

**Wānaka Community Board**  
**17 September 2020**

**Report for Agenda Item | Rīpoata moto e Rāraki take 4**

**Department: Planning & Development**

**Title | Taitara Willowridge Developments' application to name one new vested road – 'Sir Cliff Skeggs Drive'**

**PURPOSE OF THE REPORT | TE TAKE MŌ TE PŪRONGO**

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The purpose of this report is to consider an application from Willowridge Developments to name one new road to be vested by Queenstown Lakes District Council to Sir Cliff Skeggs Drive.

That the Wānaka Community Board:

1. **Note** the contents of this report;
2. Approve the application for the following new road name:
  - a. Sir Cliff Skeggs Drive.

Prepared by:



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Planning Support, Planning and  
Development

21/08/2020

Reviewed and Authorised by:



Dave Wallace  
Manager, RM Engineering,  
Subdivision and Development  
Contributions

21/08/2020

## CONTEXT | HOROPAKI

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- 1 An application (Attachment A) has been received to name a new road to be vested off Sir Tim Wallace Drive which contains lots 987 & 988 DP 523538, Sir Tim Wallace Drive, Wānaka 9305. The sites are located at land legally described as lots 987 & 988 DP 523538.
- 2 Attachment B contains the location for the new road – listed as road 7 and road 3a.
- 3 The option put forward for by the applicant for the road name is outside the provisions of the Council's Road Naming Policy. This report puts this road name to the Wānaka Community Board for a decision. The name is not used elsewhere in the district, nor is it considered in poor taste or likely to cause offence.

## ANALYSIS AND ADVICE | TATĀRITANGA ME NGĀ TOHUTOHU

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- 4 The applicant has put forward the following choice:

### **Sir Cliff Skeggs Drive**

*Alternative choices –*

*Second choice – John Deere Drive*

*Third Choice – Moline Drive*

### **Road Naming Policy**

- 5 We have considered the name against the road naming Policy and note the following:
  - a. From the information provided, it is not clear that the name choice Sir Cliff Skeggs Drive meets with policy points 5.3e Personal name for special service or 5.3b Historical Person or Event.
  - b. The applicant provided background for first name choice (see Attachment A): Sir Cliff Skeggs Drive - Road 7 and Road 3a - Willowridge purchased the Three Parks land from Sir Clifford Skeggs, who had owned the land, then known as Mount Iron Farms, since 1979 running it as a deer farm. Sir Clifford Skeggs retained his house to the north of Three Parks although has recently sold it to move to a new property in Wānaka.
  - c. Sir Clifford Skeggs has made significant contributions to Wānaka and the wider Otago Region. He is founder of the Skeggs Foundation, which supports elite and aspiring athletes in Otago; was a four-term mayor of Dunedin city; was behind the redevelopment of the Hāwea Hotel and the THC Wānaka and Queenstown hotels.
  - d. While the person in question is local, historically relevant and has arguably made a contribution to the local area, the policy notes that naming after persons living or recently deceased should generally be avoided and will not be considered unless that person has made a noteworthy contribution to that locality. In cases such as this, the matter is referred to the Wānaka Community Board to determine.

- e. As the adjoining road is also named after a living resident of Wānaka 'Sir Tim Wallace Drive' it may well be considered acceptable to proceed with this name choice. The Wānaka Community Board may be inclined to allow this road name in this instance.
- f. Willowridge Developments have spoken with Sir Clifford and they have confirmed the client is agreeable with the road being named as such.

### Options

Option 1 – Approve the application.

#### *Advantages:*

- 6 The newly approved road name can be formalised immediately post meeting and staff can proceed with updating the Council records and other outside parties with new addressing and signs.
- 7 The new road name notes the accomplishments of a local resident (Appendix A) and does not appear to cause undue offence or in poor taste.

#### *Disadvantages:*

- 8 This may be considered as a precedent naming after a local resident. However, I believe this could also be an advantage – to recognise notable community members. The area also has a similar style of name 'Sir Tim Wallace Drive' so is therefore continuing an establishing theme.

Option 2 – Decline the application as applied for and consider alternatives.

- 9 If the application is declined, the developer can choose to proceed with one of the alternative names supplied before continuing with development. This could be considered an advantage as the alternative names comply with the Policy.
- 10 This report recommends **Option 1** for addressing the matter. As mentioned previously, the name offered is not in use or likely to cause poor taste or offence. The discretion for approval of road names in the Wānaka area outside of the Policy sits with the Wānaka Community Board. The main body of the paper, including options and discussion. Topic headings to be in **bold**. Identify the issues, any actions that have taken place, available options, recommendation and next steps.

## CONSULTATION PROCESS | HĀTEPE MATAPAKI:

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### > SIGNIFICANCE AND ENGAGEMENT | TE WHAKAMAHI I KĀ WHAKAARO HIRAKA

- 11 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because:
  - The naming of this existing road will not have a large impact on the environment, culture and people of the district.

- The background offered for the road names is potentially outside existing policy and the application has been brought to the Wānaka Community Board for consideration.
- There is no impact on the Council's capability and capacity in respect to the objectives set out in the Financial Strategy, Ten Year Plan and the Annual Plan.
- The decision does not relate to the sale or transfer of shareholding of any of the Council's strategic assets.

12 The persons who are affected by or interested in this matter are the applicants, the public and Queenstown Lakes District Council.

13 The Council has undertaken no community consultation in association with this request.

## > MĀORI CONSULTATION | IWI RŪNANGA

14 The Council has undertaken no special consultation with Māori in association with this request.

## RISK AND MITIGATIONS | NGĀ RARU TŪPONO ME NGĀ WHAKAMAURUTANGA

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15 This matter relates to the Environmental risk category. It is associated with RISK00012 (Core Infrastructure Planning is insufficient – poor infrastructure planning). This risk has been assessed as having a high inherent risk rating. This matter relates to this risk as it refers to the Council's need to deal with Land Information Memorandum and requests for service using Council records. These rely on location address information being available on our system, TechOne, which is also used for reporting and performance monitoring of our contractors and for dealing with requests from ratepayers.

16 The approval of the recommended option will support the Council by allowing us to avoid the risk. This shall be achieved by putting in place measures which directly impact the risk.

## FINANCIAL IMPLICATIONS | NGĀ RITENGA Ā-PŪTEA

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17 There are no operational and capital expenditure requirements or other budget or cost implications resulting from the decision.

## COUNCIL EFFECTS AND VIEWS | NGĀ WHAKAAWEAWE ME NGĀ TIROHANGA A TE KAUNIHERA

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18 The Council's Road Naming Policy 2016 was considered in association with this application. The Policy objective notes that:

*"The Queenstown Lakes District Council is responsible for naming roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key services such as emergency, postal and courier services."*

19 Road name applications in the Wānaka Area that fall outside the Council’s Road Naming Policy are considered by the Wānaka Community Board.

20 This matter is included in the 10-Year Plan/Annual Plan. Road naming is a regulatory function which relates to Section 319 A of the Local Government Act 1974

### LOCAL GOVERNMENT ACT 2002 PURPOSE PROVISIONS | TE WHAKATURETURE 2002 O TE KĀWANATAKA Ā-KĀIKA

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21 The recommended option:

- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by [explain how it will help];
- Can be implemented through current funding under the Ten Year Plan and Annual Plan;
- Is outside the Road Naming Policy but within the terms of reference for the Wānaka Community Board.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

### ATTACHMENTS | NGĀ TĀPIRIHANGA

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A	APPLICANT’S ROAD NAMING APPLICATION FORM AND SUPPORTING INFORMATION
B	LOCATION MAP: SIR TIM WALLIS DRIVE, WANAKA





## LEGAL DESCRIPTION OF ROAD/S // please state if it is Private or to Vest in QLDC

Legal Description of Road/s

Background details explaining the reasons for the preferred name/s:



## SIGNATURE

Signature:

Date:





## **QUEENSTOWN LAKES DISTRICT COUNCIL**

### **ROAD NAMING POLICY**

**1 AUGUST 2016**

#### **1. Policy and Objectives**

The objective of this policy is to provide a consistent and comprehensive approach to the naming of roads in the District

The Queenstown Lakes District Council (QLDC) is responsible for naming roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key services such as emergency, postal and courier services. The procedures under which the Council wishes to achieve these objectives are set out below. The Council is empowered to name roads under Section 319 A of the Local Government Act 1974.

#### **2. Scope**

The Council's policy will apply to new or unnamed roads including roads with existing names that are not officially recognised, changes in road names, and it also includes areas that require an official address for identification purposes such as private rights of way, service lanes and pedestrian access ways.

#### **3. Procedure for Naming a Legal Road**

1. When a new road is formed the applicant will submit a written application on the approved form to the Council requesting the Council's formal approval for the name of the road. Each written application shall be accompanied by:-
  - a) Preferred name plus two alternatives listed in order of preference.
  - b) Legal description of the road and a copy of the subdivision plan highlighting the road
  - c) A location map.
  - d) A background to the names, their origins and their link with the area with confirmation that the same name does not exist within the Queenstown Lakes District or within 30km of the Queenstown Lakes District boundary.
  - e) The applicants address and contact phone number.
  - f) Road naming application deposit fee. Note charges incurred will be charged at a pro rata basis and will therefore reflect the complexity of the application and information provided
  - g) Signed copies of the APA (Affected Parties Approval) form, from each party affected by the proposed road name change, in cases where the subject road to be named has inhabited properties along it at the time of the application.
  - h) If APA is not received from all parties submissions from those parties will be provided with the application or evidence will be provided of written communication with or from the parties identifying that they are either not in support or are indifferent to the proposal and do not wish to comment.





2. The Council receives the application and checks the suitability of the preferred and alternative names against its Policy.
3. If in accordance with policy it is approved by a Council officer. If not in accordance with the policy it will go to Property Sub Committee, Wanaka Community Board or full Council for approval.
4. The Council approves, declines or amends the name for the road by way of a formal resolution of the appropriate Council committee or Council Officer.
5. The Council advises the applicant in writing of the Council's decision.
6. If the Council approves the name of the road, the Council will require the applicant to erect street signs showing the name of the road. All costs associated with the creation and erection of such signs are borne by the applicant, and such signs shall be erected as soon as practicable after the date of the Council's decision. The sign must conform to Council's street sign specification.
7. Immediately after the Council approves the name of any road, the Council will advise the Electoral Office, Land Information NZ, Valuation NZ, Quotable Value, NZ Post, Council's rating and GIS departments and all emergency services in the area of the name of the road.
8. Council's subdivision engineers will ensure that the road naming process is completed and the signs installed before the Section 224C certificate is prepared for issue. Performance bonds are not acceptable.

#### **4. Procedure for Naming of Private Roads and Rights of Ways**

Names for private roads and rights of way must be submitted for consideration on the approved form and will go through the same process as for legal roads. The approved name will then be recorded in Council's GIS system and flagged as a private road or right of way. The street sign must have the word "Private" under the street name and the applicant is required to pay for the signage. (Refer to the Signs Bylaw for exact specifications).

##### **Rights of Ways**

Where more than five allotments are served by a private right of way the council requires the ROW be named, and numbered accordingly. The name of the right of way must be submitted to Council for approval following the process set out above.

Where five or less allotments are served by a private right of way the ROW may be officially named following the procedures set out in this policy.

#### **5. Guidelines for the selection of new road names.**

1. There must not be another street named the same in the Queenstown Lakes District emergency services area or within 30km of the QLDC district boundary.
2. Identical names or homophones in the District or within 30km of the District boundary, will not be accepted. If the road name consists of more than one word (excluding the suffix) then the significant part of the word must not be the same as the significant part of any other road name i.e. Coronet Peak Road and Peak View Ridge are fine, but Coronet Peak Road and Coronet Drive would not be accepted



3. The name has significant local content or meaning. The name should reflect one of the following:

**a) Common or established theme**

Where more than one road is being created in a subdivision, a common theme is recommended for the names. If a naming theme is already established in a suburb, the names for that suburb should remain consistent with that theme.

**b) Historical Person or Event**

The name of a notable person or event from early history should ideally have a local association with the area.

**c) Significant feature**

It is appropriate to name a road after a significant feature in the area (for example, geographical feature, landscape, flora, or fauna). Naming after features which do not exist in the area should be avoided (for example, naming after native trees or plants that are not evident in the area or views that cannot be identified).

**d) Traditional or appropriate Maori name**

If the name suggested is a Maori name, then the name will have to be checked by the applicant with Southern and Otago Runanga to ensure that it is not offensive to manawhenua and Maori and is appropriate, spelt correctly and interpreted correctly. There is no formal requirement to check a Maori name, however a Maori road or street name will not be considered unless the following have been consulted with:

1. Kai Tahu ki Otago Ltd (KTKO Ltd) (Otago Iwi)
2. Te Ao Marama Incorporated (Southern Iwi)

It is also a courtesy to consult with local whanau.

**e) Personal name for special service**

This can be for conservation, sport, community service or other sphere of activity with local association which can be duly recognised. Naming after persons living or recently deceased should generally be avoided and will not be considered unless that person has made a noteworthy contribution to that locality.

4. Names should be easy to spell and pronounce and have an appropriate meaning.
5. The name should not be considered to be in poor taste or likely to cause offence.
6. Full names may only be used where the name is of a reasonable length and the first name needs to be used to correctly identify the individual being commemorated. Full names that are longer than 15 letters (including the space between the names, but not including the "road type") will not usually be considered.
7. The end name for the roadway should be the one that most accurately reflects the type of roadway that it is. A list of accepted end names and meanings for these names is included with Council's list of available street end names.
8. A name can also be taken off Council's list of street names if it is appropriate for that area. This list will be given out with application forms.



## **6. Councils List of Street Names**

There is a list of names which have been accepted by Council that the applicant can utilise if it falls within the policy. These names have come from:

- war memorials in the district.
- nominations from individuals or societies.
- surveyed and named streets which have never been formed.

## **7. Costs / Fees for Road Naming Applications**

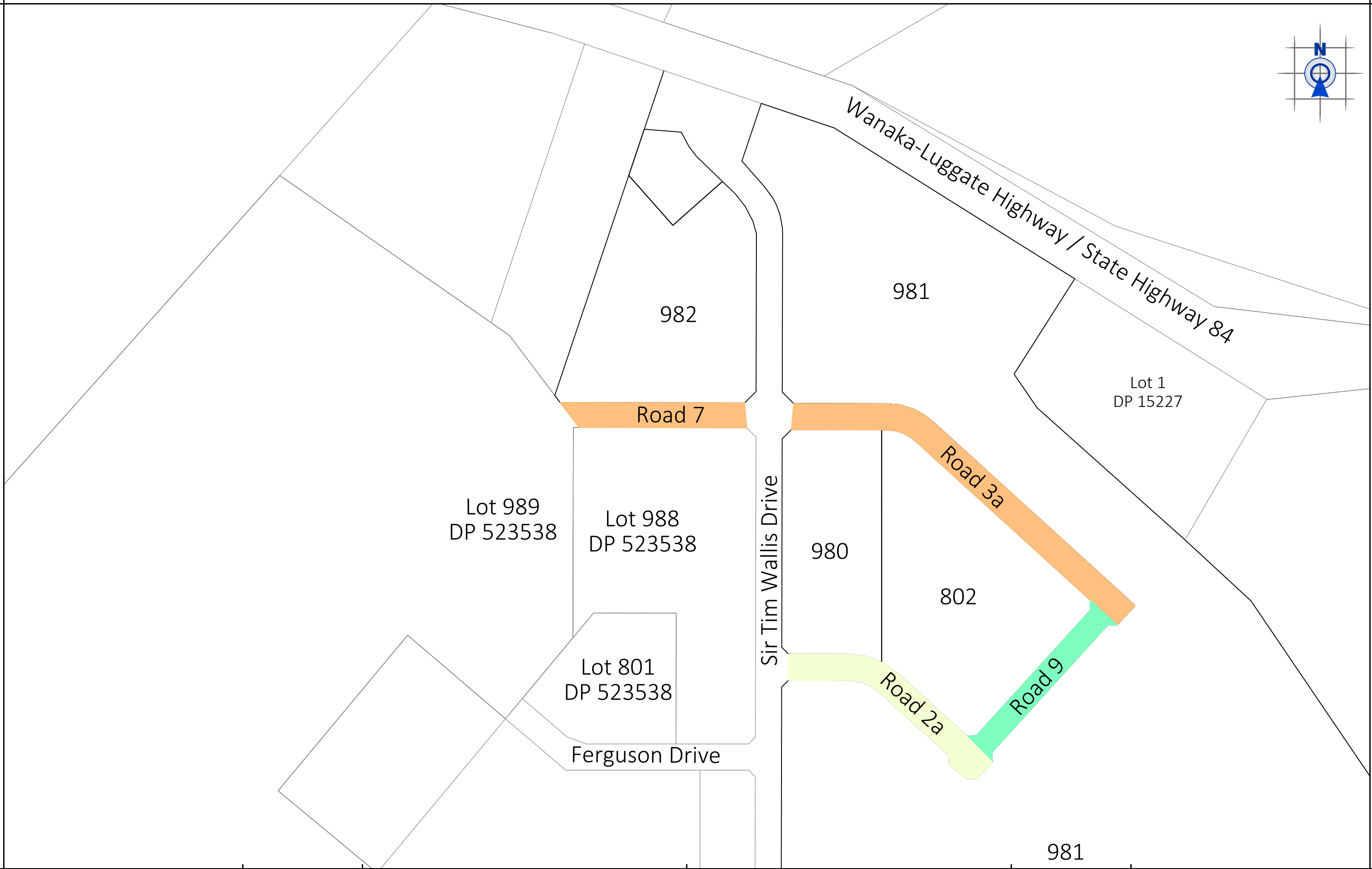
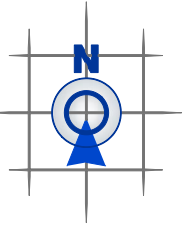
The cost of processing different types of road naming applications will be set by Council from time to time. The rate charged will be for administration support as outlined in the QLDC Fees and Charges schedule found by following the link below.

<http://www.qldc.govt.nz/assets/Uploads/Forms/Resource-Consents/Resource-Consent-Engineering-Initial-Fees-and-Other-Charges.pdf>



## Council's list of accepted end names

Alley	A narrow street or passage, usually enclosed on either side.
Arcade	Covered walkway with shops along the sides.
Avenue	A roadway with trees or other objects at regular intervals.
Boulevard	A broad main street with rows of trees along it.
Circle	A street surrounding a circular or oval shaped space.
Close	A short enclosed roadway ie a cul-de-sac.
Court	A short enclosed roadway ie a cul-de-sac.
Crescent	A street of houses in a crescent shape.
Drive	An especially scenic road or street.
Esplanade	Level piece of ground especially one used for public promenade.
Glade	Roadway usually in a valley of trees.
Green	As for Common, but not necessarily bounded by a reserve.
Grove	A roadway which often features a group of trees standing together.
Highway	Main thoroughfare between major destinations.
Lane	A narrow street or road, may be single passage only.
Loop	Roadway that diverges from and rejoins the main thoroughfare.
Mall	Wide walkway, usually with shops along the sides.
Mews	A roadway having houses grouped around the end.
Parade	A public promenade or roadway.
Place	A short sometimes narrow enclosed roadway.
Promenade	Wide flat walkway, usually along the water's edge.
Quay	Roadway alongside or projecting into water.
Rise	A roadway going to a higher place of position.
Road	A roadway forming a means of communication between one place and another.
Square	A street surrounding a square or rectangular shaped space.
Steps	Walkway consisting mainly of steps.
Street	A township carriageway that has houses on both sides.
Terrace	A roadway usually with houses on either side raised above the road level.
Track	A narrow country street that may end in pedestrian access.
Walk	Thoroughfare for pedestrians.
Way	A track or path for passing along.
Wharf	A roadway on a wharf or pier.



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Client & Location:

**Willowridge Developments Ltd**  
**Three Parks Stage C2**  
**Wanaka**

Purpose & Drawing Title:

**Road Naming Plan**  
**RM181439**

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