

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL HELD IN THE
SELWYN DISTRICT COUNCIL CHAMBERS,
ON WEDNESDAY 8 NOVEMBER 2017 COMMENCING AT 1.00PM**

PRESENT

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

IN ATTENDANCE

Messrs. D Ward (Chief Executive, from 1.37pm), G Bell (Corporate Services Manager), M Washington (Assets Manager), S Hill (Business Relations Manager), T Harris (Environmental Services Manager), R Allen (Acquisitions, Disposals and Leasing Manager), D Marshall (Property and Commercial Manager), M Rykers (Manager Open Space and Property), M England (Asset Manager Water Services), Mrs N Smith (Executive Assistant to Chief Executive) and Ms T Davel (Council Governance Co-ordinator)

Presenters:

Mrs A Rosanowski and Mr K Coe (Selwyn District Sister City Committee)

Media:

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

The Mayor welcomed everyone present, specifically members of the public and special guests.

APOLOGIES

Councillor J B Morten

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

‘That the apology from Councillor J B Morten be received for information.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None.

CONFLICTS OF INTEREST

Councillor D Hasson in respect to Report 1, District Licensing Committee.

PUBLIC FORUM

None.

1. **Minutes of an ordinary meeting of the Selwyn District Council held at the Selwyn District Council Chambers, on Wednesday 11 October 2017.**

Taken as read and accepted.

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

‘That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 11 October 2017.’

CARRIED

2. **Minutes of an extraordinary meeting of the Selwyn District Council held at the Selwyn District Council Chambers, Rolleston on Wednesday 25 October 2017**

Taken as read.

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

‘That the Council receives the minutes of the extraordinary meeting of the Selwyn District Council held on Wednesday 25 October 2017, for information.’

CARRIED

3. **Minutes of an ordinary meeting of the Audit and Risk Subcommittee held at the Selwyn District Council Chambers, Rolleston on Wednesday 4 October 2017**

Taken as read.

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

‘That the Council receives the minutes of the ordinary meeting of the Audit and Risk Subcommittee held on Wednesday 4 October 2017, for information.’

CARRIED

4. Minutes of the meeting of the District Plan Committee held at the Dunsandel Community Centre, on Wednesday 27 September 2017

Taken as read.

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

‘That Council receives the minutes of the District Plan Committee held on Wednesday 27 September 2017, for information.’

CARRIED

CURRENT MATTERS REQUIRING ATTENTION

Added / amended as indicated:

Item	Meeting referred from	Action required	Report Date / Action
Community Committees submitting on bylaws	14 June 2017 and subsequent	Policy around Council engagement with Community Committees regarding submissions on bylaws	March 2018 Council meeting
Accessibility Charter	11 October 2017 Public Forum	Provide a report to Council regarding involvement	March 2018 Council meeting
Selwyn Sports Trust	11 October 2017 Public Forum	Council requested considering involvement / funding	LTP workshop discussions
Hope Presbyterian Church Building Programme	11 October 2017 Public Forum	Council requested to consider funding	Council will encourage the project to consider options of consultation with sponsors / sharing the space with partners
Forestry – Risk Strategy	8 November 2017 <i>Audit & Risk Subcommittee meetings Sept & Nov</i>	Progress Report	June / July 2018
Cemetery Bylaw	October & November 2017	Adoption of Bylaw	March 2018
Review of Street naming Policy	November 2017	Revised Policy	June 2018

REPORTS

1. District Licensing Committee

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report period 1 September 2017 – 30 September 2017

Moved – Councillor Lyall / **Seconded** – Councillor Mugford

‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for September 2017.’

CARRIED

2. Selwyn District Council Sister City Committee

Annual Plan 2016/17 Outcomes; Draft Annual Plan 2017/18; and Renewal of Selwyn Sister City Policies

Mrs A Rosanowski and Mr K Coe presented to Council the Sister City Committee outcomes for 2016/17, the draft annual Plan 2017/18 and approval to renew the Selwyn Sister City Policies. The policies proposed a change to moving from one Deputy Chairperson to two Deputy Chairpersons.

Mrs Rosanowski thanked all the volunteers working towards the success of the Sister City relationship. She asked Council to consider rolling over any unspent funds as this is practice at other Councils. Mrs Rosanowski also invited Councillors to the Rewi Alley celebrations.

Councillor Watson asked whether the Committee will continue to focus on their rural outlook or sees itself evolving from that into other opportunities such as E-Commerce. Mrs Rosanowski noted they would take any opportunity so offered. Mr Coe added that the fellowship with China started focussing on business too, as a spin-off from relationships.

The Corporate Services Manager noted he did not foresee any difficulties with the budget going forward.

Councillor Hasson spoke in support of the Sister City relationship noting it was a worthwhile commitment with a lot of benefit to communities and everyone involved.

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

‘That the Council approves:

- a) The outcomes of the 2016 – 2017 Annual Plan;*
- b) The Annual Plan for 2017 – 2018; and*
- c) The renewal of the Selwyn Sister City policies, for a further three years.’*

CARRIED

3. Mayor

Mayor’s Report – October 2017

The Mayor highlighted the CPW Annual General Meeting he went to and asked Councillor Miller to share a photo or video with Council of the first water into the Springfield / Sheffield Dam. He noted there was a tangible feeling of renewed hope at the AGM. This was opportune after the difficult time that Canterbury and Selwyn experienced since the earthquakes. There were a number of things which caused hardship including the drought, a drop in dairy prices and an overall sense of things having been difficult for so many people.

In response to a question from Cr McEvedy regarding the hui with Co-governors discussing Whakaora Te Waihora, the Mayor reiterated that the day focussed on new co-governors to the Committee. He said it was more of an update and focus on whether co-governors agreed there was a passion for the work to continue. The hui did not discuss work, work programmes or funding and no obligations were made on behalf of any co-governor's organisation.

Moved – Mayor Broughton / Seconded – Councillor Lyall

'That the Council receives the Mayor's Report for October 2017 for information.'

CARRIED

4. Chief Executive

Monthly Report – 8 November 2017

The Corporate Services Manager presented the report noting that in terms of Health & Safety and compared to the previous year, there was a significant reduction in incidents. The highest risk areas were in communities, community committees and staff are looking at how to manage those risks.

Councillor Miller commented on the recent Audit and Risk Subcommittee meeting, noting the recent health & safety site visit to Paparua Intake was opportune. He said the last time the Subcommittee was there, it was mid-drought with low levels of water. After the most recent visit there was a new appreciation of risks faced by the people who do swim there. The Subcommittee was able to give direction to staff for additional safeguards at the site.

Councillor Miller took the opportunity to commend staff for the high quality of reporting, especially around playgrounds. He said there was an opportunity to have an independent audit. Regarding forestry, Councillor Miller noted there was a greater understanding of Council's risks under the ETS and ways to mitigate the risks. He added that full Council will receive a report on those recommendations in due course.

Councillor Miller told Council that one of the staff was doing an excellent job of engaging with local communities and the Subcommittee recommended an expansion of his role to include helping communities to become accredited where necessary.

Councillor McEvedy reported on the recent Property Committee meeting noting it had a full and busy agenda covering a wide area. The reports were of high quality and he would be providing a more detailed report during public excluded as much of what is discussed at the meetings are commercially sensitive.

Councillor Lemon reported on the recent Selwyn Waihora Zone Committee and said it was a short meeting, where members briefly discussed the proposal of a youth zone committee meeting as well as how best to respond to the seminar

series questions. He informed Council that the Zone Committee's annual report will be presented to the contributing bodies early in 2018.

Councillor Lemon informed Councillors of the site visit to Canlac and that the significance of the farm was that it used several mitigations to meet 30% reductions in N losses as required by the Selwyn Te Waihora Plan. These include reducing rotorainer application rates; reducing N fertiliser and using plantane as an alternative feed.

Moved – Councillor Mugford / Seconded – Councillor Hasson

'That Council:

- (a) receives the Chief Executive's Report – 8 November 2017, for information; and*
- (b) approves the changes to the Delegations Manual.'*

CARRIED

5. Chief Executive

Adoption of Proposed Meeting Schedule for 2018

There was a brief discussion on the proposed meeting schedule with concerns expressed mainly around the lumps of time in between some of the meetings, with the suggestion to have the meetings one after the other.

It was noted that when Councillors spend an entire day at Council it would enable them to catch up with staff and build relationships. The meeting schedule suited the majority with a few exceptions. Councillor Reid supported the move of all meetings to one day i.e. Wednesday. She added that whilst grateful for being voted onto Council all Councillors still have other commitments outside of Council work. In particular noting child support and the very nature of the job which included having meetings at night. If there was a more structured meeting schedule, e.g. meetings on Wednesdays only, it would better support Councillors.

Councillors Hasson and Lemon spoke in support of Councillor Reid and the proposed meeting schedule.

Moved – Mayor Broughton / Seconded – Councillor Reid

'That Council adopt the proposed meeting schedule for 2018.'

CARRIED

6. Systems Accountant

Financial Report to 30 September 2017

The Corporate Services Manager noted that overall the report was positive showing a similar pattern to the reports of the past month and financial year.

Moved – Councillor Alexander / Seconded – Councillor Lyall

‘That the Council receives the financial report for the period ending 30 September 2017 for information.’

CARRIED

7. Information Services Manager
Draft Cemetery Bylaw 2017

There was a brief discussion on the item, with Councillor Alexander raising a concern about this time of year not being the best time, for consultation. He suggested leaving it for 2018 with the advantage of having a greater opportunity for the community to consider and submit on the bylaw.

Mayor Broughton noted that community committees would find a way to submit if they wanted to, e.g. having an extraordinary meeting to discuss the bylaw.

Staff indicated the hearing would be held on 8 February to enable Council to adopt the bylaw at its March 2018 meeting. Submitters will be granted the opportunity to speak at the hearing.

Moved – Councillor Watson / Seconded – Councillor Bland

‘That the Council uplift the (unchanged) recommendations from the 13 September 2017 Council meeting and resolve:

- a) To commence the special consultative procedure for the adoption of the Cemetery Bylaw 2017.*
- b) To adopt the Draft Statement of Proposal for the Selwyn District Council Cemetery Bylaw 2017*
- c) That the Statement of Proposal be made available for public inspection at all Council Service Centres, libraries and on the Council's website.*
- d) That the period within which written submissions on the draft Cemetery Bylaw 2017 may be made be between Friday the 15th September 2017 and Monday 16th October 2017.*
- e) That submissions on the Statement of Proposal be heard by a hearing panel comprising of the following 3 Councillors, Councillors C J Watson, G S Miller and D Hasson who shall report to the Council with its recommendations as soon as*

practicable following the hearing of submissions.'

CARRIED

8. Acquisitions, Disposals and Leasing Manager

Consent to Grant an Easement to Orion New Zealand Limited – Over Part of Main Race No.1 and Closed Road Survey Office Plan 2008 in Darfield

Moved – Councillor Lyall / **Seconded** – Councillor Lemon

'That Council:

- (a) Approves the granting of an easement to Orion New Zealand Limited for the conveying of electricity over part of Main Race No.1 and Closed Road Survey Office Plan 2008 being held for Water Race purposes.*
- (b) Consent to the easement pursuant to Section 48(1) of the Reserves Act 1977, pursuant to a delegation from the Minister of Conservation dated 12 June 2013 under Section 10 of the Reserves Act 1977;*
- (c) Approves that Central Plains Water Limited cover all costs associated with completing this process as Third Party to the Agreement;*
- (d) Approves that the easement be at a nil consideration.'*

CARRIED

9. Acquisitions, Disposals and Leasing Manager

Consent to Grant of an Easement to Orion New Zealand Limited – Reserve 2317, Scotts Road, Hororata

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

'That Council:

- (a) Approves the granting of an easement to Orion New Zealand Limited for the conveying of electricity over Reserve 2317, Scotts Road, Hororata.*
- (b) Consent to the easement pursuant to Section 48(1) of the Reserves Act 1977, pursuant to a 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;*
- (d) Approves that the easement be at a nil consideration.'*

CARRIED

10. Acquisitions, Disposals and Leasing Manager

Rolleston Utility Reserve Revocation – Lot 26 Branthwaite Drive, Rolleston

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

‘In exercise of the powers conferred on it by Section 24 of the Reserves Act 1977 the Selwyn District Council resolves that the land held by Council as local purpose (utility) reserve described in the Schedule below is surplus to requirements as it is no longer required for water supply purposes and further that the Council requests that the Minister of Conservation revokes the reservation over the land.

Schedule

Canterbury Land District – Selwyn District

399m² being Lot 26 DP 65499, comprised in Computer Freehold Register CB38B/1009.’

CARRIED

11. Asset Manager Water Services

Potential Water Race Closure – Council Deliberation and Decision

During the discussion Councillor Hasson expressed concern about the closure in that potential resources for farming communities are being lost long-term. Councillor Hasson noted for the record that she intended to vote against the recommendation to close the water race.

In response to a concern from Councillor Reid related to the retrospective nature of this closure, staff commented that they were tidying up processes and that these were historical closures. Staff also noted that it could be the result of a GIS map inaccuracy.

Councillor Reid further commented that where Department of Conservation (DOC) do not have resources to collect some of the protected fish species in water races, Council should take care of the environmental aspect. Staff commented it would be a requirement that should DOC be unable to do so, Council will engage an ecologist to assist.

Councillor McEvedy reminded Council that Councillors were confident about going forward with CPW and that, having supported the CPW venture, Council in effect also supported the necessary water closures where needed. He also commended staff for the good quality of reports.

Moved – Councillor McEvedy / **Seconded** – Councillor Watson

'That the Council approve the closure of 5 lengths of water race totalling approximately 7.4km in the Malvern scheme.'

CARRIED
[Councillor Hasson voted *against*]

12. Asset Manager Water Services
Edendale Water – Policy W202

Councillor Alexander thanked the Asset Manager Water Services, for his work in the area, noting it was a win for the greater community.

Moved – Councillor Alexander / **Seconded** – Councillor McEvedy

'That the Council:

- (a) extend the Edendale water supply area and amalgamate it with adjoining water supplies;*
- (b) revoke clause 2 of policy W202; and*
- (c) incorporate the balance of policy W202 into the Water Supply Activity Management Plan.'*

CARRIED

13. Assets Administrator - Roading
Naming of New Road in the Preston Downs Subdivision, West Melton

Moved – Councillor Lyall / **Seconded** – Councillor Mugford

'That pursuant to section 319A of the Local Government Act 1974 the Selwyn District Council approve the name "Corriedale Lane" for the road in the Preston Downs subdivision, West Melton.'

CARRIED

14. Assets Administrator - Roading
Naming of New Road in the Twyn Visions Ltd Subdivision, Rolleston

During the discussion Councillors questioned double barrel names, requesting a review of the naming policy to make naming of roads more simple.

There was also a brief debate about the two names Councillors were to choose from. It was felt without background it would be difficult to decide. Staff commented that it was not uncommon for streets to be named after developers and in this particular case, both proposed names had personal meaning to the developer. The suggestion to name the street Twyn Drive or something similar,

was cautioned against as that was very close to the trading name of the developer.

Moved – Councillor Lyall / **Seconded** – Councillor Bland

‘That pursuant to section 319A of the Local Government Act 1974 the Selwyn District Council approve the name “Jean Archie Drive” for the road in the Twyn Visions Ltd subdivision, Rolleston.’

CARRIED

GENERAL BUSINESS

15. Register of Documents Signed and Sealed

Moved – Councillor Miller / **Seconded** – Councillor Mugford

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

1	Name of other party	Rolleston Primary School
	Transaction type	Amendment to Sewer line easement
	Transaction description	Kidman Street, Rolleston

2	Name of other party	Central Pains Water Enhancement Scheme
	Transaction type	Road and Road Reserve Licence
	Transaction description	Illingworth Road and Ardlui Road

3	Name of other party	Prebbleton Tennis Club Incorporated
	Transaction type	Deed of Lease
	Transaction description	Reserve 3996 Prebbleton Domain

4	Name of other party	Prebbleton Rugby Club Incorporated
	Transaction type	Deed of Lease
	Transaction description	Prebbleton Domain ground lease for 33 years – Reserve 3996

5	Name of other party	PB Anderson, SE Knowles, JB Knowles, V Knowles
	Transaction type	Replacement of bond on change of consent conditions
	Transaction description	RC 175436 35 Voss Road, Lincoln

EXTRAORDINARY GENERAL BUSINESS

None.

REVIEW OF ISSUES RAISED IN PUBLIC FORUM

None.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Lemon / **Seconded** – Councillor McEvedy

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	Disposal of Property, Darfield		

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	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 2.21pm.

The meeting reconvened in open meeting at 2.41pm.

The meeting closed at 2.41pm.

DATED this 14th day of December 2017



MAYOR