effective representation for communities of interest because:
- A tightly drawn boundary around the Rolleston urban area excludes residents just outside the urban area, including residents of Burnham, who share strong perceptual and functional relationships with Rolleston. This results in the Rolleston community of interest being split between wards;
  - The current Malvern Ward groups traditionally rural communities with West Melton, a fast-growing, increasingly urban town with high proportions of residents commuting to Christchurch and numerous lifestyle blocks. We do not consider that there are sufficient commonalities of interest to justify grouping West Melton within Malvern.
73. We do not think option two from the preliminary engagement results in effective representation either. While the proposed Rolleston and Springs Wards appropriately reflect communities of interest in these areas, this comes at the expense of rural areas being grouped into one large ward. Strong community feedback supports two rural wards, and a single large rural ward may compromise effective representation for rural communities.
74. We consider the ward boundaries of the Council's initial proposal are most likely to provide effective representation for communities of interest, as they do not split communities of interest, nor unite communities sharing few commonalities of interest. We note that in the Council's initial proposal:
- the proposed Tawera Malvern and Te Waihora Ellesmere Wards provide two wards focused on the predominantly rural parts of the district;
  - the proposed Kā Mānia Rolleston Ward has been enlarged to include communities living in the immediate vicinity of the urban Rolleston area;
  - the towns and townships located between Rolleston and the Christchurch boundary are grouped together in the proposed Kā Puna Springs Ward, reflecting strong commonalities of interest despite each maintaining clear individual identities.
75. However, the initial proposal only provides for eight councillors, which we have already determined insufficient for effective representation.

76. We have considered providing for 10 members using the initial proposal ward boundaries, either by increasing the Tawera Malvern and Te Waihora Ellesmere Wards to two members each or by increasing the Kā Mānia Rolleston and Kā Puna Springs Wards to four members each. This results in:

Wards	Population*	Number of members	Population per member	Deviation from average population per member	% deviation from average population per member
Tawera Malvern	9,510	2	4,755	-3,369	<b>-41.47</b>
Kā Puna Springs	28,490	3	9,497	+1,373	<b>+16.90</b>
Te Waihora Ellesmere	10,930	2	5,465	-2,659	<b>-32.73</b>
Kā Mānia Rolleston	32,310	3	10,770	+2,646	<b>+32.57</b>
<b>Total</b>	<b>81,240</b>	<b>10</b>	<b>8,124</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

Wards	Population*	Number of members	Population per member	Deviation from average population per member	% deviation from average population per member
Tawera Malvern	9,510	1	9,510	+1,386	<b>+17.06</b>
Kā Puna Springs	28,490	4	7,123	-1,002	<b>-12.33</b>
Te Waihora Ellesmere	10,930	1	10,930	+2,806	<b>+34.54</b>
Kā Mānia Rolleston	32,310	4	8,078	-47	-0.57
<b>Total</b>	<b>81,240</b>	<b>10</b>	<b>8,124</b>		

\*Based on Stats NZ Tatauranga Aotearoa 2023 population estimates (2018 census base)

77. The first option results in significant non-compliance with the +/-10% rule for all wards, beyond what we feel could be justified under section 19V of the Act. While the second results in a compliant Kā Mānia Rolleston Ward, the Tawera Malvern and Te Waihora Ellesmere Wards become significantly under-represented. As large rural areas, we could not justify this outcome either.
78. We have therefore considered adding two at-large members to the ward arrangements in the Council's initial proposal, to bring the number of elected members to 10.
79. At the hearing, the Council advised a mixed representation model was briefly considered at an early stage, but ruled out due to:
- A perception that at-large councillors could be perceived as superfluous compared to ward councillors;
  - A perception that at-large campaigns could be more costly and deter potential candidates; and

- The decision to retain the FPP voting system, which was seen as less conducive to a mixed representation model than the STV system.
80. We acknowledge that neither of the preliminary engagement options nor the Council's initial or final proposal contemplated a mixed representation model. This means that the addition of at-large councillors has not been tested with the Selwyn community.
81. However, we consider there are persuasive arguments for considering at-large councillors for Selwyn. A mixed representation model:
- Allows wards to reflect communities of interest without compromising the overall size of the council;
  - Recognises the strong sense of district-wide identity reflected in the Council's community of interest research;
  - Acknowledges strong patterns of movements for residents across ward boundaries and out of the district for employment, education, and recreational activities;
  - Allows representation for district-wide communities of interest without a geographical base, for example, youth, young families, and businesses;
  - Provides a greater range of choice for rural electors of the Tawera Malvern and Te Waihora Ellesmere Wards, allowing them to vote for three councillors rather than a single ward councillor.
82. Concerns regarding at-large councillors being perceived as superfluous could be remedied by the using a 'portfolio' system, allocating representation of specific district-wide communities of interest to at-large councillors. We consider that the benefits of adding two at-large members to ensure effective representation outweigh any perception that at-large campaigning is more costly.
83. We acknowledge the Council's decision to continue using the FPP voting system could skew voting for at-large members towards urban areas. However, the representation review process has demonstrated high levels of engagement from rural residents and at-large members would provide increased candidate choice for rural voters. The Council can reconsider the STV voting system ahead of the 2028 election.
84. On balance, we consider that the benefits to effective representation of communities of interest from a mixed representation system outweigh the risks of doing so. We therefore determine that a mixed representation model be used for Selwyn District, comprising:
- Eight members elected by ward arrangements as set out in the Council's initial proposal; and
  - Two members elected at-large.

## Community Boards

85. Section 19J of the Act requires every territorial authority, as part of its review of representation arrangements, to determine whether there should be community boards in the district and, if so, the structure of the community boards. This determination must consider the principles in section 4 of the Act relating to fair and effective representation for individuals and communities.
86. The matters to be determined are:
- the number of boards to be constituted;
  - their names and boundaries;
  - the number of elected and appointed member; and
  - whether boards are to be subdivided for electoral purposes.
87. Section 19W also requires consideration of the criteria applying to reorganisation proposals in the Local Government Act 2002 as appropriate. Applying these criteria to reviews relating to community boards means considering:
- a. Will the proposal promote good local government of the parent district, and the community area concerned?
  - b. Will the community board have the resources necessary to enable them to carry out their respective responsibilities, duties, and powers?
  - c. Will the community board have an area that is appropriate for the efficient and effective performance of its role?
  - d. Will the community contain a sufficiently distinct community or communities of interest?
88. The Council's initial proposal included disestablishing the Malvern Community Board. The final proposal retains the current arrangements for the Malvern Community Board in response to strong submissions seeking its continuation.
89. At the hearing that, the Council explained that it sought a closer relationship with the 21 residents' associations in the district as an alternative to community board representation. It envisaged bi-monthly meetings directly with the Council to ensure grass-roots voices were heard and local issues efficiently addressed. However, this approach does not yet appear to be fully developed or implemented by the Council. Accordingly, there is little evidence to indicate whether it is an appropriate substitute for the statutory role of a community board.
90. The appellant seeks the disestablishment of the Board, arguing that it is dysfunctional, does not undertake activities that ward councillors could not manage, and diverts officer resources.

91. The Malvern Community Board explained that it has formed close relationships with the 14 residents' associations within the Malvern area, with Board members attending each meeting. This approach appears to align with the alternative model for community engagement proposed by the Council. The Board noted further that residents' associations do not have the same statutory role as community boards.
92. One of the statutory roles of community boards, as set out in section 52 of the Local Government Act 2002, is to "represent and act as an advocate for the interests of its community". While community engagement is an important part of understanding local views, it is not a substitute for representation and advocacy. Representation involves the democratic mandate of elected members, including community board members, to bring community perspectives to the council's decision-making table.
93. The Council's initial proposal to disestablish the Malvern Community Board would have removed a form of localised representation and advocacy before an alternative method of direct community engagement was well-developed. The Council's decision to retain the Malvern Community Board in its final proposal acknowledges the level of community support indicated for the Board. Retention of the Malvern Community Board does not prevent the Council from further exploring how to achieve deeper community engagement.
94. We consider that, in a rapidly growing district experiencing high levels of urbanisation, the Malvern Community Board is likely to promote good local government, by providing a direct voice for the rural Malvern community at the Council table. This is particularly important, given that we have upheld a ward model providing one ward councillor for the Tawera Malvern Ward. The Community Board can support the single ward councillor to ensure voices from around the ward are represented at the Council table.
95. We are satisfied that the Malvern community contains sufficiently distinct communities of interest to sustain a community board, and that the board area is appropriate for the performance of its role. We therefore uphold the continuation of the Malvern Community Board.
96. We have determined above that the Tawera Malvern Ward will follow the ward boundaries as set out in the Council's initial proposal. We consider the same boundaries are appropriate for the Malvern Community Board, meaning that the current West Melton Subdivision will no longer be part of the Board area.
97. The Board has been represented by five members for at least the past 20 years. This level of representation is familiar to residents, and appropriate given the dispersed nature of some of the Malvern communities. There is likewise a long history of having appointed members to the Board, and we consider it appropriate to continue doing so. We determine there to be one appointed member to the Board, being the Tawera Malvern Ward councillor.



98. The final aspect for us to consider is whether the Board should be subdivided. Since at least 2001, the Malvern Community Board was subdivided into the Tawera and Hawkins Subdivisions. In 2022, with the addition of West Melton into the Malvern Ward, a third West Melton Subdivision was added, with the boundaries of the Tawera and Hawkins Subdivisions adjusted to ensure compliance with the +/-10% rule.
99. Given the long history of subdivision, we determine that the Tawera and Hawkins Subdivisions should be retained. However, we consider that effective representation of communities of interest is best reflected by reverting the subdivision boundaries as close to the pre-2022 boundaries as possible.
100. In practice, this means moving the Sheffield area from the Hawkins Subdivision back into the Tawera Subdivision, where it was previously located. To achieve this, we determine that the following meshblocks be moved from the Hawkins Subdivision to the Tawera Subdivision: 2464000, 2463800, 4011480, 2463100, 4011484, 4011050, 4011483, 4011481, 4011049, and 4011482.
101. We encourage the Council early in the next term to consider whether the Board's delegations provide it with sufficient decision-making powers to enhance representation of Tawera Malvern communities.

## Commission recommendations

102. We acknowledge the suggestion that other communities in the district could benefit from community board representation. Given increasing urbanisation, we see potential in considering a community board covering all rural areas in the district. We recommend that the Council consider the potential advantages of this in its next review.

## Conclusion

103. We have made this determination pursuant to section 19R of the Local Electoral Act 2001 having considered the information before the Commission and the requirements of sections 19T, 19W, and 19V of the Act.

### Local Government Commission

Commissioner Brendan Duffy (Chair)

Commissioner Bonita Bigham

Temporary Commissioner Gwen Bull

7 April 2025

Legal issue	Recommendation	Rationale	Risks / mitigation
Transfer entity	Recommend: Kowai Pass Reserve Trust be the entity to which the Sheffield Memorial Pool is transferred. A community working group is currently cooperating with the Kowai Pass Reserve Trust and intends to establish itself as a separate legal entity to which the Sheffield Memorial Pool may eventually be transferred if the Trust nominate the new entity to take over the transfer.	Council needs a legal entity to contract with. Individuals who are interested to take over operation do not wish to set up entity until transfer is agreed. Kowai Pass Reserve Trust has identified itself, and been identified as an entity that can enter into the contract for transfer. Kowai Pass Reserve Trust may transfer Sheffield Memorial Pool to the yet to be established legal entity or nominate the working group's new legal entity to take over the transfer.	Risk: Community working group may be unable to set up new entity. If new entity not set up, Kowai Pass Reserve Trust will retain ownership of the Sheffield Memorial Pool and associated responsibilities.
What assets can / should be transferred	Recommend: Clarity/transparency on what land/assets the Council can transfer. Make it clear that the transfer is conditional on regularisation of the title by way of adverse possession application against the deceased estate. This may take 6 to 12 months.	Council does not have title over a parcel of land that a significant portion of the pool sits on (it sits on a deceased estate that cannot be tracked).	Risk: Without proper disclosure to new entity, if issues arise with the deceased estate, or DOC access, Council may be responsible – clear wording is needed.  Risk: If the regularisation of the title takes longer than anticipated, the transfer will not be complete in time for the Trust, or nominated entity, to operate the Pool next season.
	Recommend: Transfer of other pool assets/chattels: diving board, pool plant, lawnmower, water blaster, till, various tables and chairs, rescue equipment, signage, defib, first aid equipment.	Equipment necessary to set up the group for success.	Risk: Transferring risky equipment to the group without reassurance that risks will be managed could create risk to the community. However, this risk will sit with the Trust/community legal entity, not the Council.
	Not recommended: Transfer above ground assets and establishing ground lease.	If this approach is taken, Council retains risk as landowner.	
Transfer timing	Recommend: Agreement to be entered into by 30 June 2025 as anticipated by the Long-Term Plan. Council can require that all other	Timeframe for transfer needs to be as soon as possible, but still within a reasonable	Risk: Regularisation of title process is likely to hold up the 30 June 2025 transfer date. It is possible that this could impede the

Legal issue	Recommendation	Rationale	Risks / mitigation
	conditions are satisfied by this point, but it might be that regularisation of title cannot be completed until later. This would likely be the only condition that holds up the 30 June 2025 date.	timeframe for community to create entity and agree to sale. The cost of regularisation of the title will be borne by the Council.	Trust/new entity taking over operations prior to the next pool season.
	Not recommended: Transfer prior to regularisation of title.	If transfer occurs prior to regularisation of title, the Trust (or nominated community entity) will not be able to resolve this as they have not been in possession, which is required for regularisation of title.	
Other terms to support community group	Recommend: Handover/induction – e.g. 20 hours of operational induction, water testing training to up to 5 volunteers, transfer SOPs. If this is done, recommend clear timeframe for this to occur and finish, and clear caveats on purpose of this handover to protect Council.	Setting up the new entity for best chance of success.	Risk: Need to make it clear that induction does not constitute advice on what to do or operational support – they need to determine their own processes, and Council takes on no risk if induction does not cover all things they need to operate facility.  Risk: They come back with further questions/expectation of further assistance. The more assistance we provide, the more open we may come to reputational or legal criticism if the operations fail, or there is an incident with Trust when it takes over management.
	Not recommended: Audits or other supervision that might indicate a level of control or influence over the new entity.	Any level of control or influence indicates potential responsibility or liability in the event of an incident.	
Restrictions on what group can do with the pool	Recommend: No restriction on alterations that can be made to the pool.	The school (now the community working group) received a report from Richards Consultants. As part of this report the working group signalled shallowing the pool. Council should consider whether it wants to restrict. A large number of submissions and	Risk is that, while alterations such as shallowing the pool / not using diving board will lessen safety risk, the entity could decide to make alterations that increase risk. The mitigation is that this risk will pass to the new entity and no longer sit with Council.

Legal issue	Recommendation	Rationale	Risks / mitigation
		hearings involved discussion on how good retaining the deep water will be – Council can decide whether or not it wishes to make this a condition of sale.	Another risk is that if the Council does not restrict alterations that can be made to the Pool, the Trust (or nominated entity) could make changes that make demolition costlier in the event that the Trust / nominated entity are not successful in taking over operations, and seek to dispose of the Pool (discussed further in right of refusal below).
Right of refusal	Recommend: Council first right of refusal to purchase land back for \$1 if Trust and / or community legal entity determines they will sell or transfer.	Avoids risk that new entity will sell on for a profit.	Risk: While this can be worded as a right of refusal (i.e. the Council will be able to decide whether to refuse to take back the Pool), there may be reputation considerations if the community-led operations fail and the Council refuses to take back the Pool.
Access	Recommend: Transfer conditional on new entity obtaining DOC consent.	Access is over DOC land where there is written agreement, but no formal easement or concession that can be transferred	
Reserve status	Note: No reserve status on title.		
Endowment obligations	Consider: Potential endowment obligations that staff have not been able to find.	We have been unable to determine if there were caveats or conditions over the gift/purchase of the land that Council owns, or conditions over funds granted for the purpose of constructing the pool.	If there are endowment obligations, we are not aware of, community entity could later claim that Council failed to disclose these issues. Risk is low and can be mitigated by full disclosure in transfer agreement.
Flooding / insurance risk	Recommend: Full disclosure of any previous flooding instances, no warranties in respect of appropriate insurance coverage or ability to insure. Responsibility on the new entity to insure appropriately.	Responsibility on the new entity to insure the pool appropriately.	
Caveat on memorial items	Recommend: Condition that protects memorial plaques that are in the gate walls.	Not heritage protected, but it is in the interests of the community that these are not destroyed.	



## REPORT

**TO:** Council

**FOR:** Selwyn District Council - 16 April 2025

**FROM:** Denise Kidd - Executive Director of Community Services and Facilities  
James Richmond - Head of Sport and Recreation

**DATE:** 26 March 2025

**SUBJECT:** **SHEFFIELD MEMORIAL POOL OWNERSHIP**

---

## RECOMMENDATION:

*On 19 March 2025 the Sheffield Memorial Pool Hearings Panel recommended that the Council:*

- (a) **Receives** the Sheffield Memorial Pool Ownership report*
- (b) **Approves** transfer of ownership and operation of the Sheffield Memorial Pool (both land and assets owned by the Council) from Council to the Kowai Pass Reserve Trust (or not-for-profit nominee to be determined by the Trust), subject to:*
  - i. Transfer agreement being entered into by 30 June 2025;*
  - ii. Resolution of the certificate of title issues associated with the land on which the Pool sits by 30 June 2027;*
  - iii. Transfer being conditional on the Trust (or nominated entity) obtaining consent from the Department of Conservation title;*
  - iv. The Pool not being operated by the Trust (or nominated entity) until the transfer is completed.*
- (c) **Delegates** to the Chief Executive Officer, the power to negotiate and agree to the final terms and conditions of transfer to the Kowai Pass Reserve Trust on terms satisfactory to the Chief Executive Officer in their discretion, subject to the above conditions being met.'*
- (d) **Approves** demolition of the Sheffield Memorial Pool, in the event that:*
  - (i) mutually satisfactory terms of the transfer are unable to be agreed by 30 June 2025; or*
  - (ii) that the agreement to transfer otherwise comes to an end prior to transfer.*

This recommendation has been made on behalf of the Sheffield Pool Hearings Panel.

### 1. PURPOSE *(required heading)*

This report is to provide Council the recommendations formulated by the Sheffield Pool Hearings Panel, which was delegated authority by Council to review the submissions received by Council during the special consultative process concerning the Sheffield Pool.

This report details the Panel's recommendations derived from written and verbal submissions from a Special Consultative Process, and following the deliberations conducted in a public meeting.

Additionally, this report provides a summary of the Special Consultative Process and a thematic analysis of the submissions received to support Council decision making.

## **2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT *(required heading)***

The decisions and matters of this report are assessed as of **high** significance in accordance with the Council's Significance and Engagement Policy.

Pools (which includes Sheffield Memorial Pool) are listed as strategic assets in the Council's Long-Term Plan 2024-2034 (pg. 352) and as such require the use of a Special Consultative Procedure detailed in section 83 of the Local Government Act 2002 and in the Council's Significance and Engagement Policy.

There is also a high level of interest in this matter from the residents of Sheffield and the neighbouring township of Springfield. This matter was the subject of consultation as part of the Council's Long-Term Plan 2024-2034.

## **3. HISTORY/BACKGROUND:**

The history and background of the Sheffield Memorial Pool has been well communicated and documented in other reports to Council, including in the report seeking approval to start this special consultative process: [Council Agenda 13 November 2024, p 175](#).

### **Long-Term Plan decisions**

On 22-24 May 2024, the Council decided to<sup>1</sup>:

1. Begin targeted consultation with the community around potential divestment of the facility to a community-run legal entity.
2. Keep the Sheffield Memorial Pool open and operational for the 2024/25 season to allow time for consultation and necessary arrangements to be put in place.
3. Proceed with demolition if no arrangement is able to be satisfactorily negotiated before 30 June 2025.
4. Hold the demolition costs budget so that it can be utilised should operation by the community not commence or continue.

### **Title, ownership and access**

Council has ownership of the pool assets, and buildings. Ownership of the land on which the pool sits, however, is complex. The pool sits across two titles as shown in the diagram below.



The main pool sits on the title of a deceased estate (shown in red in the diagram). The Council has been unable to track down the executor for the deceased estate. Issues associated with this are discussed further in the legal considerations section below.

The pool building and carpark sit on land owned by the Council (shown in blue in the diagram).

Vehicle access to the pool and carpark are over a neighbouring piece of land owned by the Department of Conservation (DOC) (shown in orange on the diagram). The Council has DOC's written permission to access the pool over their land. However, this has never been regularised by way of an easement.

## **SPECIAL CONSULTATIVE PROCESS**

Below is the key information provided to the community as part of the Special Consultative Process.

### ***Transferring to a community-run legal entity***

#### ***What we consulted on:***

If the public consultation leads to clear support from the community for the transfer of the Sheffield Memorial Pool to a community-run legal entity, and such an entity is identified, the Council needs to be assured that the entity is well-prepared and capable of operating the asset. The entity also needs to be fully aware of the risk they are taking on; risk which is currently held by Council as the owner/occupier.

Therefore, it is essential that due diligence is completed by the Council and the proposed entity includes consideration of minimum criteria before transfer of the asset is finalised. These minimum criteria are set as:

- A registered legal entity such as an incorporated society or charitable trust.



- A well-structured financial plan demonstrating the organisation's ability to manage the asset, including operational costs.

***We wanted to know:***

- If you support the transition of the Sheffield Memorial Pool asset from Council ownership and operation to a community-run legal entity.
- If you are aware of a community-run legal entity that you consider suitable to own and operate the Sheffield Memorial Pool.
- If you are interested in helping this group with the ongoing operation of this facility.
- If you have any other comments about the Sheffield Memorial Pool.

***Questions asked in the special consultation process:***

1. Do you support the transition of the Sheffield Memorial Pool asset from Council ownership and operation to a community-run legal entity?

a. Yes/No

b. Please add your comments

2. Are you aware of a community-run legal entity that you consider suitable to own and operate the Sheffield Memorial Pool?

a. Yes/No

b. Please add your comments

3. Are you interested in helping this group with the ongoing operation of this facility?

a. Yes/No

b. Please add your comments

4. Do you have any other comments about the Sheffield Memorial Pool?

Please add your comments

***Timeline***

- **1 October 2024:** Pre consultation period with key stakeholders
- **16 November:** Pool opens for the season
- **22 November:** Consultation opens

- **14 February 2025:** Consultation closes
- **27 February:** Council hearing of submissions
- **16 March:** Pool closes for the season
- **19 March:** Council deliberations on submissions
- **16 April:** Council meeting
- **30 June:** Council to have made final decision

### Communication Activities During Consultation

The community were able have their say by completing the online submission form at [selwyn.govt.nz/sheffieldpool](https://selwyn.govt.nz/sheffieldpool) or printed submission form available at Sheffield and Darfield Pools, Sheffield and Springfield Schools, Darfield Library, and SDC service centres.

The consultation was advertised in the Selwyn Times, Malvern News, Sheffield and Springfield school newsletters and through social media.

### Table of communication activities

19 November 2024	<ul style="list-style-type: none"> <li>• Media release sent to internal front facing staff with FAQs.</li> </ul>
22 November	<ul style="list-style-type: none"> <li>• Printed submission forms available at Sheffield and Darfield Pools, Sheffield and Springfield Schools, Darfield Library, and SDC service centres.</li> <li>• Posters in Sheffield and Springfield township</li> <li>• Media release sent out</li> <li>• Article on Te Pātaka (internal staff)</li> <li>• <a href="https://yoursay.selwyn.govt.nz">yoursay.selwyn.govt.nz</a> is live</li> <li>• <a href="https://selwyn.govt.nz">selwyn.govt.nz</a> website updated</li> <li>• Facebook post</li> </ul>
26 November	<ul style="list-style-type: none"> <li>• Mailbox drop in Sheffield (including Waddington), Springfield, and Darfield.</li> </ul>
27 November	<ul style="list-style-type: none"> <li>• Advert in Selwyn Times (quarter page)</li> </ul>
29 November	<ul style="list-style-type: none"> <li>• Advert in Malvern News (full page)</li> <li>• Advert in the Sheffield School newsletter</li> </ul>

	<ul style="list-style-type: none"> <li>• Advert in the Springfield School newsletter</li> </ul>
5 February 2025	<ul style="list-style-type: none"> <li>• Advert in Selwyn Times (quarter page)</li> <li>• Facebook post</li> </ul>
7 February	<ul style="list-style-type: none"> <li>• Advert in Malvern News (full page)</li> </ul>

### Submission Analysis

In total there were 181 submissions, 34% (62) were submitted through the consultation platform [yoursay.selwyn.govt.nz](https://yoursay.selwyn.govt.nz), and 66% (119) were written submissions. 49% (88) were from Sheffield.

15 submissions wanted to speak at hearings, 5 of which were on behalf of an organisation. The organisations were Malvern School Principals, Kowai Pass Reserve Trust, Sheffield Contributing School, and the Sheffield Memorial Pool Working Group.

The analysis is broken down by the four questions that were asked.

#### **Question 1 - Do you support the transition of the Sheffield Memorial Pool asset from Council ownership and operation to a community-run legal entity?**

180 responses were received – 95% in support and 5% did not support this.

Those in support noted the pool was originally fundraised and maintained by the community and should be returned to them. They also noted the importance for local kids and families, the educational necessity (learning to swim), the historical significance, and community benefits. There was strong support for the Sheffield Memorial Pool Working Group and Kowai Pass Reserve Trust to take over the pool's management. There were comments that while there is strong support to take over the pool, the operating costs must be realistic and sustainable. A number of comments also asked for the funds that are allocated by the Selwyn District Council for demolishing the pool to be redirected to repair and maintain it.

Those opposed noted that the Council should maintain and manage the Sheffield Memorial Pool. There were arguments that it is the Council's role to provide local amenities and that abandoning the pool represents a failure of commitment to the community. They noted that closing and demolishing the pool would be a blow to the community members who were involved in its creation and maintenance. There are concerns about the high costs of maintaining the pool. Some community members do not want the financial burden of ongoing and increasing running costs to fall on them. There is frustration with the Council's spending priorities, with some feeling that funds are being wasted on less important projects instead of maintaining essential community facilities like the pool.

#### **Question 2 - Are you aware of a community-run legal entity that you consider suitable to own and operate the Sheffield Memorial Pool?**

177 responses were received – 84% said they were aware of a community-run legal entity and 16% were not aware. Four submissions were blank for this question.

Of those who were aware of a community-run legal entity, 70% were in support of Sheffield Memorial Pool Working Group alongside the Kowai Pass Reserve Trust to take over the pool's management.

20% of those who were aware, did not name a group.

Those who were not aware mentioned that efforts were being made to find a suitable entity.

**Question 3 - Are you interested in helping this group with the ongoing operation of this facility?**

171 responses were received – 42% indicated they would be happy to help, 57% were not happy to help, and 2% indicated they may be able to help.

Those who were willing to help expressed their willingness to support the pool in various capacities including volunteering, fundraising, and offering expertise. This shows a strong community commitment to keeping the pool operational. There are suggestions to reduce costs by cutting back on lifeguards and encouraging personal responsibility among pool users. There is a question about why funds allocated for demolishing the pool cannot be redirected to support its maintenance and operation. Some individuals offer their professional expertise, such as environmental health specialists and techpreneurs, to help with relevant projects.

Those who were not willing to help mentioned a mix of challenges related to age, mobility, and time constraints, alongside a strong belief in the importance of the pool and a desire for the Council to provide necessary support. There is also a stated willingness to help in various capacities, depending on individual circumstances.

**Question 4 – Do you have any other comments about the Sheffield Memorial Pool?**

125 responses were received.

The main point made is that the Sheffield Memorial Pool is a valuable community asset that should be preserved and maintained.

Many comments emphasise its importance for teaching children to swim, its historical significance as a memorial, and the social and environmental benefits it provides to the local community.

A number of submitters supported redirecting funds allocated for demolition to repair and upgrade the pool, and for community-led management by the Sheffield Memorial Pool Working Group and Kowai Pass Reserve Trust.

**Staff Comment on key issues raised during consultation:**

**Darfield Pool Capacity**

Submitters raised concerns about Darfield Pool's ability to cope with additional demand, specifically in relation to school swimming.

Staff can confirm that there are large parts of the open pool hours, during school time with no bookings and low swimmer numbers. Generally, these times are mornings between 9am and 12noon, however it should also be noted that blocks of bookable time exist in the afternoons in weekly or fortnightly blocks. No exploratory booking enquiries have been received from the Sheffield School by council staff.

**Funding**

In general submitters outlined that day to day and even year operations can be covered by fundraising means. However, a number of submitters requested funding assistance in relation to pool remediation works, particularly the release of the demolition costs if the pool is to remain open.

Submitters have requested a contribution, over one third to allow DIA (Community Matters) funding to be granted. The proposed remediation project aligns well with the outcomes and goals of the fund, particularly in terms of providing access for rural, isolated or marginalised communities. It should also be noted that the Community Matters funding committee may request a feasibility study be completed given the project is over \$250,000 in value and at this time the Council has not received evidence of how well progressed planning is with DIA.

In addition to the above it should be noted that the requests for demolition funds to be reallocated sit outside of this special consultation process and therefore outside the delegation of the Hearings Panel to recommend this to the Council. As noted earlier in the report Council decided as part of the 2024-34 Long Term Plan to hold the demolition costs budget so that it can be utilised should operation by the community not commence or continue.

The demolition funds were not collected by way of a targeted rate and therefore there is no requirement to return the funds to the community if the demolition does not go ahead. The demolition funds can be held by the Council for any conditional or settlement period of any transfer, so that in the event that the transfer cannot proceed (e.g. legal conditions are not met), the demolition funds are still held by the Council to carry out the demolition. If the transfer goes ahead, and all conditions/settlement are achieved, Council can then decide on use of the funds. Any funding provided to a community group (whether re-purposed funds or specific grant funds) need to follow the Council's community funding policy and process.

### **Travel**

A number of submitters stated that school children travelling to an aquatic facility is expensive and time consuming. While staff don't debate this point it is important to recognise that many other schools using Selwyn District Council facilities do have to travel to aquatic facilities and work this into curriculum time. Currently ten schools travel to Selwyn Aquatic Centre using transportation booked through the school, the longest journey being over 20 minutes.

### **The Panel**

The Panel consisted of the following members: Cr. Elizabeth Mundt (chair), Cr. Bob Mugford, Cr. Phil Dean and Malvern Community Board Member Sharn Nu'u.

The Panel met to listen to verbal submissions on 27<sup>th</sup> February 2025 from 6.30pm to 9.10pm at Sheffield Community Hall.

The Panel met again to deliberate on the analysis and key findings from the special consultative process as well as to review minutes from the verbal submissions on 19<sup>th</sup> March 2025 from 6.30pm to 7.30pm at Sheffield Community Hall.

## **4. OPTIONS:**

**The Panel considered the following recommendations from staff:**

**Option 1: (Recommended): Transfer ownership of the Sheffield Memorial Pool to the Kowai Pass Reserve Trust (or not-for-profit nominee to be determined by the Trust).**

The advantages of this option are that it gives effect to the feedback provided from the community and creates an opportunity for the community to continue to operate the Pool.

The disadvantages of this option are that the Council bears the cost and risks of a transfer as identified in the legal considerations section (and schedule) below. It also exposes council to some ongoing pressure to fund or take back the pool should operation cease.

#### **Option 2: Close and demolish the Sheffield Memorial Pool.**

The advantages of this option are that it allows a clear end to the process and does not expose Council to any short- or medium-term risks during the transitional phase as noted in schedule below.

It also provides the community with immediate closure on the issue at hand, the future of the Pool, so other plans can be established and activated. It also aligns with the preference of most of the feedback (61%) in the 2024-34 Long-Term-Plan which was to close and decommission the pool.

The disadvantages of this option are that currently there is feedback from the community, identified through this consultation, to retain the facility and to operate it. Failure to listen to this feedback may challenge public sentiment. It should be clearly noted that community feedback is only one aspect to Council decision making processes and the Council may decide that other decision-making criteria favour an outcome that differs from public feedback through the consultation.

#### **Option 3: Delay the transition of the Sheffield Memorial Pool Asset**

This option sees:

- The asset and land ownership retained by the Council until such time as the working group has formed its own legal entity.
- The deadline of asset transfer extended so that the Council can transfer directly to the operating entity.
- This option does not meet the timeframes specified in the 2024-34 Long-Term Plan or special consultative process which outlines that demolition should proceed if the timeframes cannot be met.

The advantages of this option are that it would enable further resolution of the issues identified in the legal considerations section below.

The disadvantages of this option are that the issue would not be resolved by 30 June as anticipated by the consultation and Long-Term Plan.

#### **Option 4: (Not subject of the special consultative process): Provide funding to the community group**

This is outside the scope of the consultation process before the Hearings Panel and is in direct conflict with a decision made by Council in the Long-Term Plan.

The recommendations on page 1 of this report reflects the agreed recommendation resulting from the Panel meeting and as reflected in the minutes of the Deliberations meetings as attached.

### **5. VIEWS OF THOSE AFFECTED / CONSULTATION (*required heading*)**

a. **Views of those affected and consultation**

The views of the community were sought in the consultation on the 2024-2034 Long-Term Plan and subsequently in the Special Consultative Process that followed.

b. **Māori and Treaty implications**

The views of Māori were not sought as this matter does not specifically affect Māori and the land and asset are not identified as sites or areas of cultural significance.

c. **Climate Change considerations**


This matter has no climate change considerations.

**6. FUNDING IMPLICATIONS (*required heading*)**

There are no additional funding implications further to those approved by Council in the 2024-2034 Long Term Plan deliberations.



James Richmond  
**HEAD OF SPORT AND RECREATION**



Denise Kidd  
**EXECUTIVE DIRECTOR, COMMUNITY SERVICES AND FACILITIES**

**Attachment ~ Legal Issues**

***Endorsed For Agenda***

## REPORT

**TO:** Chief Executive  
**FOR:** Council Meeting – 16 April 2025  
**FROM:** Head of Operational Delivery  
**DATE:** 1 April 2025  
**SUBJECT:** **TRAFFIC & PARKING BYLAW 2009**  
**SCHEDULE FOUR – PARKING RESTRICTIONS UPDATE**

---

### RECOMMENDATION

- a) *That the Council adopts the new parking restrictions, as signed and marked at;*
- i. *Rōhutu Way – carparks 3 and 4*
  - ii. *Christensen Parade – carparks 5 and 6 (adjacent to RCC), and adjacent to Playground*
  - iii. *Tennyson Street (bounded by Markham Way and Peel Close – carpark 2*

*And the parking restrictions to be added to **Schedule Four to the Traffic and Parking Bylaw 2009**.*

- b) *That the Council delegates approval to supplement, alter or remove restrictions to **Schedule Four of the Traffic and Parking Bylaw 2009** to the Executive Director of Infrastructure & Property.*

### 1. PURPOSE

The purpose of this report is to formalise by way of Council resolution additional locations of parking restrictions to support and enable enforcement.

### 2. HISTORY/BACKGROUND

The Selwyn District Council Traffic and Parking Bylaw 2009 came into force on the 1 November 2009. A schedule of signed and marked parking restrictions were adopted by Council resolution at the 18 April 2018 Council meeting and further by Council resolution at the 14 August 2024 Council meeting.

The schedule presented at the 14 August 2024 Council meeting for adoption omitted the Rolleston Town Centre carparking areas of;

- i. Rōhutu Way – carparks 3 and 4
- ii. Christensen Parade – carparks 5 and 6 (adjacent to RCC), and adjacent to Playground
- iii. Tennyson Street (bounded by Markham Way and Peel Close – carpark 2



Council regularly receives parking complaints at the locations listed but until scheduled and endorsed by Council, enforcement of any signed or marked parking restrictions at these locations is not achievable.

The Traffic and Parking Bylaw 2009 (5.1.3) states that any supplementing, altering or removal to restriction locations to Schedule Four of The Traffic and Parking Bylaw 2009 is by Council. This report will seek approval to delegate this to the Executive Director of Infrastructure & Property as updates to Schedule Four is mostly an operational matter.

### **3. PROPOSAL**

To update Schedule Four of the Traffic & Parking Bylaw 2009 with new locations of parking restrictions to support compliance and enforcement of the restrictions.

To seek a delegation to update Schedule Four to the Executive Director of Infrastructure & Property.

### **4. OPTIONS**

The options are,

- 1) to adopt the recommendations

**This is the recommended option.**

- 2) to amend the recommendations

This is not the recommended option

- 3) to reject the recommendations

This is not the recommended option

### **5. VIEWS OF THOSE AFFECTED/CONSULTATION**

#### **a) Views of those affected**

The parking restrictions have been sought by and then discussed with Councils Compliance Team.

#### **b) Consultation**

There has not been any consultation outside of Council as all locations are already establish locations with signed parking restrictions.

#### **c) Māori implications**

There are no Maori implications.

**6. FUNDING IMPLICATIONS**

There are no financial implications for Council for the adoption of the restrictions.

**7. THE INPUT/IMPACT ON OTHER DEPARTMENTS**

The adoption of the restrictions will mean that the Compliance team will be able to enforce the restrictions.



Gareth Morgan  
**HEAD of OPERATIONAL DELIVERY**

***Endorsed for Agenda***



Tim Mason  
**Executive Director Infrastructure and Property**

## REPORT

**TO:** Chief Executive Officer

**FOR:** Council Meeting - 16 April 2025

**FROM:** Jon Wood - Senior Project Manager  
Yuwei Li - Transportation Asset Planning Manager

**DATE:** 8 April 2025

**SUBJECT:** **Advancing Springs Road / Ellesmere Junction Road / Gerald Street Intersection Signalisation Upgrade**

---

### 1. RECOMMENDATION

*'That Council:*

- a) Receives this report for information;*
- b) Approves, subject to a satisfactory Development Agreement being entered into with the Carter Group, the advancement of the Springs Road / Ellesmere Junction Road / Gerald Street Intersection Signalisation within the early stages of the Lincoln Town Centre Stages 2 & 3 program, as outlined in Option 2 of the Report;*
- c) Delegates the Executive Director Infrastructure and Property the authority to enter into a Developer Agreement with the Carter Group as anticipated by DEV-LI8 - Lincoln 8 Development Area in the Operative District Plan;*
- d) Delegates the Executive Director Infrastructure and Property the authority to approve to resource & award the design and construction for Option 2.*

### 2. PURPOSE

The purpose of this report is to:

- 1. Advise Council of the Carter Group request for Council to accelerate construction timing of the Springs Road / Ellesmere Junction Road / Gerald Street Intersection Signalisation Upgrade (Intersection Upgrade) to meet their Operative District Plan requirements for the DEV-LI8 - Lincoln 8 Development Area (DEV-LI8) relating to Private Plan Change 69 (PC69).
- 2. Advise Council if this is feasible and what options are available to facilitate this including the potential for further programme adjustments and funding considerations provided through an Annual Plan or other specific Council approval processes to manage the timing, deliverability and affordability of the Intersection Upgrade.
- 3. These changes are proposed to be subject to a Developer Agreement where it is considered the Carter Group has an obligation to mitigate the effects on Council to

bring the works forward, and for the Executive Director Infrastructure and Property to have the delegated authority to enter into and approve any Developer Agreement on behalf of Council. The relevant District Plan provisions intended to cover this situation should it arise, that stipulates that a Developer Agreement is the anticipated funding mechanism.

### 3. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

The decision and matters of this Report have been assessed against the Council's Significance and Engagement Policy 2024. The level of significance attached to the subject of this Report is **low**, in consideration of the following:

- **Importance to the Selwyn District:** The extent to which matters impact on the people of Selwyn now and in the future.
- **Community interest:** The extent to which individuals, organisations, businesses, groups, communities, and sectors within the community are particularly affected by, or are interested in, the matter.
- **Mana whenua:** The extent to which decisions related to mana whenua and the impact on mana whenua relationship with land (including tapatapa and development on Māori land), water, culture and traditions with ancestral sites, wāhi tapu (and wāhi taoka), valued flora and fauna, and other taoka. (As identified in the Feasibility Study, the necessary engagement and communications will be required to be conducted soon and through the correct channels and right through the design process of the Trails.)
- **Consistency with existing policy and strategy:** The extent to which the matter is consistent with the Council's community outcomes, existing strategies, and policies.
- **Impact on the Council's finances, capacity, and capability:** The impact of the decision on the ability to achieve the objectives set out in the Council's Long-Term Plan 2024-34 and Financial Strategy.
- **Climate change:** The extent to which a decision, proposal, matter, impacts on climate mitigation and adaptation initiatives.

While the outcome of this decision may have an impact on the timing of the consulted programme and level of service defined in the 2024-34 Long Term Plan (LTP), consultation on the LTP confirmed the basis of the programme as being provisional. The proposal is to accelerate a part the program and defer part, the completion timeframe of the overall program remains the same. For this reason, the assessment considers that no further engagement is required further to adopting the proposed recommendations to this report. However, it is acknowledged that PC69 did attract public interest and potentially so would any decision relating to this request.

Any variances will be reported in future Annual Reports, and form budgets for Annual Plans in financial years 2026/27 and for the 2027/38 Long Term Plan.

#### 4. HISTORY/BACKGROUND

The [Lincoln Town Centre \(LTC\) upgrade](#) is a programme adopted by Council in 2016 to create a refreshed and higher amenity town centre, fit for the future of Lincoln with more public space, while promoting safety for all road users that includes the roading infrastructure renewals and upgrades along the full length of Gerald Street. There are four (4) stages to the LTC upgrade:

1. Stage one (1) will focus on upgrading Gerald Street between Kildare Terrace and West Belt (2024/25-2025/26) including traffic signals at West Belt to create a safer slower speed environment for that area of the town centre.
2. Stages two (2) and three (3) will focus on renewing Gerald Street from the end of Stage one (West Belt), through to Springs Rd intersection and will include the provision of cycle lanes and traffic signals at the intersections of Springs Road and Vernon Drive (2026/27-2028/29).
3. Stage four (4) will involve upgrades predominately around the Gerald Street, Edward Street and James Street intersection, including traffic signals (2029/30).

*Figure 1: Overview of Stages One to Four of the Lincoln Town Centre Upgrade*

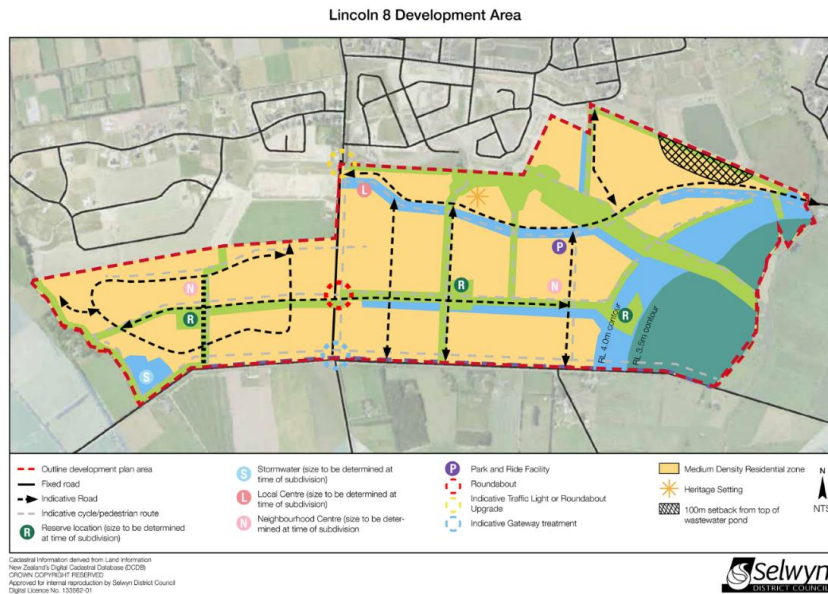


Funding and timing for the LTC upgrade was reconfirmed in the current LTP and the design work (Concept design for all stages and Detail design for Stage 1 only) is currently in progress, along with the construction of off-street carparks in the Stage one area.

The Intersection Upgrade is part of the LTC upgrade Stage 3 planned for 2027/28. This intersection is currently a single lane roundabout, and this intersection was identified in the 2016 LTC Plan to be signalised to manage the traffic growth expected and the safety of all road users (including cyclists and pedestrians). This intersection plays an important timing role to [Lincoln 8 Development Area \(DEV-LI8\)](#), also known as Private [Plan Change 69](#) (PC69).

PC69 was lodged in October 2020 by the Carter Group, seeking a change to the Selwyn District Plan by rezoning approximately 190 hectares of current rural land in Lincoln to residential land. The development area shall provide for a maximum of 1,710 households, one local centre (on Springs Road towards the northern part of the area), and two neighbourhood centres (in the eastern and western parts of the area).

Figure 2: Lincoln 8 Development Area (DEV-LI8), also known as Plan Change 69



The Outline Development Plan (ODP) above indicates a roading hierarchy that delivers a range of integrated transport options and connections. However central to this is the use of Springs Road south of Gerald Street which provides the primary connection to both the eastern and western PC69 subdivision and development areas. Transport network upgrades are required to accommodate growth and traffic from the development area. The nature of these works is further determined at the time of any subdivision consent to ensure appropriate outcomes. However, as Council had already signalled and funded Stage 3 of the LTC in its LTP, including the traffic signals, Council had already signalled its intention that an upgrade was needed before the advent of PC69 and correspondingly the prime responsibility remains with Council.

Table 1 in [Lincoln 8 Development Area \(DEV-LI8\)](#) lists a number of transport network upgrades that are required for the existing network that includes the “*Springs Road / Ellesmere Junction Road / Gerald Street Traffic Signals*”, with the specific timing “*No completion certificate shall be issued under section 224 of the Act (other than for a boundary adjustment or creation of an allotment solely for utility purposes) within DEV-LI8, until such time as the Springs Road / Ellesmere Junction Road / Gerald Street intersection is signalled.*” This is also specified on the Conditions of Consent for RC245394 Subdivision Consent<sup>1</sup>.

Stage 3 of the LTC included the traffic signals required above as currently programmed in the current LTP for 2027/28 with a budget of \$5.5M. Carter Group are requesting the project is brought forward by the Council and the intersection constructed as soon as possible to align with Stage 2 of DEV-LI8.

For the LTP consultation process, Carter Group [submitted \(1340.2\)](#) requesting for the Intersection Upgrade be brought forward. Below is the response by staff.

<sup>1</sup> [https://earlsbrook.co.nz/assets/documents/RC245394-RC245395-Conditions-of-Consent\\_2024-10-11-005650\\_bufb.pdf](https://earlsbrook.co.nz/assets/documents/RC245394-RC245395-Conditions-of-Consent_2024-10-11-005650_bufb.pdf)

**Staff  
Recommendation**

Submission is acknowledged by Council. The District Plan requirements for PC69 require the Developer to enter into a Developer Agreement with Council to establish how the upgrade of the Gerald/Springs/Ellesmere Junction Road maybe achieved beyond its proposed timing that currently aligns with the upgrade of the western end of Gerald Street as part of the Town Centre upgrade plans. For Stage 1 of the proposed PC69 development the Developer has been requested to provide a Traffic Assessment as part of any Resource Consent Application to inform the parties on the traffic effects this will create that need to mitigated, and in particular on the intersection and to consider what further works are required beyond what Council had identified prior to PC69 and timing of the intersection upgrade.

Through the deliberations for the LTP Council did not alter the Staff Recommendation.

Council reviewed the Traffic Assessment for the Stage 1 of DEV-LI8 (now consented) provided by Carter Group and agreed it could proceed without triggering the intersection upgrade for that stage. This allowed Carter Group to make a start on its development rather than being overly constrained before Council could complete the intersection upgrade in 2027/28.

Carter Group approached Council and met with Council Staff on 19 December 2024, requesting Council bring forward the Intersection Upgrade forward to 2026/27. The reason was it wanted to advance Stage 2 of DEV-LI8 and did not want to have this ODP constraint preventing titles from being issued. This would bring the Intersection Upgrade completion forward to a year ahead of schedule from 2027/28. Carter Group had offered to pay holding costs to assist Council in bringing development forward by one year at that time.

It is noted PC69 / DEV-LI8 is also now referred to as Earlsbrook.

Figure 3: [Earlsbrook Subdivision](#) Stage 1A (Now released – February 2025)





## 5. OPTIONS ANALYSIS

In terms of the Lincoln Town Centre program and the request to advance the Springs Rd signalisation there are two options as follows:

**Option 1 – Status Quo** - Within this option, the construction of the Lincoln Town Centre progresses in the staged priority order as timed and budgeted within the 2024-34 LTP. (refer to Figure 1 above). Construction of the Gerald Street upgrade occurs in a progressive westerly direction from the town centre for Stages 1-3. In the LTP the Springs Rd intersection is planned to be constructed in 2027/28, 1 year later than now requested by the Carter Group. Timelines for this option are presented in Figure 5 below.

**Option 2 – Advance the Springs Rd Signalisation** - Within this option, the construction of the Lincoln Town Centre progresses in a revised staging order. Upon completion of Stage 1 of the LTC upgrade, the Springs Road / Ellesmere Junction / Gerald Street intersection signalisation will be constructed followed by the remaining works within Stages 2 and 3. as presented in Figure 4 below. Although the completion date for the Gerald Street upgrade remains the same for both options, the consequence is that there will likely be a delay in the completion of the Vernon Drive / Gerald Street intersection signalisation upgrade. The timeline for this option is presented in Figure 5 below.

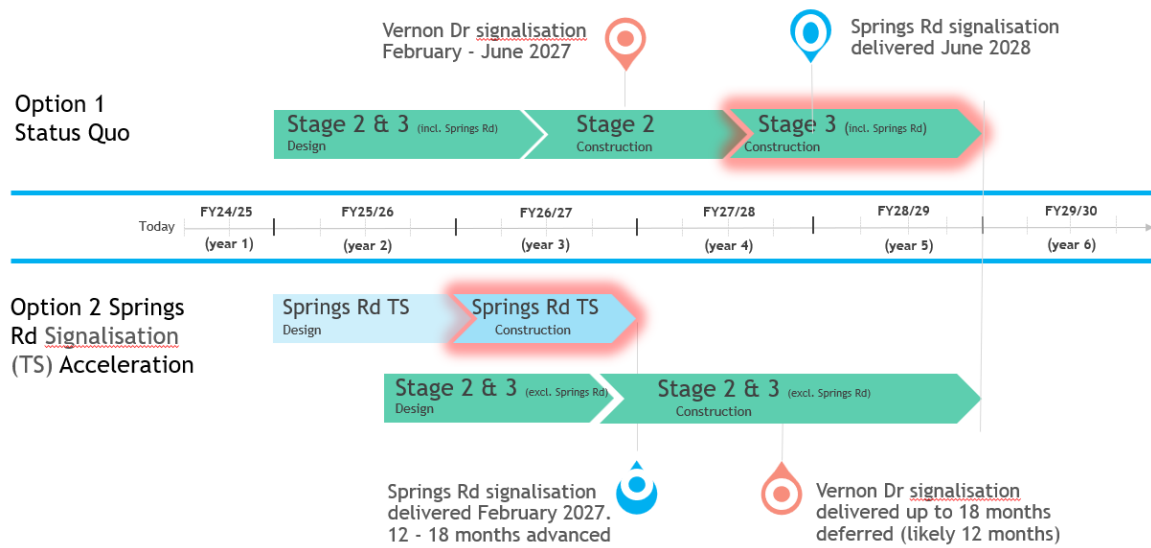
*Figure 4: Overview of Stages One to Four of the Lincoln Town Centre Upgrade*



Note Stage 1 and Stage 4 delivery is unaffected by the above options and will be delivered to current programme (year 2 and 6 of the LTP respectively).



Figure 5 Timeline of options illustrating impact to programme.



Design for the Intersection Upgrade would need to be brought forward by Council using its design and engineering consultant who is currently working on Stage 1. It is the view by LTC Project Staff that any additional design, resources and project management costs should be recovered from the Carter Group through a Developer Agreement to mitigate the impact to the currently planned and resourced programme. Change in delivery priority would need to be communicated to stakeholders.

Council is advised that by advancing any planned works as scheduled in the LTP, maybe seen as benefiting a private developer, this could set a precedent that other developers may capitalise on where they are delayed by similar provisions in the District Plan pending Council upgrades occurring. The development of the LTP and its CAPEX programme does attempt to balance the outcomes needed by both Council and by Developers around the realistic timing and delivery of CAPEX Projects. In this instance though, there are benefits beyond just progressing private interests specifically for the wider Lincoln community and Lincoln University by improving an already very busy arterial intersection at peak times, including improving the safety of pedestrian and cyclists that this upgrade would include.

Figure 6 below provides a Risk Assessment of the two options detailed above.

Figure 6 Risk Assessment of Options

<b>Risk Category</b>	<b>Option 1: Status Quo</b>	<b>Option 2: Prioritise Signalisation</b>
<b>Doesn't meet objective of LTC project</b>	□ Low (Option is as presented in LTP)	□ Low (Overall project completed within same timeframe)
<b>Financial Risks</b>	□ Low (No additional costs or change in timing of funding for Stages 2&3)	□ Low (Any additional costs to be covered by Developer agreement. Funding envelope stays the same for Stages 2&3)
<b>Project Delays</b>	□ Low (As per LTP)	□ Low (Overall completion date remains the same, Vernon Drive intersection deferred 12 months, Springs intersection accelerated)
<b>Development is not enabled</b>	□ Medium (Key intersection to enable development is 12 months later than option 2)	□ Low (Timing enables early development compared to Option 1)
<b>Stakeholder &amp; Public Dissatisfaction</b>	□ Low (Delivered as consulted)	□ Medium (Delayed Vernon Drive intersection, but enable Springs for pedestrian access to Uni)
<b>Regulatory &amp; Compliance Risks</b>	□ Low (Aligned with LTP)	□ Low (Aligned with LTP with minor changes to staging)
<b>Operational Risks</b>	□ Medium (Potential inefficiencies in separate phases)	□ Medium (Potential inefficiencies in separate phases)
<b>Strategic &amp; Political Risks</b>	□ Medium (May set precedent for slow development)	□ Medium (Potential political pressure to fast-track further)
<b>Construction</b>	□ Low (sequence of construction in logical order)	□ Low (Ability to construct remaining portions of Stages 2&3 under ECI contract )

The recommended Option is Option 2, that brings forward the signalisation of the Springs Rd intersection, but subject to a Developer Agreement to mitigate any costs to Council to do so.

## **VIEWS OF THOSE AFFECTED / CONSULTATION**

In making a decision Council needs to know enough about and give adequate consideration to the views and preferences of affected and interested parties. The degree to which Council seeks views of affected and interested parties will be proportionate to the significance of the decision or issue being considered.

### **(a) Views of those affected and Consultation**

Public consultation on the programme was undertaken as part of the LTP 2024-34. Feedback on the level of funding and programmes were received amongst consultation comments.

No further community or wider consultation is required, however changes to the programme of works will be communicated in the Annual Report as well as informing the Annual Plans for financial years 2026/27 and the 2027/37 LTP.

Lincoln University have advised that accelerating the Springs Road / Ellesmere Junction Road / Gerald Street Signalised Intersection upgrade would be supported as the intersection upgrade would assist with traffic congestion and active transport movement, allowing for safety improvements around the university.

### **(b) Māori and Treaty implications**

Engagement with mana whenua was undertaken as part of the LTP development and consultation. Engagement with mana whenua is done as part of the Lincoln Town Centre Upgrade. There are no identified Māori implications of this report's decision.

### **(c) Climate Change considerations**

Council actively considers the potential effects of climate change on its assets and activities during the LTP process. The variances to the change in project implementation are considered to have low climate change implications.

The construction of the signalised intersection has local benefits including providing safe crossing and consistent movement of traffic, also options for active modes of transport and commuting opportunities. This reduces long wait times and congestion, increase opportunities to mode choose and efficiency, and therefore helps to reduce emissions.

## **6. FUNDING IMPLICATIONS**

The delivery of Stages 2 and 3 of the LTC upgrade, whether via option one or two, fit within the financial envelope of the LTP.

If Council were to consider bringing the Intersection Upgrade forward by a year from 2027/28 there may be additional costs to Council over and above the current budget. This could include, resourcing costs, professional services, detailed design costs, resource consents, utilities, and others that may not currently be available within Council at this time. It is noted that some of these costs would be required to deliver the project as currently planned, the acceleration of parts of the works may attract further costs.

As part of the Intersection Upgrade a Developer Agreement will need to be put in place as allowed for in the District Plan for the [Lincoln 8 Development Area \(DEV-LI8\)](#), to establish funding requirements to be provided by Carter Group to assist with mitigating the cost effects on Council by bringing this project forward. This would need to be negotiated with the Carter Group and formally and legally established. This will be undertaken between the parties following the outcome of this recommendation, to then enable the project to be advanced should the terms in the Developer Agreement be agreed by both parties.

The completion of the Intersection Upgrade would allow the Carter Group to gain titles for Stage 2 of the Earlsbrook development consisting of approximately 300 lots. This would allow council to collect Development Contributions earlier than would otherwise be possible for this development. Development contributions are levied on the basis set out in Councils Development Contribution Policy for wider strategic purposes. It is noted from the Carter Group that currently 75% of their Earlsbrook Stage 1 sections have been sold, indicating demand for sections in Lincoln.



Jon Wood  
**SENIOR PROJECT MANAGER**



Yuwei Li  
**TRANSPORTATION ASSET  
PLANNING MANAGER**

***Endorsed For Agenda***



Tim Mason  
**EXECUTIVE DIRECTOR  
INFRASTRUCTURE AND PROPERTY**



Murray England  
**HEAD OF ASSET MANAGEMENT**

## COUNCIL PUBLIC REPORT

**TO:** Council

**FOR:** Council Meeting – 16 April 2025

**FROM:** Dominika Mitchell, Senior Legal Counsel

**DATE:** 8 April 2025

**SUBJECT:** **CANTERBURY MUSEUM TRUST BOARD UPDATE**

---

### RECOMMENDATION

*‘That Council*

- a. Receives the report “Canterbury Museum Trust Board Update”*
- b. Endorses the notice to Canterbury Museum Trust Board set out in the appendix to this Report*
- c. Endorses the notice of objection to the proposed levies prior to 25 April 2025.’*

#### 1. PURPOSE

The purpose of this report is to provide an update in relation to Canterbury Museum Trust’s (the **Trust’s**) current funding and governance requirements.

#### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

The decisions and matters of this report are assessed as being of low significance, in accordance with the Council’s Significance and Engagement Policy.

#### 3. HISTORY/BACKGROUND

The Canterbury Museum Trust Board Act 1993 (the **Act**) makes provision for the work and finances and administration of the Trust. Under the Act, Council is required to contribute to the costs of the Museum through the payment of levies set in the Trust’s Annual Plan.

##### *Canterbury Museum Redevelopment budget escalation*

On 13 November 2024, representatives of the Trust provided a briefing on the budget escalation for the Canterbury Museum Redevelopment Project (**Project**). That briefing indicated:

- The Trust had entered into an \$80 million contract for Stage Four of the Project (being the construction of the building and base isolated basement).
- Execution of the Stage Four contract committed the balance of the budget and secured funding for the Project.

- Stages Five (services and building fit out) and Six (exhibitions) of the Project required additional funding of \$87 million (a 20.5% budget increase).
- The Trust would be increasing levies Council is required to pay as a way of addressing the funding deficit.

#### *Trust funding solution*

Since November, the Trust has confirmed:

- Contributing Authorities (being Christchurch City Council, Selwyn District Council, Waimakariri District Council and Hurunui District Council) are expected to make up 1/3 of the budget increase (\$29 million) in the next four financial years.
- The balance of the deficit will be met 1/3 by Central Government funding and 1/3 by fundraising undertaking by the Trust.

#### *Council funding implications*

Under our Long-term Plan 24 – 34, Council has committed to contributing operating levies to the Trust of \$1,591,594 each year for the next four financial years.

Cumulatively, \$6,366,376.

The proposed additional cost impact on Council are at least:

- an extra \$194,088 in 25/26.
- an extra \$582,264 in each of 26/27, 27/28 28/29.

This would equate to an additional total contribution of \$1,940,880 over the next four years.

#### *Concerns with providing additional funding*

Notwithstanding requests for further information of the Trust:

- It is not clear how Project funds have been spent to date.
- There are no clear budget/cost control measures in place to prevent further budget escalations to complete the Project.
- There is no commitment from Central Government or private donors to provide confidence that Contributing Authorities will only be required to meet 1/3 of the additional funding needs of the Trust.

#### *Process for challenging funding request*

If a Contributing Authority wishes to challenge increased levies (which are proposed in the draft Annual Plan, provided to Selwyn District Council on 13 March 2025):

- Either Christchurch City Council or 2 or more of the remaining Contributing Authorities give notice in writing objecting to the levies proposed within 6 weeks of receiving the draft Annual Plan.
- Within 14 days of the receipt of notice, the Trust is to convene a meeting of all Contributing Authorities.
- At that meeting Christchurch City Council or the 3 other Contributing Authorities together may resolve that the total levy be reduced to an amount being not less than the total levy made in respect of the previous year.

Although other Contributing Authorities have previously indicated concerns with the cost escalations, it is not clear whether Council giving notice of objection to the

increased levies would be supported by others, or a resolution to maintain levies at current levels would pass.

#### **4. PROPOSAL**

We propose:

- Council gives notice of objection to the proposed levies prior to 25 April 2025 in the form attached to this report;
- If another Contributing Authority also gives notice and a meeting is called, Council resolves at that meeting the levy be reduced to existing levels; and
- If a resolution to maintain levies at existing levels is unsuccessful, Council withholds payment of any increases until it has consulted with ratepayers in 2026 (as set out in option three below).

#### **5. OPTIONS/RECOMMENDATIONS**

If a resolution is unsuccessful, the increased levy becomes binding and payable by Council under the Act. The following options are available in the circumstances.

##### *Option 1 - Council pays increased levy*

Paying the levy means Council complies with its statutory obligations.

However, increases have not been budgeted for in Council's LTP meaning additional funds for the upcoming financial year would need to be found within existing operating budgets.

##### *Option 2 - Council refuses to pay the increased levy*

Council would be knowingly and intentionally refusing to comply with a statutory requirement to make the payment by exercising this option, exposing Council to legal challenge if the Trust chooses to take enforcement action to secure the payment.

While the law is clear in respect of Council's obligations to pay, the Trust may not have an appetite to enforce given the costs and time associated with enforcement would distract the Trust further from its Project focus.

##### *Option 3 - Council withholds payment of the increased levy until it consults with ratepayers (Recommended option)*

Council could delay payment of levy increases until such time as Council can consult on next year's Annual Plan. Subject to feedback received during consultation, Council would agree to provide additional funding in 26/27 (and future years).

The delay in payment provides extra time to establish that:

- The 2/3 funding that is to be met by Central Government and private funders is secured; and
- Appropriate budget controls and oversight is in place, so there will be no further requests of Council to make up shortfall in redevelopment costs beyond the \$1,940,880.

#### **6. GOVERNANCE ISSUES**

In Council's November 2024 meeting:

- we advised Council's representative on the Trust's Board had resigned effective 30 November 2024; and

- Council delegated to the Chief Executive Officer to commence the recruitment process for a replacement Trust Board member.

By way of update, recruitment was paused while we sought more information from the Trust as to the particular skills the Board required. Following discussions with the Trust, we will now progress recruiting on the basis prospective applicants are clear in the challenges of the role.

The advertisement to the market will include:

- Information available on the Trust's current financial situation on an 'open book' basis;
- A clear brief on the governance issues Council has identified;
- An invitation that serious applicants seek more information from Council to enable them to do appropriate due diligence; and
- A clear set of skills required including:
  - financial acumen;
  - project management/construction experience; and
  - a proven track record of making tough decision under difficult circumstances.

## **7. VIEWS OF THOSE AFFECTED / CONSULTATION**

Consultation is not required for this report.

## **8. LEGAL IMPLICATIONS**

The legal implications of the options are included above.



Dominika Mitchell  
**SENIOR LEGAL COUNSEL**

***Endorsed For Agenda***



Steve Gibling  
**CHIEF EXECUTIVE OFFICER (ACTING)**



**Appendix – Notice objecting to increase of levies**

[DATE]

Chair

Board of Trustees

Canterbury Museum Trust

By Email: [Email]

Dear David

**Re: Selwyn District Council – Canterbury Museum Redevelopment Trust**

I write in respect of Canterbury Museum Trust's (**Trust's**) levies proposed in its draft Annual Plan provided to Selwyn District Council on 13 March 2025.

Thank you for providing this draft and taking the time to speak with Council (and other Contributing Authorities) on 10 March 2025.

I am writing to formally object to the proposed increase in levies as outlined in the Trust's draft Annual Plan for the upcoming financial year in accordance with section 16(1) of the Canterbury Museum Trust Board Act 1993.

To the extent the Trust receives a notice from another Contributing Authority, we look forward to confirmation of meeting to discuss the levies proposed in the Trust's draft Annual Plan.

Regardless of whether any other Contributing Authority opposes the proposed levies, I consider it important to put on record that Selwyn District Council remains concerned about the redevelopment project.

We do not have comfort that the redevelopment project is being managed with sufficient oversight or controls in place to avoid further budget escalations and believe progressing the governance review important in successfully delivering to the Trust's objectives in a fiscally responsible manner.

We also note:

- We are disappointed the Trust has not taken steps to balance the desire for an expanded facility against costs, especially where those funds are not generated by the Trust itself and no evidence has been provided to rescope the project to bring it closer to the original budget.
- Councillors are not supportive of the project direction taken by the Trust. While we appreciate the Trust's desire to ensure the project delivers a superior facility for the people of Canterbury, for Council this must be weighed against the wider needs for facilities and infrastructure in our District and prudent use of ratepayer funds.
- If fundraising (from private donors and Central Government) to the required level could not be achieved there is no plan for funding the shortfall. This exposes Contributing Authorities to an inappropriate level of risk that they are left to fund any shortfall because

levy increases under the Act are the easiest solution for the Trust (and to date Contributing Authority levy increases have been treated as a fait accompli).

We value our working relationship with Canterbury Museum and hope to be able to work through these matters constructively with the trustees and yourself.

However, I urge the Trust to reconsider the proposed levy increase and explore alternative measures to address the financial needs of the Museum.

[Insert Signature]

**RESOLUTION TO EXCLUDE THE PUBLIC****Recommended:**

*'That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	
2.	Future Direction for the Sister City Programme			
3.	Commercial Update			

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1, 3	protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
1, 3	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
2	The making available of the information would be likely:  to prejudice the ... international relations of the Government of New Zealand	Section 6(a)

2      *that appropriate officers remain to provide advice to the Committee.'*

Unuhia, unuhia  
Te pou, te pou  
Kia wātea, kia  
wātea  
Āe, kua wātea

Remove, uplift  
The posts  
In order to be  
free  
Yes, it has been  
cleared