

**MINUTES OF AN EXTRAORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE COUNCIL CHAMBERS  
ON WEDNESDAY 16 DECEMBER 2020 COMMENCING AT 8.30AM**

**PRESENT**

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

**IN ATTENDANCE**

Messrs. D Ward (Chief Executive), K Mason (Group Manager Organisational Performance), S Hill (Group Manager Communication and Customers), M Washington (Group Manager Infrastructure), D Marshall (Group Manager Property), M England (Asset Manager, Water Services), G Morgan (Service Delivery Manager, Infrastructure), A Chauhan (Water and Waste Water Operations Engineer), M Rykers (Manager Open Space and Strategy), J Crawford (Reserves Manager), P Millar (Land Development Project Manager), D Robinson (Landscape Architect), J Richmond (Manager Active Selwyn), R Raymond (Communications Advisor) and S Tully (Mayor's Advisor); Mrs D Kidd (Group Manager Community Services and Facilities), J Nikolaou (Property Projects Manager), G Hughes (Personal Assistant), K Waghorn (Senior Community Grants and Facilities Coordinator), G Bowden (Manager Community Spaces), K Johnston (Senior Communications Advisor), N Smith (Executive Assistant) and Ms T Davel (Governance Coordinator)

Several members of the public attended in person and the meeting was also livestreamed.

Councillor McInnes opened the meeting with the karakia and Councillor Affirmation.

**APOLOGIES**

None.

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

None identified.

## CONFLICTS OF INTEREST

Standard conflicts were applied to this meeting.

## PUBLIC FORUM

Mr Jens Christensen referred to the agenda containing the report on the Review of Community Committees. He said some committees received it on Friday while others only received it on Monday. He said he believed the matter has already been decided. He said this was clear because bookings for meetings at the Rolleston Community Centre for the Rolleston Reserve Management Committee had been cancelled by Council.

Mr Christensen asked Council whether they understood what could be forced on the community today. He said the report was light on matters that actually matter to communities, for example how the facilities will be managed. At the end of the report it refers to sports groups continuing to maintain their grounds and Mr Christensen asked whether they are not also still volunteers and said that you can't have it both ways. He said there was also no mention of the 11 paid reserve caretakers.

Mr Christensen said community committees can't function without Council assistance and if Council didn't have them, that takes away an opportunity to consult with the community.

Mr Christensen referred to the Rolleston Resident's Association which was an incorporated society and performed very well, for example it has built walkways and distributed its Discretionary Funds very effectively.

The Mayor thanked Mr Christensen for speaking to Council.

## CONFIRMATION OF MINUTES

1. **Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 9 December 2020**

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

*'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 9 December 2020.'*

**CARRIED**

## CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Review of Community Committees of Council – consultation	Extraordinary Council 16 December 2020	<i>An outlined process and a communications plan to be reported back to the next council meeting</i>	12 February 2021

## REPORTS

### 1. **Group Manager Community Services and Facilities**

#### *Review of Community Committees of Council*

Councillor Lemon referred to the public forum presentation from Mr Christensen and the other emails received from community members. He asked if Council could vote on each recommendation separately.

The Chief Executive said that the report reflects Council's thoughts during workshop discussions on the matter and it does contain a proposed transition timeframe. He also said he didn't think this would come as a surprise as there has been a lot of talk about this, also in the zoom meetings held with community committees. He said he didn't think any time would necessarily be a good time but that staff were simply presenting the report Council wanted them to present.

Council's Group Manager Community Services and Facilities, Mrs Denise Kidd, went through the report noting it is an increasingly contentious issue. There are too many community committees of Council and it was an outmoded structure. No other local authority in New Zealand has this number of committees.

Mrs Kidd said the report deals mainly with committees responsible for community halls, reserves and centres. It was not proposing to stop any committee from continuing to meet and function but it was about discharging their obligations and role in respect of Council. Staff will work directly with committees to assist them in discharging their responsibilities.

Mrs Kidd said that Council does place value on volunteers and want to stay in touch. This was more about the traditional model no longer being fit for purpose and no longer effective to meet extensive legal obligations. The structure has become less reflective of the wider community and committees are struggling to get new members. Mrs Kidd said there are some outstanding committees and volunteers, however, it doesn't make the structure right, more likely it means that good things have happened in spite of the structure.

The Mayor noted that passionate people will remain involved but not in the form of subcommittees of Council with the restrictions we have to put on committees. Not being a committee of Council gives you the freedom to do as you want and enable you to apply for funding in other areas.

The Mayor said Council was not getting rid of committees but they were just separating them from Council. He said Council needed to understand whether or not committees want to function without the structure of Council.

Councillor McInnes said while she agreed there were too many committees she thought Council was going about this the wrong way. There has not been an effective co-design strategy. Most of the committees meet only once a month and between December and March may potentially have one meeting. She said that was not effective in both valuing the work in its current form and co-creating another model for the future.

Councillor Hasson said the timeframe was too short for consulting. She said much local knowledge is held by Committees. Councillor Hasson also spoke about democracy and how elected members are voted onto Council by people who know them.

Councillor Alexander noted that he thought that it would be fair if all committees listed in Appendix 2 and Appendix 3 can have free room hire for the next calendar year. He also said that Council should commit to biannual meetings with sports clubs, to review the previous season and plan for the next. This sends a clear message that Council is interested in them and wants to work with them.

Councillor Epiha said as a new Councillor this is one of the biggest decisions yet he has had to make. He said he was respectful of committees and respectful of the work they put in. Councillor Epiha noted this conversation has been ongoing for the last 10 years and certainly in the past 18 months that it has been discussed many times. Councillor Epiha said as Councillors they were responsible for setting direction to staff and the report on the table is the result of such direction.

Councillor Epiha went on to say that young people won't necessarily be interested because they don't have time, they're at work when meetings take place. He referred to discussions around Maori Wards and he would ask community committees whether they have engaged with the tangata whenua relationship. None of the committees were representative of maori. Councillor Epiha also said there were committees who operate with 8 people who make decisions for an entire township, without any collaboration.

Councillor Epiha said there were admittedly some divisive communication and actions over the past year and where communication was ineffective, you normally look to leaders. In closing Councillor Epiha reiterated that Council was responsible for its direction to staff, but that now it was time for committee to give direction to their communities.

Councillor Bland also noted that Councillors ask staff to do something and when they do it, Councillors should have the courage to reflect on that. He asked whether committees trusted Council enough to put together a different volunteer system. He added there should be ways to reassure those committee who remain that they are and will be valued.

Councillor Lemon said it was a difficult decision but Council had obligations to make decisions. This was not about disestablishing committees but rather the model. He said as the Chair of the Audit and Risk Subcommittee he has no choice but to support this as Council takes control of its obligations as PCBU under the Health and Safety Act.

He said he had confidence in Mrs Kidd's team and in Councillors to make the important decision. He said Council had to have the overall driver and the only way to do so was to take control but that did not mean the value of volunteers or committees disappear. Township committee could be dealt with after the representation review was done.

Councillor Mugford said he was disappointed with the timing and didn't think the process was done in consultation. He said he had been giving committees different messages and had been advocating that they amalgamate. He said he would like to extend the timeline as there may be a completely different outcome from today.

Councillor Mugford also said he was disappointed that there was a time limit of a year on hall fees. He said people should be encouraged to use the District's halls. He said he knew of people who said they would rather use their homes as meeting places so where this happened, it will be considered double dipping. He also questioned what would happen to the Community Board.

Councillor Reid said Council needed to bring committees along with Council on a journey and she was concerned about social wellbeing of people. Some people are very isolated and they need to be doing something. Council should keep volunteers and work on a process to keeping them engaged.

Councillor Gallagher also said she had correspondence from people about the lack of consultation. She added Council will have to employ additional staff to do the work volunteers have been doing.

Councillor Miller acknowledged the history and volunteers and what they give to their communities. They have developed the structure singlehandedly through mostly fundraising. He added there was still a role for volunteers in the community. He maintained he had a discomfort around the timing, not the content. It could lead to the perception from the community that Council is just simply doing this before Christmas and the question could be asked: is Council doing it to make it easier for itself or is it better for the community.

Councillor Miller also said that Selwyn now had largely an urbanised eastern side and a traditional western side, still in a similar position as 20 years ago. The eastern side is a large population of urban people, working and expecting high levels of services and sophisticated facilities run by Council. The committees are there because Council never had the staff to look after these facilities.

In terms of the Selwyn Central and Springs wards, staff are already managing the majority of services there. Councillor Miller proposed to add an additional recommendation to Recommendation (4) to stop and have a review before going through to stage 2.

The Mayor thanked Councillors for their thoughts and the various comments, making it clear that there is obvious concern on the topic. He added the discussion is needed and that it was a relief it's being held in a public place.

Councillor Miller said Council was hiding behind consultation and that community committees will be getting false hope that the status quo will hold, while it will not.

Councillor Lyall noted Council would still be doing what it set out to do, just over a longer period.

The Mayor said the principles within the report would be the starting point of the discussion and it may be that there is no more than one committee per township or indeed, potentially no committees in some townships. He asked staff to prepare a process and communications plan to be reported back on at the next Council meeting scheduled in 2021.

**Moved** (as amended) – Mayor Broughton / **Seconded** – Councillor Hasson

*'That Selwyn District Council agree the following;*

*1. Effective immediately, the following Community Committees of Council are discharged:*

- Claremont Residents Association (in recess)*
- Edendale Residents Association (in recess)*
- West Melton Community Centre Committee (in recess)*

**CARRIED**

*2. Work with our current council committees as specified in Appendix 2 and Appendix 3 through to 1 June 2021 on a change process to be implemented for 1 July 2021 to ensure Council can continue to meet its community expectation and legislative requirements.*

**CARRIED**

**Councillors McInnes and Miller voted against**

*3. Prior to June, 2021, any Community Committee of Council may choose to disestablish itself, if the approved motion is minuted at the Committee meeting, communicated to, and approved by, the Chief Executive.*

*The Chief Executive is delegated the power to approve such arrangements and this will be recorded and reported in the Report to Council in June 2021.*

**CARRIED**

*The Meeting adjourned briefly from 10.21am to 10.35am*

## **2. Manager Active Selwyn**

*Closure of Halkett Community Pool for 2020 / 2021 Summer Season*

Council's Manager Active Selwyn, Mr James Richmond updated Council on the background of the pool. He said correspondence was sent to the committee to let them know about staff's intention to ask Council to close the pool due to the risks identified. The major risks were inadequate chlorine and inadequate testing.

Members of the committee presented to Council in public forum at a subsequent meeting.

Mr Richmond noted that Council has not received any income over the last three seasons but have received bills for contracted services which staff understood was for payment of looking after the grounds and testing the pool. There is also no clear record of the number of keys held, similar to what other pools hold.

Staff noted one option for the future of the pool was that Council take charge of operations and that a trained community volunteer be put in place to run the facility and test the water. Rather than issuing keys there would be set opening hours.

Councillor McInnes spoke on behalf of the committee whom she had met with and noted that the committee were totally unaware that it was a requirement they needed a sign-in book. In terms of the chlorine dispenser they said they were certain they were told not to touch it. Councillor McInnes spoke about volunteers in the community who are people with their own lives and responsibilities. Volunteer responsibilities are also massive and she said Council should take a lesson from this issue when dealing with volunteers.

**Moved** – Councillor Lemon / **Seconded** – Councillor Epiha

*‘That the Council receives the Report “Closure of Halkett Community Pool For 2020/2021 Summer Season” as a summary.*

*That the Council receives the staff response to matters raised by members of Halkett Committee at the Council meeting on 4 November.’*

**CARRIED**

### **3. Group Manager Property**

*Rolleston Town Centre Roading and Reserve Consultation*

As hearings panel chair, Councillor Reid thanked staff for organising the hearing held on 30<sup>th</sup> November. She also thanked other panel members.

Councillor Reid noted that submissions seemed to be in support of the proposals, concerns about use of courtesy crossings and potential accessibility issues. The speed limit would also go down.

Councillor Alexander spoke about having an Anzac memorial where there will be no parade. Councillor Reid noted there is an idea to have some sort of memorial on the reserve for Anzac parades in future – there was certainly more space to hold a parade.

Councillor Epiha commended staff for their work saying it was a model that had merit. He added it was also a good example of staff and iwi working together.

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

*‘That Council:*

- (a) Receives the notes from the Rolleston Town Centre hearing held on 30 November 2020.*
- (b) Accept the comments/decisions proposed by the Hearing Panel.*
- (c) Accepts the Rolleston Town Centre masterplan including Bulk and Location, Transport, Landscaping and Urban Realm plan as amended for the comments/decisions in (b) above*



- (d) Asks that staff engage with the community as part of the final design decision for the reserve development.'

**CARRIED**

**4. Water and Waste Water Operations Engineer**  
*Climate Change Policy*

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

*'That the Council:*

- (a) *Receives the "Climate Change Policy – draft";*  
(b) *Approves the "Climate Change Policy - draft" as 'SDC's Climate Change Policy.'*

**CARRIED**

**PUBLIC FORUM DISCUSSION**

No further discussion on matters raised in Public Forum.

**RESOLUTION TO EXCLUDE THE PUBLIC**

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

*'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.	Public Excluded Minutes			

2.	Castle Hill Wastewater Pond lining	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	<i>Following the award of the tender</i>
3.	Darfield Wastewater			<i>Progressive release following signing of individual infrastructure agreements</i>
4.	Rolleston Town Centre Masterplan and Retail Update			
5.	Mayor's Report			

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, 2, 3, 4	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1, 2, 3, 4	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	Protect information where the making available of information i. Would disclose a trade secret; or ii. Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of this information; or	Section 2(b)(i) and (ii)
5	Protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

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

**CARRIED**

The public meeting moved into Public Excluded at 11.04am.

The meeting resumed in open meeting at 12.06pm.

The Mayor closed the meeting at 12.06pm

DATED this 10 day of February 2021

  
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MAYOR