

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS
ON WEDNESDAY 8 DECEMBER 2021 COMMENCING AT 1PM**

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, S McInnes, G S F Miller, R H Mugford and N C Reid

IN ATTENDANCE

Messrs. D Ward (Chief Executive), T Harris (Group Manager Environmental and Regulatory Services), D Marshall (Group Manager Property), K Mason (Group Manager Organisational Performance), M Washington (Group Manager Infrastructure), S Hill (Group Manager Communication and Customer Services), B Rhodes (Planning Manager), G Morgan (Service Delivery Manager Infrastructure), R Allen (Acquisitions, Disposal and Leasing Manager), B Charlton (Regulatory Manager), M Johnston (Chief Licensing Inspector), M Rykers (Manager Open Space and Strategy), R Raymond (Communications Advisor), M Logan (Senior District Arts, Culture and Lifelong Learning Coordinator) and S Tully (Mayoral Advisor); Mesdames D Kidd (Group Manager Community Services and Facilities), G Bowden (Manager Community Services), C Quirke (Manager Community and Economic Development), S Robinson (Advisor Community and Economic Development), K Waghorn (Senior Community Grants and Facilities Administrator), N Moen (Manager Arts, Culture and Lifelong Learning) and N Smith (Executive Assistant), and Ms T Davel (Governance Coordinator)

The meeting was livestreamed.

The Mayor opened the meeting with the karakia and Councillor Affirmation and welcomed everyone to the meeting. He also welcomed everyone online listening to the meeting. He added that there would be an extraordinary meeting on 22 December 2021 to adopt Council's Annual Report.

He spoke about COVID and travel and said he was looking forward to having a break. The Mayor thanked the Chief Executive and his staff for the way the year had been going. The Chief Executive will also update Council later on in the meeting on the Council's COVID response.

APOLOGIES

An apology was received from Councillor Lyall.

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

'That the Council receives the apology as noted, from Councillor Lyall.'

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

None.

CONFIRMATION OF MINUTES

1. **Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 24 November 2021**

Moved – Councillor McInnes / **Seconded** – Councillor Reid

'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 24 November 2021, with these minor amendments effected'

CARRIED

MATTERS REQUIRING ATTENTION

See table at the end of the minutes.

REPORTS

1. **Zone Committee Triannual Reports**

Selwyn Waihora Zone Committee and Christchurch West Melton Zone Committee

Councillors Reid and McInnes presented. Zone Committees all have their action plans now and had discussions about their priorities. The Christchurch West Melton Zone Committee has had many events cancelled this year due to COVID and were getting involved with the Waterway Partnership although this was very Christchurch centred.

The Selwyn Waihora Zone Committee had a refresh earlier in the year and have changed facilitators again. The Committee decided to have 4 meetings a year with workshops some of the other months. During the past year a lot of time was spent going through the same information because of new people.

Moved – Councillor Epiha / **Seconded** – Councillor Mugford

‘That Council receive the Zone Committee Triannual Reports, for information.’

CARRIED

2. Mayor

Mayors Report

The Mayor went through his report noting the meetings he attended. He said his report expanded on the meetings he attended for the understanding of Councillors. He explained some of the roles that he was part of, including Zone 5 & 6 and RMA reform meetings.

The Mayor asked the Chief Executive to update Council on COVID related issues. The Chief Executive noted that Selwyn, as with the rest of the South Island, was in the Orange traffic light setting. He said there had been a recent shift from elimination to minimisation and protection and that vaccine passes are now a key element. Council had a legal responsibility to ensure staff were protected and would want to maintain services while also maintain health and safety protocols. He told Council of an internal working group which met twice a day which had undertaken a risk assessment of roles. The working group also continues to review local government sector advice coming out regularly.

It appeared the community seemed to be generally supportive of Council’s way forward but there had also been emails asking for rates rebates. He asked that Councillors forward any similar emails to himself or his Executive Assistant, Mrs Naomi Smith. The responses are being loaded into FAQs for the website. The Chief Executive said that to date 956 vaccination passes were downloaded and many were also laminated at libraries and service centres.

The Mayor thanked the Chief Executive for the work staff were doing around COVID.

The Mayor also thanked Mrs Kidd and her team for the long nights and hard work getting to Te Ara Atea’s opening.

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

‘That Council:

a) receives the Mayor’s report for November 2021, for information; and

b) Acknowledges and supports the actions taken thus far to protect our community and Council staff under the COVID Protection Framework.’

CARRIED

Items 3 & 4 were taken simultaneously.

3. Chief Licensing Inspector

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report for period 1 September 2021 to 30 September 2021

Councillor Hasson moved away from the table due to a conflict of interest.

Staff reported that a lot was happening in the District with licensing being very busy.

Moved – Councillor Alexander / **Seconded** – Councillor Bland

‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for September 2021.’

CARRIED

4. Chief Licensing Inspector

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report for period 1 October 2021 to 31 October 2021

Moved – Councillor Miller / **Seconded** – Councillor Epiha

‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for October 2021.’

CARRIED

Councillor Hasson moved back to the table.

5. Chief Executive

Chief Executive’s Report – Delegations Manual additions and alterations

Moved – Councillor Miller / **Seconded** – Councillor Epiha

‘That the Council approves the additions / alterations to the Delegations Manual as presented.’

CARRIED

6. Regulatory Manager

Draft Gambling Venue Policy for Consultation

Staff presented the report noting the policy has to be reviewed every couple of years. Extended consultation was undertaken with 58% of Selwyn residents believing it did no harm.

The item was briefly paused for staff to work on the wording of the recommendation to reflect the discussion.

Staff were requested to work on the wording of the recommendation.

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

‘That the Council resolve:

- (a) To commence the special consultative procedure for the adoption of the draft Gambling Venue Policy 2022 based upon a cap of 124 gaming machines;*
- (b) That the Regulatory Manager be delegated to prepare a Statement of Proposal based upon a draft policy containing a cap of 124 gaming machines;*
- (c) That the Statement of Proposal be made available for public inspection at all Council Service Centres, libraries and on the Council’s website;*
- (d) That the period in which written submissions on the draft policy included in Attachment 1 may be made, is between Monday 31 January 2022 to Friday 4 March 2022; and*
- (e) That submissions on the draft amended policy be heard by a hearing panel comprising Councillors Gallagher, McInnes and Bland to be appointed, who shall report to the Council with its recommendations as soon as practicable following the hearing of submissions.’*

CARRIED

7. Group Manager Environmental and Regulatory Services

Environmental and Regulatory Services Monthly Update

Staff took the report as read noting that building consents were still very high. Information around mediation will also be included on the Council website.

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

‘That the Council receives the report on activities within the Environmental and Regulatory Services Group for information.’

CARRIED

8. Senior Policy Planner

Council Submission on Resource Management Enabling Housing Supply and other matters Amendment Bill

The submission was submitted due to a very tight turn around. The Bill had already had a second reading in Parliament.

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

‘That Council:

(a) receives the report;

(b) Retrospectively endorses the attached submission.’

CARRIED

9. Sustainability Lead

Council Submission on the Emissions Reduction Plan Discussion Document

Moved – Councillor Reid / **Seconded** – Councillor McInnes

‘That Council:

(c) receives the report;

(d) Retrospectively endorses the attached submission.’

CARRIED

10. Group Manager Community Services and Facilities

Community Services and Facilities Group Update

Staff presented the item and played a short video clip from members of the Selwyn Youth Council as well as a presentation on Ski in Selwyn (*Refer attached presentation.*)

The Mayor said the quality project produced is wonderful. He said one of the key reasons he wanted to be on Council was to think about the District as a community. Councillor Reid agreed noting the work coming from Mrs Kidd’s team was definitely maximising the whole District and thanked them for their work.

Councillor McInnes noted there could be transport arranged for example a ‘snowbus’ or the use of KiwiRail to get people to the ski fields. She also spoke about public art and noted West Melton should be included as a recipient of public art also.

Councillor Miller said it was a sign of maturity if Council starts to say that art was essential to the community. He thought all townships should be granted \$25k for public art.

Staff said the fund will be ongoing and that West Melton would receive money in the near future. Community groups have been key drivers in this project.

Moved – Councillor Bland / **Seconded** – Councillor Mugford

‘That the Council receives the Report “Community Services and Facilities Group Update” for information and gives consideration to the following public art recommendations:

- a) That \$4,000.00 in total, from the Township Public Art Acquisition Fund be allocated across the next three (3) financial years to ensure retention of a rented public art work in the nature of a “Takeaway Sculpture” on Gerald Street in Lincoln.*
- b) That \$25,000 from the Township Public Art Acquisition Fund be allocated for inclusion in the Leeston Library / Community Centre project for a public art work on suitable Council owned land in Ellesmere Ward, recognising total cost may require additional funding.*
- c) That \$25,000 from the Township Public Art Acquisition Fund be allocated for a public art work on suitable Council owned land in Malvern Ward.*
- d) That \$10,000 from the Township Public Art Acquisition Fund be allocated as a contribution towards the purchase of a public art work outside Lincoln Library / Service Centre.*
- e) That Council give consideration for inclusion of public art works in future large capital public building projects (e.g. Lincoln’s Gerald Street upgrade).’*

CARRIED

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

‘That Council extend the meeting beyond two hours in respect of Standing Orders’

CARRIED

11. Group Manager Community Services and Facilities

The Future of Selwyn’s Community Committees of Council

Staff provided a summary of the history of this issue over the past 18 months noting this was the tenth report in this regard. Staff said that overall residents groups and community associations will continue to play a vital role. It was not essential to be treated as or recognised as formal committees of council to continue with their good work. Council staff will recognise them as residents groups and will treat them accordingly.

The Mayor thanked staff noting it had been a long journey.

Councillor Alexander noted he did not support having only 6 meetings per year as several committees have up to 11 meetings per year. He said not allowing groups who want to meet more often the space or resources is not in the spirit of cooperation.

Councillor Hasson supported this noting that where community committees have been encouraged to combine, they actually need to meet more frequently especially if they coordinate reserve activities as well. Many of the reserves do not yet have agreements with Council so as a consequence they are meeting up to 11 times a year. The other issue Councillor Hasson raised was whether Council had the capability of staff to actually undertake a lot of the functions, previously taken care of by community committee members.

Councillor Bland noted that often meeting for meeting's sake was not useful and questioned whether Committees would need to meet more often now that they might have less work to do.

The Mayor said this was a chance to make a decision which doesn't leave Council with a future having to make several small cuts again over and over. He added committees wishing to exist into the future could provide their own secretary and that Council was not going to have a report back system in the process, for example getting minutes back to Council.

Councillor Lemon said the decision is about process. He reminded Council of the way Council were treated by Central Government around 3 Waters. Councillor Reid thanked staff for the work noting a comment from one of the committees i.e. that Council was a handbrake rather than an enabler in terms of health and safety. She added that committee continue to say they prefer being a committee of Council but yet also want to complain to Council.

Councillor Miller said what he was hearing in his community was that they want to continue being part of a community committee structure. He said he commended Mrs Kidd for her work. He added this issue will go the same way as with Central Government where people will say there was always only one option. The real question committees will ask is what the benefit would be to them in what council was doing. Councillor Miller said he could support all the options except (a).

Councillor Gallagher said the committees in Malvern were happy to go ahead as Council directs.

Staff noted that you can't be a committee of Council and still want to make your own rules. It's not legally possible to be both a committee of Council and an incorporated society.

Staff also said there will be further conversations with staff about any potential additional work. As for how many meetings per year, the report doesn't say how many times a committee has to meet, they decide that themselves. It says provision of secretarial support is for **up to** six meetings.

The Chief Executive said the reason Council was having this conversation was because Council engaged in this piece of work and staff have now brought back 10 reports on the matter. It challenges tradition but the timing of the outcome of the report is 7 months away from now. This will give staff enough time to ensure there were

adequate staff resources and strong communication. It will allow Council to move on from this issue.

Councillor Alexander moved an amendment (seconded by Councillor Epiha) that Recommendations (e) and (f) would be amended from six (6) to eleven (11) (meetings in the year and meeting room hires in a year. Councillor Alexander said if these were to be public meetings Council needed to provide resources.

Councillor Miller again made reference to the 3 Waters debate noting that he did not want committees to feel the way Councils felt by not having any choice in the matter. He said committees should voluntarily discharge rather than being forced. Councillor Alexander was not sure how this could practically work but staff would be able to work around that.

Councillor Miller moved in this direction and the substantive motion was put as follows:

Moved (as amended) – Councillor Miller / **Seconded** – Councillor Lemon

‘That Council receive the report “The Future of Selwyn’s Community Committees of Council” and:

- a) *Discharge (on a voluntary basis) the 24 specified committees for recognition or treatment as “Committees of Council”, recognising this Report provides these groups with recognition and direct benefits that will support their continued existence.’*
- b) *Approve the establishment and maintenance, by Council, of a “Selwyn District Community Stakeholder List”, for recognising and including official Selwyn Residents Groups on it, based on criteria specified in Report.*
- c) *Approve that Council commences and proceeds to routinely communicate on a geographic basis, via an online newsletter or similar, with official Selwyn Residents Groups, commencing in early 2022.*
- d) *Approve that, for 2022 / 2023 year and beyond, \$24,000 (currently available in F2021/22 to specified committees as a contribution of up to \$1,000.00 for one year) be provided as additional funding for the Selwyn Community Grants Fund, to respond to eligible project requests from official “residents groups”.*
- e) *Note that minute taking services will continue to be delivered by Council for specified resident groups for the period 1 July, 2022 – 30 June, 2023 for up to ~~six~~ (6) eleven (11) meetings in the year.*
- f) *Note that free meeting room hire will be provided by Council, for the specified resident groups for the period 1 July, 2022 – 30 June, 2023 for up to ~~six (6)~~ eleven (11) meeting room hires in this year at a Council owned community centre / hall.*

CARRIED

Afternoon tea was taken between 3.30pm – 3.50pm

Councillor Miller left 3.30pm

12. Manager Open Space and Strategy

Camping on Reserves Policy Review

Concern was raised about the homeless people and staff said the policy acknowledges the issue noting Council works with some of the agencies and the focus will not be on enforcement.

Moved – Councillor Lemon / **Seconded** – Councillor McInnes

That Council:

(a) Formally approves the amended Camping on Reserves Policy (R301);

(b) Supports inclusion of reference to and key provisions of the amended Camping on Reserves Policy (R301) in relevant Reserves Management Plans as they are updated.'

CARRIED

13. Asset Manager Water Services, and Water Service Delivery Manager

Water Services Monthly Update

In terms of nitrates, staff noted there was growing awareness around potential negative health impacts of elevated levels of nitrates in drinking water. Council currently operates treatment plants plus a further 6 bores, which was a total of 41 direction supplies into the network. Treating each individually would be expensive at more than \$300m. Amalgamating the supplies into 5 larger plants will come at a cost of under \$100m. Staff added that treatment of nitrates in New Zealand is very rare.

Moved – Councillor Alexander / **Seconded** – Councillor Reid

That the Council receives the report "Water Services Monthly Update" for information.'

CARRIED

14. Group Manager Property

Hororata Community Centre Update

Staff noted they were comfortable with Council's share of \$20k and that detailed structural work costing has not been done as it was too early for that.

Councillor Alexander raised an issue with the proposed agreement's Item 4 in relation to ratepayer money for the operational cost. He said they are to be told 'no', if the building is theirs to own and operate it should be fully so.

Councillor Bland also questioned why they should be treated differently and said it could open up a precedent.

Staff said they were comfortable with proceeding to do a feasibility study.

Moved (as amended) – Councillor Lemon / **Seconded** – Councillor McInnes

1. *“That staff and elected members Councillors Bland, Mugford, and Gallagher undertake discussions related to the Go Hororata requests as outlined in points 1 to 4 of their letter as to what the community hub proposal would be.*
2. *That funding to a maximum of \$20,000 be provided from the Council's LTP allocation of \$1 million for the Hororata Community Centre project to support the museum feasibility study as to the cost of developing the hall building”*

CARRIED

GENERAL BUSINESS

Register of Signed and Sealed Documents

Councillor Alexander asked for more details on items 4 and 5 which staff noted they would circulate. It was also to form part of the minutes of this meeting.

Moved – Councillor Alexander / **Seconded** – Councillor Gallagher

‘That the following transactions and the fixing of the Common Seal under authorised signatures have been approved.’

1	Name of other party	John James Van Nus
	Transaction type	Deed of Licence to occupy to 30 June 2020
	Transaction description	Transfer of Deed of Licence from Hayley Saunders and John Van Nus to John Van Nus following the sale of Hut 42 Upper Selwyn Huts

2	Name of other party	Sheffield-Waddington Community Group
	Transaction type	Deed of Licence to erect bus shelters for school children
	Transaction description	45 Wrights Road, Sheffield (Sheffield Hall carpark) 3.5m ²

3	Name of other party	HEB Construction Limited
	Transaction type	Deed of Licence for stockpiling material
	Transaction description	Browns Pit, Racecourse Hill Pit, Gardiners Pit, Trout Corner Pit

4	Name of other party	Selwyn District Council
	Transaction type	Fencing Covenant
	Transaction description	Tiny Hill Drive, Rolleston RC175296

5	Name of other party	JPN Trustees Limited and Neilsons Trustee (2016) Limited
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	Transaction type	Deed of Licence for Occupation of Legal Road – Permitted Furniture and Use
	Transaction description	Outdoor dining space on footpath for commercial building on Tennyson Street, Rolleston

6	Name of other party	Fire and Emergency NZ (FENZ)
	Transaction type	Deed of Variation of Lease and Evidencing Rent Review
	Transaction description	Hororata Fire Station, Bealey Road, Hororata

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Reid / **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	Good reason to withhold exists under Section 7	Section 48(1)(a)	
2.	Award of Contract C1412 Weedons Ross Road Upgrade			Upon awarding of tender
3.	Upper Ellesmere Water Race Closure			
4.	Purchase of land, Coalgate			From settlement of any purchase

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 – 4	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1 - 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 *that appropriate officers remain to provide advice to the Committee.'*

CARRIED

Council had an afternoon tea break between 4.14pm – 4.24pm

The public meeting moved into Public Excluded at 4.24pm.

The meeting resumed in open meeting at 5.23pm.

The meeting ended at 5.23pm.

DATED this 22 day of December 2021


MAYOR

PUBLIC MATTERS UNDER INVESTIGATION

<i>Community Centres, Halls and Libraries Network Plan (Council, 13 October 2021)</i>	Report on landbanking - buying land now for future community facilities	2022
<i>Accessibility Report (Council, 13 October 2021): how staff can encourage applicants to ensure buildings were as accessible as possible</i>	Staff report to consider modifications after advice from Chief Executive	2022
<i>Canterbury Museum representative update</i>	To invite Council's Canterbury Museum Representative to brief Council	Q1, 2022