

**MINUTES OF AN ORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS  
ON WEDNESDAY 26 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), B Rhodes (Planning Manager), M Chamberlain (Team Leader Transportation), A Mazey (Asset Manager Transportation), Mrs N Smith (Executive Assistant) and Ms T Davel (Governance Coordinator)

**APOLOGIES**

No apologies were received for the meeting

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

None identified.

**CONFLICTS OF INTEREST**

Standard conflicts were applied to this meeting.

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

The Mayor, Liz Brown and Barry Clarke presented certificates to some of the recipients of the COVID-19 Heroes nominations. The recipients were Rachael Inch from the Selwyn Creative Network, for her community service; Manu Rangimoekau and Paul Talbot who run the Suburban Eatery in Leeston for reaching out with acts of kindness and generosity; Jane Potts from St John's Ambulance for her selfless dedication and professionalism as a volunteer and Penny Curran from Lincoln who helped a vulnerable couple stay safe by shopping for them.

The Mayor said they had heard countless anecdotes about the good work people did during lockdown and it was clear there could not be only one winner. This was rather about celebrating all of the good work and giving recognition to everyone.

## **CONFIRMATION OF MINUTES**

**1. Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 12 August 2020**

Taken as read and accepted.

**Moved** – Councillor Alexander / **Seconded** – Councillor Epiha

*‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 12 August 2020.’*

**CARRIED**

**2. Minutes of an Ordinary meeting of the Audit and Risk Subcommittee held in the Council Chambers on Wednesday 5 August 2020**

Taken as read and accepted.

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

*‘That the Council receives the unconfirmed minutes of the ordinary meeting of the Audit and Risk Subcommittee held on Wednesday 5 August 2020, for information.’*

**CARRIED**

## CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
<del>Solar Panels on Indoor Courts (Group Manager Property)</del>	<del>6 May 2020 Audit and Risk Subcommittee</del>	<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>• <del>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</del></li> <li>• <del>A better option is to sell the energy back to the grid which staff are now seeking advice on an appropriate financial analysis approach</del></li> <li>• <del>One of the options considered by the structural engineers requires strengthening of the roof. This cost is currently being calculated.</del></li> </ul> <p>Staff will report to the council in July on the additional work required.</p>	<del>22 July 2020 (Date changed from 24 June)</del>
Placement of Insurance	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>
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 (Asset Manager Water Services)	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

## REPORTS

### 1. Chief Executive

#### *Chief Executive's Report*

The Chief Executive took his report as read.

Councillor Miller asked whether the Chief Executive was comfortable with a tier 3 manager being part of the tendering process subcommittee. He said that was a most critical point in the tender process. The Chief Executive confirmed he was comfortable with that level of management input.

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

*'That Council:*

- a) Receives the Chief Executive's report, for information;*
- b) Adopts recommended changes to the Delegations Manual.'*

**CARRIED**

### 2. Chief Executive

#### *Canterbury Museum Trust Board Member Appointment Process*

The Chief Executive noted the appointment will be done in consultation with the Christchurch City Council and Christchurch City Holdings Limited. He said the needs of the current Board needed to be understood to ensure the skills match the workload.

Councillor Miller noted he was comfortable with putting his name forward.

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

*'That Council*

- (a) approves the appointment process as presented; and*
- (b) appoints Councillor Miller to the Canterbury Museum Trust Board Member Appointment Committee who will - along with other Appointment Committee members;*
  - (i) review the candidate longlist;*
  - (ii) agree on an appropriate shortlist;*
  - (iii) conduct shortlist candidate interviews; and*
  - (iv) make a recommendations to Selwyn District Council in terms of the recommended candidate to appoint.'*

### 3. Group Manager Infrastructure

#### *Update on Three Waters Service Delivery Reform / Stimulus programme*

The Group Manager Infrastructure updated Council noting the Memorandum of Understanding has to be signed by the end of August, although the funding agreement would be done by end of September. It was also noted that both Christchurch City Council and Waimakariri District Council have agreed to this.

The MOU does not bind Council financially or in any other way. Councillor Alexander asked for clarification about which projects could be used for the programme and the Group Manager confirmed any projects not currently in the Annual Plan. Work can be brought forward or be newly identified which can't be funded by Council as a result of restraints.

Councillor Miller asked for clarification about how the work programme will be decided and said he was not against the process, but he did not want to see the \$1m spent on consultants. The Group Manager confirmed the steering group is led by 5 Mayors and 3 representatives from Ngai Tahu. Then there was also a working party consisting of a project manager and staff from each Council. He added they were cognisant of the fact other Councils are doing similar work and wouldn't want to duplicate any work.

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

#### 1) *'That Council note that:*

- a. *in July 2020, the Government announced an initial funding package of \$761 million to provide a post COVID-19 stimulus to maintain and improve water networks infrastructure, and to support a three-year programme of reform of local government water services delivery arrangements; and*
- b. *initial funding will be made available to those councils that agree to participate in the initial stage of the reform programme, through a Memorandum of Understanding (MoU), Funding Agreement, and approved Delivery Plan.*
- c. *this initial funding will be provided in two parts: a direct allocation to individual territorial authorities, and a regional allocation. The participating individual authorities in each region will need to agree an approach to distributing the regional allocation*
- d. *the Steering Committee has recommended a preferred approach to the allocation of regional funding, being the same formula as was used to determine the direct allocations to territorial authorities*

#### 2) **Agree** to sign the MoU at **Appendix A** and Funding Agreement at **Appendix B**.

#### 3) **Agree** to nominate the Chief Executive as the primary point of communication for the purposes of the MoU and reform programme – as referred to on page 6 of the MoU.

#### 4) **Agree** to delegate decisions about the allocation of regional funding to the Chief Executive, with the understanding that the minimum level of funding to the Council be based upon the formula used to calculate the direct council allocations, and noting that participation by two-thirds of territorial authorities within the Canterbury region is required to access the regional allocation

- 5) **Note** that the MoU and Funding Agreement cannot be amended or modified by either party, and doing so would void these documents.
- 6) **Note** that participation in this initial stage is to be undertaken in good faith, but this is a non-binding approach, and the Council can opt out of the reform process at the end of the term of the agreement (as provided for on page 5 of the MoU).
- 7) **Note** that the Council has been allocated \$5.33m of funding, which will be received as a grant as soon as practicable once the signed MoU and Funding Agreement are returned to the Department of Internal Affairs, and a Delivery Plan has been supplied and approved (as described on page 5 of the MoU).
- 8) **Note** that the Delivery Plan must show that the funding is to be applied to operating and/or capital expenditure relating to three waters infrastructure and service delivery, and which:
  - a. supports economic recovery through job creation; and
  - b. maintains, increases, and/or accelerates investment in core water infrastructure renewal and maintenance.
- 9) **Note** that the draft delivery plan for Selwyn District Council will be considered by Council at the meeting of 9 September 2020.

**CARRIED**

#### **4. Asset Manager Transportation and Team Leader Transportation** *Transportation Monthly Update*

Staff provided an update to Council and said the transport activity management plan is being developed and would be ready by mid-September. The GPS was meant to be released but there is a hold up due to restrictions and there was always a risk of change at times of election.

The Public Transport Joint Committee decided to disband itself to bring them into the fold of the Great Christchurch Partnership. This was due to factors including integration of public transport, urban planning and land use.

The NZTA told staff that they hoped to have Selwyn District Council's business case to their Board in September. This was in relation to work on SH1. Staff wanted to ensure there was some public consultation around this issue.

Staff also told Council that the Tennyson Street upgrade worked out very well and it has been widely regarded as a really good outcome.

It was noted that, in a recent meeting, the NZTA's new CEO acknowledged that some things could have been done better and the big issue at the end of the day was to do with funding. NZTA said it took a huge hit from COVID and there was a reduction of taxes coming through in relation to fuel and road user charges. NZTA unfortunately did not acknowledge that the meeting was a Canterbury presentation and didn't mention a number of Canterbury Councils present, nor Ngai Tahu.

The Mayor asked staff about continuing with boutique lighting around townships that would potentially cost more or whether Council simply supports lights until the end of their life. Councillor Alexander said it was important to roll out LED lighting as the

District has a wonderful night sky. Having LED lights opens this up for all residents to enjoy, despite being more costly. Councillors Lemon and Lyall asked whether existing lights could be retrofitted to be able to sustain LED lighting. They questioned whether it was an engineering or a costing issue and said Council needed to know the cost before such a decision could be made.

Councillor Miller said feedback from the wider community suggested that the LED lights made streets a bit darker and therefore potentially not quite as safe. Talking about shovel-ready projects Councillor Miller asked about road maintenance running over budget and said Council has never been asked for additional budget approval. He said it seemed nonsensical to have a budget without any accountability for it.

Staff responded to LED lighting questions by saying that quite early on the call was made not to replace like with like. It was too expensive and didn't provide efficiencies of a standard light. They said they are trying to manage a balance and decorative light don't necessarily have the part to allow LED lights or to have it dimmed. In township streets there are many different types of lights and they all need a specific light to fit the arm or pole. Staff said they wanted to standardise the type of light, without going full standard on the actual light itself.

Staff then responded to the road maintenance budget saying that they have to try and keep to the budget but unfortunately this means a much reduced schedule of reseal – only approximately 46km at this stage. They asked Councillors to contact them with queries to add to the project list.

Staff agreed to brief Councillors in more detail about low cost / low risk projects.

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

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

**CARRIED**

## **5. Group Manager Property**

*Property Transaction Update – 31 July 2020*

The Group Manager Property went through the report, in particular with reference to any amendments as marked in red.

He briefed Council on the Hororata race track and the fact that the Hall is potentially a heritage site. The major issue there at the moment relates to health and safety and additional fencing. It was noted that the hall should either be declared a heritage site or be demolished. Councillor Mugford asked that the upcoming public meeting to discuss the Hororata management plan be hosted and run by Council. He said people were confused as to what is going to happen and Council should own the management plan.

The Long Term Plan would be an opportunity for Council to review all halls across Malvern, as this was not a unique situation to Hororata.

There was a discussion about the Millpond Development and the comments from the Lincoln Community Committee. Councillor Hasson said Council should retain both Lots



6 and 7 as reserve and could consider having a covenant or protection on the land. Such a covenant will note that in future when the site of the country club building is no longer used for commercial purpose, the land has to relate back to reserve.

Councillor Alexander disagreed noting that providing Lot 6 as reserve was generous. He said lots 1 – 5 should be developed and Council has to take a broader view. Councillor Miller added that the community committee were very passionate. He said the space provides parking for the community on weekends, when they come to walk along the Liffey. He said selling lots 1 – 5 will return money to Council's coffers and the staff recommendation was a pragmatic solution. He cautioned against adding covenants or protections to titles because no-one knows what the future might hold. Council could very well end up negating the ability to sell to a particular group as a result of such a protection.

Councillor Lyall said it was a heritage site in a very old community in the District. It is the site of the old mill and he said he was in full favour of holding on to lots 6 and 7. He cautioned that once a heritage site was gone, it was gone for ever. He agreed with Councillor Hasson to have Lot 6 as reserve and that Council keep Lot 7 and retain it for Lincoln and Selwyn.

Councillor Epiha said it was a beautiful walk and very accessible, with a rich source of wildlife. He added it had both historic and cultural value and he would like to better understand the cultural value it had for the rūnanga, adding it was a taonga which needed to be preserved.

**Moved** – (as amended) Mayor Broughton / **Seconded** – Councillor Miller

*'That Council receives the update report on property projects as at 31 July 2020 for information; and supports option (d) for the Millpond Land Sections.'*

**CARRIED**

## **RESOLUTION TO EXCLUDE THE PUBLIC**

**Moved** – Councillor Bland / **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:*

<b>General subject of each matter to be considered</b>	<b>Reasons for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>	<b>Date report can be released</b>

1.	Public Excluded Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	
2.	Property Transactions Update			
3.	Proposed Purchase of Property			<i>Upon settlement of the purchase</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 2.50pm for a brief break before moving into Public Excluded at 3.10pm.

The meeting resumed in open meeting, and ended at 4.09pm.

Councillor Epiha closed the meeting with karakia.

DATED this 9 day of September 2020

  
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**MAYOR**