

**MINUTES OF AN ORDINARY MEETING OF THE  
LOCAL WATER DONE WELL SUBCOMMITTEE  
HELD IN THE TAUWHAREKAKAHO ROOM - SELWYN DISTRICT COUNCIL  
ON WEDNESDAY 11 DECEMBER 2024  
COMMENCING AT 9AM**

**PRESENT**

Mayor S T Broughton (Chair), Councillors L L Gliddon, M B Lyall, S G McInnes and Te Taumutu Councillor M McKay

**ATTENDEES**

Messrs. T Mason (Executive Director Infrastructure & Property), S Epiha (Councillor), C Lammers (Senior Communications Advisor), C Han (Digital Operations Support Specialist), Mesdames N Reid (Councillor), K Hill (Consultant, online via Zoom), T Davel (Senior Governance Advisor) and D Prendergast (Personal Assistant to the Executive Director Infrastructure & Property).

The meeting was opened with a karakia.

**APOLOGIES**

Apologies were received from Councillor R H Mugford

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

*‘That the Local Water Done Well Subcommittee receive the apologies from Councillor Mugford.’*

**CARRIED**

**EXTRAORDINARY OR GENERAL BUSINESS**

None.

**CONFLICTS OF INTEREST**

None.

## TERMS OF REFERENCE

For information only.

## CONFIRMATION OF MINUTES

**Moved** – Councillor Gliddon / **Seconded** – Councillor McInnes

**CARRIED**

## ORDER OF BUSINESS REPORTS

### Executive Director Report

*Executive Director Infrastructure and Property*

Tim Mason spoke to the report and welcomed Katherine Hill on board to programme manage the CCO establishment activities and the development of the water service delivery plans; including to identify activities required to stand the CCO up by 1 July 2025.

Katherine has identified functional areas, most importantly finance, people, capability, systems and processes and will connect with ELT and the wider group to make sure those activities are correct and to identify some key milestones. Tim said his report also recommends that the Subcommittee appoints Raven Jaduram as the Independent expert.

In the New Year the intent is to report on the programme rather than papers. He suggested the meeting frequency to be fortnightly, and he would like to run it like a project with a programme and identified risks to report on.

Ongoing conversations around funding with DIA and LGFA identify Selwyn as a growth council, with current borrowing arrangements being 500% against revenue. Council would look to identify an agreement allowing it to borrow more.

Recruitment of the interim Board Chair is underway and the intent is to have this position appointed by Christmas.

Councillor Gliddon asked about the selection panel for appointing the chair and the Subcommittee agreed that three people would suffice, these being the Mayor, a representative from Taumutu and the Chief Executive or her delegate. Interviews are planned for next week.

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

That an appointment panel for choosing the Chair include a Taumutua representative,

the CEO or her representative and the Mayor.

**CARRIED**

*Ms McKay abstained from voting*

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

*'That the Local Water Done Well Committee:*

- a) receives the Executive Director' Report for information; and*
- b) appoint Raveen Jaduram as committee independent expert.'*

**CARRIED**

#### **GENERAL BUSINESS**

Next meeting 5<sup>th</sup> of February.

*The meeting closed at 9.25 am.*

DATED this <sup>12<sup>th</sup></sup> day of <sup>February</sup> 2025

CHAIRPERSON