

**MINUTES OF THE INAUGURAL MEETING OF THE  
HOUSING AND URBAN DEVELOPMENT SUBCOMMITTEE  
HELD IN THE TAUWHAREKAKAHO ROOM - SELWYN DISTRICT COUNCIL  
ON WEDNESDAY 6 NOVEMBER 2024  
COMMENCING AT 9.07AM**

**PRESENT**

Mayor S T Broughton, Councillors S G McInnes (Chair), R H Mugford and E S Mundt; and Ms M McKay (online)

**ATTENDEES**

Messrs. R Love (Executive Director Development and Growth), T Harris (Executive Director Enabling Services) and B Baird (Head of Strategy and Policy); Mesdames R Phillips (Commercial Manager - Property and Investments), P Ganda (Senior Communications Advisor), M Mordaunt (Assistant to the Chief Digital Officer and Chief Financial Officer) and C Bennet (Governance Coordinator); and Ms T Davel (Senior Governance Advisor)

The meeting was opened with a karakia.

**APOLOGIES**

An apology was received from Councillor Hasson.

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

*‘That the Housing and Urban Development Subcommittee receive the apology from Councillor Hasson.’*

**CARRIED**

**EXTRAORDINARY OR GENERAL BUSINESS**

None.

**CONFLICTS OF INTEREST**

None.

**ORDER OF BUSINESS**

## REPORTS

### Inaugural Meeting Governance Matters

*Executive Director Development and Growth*

The Chair began by acknowledging that this is the first meeting of the newly formed subcommittee and said she is grateful to be given the opportunity to chair the meeting.

*Councillor Mundt arrived at 9.09am*

Mr Robert Love, Executive Director Development and Growth, provided an overview of the content of the report. The recommendation was then discussed in parts.

Following a brief discussion, Councillor Mugford was elected as Deputy Chairperson.

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

*‘That the Housing and Urban Development Strategic Priority Subcommittee:*

- a. Elects Councillor Mugford as Deputy Chairperson;*

**CARRIED**

The Terms of Reference (ToR) were discussed. Members agreed to truncate the name of the subcommittee. Going forward it will be known as the Housing and Urban Development Subcommittee. Recognising the transportation needs of the Selwyn District the ‘purpose’ was amended to include this.

It was agreed that the housing needs in the district are diverse. The responsibilities of the Subcommittee were amended to include ‘*accessible*’ and to ensure that ‘*all household types*’ were captured this was added. As the district continues to grow, the need to focus on capacity for housing was included. ‘*To guide the development of strategic transport decisions*’ was added along with an update to the delegations to include confirming ‘*submissions on government legislation*’.

A written report will be provided by the Chair, with the assistance of the Deputy Chair, to Council.

Point 6 of the ToR, ‘*Urgent matters referred from the Council*’ was discussed. It relates to urgent matters being referred to the Subcommittee for a decision, where the Council would have ordinarily considered the matter. Members asked if this point is necessary. Advice will be taken as to whether this can be removed.

**Moved** (as amended) - Councillor Mundt / **Seconded** - Councillor Mugford

- b. Adopts the Terms of Reference for the Subcommittee as confirmed by full Council on 14 August 2024, **as amended**;*

**CARRIED**

Technology allows for the meeting to be held outside of the Council Chambers and still be livestreamed. It is hoped that this will create a more inclusive, informal atmosphere.

**Moved** - Councillor Mugford / **Seconded** – Mayor Broughton

- c. *Adopts the Council Standing Orders as adopted by full Council at its Inaugural Meeting on 2 November 2022, and as amended in September 2024, to allow remote participants to be counted as quorum;*
- d. *Adopts the Council's Code of Conduct as adopted by full Council at its meeting of 23 November 2022;*

**CARRIED**

The Subcommittee discussed the frequency of the meetings and agreed that another meeting should be scheduled before the end of the year. At the next meeting the workplan will be discussed. It was noted that the Subcommittee's workplan would guide the timetabling of their meetings going forward. Mr Love encouraged members to submit any questions or highlight any issues they would like to be included on the plan to him.

**Moved** - Councillor Mugford / **Seconded** – Mayor Broughton

- e. *Notes the draft meeting schedule to be adopted by full Council at its November 2024 meeting.'*

**CARRIED**

## **GENERAL BUSINESS**

Mr Love gave an update on building reform and how changes being proposed by central government could impact on Council.

*The meeting closed at 9.42am.*

DATED this 11<sup>th</sup> day of December. 2024



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**CHAIRPERSON**