

**MINUTES OF AN EXTRAORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER
ON WEDNESDAY 28 MAY 2025 COMMENCING AT 1.00PM**

PRESENT

Councillors S N O H Epiha, L L Gliddon, D Hasson, M B Lyall (presiding as Chairperson in the absence of the Mayor), S G McInnes, R H Mugford, E S Mundt & N C Reid

IN ATTENDANCE

Mrs S Mason (Chief Executive); Messrs. Steve Gibling (Acting Chief Executive); T Mason (Executive Director Infrastructure and Property), M McGrath (Chief Digital Officer); Mesdames A Sneddon (Chief Financial Officer), D Kidd (Executive Director Community Services & Facilities), J Hands (Head of Legal and Risk), V Mitchell (Head of Building), C Quirke (Head of Community and Economic Development), D Mitchell (Senior Counsel), S Banbury (Senior Advisor Community Funding and Events), J Golden (Water Services Asset Manager), A Ross (Principal Asset Management Engineer); Mr J Knight (Head of Health, Safety and Wellbeing), Ms P Ganda (Senior Communications Advisor); Ms T Davel (Senior Governance Advisor), Mr B Adhikari (Governance Coordinator)

The meeting was livestreamed.

Deputy Mayor Lyall presided as Chairperson in the absence of Mayor Broughton.

APOLOGIES

Apologies were received in respect of Mayor Broughton, Councillor Miller and Taumutu Representative Ms McKay for lateness.

Moved – Councillor Gliddon / **Seconded** – Councillor McInnes

‘That the Council receives the apologies for lateness, as notified.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None.

CONFLICTS OF INTEREST

None.

CONFIRMATION OF MINUTES

1. **Minutes of the ordinary meeting of the Selwyn District Council held in the Council Chamber on Wednesday 16 April 2025.**

Moved – Councillor Epiha / **Seconded** – Councillor Gliddon

'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 16 April 2025.'

CARRIED

PUBLIC FORUM

None.

PRESENTATION

None.

MATTERS REQUIRING ATTENTION

Councillor McInnes noted that the decision regarding the adjustment of traffic lights on Gerald Street was made during last month's Council meeting, however, the full impact on the Vernon Drive shops was not presented at that time. The Vernon Drive shops have a resource consent that is directly tied to the operation of these traffic lights, meaning construction cannot proceed without them.

When asked whether the change in the traffic light schedule prioritized another developer's resource consent, staff clarified that they are actively working through the consent process with the affected developer. It was noted that the issue is nearly resolved.

In response to further questions, staff confirmed that only one developer has been impacted by this process.

REPORTS

1. Mayor

Mayor Broughton was thanked for his recent schools' visits.

Moved – Councillor Epiha / **Seconded** – Councillor Mugford

'That Council receives the Mayor's Report April 2025 for information'

CARRIED

2. REPORT BACK FROM SUBCOMMITTEES

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

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

CARRIED

2.1 Malvern Community Board

Malvern Community Board Chair & Malvern Community Board member

Chair Mr Russell addressed the Council, expressing his appreciation to the Deputy Mayor and Councillors for the opportunity to attend Council meetings. He reported that the Board has been actively engaging with community and residents' associations that help them to provide submissions on the Council's Dangerous and Insanitary Buildings Policy and ECan's Public Transport Plan.

He also noted that the Board is collaborating closely with Council staff to shape a budget that ensures a smooth transition for the incoming Board following the October 2025 elections.

Mr. Russell provided an update on the Springfield By-Pass Working Group, which includes community members, the Board, SDC staff, and ECan. The group reported in April 2025 on flood prevention efforts in Springfield, and communication between the Council and ECan has since improved.

He mentioned receiving multiple inquiries from community members regarding the role of the Board, time commitments, and other details, indicating growing interest in Board participation.

Board Member Ms. Nu'u addressed the Council regarding water supply and shortage issues affecting the rural communities of Whitecliffs, Glentunnel, Coalgate, and Hororata, particularly in the wake of recent climate-related events.

She emphasized the importance of timely and effective communication from the Council, especially in cases where equipment failures or prolonged water shortage notices occur. Ms. Nu'u also stressed that the Board should receive the same level of communication as Councillors during such incidents in affected areas.

2.2 Economic Development

Councillor Epiha, newly appointed as Chair (formerly Deputy Chair), stated that he is looking forward to the upcoming committee meeting, at which point further information is expected. He noted that the subcommittee is currently on track, staff are well ahead, and there is no additional update to report at this time.

2.3 Housing and Urban Development

Councillor McInnes informed the Board that the subcommittee met a couple of weeks ago and received briefings on the Area Plan, which is described as a continual iteration.

Further iterations are scheduled for June, July, and possibly August, with the goal of having a version ready for public consultation by the end of the triennium. The subcommittee also anticipates the upcoming release of Variation Three to the District Plan.

2.4 Climate Change and Sustainability

Councillor Reid reported that the subcommittee reviewed and amended the Climate Change Policy and approved it to proceed to full Council for a decision at the next Council meeting. An update was also provided on the Council's Emissions Reduction Plan, including the Sustainability Plan goals, targets, and actions, which were reviewed and discussed.

She further noted that the subcommittee is particularly looking forward to discussing the Tree Canopy Policy at its next meeting.

2.5 Local Water Done Well

The Chief Executive, spoke on behalf of Mayor Broughton, informing Council that a paper will be presented at the next Council meeting proposing the disestablishment of the Local Water Done Well Committee.

The intention is to formalize a process whereby all papers related to Council-Controlled Organisations (CCOs) and water reform are brought directly to the full Council for consideration.

2.6 Audit and Risk

No updates.

2.7 Finance and Performance:

Councillor Epiha informed the Council that the next meeting has been scheduled for 4 June. He reported that the organisation is tracking well financially. It was noted that the team is effectively managing operations and is no longer reliant on Development Contributions (DCs) to cover operational deficits.

3. Chief Executive

Chief Executive's Report

The Chief Executive provided an update on the Council's submission to Taumata Arowai regarding the Proposed Wastewater Environmental Performance Standards. She noted that the draft submission was circulated to Councillors, and feedback was incorporated despite tight turnaround times. She expressed appreciation for the retrospective endorsement received from those who responded.

The Chief Executive also highlighted the relaunch of the Building Team's Professional Partnership Programme and the ongoing review of the Growth and Infrastructure Plan.

Moved – Councillor Epiha / **Seconded** – Councillor Gliddon

'That Council:

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

(b) Retrospectively endorses the Selwyn District Council submission on the proposed Wastewater Environmental Performance Standards

CARRIED

4. Chief Executive Report - Resignation of elected member Councillor Dean

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

That the Council:

(a) receives notification from the Chief Executive that Councillor Dean, Rolleston Ward Councillor, resigned on 29 April 2025 with effect from 16 May 2025;

(b) resolves not to fill the vacancy

CARRIED

5. Ellesmere Reserve Board

Senior Funding Advisor / Senior Counsel

Staff presented the purpose and contents of the report, noting that the original Trust associated with the Ellesmere Reserve may have been dissolved around 2003, with limited historical records on income generation and distribution. It was emphasized that, under the Reserves Act, all income from reserve land must be reinvested into its maintenance and used solely for recreation reserves.

Councillors raised concerns about shifting boundaries due to electoral reviews and questioned the availability of original maps or land definitions from the time the will was created. The need to distinguish between electoral and reserve boundaries was highlighted, with reference to the 1977 designated reserve boundaries. There was general consensus to consider the boundary closest in time to the will's establishment, with further research recommended and engagement with the Ellesmere community and relevant associations encouraged.

Staff also reported that only a small number of groups—primarily two—had received funding over the past decade, with limited communication to the wider community, and that the fund had largely been treated as a one-off scheme since the community funding policy was reset.

Councillor Gliddon proposed deferring the matter to the next Council meeting to allow time for more research and community engagement.

Moved (as amended) – Councillor Gliddon / **Seconded**- Councillor Mundt

‘That the report lie on the table and that further research be undertaken for presentation at the next Council meeting’

CARRIED

6. Selwyn District Council Stormwater, Drainage and Watercourse Bylaw 2025

Water Services Asset Manager / Principal Asset Management Engineer

Staff presented the Stormwater, Drainage and Watercourse Bylaw 2025 for Council’s adoption. This bylaw is a revision of the existing 2018 bylaw, updated to meet statutory requirements. The draft bylaw underwent a four-week special consultative procedure from 17 March to 17 April, receiving five submissions, with one submitter wishing to be heard.

Moved– Councillor Hasson / **Seconded** – Councillor Gliddon

‘That Council:

- a) revoke the existing Selwyn District Council Stormwater and Drainage Bylaw 2018; and*
- b) adopt the attached Selwyn District Council Stormwater, Drainage and Watercourse Bylaw 2025, with effect from 30 May 2025*

CARRIED

7. Kirwee School Designation Alteration

Senior Policy Planner

Staff advised Council that the Ministry of Education has lodged a Notice of Requirement to alter the designation for Kirwee Model School. The proposed change seeks to amend the school’s boundary by incorporating two recently acquired parcels of land located to the south and southeast of the existing site. This adjustment is intended to support future expansion, enabling the school to grow from its current capacity of approximately 150 students to accommodate around 350 students.

Moved– Councillor Gliddon / **Seconded** – Councillor McInnes

'a) That pursuant to s181 of the Resource Management Act 1991, the Council recommend to the Minister of Education that the Partially Operative Selwyn District Plan be amended to alter the boundaries of MEDU-6 – Kirwee Model School to incorporate the land at Lot 8 Deposited Plan 301114 and Lot 74 Deposited Plan 578203 identified in Appendix 1.

b) That Council delegates the Policy Team Leader to undertake all necessary actions to give effect to the decision of the Minister of Education in relation to recommendations above

c) That Council note that the amendment to MEDU-6 does not contain proposed changes to the development, design and access of Kirwee Model School at this time. The Minister of Education will progress these through a future Outline Plan process.

CARRIED

8. Central Plains Water Trust-Statement of Intent

Councillor Gliddon, who is also chair of the Central Plains Water Joint Settlers Committee, noted that there were no significant changes from what had previously been presented. She highlighted that the key updates, outputs, and targets were included in the report. It was mentioned a minor point regarding the Trust, where there appears to be some crossover between two entities in their work programme. Councillor Gliddon advised that this aspect should be assessed accordingly.

Moved– Councillor Gliddon / **Seconded** – Councillor Reid

'That Council receives Central Plains Water Trust's (CPWT) Draft Statement of Intent for information.'

CARRIED

9. Policy Review and Development Framework

Head of Legal and Risk

Staff noted that there were no significant changes; however, the Council requested greater clarity regarding Council policy, specifically which matters require formal endorsement through either the Council or the Audit and Risk Subcommittee. When asked about potential changes to the procurement policy, staff clarified that the procurement policy is not part of the current policy under discussion and that further information would be provided at a later date.

Moved– Councillor Epiha / **Seconded** – Councillor Mugford

'That Council:

1. Endorse the Metapolicy and associated review, development and publishing procedures; and

2. Note the schedule of policies identified as “Council” and “Operations” in the appendix.’

CARRIED

GENERAL BUSINESS

None.

MATTERS RAISED IN PUBLIC FORUM

None.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Gliddon / **Seconded** – Councillor Mugford

‘That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)	
2.	Tarekautuku Yarrs Lagoon Restoration Project			
3.	SH 1 Rolleston Upgrade Land Requirements			
4.	CORDE Board Director Rotation			
5.	CE KPI’s			

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, 4, 5	protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
1, 3	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
2	Withholding the information is necessary to enable the Council to "carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	

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

CARRIED

The Council had a short break between 2:12pm to 2:32pm

The meeting went into public excluded at 2.33pm.

With no further business being discussed, the meeting closed at 4.23pm

DATED this *18* day of *June* 2025



CHAIRPERSON