

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBERS,
2 NORMAN KIRK DRIVE, ROLLESTON
ON WEDNESDAY 11 DECEMBER 2019 COMMENCING AT 1.00PM**

PRESENT

Mayor (S T Broughton), Councillors, M A Alexander, J B Bland, S N O H Epiha, J A Gallagher, D Hasson, M P Lemon, M B Lyall, S G McInnes, G S F Miller, R H Mugford & N C Reid

IN ATTENDANCE

Messrs. D Ward (Chief Executive), M Washington (Group Manager Infrastructure), D Marshall (Group Manager Property), T Harris (Group Manager Environmental Services), G Bell (Group Manager Corporate Services), S Hill (Group Manager Communication and Customers), M Johnston (District Licensing Inspector), R Allen (Acquisitions, Disposals, and Leasing Manager), A Mazey (Asset Manager Transportation), M Rykers (Manager Open Space and Strategy), R Raymond (Communications Advisor), S Sudarsanan (ICT / GIS Support Officer), M Chamberlain (Team Leader Transportation); J Burgess (Planning Manager), H Muir (Transportation Project Engineer), M England (Asset Manager Water Services), M Heywood (Advisor Community and Economic Development), D Tippet (Senior Events and Recreation Advisor) and C Colenutt (Management Accountant); Mesdames D Kidd (Group Manager Community Services and Facilities), S Atherton (Team Leader Compliance), S Robinson (Advisor Community and Economic Development), C Quirke (Senior Advisor Community and Economic Development), K Waghorn (Community Bookings and Grants Administrator), P Stephens (Revenue Team Leader), J Lewes (Strategy and Policy Planner), B White (Disposals, Acquisitions and Leasing Officer), and N Smith (Executive Assistant); and Ms T Davel (Governance Coordinator)

Media:

Mr J Leask (Selwyn App)

Ms D Bolger (Selwyn Times)

APOLOGIES

None

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

The Mayor noted that his report will contain an additional recommendation related to an amendment to the delegations regarding animal control officers.

CONFLICTS OF INTEREST

Councillor Hasson in respect of District Licencing Committee.

PUBLIC FORUM

Jack Percy: Communication and charges for Council rooms

Jack Percy read a statement to Councillors (*attached*). He thanked Council for allowing him to present on the matter. He referred to regular users of the halls and said there will be an impact on people on a single income or a benefit. Mr Percy said that the increase could very well stop pensioners from going to halls to enjoy the company of others. He cautioned that Council could end up with empty buildings.

Mr Percy referred to a speed indicator which appears to have stopped working. He thanked Council for having the stop signs fixed at the Selwyn Road intersections and said there are some good things happening in the District, although it takes a long time.

The Mayor thanked Mr Percy for coming to talk to Council. He said the hall charges will be discussed at today's Council meeting and added Council needed to ensure it got the balance right.

Selwyn Youth Council: Overview of 2019 achievements and working with Council in 2020

Naomi Scott and Michelle Bruce presented to Council on some of their achievements in the past year (*attached*). The pair also talked to Council about their recent What Do YOUth Think? Survey about Cycling, Walking and Safety in Selwyn. They said they surveyed 464 young people this year compared to just over 100 at the end of 2018.

They said they wanted to work closely with Council and noted a couple of recommendations including the installation of a shared pathway between Southbridge and Leeston, promoting the existing shared pathway between Rolleston and Lincoln as it appears that young people are not aware of it. They also asked Council to consider consulting with the Youth Council on any new projects to get a youth perspective.

The Mayor noted that there were a number of issues raised which would possibly be considered in the Annual Plan. He said Council would welcome the Youth Council's involvement in the new Rolleston Town Centre and in particular the dedicated youth space.

Councillor McInnes asked Naomi and Michelle about the September council report which addressed apprentices to the Youth Council. They responded that they had realised they received so many applications from very talented people who wanted to be on the Youth Council. Involving them as apprentices to the Youth Council was a way to benefit from their skills. In 2019 there were 2 apprentices to the Youth Council and it was hoped that they would be able to take up Youth Councillor roles in 2020.

Councillor Lemon advised that with the adoption of the parking bylaw and trial of e-scooters it would be helpful for the Youth Council to let Council know how well / not they thought it went.

They could note any risks they perceive to users and comments in general about the cycleway as an inter-township link.

Councillor Reid asked them to share the road safety survey with Councillors.

The Mayor thanked them both for attending and wished them all the best for their studies at university next year.

CONFIRMATION OF MINUTES

1. Minutes of the Inaugural meeting of the Selwyn District Council held at the Tai Tapu Community Centre, on Wednesday 20 November 2019

Moved – Councillor Mugford / **Seconded** – Councillor Lyall

‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 20 November 2019.’

CARRIED

CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Social Housing	November 2018	Update Report	11 December 2019
Public Places Bylaw and Policy on Commercial Activities and Events in Public Places	September 2018	Review the effectiveness of the bylaw a year on	12 February 2020
Rolleston Library and Community Centre – use of name <i>Te Ara Atea</i>	11 September 2019	Needs Analysis for Rolleston Community Centre	26 February 2020
Implementation of District Wide Rates for community centres, halls and reserves and the introduction of online centralized bookings	11 September 2019	Review effectiveness post-implementation	8 April 2020

REPORTS

1. District Licensing Committee

Joint District Licensing Committee and Licensing Inspectors' Monthly report for the period 1 November 2019 – 30 November 2019

Councillor Hasson stepped away from the table during the discussions and vote.

Moved – Councillor Epiha / **Seconded** – Councillor Alexander

'That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for November 2019.'

CARRIED

Councillor Hasson returned to the table.

2. Sister City Committee Chairperson

Sister City Annual Report and 2020 Work Plan

The Chairperson and a member of the Sister Cities Committee presented to Council some of the highlights of the past year. Mrs Rosanowski and Mr Coe noted that the number one priority of the Committee had always been to highlight and deepen the cultural and personal understanding between the different cities.

Mrs Rosanowski facilitated a quiz for Councillors relating to the year in which each agreement was signed. She added that there is a Gansu fellowship every year, for a month which was a highlight for all those involved. Mrs Rosanowski said the Committee works in with Rolleston Schools and Lincoln University. She said the culture festival was a good opportunity for the committee to interact with internationals. She noted that the Committee is thinking of celebrating a Moon Festival in 2020 and asked how this could tie in with Selwyn's Lantern Festival.

Mrs Rosanowski thanked staff for their hard work.

The Mayor thanked Mrs Rosanowski and Mr Coe for presenting to Council. He said there are internal changes being proposed to all Council's Committee and the Sister Cities Committee will form part of that discussion.

Moved – Councillor Lyall / **Seconded** – Councillor Mugford

'That Council

a) receive the Sister City Annual Report, for information; and

b) endorse the 2020 work plan.'

CARRIED

3. Mayor

Mayor's Report

The Mayor took his report as read but referred to the Destination Management Plan. He said freedom camping on the South Island was being well supported by Council. He added there would be cost implications for setting up the model which has not yet been designed. He confirmed the report was done by New Zealanders. There was a discussion about the recommendations and Councillors agreed to the inclusion of the words 'in principle'. That would mean they do endorse it but acknowledge that this was subject to knowing all the details upfront.

The Chief Executive suggested that he would prepare a report to respond to the questions asked by Councillors, for example what the budget would be, how it would add value and what the benefits would be. He also reiterated that Councillors will discuss this in a workshop.

The Mayor referred to the booklet on Localism noting that New Zealand was the most centralised democracy in the OECD.

Moved (as amended) – Councillor Lyall / **Seconded** – Councillor Epiha

That:

1. *Council receives the Mayor's Report for November 2019 for information.*
2. *In principle,*

endorse the Te Waipounamu South Island Destination Management Plan subject to minor changes as requested.

endorse the concept of a Destination Management Office for the South Island to be established.

acknowledge that the detail of functions, funding, and structure will be determined through the next phase of development.
3. *Agree that we pursue involvement in LGNZ Councilmark assessment for 2020; and*
4. *Council's Delegations Manual be amended to add Amanda White and to delete Lorenda Murray from the list of staff who have responsibilities pursuant to s12 of the Dog Control Act 1996, and s8 of the Impounding Act 1995.'*

CARRIED

4. Chief Executive

Triennial Agreement

The Chief Executive explained that for council to be a member of the Canterbury Mayoral Forum it must be a signatory to this agreement. He added that Councillors should advise the Mayor what their expectations are of him in respect of reporting back to Council. The

Mayor added he would share all of the agendas and documentation with Councillor. He said it was an information sharing platform and opportunity for Mayor to discuss what they were currently busy with.

Moved – Councillor Miller / **Seconded** – Councillor Hasson

‘That Council ratifies the Canterbury Local Authorities Triennial Agreement 2020 – 2022.’

CARRIED

5. Group Manager Corporate Services

SICON Limited Annual General Meeting

The report was taken as read but Councillor Alexander raised the point of an increase to Directors’ fees. Councillor Miller noted the Board Directors are highly competent professionals who should be remunerated accordingly. He support an adjustment.

Moved – Councillor Lyall / **Seconded** – Councillor McInnes

‘That the Council:

- a) appoints Mayor Sam Broughton and Councillor Murray Lemon (alternate) as its proxy for the Sicon Limited Annual General Meeting (AGM) to be held on Wednesday 11 December 2019*
- b) instructs the proxy to vote to confirm the previously agreed changes in directors (Peter Carnahan’s and John Morten’s resignation from the board, Pat McEvedy’s re-appointment to the 2022 AGM, Murray Harrington’s appointment to the 2022 AGM and Steve Grave’s appointment as Chair)*
- c) instructs the proxy to vote at the AGM in favour of setting the directors’ fees for the current year at \$160,000 for the four directors combined.’*

CARRIED

6. Management Accountant

Financial Report to 31 October 2019

Moved – Councillor Lemon / **Seconded** – Councillor Hasson

‘That Council receives the financial report for the period ending 31 October 2019 for information.’

CARRIED

7. Asset Manager Water Services

Commitment to Drinking Water Quality Management

Councillor Miller noted that having its own matrix (through BECA) Council should acknowledge that Central Government might challenge the matrix which may, in turn, make it harder. He said the challenge was to communicate to communities but ultimately the decision will come from Central Government.

Councillor Alexander noted that he was extremely disappointed with the report and would have expected to have a robust workshop prior to receiving the report. He said that Council previously agreed it would not chlorinate until absolutely necessary and the report implies that more of our water supplies will be chlorinated.

Council's Asset Manager Water Services said there will be another report coming to Council soon. Councillor Lemon added the Audit and Risk Subcommittee had this discussion and although Council is reluctant to chlorinate, it remains a decision which will be forced upon us.

Moved – Councillor Miller / **Seconded** – Councillor Gallagher

‘That the Council

a) *Adopts the Commitment Statement:*

Selwyn District Council is committed to managing its water supply effectively to ensure that consumers consistently receive high-quality drinking-water that meets the expectations of relevant legislation and standards.

In partnerships with stakeholders, relevant agencies and contractors, Selwyn District council will achieve this commitment through actively implementing the six fundamental principles of drinking water safety in New Zealand (Government Inquiry into Havelock North Drinking Water 2017).

b) *Adopts the proposed Council Policy ‘Commitment to Water Supply Management’ provided in appendix B, and*

c) *Includes the above commitment and policy within future Water Safety Plans’*

CARRIED

8. Team Leader Transportation

Traffic and Parking Bylaw Review 2019

Councillor Alexander thanked Councillor McInnes for her participation and also the Team Leader Transportation for his work on the matter. One of the changes made reflected people's request that vehicles may be put up for sale in front of your own property but not scattered across the district. The Bylaw should reflect practice rather than principle.

In respect of parking enforcement staff noted they acted only upon complaints and do not actively seek out vehicles that may be acting outside the Bylaw provisions. Staff would generally work proactively with people encouraging them to move on, using a solutions-based approach.

In response to a question about e-scooters and parking, staff confirmed that the companies have signed up to a Code of Practice. Their agreement would include how e-scooters may be parked.

Moved – Councillor Alexander / **Seconded** – Councillor McInnes

‘That the Council adopt the amended Selwyn District Council Traffic and Parking Bylaw 2009.’

CARRIED

Tea break 3pm – 3.15pm

9. Group Manager Community Services and Facilities

Fees and Charges Community Centres and Halls

The Group Manager Community Services and Facilities told Council that it introduced district-wide rates after which an internal working group was set up to plan and process a number of actions. The working group was overseen by different Councillors.

As a result a report went to a Portfolio Meeting where after Council accepted a report on fees and charges on 12 June 2019.

Due to subsequent concerns raised by many members of the community committees it seemed appropriate to come back to Council.

There was a discussion about community groups taking time to apply through the Community Grants Fund for funding to pay their annual hall hire fees. In fact, of the approximate \$56,000 approved more than \$42,000 was to cover hall fees. The question needs to be asked then whether the hall hire fees are reasonable if not even a third of a community grant fund is spent on projects other than hall hire fees.

Councillors raised concerns including looking at a formal patronage review to be used as baseline and determine the impact; 12 centres reporting below budget with no response in 13 months questioning the Councillor and Board representation on those committees; whether there were still Number 2 accounts around; and an issue with Prebbleton Hall compared to Kirwee Hall, where both are on private land, yet one which is privately owned is eligible for funding while the other is not. There were also questions raised around groups who may not have bank accounts or constitutions and are informal groups. Councillor McInnes noted in particular the Rolleston Playgroup which had their fee doubled. As a play group they already receive a grant from the Government and may therefore not be eligible for a further grant from Council.

Councillor Reid noted that community groups may start looking at alternative venues and added that Council had community halls to be used. She made the point that she was involved in the community grants fund the previous year and there were no groups who applied for hiring fees at that time.

It was agreed that staff will review this in 12 months' time which will also be the same time as the Reserves review.

The Mayor reiterated this may be a Long-term Plan issue to be looked at.

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

'This Report recommends that the Council:

- a) Note the performance of community centres and halls and the associated committees in previous financial year, 2018 – 2019 and the projected performance in the current Long Term Plan.*
- b) Endorse the actions planned, including introduction of the standardised fees and charges, including exemptions and discounts as specified, for Council owned community centres and halls, from 1 February, 2020.*
- c) Note that Selwyn Community Grant Fund provides a transparent and equitable mechanism for local not-for-profit community groups, delivering positive community wellbeing outcomes, under financial pressure, to be supported by Council through a contribution to costs including community centre / hall charges.'*

CARRIED

10. Senior Advisor Community and Economic Development

Update on Council Activity 'Enabling' Social Housing

Councillor Hasson raised the issue of timeframe and noted that Council had other projects ahead of this. The Mayor reminded Councillors the report is to be received as an update.

Councillor Alexander noted his disappointment with the report and said that after 13 months of work, he would have expected a report which shows Council partnering with a social housing provider to provide rental properties in Selwyn. He said Council had land which could be offered to companies to lease, it could provide a financial return to Council and the social housing agency could provide a system taking all the risks upon themselves.

The Mayor noted the discussion was for Housing New Zealand and reiterated this was an update report.

Moved – Councillor Lyall / **Seconded** – Councillor Bland

*'That Council note the activity that has taken place following Council's adoption of the Report, **Council Involvement in Social Housing**, 07 November, 2018.'*

CARRIED

11. Strategy and Policy Planner

Plan Change 60 Kirwee – Decision on how to consider the private plan change request received from Kirwee Central Properties Ltd

Moved – Councillor Alexander / **Seconded** – Councillor Mugford

‘That, in respect to Plan Change 60 to the Operative Selwyn District Plan lodged by Kirwee Central Properties Ltd, Council resolves to accept the request for notification pursuant to Clause 25 (2)(b) of the Resource Management Act 1991.’

CARRIED

12. Strategy and Policy Planner

Plan Change 62 Leeston - Decision on how to consider the private plan change request received from Holly Farm

Moved – Councillor Lemon / **Seconded** – Councillor Hasson

‘That, in respect to Plan Change 62 to the Operative Selwyn District Plan lodged by Holly Farm, Council resolves to accept the request for notification pursuant to Clause 25 (2)(b) of the Resource Management Act 1991.’

CARRIED

13. Acquisitions, Disposals and Leasing Officer

Reclassification of part Recreation Reserve at 13 Devine Drive, Templeton to Local Purpose (Utility) Reserve Pursuant to Section 24 of the Reserves Act 1977

Moved – Councillor Alexander / **Seconded** – Councillor Lyall

‘That Council approves the following:

Under the Reserves Act 1977, the Selwyn District Council hereby resolves to classify part of the reserve described in the Schedule as a Local Purpose (Utility) Reserve, subject to the provisions of the Act.

Schedule

<i>Area</i>	<i>Description</i>
<i>859 square metres</i>	<i>Part of Lot 60 Deposited Plan 347066 Record of Title 193482 on Devine Drive, Templeton’</i>

CARRIED

GENERAL BUSINESS

14. Register of Documents Signed and Sealed

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

'That the following transactions and the fixing of the Common Seal under authorised signatures be approved:

1	Name of other party	Anthony Michael George Reynolds & Susan Daphne Reynolds
	Transaction type	Deed of Licence
	Transaction description	Reserve 1488 Godley Road 2.0234 hectares

2	Name of other party	Wyndale Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2190 Pig Saddle Road 2.0234 hectares

3	Name of other party	Wyndale Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2189 Pig Saddle Road 2.0234 hectares

4	Name of other party	John Stanley Hicks & Patricia Jean Hicks
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 954 corner of Duncans and Hororata Road 4.4237 hectares

5	Name of other party	John Oswald Clarkson & Andrew James Clarkson
	Transaction type	Deed of Licence
	Transaction description	Reserve 1518 Bridge Road, Greendale – 2.0234 hectares Reserve 1565 Bridge Road, Greendale – 3.9886 hectares

6	Name of other party	Heartfield Farms Ltd
	Transaction type	Deed of Licence
	Transaction description	Reserve 5242 Leeston Road, Doyleston 2.0234 hectares

7	Name of other party	Altonbrook Farm Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 915 corner Harts Road and Southbridge Sedgemere Road 1.5175 hectares

8	Name of other party	Paul Prattley Contracting Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 1510 corner Wards Road and Essendon Road 2.0234 hectares

9	Name of other party	Bevan Douglas Mehrtens
	Transaction type	Deed of Licence
	Transaction description	Reserve 1345 Rubicon Road 2.0234 hectares

10	Name of other party	Carlow 1 Ltd
	Transaction type	Deed of Licence
	Transaction description	Reserve 2301 Ardlui Road 2.0234 hectares

11	Name of other party	William Kiki Rhind
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 424 Annat Paper Road situated on West Coast Road 0.4287 hectares

12	Name of other party	Murray and Anna Chappell
	Transaction type	Deed of Licence to occupy to 30 June 2020
	Transaction description	Transfer of Deed of Licence from Elizabeth Anne Bills to Murray and Anna Chappell following sale of Hut 90 Upper Selwyn Huts

13	Name of other party	Central Plains Water Ltd
	Transaction type	Road Reserve – Stage 2 Central Plains Water Enhancement Scheme. Small Block Connections
	Transaction description	Hoskyns Road, Bealey Road, Telegraph Road, Bangor Road, Clintons Road

	Name of other party	Donald Eric Edgecombe
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 1753 West Coast Road – 4.0469 hectares

	Name of other party	Myles Geoffrey Gordon & Deborah Yvonne Clark
	Transaction type	Deed of Licence
	Transaction description	Reserve 1351 Tramway Road – 2.0234 hectares

	Name of other party	Jacobus Nicholaas van der Salm & Jo-Ann van der Salm
	Transaction type	Deed of Licence
	Transaction description	Reserve 1433 & Reserve 976 corner of McCurdys Road and Dalethorpe Road – 2.0234 hectares.

	Name of other party	Bevin Edward Karst
	Transaction type	Deed of Licence
	Transaction description	Reserve 1387 Coaltrack Road – 1.2241 hectares

	Name of other party	Donald Joseph Woolley
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 1618 Wairiri Road – 1.274 hectares

	Name of other party	Samuel Walter Truscott & Amy Elizabeth Truscott
	Transaction type	Deed of Licence
	Transaction description	Reserve 3878 Highfield Road, Kirwee - .1012 hectares

	Name of other party	Hopefield Investments Ltd
	Transaction type	Deed of Licence
	Transaction description	Reserve 1498 corner of Courtney Road & Miles Road – 2.0234 hectares

CARRIED

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Reid / **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 report can be released
1.	Public Excluded Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	
2.	Settlement of Road Costs Share Arbitration – Broadlands Drive, Rolleston			
3.	Rolleston Traffic Signals			<i>Directly following Council meeting 11 December 2019</i>
4.	District Plan Review Hearings Panel			
5.	Pines Resource Recovery Park Operations			<i>Directly following Council meeting 11 December 2019</i>
6.	Reconnect Recovery Centre – Tender Acceptance			<i>Directly following Council meeting 11 December 2019</i>

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 - 6	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1 - 6	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or	Section 7(2)(i)

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

CARRIED

The meeting moved into Public Excluded at 4.08pm and resumed in open meeting at 4.47pm.

The meeting closed at 4.47pm.

DATED this 12 day of February 2020



MAYOR