

**Minutes of a meeting of the Wānaka-Upper Clutha Community Board held in the Armstrong Room, Lake Wānaka Centre, Wānaka on Thursday 22 August 2024 commencing at 10.00am**

**Present**

Mr Simon Telfer (Chair), Councillor Barry Bruce, Councillor Lyal Cocks, Mr Chris Hadfield, Councillor Cody Tucker and Mr John Wellington

**In attendance**

Councillor Quentin Smith, Mr Ken Bailey (General Manager, Community Services), Mr Dave Winterburn (Parks Manager), Ms Briana Pringle (Parks and Open Space Manager), Ms Kat Banyard (Senior Parks Advisor), Mr Matthew Judd (Parks Property Planner), Ms Kim Anderson (Licence to Occupy and Temporary Road Closure Officer), Mr Jon Winterbottom (Democracy Services Team Leader) and Ms Jane Robertson (Senior Democracy Services Advisor); two members of the media and one member of the public

**Karakia**

The meeting opened with a karakia given by Councillor Cody Tucker.

**Apologies/Leave of Absence Applications**

An apology was received from Linda Joll.

The following requests for Leave of Absence were made:

- Councillor Barry Bruce: 27 September – 6 October 2024
- Councillor Lyal Cocks: 28 September – 5 October 2024

**It was moved (Mr Telfer/Councillor Tucker):**

**That the Wānaka-Upper Clutha Community Board resolve that the apology be accepted and the requests for leave of absence be approved.**

**Motion carried unanimously.**

**Declarations of Conflicts of Interest**

There were no declarations.

**Matters Lying on the Table**

There were no matters lying on the table.

## Public Forum

There were no speakers in the public forum

## Deputation

### 1. Julie Scott, Chief Executive, Queenstown Lakes Community Housing Trust

Ms Scott provided an update on the Trust's activities in the Upper Clutha advising of the various property holdings in the area and plans for future developments. The Trust was also working on developing an Abbeyfield House in Wānaka as the Abbeyfield programme was complementary to the Trust. The Trust's waiting list in Wānaka represented about 20% of the total waiting list and the Trust employed five FTE in Queenstown and one FTE in Wānaka. The Trust currently had about 160 properties across the district.

## Confirmation of Agenda

**It was moved (Mr Telfer/Mr Wellington):**

**That the Wānaka-Upper Clutha Community Board resolve that the agenda be confirmed without addition or alteration.**

**Motion carried unanimously.**

## Confirmation of minutes

**It was moved (Councillor Cocks/Mr Wellington):**

**That the Wānaka-Upper Clutha Community Board resolve that the minutes of the meeting of the Wānaka-Upper Clutha Community Board held on 11 July 2024 be confirmed as a true and correct record.**

**Motion carried unanimously.**

### 1. **Draft Mount Iron Reserve Management Plan**

A report from Kat Banyard (Senior Parks Advisor) presented the draft Mount Iron Reserve Management Plan (RMP) for recommendation to Council for adoption and from there, commencement of a two month long consultation period. The report also sought appointment of a three person panel to hear submissions and recommend the final version of the RMP to the Board (and then for Council approval).

Ms Banyard, Ms Pringle and Mr Winterburn presented the report. They observed that this was an important milestone and acknowledged the work undertaken on the draft plan by Christine Skipworth.

Ms Banyard noted that the text of the draft plan could not be finalised until feedback had been received from mana whenua adding additional contextual information.

There was also discussion about access to/from little Mount Iron. Officers noted that discussions were ongoing with neighbours. Board members asked that the access point be shown on a map.

In response to a question, officers advised that they were hopeful that the additional mana whenua detail would be available soon, and ideally before the Board's recommendation was presented for Council approval on 19 September. In light of this unknown factor the Board agreed to add a further point to the resolution requiring that the Board have final sign-off of the draft plan prior to public notification to accommodate additional contextual information from mana whenua and changes to mapping.

**It was moved (Mr Wellington/Councillor Tucker):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

- 1. Note the contents of this report;**
- 2. Recommend to Council to approve the Draft Mount Iron Reserve Management Plan for public notification in accordance with section 41 (6) of the Reserves Act 1977;**
- 3. Approve three members from the Wānaka-Upper Clutha Community Board (Councillor Bruce, Councillor Cocks and Chris Hadfield) to be appointed to a panel to hear and consider submissions received (subject to Council approving the Draft Reserve Management Plan for public notification);**
- 4. Agree that the Wānaka-Upper Clutha Community Board undertake final sign off (via email) of the draft Mt Iron Reserve Management Plan prior to public notification to accommodate requests from mana whenua for additional contextual information, mapping and any other changes.**

**Motion carried unanimously.**

- 2. Minister's approval for Upper Clutha Agricultural and Pastoral Society to undertake alterations to the existing A&P building on the Wānaka Recreation Reserve**

A report from Matthew Judd (Parks Property Planner) assessed a request by the Upper Clutha Agricultural and Pastoral (A&P) Society for Minister's approval to make alterations to the existing A&P building located on the Wānaka Recreation Reserve, legally described as Section 12 Block XV Town of Wānaka Survey District, classified as

Recreation Reserve. The report recommended that the Board recommend to Council to grant approval to the planned alterations to the building.

Mr Judd and Ms Pringle presented this report and items 3 and 4 following.

**It was moved (Councillor Cocks/Councillor Bruce):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

- 1. Note the contents of this report;**
- 2. Recommend to Council to grant Minister's approval (under delegation from the Minister of Conservation) to the Upper Clutha Agricultural and Pastoral Society for the planned alterations to the A&P building on Wānaka Recreation Reserve.**

**Motion carried unanimously.**

**3. Wānaka Tennis Club Incorporated – Approval of New Lease. Recreation Reserve**

A report from Matthew Judd (Parks Property Planner) assessed an application from the Wānaka Tennis Club Incorporated to extend its lease and obtain a new 30-year lease. The report advised that the proposed lease had been publicly notified in accordance with the Reserves Act 1977, with no submissions received. The report therefore recommended that the Board recommend to Council approval of a new 30-year lease to the Wānaka Tennis Club, with a new final expiry date of 2054.

Members commented upon the peppercorn rent, observing that an area of 10,000m<sup>2</sup> was a substantial Council asset, noting however that Wānaka Tennis Club owned all the assets on site.

**It was moved (Councillor Bruce and Mr Hadfield):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

- 1. Note the contents of this report;**
- 2. Recommend to Council to grant a new lease to the Wānaka Tennis Club, under sections 54(1)(b) and (c) of the Reserves Act 1977; the proposed lease is upon land legally described as part Sections 1, 2, 5, 6 and 7 Block XXXV Town of Wānaka, and Section 1 SO 24567 and is subject to the following conditions:**

**Commencement            1 January 2025**

<b>Term</b>	<b>Thirty (30) years being an initial term of ten (10) years from 1 January 2025 with two (2) rights of renewal for terms of ten (10) years each</b>
<b>Final Expiry</b>	<b>31 December 2054</b>
<b>Rent</b>	<b>Pursuant to Community Facility Funding Policy (\$1 per annum at commencement)</b>
<b>Rent Reviews</b>	<b>To be undertaken throughout the term in accordance with the Community Facility Funding Policy or successors</b>
<b>Use</b>	<b>Tennis and activities directly related to tennis club activity</b>
<b>Operational costs</b>	<b>All rates and charges associated with the land to be paid for by lessee</b>
<b>Assignment/Sublease</b>	<b>Subject to Council approval</b>
<b>Liability Insurance</b>	<b>\$2 million</b>
<b>Expiry Conditions</b>	<b>Lessee can elect to remove improvements and make good, or improvements to revert to Council ownership with no compensation payable</b>
<b>Break Clause</b>	<b>Council can give a one-year cancellation notice, if the land is required for the 'provision of core infrastructure services'</b>
<b>Maintenance</b>	<b>All maintenance of the building and property, including gardening to be paid for by lessee</b>
<b>Preparation of Lease</b>	<b>All associated legal costs to be paid by the Wānaka Tennis Club</b>

**Motion carried unanimously.**

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

A report from Matthew Judd (Parks Property Planner) advised of an application from Otago Regional Council to lease an area of recreation reserve in order to site an air quality and meteorological monitoring station at Upton Street Reserve, Wānaka. The report recommended public notification of the intention to grant a new reserve lease in accordance with the Reserves Act 1977 and asked the Board to nominate a hearing panel of three members to hear any submissions, should they be received.

It was noted that this was the same reserve as the tennis court and Otago Regional Council was also seeking a site for the same purpose in Albert Town. In addition to air quality monitoring, the station provided other environmental measures and the Upton Street site was particularly good because of its slight elevation.

**It was moved (Mr Telfer/Councillor Cocks):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

1. **Note the contents of this report;**
2. **Approve the intention to notify a 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:**

<b>Commencement</b>	<b>1 November 2024</b>
<b>Term</b>	<b>10 years</b>
<b>Renewal</b>	<b>Two rights of 5 years by agreement of both parties</b>
<b>Rent</b>	<b>\$1.00 + GST (if charged)</b>
<b>Insurance</b>	<b>Requirement to have public liability insurance of \$2 million</b>

3. **Appoint three Wānaka-Upper Clutha Community Board Members (Simon Telfer, Councillor Cody Tucker and John Wellington) to form a hearing panel to hear any submissions and make a recommendation to Council.**

**Motion carried unanimously.**

5. **Licence to Occupy at Wānaka-Mt Aspiring Road**

A report from Kim Anderson (Licence to Occupy and Temporary Road Closure Administrator) detailed an application for a Licence to Occupy Road Reserve to enable Glendhu Bay Trustees Limited, the owners of Lot 10 & Lot 11 DP568480, to construct a pedestrian underpass for users of the Golf Course to access the holes between these lots as per the approved resource consent RM070044. The report recommended that the Licence to Occupy be granted, subject to standard conditions.

Ms Anderson presented the report.

Members observed that the underpass would also form part of the track network and users would not all have an association with the Golf Course. In order to ensure that provision was made for all users to access the underpass, the Board added a further resolution to the recommendation requiring the Chair's approval that walking and cycling use of the underpass as directed by the Environment Court was upheld.

**It was moved (Councillor Bruce/Mr Hadfield):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

- 1. Note the contents of this report;**
- 2. Grant a licence to occupy Wānaka-Mt Aspiring Road legal road reserve to enable Glendhu Bay Trustees Limited to install and maintain a pedestrian underpass under Wānaka-Mt Aspiring road to facilitate direct access between Lot 11 & Lot 10 DP 568480 subject to the following conditions:**
  - a. The licence shall remain at Council's pleasure.**
  - b. It is the responsibility of the Applicant to ensure that all works on the road reserve comply with both the Building Act, and the Resource Management Act 1991. Resource Consent and Building consents are to be obtained prior to works commencing, if required.**
  - c. All works must comply with both a Traffic Management Plan (TMP) and Corridor Access Request (CAR). The TMP and CAR must be approved by Council Engineers before any work commences on the road reserve. The duration of any road closures and diversions must be kept to a minimum. The licensee shall provide to Council a timetable for the work and a fixed timeframe for the proposed diversion that demonstrates**

resources being employed to minimise the road diversion to the satisfaction of Council. Work shall not commence until Council is satisfied that the period of diversion is minimised.

- d. All activities are to be undertaken in accordance with Worksafe New Zealand's standards for the work environment.
- e. Engineering acceptance of the design must be issued prior to any works within the road reserve being undertaken.
- f. Any post construction reinstatement works within the road reserve, is to be undertaken in accordance with the Council's Code of Practice and to the satisfaction of Council's Engineers.
- g. All services including three-waters, phone, power and gas within the road reserve must be identified prior to any works being undertaken on the road reserve. There shall be no damage to Council Infrastructure nor shall access to the road reserve by Council be fettered before, during, or after the works are completed. Council reserves the right to charge a reasonable rate for any damage done to infrastructure.
- h. Structures and/or occupation must not compromise the maintenance activities of Council roading or services.
- i. Prior to works commencing, photographic evidence is to be supplied to Council ([kim.anderson@qldc.govt.nz](mailto:kim.anderson@qldc.govt.nz)) of the pre-existing condition of the area to be occupied including the location of the entry and exit of temporary haul road.
- j. The applicant is liable for any damages and/or reinstatement of Council's, or any other person's, property that may arise from the proposed activity (i.e., reinstatement of road reserves, swale, footpaths, road markings and landscaping etc). Any damage to the road reserve area shall be remedied within 30 days of construction completion.



- k. Ongoing maintenance of the structures and/or occupation are to be the responsibility of the Licensee. In the event of an earthquake the licensee shall ensure engineering inspections are undertaken by a suitably qualified person immediately after the event and the licensee is required to notify Council without delay of any damage that could affect the integrity of the Wānaka -Mt Aspiring Road.
- l. Council will not be liable for damage to, or reinstatement of the occupation, in the event that Council requires access to any current or future Council services that are in close proximity to the agreed location.
- m. The licence area is not to be used for parking or as a construction material storage or staging area at any time.
- n. At the completion of the installation As-builts are to be submitted to Engineeringapprovals@qldc.govt.nz in a format compatible with QLDC's GIS system.
- o. Prior to works commencing, the applicant must register a Covenant in Gross being recorded against the title of Lot 10 & Lot 11 DP568480 to ensure the recommended terms and conditions of the Licence continue in perpetuity for all future owners of the property. Evidence of the registration is to be provided to QLDC (kim.anderson@qldc.govt.nz). Failure to register the covenant will result in the licence being null and void.
- p. Subject to the Chair's approval that the intent of the Environment Court decision regarding walking and biking use of the underpass is upheld.

Motion carried unanimously.

## 6 Chair's Report

A report from the Chair detailed members' community engagement activities in recent weeks.

There was further discussion about the need to establish safe travel pathways for pupils and staff of Te Kura O Take Kārara in Three Parks, especially as the population would grow significantly in the future with up to one thousand new dwellings proposed. Developing a roading master plan in Three Parks was difficult because of the number of different landowners but linkages needed to be established before it was too late. The Chair advised that he would firstly seek a briefing from Property & Infrastructure and then establish a working party of Board members to work with staff and developers to look at the opportunities left.

**It was moved (Mr Telfer/Mr Wellington):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

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

**Motion carried unanimously.**

*The meeting concluded at 11.04am.*

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**CHAIR**

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**DATE**