

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS,
ON WEDNESDAY 18 APRIL 2018 COMMENCING AT 1.00PM**

PRESENT

Mayor (S T Broughton), Councillors N C Reid, J B Bland, M P Lemon, J B Morten, R H Mugford and C J Watson

IN ATTENDANCE

Messrs. D Ward (Chief Executive), M Washington (Assets Manager), S Hill (Business Relations Manager), A Boyd (Solid Waste Manager), J Burgess (Planning Manager), B Rhodes (Team Leader Strategy and Policy), Rob Allen (Acquisitions, Leasing and Disposal Manager), M Rykers (Asset Manager Open Spaces), Mesdames J Gallagher (Chair, Malvern Community Board), D Kidd (Community Relations Manager), and N Smith (Executive Assistant to the Chief Executive), Ms T Davel

Presenters:

Brian Roberts & Angela Harmon

Media:

Mr M Salmons (Selwyn and Ashburton Outlook) and Ms G O'Connor-Harding (Selwyn Times).

APOLOGIES

Councillors M A Alexander, D P McEvedy, M B Lyall, G S Miller and D Hasson

Moved – Councillor Morten / **Seconded** – Councillor Watson

‘That the Council receives the apologies as noted, for information.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None noted.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

Mr Brian Roberts and Mrs Angela Harmon presented to Council their proposed plan for establishing a Cadet Force Unit within Rolleston. They want Council and community support and are not asking for funding. It provides young people with something different to do in their spare time. Angela Harmon will be the prospective unit commander and she has been involved with the Cadets for the past 12 years. Establishing the unit will take place in 7 phases and they could be up and running early in 2019.

They asked Council for ideas around temporary accommodation and help with promoting the unit. The Mayor commented that there was already a strong connection between Council and the Burnham Military Camp. Councillors indicated their support and suggested contacting schools in the area for space, noting there was also some Council land which may be available for parades. Brian and Angela would be in contact with Councillors who indicated a willingness to assist further with connections.

1. Minutes of an ordinary meeting of the Selwyn District Council held at the Selwyn District Council Chambers, on Wednesday 14 March 2018

Moved – Councillor Watson / **Seconded** – Councillor Mugford

‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 14 March 2018, as amended.’

CARRIED

2. Minutes of an ordinary meeting of the Audit and Risk Subcommittee held at the Selwyn District Council Chambers, Rolleston, on Wednesday 7 March 2018

Taken as read and received without further discussion.

Moved – Councillor Bland / **Seconded** – Councillor Watson

‘That the Council receives the unconfirmed minutes of the Property Committee meeting held on Wednesday 7 March 2018, for information.’

CARRIED

3. Minutes of the meeting of the Property Committee held at the Selwyn District Council, on Wednesday 7 March 2018

Taken as read and received without further discussion.

Moved – Councillor Morten / **Seconded** – Councillor Mugford

‘That the Council receives the unconfirmed minutes of the Property Committee meeting held on Wednesday 7 March 2018, for information.’

CARRIED

4. Minutes of the meeting of the District Plan Committee meeting held at the Selwyn District Council, on Wednesday 28 March 2018

Taken as read and received without further discussion.

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

That the Council receives the unconfirmed minutes of the District Plan Committee meeting held on Wednesday 28 March 2018, for information.’

CARRIED

5. Minutes of the meeting of the Water Race Subcommittee meeting held at the Selwyn District Council, on Monday 26 February 2018

Taken as read and received without further discussion.

Moved – Councillor Watson / **Seconded** – Councillor Morten

That the Council receives the unconfirmed minutes of the District Plan Committee meeting held on Monday 26 February 2018, for information.’

CARRIED

CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Speed Limit Bylaw Review	13 December 2017	Review all schools in the first half of 2018	August 2018
Review of Street naming Policy	8 November 2017	Revised Policy	June 2018
Forestry – Risk Strategy	8 November 2017 <i>Audit & Risk Subcommittee meetings Sept & Nov</i>	Progress Report	July 2018
Selwyn Aquatic Centre	13 December 2017	Report on lifeguarded pools	May 2018

Accessibility Charter	11 October 2017 Public Forum	Provide a report to Council regarding involvement	May 2018
Cemetery Bylaw	11 October & 8 November 2017	Adoption of Bylaw	April 2018

REPORTS

1. District Licensing Committee

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report period 1 February 2018 – 28 February 2018

Due to a previously noted conflict of interest, Councillor Hasson sat back from the table for this item.

Moved – Councillor Morten / **Seconded** – Councillor Lemon

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

CARRIED

Councillor Hasson returned to the table.

2. Mayor

Mayor’s Report – March 2018

Taken as read and accepted with no further discussion or debate.

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

‘That the Council receives the Mayor’s Report for March 2018 for information.’

CARRIED

3. Chief Executive

Monthly Report – 18 April 2018

Tourism Infrastructure Fund – Round Two Funding -

The Chief Executive noted a group was formed comprising the Community Relations Manager, Property and Commercial Manager, Asset Manager and Chief Executive to look at criteria which may fit Selwyn. He asked Councillors to send him anything which they thought might feed into the list of projects which staff will circulate soon. In response to a question from Councillor Watson, the Chief Executive noted Fish & Game will also be added to the list.

Environment Canterbury Representation Review –

The Chief Executive commented that with Environment Canterbury transitioning to a fully elected model Selwyn District Council may want to consider its representation. Currently Council has on representative covering both Ashburton and Selwyn District Council.

Freedom Camping –

Councillor Morten queried the appropriateness of the word 'freedom' and the Mayor noted that it will be considered in future.

Audit and Risk Subcommittee Meeting –

Due to the Council recess there was no Audit and Risk Subcommittee meeting with the next meeting scheduled for 2 May.

Property Committee –

Due to the Council recess there was no April Property Committee meeting held. The Chief Executive noted for information of Councillors, the revised Terms of Reference of the Property Committee, as adopted at its March meeting.

Selwyn Waihora Zone Committee –

Council's representative on the committee, Councillor Lemon, provided a brief update. He noted the Committee looked at the Terms of Reference related to the working group looking into a plan for the Selwyn River. There was also a presentation from Irrigation New Zealand. Councillor Lemon commented that the Committee planned on adding to the Canterbury Regional Council submission to the Selwyn District Council Long-Term Plan.

Moved – Councillor Morten / Seconded – Councillor Mugford

'That Council:

(a) receives the Chief Executive's Report – April 2018, for information; and

(b) approves the changes to the Delegations Manual.'

CARRIED

4. Solid Waste Manager

Lease of an area of land at Pines Resource Recovery Park to Eneform Ltd

There was a discussion about a bond and whether or not to defer the matter further until there was assurance given that all the conditions as stipulated will be met. The Chief Executive advised that Councillors should trust that staff have followed due process by providing information for consideration and that it will be delegated for monitoring to a senior manager, or even the Chief Executive. Staff added that the bond amount will be decided with the assistance of industry experts.

The Mayor thanked staff and was pleased Selwyn will be leading the way.

Moved – Councillor Mugford / Seconded – Councillor Lyall

'That the Council:

(a) Uplift the recommendation from the report submitted for the 14 February 2018 Council meeting into a public meeting; and

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

(b) Approves the lease of an area of land at Pines Resource Recovery Park to Eneform Ltd for the purposes of constructing and operating a pyrolysis plant, subject to the following conditions being met:

- i. Commercial lease terms, with additional clauses appropriate to the activity*
- ii. An appropriate bond being secured*
- iii. All appropriate regulatory consents being obtained*
- iv. Comprehensive, approved Risk, Health and Safety measures being put in place.*
- v. (Updated 1028) Council staff satisfaction with: the management plan; noise effects on other current or future activities onsite or close neighbours; any other effects of the proposed plant on other activities, current or future.'*

CARRIED

5. Systems Accountant

Financial Report to 28 February 2018

The Chief Executive noted that there was no Audit & Risk Subcommittee meeting in April and therefore the Subcommittee had not seen the financial report as yet. He pointed to the significant capital spend and remarked Council was tracking well against it.

Councillors noted their expectation was to deliver what Council said it would within the set timeframe and the Mayor remarked he would have wanted to see more capital spend at this time of year.

The Chief Executive noted he would take concerns to the Audit & Risk Subcommittee and report back to Council at its next meeting.

Moved – Councillor Morten / **Seconded** – Councillor Mugford

'That the Council receives the financial report for the period ending 28 February 2018.'

CARRIED

6. Team Leader Transportation

Parking Restrictions

Moved – Councillor Morten / **Seconded** – Councillor Watson

'That the Council adopts the existing parking restrictions as scheduled in the Appendix A and Appendix B and added as Schedule Four to the Traffic and Parking Bylaw 2009.'

CARRIED

7. Team Leader Emergency Management

Civil Defence Emergency Management Update

The Mayor acknowledged the 26 Council staff volunteers who were trained to assist in emergencies.

Moved – Councillor Morten / **Seconded** – Councillor Bland

'That the Council:

- (a) Notes the progress of the implementation of the community response model for Civil Defence Emergency Management in Selwyn District*
- (b) Continues to support and promote the adoption of this programme in the community*
- (c) Notes the update on Civil Defence Emergency Management activities in Selwyn District.'*

CARRIED

8. Information Services Manager
Cemetery Bylaw 2017 adoption

Councillors requested that, in future, any bylaw for adoption form part of the agenda papers to provide them the opportunity to review it again prior to the meeting. The Mayor requested that it be circulated as part of this set of minutes.

Moved – Councillor Watson / **Seconded** – Councillor Mugford

'That the Council adopt the Cemetery Bylaw 2017.'

CARRIED

9. Environmental Services Manager
Partial Removal of an existing Central Plains Water Limited designation (CPWL)

Moved – Councillor Morten / **Seconded** – Councillor Lemon

'That the Council resolves to adopt the recommendation of the Resource Management Planner's report dated the 3 April 2018 to partially remove the existing designation for the Central Plains Water Enhancement Scheme.'

CARRIED

10. Environmental Services Manager
Plan Change 54 – Decision on how to consider the plan change request received from Ballymena holdings Ltd

Staff remarked this would be a 12 month process, all going well with application for submissions, followed by a review and reporting to a hearing panel for final recommendations. Final decision will be made by Council.

Moved – Councillor Morten / **Seconded** – Councillor Mugford

'That in respect to Plan Change 54 to the Selwyn District Plan lodged by Ballymena Holdings Ltd, Council resolves to accept the request for notification pursuant to Schedule 1, Clause 25(2)(b) of the Resource Management Act 1991.'

CARRIED

11. Acquisitions, Disposals and Leasing Manager

Consent to Grant of an Easement to Orion New Zealand Limited – Lot 1 Deposited Plan 64470, Corner of Cullens Road and Bangor Road, Darfield

Moved – Councillor Morten / **Seconded** – Councillor Lemon

‘That Council approves;

- a) The granting of an easement to Orion New Zealand Limited for the aerial encroachment of replacement overhead lines and conveying of electricity over Lot 1 Deposited Plan 64470, on the corner of Cullens Road and Bangor Road, Darfield;*
- b) Consent to the easement pursuant to Section 48(a) of the Reserves Act 1977, pursuant to delegation from the Minister of Conservation dated 12 June 2013 under Section 10 of the Reserves Act 1977;*
- c) Approves that Orion New Zealand Limited cover all costs associated with completing this process; and*
- d) Approves that the easement be at nil consideration.’*

CARRIED

12. Assets Administrator - Roading

Road Names for Gould Developments Limited Subdivision, Rolleston

Moved – Councillor Watson / **Seconded** – Councillor Bland

‘That pursuant to section 319A of the Local Government Act 1974 the Selwyn District Council approve Charles Major Road, Widdowson Road, Burrow Street and Fry Place as the names for the new roads in the Gould Developments Ltd subdivision, Rolleston.

CARRIED

13. Assets Administrator - Roading

Road Names for Falcon’s Landing Subdivision, Rolleston

There was some discussion around the names, in particular Barbary Street which sounded similar to another street in Rolleston.

A division was called as Councillors did not agree, with 4 Councillors (Councillors Watson, Lemon, Morten and Mugford) voting for and 2 Councillors (Councillors Reid and Bland) voting against. The motion was carried.

Moved – Councillor Bland / **Seconded** – Councillor Watson

- a) ‘That pursuant to section 319A of the Local Government Act 1974 the Selwyn District Council approve Falcon Road, Amur Crescent, Barbary Street, Beak Street, Caracara Place, Claw Place, Squawk Street, Crest Place, Feather Place, Saker*

Place, Flight Close, Nestling Place, Kestrel Street, Soar Terrace, Talon Drive, Barred Street, Eyas Drive, Merlin Terrace, Spirit Terrace, Lanner Drive, Banded Place, Brave Street, Peregrine Crescent, Taita Drive, Swoop Terrace, Pallid Green, Raptor Street, Flock Street, Rapere Street, Lesser Close, Chimango Place, Altai Place as the names for the new roads in the Falcon's Landing subdivision, Rolleston.

- b) That the Selwyn District Council approve Eleonora Lane, Fox Lane, Solitary Lane and Power Place as the names for the new private rights of way in the Falcon's Landing subdivision, Rolleston.'*

**CARRIED
4 against 2**

GENERAL BUSINESS

14. Register of Documents Signed and Sealed

Moved – Councillor Morten / **Seconded** – Councillor Lemon

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

1	Name of other party	Kim Nicola Morgan and Daniel Howard Leen
	Transaction type	Sale and Purchase Agreement
	Transaction description	15 Lyttelton Street, Lincoln

2	Name of other party	Hopefield Investments Ltd
	Transaction type	Deed of Licence for gravel pit remediation/restoration purposes
	Transaction description	Reserve 1460 Miles Road/Bealey Road 2.0234 ha

3	Name of other party	Hopefield Investments Ltd
	Transaction type	Deed of Licence to transfer the balance of the lease term to new owner of adjoining land
	Transaction description	Land adjoining Reserve 1498 Miles Road and Courtney Road, Darfield 2.0234 ha

4	Name of other party	Hughes Developments
	Transaction type	Register new easements, new titles and cancel an existing consent notice
	Transaction description	RC165485 Faringdon South - Stage 5b

5	Name of other party	Michael James Ransome
	Transaction type	Purchase of Land for existing Pump Station Deed of Grazing Licence Fencing Covenant
	Transaction description	Hartleys Road, Glentunnel

6	Name of other party	GW Rolleston Limited
	Transaction type	Utility Reserve revocation and Sale of land
	Transaction description	Branthwaite Drive, Rolleston

7	Name of other party	The Crossing Limited
	Transaction type	Deed of Assignment of Lease
	Transaction description	1995 Sharlands Road, Te Piritā

CARRIED

REPORTS CIRCULATED FOR INFORMATION

None.

EXTRAORDINARY AND GENERAL BUSINESS

None.

REVIEW OF ISSUES RAISED IN PUBLIC FORUM

There was no further discussion around the NZ Cadet Force Unit proposed for Rolleston.

CARRIED

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Morten / **Seconded** Councillor Watson

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	Good reason to withhold exists under Section 7	Section 48(1)(a)
2	Public Excluded Chief Executive's Report SICON Directorship		
3	Proposed Change to Canterbury Regional Policy Statement		
4	Lease Condition Enforcement		

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	protect information where the making available of the information (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Section 7(2)(b)(ii)
2	Protect the privacy of natural persons, including that of deceased natural persons; or	Section 7(2)(a)
3	Maintain legal professional privilege;	Section 7(2)(g)
3	Prevent the disclosure or use of official information for improper gain or improper advantage	Section 7(2)(j)
4	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. *that appropriate officers remain to provide advice to the Committee.*

CARRIED

The meeting moved into Public Excluded at 2.30pm.

The meeting reconvened in open meeting at 3.05pm.

The meeting closed at 3.05pm.

DATED this 6 day of June 2018



MAYOR