

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS
ON WEDNESDAY 24 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, 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), R Raymond (Communications Advisor), B Rhodes (Planning Manager), S Tully (Advisor), Mesdames N Smith (Executive Assistant), J Lewes (Strategy and Policy Planner) and D Kidd (Group Manager Community Services and Facilities), Ms S Murphy (Communications Assistant), and T Davel (Governance Coordinator)

Media:

Mr J Leask (SelwynApp)
Ms D Bolger (Selwyn Times)

APOLOGIES

An apology was received for Councillor M B Lyall.

Moved – Councillor Alexander / **Seconded** – Councillor Lemon

‘That the Council receives the apology from Councillor Lyall, for information.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

CONFLICTS OF INTEREST

- Councillor Hasson in respect of District Licencing Committee (Item 3)
- Councillor Gallagher in respect of the extension to the Kirwee Recreation Reserve (Item 9)
- Councillor Epiha in respect of the Notice of Requirement from NZTA for a Weighbridge Station (Item 10)

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 10 June 2020

The minutes were taken as taken as read and accepted. Councillor Lemon said he noted a conflict of interest in Item 3 of Public Excluded regarding a Review of the Service Delivery of Water Services. While this item was released into the public minutes his conflict was not noted.

Moved – Councillor Mugford / **Seconded** – Councillor McInnes

‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 10 June 2020.’

CARRIED

2. Minutes of an Ordinary meeting of the Audit and Risk Subcommittee held in the Council Chambers on Wednesday 10 June 2020

The minutes were taken as taken as read and accepted.

Moved – Councillor Lemon / **Seconded** – Councillor Reid

‘That the Council receives the minutes of the ordinary meeting of the Audit and Risk Subcommittee held on Wednesday 10 June 2020, as circulated.’

CARRIED

3. Minutes of the Draft Annual Plan Submission Hearings, held on Wednesday 2 and Thursday 3 June 2020

The minutes were taken as taken as read and accepted.

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

‘That the Council receives the minutes of the Draft Annual Plan Submission Hearings held on Wednesday 2 and Thursday 3 June 2020, for information.’

CARRIED

4. Minutes of the Draft Annual Plan Submission Deliberation, held on Thursday 11 June 2020

The minutes were taken as taken as read and accepted.

Moved – Councillor Gallagher / **Seconded** – Councillor Mugford

‘That the Council confirms the minutes of the Draft Annual Plan Submission Deliberations held on Thursday 11 June 2020, as circulated.’

CARRIED

CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Solar Panels on Indoor Courts (<i>Group Manager Property</i>)	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"> 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 A better option is to sell the energy back to the grid which staff are now seeking advice on an appropriate financial analysis approach One of the options considered by the structural engineers requires strengthening of the roof. This cost is currently being calculated. <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>)
Placement of Insurance	24 June 2020	Group Manager Property will further clarify pivot and treatment plant insurance	22 July 2020
EV Charging sites	24 June 2020	Asset Manager Transport to bring a report for adopting framework agreement to set up EV charging stations	22 July 2020
Chlorination Report, Arthur's Pass and Upper Selwyn Huts (<i>Asset Manager Water Services</i>)	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
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REPORTS

1. **Group Manager Corporate Services and Group Manager Communication and Customers**

Adoption of the Annual Plan 2020 / 2021 and Amendments to the Development Contributions Policy

Councillor Alexander acknowledged the effort in producing the initial version of the document, all the work around finding savings and part of this was no salary increase for staff in the next 12 months. He said this was rather significant and as a ratepayer he was appreciative of that.

Councillor McInnes raised an issue about wording noting that on p 125 it states the 'clear majority of respondents'. She said if those who did not respond were included it would be clear the response was not a wholehearted response of the majority. The Mayor said it was not necessarily only about the number of submitters but about how it was done. The Group Manager Corporate Services said the wording can be amended.

The Mayor told Council that both he and the Chief Executive have taken a pay cut and added they fully understand the impact of COVID on the district.

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

A. *'That the Council adopts the Annual Plan 2020 / 2021.'*

B. *'That the Council adopts amendments to the Development Contributions Policy removing provision for an inflation adjustment in the coming year, and introducing new development contributions for a block of land in Rolleston and for water in West Melton.'*

CARRIED

2. **Group Manager Corporate Services**

Setting of Rates for the Year 1 July 2020 to 30 June 2021

The Group Manager Corporate Services summarised the rates noting that most rates are the same as they were a year ago, apart from water rates and general rates and water race rates. The Mayor said this is the first step in a re-set for the Council, acknowledging in the next few months things for Selwyn and New Zealand will likely get worse. He said during the Long Term Plan preparation period Council can think about the future for the next 10 years and take into account what ratepayers and communities expect and need from Council.

Moved – Councillor Bland / **Seconded** – Councillor Epiha

A. *'That the Selwyn District Council (the "Council") sets the following rates under section 23 of the Local Government (Rating) Act 2002 (the "Act") for the financial*

year commencing on 1 July 2020 and ending on 30 June 2021. (All rates set are GST inclusive.)

Unless defined otherwise in the interpretation section below, terms used in this recommendation have the same meaning as given in the Act.

1. Uniform Annual General Charge

A uniform annual general charge set under section 15 of the Act of \$256.00 on each rating unit in the Selwyn District (the "**District**"), to be used for the general expenditure of the District as a whole.

2. General Rate

A general rate set under section 13 of the Act of \$0.00087449 in the dollar of capital value on each rating unit in the District, to be used for the general expenditure of the District as a whole.

3. Community Board Targeted Rate

A targeted rate set under section 16 of the Act of \$44.00 on each rating unit in the Malvern Ward (as identified on Plan 1) to fund the operations of that Community Board.

4. Canterbury Museum Levy Funding Targeted Rate

A targeted rate set under section 16 of the Act of \$31.00 on each rating unit in the District, to be used for the funding of the Canterbury Museum levy expenditure under the Canterbury Museum Trust Board Act 1993.

5. Community Centre Targeted Rate

A targeted rate of \$175.00 set under section 16 of the Act on each separately used or inhabited part of a rating unit ("**SUIP**") in the District, for the purpose of providing and maintaining various community centres throughout the District.

6. Community Centre Loan Targeted Rates

Unless the relevant eligible ratepayer has elected to make a lump sum contribution in respect of the relevant community centre¹, the following targeted rates are set under section 16 of the Act on each rating unit situated in the following locations (as identified in Plan 2):

Location	Targeted Rate on each Rating Unit
Glentunnel	\$37.07
Greendale	\$125.36

7. Recreation Reserve Targeted Rate

- a. A targeted rate of \$130.00 set under section 16 of the Act on each SUIP in the District, for the purpose of providing and maintaining various recreation reserves and facilities throughout the District.

8. Sewerage Targeted Rates

¹ Refer section 117J Local Government (Rating) Act 2002.

a. *Targeted rates set under section 16 of the Act on all:*

- *SUIPs (other than SUIPs in the Upper Selwyn Huts settlement) which are; or*
- *rating units (other than rating units in the Upper Selwyn Huts settlement) which may be,*

connected to Council provided sewerage treatment and disposal systems as follows:

Category	Differential basis – number of pans²	Targeted rate (on each rating unit)
<i>SUIP connected to Council provided sewerage treatment and disposal systems</i>	<ul style="list-style-type: none"> • <i>4 or fewer pans - \$542.00 on each SUIP</i> • <i>5 or more pans - \$542.00 plus an additional \$135.50 per pan in excess of 4 pans on each SUIP</i> 	<i>Nil</i>
<i>Rating unit not connected to available Council provided sewerage treatment and disposal systems</i>	<i>Nil</i>	<i>\$271.00</i>

b. *A targeted rate set under section 16 of the Act of \$73.00 on each SUIP in Darfield for the purpose of undertaking sewerage investigations.*

9. **Sewerage Loan Targeted Rates**

Unless the relevant eligible ratepayer has elected to make a lump sum contribution in respect of the relevant sewerage scheme³, the following targeted rates are set under section 16 of the Act in relation to the following categories of rateable land:

- a. *\$273,820.68 for the rating unit at 41 Westland Place, Rolleston, valuation roll number 2354168058 (land occupied by Westland Milk and connected to the Eastern Selwyn Sewerage Scheme).*
- b. *\$3,968.89 per hectare for the rating unit at Jones Road, Rolleston, valuation roll number 2354167113 (connected to the Eastern Selwyn Sewerage Scheme).*

² A rating unit used primarily as the residence for one household shall be deemed to have not more than one pan in accordance with Schedule 3 of the Local Government (Rating) Act 2002.

³ Refer section 117J Local Government (Rating) Act 2002.

- c. \$3,966.33 per hectare for those rating units at Jones Road, Rolleston, valuation roll numbers 2354167300 and 2354167302 (connected to the Eastern Selwyn Sewerage Scheme).
- d. \$3,966.84 per hectare for those rating units at Jones Road, Rolleston, valuation roll numbers 2354167312, 2354167305 and 2354167304 (connected to the Eastern Selwyn Sewerage Scheme).
- e. \$365.81 on each rating unit within the Southbridge Sewerage Scheme Area.
- f. \$667.86 on each rating unit within the Tai Tapu Sewerage Scheme Area.

10. Refuse Collection and Disposal Targeted Rates

Targeted rates set under section 16 of the Act on each SUIP where refuse services are provided or available as follows:

Location	Optional Service Provided			Targeted rate on each SUIP where Service Available
Arthur's Pass	Nil (rate set on availability).			\$121.00 on each SUIP for refuse and recycling service.
Castle Hill	Nil (rate set on availability).			\$121.00 on each SUIP for refuse and recycling service.
Lake Coleridge	Nil (rate set on availability).			\$121.00 on each SUIP for refuse service.
Balance of the District (on a refuse and recycling collection route)	\$136.40 per 80 Litre refuse Wheelie Bin.	\$407.00 per 240 Litre refuse Wheelie Bin.	\$210.00 per Organic Wheelie Bin.	\$80.00 on each SUIP for recycling collection and disposal and \$26.00 on each SUIP for refuse collection and disposal.

11. Water Supply Targeted Rates

Targeted rates set under sections 16 and 19 of the Act, on each;

- *SUIP (other than SUIPs in the Upper Selwyn Huts settlement) or rating unit (other than rating units in the Upper Selwyn Huts settlement) which is; or*
- *rating unit (other than rating units in the Upper Selwyn Huts settlement) which may be,*

connected to Council provided water supply as follows:

Category	Differential basis	Targeted rate (on each SUIP)	Targeted rate (on each rating unit)
<i>SUIP connected to Council provided metered water supply.</i>	<i>\$0.50 per m³ of water</i>	<i>\$254.00</i>	<i>Nil</i>
<i>Rating unit within 100 metres of, and able to be connected to, but not connected to, Council provided metered water supply.</i>	<i>Nil</i>	<i>Nil</i>	<i>\$254.00</i>
<i>Rating unit connected to a Council provided Restricted Water Supply.</i>	<i>\$183 per water unit⁴</i>	<i>Nil</i>	<i>\$254.00</i>
<i>Rating unit with Restricted Water Supply available but no water being drawn.</i>	<i>Nil</i>	<i>Nil</i>	<i>\$254.00</i>

12. Water Loan Targeted Rates

Unless the relevant eligible ratepayer has elected to make a lump sum contribution in respect of the relevant water supply scheme⁵, the following targeted rates are set under section 16 of the Act on rateable land connected to the following water schemes on a per rating unit basis:

Water scheme	Targeted Rate per rating unit
<i>Doyleston</i>	<i>\$398.62</i>
<i>Prebbleton (Kingcraft Drive)</i>	<i>\$387.26</i>

⁴ A water unit is supply of up to 1 m³ of water over a 24 hour period, regardless of whether this supply is taken.

⁵ Refer section 117J Local Government (Rating) Act 2002.

13. Water Race (Service and Amenity) Targeted Rates

- a. Water race (service) targeted rates set under section 16 of the Act on each rating unit which has available water race service in the District of \$327.00 per rating unit and \$18.50 per hectare or part thereof.
- b. A water race (amenity) targeted rate set under section 16 of the Act of \$22.50 on each rating unit in the District which does not have available water race service.

The water race (service and amenity) targeted rates are for the purpose of maintaining and providing the water race systems within the District. In the Paparua water race area irrigation charges are also imposed.

14. Land Drainage and River Works Targeted Rates

- a. Targeted rates set under section 16 of the Act on the capital value of each rating unit in the area classified for the Greenpark Subdivision calculated as follows:

Category - Where land situated in Greenpark Subdivision (as identified on Plan 3)	Targeted rate (per dollar of capital value of rating unit)
Class B	\$0.000516
Class C	\$0.000373
Class D	\$0.000372
Class E	\$0.000154
Class F	\$0.000098

- b. Targeted rates set under section 16 of the Act on the capital value of each rating unit in the area classified for the L2 Subdivision calculated as follows:

Category - Where land situated in L2 Subdivision (as identified on Plan 4)	Targeted rate (per dollar of capital value of rating unit)
Class A	\$0.000315
Class B	\$0.000197
Class C	\$0.000127
Class D	\$0.000083
Class E	\$0.000064
Class F	\$0.000043

- c. Targeted rates set under section 16 of the Act on each rating unit in the area classified for the Ellesmere No. 3 Subdivision calculated as follows:

Category - Where land situated in Ellesmere No. 3 Subdivision (as identified on Plan 5)	Targeted rate (per dollar of capital value of rating unit)	Targeted rate (fixed amount on each rating unit)
Poor drainage area	\$0.000168	\$66.00
Imperfectly drained	\$0.000125	\$66.00

<i>Moderately well drained</i>	<i>\$0.000081</i>	<i>\$66.00</i>
<i>Well drained</i>	<i>\$0.000038</i>	<i>\$66.00</i>

- d. Targeted rates set under section 16 of the Act on the area of each rating unit in the area classified for Ellesmere No. 4 (Osbornes Drain) Subdivision calculated as follows:

Category - Where land situated in Ellesmere No. 4 (Osbornes Drain) Subdivision (as identified on Plan 6)	Targeted rate (per hectare of rating unit)
<i>Class A</i>	<i>\$31.11</i>
<i>Class B</i>	<i>\$19.84</i>
<i>Class C</i>	<i>\$2.65</i>

- e. A targeted rate set under section 16 of the Act of \$0.000502 in the dollar on the capital value of each rating unit in the Hororata River Control Rating Area (as identified on Plan 7).
- f. Targeted rates set under section 16 of the Act on each rating unit in the Leeston Drainage District calculated as follows:

Categories		Targeted rate (per hectare or part thereof of rating unit)	Uniform targeted rate (on each rating unit)
Where land situated in Leeston Drainage District (as identified on Plan 8)	Area		
<i>Class A</i>	<i>Greater than 4.13 hectares</i>	<i>\$15.587758</i>	<i>Nil</i>
	<i>4.13 hectares or less</i>	<i>Nil</i>	<i>\$56.00</i>
<i>Class B</i>	<i>Greater than 5.24 hectares</i>	<i>\$12.293302</i>	<i>Nil</i>
	<i>5.24 hectares or less</i>	<i>Nil</i>	<i>\$56.00</i>
<i>Class C</i>	<i>Greater than 6.27 hectares</i>	<i>\$10.273342</i>	<i>Nil</i>
	<i>6.27 hectares or less</i>	<i>Nil</i>	<i>\$56.00</i>
<i>Class D</i>	<i>Greater than 10.82 hectares</i>	<i>\$5.954080</i>	<i>Nil</i>
	<i>10.82 hectares or less</i>	<i>Nil</i>	<i>\$56.00</i>

- g. Targeted rates set under section 16 of the Act on the area of each rating unit in the area classified for the Taumutu Drainage District calculated as follows:

Category - Where land situated in Taumutu Drainage District (as identified on Plan 9)	Targeted rate (per hectare or part thereof of each rating unit)
Class A	\$38.716925
Class B	\$39.516756

- h. Targeted rates set under section 16 of the Act on the capital value of each rating unit in the area classified for the Taumutu Special Drainage District (Culverts Maintenance) calculated as follows:

Category - Taumutu Special Drainage District (Culverts Maintenance) (as identified on Plan 10)	Targeted rate (per dollar of capital value of rating unit)
Class A	\$0.001409
Class B	\$0.000392
Class C	\$0.000203
Class D	\$0.000126

- i. Targeted rates set under section 16 of the Act on the area of each rating unit in the area classified for the Wairiri Valley Drainage District calculated as follows:

Category - Where land situated in Wairiri Valley Drainage District (as identified on Plan 11)	Targeted rate (per hectare or part thereof of each rating unit)
Class A	\$7.040619
Class C	\$4.156203
Class E	\$3.662750

15. Swimming Pools Targeted Rate

A targeted rate set under section 16 of the Act for the purpose of providing and maintaining swimming pools in the District. The rate is set differentially based on location and assessed on each SUIP within the Zones identified on Plan 12:

Swimming Pools Zone 1	\$177.00
Swimming Pools Zone 2	\$124.00
Swimming Pools Zone 3	\$44.00

16. Zone Rating Areas

Zone 1 (incorporating Rolleston).

Zone 2 (incorporating Broadfield, Courtenay, Darfield, Dunsandel, Greendale, Halkett, Killinchy, Kimberley, Kirwee, Ladbroke, Lakeside, Leeston, Lincoln, Osborne Park, Prebbleton, Rhodes Park, Sheffield, Springston, Southbridge, Templeton, Weedons and West Melton).

Zone 3 (incorporating Arthurs Pass, Castle Hill, Glentunnel/Coalgate, Hororata, Kowai Pass, Lake Coleridge, Rakaia Huts, Snowdon and Whitecliffs).

17. Library Targeted Rate

A targeted rate set under section 16 of the Act of \$225.00 on each rating unit in the District, to be used for providing the District library service.

18. Stormwater Targeted Rate

A targeted rate set under section 16 of the Act of \$94.00 on each SUIP in the area incorporating Arthur's Pass, Castle Hill, Darfield, Doyleston, Dunsandel, Edendale, Glentunnel, Hororata, Kirwee, Lake Coleridge, Leeston, Lincoln, Prebbleton, Rakaia Huts, Rolleston, Southbridge, Springfield, Springston, Tai Tapu, Templeton (Claremont), West Melton and Whitecliffs (as identified in Plan 13), for the purpose of providing and maintaining stormwater systems.

19. Supporting plans

- *Plan 1: Community Board Targeted Rate*
- *Plan 2: Community Centre Loan Targeted Rate*
- *Plan 3: Greenpark Subdivision*
- *Plan 4: L2 Subdivision*
- *Plan 5: Ellesmere No.3 Subdivision*
- *Plan 6: Ellesmere No.4 (Osbornes Drain) Subdivision*
- *Plan 7: Hororata River Control Rating Area*
- *Plan 8: Leeston Drainage District Targeted Rates*
- *Plan 9: Taumutu Drainage District*
- *Plan 10: Taumutu Special Drainage District*
- *Plan 11: Wairiri Valley Drainage District*
- *Plan 12: Swimming Pools Targeted Rate*
- *Plan 13: Stormwater Targeted Rate*

- B. That the above rates (other than targeted rates for metered water supply set on a differential basis) shall be for the financial year commencing on the 1st July 2020 and concluding on the 30th June 2021, and shall be payable in the four equal instalments by the following dates:**

Instalment One:

Due and payable on 15th September 2020. Final day for payment will be 15th September 2020.

Instalment Two:

Due and payable on 15th December 2020. Final day for payment will be 15th December 2020.

Instalment Three:

Due and payable on 15th March 2021. Final day for payment will be 15th March 2021.

Instalment Four:

Due and payable on 15th June 2021. Final day for payment will be 15th June 2021.

- C. That the above targeted rates for metered water supply set on a differential basis shall be for the financial year commencing on the 1st July 2020 and concluding on the 30th June 2021, and shall be payable in two instalments on the following dates:**

Instalment One:

Where connected to Council provided metered water supply (Edendale, West Melton, Claremont, Leeston, Prebbleton, Doyleston, Jowers Road, Rakaia Huts) due and payable on 20th October 2020.

Where connected to Council provided metered water supply (Darfield, Springfield, Kirwee, Johnson Road, Sheffield, Arthurs Pass, Castle Hill, Lake Coleridge) due and payable on 20th November 2020.

Where connected to Council provided metered water supply (Rolleston, Raven Drive, Dunsandel) due and payable on 20th December 2020.

Where connected to Council provided metered water supply (Lincoln, Tai Tapu, Te Pirita, Southbridge, Springston) due and payable on 20th January 2021.

Instalment Two:

Where connected to Council provided metered water supply (Edendale, West Melton, Claremont, Leeston, Prebbleton, Doyleston, Jowers Road, Rakaia Huts) due and payable on 20th April 2021.

Where connected to Council provided metered water supply (Darfield, Springfield, Kirwee, Johnson Road, Sheffield, Arthurs Pass, Castle Hill, Lake Coleridge) due and payable on 20th May 2021.

Where connected to Council provided metered water supply (Rolleston, Raven Drive, Dunsandel) due and payable on 20th June 2021.

Where connected to Council provided metered water supply (Lincoln, Tai Tapu, Te Pirita, Southbridge, Springston) due and payable on 20th July 2021.

D. That the Council applies rates penalties as follows:

- a) *A charge of 3 percent on so much of any instalment for rates (other than targeted rates for metered water supply set on a differential basis) that has been assessed after 1st July 2020 and which is unpaid will be added on the following dates:*

Instalment One	16 th September 2020
Instalment Two	16 th December 2020
Instalment Three	16 th March 2021
Instalment Four	16 th June 2021

- b) *Previous years' rates (other than targeted rates for metered water supply set on a differential basis) including penalties assessed on or prior to 1st July 2020, and which remain unpaid on 1st July 2020, will have a further 3 percent added on 1st July 2020.*

E. That the Council delegates authority to apply the Council's policy of remission on penalty rates to the Group Manager Organisational Performance and/or the Chief Executive Officer.

CARRIED

3. District Licensing Committee and Chief Licensing Inspector

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report for the period 1 May 2020 to 31 May 2020

During this item, Councillor Hasson stepped away from the table.

The Chief Licensing Inspector told Council numbers were almost back to normal. He visited all the hotels, taverns in Selwyn on the weekend and noted publicans were very pleased to be back. He said regulations allowed them to reduce risk and they would be happy to work with any premises which may be in some strife to help them.

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

'That the council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for May 2020.'

CARRIED

4. Mayor

Mayor's (Verbal) Report

The Mayor informed Council about the recently held Castle Hill meeting with NZTA and the way they were going to manage the roads. He said the three key issues addressed were local access; use of chains; and the idea that the NZTA would close the roads at the first sign of snow. He said NZTA and its contractors fronted very well at the meeting and also listened to the views of the community. As a result NZTA put out a press statement on the review to their policy.

Councillor Alexander asked about when citizenship ceremonies will resume and the Mayor said he received information from DIA which he would circulate to Councillors. Councillor Alexander suggested there be a special ceremony for those who received certificates via mail, as it is often the event itself which is special to them.

The Mayor also said he had met with two candidates, for Labour and National and he was willing to meet with any new candidate for the upcoming elections. He said Council needed to have the best relationship with whomever wins the seat.

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

'That Council receives the Mayor's (Verbal) Report, for information.'

CARRIED

5. Chief Executive

Chief Executive's Report

The Chief Executive thanked Councillors for their comments and suggestions in relation to the Special Reserves Booklet. He said Councillors should ensure their communities are aware of the existence of the funds.

Moved – Councillor Hasson / **Seconded** – Councillor Gallagher

'That Council:

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

b) adopts the Special Reserve Booklet and its proposed courses of action for completion prior to 30 June 2020.'

CARRIED

6. Group Manager Property

Insurance Placement for 12 Months ending 30 June 2021

There were comments from Councillors about public liability, pivot insurance, Pines treatment plant insurance and whether a mutual fund could be more beneficial. The Group Manager Property will bring clarification to Council in July. He added that the premium, which looked high, was becoming harder to determine and that claims were influenced by the industry. He added it was just good to have insurance at this time.

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

‘That the Council:

- a) *Approves the placement of Insurance cover for the financial year commencing 30 June 2020 of \$1,416,975 plus GST.*
- b) *That the Group Manager Property is delegated the responsibility to complete the associated documentation and accept minor changes to the dollar value up to a value of 10% above the budget in a) above.’*

CARRIED

7. Accounting Manager

Tramway Reserve Trust – Exempt Organisation under Section 7(3) of the Local Government Act 2002

The Accounting Manager said the Trust was not currently active and was costing Council \$2,000.00 per annum. The only transaction going through them was the annual audit. He clarified Council will still receive the Trust's annual report. Councillor Hasson reminded Council that the structure of the Trust was set up on condition as part of resource consent and Councillor Lemon asked staff to clarify whether Council was still complying with the resource consent. The Chief Executive said it would be good practice to review this.

Moved – Councillor Lemon / **Seconded** – Councillor Alexander

‘That the Council exempts the Tramway Reserve Trust from being a Council Controlled Organisation under Section 7 (3) of the Local Government Act.’

CARRIED

8. Strategy and Policy Planner

Notice of Requirement from the Minister of Education for an Education Facility in Acland Park, Rolleston (D190063)

Councillor Alexander noted the school also had a technical training suite and therefore it was not only local children coming onto the site, but students coming for technical training. He said the travel management plan should provide for this so it would be clear where the

buses can park, otherwise a significant number of buses will be parked on residential streets.

Councillor Reid added it would be good to have active transport happening at the school, noting the health benefits of walking and cycling. She said she hoped there would be good discussions between Council staff and MoE staff to ensure the school and surroundings will be safe.

Staff said the transport plan will look into this matter.

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

‘That the Council:

- a. Accepts the recommendation of the independent Commissioner in regard to the Notice of Requirement from the Minister of Education for an educational facility (for Education Purposes - Primary School, Early Childhood and Specialist Hub) in Acland Park, Rolleston;*
- b. Pursuant to section 171 of the Resource Management Act 1991, recommends to the Minister of Education that the Notice Of Requirement (D190063) for an educational facility be confirmed pursuant to s171(2)(a) of the Resource Management Act 1991, subject to conditions, imposed under s171(2)(c) of the Act;*
- c. Delegates the Planning Manager to take any steps necessary to give effect to recommendation (a) above.’*

CARRIED

9. Planning Manager

Notice of Requirement from the Selwyn District Council for an extension to the Kirwee Recreation Reserve (D190064)

Councillor Gallagher stepped away from the table during this item.

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

‘That the Council:

- (a) Pursuant to Section 168A(4) of the Resource Management Act 1991, the Selwyn District Council accepts the recommendation of the independent Commissioner to confirm the Notice of Requirement for an extension to the Kirwee Recreation Reserve; and*
- (b) Waives its appeal rights under Section 174(1) to enable the designation to become operative with immediate effect.*
- (c) Delegates to the Planning Manager the delegation to take any steps necessary to give effect to recommendation (a) above.’*

10. Strategy and Policy Planner

Notice of Requirement from the New Zealand Transport Agency for a Weighbridge Station (Commercial Safety Vehicle Centre) (D190066)

Councillor Epiha stepped away from the table during this item.

The Mayor said that the Ashburton Mayor did not feel NZTA did a good job at consulting on this matter and wanted him to note that to Council in this meeting.

Councillor Lemon said although Council went through the correct process, better consultation would have been advantageous. Councillor Miller said he wanted to reiterate that the report was light on valid safety issues as most people would think that Rakaia Bridge is not the best place to put a weighbridge. He said he had a lot of sympathy for colleagues in Ashburton and said he would like to see significant safety improvements. Councillor Miller wanted his concern register and he wanted Council to register its concern.

Staff said they had been in touch with the Mayor of Ashburton District Council and raised these issues with them at the start. This report was clearly saying the work has been done, transport officers agree and there are no alternative sites. Based on evidence, there was no reason to question the safety. This is merely a recommendation as it is not Council's decision to make. The NZTA will issue a final decision within 30 working days.

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

'That the Council:

- a) Accepts the recommendation of the independent Commissioner in regard to the Notice of Requirement from the New Zealand Transport Agency for a Weighbridge station (Commercial Safety Vehicle Centre);*
- b) Pursuant to section 171 of the Resource Management Act 1991, recommends to the New Zealand Transport Agency that the Notice Of Requirement (D190066) for a Weighbridge station (Commercial Safety Vehicle Centre) be confirmed pursuant to s171(2)(a) of the Resource Management Act 1991, subject to conditions, imposed under s171(2)(c) of the Act:*
- c) Delegates the Planning Manager to take any steps necessary to give effect to recommendation (a) above.'*

11. Asset Manager Transportation and Team Leader Transportation *Transportation Monthly Update*

The Asset Manager thanked the Deputy Mayor for assisting with some of the landowners. He said staff were keeping to the schedule with detailed design at the moment. He told Council that he would be attending a stakeholder presentation with Councillor Alexander.

It was also noted by some Councillors that not having a Road Safety Committee means Council may be missing out on information and discussions.

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

‘That the Council receives the report “Transportation Monthly Update” for information
CARRIED

12. Group Manager Property *Property Transaction Update – 31 May 2020*

The Group Manager Property asked Council whether they wanted to consider the Hororata Site as a heritage site.

Councillor Reid left the meeting at 2.07pm

He added that it may take up to 2 years for such a process.

The Group Manager Property added that in relation to recommendation (c), staff were getting a process underway to appoint agents to those two sites. He said beams arrived for the SAC extension area and Rolleston currently has three large cranes which was interesting and showing the growth happening. Councillor Alexander informed Council that today was the 7th anniversary of the opening of the Selwyn Aquatic Centre.

Councillor Reid returned to the meeting at 2.11pm

Councillor Bland asked whether staff could wait with the properties in Lincoln as a developer approached Council to enter into a relationship with Council to build affordable housing.

Councillor Miller raised a previous comment about not having a concrete piece of policy or strategy about selling residential properties. The Chief Executive noted it was part of his work around investment strategy which will soon come before Council.

Moved – Councillor Miller / **Seconded** – Councillor Lemon

‘That Council:

- a) *Receives the update report on property projects as at 31 May 2020 for information.*

- b) *That with regard to Title CB610/4, more commonly known as the Hororata Hall site, Council staff undertake discussions with Department of Conservation staff regarding the Council's proposal to revoke the reserve status of the site with the ultimate objective of allowing the council to sell the site and use the sale proceeds to assist in funding the construction of a new community centre for Hororata,*
- c) *That Council staff approach real estate agents with offices located in the townships of Lincoln and Rolleston seeking proposals to market for sale the Council's residential sections/property located in the townships of Rolleston and Lincoln that are forecast to be sold during the 2020/2021 financial year.'*

CARRIED

EXTRAORDINARY BUSINESS

None.

DISCUSSION OF PUBLIC FORUM

No public forum.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Hasson / **Seconded** – Councillor Epiha

'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>	Section 48(1)(a)	
2.	Appointment of an independent member to the Council's Audit			

	and Risk Subcommittee			
3.	Markham Way Road Traffic Signals – Tender			30 June 2020
4.	Property Transaction Update			

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:

2	Protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
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. *that appropriate officers remain to provide advice to the Committee.'*

CARRIED

The public meeting ended at 2.25pm for a fifteen minute break before moving into Public Excluded at 2.25pm.

The meeting resumed in open meeting at 3.49pm.

Release of Resolution from Public Excluded

Group Manager Property

Markham Way Road and Traffic Signals – Tender Acceptance

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

'That Council:

- (a) Receives the public excluded report outlining the procurement and tender evaluation stage of the Markham Way Road and Traffic signals tender.*

- (b) Approves the appointment of HEB Construction Limited as the contractor for the Civil works component of this project.
- (c) Approves the Group Manager Property to:
 - a. agree to all project variations, and
 - b. appoint an Engineer to Contract.
- (d) Council notes that the estimated cost of completing this project is \$2.252 million compared to a pre-tender assessment budget of \$2.6 million.
- (e) Agrees to the release of this recommendation into the public environment from 30 June 2020.'

CARRIED

The meeting closed at 3.49pm

DATED this **22** day of **JULY** 2020



MAYOR