

**MINUTES OF AN ORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD VIA ZOOM  
ON WEDNESDAY 12 AUGUST 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), 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), M Johnston (Chief Licensing Inspector), G Morgan (Service Delivery Manager), D Meehan (Surface Water Engineer), N Cookeson (ICT Manager), S Tully (Advisor), Mesdames N Smith (Executive Assistant), B Ryan (Personal Assistant), D Kidd (Group Manager Community Services and Facilities), Ms S Murphy (Communications Assistant), and Ms T Davel (Governance Coordinator)

The Mayor welcomed everyone to this zoom meeting, thanking everyone for the short notice turn around, especially staff to make the zoom meeting happen. The Mayor reminded people of the zoom meetings protocols.

It was noted that both the Selwyn Youth Council update and COVID heroes certificate ceremony were postponed until further notice.

**APOLOGIES**

Apology for lateness from Councillor G S F Miller.

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

*‘That the Council accepts the apology for lateness from Councillor Miller.’*

**CARRIED**

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

None identified.

## **CONFLICTS OF INTEREST**

Standard conflicts were applied to this meeting, for example Councillor Hasson in respect to the District Licensing Committee paper.

It was noted that the Audit and Risk Subcommittee would be looking into having an interests register developed which could be added to Council and Subcommittee agendas.

## **COVID-19 HEROES – PRESENTATION OF CERTIFICATES**

As noted, this event is postponed until further notice. The Mayor thanked all the recipients and also those who nominated them, looking forward to having the certificate ceremony as soon as is possible.

## **SELWYN YOUTH COUNCIL UPDATE**

Postponed until further notice.

## **CONFIRMATION OF MINUTES**

### **1. Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 22 July 2020**

Taken as read and accepted.

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

*‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 22 July 2020.’*

**CARRIED**

## CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
<del>Solar Panels on Indoor Courts (Group Manager Property)</del>	6 May 2020 Audit and Risk Subcommittee	<p>Council staff have reviewed a report from structural engineers regarding the potential to install solar panels on the indoor court building. The report notes the following:</p> <ul style="list-style-type: none"> <li>Generating energy from solar on the indoor court and then transferring that energy to the Selwyn Aquatic Centre is not seen possible due to the distance between the two buildings and the different energy systems in each building</li> <li>A better option is to sell the energy back to the grid which staff are now seeking advice on an appropriate financial analysis approach</li> <li>One of the options considered by the structural engineers requires strengthening of the roof. This cost is currently being calculated.</li> </ul> <p>Staff will report to the council in July on the additional work required.</p>	22 July 2020 ( <i>Date changed from 24 June</i> )
<del>Placement of Insurance</del>	24 June 2020	Group Manager Property will further clarify pivot and treatment plant insurance	<p>22 July 2020</p> <p><i>A verbal update from staff at today's Council meeting</i></p>
<del>EV Charging sites</del>	24 June 2020	Asset Manager Transport to bring a report for adopting framework agreement to set up EV charging stations	22 July 2020
<del>Chlorination Report, Arthur's Pass and Upper Selwyn Huts (Asset Manager Water Services)</del>	13 May 2020	Report from staff to provide an update	12 August 2020

Glentunnel drainage	Draft Annual Plan deliberations 2 June 2020	Report from staff with possible solutions (as part of the Water Services Monthly Update)	9 September 2020
Arthur's Pass stormwater (from DAP Submissions)	Draft Annual Plan deliberations 2 June 2020	Staff to review and report back to Council on Arthur's Pass Stormwater issues ( as part of the Water Services Monthly Update)	9 September 2020
Assumptions and Uncertainties for the 2021 – 2031 Long Term Plan and Activity Management Plans	22 July 2020	Staff will report back in three months and assist report readers with the use of colour-coded (or marked) changes and indication as to whether the risks are going up or down.	28 October 2020
Sections on Millpond Lane	22 July 2020	Staff to bring a report to a future Council meeting on options for Sections #6 and #7 on Millpond Lane, Lincoln	28 October 2020
Trial Removal of Overdue Library Book Charges	12 August 2020	Report back on results of 24 month trial	September 2022

## REPORTS

### 1. **Joint District Licensing Committee and Chief Licensing Inspector**

*Monthly Report for period 1 June 2020 to 30 June 2020*

The Chief Licensing Inspector noted that alcohol licensing had been very busy which is a great sign. The feedback over the last 2 weeks indicated that patronage was higher than pre-lockdown levels which is considered to be a highlight.

Councillor Gallagher pointed to an error in the report on page 38 to which staff responded they were aware and it would be amended. Councillor Alexander asked about the Evansbury Holdings licensee and whether any new tavern owner on the site would have to apply for a new license. The Chief Licensing Inspector confirmed this was the case.

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

*‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for June 2020.’*

**CARRIED**

### 2. **Mayor**

*Mayor’s Report*

The Mayor referred to the latest Informetrics update and said he would share it with Councillors via email.

He spoke to the report which covered matters such as job seeker support, accommodation supplement as well as monthly broadband usage and numbers of residential building consents, house sales and median house prices.

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

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

**CARRIED**

### 3. **Chief Executive**

*Representation Review Subcommittee*

The Chief Executive noted the goal of the report was to formally establish a representation review committee to lead a statutory process, which Councils are required to undertake every 6 years. An inaugural meeting is scheduled for 19 August 2020. The meeting will consider items including election of a chair and deputy chair, adoption of Terms of Reference and papers around voting systems.

The Mayor added that at the Council's Terrace Downs meeting in October 2019, the Councillors proposed to make up the Committee put forward their names for the task. In addition, it has always been practice to also include the Community Board Chairperson as a member of the Committee.

**Moved** – Councillor Lemon / **Seconded** – Councillor Lyall

*'That Mayor Broughton, Councillors Alexander, Epiha, Gallagher and Miller, and Malvern Community Board Chair John Morten, are appointed to the Representation Review Subcommittee.'*

**CARRIED**

#### **4. Chief Executive**

*Greater Christchurch Partnership Focus for the Year Ahead*

The Chief Executive took this report as read but noted it does require an investment to assist with the programme of work. He said Environment Canterbury Regional Council, Christchurch City Council as well as Waimakariri District Council have all received, and adopted, the same report and committed their respective funding.

There was a brief discussion about potentially dissolving the committee at some point because the National Policy Statement on urban development was as yet unpublished. It may become necessary to either dissolve or transfer the work to a centralised body if that is what central government was to decide. The point was made that the Chief Executive would refer these questions to the Chief Executive's Forum and that any Council would be in a position to exit from the MOU at any time.

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

*'That Council resolves to*

- 1. receive the recommendations from the Greater Christchurch Partnership Committee to:*
  - a. recommend to the governance of Christchurch City Council, Waimakariri District Council, Selwyn District Council, Canterbury Regional Council, the Canterbury District Health Board and Te Rūnanga o Ngāi Tahu that they agree the focus of the Partnership for the next twelve months, specifically to:*
    - i. develop Greater Christchurch 2050 – setting a vision and plan for Greater Christchurch to achieve intergenerational wellbeing that also responds to climate change, and moving towards a zero carbon economy, noting the opportunity to reset that responding to COVID-19 provides.*
    - ii. focus on our partnership with Central Government, alignment with Central Government's Urban Growth Agenda, key policies driving investment, and advocacy on behalf of Greater Christchurch.*

- iii. *strengthen the partnership with Mana Whenua and Iwi to ensure aspirations and outcomes for Māori are tangibly integrated into strategy and delivery.*
    - iv. *progress existing Greater Christchurch Partnership commitments, including Our Space actions, maintaining our focus towards a sustainable urban form which aligns land-use and transport, and enables an integrated and efficient public transport system, including mass rapid transit.*
    - v. *co-ordinate Greater Christchurch recovery actions, through forums, where needed.*
  - b. *recommend to the Canterbury Regional Council, Christchurch City Council, Selwyn District Council, and the Waimakariri District Council to fund the required additional investment to deliver on the Greater Christchurch Partnership's focus for the year ahead according to the current cost share arrangement and accounting for the \$150,000 investment from the Christchurch City Council has made in phase 1 (Christchurch City Council \$348,750, Environment Canterbury \$498,750, Selwyn District Council \$166,250 and Waimakariri District Council \$166,250).*
  - c. *agree to request that the additional investment for FY2020/21 of up to \$1,180,000 will be funded through the Canterbury Regional Council acting as 'banker' and that the Christchurch City Council, Waimakariri District Council and Selwyn District Council agree to repay their share (as set out in recommendation 1(b)) over a term of no more than 5 years, with repayments to commence from FY2021/22, with the details to be finalised and agreed by their respective Chief Executives.*
2. *Agree the focus of the Greater Christchurch Partnership for the next twelve months, specifically to:*
- a. *develop Greater Christchurch 2050 – setting a vision and plan for Greater Christchurch to achieve intergenerational wellbeing that also responds to climate change, and moving towards a zero carbon economy, noting the opportunity to reset that responding to COVID-19 provides.*
  - b. *focus on our partnership with Central Government, alignment with Central Government's Urban Growth Agenda, key policies driving investment, and advocacy on behalf of Greater Christchurch.*
  - c. *strengthen the partnership with Mana Whenua and Iwi to ensure aspirations and outcomes for Māori are tangibly integrated into strategy and delivery.*
  - d. *progress existing Greater Christchurch Partnership commitments, including Our Space actions, maintaining our focus towards a sustainable urban form which aligns land-use and transport, and enables an integrated and efficient public transport system, including mass rapid transit.*
  - e. *co-ordinate Greater Christchurch recovery actions, through forums, where needed.*

3. *Note the approach to delivering on the current Greater Christchurch Partnership commitments, including Our Space actions, and that other matters arising throughout the year will be considered and prioritised by the Greater Christchurch Partnership Committee and the Chief Executives Advisory Group, with implementation plans and progress updates reported regularly to the Greater Christchurch Committee.*
4. *Note to deliver on the recommended approach, the total funding required for the Greater Christchurch Partnership from Partner Councils for the FY2020/2021 is \$1,780,000.*
5. *Note this is an additional amount of \$1,180,000 over the \$600,000 for the Greater Christchurch Partnership Budget signalled in the Partner Council's 2018-28 Long Term Plans for the FY2020/21*
6. *Note that the cost share arrangement for funding the Greater Christchurch Partnership is as follows; Christchurch City Council (37.5%), Environment Canterbury (37.5%), Waimakariri District Council (12.5%), and Selwyn District Council (12.5%).*
7. *Agree to fund the Selwyn District Council's required additional investment of \$166,250 to deliver on the Greater Christchurch Partnership's focus for the year ahead.*
8. *Agree to repay \$166,250 over a term of no more than 5 years, with repayments to commence from FY2021/22, with the details to be finalised and agreed by the Selwyn District Council's Chief Executive.*
9. *Note that Greater Christchurch Partnership Committee have requested that the Chief Executives Advisory Group provide advice to the Greater Christchurch Partnership Committee by the end of 2020 on the anticipated costs for Greater Christchurch 2050 implementation and other Partnership work programmes, for consideration as part of Long Term Plans 2021-2031 processes, with that advice to include consideration of the equity of the current funding cost-share arrangements.*
10. *Note that Greater Christchurch Partnership Committee have requested that the Chief Executives Advisory Group provide advice to the Greater Christchurch Partnership Committee on streamlining collaborative governance structures at an upcoming meeting.*

**CARRIED**

## **5. Group Manager Property**

### *Rolleston Town Centre Masterplan*

The Group Manager Property noted the report was subject to a number of changes as staff start to develop in particular, the retail space.

Councillor Alexander noted, in relation to carparking, that car park #1 should be identified for the exclusive use of park / reserve users. He also asked whether there was to be a hearing panel as many of the community may expect to present their ideas to a panel. Staff advised it was not something they had considered and the Mayor asked that a question be added to the consultation document, asking the public whether they would



want to present to a panel, if given an opportunity. That would be evidence of a need, or otherwise, for a panel.

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

*‘That with regard to the Rolleston Town Centre Masterplan implementation:*

*‘That with regard to the Rolleston Town Centre Masterplan implementation:*

*(1) The current Rolleston Town Centre masterplan including Bulk and Location, Transport, Landscaping and Urban Realm plan be approved allowing for a special consultative process as required per the Rolleston Reserve exchange process requirements to be undertaken and the lodging of an application for a resource consent.*  
*(2) That the update as at 4 August 2020 be received for information.’*

**CARRIED**

## **6. Manager – Arts, Culture and Lifelong Learning**

### *Trial Removal of Overdue Library Book Charges*

The Group Manager Community Services and Facilities noted the goal of the trial was to encourage members who may have left the library services, to come back again. She said it was hoped that book losses will also be reduced and that visitor and membership numbers would increase. She confirmed that digital users are also tracked and considered members.

Councillor Hasson enquired as to the potential opportunity in Rolleston to attract NZ Post, similar to the AA licensing. The post office will be used by people who come in to pay their bills. She said Council should consider its responsibility to provide this service for communities. Staff said they would definitely consider this interesting option.

The Mayor said he looked forward to the results of the trial.

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

*‘That Council approve a 24-month trial period in which overdue library book charges will be waived, for the period 1 July, 2020 ending 30 June 2022, including overdue library book charges that pre-date 1 July, 2020.’*

**CARRIED**

## **7. Asset Manager – Water Services**

### *Potential Water Race Closure – Council Deliberation and Decision*

**Moved** – Councillor McInnes / **Seconded** – Councillor Hasson

*‘That the Council:*

- (a) *Proceed with the closure of:*
  - i. *a 920m section of the Blakes Road water race; and*
  - ii. *a 2700m section of the Marsh Road water race,*  
*in the Paparua Water Race Scheme.*
- (b) *Note that the proposed closures are considered to be of low significance, not impacting the intended level of service nor ecological and amenity provisions for the Paparua Water Race Scheme.*
- (c) *Continue to take the same total volume of water for the remaining open water races in order to avoid a cumulative negative impact to recharge of Christchurch groundwater.*
- (d) *Confirm that the filling of the water race channels is not part of this approval process and that the closed sections of water race will continue to perform drainage functions.*
- (e) *Confirm that, prior to closure of any length of water race that has water, including isolated pools, fish salvage occurs by a qualified freshwater ecologist.*

**CARRIED**

## **8. Asset Manager Water Services and Water Service Delivery Manager** *Water Supply Chlorination*

Asset Manager Water Services, Mr England provided brief background to Council, with reference to key findings. He said Selwyn had a relatively new network and on average, the pipes are newer too. Where Council did fall a little short was in the leakage area but overall Selwyn compared very well to international areas.

Staff recommended chlorinating Upper Selwyn Huts and Arthurs Pass but acknowledged the main concerns raised at the public meeting which were taste and odour and impact on septic tanks.

*Councillor Miller joined the meeting 1.50pm*

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

*‘That the Council:*

- (a) Receives this report “Water Supply Chlorination” for information,*
- (b) Receives the report “International Best Practice for Non-chlorinated Water Supplies” for information,*
- (c) Acknowledges that the following water supplies are permanently chlorinated - Acheron, Castle Hill, Dalethorpe, Hororata, Hartley’s Road, Sheffield/Waddington and Springfield, and Approve the proposal to permanently chlorinate the Arthurs Pass and Upper Selwyn Huts water supplies,*
- (d) Acknowledge that through the Water Safety Plan process additional water supply schemes may require either temporary (medium term) chlorination until risks can be*

*satisfactorily mitigated or permanent chlorination and that any requirements for chlorination be reported to Council.*

*(e) Request that staff develop a proposal for consultation within the 2021/31 Long Term Plan to either*

- a. permanently chlorinate all non-chlorinated supplies, at the lowest compliant level, in the order of priority identified in the risk matrix over a three year period, or*
- b. Actively work towards no further supplies being permanent chlorinated and that funding to implement this proposal be budgeted and rated'*

**CARRIED**

## **9. Asset Manager Water Services and Water Service Delivery Manager**

*Water Services Monthly Update*

Mr England went through the report briefly with the following comments and / or responses:

- Confirmation that West Melton was still being chlorinated with staff noting they will confirm the timeframe for the new reservoirs after the Council meeting.
- Staff noted they would include in the next report, information as to a potential breach in Dunsandel and what the risks were that led to chlorination
- Progress with wastewater design and costing for Darfield and possibly also Kirwee
- A recent visit from the ECan regional support team to the Pines plan attracted positive feedback noting it was a great example of what could be achieved.
- Land Drainage hasn't been through a thorough rating review yet but this will happen through the LTP process.
- Staff will provide a brand new report every second months, with every other month's report being an update.

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

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

**CARRIED**

## **GENERAL BUSINESS**

### **10. Register Of Documents Signed and Sealed**

**Moved** – Councillor Reid / **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 Donald Innes & Elizabeth Anne Donnelly
---	---------------------	---

	Transaction type	Deed of Licence
	Transaction description	Reserve 1430 Rubicon Road 2.0234 hectares
2	Name of other party	The Campbell Tuer Family Trust
	Transaction type	Deed of Licence
	Transaction description	Reserve 2317 Scotts Road 2.0234 hectares
3	Name of other party	Alan Bruce Miller
	Transaction type	Deed of Licence
	Transaction description	Reserve 3048 & Reserve 4349 Upper Selwyn Huts 3.4 hectares
4	Name of other party	SDC
	Transaction type	Bylaw
	Transaction description	Parks & Reserves Bylaw 2009
5	Name of other party	Peak Hill Station Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2799 Algidus Road .8093 hectares
6	Name of other party	Peak Hill Station Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2798 Algidus Road .8093 hectares
7	Name of other party	Peak Hill Station Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2800 Algidus Road .8093 hectares
8	Name of other party	Geoffrey John Dillon & Nichola Anne Dillon
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 2413 Old West Coast Road 4.3927 hectares
9	Name of other party	John Aubrey Ballagh & Leatitia Gillian Ballagh
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 2285 Rockwood Road, Hororata 2.8252 hectares
10	Name of other party	Max Colin Duncan & Adrienne Laura Duncan
	Transaction type	Deed of Licence
	Transaction description	Part of Gazetted Local Purpose (Esplanade) Reserve Lot 5 DP 82718 situated off Ryelands Drive and adjacent to the Liffey Stream, Lincoln

**CARRIED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

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

*‘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	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	
2.	Public Excluded Chief Executive’s Report			<i>At the discretion of the Chief Executive</i>
3.	Construction of works on private land			<i>At the discretion of the Group Manager Infrastructure</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.’*

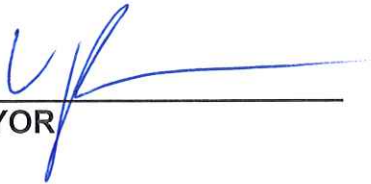
**CARRIED**

The public meeting ended at 2.14pm for a brief break before moving into Public Excluded at 2.30pm.

The meeting resumed in open meeting at 3.09pm.

The meeting closed at 3.09pm

DATED this 26<sup>th</sup> day of August, 2020

  
MAYOR