

**MINUTES OF AN INAUGURAL MEETING OF THE
LOCAL WATER DONE WELL SUBCOMMITTEE
HELD IN THE TAUWHAREKAKAHO ROOM - SELWYN DISTRICT COUNCIL
ON WEDNESDAY 13 NOVEMBER 2024
COMMENCING AT 9AM**

PRESENT

Mayor S T Broughton (Chair), Councillors L L Gliddon, M B Lyall, R H Mugford and S G McInnes

ATTENDEES

Messrs. T Mason (Executive Director Infrastructure & Property), M England (Head of Asset Management), P Dean (Councillor); Mesdames A Sneddon (Chief Financial Officer), R Phillips (Commercial Manager - Property and Investments), S Carnoutsos (Head of Marketing and Communications), T Davel (Senior Governance Advisor), T Van der Velde (Assistant to the Executive Director Enabling Services).

The meeting was opened with a karakia.

APOLOGIES

Apologies were received from Ms McKay.

Moved – Councillor Lyall / **Seconded** – Councillor McInnes

‘That the Local Water Done Well Subcommittee receive the apologies from Ms McKay.’

CARRIED

EXTRAORDINARY OR GENERAL BUSINESS

None.

CONFLICTS OF INTEREST

None.

TERMS OF REFERENCE

For information only.

Moved – (as amended) Councillor McInnes / **Seconded** – Councillor Gliddon

- (b) *Adopts the Terms of Reference for the Subcommittee as confirmed by full Council on 14 August 2024, **as amended**;*
1) 'Urgent matters referred from the Council' item is removed from the Terms of Reference for all four subcommittees.
2) Add development of a community charter to the subcommittee's delegations

CARRIED

Meeting frequency was discussed, it was agreed that the subcommittee would meet monthly but would shift to more frequent meetings if the work schedule demanded this. There will be one more meeting between now and the new year.

Standing Orders:

- (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;*

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

CARRIED

Code of Conduct:

- (d) *Adopts the Council's Code of Conduct as adopted by full Council at its meeting of 23 November 2022;*
(e) *Notes the draft meeting schedule to be adopted by full Council at its November 2024 meeting.'*

Moved- Councillor Mugford / **Seconded** -Councillor Lyall

CARRIED

GENERAL BUSINESS

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.

The meeting closed at 9.17am.

DATED this 11 day of December, 2024



CHAIRPERSON