

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS,
ON WEDNESDAY 13 MARCH 2019 COMMENCING AT 1.00PM**

PRESENT

Mayor S T Broughton (Chair), Councillors M A Alexander, M B Lyall, G S Miller, J B Bland, D Hasson, R H Mugford, M P Lemon, D P McEvedy, N C Reid, J B Morten and C J Watson

IN ATTENDANCE

Messrs. D Ward (Chief Executive), M Washington (Assets Manager), S Hill (Business Relations Manager), T Harris (Environmental Services Manager), B Charlton (Regulatory Manager), G Bell (Corporate Services Manager), A Spanton (Biodiversity Coordinator), C Colenutt (Systems Accountant) and J Reid (Major Projects Project Manager), Mesdames S Carrara (Property Project Manager), D Kidd (Community Relations Manager), C Quirke (Community and Economic Development Advisor), P Stephens (Corporate Accountant) and N Smith (Executive Assistant); and Ms T Davel (Governance Coordinator)

Media:

Mr J Leask (Selwyn App); Mr A Zaki (Star Media)

Presenters:

Ms C Freeman (Barrier Free Universal Design), Mr Sean Ellis (Springfield), Mrs Trish Pullin (Rolleston Resident's Association), Mr Allen Lim (Selwyn Waihora Zone Committee)

APOLOGIES

None

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None

CONFLICTS OF INTEREST

Standing conflicts of interest in respect of SICON Limited, for Councillors Morten and McEvedy.

Standing conflict of interest in respect of the District Licensing Committee, for Councillor Hasson.

PUBLIC FORUM

Ms Clare Freeman noted during her PowerPoint presentation (*see attached*) that she was a PhD student. She thanked Council for the opportunity to talk and told them she had 20 years of disability experience after being involved in a vehicle accident at the age of 17. She added that there was a broad spectrum of people involved when considering accessibility – people with brain injuries, the elderly, young parents with prams etc. Using photos she explained how some of the accessible places are actually not that accessible or well thought through. She said it was more cost effective to make any changes at the time of design / build, rather than trying to fix it afterwards.

Ms Freeman congratulated Council with its Selwyn Aquatic Centre noting the design was amazing. She said she wasn't here to ask Council anything other than to keep in mind some of the tips she gave them, when planning buildings.

The Mayor thanked Ms Freeman for her time adding it was valuable to hear first-hand what people face on a daily basis.

Mr Sean Ellis from Springston gave Council an update as to the discussion around feral cat management. Mr Ellis noted he had met with several interested people in the District and most are in agreement that microchipping would be the best way forward. He added the only issue was the costing. He congratulated the Environmental Services Manager on a very good report, adding that cat management was a polarising subject. He suggested Council had to work on a bylaw to be in place in 2021, meaning they would need to start now. Microchipping was seen to be a one-off permanent solution and would provide a point of difference between domestic and feral cats. There was no solution for stray cats within Canterbury at the moment and the SPCA only deals with sick or injured animals. People taking in stray cats to rehome them agreed there were too many cats and they were starting to feel overwhelmed. They accepted the need for change and would support the domestic cat protection programme.

Mr Ellis said the Wellington model was a good one to follow – it provided for a bylaw, microchipping in conjunction with the SPCA, and added that the New Zealand Companion Animal Council was willing to do it for free, although some people donated money. It was noted that it would cost \$15 to add a cat to a register and around \$10 for microchipping. Any changes to the register, e.g. owner details would be covered by the payment.

The Mayor thanked Mr Ellis for his time and said it was clear there was a great deal of compassion and a real concern for New Zealand wildlife.

Mrs Trisha Pullin addressed Council in relation to the Rolleston Fireworks. She read a statement from Mr Jens Christensen, former Chair of the Rolleston Fireworks Organising Committee (*refer attachment to minutes*).

The Mayor thank Mrs Pullin for reading the statement on behalf of Mr Christensen.

Chief Executive

Selwyn Waihora Zone Committee Annual Report 2018

Mr Allen Lim presented the Annual Report and said he had recently stepped down as chair of the zone committee but he would remain part of the Committee. Part of the reason was taking on a business. He told Council of the new Committee members and said there were now two co-chairs, Megan Hands and Les Wanhalla. He said the Zone Committee is currently looking at what is being done in the Selwyn River. He added it was an ongoing privilege to have been the Chair.

Councillor Lemon said he wanted to take the opportunity to thank Mr Lim on behalf of Council for his work on the Zone Committee. He said he had done a great job, overseen a very successful seminar series and many other difficult issues.

Councillor McEvedy added it would be remiss of him not to thank Mr Lim for the work he has done, and reminded everyone of the difficulty he had in convincing Mr Lim to take on the role of Chair.

Mr Lim thanked Councillors for their kind words.

Moved - Councillor Lemon / **Seconded** - Councillor McEvedy

‘That the Council receives the Selwyn-Waihora Zone Committee 2018 Annual Report, for information.’

CONFIRMATION OF MINUTES

1. **Minutes of an ordinary meeting of the Selwyn District Council held at the Selwyn District Council Chambers, on Wednesday 13 February 2019**

Moved – Councillor Watson / **Seconded** – Councillor Lyall

‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 13 February 2019, as circulated.’

CARRIED

2. **Minutes of the meeting of the Audit and Risk Subcommittee held at the Selwyn District Council, on Wednesday 7 February 2019**

Moved – Councillor Miller / **Seconded** – Councillor Watson

‘That the Council receives the unconfirmed minutes of the meeting of the Audit and Risk Subcommittee held on 7 February 2019, for information.’

CARRIED

3. Minutes of the meeting of the Property Committee held at the Selwyn District Council, on Wednesday 7 February 2019

Taken and read and received.

Moved – Councillor McEvedy / **Seconded** – Councillor Morten

‘That the Council receives the unconfirmed minutes of the Property Committee meeting held on 7 February 2019, for information.’

CARRIED

4. Minutes of the meeting of the District Plan Committee held at the Selwyn District Council, on Wednesday 13 February 2019

Moved – Councillor Alexander / **Seconded** – Councillor Hasson

‘That the Council receives the unconfirmed minutes of the District Plan Committee meeting held on 13 February 2019, for information.’

CARRIED

CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Accessibility Charter	November 2018	Update Report — accessibility as part of the social asset management plan; — possible changes to the building code	13 March 2019
Feral cat management	December 2018	Update Report — Proposed new bylaw — Proposed changes to existing bylaw	13 March 2019
Overnight sleeping facilities in Council buildings	December 2018	Update Report— review possibility	13 March 2019
Rolleston Fireworks Report	March 2019	Portfolio Report and update to full Council	10 April 2019
Upper Selwyn huts	February 2019	Further recommendations as to the future	10 April 2019
Public Places Bylaw and Policy on Commercial Activities and Events in Public Places	September 2018	Review the effectiveness of the bylaw a year on	14 August 2019
Social Housing	November 2018	Update Report	6 November 2019

By direction of the Mayor, the items related to public forum speakers were taken at this point to allow them to be present during the discussions. These are Items 11, 8 and 5. For the sake of the minutes the items are recorded in the correct chronological order.

REPORTS

1. District Licensing Committee

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report for the period 1 December 2018 – 31 January 2019

Councillors Morten and Hasson declared conflicts of interests and stepped away from the table during the item.

Moved – Councillor Reid / **Seconded** – Councillor Alexander

‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for December 2018 and January 2019.’

CARRIED

2. Mayor

Mayor’s Report

The Mayor told Council of the Zone 5 and 6 meeting to be held the following week.

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

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

CARRIED

3. Chief Executive

Chief Executive’s Report

The Chief Executive noted that the Health and Safety presentation was presented using graphs as requested. There was a brief discussion about the recent Rural and Provincial Meeting held in Wellington. All who attended agreed it was an interesting conference. The Chief Executive agreed to circulate the conference notes to all Councillors. The Chief Executive briefly spoke of the site visit to the Pines Wastewater Treatment Plant and upcoming site visits related to biodiversity and stormwater.

Moved – Councillor Watson / **Seconded** – Councillor Hasson

‘That Council

(a) receives the Chief Executive’s Report, for information; and

(b) adopts the recommended changes to the Delegations Manual.’

CARRIED

4. Chief Executive *Committee Meeting Updates*

Audit and Risk Subcommittee

Councillor Miller noted the recent site visit to the Pines Wastewater Treatment Plant and said it was well placed to continue coping with the population growth. He said staff would be looking into the increase in industrial waste expected as a result of growth.

Property Committee

Councillor McEvedy said all projects were progressing satisfactorily. He said expressions of interest would be received for the Rolleston Town Centre. He also referred to the upcoming report on the Council agenda in relation to the Town Centre Development.

Selwyn Waihora Zone Committee

Councillor Lemon explained that the Committee decided to follow a co-chair model for at least 6 months. He said there was a panel discussion with invited guests and this was mostly for the benefit of the three new members on the Committee. He said the Zone Committee will soon receive a presentation on Overseer around its suitability and operations.

Road Safety Committee

Councillor Reid noted there was a successful meeting with representatives from both Ashburton and Hurunui District Councils. This was to get an understanding as to how other committees are run and also with a view to possible collaboration.

Christchurch West Melton Zone Committee

Councillor Hasson noted there was no meeting recently but there was a workshop to introduce newly elected members. She noted that both Christchurch City Council and Selwyn District Council were currently going through chapters of the District plan.

Regional Water Committee

No meeting.

Animal Ethics Committee

Councillor Morten noted he would hand out examples of what the Committee has to review on a regular basis so Councillors can have a feel for what the Committee does.

Water Race Subcommittee

Councillor Watson noted an upcoming policy review.

Greater Christchurch Public Transport Committee

Councillor Alexander said they had not yet had a meeting but that there was a meeting of the public transport advisory group. In relation to the Darfield and Leeston bus trials the numbers were looking good for Darfield but marginal for Leeston. Regarding the

Rolleston 95 non-stop express service, he said there was an average of 20 people per trip. Councillor Alexander added this model might be rolled out to other places as well.

Sister City Committee

Councillor Mugford noted there would be a meeting on the 1st of April. He added that both he and Councillor Morten will meet with the delegation from China on 29 March.

Moved – Councillor Lyall / **Seconded** – Councillor Morten

‘That Council receives the Committee Meeting Updates Report, for information.’

CARRIED

5. Chief Executive

Rolleston Fireworks Report

The Chief Executive noted that Council did not have the expertise to run this event. Running a fireworks event is entirely different to any other event. He added staff identified areas where it was thought they could provide assistance. He said Council was aware of the financial aspects and the revenue generated by the event over the last couple of years.

Councillors agreed that there seemed to be confusion as to who owns the event. It was thought prudent that the Chief Executive talk to the Residents’ Association to gain a better understanding of the ownership of the event.

Other comments were made to the contrary, noting the report was clear in that Council will not be involved in running the event but that the current committee should continue as before. Council could possibly assist as was suggested by the Chief Executive’s report.

In particular, Councillor Alexander said the report did not acknowledge the importance of the event. He said it was a large and significant event with people travelling a great distance to attend it. He said he would be voting against the recommendation and added the Association and the Fireworks Committee were not looking for someone to take over the event. They were simply seeking assistance from Council or another group.

Councillor Lyall reminded Council that the organisers of the event attend the LTP discussions noting at the time that they were running a successful event but that they were getting committee fatigue. They said at the time that finding new people to run the event was proving to be difficult. He said this might be an iconic and significant event for Rolleston but not necessarily so for the other 23 communities. He said it may be time for service groups in the community to step up and take over.

The Chief Executive said it was clear that Mr Christensen was happy to mentor someone if they wanted to take it over. He said by letting the matter and decision lie on the table for a month would be putting it off for that period. Councillors agreed they did not have enough information to make an informed decision and asked the Chief Executive to meet

with the Association to ask them what they needed from Council, apart from Council ending up running it altogether.

Moved (*as amended*) – Councillor Hasson / **Seconded** – Councillor Miller

‘That the matter lie on the table for the Chief Executive to seek clarity around ownership of the event, going forward.’

CARRIED

6. Systems Accountant

Financial Report to 31 January 2019

The Corporate Services Manager noted that the report was also discussed at the recent Audit and Risk Subcommittee meeting. He said not much has changed from the previous month. Operational expenditure was slightly behind budget due to projects not yet completed and was generally a good sign. There was a slight overspend around maintenance costs. He referred to the pie charts which gave the full story of Council’s financial situation.

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

‘That the Council receives the financial report for the period ending 31 January 2019, for information.’

CARRIED

7. Solid Waste Manager

Kerbside Collection Services contract 1144 – Right of Renewal

Moved – Councillor Miller / **Seconded** – Councillor Watson

‘That Council approves the right of renewal of Contract 1144 – Kerbside Collection Services for a period of 3 years, with the subsequent remaining 2 year period being subject to the Asset Manager’s approval.’

CARRIED

8. Environmental Services Manager

Management of Cats within Selwyn District

Councillor Hasson moved an amendment as below, to include cats, which would negate the need for recommendation (d). A further amendment was made that staff prepare a Portfolio paper rather than a Council Report.

During the discussion, Councillors raised the following points:

- It would be a significant amount of work preparing a new bylaw.

- More information was needed including cost consideration and timeframes.
- Acknowledgement that it was a far more complex issue than originally thought.
- Agreement that cat microchipping can be seriously considered.
- Consultation would have a significant budget implication.
- Agreement that taking the matter to Portfolio would allow for in-depth debate before rushing into a decision.

Moved (as amended) – Councillor Lyall / **Seconded** - Councillor Morten

‘That the Council:

- (a) Promotes and educational and supportive role for the promotion of responsible cat ownership and environmental protection in Selwyn District;*
- (b) Continues to work with individuals and community groups to better understand the impact of cats on Selwyn District’s biodiversity and how those impacts are best managed;*
- (c) Requests Council staff prepare a Portfolio paper considering the development of a bylaw regulating the keeping of domestic animals, including cats.’*

CARRIED

9. Senior Animal Control Officer and Regulatory Manager

Dog Control Policy and Procedures Report 1 July 2017 to 30 June 2018

Moved – Councillor McEvedy / **Seconded** – Councillor Hasson

‘That the Council resolve the:

- (a) Dog Control Policy and Practices Report for the period 1 July 2017 to 30 June 2018 be adopted.*
- (b) Report is notified in Council Call.*
- (c) Report is sent to the Secretary for Local Government within one month of adoption.’*

CARRIED

10. Transport Asset Planner

Adoption of the Draft Speed Limits Bylaw 2018

Moved – Councillor Morten / **Seconded** – Councillor Miller

‘That the Council adopt the final Draft Speed Limits Bylaw 2018 contained in appendix A of this Report.’

CARRIED

11. Community Relations Manager

Accessible Selwyn: Becoming a signatory to the Accessibility Charter – Te Arataki Taero Kore

Councillor Alexander noted he was pleased to see this item on the agenda. He said Council should remain at the cutting edge of building accessibility and not only follow minimum standards.

Councillor Reid was pleased to support the item as well, adding it was one of the reasons she was a Councillor. She said it was not only people with obvious disabilities who experienced difficulty with access, but families with young kids as well. Councillor Watson and Mayor Broughton agreed with the sentiment.

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

‘That Selwyn District Council becomes a signatory to the Accessibility Charter - Te Arataki Taero Kore’.

CARRIED

Afternoon tea break between 3.15pm – 3.30pm

12. Community Relations Manager

Accommodation at Council owned Community Centres and Halls

Councillor Watson moved an amendment as below.

During the discussion the following points were raised:

- Councillor Watson noted that Council currently had community halls being used by organisations for overnight stays. This recommendation was effectively saying ‘no’ to them.
- The Community Relations Manager said her understanding was that the buildings were not compliant and it does not allow for overnight accommodation.
- The Environmental Services Manager noted there were several Building Act requirements related to overnight stays in terms of fire and evacuation. He added staff might rather consider which facilities were able to accommodate overnight stays

rather than developing another policy, i.e. build a policy around those facilities which can accommodate overnight stays.

- Several Councillors noted a need to see more information. He added that by keeping to the original recommendation, staff can start working on what the cost implications might be to get the Council facilities up to code for allowing overnight stays.
- Councillor McEvedy supported the original recommendation as it clearly defines what you can or cannot do.
- Councillor Mugford supported the original recommendation adding he thought it was the correct way to go about it.

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

‘That Council develop a policy to allow overnight accommodation at specified Council owned community centres and halls.’

CARRIED
10 / 2

13. Team Leader Strategy and Policy

Transfer of Rights and Responsibilities for a Designation (S180) – for Te Puna Wai O Tuhinapo – Youth Justice Residential Centre

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

‘That the Council approves:

- a) Pursuant to Section 180 of the Resource Management Act 1991 (RMA), the amendment of the Selwyn District Plan to note the transfer of rights and responsibilities for the designation MS1 – Te Puna Wai o Tuhinapo – Youth Justice Residential Centre from the Minister of Social Development to the Minister for Children;*
- b) The Team Leader of Strategy and Policy the delegation to take any steps necessary to amend the Selwyn District Plan to identify the Minister for Children as the new requiring authority responsible for the designation MS1.’*

CARRIED

14. Asset Manager Transportation

Faringdon Roding Costs Reimbursement

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

‘That Council approve the reimbursement of \$278,905.69 plus GST to Hughes Development Ltd for public roading works undertaken as part of the Faringdon development funded from the General Rate account.’

CARRIED

15. Chief Executive (Late Report)

Endorsement of the Proposal for the Development of the Rolleston Town Centre

Councillor Watson moved an amendment adding a second recommendation to add the names of two Councillors (one from the Property Committee, the other representing the Selwyn Central Ward).

During the debate the following points were raised:

- Councillor Bland read a four page statement (*refer attachment for full statement*);
- Councillor Lemon queried whether full Council will have the final say on the Terms of Reference of any newly appointed Committee to deal with the matter, including roles, responsibilities, levels of delegations and membership;
- Councillors questioned whether the additional committee will mean that Council loses its ability as governance group;
- Acknowledgement that knowledge and skills around the Council table won't lead to the success of the project, rather involvement of experts;
- Councillor Alexander noted he felt flattered by Councillor Watson's recommendation and concurred with the need for local representation. He added the focus was on getting it done and cautioned if Council did not get on with the project, it may lose potential tenants;
- Councillor Miller reminded Council they were a governance group and the continual desire to have involvement in the delivery pot is not best practice. He added it was very rare for governance groups to be this hands on with the delivery of projects;
- Councillor McEvedy said the passion for the project was quite clear and said it was a Selwyn Centre, not restricted to Rolleston. He added it was obvious that local Councillors would be interested in the process but said it was not good to be involved operationally;
- Councillor Reid supported Councillor Watson's amendment noting it may be a district wide project but it was predominantly in Rolleston. From a governance perspective input should be from local councillors;

The Chief Executive suggested the amendment be recommended later in the year. There was a concern that naming Councillors now, may mean bringing another report to Council after the elections but it was noted that it may be the case in any event and would not matter.

The Mayor called for a vote on both recommendations. During the vote there was a call for a division, and the outcome was recorded as follows:

In respect of recommendations A and B, as amended:

For: Mayor Broughton, Councillors Lyall, Watson, Bland, Mugford and Reid

Against: Councillors Lemon, Miller, Morten, Hasson and McEvedy

Councillor Alexander abstained from voting.

The Mayor declared the vote Carried: - 6 For / 5 Against.

Moved (as amended) – Councillor Watson / Seconded – Councillor Lyall

'That Council endorses the following recommendation passed at the 6 March 2019 Property Committee Meeting:

- a) That the Property Committee recommends that Council support its recommendation to prepare a project brief, call for Registrations of Interest, assess those responses to enable it to enter into a partnership with a third party or parties to develop and deliver the Rolleston Town Centre Master Plan; and*
- b) That the Council nominates Councillor Alexander (representing the Property Committee) and Councillor Reid (representing the Selwyn Central Ward) as identified members to work with staff and external providers for the entirety of the Rolleston Town Centre Project.'*

CARRIED
6 / 5

GENERAL BUSINESS

16. Register of Documents Signed and Sealed

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

'That the following transactions and the fixing of the Common Seal under authorised signatures be approved:

1	Name of other party	Fredrick and Sandra Aplin
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 968 Tramway Road, Sheffield 622m ²

2	Name of other party	Hughes Developments Limited
	Transaction type	Easement in Gross over balance lots. Fencing covenant indemnifying SDC of liability to reserve boundary fencing costs.
	Transaction description	Faringdon East - Stage 2 & 3 RC175461

3	Name of other party	Hughes Developments Limited
	Transaction type	Fencing Covenant
	Transaction description	Faringdon East - Stage 2 & 3 RC175461

4	Name of other party	CDL Land NZ Limited
	Transaction type	Fencing Covenants Covenants relating to reserve fencing and indemnity of responsibility towards fencing costs with neighbours of SDC reserves.
	Transaction description	Stonebrook - Stage 27 RC175437

5	Name of other party	SDC
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	Transaction type	Selwyn District Council Parks and Reserves Bylaw 2009
	Transaction description	Bylaw approved by SDC on 13 February 2019

6	Name of other party	Carol Marcia Gurney
	Transaction type	Deed of Licence for charity retail store selling second hand clothing and accessories.
	Transaction description	Library Room at Hororata Hall, 55 Hororata Road

7	Name of other party	Jackie Thornley
	Transaction type	Deed of Licence – for arable/grazing activities
	Transaction description	Part Reserve 263 Shands Road, Prebbleton 1.67 hectares

CARRIED

REVIEW OF ISSUES RAISED IN PUBLIC FORUM

No further discussion as the items related to speakers' presentations were taken directly after public forum.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Lyall / **Seconded** – Councillor Morten

1. '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
1.	Public Excluded Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>
2.	Public Excluded Committee Updates Report		
3.	Property Purchase – Castle Hill		
4.	Procurement for Headquarters Extension		

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, 3	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
2, 3	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	Section 7(2)(h)
4.	Protect information where the making available of the information: (i) Would disclose a trade secret; or (ii) Would be likely unreasonably to prejudice the commercial position or the person who supplied or who is the subject of the information	Section 7(2)(b) (i), (ii)

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

CARRIED

The meeting moved into Public Excluded at 4.07pm.

The meeting reconvened in open meeting at 4.23pm.

OTHER GENERAL BUSINESS

The meeting closed at 4.23pm.

DATED this 10 day of April 2019


MAYOR