

**MINUTES OF AN ORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS  
ON WEDNESDAY 10 JUNE 2020 COMMENCING AT 1PM**

**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), D Marshall (Group Manager Property), G Bell (Group Manager Corporate Services), S Hill (Group Manager Communication and Customers), T Harris (Group Manager Environmental and Regulatory Services), M Washington (Group Manager Infrastructure), M England (Asset Manager Water Services), R Raymond (Communications Advisor), B Rhodes (Planning Manager), S Tully (Advisor), G Morgan (Service Delivery Manager – Infrastructure), Mesdames N Smith (Executive Assistant), and D Kidd (Group Manager Community Services and Facilities), Ms S Murphy (Communications Assistant), K Waghorn (Community Bookings and Grants Administrator), and E McLaren (Water Services Delivery Manager)

**Media:**

None in attendance.

**APOLOGIES**

No apologies were received for the meeting.

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

Councillor Alexander spoke to the NZTA decision not to keep highways open during snow events. The Mayor noted that he would address this in his report.

**CONFLICTS OF INTEREST**

None

**PUBLIC FORUM**

No public forum.

## CONFIRMATION OF MINUTES

### 1. Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 27 May 2020

The minutes were taken as taken as read and accepted.

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

*‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 27 May 2020.’*

**CARRIED**

## CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
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 ( <i>Group Manager Community Services &amp; Facilities</i> )	10 June 2020
Chlorination Report, Arthur's Pass and Upper Selwyn Huts	13 May 2020	Report from staff to provide an update ( <i>Asset Manager Water Services</i> )	8 July 2020
LED light projects	27 May 2020	Staff report with examples of current and proposed lights for consultation with Council ( <i>Asset Manager Transportation</i> )	22 July 2020

## REPORTS

### 1. Mayor

#### *Mayor's (Verbal) Report*

Mayor noted the Arthur's Pass and Castle Hill communities are upset at the changes made by NZTA regarding changes to routes due snow events. This affects emergency vehicles, commuters, and school children. The Mayor is facilitating a discussion between NZTA, their contractor and affected communities.

Councillor Alexander then noted the effect this will have on the maintenance of our facilities. The Mayor spoke to this noting that the alpine facilities were designed with their surroundings in mind.

The Mayor then spoke to the submissions hearings undertaken during the previous week. He noted that the deliberations are to take place on Thursday 11 June 2020. The Mayor asked all Councillors who require further information to assist them in that decision-making, to have their questions made available to the Mayor and CE by the end of today.

Mayor Broughton then spoke to the Provincial Growth Fund and changes to the way the government may allocate funds following COVID-19 with regards to job creation. He noted the sense of urgency around applications, further stating that staff are working hard to develop proposals for potential funding.

The Te Waihora Co-Governors met last week, with the Mayor noting that a presentation by the Co-Governors to Council is forthcoming.

Mayor Broughton noted the ten LGNZ training modules which are available for all Councillors to view. He spoke to the rolling out of these to all Councillors.

The Mayor confirmed that the Council building will again be utilised during the build up to the elections.

The Canterbury Mayoral Forum being held on Friday will be focusing on climate change.

Councillor Hasson asked about the fencing of waterways and suggested that we build on the work that Living Waters and Fish and Game have already undertaken in our catchment.

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

*‘That Council receives the Mayor’s (Verbal) Report, for information.’*

**CARRIED**

## **2. Management Accountant**

### *Financial Report to 30 April 2020*

The Accounting Manager referred to Page 19 of the agenda which covers a ten-month period (1 July 2019 to 30 April 2020). The Council is in good operating position with an operational net surplus of \$14.5m. He spoke to further highlights contained within the report.

Capex YTD is \$39m behind budget, with the programme being delayed slightly due to COVID-19. Council will be looking to carry \$100m worth of capex works into the next financial year.

Councillor Alexander noted that Council needs to work hard to ensure that the community can read and understand the content of Council’s financial reports.

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

*‘That the Council receives the financial report for the period ending 30 April 2020 for information.’*

**CARRIED**

### **3. Group Manager community Services and Facilities**

#### *Update on the Implementation of District Wide Rates*

The Community Bookings and Grants Administrator spoke to the report.

Councillor Miller complimented staff on the accommodations they have made for the benefit of the communities that Council services.

Councillor Reid echoed Councillor Miller's comments. She then asked about the halls and centres which had not yet been included on the online booking system. The Community Bookings and Grants Administrator noted that they would be, and will be transitioning to the system, and prioritisation behind these.

Mayor Broughton spoke to the work being done around standardising fees and charges and service levels, whilst allowing the level of nuances for each facility. He asked how management of these facilities are changing as a result of the changes.

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

*'That Council receives a summary of the operational implementation of the centralised (online) booking system, Service Level Agreements (SLAs) and standardised fees and charges in relation to community centres/halls.'*

**CARRIED**

### **4. Asset Manager Water Services, and Water Service Delivery Manager**

#### *Water Services Monthly Update*

The Asset Manager Water Services and Water Service Delivery Manager spoke to the report and the appendices contained within the report.

Water items discussed included: potable water including water safety and chlorination capital projects; water regulatory and three waters.

Councillor Miller asked about the Water Safety Plans. Staff noted the great work undertaken by the team with feedback provided to Council that their plans were of high quality. Councillor Miller then asked about the water quality at Dunsandel with staff noting that issues relate to the tank and staff are following up on this.

Councillor Miller then asked about the rural water supplies as it relates to joining the CPW scheme (the Mayor noted a potential conflict with regards to CPW. Councillor Miller acknowledged the Mayor's comments, but did not believe a conflict existed).

Councillor then noted comments around land drainage, to which staff noted they would add to the list of future topics.

Councillor Alexander noted questions with respect to Dunsandel and West Melton around the level of chlorination and the feedback from users of the water supply and do staff have a timeframe to remove chlorination. Staff noted that complaints have been minimal and spoke to water demand aspects.

Councillor Bland spoke to Washington Drive and asked what are wrong with the tanks, how much did we pay for them, and what was the expected life of them. Staff noted that what was appropriate in the past, may no longer be appropriate and that designs and systems have improved over time with Council responding to issues much earlier.

Wastewater items discussed included: the Darfield and Kirwee wastewater system; Ellesmere Wastewater Treatment Plant; and the Pines (Rolleston) Wastewater Treatment Plant.

Councillor Hasson asked if Council is looking to treating at Darfield and Leeston prior to pumping to the Pines. Staff responded favourably with regards to Leeston, but noted that was no treatment plant at Darfield at present.

Councillor Bland asked what the benefit is to the Eastern Selwyn Sewerage for the people who pay for the system. Staff noted that some costs would need to be considered, but is unsure where those costs would lay at this point.

Councillor Lyall asked staff to consider Burnham's requirements.

Councillor Reid asked about the stage 4 population equivalent. Staff noted that it is difficult to say – but would be looking about 60,000, noting that staged works don't necessarily increase capacity.

Stormwater items discussed included: the Leeston Flood Bypass; flooding issues in Hororata; and stormwater disposal upgrades.

Councillor Hasson asked about that works being proposed, with staff noting it relates to the renewal of soak holes.

Other items reported on included: land drainage; water races; COVID-19; and [contractual] resources.

Staff noted they are meeting with Glenroy and independent irrigators on that scheme to talk about the future of the Scheme.

The Mayor has asked staff to look at water races in-depth over the next 12 months – looking ahead to the Long Term Plan. Councillor Lemon would like to understand the revenues and expenses of these schemes.

Councillor Lemon asked whether the tank issue at Dunsandel needs to come back to the Audit and Risk Subcommittee. To this the Mayor noted that any explanation to the tank issues could come back in the Water report to the next month. Councillor Miller spoke to his rationale for suggesting it go to the Audit and Risk Subcommittee. It was agreed that if there is further investigation required after receipt of the next Water update, then it would then go to Audit and Risk.

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

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

**CARRIED**

## **EXTRAORDINARY BUSINESS**

None.

## **DISCUSSION OF PUBLIC FORUM**

No public forum.

## **RESOLUTION TO EXCLUDE THE PUBLIC**

**Moved** – Councillor Gallagher / **Seconded** – Councillor Reid

*'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.	Public Excluded Managers' Monthly Report			
3.	Section 17A Reviews			<i>Upon resolution.</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, 2, 3	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1, 2, 3	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 public meeting ended at 2.00pm for a five-minute break before moving into Public Excluded at 2.05pm.

The meeting resumed in open meeting at 2.33pm.

### **Release of Resolution from Public Excluded**

#### **Service Delivery Manager Infrastructure**

*Review of the Service Delivery of Water Services Network Management, Operations and Maintenance under Section 17a of the Local Government Act 2002*

**Moved** – Councillor Miller / **Seconded** – Councillor Lyall

That Council approves:

- (a) *That the Council receives and endorses the proposal and review of the Service Delivery of, Water Services Network Management, Operations & Maintenance Services, under Section 17A of the Local Government Act 2002.*
- (b) *That direct negotiations with Sicon Ltd as a Preferred Provider for the Selwyn District Council, Water Services Network Management, Operations & Maintenance Services, as a variation to the Current C1241 Contract, for a further period of 5-years be approved.*

*And,*

- (c) *That, if negotiations with Sicon Ltd cannot be successfully negotiated and concluded to the satisfaction of Council within a reasonable timeframe, estimate and budget that, the Contract for the Selwyn District Council, Water Services Operations & Maintenance Services will be tendered to the open-market before expiry of the Current C1241 Contract in June 2021.*

*And,*

- (d) *That the resolution(s) approved by Council move to Public'*

**CARRIED**

The meeting closed at 2.35pm

DATED this 24 day of June 2020

  
MAYOR