

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER
ON WEDNESDAY 20 AUGUST 2025 COMMENCING AT 1PM**

PRESENT

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

IN ATTENDANCE

Mrs S Mason (Chief Executive); Messrs. S Gibling (Executive Director, Strategy, Engagement and Capability); T Mason (Executive Director Infrastructure and Property), M McGrath (Chief Digital Officer), R Love (Executive Director Development and Growth), J Knight (Head of Health, Safety and Wellbeing), G Morgan (Head of Operational Delivery), G Deavoll (Policy Team Leader), R Allen (Head of Acquisitions, Disposals and Leasing), N Koch (Head of Financial Control), B Baird (Strategy Team Leader), R Raymond (Senior Communications Advisor), J Davis (Strategy Planner); Mesdames J Hands (Head of Legal and Risk), V Mitchell (Head of Building), S Carnoutsos (Communications Manager), R Phillips (Commercial Manager- Property and Investments); Ms P Ganda (Senior Communications Advisor), Ms T Davel (Governance Lead) and Mr B Adhikari (Governance Coordinator)

The meeting was livestreamed.

APOLOGIES

An apology was received in respect of Councillor Epiha.

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

‘That the Council receives the apology, as notified.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

Councillor Hasson noted she had a piece of correspondence from Selwyn Water Limited which she wanted to be discussed in the public excluded session.

Councillor Miller noted the recent reorganisation of the NZ Police and the effects it will have on Lincoln and the wider community. He proposed that the Council write a letter to the Minister of Police and local police management regarding this issue.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

None.

DEPUTATION

None.

PRESENTATION

West Melton School – Charli, Emily, Maia and Regan

The students from the school spoke about problems regarding the grass verge alongside the path outside the school during winter and wet days. They emphasised that at least three buses park along the pathway, which is used by approximately 100 children every day, and the bus stop is used by several services, including the school. They discussed shifting the bus stop, but no alternative location near the school was available. The students requested that the Council replace the grass verge with asphalt.

Councillors asked if the students were open to a permeable surface, as asphalt is harmful to plant roots and contributes to flooding. The students said they were happy with that option.

The students were thanked for their presentation.

CONFIRMATION OF MINUTES

1. Minutes of the ordinary meeting of the Selwyn District Council held in the Council Chamber on Wednesday 23 July 2025.

Councillors requested an update on the status of the letter that had previously been agreed to be written to NZ Transport Agency (Waka Kotahi) regarding state highway speed limits within the Selwyn District. Councillor Gliddon advised that she had already sent a separate letter focusing on feedback from the Malvern community.

It was noted that a letter intended to be submitted on behalf of the Council, incorporating district-wide feedback, has not yet been drafted.

Moved – Councillor Gliddon / **Seconded** – Councillor Lyall

‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 23 July 2025.’

CARRIED

2. Minutes of the Climate Change and Sustainability Subcommittee held in the Council Chamber on Wednesday 9 July 2025.

Moved – Councillor Gliddon / **Seconded** – Councillor Lyall

‘That the Council confirms the minutes of the Climate Change and Sustainability Subcommittee held on Wednesday 9 July 2025.’

CARRIED

3. Minutes of Economic Development Subcommittee held in the Council Chamber on Wednesday 9 July 2025.

Moved – Councillor Gliddon / **Seconded** – Councillor Lyall

‘That the Council confirms the minutes of the Economic Development Subcommittee held on Wednesday 9 July 2025.’

CARRIED

4. Minutes of Housing and Urban Development Subcommittee held in the Council Chamber on Wednesday 14 May 2025.

Moved – Councillor Gliddon / **Seconded** – Councillor Lyall

‘That the Council confirms the minutes of the Housing and Urban Development Subcommittee held on Wednesday 14 May 2025.’

CARRIED

MATTERS REQUIRING ATTENTION

None

REPORTS

1. Mayor
Mayor’s Report

Mayor Broughton spoke to his report and noted that he attended a Rewi Alley Memorial with the Chinese Consulate, commemorating the 80th anniversary of the end of World War II.

Councillors requested more information on the source of funding for the Frank Films profile on Selwyn. Mayor Broughton clarified that Frank Films had approached him to produce the profile, which highlights Selwyn’s growth, and that it was independently funded, possibly through New Zealand On Air.

Councillors also asked why the filming took place in July and was released later that month, particularly during the election cycle. Mayor Broughton clarified that this was at Frank Film’s request and noted that people are free to film and share stories about Selwyn’s growth at any time.

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

‘That Council receives the Mayor’s Report July 2025 for information’

CARRIED

2. REPORT BACK FROM SUBCOMMITTEES

2.1 Malvern Community Board

Malvern Community Board Chair

Deputy Chair Mr John Verry provided an update on the Malvern Community Board in the absence of the Chairperson. He spoke about the Board's community and international engagement, advocacy, and partnerships.

Councillors asked about discussions with other groups regarding the establishment of community boards in other areas of the district, whether any concerns had been raised about paying a targeted rate, and if the targeted rate would change once West Melton moves out of the Malvern ward. Mr Verry clarified that conversations on establishing community boards are still at a strategic and high-level stage, and there has not yet been discussion on how costs would be allocated. In response to the second question, he advised that West Melton's moving out of the Malvern ward may not result in any substantive change to the targeted rate.

Councillors also asked whether the Malvern Community Vehicle Trust was willing to consider weekend trips in its ongoing shuttle trial. Mr Verry responded that the Trust's priority was to get services up and running, and that while the Trust may review the trial and consider future options through its annual general assembly. He further added that the tentative decision is to hold off on weekend services unless demand becomes evident.

Mr Verry was thanked for his presentation.

2.2 Audit and Risk Subcommittee

Councillor Reid, a member of the subcommittee, shared the appointment of Mr Bruce Gemmell as the deputy chair of the subcommittee, noting that it was an interim appointment until the next triennium, when all the committee roles will be reviewed. She further added that the subcommittee received updates on health and safety, including discussions on risk management and risk appetite. She highlighted the building report, which focused on an audit of all Council facilities conducted by staff.

Staff informed that the building report was presented to the subcommittee as part of the previous Council recommendation. Council had asked the subcommittee to investigate the condition of the Council buildings.

2.3 Finance and Performance Committee

Councillor Miller, who chaired the last committee meeting in the absence of the Chair, reported that the committee had robust and constructive discussions on development contributions and related ongoing issues. He added that all organisational projects were tracking well and emphasised the discussions on the level of spending on consultants. He also highlighted the completion of the Ellesmere pipeline project, which was delivered within budget and ahead of schedule.

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

'That Council receives the feedback from Subcommittee Chairpersons, for information.'

CARRIED

3. Chief Executive Report

Chief Executive

Chief Executive spoke about her report and invited staff to provide updates on key points raised in the last Canterbury Mayoral Forum. Staff noted that the current definition of core services is vague and needs clarification. They added that there were concerns on nationwide standardisation of standing orders, which could reduce local flexibility and nuance.

Councillors discussed whether they would prefer to make a separate Council submission or contribute to the Mayoral Forum's submission. Staff requested Councillors to provide feedback by the end of the week and shared the Mayoral Forum's draft submission. They further requested that Councillors provide any Selwyn-specific points to be included in either the Mayoral Forum submission or a separate Council submission. It was noted that staff would prepare a draft on Monday and circulate it to all Councillors for review.

Referring to the Frank Films profile video, Chief Executive clarified that anything coming from Council will be assessed to determine whether it meets the business-as-usual threshold or could be perceived as election-related. She added that they had sought advice from the electoral officer before publishing anything to maintain transparency and fairness during the election period.

Referring to Resource Management Act, the Councillors asked about potential liability if fast track approvals are granted that allow changes to the district plan. Staff clarified that liability concerns are more relevant to building consents side and the focus is on reviewing and proposing changes to the district plan that improve usability and functionality.

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

'That Council:

(a) receives the Chief Executive's report for information; and

(b) request staff to prepare a separate submission on behalf of Council on the Local Government (System Improvements) Amendment Bill and to circulate for comment before submission OR to support the Mayoral Forum submission, subject to the key points being made in the submission, as highlighted in the report.'

CARRIED

4. Local Alcohol Policy adoption process

Acting Head of Regulatory

Councillors suggested amending the policy commencement date, noting that 5 January 2026 could still be considered as forming part of the holiday period.

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

'That Council agree by resolution to bring the Local Alcohol Policy into force on Monday the 19th day of January 2026.'

CARRIED

5. Wastewater easements over the Local Purpose Reserve at 30 Farthing Drive, Prebbleton, pursuant to Section 48 of the Reserve Act 1977

Senior Acquisitions Disposals and Leasing Officer

Councillors asked what is meant by wastewater easement. Staff clarified that it is a legal right attached to the property title that allows for installation and maintenance of wastewater infrastructure. They further added that the process must be brought to the Council for approval and cannot be delegated under the Reserve Act.

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

‘That Council, by power delegated by the Instrument of Delegation dated 27 June 2013 by the Minister of Conservation in relation to section 48 of the Reserves Act 1977, consents to and approves the granting of two easements over the Local Purpose Reserve vested in the Selwyn District Council being the land that is legally described as Lot 202 Deposited Plan 486576 and held in Record of Title 694244, for:

- 1. a right to drain sewage (in gross) in favour of Selwyn District Council over approximately 140 square metres (subject to survey); and*
- 2. a right to drain sewage (in gross) in favour of Selwyn District Council over approximately 244 square metres (subject to survey).’*

CARRIED

GENERAL BUSINESS

Councillor Miller raised concerns about the police reorganisation proposal presented to the Selwyn community last week. He proposed that the Mayor write a letter on behalf of the Council to the Minister of Police and local police management, advocating for a stronger police presence in Lincoln and across Selwyn. He noted that Lincoln currently has only one police officer based in the town, despite a population of more than 12,000 and a university with 5,500 enrolled students.

Mayor Broughton advised that he would draft a letter and circulate it to all Councillors by early next week, noting that Lincoln, Darfield, and Leeston would be included in the letter.

MATTERS RAISED IN PUBLIC FORUM

In response to the public forum presentation from West Melton School, staff said that they would work with the school to discuss the concerns raised.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Reid / **Seconded** – Councillor Lyall

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	Good reason to withhold exists under Section 7	Section 48 (1) (a)	
2.	Acquisition of 380m2 of land – For the construction of a roundabout at Selwyn Road and Springston Rolleston Road, Rolleston			
3.	Resource consent appeal mediation – Delegation from Council			
4.	Machinery breakdown insurance recommendation			
5.	Corde Board review			
6.	Commercial land opportunity Darfield			
7.	Commercial land opportunities Rolleston			
8.	Proposal - Rolleston			
9.	Extension of contract C1420 roading maintenance 2021-2026			
10.	Appointment of Selwyn District Council representative to the			

	Canterbury Museum Trust Board		
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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, 5, 10	protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
2, 4, 9	enable any local authority holding the information to carry out commercial activities without prejudice or disadvantage	Section 7(2)(h)
2, 9	enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations - including commercial and industrial negotiations	Section 7(2)(i)
3	protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information	Section 7(2)(c)(ii)
6,7,8	protect information where the making available of the information - would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; or	Section 7(2)(b)(ii)

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

CARRIED

The meeting went into public excluded at 2pm and back into public at 5:06pm.

With no further business being discussed, the meeting closed at 5:07pm.

DATED this 17 day of Sept 2025



CHAIRPERSON