

Full Council

20 March 2025

Report for Agenda Item | Rīpoata moto e Rāraki take [8]

Department: Chief Executive

Title | Taitara : Chief Executive's Report

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to report on items of general interest that do not require a full officer report and to summarise recent meetings of Queenstown Lakes District Council's (QLDC) Standing Committees and the Wānaka-Upper Clutha Community Board.

Recommendation | Kā Tūtohuka

That the Council:

1. **Note** the contents of this report;

Delegation for Water Supply Boundary Adjustment Policy

2. **Agree** that the delegated authority to assess and approve minor extensions to water supply scheme boundaries or wastewater scheme boundaries, as per the Water Supply & Wastewater Scheme Boundary Adjustment Policy, be delegated to the Infrastructure Delivery & Engineering Manager;

Recommendations from Wanaka-Upper Clutha Community Board

Otago Regional Council air quality and environmental monitoring station lease in Upton Street Reserve

3. **Approve** a new lease, in accordance with section 54(1) of the Reserves Act 1977 to the Otago Regional Council over part of Section 3 Block XXXV TN OF Wānaka subject to the following terms and conditions:

Commencement	1 st November 2024
Term	10 years
Renewal	Two rights of 5 years by agreement of both parties
Insurance	Requirement to have public liability insurance of \$2 million

4. **Agree** to delegate remaining terms and conditions to the General Manager, Community Services.

Communications Station Licence for Connexa within Forest Heights Reserve, Wānaka

5. **Grant** a licence in accordance with section 48(A) of the Reserves Act 1977 to Connexa Ltd over part of lot 721 deposited plan 399076 known as Forest Heights Reserve, Wānaka, subject to the following terms and conditions:

Commencement	Upon receiving resource consent
Term	6 years
Renewal	Two rights of renewal of 6 years each
Rent	Market rental to be assessed by valuation
Rent Reviews	Every 3 years

6. **Agree** to delegate remaining terms and conditions to the General Manager, Community Services.

Recommendation from Audit, Finance & Risk Committee

7. **Adopt** the Risk Management Policy dated March 2025 and revoke the previous Risk Management effective from 1 July 2025.

Prepared by:



Name: Mike Theelen
Title: Chief Executive
27 February 2025

Context | Horopaki

Delegation for Water Supply Scheme Boundary Adjustment Policy

1. Amendments to the Water Supply Scheme Boundary Adjustment Policy were approved by Council on 29 April 2021 (<https://www.qldc.govt.nz/your-council/council-documents/policies>). The policy outlines the criteria for decision making when assessing applications to extend the water supply and/or wastewater scheme boundary. Minor extensions that fit set criteria are to be assessed and approved by Council staff, rather than go to Full Council.
2. The report that presented the policy to Council observed that the delegation for minor extensions to water supply scheme boundaries or wastewater scheme boundaries would sit with the Chief Engineer.
3. There is no longer the role of Chief Engineer within the Property & Infrastructure directorate. The role of Infrastructure Delivery & Engineering Manager executes the same or similar duties as the Chief Engineer and has been delegated other functions that previously sat with the Chief Engineer.
4. It is proposed that the delegated authority to assess and approve minor extensions to water supply scheme boundaries or wastewater scheme boundaries, as per the Water Supply & Wastewater Scheme Boundary Adjustment Policy, be delegated to the Infrastructure Delivery & Engineering Manager.

Recommendations from Wānaka-Upper Clutha Community Board

Otago Regional Council air quality and environmental monitoring station lease in Upton Street Reserve

5. Otago Regional Council (ORC) is expanding its air quality network and seeks a lease to install an air quality and meteorological monitoring station in the Upton Street Reserve which is located on the corner of Upton and Stone Steets, Wānaka shown on **Attachment A**.
6. Under the National Environmental Standard-Air Quality, ORC is required to monitor the ambient air quality in the greater Wānaka urban area. The site in the Upton Street Reserve has been identified as an ideal location due to its proximity to emission sources and geography of Wānaka.
7. ORC is proposing to install the necessary infrastructure and equipment for long term air quality and meteorological monitoring at this location. A mast of 4-6 metres height will be erected to mount the air quality sensors. **Attachment B** shows the monitoring equipment at an air quality and meteorological site in Porirua which is very similar to what ORC requires in Wānaka.
8. The Wānaka-Upper Clutha Community Board recommended at its meeting held on 20 February 2025 that Council approve a new lease in accordance with section 54(1) of the Reserves Act 1977 and delegate remaining terms and conditions to the General Manager, Community Services.

Communications Station Licence for Connexa within Forest Heights Reserve, Wānaka

9. Connexa provides tower infrastructure to a range of telecommunications organisations, primarily Spark and 2 Degrees. It currently has a temporary mast and communications infrastructure located on private land adjacent to Forest Heights Reserve, known as Sticky Forest. This equipment has been at this location since 2017. During the summer of 2016-17 capacity was reached on existing infrastructure, resulting in interrupted services. Subsequently Connexa installed the temporary site to increase capacity.
10. Connexa wishes to upgrade this equipment for the purpose of providing improved coverage and capacity. In order to complete this upgrade Connexa requires a site with security of tenure to enable the investment and has applied for a licence within Forest Heights Reserve adjacent to the current temporary location. The existing and proposed locations are shown in the plan at **Attachment C**.
11. The proposed upgrade includes installing a new larger tower (currently 9m high up to a proposed 12.7m) and associated equipment contained within a fenced compound. An image of the proposed tower and existing tower are at **Attachment D**.
12. Connexa has applied for a 35 year (7 terms of 5 years) licence for this site. This is inconsistent with other agreements for existing communications stations within the district, being longer than normal. The terms that have been proposed are based on existing agreements with communications providers on other reserves.
13. The proposed licence terms will allow for a market based commercial rental, reviewable every 3 years. The area within the Forest Heights Reserve that has been proposed for the licence is away from the existing trail and not regularly used. It is elevated on a knoll above the trail and should not interfere with regular users of the Reserve.
14. The Wānaka-Upper Clutha Community Board recommended at its meeting held on 20 February 2025 that Council grant a licence in accordance with section 48(A) of the Reserves Act 1977 to Connexa Ltd and delegate final terms and conditions to the General Manager, Community Services.

Recommendation from Audit, Finance & Risk Committee

Proposed New Risk Management Policy

15. The Risk Management Policy has been updated to:
 - Reflect risk hierarchy and the interrelationships between risks
 - Incorporate a 'three lines of defence model/three lines model' into the Risk Management Framework
 - Provide a renewed understanding of risk appetite and its definition and representation
16. Attachment E is the proposed updated Risk Management Policy to replace the existing policy. It was considered at the Audit, Finance & Risk Committee meeting held on 6 March 2025 at which it was recommended that Council adopts the proposed policy and revokes the existing policy.

Committee Meetings of the Previous Round

Planning & Strategy Committee – Councillor Cocks (Chair) (4 February 2025)

Information:

1. Update on Te Tapuae Southern Corridor structure plan and QLSP Monitoring Report
2. Update on Generation 2.0 of Queenstown Lakes Spatial Plan Future Development Strategy
3. Joint Housing Action Plan Update
4. Proposed District Plan (PDP) Updates and Other Key Updates
5. Update on Proposed District Plan (PDP) Appeals*
6. Update on Resource Consent Appeals*

Wānaka-Upper Clutha Community Board – Mr Simon Telfer (Chair) (20 February 2025)

Information:

1. Licence to Occupy 9 Sir Tim Wallis Drive, Wānaka (LO240039)
4. Chair’s Report

Recommendation:

2. Otago Regional Council air quality and environmental monitoring station lease in Upton Street Reserve
3. Communications Station Licence for Connexa within Forest Heights Reserve, Wānaka

Audit, Finance & Risk Committee – Mr Stuart McLauchlan (Chair) (6 March 2025)

Information:

2. December Year to Date 2024 Financial Overview
3. Organisational Health, Safety and Wellbeing Report
4. Climate and Biodiversity Plan Update
5. Lakeview Development Programme
6. External Audit Report March 2025
7. Internal Audit Report December 2025*
8. Legal Update*
9. Treasury Update*

Recommendation:

1. Risk and Compliance Update March 2025: New Risk Management Policy

*Public excluded items

Attachments | Kā Tāpirihaka

A	ORC air quality monitoring station location in the Upton Street Reserve
B	Photograph of Porirua air quality monitoring station
C	Plan of proposed licence area within Forest Heights Reserve
D	Diagram of proposed new facility compared to existing
E	Proposed New Risk Management Policy