



Order Paper for the Meeting of the

**WANAKA COMMUNITY BOARD**

Thursday, 30 March 2017

commencing at 10.00am

In the Meeting Room,

Wanaka Fire Station, Ballantyne Road, Wanaka

## **9.12 ITEMS OF BUSINESS NOT ON THE AGENDA WHICH CANNOT BE DELAYED**

A meeting may deal with an item of business that is not on the agenda where the meeting resolves to deal with the item and the Chairperson provides the following information during the public part of the meeting:

- (a) the reason the item is not on the agenda; and
- (b) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

*s. 46A (7), LGOIMA*

Items not on the agenda may be brought before the meeting through a report from either the chief executive or the Chairperson.

**Please note** that nothing in this standing order removes the requirement to meet the provisions of Part 6, LGA 2002 with regard to consultation and decision-making.

## **9.13 DISCUSSION OF MINOR MATTERS NOT ON THE AGENDA**

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

## **REFERENCE:**

Queenstown Lakes District Council Standing Orders adopted on 15 December 2016.

Agenda for a meeting of the Wanaka Community Board to be held in the Meeting Room, Wanaka Fire Station, Ballantyne Road, Wanaka on Thursday 30 March 2017 commencing at 10.00am.

<b>Item</b>	<b>Page Number</b>	<b>Report/ Item Title</b>
		<b>Karakia/Prayer</b>
		<b>Apologies/Leave of Absence Requests</b>
		<b>Public Forum</b>
		<b>Declarations of Conflict of Interest</b>
		<b>Matters Lying on the Table</b>
		<b>Confirmation of Agenda</b>
	4	<b>Confirmation of Minutes</b> 16 February 2017
1	12	<b>Lease variation for Pisa Alpine Charitable Trust</b>
2	24	<b>Glendhu Adventures – Licence to Occupy Recreation Reserve</b>
3	30	<b>Change of Lease Area and Affected Persons Approval for Upper Clutha Sawmill &amp; Wanaka Firewood Limited</b>
4	38	<b>Chair's Report</b>



**Wanaka Community Board  
16 February 2017**

Minutes of a meeting of the Wanaka Community Board held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Thursday 16 February 2017 beginning at 10am

**Present:**

Ms Rachel Brown (Chair), Ms Ruth Harrison, Councillor Ross McRobie, Mr Quentin Smith and Mr Ed Taylor

**In attendance:**

Ms Alice Balme (Senior Solicitor), Mr Aaron Burt (Senior Planner, Parks and Reserves), Mr Dan Cruickshank (Property Advisor, APL Property Ltd), Mr Rob Darby (Senior Project Manager, Property and Infrastructure) and Ms Jane Robertson (Senior Governance Advisor); two members of the public and three members of the media

**Opening**

The meeting commenced with a karakia from the Chair.

**Apologies**

Apologies were received from Councillor Lawton and Councillor MacLeod.

Ruth Harrison requested a leave of absence from 24 May to 26 June 2017.

**On the motion of Councillor McRobie and Mr Smith  
the Wanaka Community Board resolved that the  
apologies be accepted and the request for leave of  
absence be granted.**

**Public Forum**

1. Roger North

Mr North described himself as a 'swimming enthusiast'. He noted that the two main swimming lesson providers in Wanaka were oversubscribed and the current multiple lesson provider model served the community well. He was concerned that the Council proposed to tender for a single provider at the new pool which he did not consider was the best model for Wanaka. He did not believe that this view was based upon being the most cost effective solution but was simply the common practice. He stated that an excellent culture of swimming would be lost the number of swim school providers were halved. He believed that the Board was responsible for championing the issue and he asked for an update on the current situation.

The Chair responded to these concerns, stressing that no decision about swim school providers had yet been made. She added that the Board was empowered to make policy decisions and any change to a level of service would normally come to the Board to discuss. She noted that the new Wanaka Community

Pool was included as an agenda item for the upcoming Community and Services Committee meeting and she would attend for this purpose. In addition she had asked the Sport and Recreation Manager to present this matter for a Board decision before it went to the full Council.

## 2. Casey Teat

Mr Teat described his Family Trust's plans to develop their property at 42 and 46-50 Brownston Street as a multipurpose commercial hub containing four buildings with Bullock Creek as the focal point. They wished to occupy a portion of the road reserve for landscaping, which included the installation of different stone walls. He signalled that a new application for resource consent was to be submitted in the next couple of weeks after the Council had sought more information on the application originally submitted.

The Chairperson asked why the Trust wanted to build on the road reserve rather than on its own land. Mr Teat noted that the Council's wooden fence made it look as though they occupied the land already. The fence was dilapidated and the Trust wanted to beautify that part of the reserve and ensure its maintenance so that it coordinated with and enhanced their development.

Mr Smith stated it was not clear from the application how much footpath was impacted. Mr Teat stated it would largely stay its current width but did vary because of the proposed cut outs. In addition there was an area for plantings in front of the walls to soften them and add colour. Mr Smith noted that the present pavement was narrower than ideal and expressed concern that approving this proposal would preclude road widening in the future. He believed that a compromise was needed so that pavement width was not badly impacted.

## **Declarations of Conflicts of Interest**

No declarations were made.

## **Confirmation of Agenda**

**On the motion of Councillor McRobie and Mr Taylor the Wanaka Community Board resolved that the agenda be confirmed without addition or alteration.**

## **Confirmation of Minutes**

**On the motion of Ms Harrison and Councillor McRobie the Wanaka Community Board resolved that the minutes of the Wanaka Community Board meeting held on 14 December 2016 be confirmed as a true and correct record.**

## 1. **Reserve Management Plan for the Wanaka Recreation Reserve (A & P Showgrounds)**

A covering report from Aaron Burt (Senior Planner, Parks and Reserves) presented the amended Reserve Management Plan ['RMP'] for the Wanaka

Recreation Reserve following completion of the statutory consultation process for recommendation to Council for adoption.

The report was presented by Mr Burt.

Mr Burt confirmed that the title on the RMP's cover would include the word 'showgrounds' in response to a submission. He was also trying to obtain additional information about the reserve's history, as this had been raised at the hearing, but had been unable to find any substantive detail. It was suggested that some local residents may be able to assist but inclusion of historic information was not sufficiently critical to delay adoption of the plan at the Council meeting on 9 March, provided that the RMP conveyed a sense of the reserve's historic use.

Mr Smith asked for a policy statement that dealt with parking on the reserve to be added to the RMP. He suggested possible text: *'Allow parking on the reserve in association with those events which are lawfully occurring on the reserve.'*

Ms Balme advised that this was unnecessary as the Reserves Act 1977 already required reserves to be used in a manner consistent with their purpose. As a result, this served to exclude general carparking on the reserve unrelated to its use.

In light of this advice, Mr Smith expressed concern that Council using the reserve for overflow parking during peak times and for ski staff parking during winter was therefore unlawful. He considered that parking had been a significant issue submitted on and needed its own section in the RMP.

There was further discussion about use of the reserve for overflow parking. Ms Balme observed that this was a separate Council decision and was more a matter for parking policy and enforcement.

Ms Harrison suggested that to address parking on the reserve, policy 4.3.8(a) 'Events and Activities' be amended to read: *'Permit the use of the reserve for sporting, cultural and recreational events, including associated parking'.*

Mr Smith stated that associating parking with events was too narrow and ultimately unnecessary, as it was self-evident that there would be parking on the reserve associated with events. He favoured adding a new policy 4.3.14 that addressed parking in its own right. He acknowledged that parking would have to be associated with the recreational uses of the grounds which was in accordance with the Act and little different from Ms Harrison's suggestion, but parking merited having its own section. He expressed a desire to move in this direction.

There was discussion about other ways of addressing the desire for a clear policy statement about parking on the reserve. An alternative approach was put forward, expanding policy 4.3.8 to encompass all activities, as it was agreed that what was permitted on the reserve should not be limited specifically to 'events':

#### 4.3.8 Events and Activities

- a) *Permit the use of the reserve for sporting, cultural and recreational events and activities, including associated parking.*
- b) *Ensure that events and activities do not compromise the primary functions of UCRFC and Upper Clutha A&P Society, and that events and activities have contingency plans to relocate should ground conditions not be suitable.*

With this change, Mr Smith was satisfied that a separate statement addressing parking on the reserve was not necessary.

The Board supported the recommended inclusion of a smoke-free policy. They expressed a desire for the Council to adopt a smoke-free policy covering all reserves.

The Chair asked that the phrase *'i.e. camping in association'* be deleted from policy 4.3.9 as it was not clear what it was trying to convey.

Ms Harrison noted that *'a collaborative and non-exclusive use'* should not only apply to buildings (policy 4.3.5(b)). She asked that a similar statement be added as a new policy (e) under 4.3.6 Sportsfields, namely:

*'e) Encourage a collaborative and non-exclusive use of the grounds, to ensure they are available for the community and sporting groups.'*

It was agreed that the Chair should sight and approve the final version of the plan to ensure all the changes sought by the Board were covered before it went to Council for final approval.

**On the motion of Councillor McRobie and Mr Smith it was resolved that the Wanaka Community Board:**

- 1. Note the contents of this report;**
- 2. Agree the following amendments to the plan:**
  - a) Additional historic detail
  - b) New policy 4.3.6 (e)
  - c) Retitle policy 4.3.8 to **'Events and Activities'**
  - d) Add: **'...including associated parking'** to 4.3.8(a)
  - e) Add: **'events and activities'** to policy 4.3.8(b)
  - f) Delete **'camping in association'** from policy 4.3.9(a)
- 3. Agree that the Chair is delegated authority to provide the Board's final approval of the plan; and**
- 4. Recommend to Council that the Reserve Management Plan for the Wanaka Recreation Reserve be adopted.**

## 2. **Affected Person's Approval – Luggate Albion Cricket Club**

A report from Dan Cruickshank (Property Advisor, APL Property Ltd) assessed the Luggate Albion Cricket Club's request for affected person's approval ['APA'] from the Council to construct a new ablution block within the club's lease area of recreation reserve at Luggate. The report recommended that approval be given, as it would both improve the facilities available to players and camping ground users and support a community initiative to construct the building on the site.

This report and that following were presented by Mr Cruickshank.

Questions were raised about the building's suitability for growing use. Mr Cruickshank confirmed that the managers of the camping ground were satisfied that it would be sufficient for future growth.

Mr Smith expressed a desire for a unisex accessible shower and toilet to be included as part of this development. Mr Taylor also observed that there was a large amount of storage space in the facility and that provided appropriate underground services were installed during construction, these areas could be converted to create additional toilets in the future.

Mr Cruickshank noted that an APA could not be conditional, but he would advise the applicant of these Board requests.

**On the motion of Mr Smith and Mr Taylor it was resolved that the Wanaka Community Board:**

- 1. Note the contents of this report;**
- 2. Approve an affected person's approval to the Luggate Albion Cricket Club Inc for the construction of a new ablution block within their lease area on Section 23 BLK VI Tarras SD;**
- 3. Delegate execution of the affected person's approval to the QLDC Property Manager.**

## 3. **Licence to Occupy Road Reserve – 42-50 Brownston Street, Wanaka**

A report from Blake Hoger (Property Advisor, APL Property Ltd) assessed an application for a licence to occupy ['LTO'] road reserve from the N and B Teat Family Trust for the placement of three stone walls and landscaping in conjunction with the proposed commercial development of 42-50 Brownston Street, Wanaka. The report concluded that the proposed improvements were minor in nature and would not detract from the road reserve. The report recommended that LTO be granted, subject to conditions.

Concern was expressed about the existing narrowness of the footpath and that approving the LTO would prevent any possible future widening of Brownston Street. Mr Darby was invited to the table to comment further on these issues. He agreed that the existing footpath was narrower than the Council's current standard and it was undesirable to constrain any possible



future road widening. He suggested that there could be further discussion with the applicant about the amount of road reserve used.

There was discussion about the size and position of the proposed walls. Members agreed that it was difficult to determine these matters ad hoc at the meeting and that heights and distances should not be determined without a site visit. Nonetheless, members also recognised that the applicant needed certainty in order to be able to lodge a complete consent application so the item could not be delayed.

The Board determined that it was prepared to grant LTO subject to the Chair providing final approval about the level of encroachment onto the footpath and the height of the proposed walls.

**On the motion of Ms Harrison and Councillor McRobie it was resolved that the Wanaka Community Board:**

- 1. Note the contents of this report;**
- 2. Approve the licence to occupy Brownston Street Road road reserve for the placement of three stone walls and landscaping in conjunction with the proposed commercial development of 42 to 50 Brownston Street, Wanaka, subject to the Chair providing final approval about the level of encroachment onto the footpath and the height of the proposed walls; and subject to the following conditions:**
  - a. Any works within the road reserve to be undertaken to the specification and approval of Council's Engineers.**
  - b. Building and resource consent to be obtained prior to works commencing.**
  - c. The existing barrier by Bullock Creek is not to be removed or replaced until building consent has been granted.**
  - d. Any damage as a result of the works within the road reserve to be resolved to the satisfaction of Council Engineers at the cost of the applicant.**
  - e. The structures must not compromise roading or services maintenance activities.**
  - f. Ongoing maintenance of the structures is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structures.**
  - g. The applicant consents to the Licence being encumbered against Lot 1 DP 12117 to ensure the recommended terms and conditions continue in perpetuity for all future owners of the property.**

- h. **All services including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same. No building over the Council services shall be undertaken without approval from the Manager of RM Engineering at QLDC.**
- i. **The licence shall remain at Council's pleasure.**

#### 4. **Wanaka Chair's Report**

A report from the Chair updated the Board on the following matters:

- Hawea Unformed Legal Roads
- Wanaka Airport Governance Options
- New Reserve Management Plan for Lismore Park, Allenby Park, Kelly's Flat and Faulks Terrace Recreation Reserves
- Wanaka Croquet Club new lease
- Adoption of Minor Improvements Policy
- Wanaka Community Pool
- Projects Summary – Property and Infrastructure; Parks and Reserves

Mr Darby advised that he planned to drive the alignment of the Hawea unformed roads as part of the Council's due diligence on the project.

The Chair expressed concern that the Wanaka Airport governance options were going directly to the Council without first being presented to the Board. Ms Balme suggested that this was because the Wanaka Airport is a strategic asset.

The Chair asked for all future operational discussions about the new Wanaka Community Pool to be presented to the Wanaka Community Board as well the Community and Services Committee.

Councillor McRobie asked for more detail about the sponsorship opportunities being explored for the Wanaka Community Pool. He expressed concern that this did not appear to be progressing and reiterated the view that an external person experienced in fundraising needed to be appointed to this project.

Mr Darby advised that the business case for the Mt Aspiring road widening was still being worked on and he was not aware of an end date. He confirmed that the Roy's Peak carpark was due to be finished by the end of the next lambing season (when the track would reopen).

*Councillor McRobie left the meeting at 11.50am.*

Members presented community reports.

Mr Taylor advised that he had attended the recent Annual General Meeting of the Mt Barker Residents' Association. He noted that the sealing of roads was a major issue for this community and this had motivated a very large turnout at the AGM. He noted that there had been some scepticism about Council action

on Ballantyne Road and there were requests for work on Mt Barker Road. The Chair stated that she was confident the Council would address Ballantyne Road and requested more detail about priorities for Mt Barker Road.

Mr Smith confirmed that the Wanaka Residents' Association was being wound up.

In relation to the Wanaka Public Library Association, the Chair acknowledged staff member Sue Gwilliam's 25 year anniversary at the Council.

**On the motion of Ms Brown and Mr Smith it was resolved that the Wanaka Community Board note the contents of this report.**

*The meeting concluded at 12.06pm.*

**Confirmed as a true and correct record:**

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**Chairperson**

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**30 March 2017**

**Wanaka Community Board  
30 March 2017**

**Report for Agenda Item: 1**

**Department: Property & Infrastructure**

**Lease variation for Pisa Alpine Charitable Trust**

**Purpose**

The purpose of this report is to consider approval to notify the variation of the Pisa Alpine Charitable Trust (PACT) lease by granting one further right of renewal and removing the requirement to pay rates.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** notification of the intention to grant a further lease term of 33 years to Pisa Alpine Charitable Trust and call for submissions.
3. **Appoint** three Community Board members (any two of which can form a hearing panel) to hear any submissions and make a recommendation to Council.
4. **Approve** a variation of the lease to remove the requirement to pay rates.

Prepared by:



Dan Cruickshank  
Property Advisor - APL

8/03/2017

Reviewed and Authorised by:



Aaron Burt  
Senior Planner: Parks &  
Reserves

14/03/2017

## Background

1. The Pisa Alpine Charitable Trust (PACT) is a charitable trust established in 2009. They negotiated the purchase of the Snow Farm land on the Pisa Range for \$1.7 million in 2011. Council contributed \$518,758 towards the purchase and PACT raised the balance through various grants. The land was purchased in the name of Queenstown Lakes District Council, classified as a recreation reserve pursuant to the Reserves Act 1977, and was to be leased to PACT who will manage and maintain it into the future. The land is known as Lot 5 DP 460313, being 297.3189 hectares.
2. The land is used in the winter for alpine recreational pursuits such as cross country skiing, winter triathlon and biathlon, dog sledding, kite boarding and winter orienteering. In summer the land is used for training running, mountain biking, hiking, overnight tramping and access to the Pisa Range, orienteering and regaining and altitude training by New Zealand and international athletes.
3. Following notification, a lease to PACT was approved by Council in 2013 with the following terms and conditions:

Commencement:	6 November 2012
Term:	33 years
Renewal:	One right of renewal for 33 years
Rent:	\$1.00 per annum for the first 15 years
Reviews:	2027 and then 3 yearly, taking into account "the unique nature of the area and the contribution made to its purchase, maintenance and improvement by the Lessee".
Use:	Nordic sports, summer recreation activities and education activities.
Assignment and sub-lease:	With written approval of the Lessor.
Maintenance:	Lessee to maintain existing improvements, and keep areas clear and tidy, and will meet the Lessee's share of maintenance costs of the road, water and electricity supplies.
Public Liability Insurance:	\$1 million

4. An Agreement to Lease was signed by the parties in late 2012 but the final lease has not been signed because PACT were unhappy with some of the terms, namely the requirement to pay rates and the total term of 66 years. PACT are seeking for rates to be waived and for a further term of 33 years to be included so that the total term is 99 years.
5. PACT have drafted and supplied an operating and business plan. They employ staff to assist with management of the area, and the Directors of the Trust oversee the strategic and business planning. Essentially PACT will be the operating entity for the land with funding for the operational facilities being raised from private benefactors. Operating funds are not being sought from Council. The proposed budgets show a small surplus each year but without fundraising, funds would not be sufficient to cover replacement equipment and other capital costs over time.

## Comment

6. It is unusual, but not impossible for Council to grant a lease for 33 years with two rights of renewal for 33 years each, so that the total term is 99 years. This situation is justified because PACT purchased the land for the community, albeit with a contribution from Council. While they acknowledge that the Reserves Act 1977 will give some protection to ensure that the land remains available for community recreational use, they believe the investment of community funds outside of Council, and their intention to grow and develop the land, justifies the need for a longer term.
7. In order to extend the term, the Reserves Act requires that the intention to grant the lease be re-notified calling for submissions. If submissions are received a hearing will be required and then the hearing panel will make a recommendation to Council, including exercising the consent of the Minister of Conservation.
8. The current lease requires that the Lessee “pay and discharge all rates, tax or other charges” which is a standard Council lease term. However, most recreational activities do not trigger the necessity for the land to be rated and in this case the rating department has advised that because they charge entry and rental fees, commercial rates were applied. To date these have been significant at around \$8,000 per annum. The Trust simply cannot afford to pay this and have asked that this clause be removed from the lease.
9. As PACT is a registered Charitable Trust, under the Local Government (Rating Act) 2002 the Trust could apply to Council for exemption to pay rates, if they owned the land. As the land is owned by Council this clause doesn't apply. Therefore, in having the land in the name of Council even though they raised the funds to purchase it, PACT are penalised. For this reason, the situation is unique.
10. We have been working with the Rates Department to have the rates reassessed on the basis of the Trust's non-profit status. The Department have now confirmed that the land will be banded to a non-profit setting with minimal rates being charged going forward in the region of \$200 per year. However, the Trust are concerned that this could change in the future, and are seeking to remove the need to pay rates from the lease. If that is agreed, whatever rates are applied, they would need to be met by Council.

## Options

11. This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
12. Option 1 To approve notification of the intention to grant a lease for Pisa Alpine Charitable Trust over Lot 5 DP 460313 for 33 years with two rights of renewal for 33 years each, and to approve waiving the necessity for PACT to pay rates, with all other terms and conditions as per the Agreement to Lease from 2012.

*Advantages:*

13. The lease to PACT can be finalised and the land managed by PACT through to 2111.
14. The recreational activity will be affordable because rates would not be imposed.

*Disadvantages:*

15. The land is committed to PACT for a significant term.
  16. Council may have to pay the rates on behalf of PACT.
17. Option 2 To approve notification of the intention to grant a lease for Pisa Alpine Charitable Trust over Lot 5 DP 460313 for 33 years with two rights of renewal for 33 years each, but not to approve waiving the necessity for PACT to pay rates, with all other terms and conditions as per the Agreement to Lease from 2012

*Advantages:*

18. The lease to PACT can be finalised and the land managed by PACT through to 2111.
19. Council will not have to meet the rates cost.

*Disadvantages:*

20. The land is committed to PACT for a significant term.
  21. Paying rates will be financially difficult for PACT.
22. Option 3 Not to approve notification of the intention to grant a lease for Pisa Alpine Charitable Trust but to approve waiving the necessity for PACT to pay rates, with all other terms and conditions as per the Agreement to Lease from 2012

*Advantages:*

23. The lease will only be for a total term of 66 years rather than 99 years.
24. The recreational activity will be affordable because PACT won't have to meet the rates cost.

*Disadvantages:*

25. The land is still committed to PACT for a significant term.
26. Council may have to meet the cost of the rates.
27. PACT may refuse to sign the lease and either Council will have to take over management of the facility, or it will close down.

28. Option 4 Not to approve notification of the intention to grant a lease for Pisa Alpine Charitable Trust and not to approve waiving the necessity for PACT to pay rates, so that the terms and conditions remain as per the Agreement to Lease from 2012

*Advantages:*

29. The lease will only be for a total term of 66 years rather than 99 years.  
30. Council will not have to meet the cost of rates.

*Disadvantages:*

31. The land is still committed to PACT for a significant term.  
32. Paying rates may be unaffordable for PACT.  
33. PACT may refuse to sign the lease and either Council will have to take over management of the facility, or it will close down.
34. This report recommends **Option 1** for addressing the matter. This is an unusual situation whereby a Trust raised significant funds in the community to enable a recreation reserve to be purchased, and then gave the land to Council. In return they are seeking the right to lease it for a total of 99 years to ensure the activities can continue and develop for the benefit of the community. They do not believe 66 years is sufficient time and their ability to grow and continue will be reduced if they are required to pay rates.
35. It is worth noting that any additional right of renewal provided in the lease would be subject to the terms and application of relevant sections of the Reserves Act 1977 (as is the case with the existing right of renewal), and would be drafted on that basis. This means that renewal of the lease will not happen as of right – the lessee will need to comply with the renewal requirements set out in the Reserves Act 1977 (including, by way of example only, a requirement that the lessor is satisfied that another use of the land should not have priority in the public interest).

***Significance and Engagement***

36. This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it relates to a recreational reserve which is a strategic asset. However, because a lease over the land has already been approved, the significance is not seen as high.

***Risk***

37. This matter related to the operational risk OR11, decision making, as documented in the Council's risk register. The risk is classed as low.
38. The recommended option considered above mitigates the risk by ensuring the process of granting a new lease is commenced in a timely and legally compliant manner.



## **Financial Implications**

39. If rates are not waived or reduced, then Council will need to meet the on-going rates obligation, currently approximately \$200 per annum.

## **Council Policies, Strategies and Bylaws**

40. The following Council policies, strategies and bylaws were considered:

- Community Facility Pricing Policy.
- Lease Terms Policy.

41. The recommended option is consistent with the principles set out in the Community Facility Pricing Policy, but not the Lease Terms Policy because of the unique circumstances and because the main terms and conditions were agreed prior to the adoption of that policy in 2016.

42. This matter is not included in the 10-Year Plan/Annual Plan and the funds for rates would need to be included in the annual plan going forward if they are not waived.

## **Local Government Act 2002 Purpose Provisions**

43. 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 ensure a Charitable Trust can continue to develop and offer recreational activities to the public at a low cost;
- Can be implemented through current funding under the 10-Year Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and
- 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.

## **Consultation: Community Views and Preferences**

44. The persons who are affected by or interested in this matter the residents of the Queenstown Lakes District.

45. The Council has already notified the intention to grant the original lease and no submissions were received. The recommendation in this report is that further consultation is undertaken in relation to the intention to grant a longer term that previously notified.

## **Attachments**

A PACT Report to QLDC – October 2016

## PISA ALPINE CHARITABLE TRUST



c/o Cruickshank Pryde  
Unit 23  
Gorge Road Retail Centre  
159 Gorge Road  
Queenstown 9300  
New Zealand

### PACT Report to QLDC – October 2016

#### **PACT Performance**

PACT has achieved a surplus of \$89,636 for the 2015/2016 season. The year (ending 31 March 2016) was a particularly strong season due to excellent snow conditions as well as being a Winter Games year. In addition, we are seeing a steady increase in patronage.

Past surpluses have been applied to a range of developments that are set out as follows:

#### **1) Lee Debt**

The purchase of the trading operation was funded by two loans from the Lees. The first loan for \$150,000 was repaid from surpluses made over the first 3 years. The second loan of \$132,500 was repaid out substantial donations from other Lee family members. Both of the debts are now fully repaid.

#### **2) Asset improvements**

Various assets have needed investment as follows:

- a) Purchase of a new skidoo \$16,000
- b) Major overhaul of the groomer (circa \$40,000)
- c) Upgrade of our rental ski stock to improve customer experience (totalling \$61,265 as at March 2016)
- d) Hut upgrades with new mattresses, new fires donated by Yunca and the new deck at the Meadow Hut built by volunteers over last summer.

- e) Our snow shoe equipment has been upgraded and trails established and signed.
- f) There has been a redevelopment of our tubing area to separate it from skiing and offer more interest and enjoyment to visitors that just want a snow experience.
- g) Maps covering mountain biking, X-Country skiing and snowshoeing have been developed and published.
- h) We now have a webcam installed that can be accessed from the website (thanks to Peak Projects Ltd who were the generous sponsors)
- i) The website has been upgraded and the Snow Farm team have improved our social media presence.
- j) Also the Wanaka Biathlon Club have steadily upgraded their range including an improved shooting platform and a new storage hut. They have worked closely with the Snow Farm on their safety programme.

### **Snow Farm NZ Limited**

The trading operations that take place on the Snow Farm land are accounted for in PACT's 100% owned charitable subsidiary - Snow Farm NZ Limited. During the year the following key events took place.

#### **a) General Manager**

The Snow Farm Board appointed a new General Manager (Nikki Holmes) on a permanent basis. The aim is to address an increase in summer time activities to complement the winter season.

#### **b) Staff**

The team building process has resulted in most of last year's crew returning.

#### **c) Programmes and Events**

School programmes have also grown and numbers of school children in the 2015 winter reached a record at 1359.

Snow Farm staff have supported youth programmes and Club camps.

The Merino Muster was supported with staff, grooming services and becoming part of the Worldloppet that has put the race more firmly on the world stage.

The joint initiative between Merino Muster and the Snow Farm led to a multisport training programme which is now an established group of keen cross trainers.

### d) Skier days

Numbers have been growing steadily although the 2017 season numbers will be down due to the late start (70 days open during the winter season compared to 90 days in the 2016 financial year)

<u>Skier Days</u>	Year				% Inc
	2013	2014	2015	2016	
4001 · Daily Passes	1377	1607	1524	3076	102%
4003 · Season Passes	900	1420	1210	1210	0%
4007 · Schools Programmes	1143	1163	1017	1359	34%
4009 · Visiting Teams/Groups	640	1130	470	1190	153%
4011 · Ski Tourers	114	90	126	201	60%
4018 · Snow Shoe Tours	0	11	3	6	100%
4029 · Dog Sledge Fees	43	227	217	409	88%
4030 · Tubing/Sledding	255	843	1182	2434	106%
4031 · Hut -Summer	0	0	0	1	-
4040 · Snow Bike Revenue	0	0	0	57	-
Grand Total	4472	6491	5749	9943	73%

Foreign teams continue to use the facility as an ideal time on snow during their summers.

### **MERINO MUSTER LTD.**

The effort made to join the Worldloppet X-Country race circuit has resulted in significant increases in skiers especially in the 42Km event. Total entrants increase from 161 in 2014 to 275 in the 2015 race.

The support from the QLDC through grants for new assets like the finish towers and the flag poles has changed the presence of the race. The improving numbers and the International place it now holds has led to an invitation for the race to be part of the Audi Quattro Winter Games in 2017.

Further funding will be needed for new small huts to support the isolated feed stations but they will then be also useful as warming huts for Snow Farm customers.

Attendance at the Worldloppet AGM has been consistent since the initial successful application and the contacts and promotion of the Snow Farm venue has been invaluable for both the race and the Snow Farm.

**FUTURE PLANS**

As at 31 March 2016, consolidated fixed assets were \$184,635 and available cash (ie. cash less all liabilities) was \$122,235. This meant that the trust's consolidated equity was \$306,870. A Balance Sheet and Income and Expenditure is attached for your information.

This is a sound platform on which to deliver our future plans, which includes developing another hut as well as possibly our own lodge facility. We are also very aware that the groomer is nearing the end of its life and we are developing plans to replace our groomer within 2 years.

With 5 winter seasons now behind us, PACT and its subsidiaries are now well established for the future.

.

Tom Pryde

Chairman

Pisa Alpine Charitable Trust

Registered Charity CC42514

**PISA ALPINE CHARITABLE TRUST**  
**CONSOLIDATED AND PARENT STATEMENT OF FINANCIAL PERFORMANCE**  
**FOR THE YEAR ENDED MARCH 31, 2016**

	Note	Consolidated		Parent	
		2016 \$	2015 \$	2016 \$	2015 \$
<b>Revenue</b>					
Grants and Donations		52,939	106,232	10,509	30,098
Trail Usage		183,436	108,144		
Equipment Hire		70,255	46,297	-	500
Events and Programmes		71,592	53,311		
Hut Income		23,288	17,490		
Dog Sledge Income		29,494	16,017		
Retail Sales		21,499	6,703		
Location Fees		41,253	22,972		
Interest Income		2,428	1,368	432	501
		<u>496,184</u>	<u>378,534</u>	<u>10,941</u>	<u>31,099</u>
<b>Less:</b>					
Costs of Sales		15,805	9,906		
Events Costs		32,832	61,903	6,503	15,912
Retail Costs of Sale		19,062	4,600	-	-
		<u>67,699</u>	<u>76,409</u>	<u>6,503</u>	<u>15,912</u>
<b>Gross Profit</b>		<b>428,485</b>	<b>302,125</b>	<b>4,438</b>	<b>15,187</b>
<b>Expenses</b>					
Staff Related Costs		141,086	111,180		
Marketing Costs		11,501	4,934		
Grooming Costs		61,188	9,868		
Rent		20,355	20,655		
Insurances		12,990	12,133		
Transport Costs		9,014	13,834		
Ski Rental Replacements		17,852	20,475		
Other Costs		20,056	24,052	7,946	11,509
<b>Total Expenses</b>		<u>294,042</u>	<u>217,131</u>	<u>7,946</u>	<u>11,509</u>
<b>Net Operating Surplus</b>		<b>134,443</b>	<b>84,994</b>	<b>( 3,508 )</b>	<b>3,678</b>
Depreciation		44,807	74,924	-	-
<b>Surplus/(deficit)</b>		<u><b>89,636</b></u>	<u><b>10,070</b></u>	<u><b>( 3,508 )</b></u>	<u><b>3,678</b></u>

**CONSOLIDATED AND PARENT STATEMENT OF MOVEMENT IN EQUITY**  
**AS AT MARCH 31, 2016**

	Consolidated		Parent	
	2016 \$	2015 \$	2016 \$	2015 \$
EQUITY AS AT 1 APRIL	212,234	202,164	241,022	237,344
Net Surplus (Deficit)	89,636	10,070	(3,508)	3,678
TOTAL RECOGNISED REVENUES AND EXPENSES FOR THE YEAR	<u>89,636</u>	<u>10,070</u>	<u>(3,508)</u>	<u>3,678</u>
Movement in Revaluation Reserve	5,000		5,000	
<b>EQUITY AS AT 31 MARCH</b>	<u><u>306,870</u></u>	<u><u>212,234</u></u>	<u><u>242,514</u></u>	<u><u>241,022</u></u>

## CONSOLIDATED AND PARENT COMPANY STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2016

	Note	Consolidated		Parent	
		2016 \$	2015 \$	2016 \$	2015 \$
<b>EQUITY</b>					
Revaluation reserves		175,000	170,000	175,000	170,000
Retained earnings		131,870	42,234	67,514	71,022
		<u>306,870</u>	<u>212,234</u>	<u>242,514</u>	<u>241,022</u>
<b>LOANS</b>					
			37,505		-
<b>TOTAL EQUITY</b>		<u><u>306,870</u></u>	<u><u>249,739</u></u>	<u><u>242,514</u></u>	<u><u>241,022</u></u>
Represented by:					
<b>NON CURRENT ASSETS</b>					
Property plant and equipment		184,635	224,442	175,000	170,000
		<u>184,635</u>	<u>224,442</u>	<u>175,000</u>	<u>170,000</u>
<b>CURRENT ASSETS</b>					
Cash at Kiwibank		189,169	57,192	19,914	23,546
Petty Cash			200		
Accounts receivable		1,373	552		-
Inventories		-	6,060		
GST receivable		6		7	
Loan to Subsidiary				54,015	54,015
Other Current Assets		-	1,372		
		<u>190,548</u>	<u>65,376</u>	<u>73,936</u>	<u>77,561</u>
<b>CURRENT LIABILITIES</b>					
Creditors and accruals		1,819	1,246		102
GST payable		6,545	2,519		-
Other Current Liabilities		59,949	36,314	6,422	6,437
		<u>68,313</u>	<u>40,079</u>	<u>6,422</u>	<u>6,539</u>
<b>WORKING CAPITAL</b>		<u>122,235</u>	<u>25,297</u>	<u>67,514</u>	<u>71,022</u>
		<u><u>306,870</u></u>	<u><u>249,739</u></u>	<u><u>242,514</u></u>	<u><u>241,022</u></u>

**Wanaka Community Board  
30 March 2017**

**Report for Agenda Item: 2**

**Department: Property & Infrastructure**

**Title: Glendhu Adventures – Licence to Occupy Recreation Reserve**

**Purpose**

The purpose of this report is to consider a notifying a new licence to Glendhu Adventure Ltd to operate a commercial kayak and stand up paddle board rental, lessons and guided tours operation from Rotary Park Reserve, Glendhu Bay, Wanaka.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** notification of the intention to grant a licence over Section 14 SO 347712, Wanaka-Mount Aspiring Road, Wanaka, classified as Recreation Reserve to Glendhu Adventure Ltd for conducting commercial kayak and stand up paddle board rental, lessons and guided tours on Lake Wanaka, subject to the following terms and conditions:

Commencement	TBC
Term	5 years
Renewal	One further term of 5 years by agreement of both parties
Rent	Base rent of \$500, or 7.5% of gross turnover, whichever is the greater
Reviews	2.5 yearly
Operating Hours	8.30 am – 7.00 pm
Maximum Craft	No more than 8 stand up paddle boards and no more than 5 sit on top kayaks for hire at any one time.
Insurance	Requirement to have public liability insurance of \$2 million
Safety/Suspension	Council to retain ability to suspend the licence for safety purposes or to avoid large public events.



Other

Licensee must ensure they hold a valid resource consent for the purpose of commercial kayak and stand up paddle board rental, lessons and guided tours.

3. **Appoint** three Community Board members (any two of which can form a hearing panel) to hear any submissions and make a recommendation to Council.

Prepared by:



Dan Cruickshank  
Property Advisor - APL

23/02/2017

Reviewed and Authorized by:



Aaron Burt  
Senior Planner: Parks &  
Reserves

2/03/2017

## Background

- 1 Glendhu Adventures Ltd (**the applicant**) has been in operation since September 7<sup>th</sup> 2015. The company provides kayak and stand up paddle board rental, lessons and guided tours based from the Reserve known as Rotary Park, Glendhu Bay, Wanaka.
- 2 They previously operated on a temporary permit based out of the reserve known as Rotary Park, Glendhu Bay, Wanaka. This land is legally known as SEC 14 SO 347712 and is vested in QLDC.
- 3 The applicant previously held a temporary permit for the summer months of December 2015 through February 2016. This was subject to a maximum of no more than 40 days operation in total, with no more than 6 consecutive days, which is a Reserves Act 1977 requirement.
- 4 The previous permit mentioned above was subject to the requirement of a licence application being made to the Council. This application did not progress at the time, but is being applied for now through this licence request.

## Comment

- 5 The applicants have requested a licence in an area approved by the Reserve Management Plan update of 2015/16. The current company director, Hamish Mclean, is currently in the process of selling half of the business to Hamish Cooper an experienced kayak guide. Both are experienced operators with a history working in the industry. They wish to offer kayak and stand up paddle board rentals, lessons and tours.

- 6 Glendhu Adventure Ltd have a current resource consent for the proposed activity and in line with the proposed licence terms and conditions under RM150856.
- 7 The licensee has gained approval for operations from the Harbour Master as of December 22<sup>nd</sup> 2016 after review of their Safety Operational Plan (**SOP**) and emergency procedures.
- 8 From a licence perspective, we recommend that it be notified in accordance with the Reserves Act legislation. This requires publication of a notice to the public, and a submission period of 1 calendar month. If opposing submissions are received Council is required to consider those submissions through a reserve hearing process and then make a recommendation back to full Council as to whether to proceed with the granting of a licence.

### **Options**

- 9 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
- 10 Option 1 To approve notification of the intention to grant a licence over Section 14 SO 347712, Wanaka-Mount Aspiring Road, Wanaka, classified as Recreation Reserve to Glendhu Adventure Ltd for conducting kayak and stand up paddle board rentals, lessons and guided tours on Lake Wanaka, subject to the terms and conditions outlined above.

#### *Advantages:*

- 11 Will allow commercial activity that provides a beneficial form of recreation and enjoyment of Council land and access to Lake Wanaka.
- 12 Will generate additional income for Council

#### *Disadvantages:*

- 13 Will potentially increase commercial congestion on the reserve land and lake surface.
- 14 Option 2 To approve notification of the intention to grant a licence over Section 14 SO 347712, Wanaka-Mount Aspiring Road, Wanaka, classified as Recreation Reserve to Glendhu Adventure Ltd for conducting kayak and stand up paddle board rentals, lessons and guided tours on Lake Wanaka, subject to different terms and conditions.

#### *Advantages:*

- 15 Similar to above paragraphs 11 and 12.

#### *Disadvantages:*

- 16 Similar to above paragraph 13.

17 **Option 3** To decline the application made by Glendhu Adventure Ltd over Section 14 SO 347712, Wanaka-Mount Aspiring Road, Wanaka.

*Advantages:*

18 Will avoid any additional congestion that might result from the proposed kayak hire and guiding business off the reserve.

*Disadvantages:*

19 Will prevent a new commercial activity from operating off the reserve.

20 Will not generate additional income for Council.

21 This report recommends **Option 1** for addressing the matter as the recommendations proposed provide a balance between Council controls and the ability for the operator to conduct a successful business.

***Significance and Engagement***

22 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it involves a Council strategic asset being a lakefront reserve used by a number of rate payers particularly in the summer season.

***Risk***

23 This matter related to the operational risk, OR011A Decision Making as documented in the Council's risk register. The risk is classed as moderate. The risk is mitigated by the need to publicly notify the licence and consider any submissions received prior to considering granting a licence.

**Financial Implications**

24 Council is set to receive minimum income per annum of \$500+GST, or 7.5% of gross revenue, whichever is the greater. The applicant has agreed to pay for all licence drafting and notification costs.

**Council Policies, Strategies and Bylaws**

25 The following Council policies, strategies and bylaws were considered:

- Wanaka Foreshore Reserves Management Plan
- Community Facility Pricing Policy 2011

26 The recommended option is consistent with the principles set out in the named policy/policies.

**Local Government Act 2002 Purpose Provisions**

27 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 providing income to Council and a decision in a timely manner;
- Can be implemented through current funding under the 10-Year Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and
- 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.

### **Consultation: Community Views and Preferences**

28 The persons who are affected by or interested in this matter are predominantly the users of Rotary Park and its boat launching facilities.

29 The Rotary Foundation has been consulted with prior to granting the 2015 permit and gave their approval to use of the reserve by the applicant.

30 The Council will provide a mechanism for community consultation through the public notification of the intention to grant a licence.

### **Attachments**

A Location Plan



**C. HUGHES & ASSOCIATES LTD**  
 Surveying and Resource Management • Central Otago  
 WANAKA  
 Level 3, 80 Ardmore Street  
 P.O. Box 599  
 03 443 5052  
 CROMWELL  
 17A Murray Terrace  
 P.O. Box 551  
 03 445 0376  
 www.chasurveyors.co.nz



**Proposed Water Based Activity**  
 Glendhu Adventure Ltd  
 Glendhu Bay, Lake Wanaka

ISSUE	AMMENDMENTS	DATE
A	Location	25 Nov 2015
B	Boat ramp added	26 Nov 2015
C	Location	2 Dec 2015
D		
E		

Scale: 1:1000  
 Datum: MSL

Job No: 5429  
 Plan No: W848  
 Drawn: MJS  
 Date: September 2014



**Wanaka Community Board  
30 March 2017**

**Report for Agenda Item: 3**

**Department: Property & Infrastructure**

**Change of Lease Area and Affected Persons Approval for Upper Clutha Sawmill & Wanaka Firewood Limited**

**Purpose**

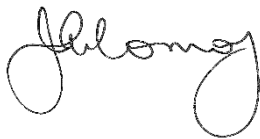
The purpose of this report is to consider a change in the lease area and Affected Party Approval (APA) for the lease to Upper Clutha Sawmill & Wanaka Firewood Limited (UCSAWFL).

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Agree** to the proposed amended area as shown in Attachment C for the lease to be granted to Wanaka Firewood on Section 37 Block III Lower Wanaka SD;
3. **Recommend to Council** that the proposed amended area be granted;
4. **Approve** the Affected Party Approval for the resource consent for Wanaka Firewood; and
5. **Delegate** execution of the affected person's approval to the General Manager of Property & Infrastructure.

Prepared by:



Joanne Conroy  
Property Advisor - APL

6/03/2017

Reviewed and Authorised by:



Aaron Burt  
Senior Planner: Parks &  
Reserves

14/03/2017

## Background

- 1 In 2015 Council notified the intention to grant a lease on Local Purpose (gravel/landfill/depot) Reserve land known as Section 37 Block III Wanaka SD, and called for tenders from prospective Lessees. A plan of the proposed lease area is included as Attachment A.
- 2 The successful tenderer was UCSAWFL. Since 2015, UCSAWFL have been seeking resource consent to undertake their activity on the land. Part of the consent application noted that it would be screened from the south-west by an existing earth bund.
- 3 Because the screening bund is outside of the lease area, it cannot be relied upon to provide the mitigation put forward in support of the resource consent proposal. Therefore, UCSAWFL have asked that the lease area be altered slightly to include the bund. They had suggested the plan be amended to keep the area the same as the original proposal as shown in Attachment B. However, that would result in an unusable and difficult to maintain triangle between the lease area and the boundary.
- 4 It would be more logical for the lease area to increase to include the bund as shown in Attachment C.
- 5 It is also requested that the Wanaka Community Board provides APA to reflect the change in area that was previously granted APA by the WCB on 10 August 2016.
- 6 The approved lease conditions are as follows:
 

Commencement:	TBC, once resource consent is obtained;
Rent	\$5,200 per annum plus GST;
Term	5 years, with a right of renewal of another 5 years on the agreement of both parties;
Rent reviews	2 yearly;
Use	Loading and unloading firewood, sale of firewood;
Limitations	Firewood not to be processed on site;
Insurance	Lessee to provide public liability insurance and approved health and safety plan prior to occupying the site.
- 7 Originally, they were to have completed their consent by 2015, but that was extended last year to 30 June 2017.

## Comment

- 8 The land is not currently utilised and presents a maintenance burden, particularly the bund which is covered in broom. The proposed lease would not only require

the Lessee to maintain the area, but would also generate \$5,200 plus GST in rent.

- 9 The Lessee has undertaken efforts to secure resource consent for the activity, and is close to addressing all of the matters raised through that process.

### Options

- 10 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.

- 11 Option 1 To approve the proposed lease area for UCSAWFL over Section 37 Block III Lower Wanaka SD as shown in Attachment C, and to approve and APA for the activity.

#### *Advantages:*

- 12 Will enable consent to be granted so that the lease can begin.
- 13 Will result in an accessible firewood outlet in Wanaka.
- 14 Will remove the Council maintenance obligation over the land.
- 15 Will result in rental of \$5,200 per annum.

#### *Disadvantages:*

- 16 If the area change is not approved, resource consent might not be obtained, and therefore the lease might not commence, freeing the land for some other purpose.
- 17 Option 2 To approve the proposed lease area for UCSAWFL over Section 37 Block III Lower Wanaka SD as shown in Attachment B, and to approve and Affected Party Approval for the activity.

#### *Advantages:*

- 18 As above.

#### *Disadvantages:*

- 19 As above, but creates a small triangle that will be difficult for Council to maintain.
- 20 Option 3 To decline the proposed change in lease area for UCSAWFL over Section 37 Block III Lower Wanaka SD.

#### *Advantages:*

- 21 UCSAWFL may not be able to obtain resource consent and the lease would not commence, thus the land would be free for some other purpose.



*Disadvantages:*

- 22 The firewood outlet may not be established.
  - 23 Council would need to continue to maintain the land.
  - 24 No income would be received for the area.
- 25 This report recommends **Option 1** for addressing the matter because it would allow consent to be granted and the lease to commence as previously approved.

***Significance and Engagement***

- 26 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because it does not relate to a strategic asset, and the lease has already been approved, albeit over a slightly smaller area.

***Risk***

- 27 This matter related to the operational risk OR11, decision making. The recommended option addresses this risk by seeking a prompt decision in relation to the matter.

**Financial Implications**

- 28 The lease will generate \$5,200 per annum once it commences.

**Council Policies, Strategies and Bylaws**

- 29 No Council policies, strategies and bylaws were considered.
- 30 This matter is not contemplated by the 10-Year Plan/Annual Plan and does not have any effect on it.

**Local Government Act 2002 Purpose Provisions**

- 31 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 ensuring a lease previously approved can be completed;
  - Can be implemented through current funding under the 10-Year Plan and Annual Plan;
  - Is consistent with the Council's plans and policies; and
  - 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.

**Consultation: Community Views and Preferences**

- 32 The persons who are affected by or interested in this matter are residents of the Queenstown Lakes District.
- 33 The Council has previously notified the intention to grant the lease. The proposed change is not material and would not justify further consultation.

**Attachments**

- A Approved lease area outlined in red.
- B Lessees proposed amended lease area outlined in green, with bund highlighted in yellow.
- C Proposed amended lease area outlined in blue.

Attachment A: Current situation













## Wanaka Community Board

30 March 2017

### Report for Agenda Item: 4

#### Chair's Report

##### Purpose

To present a report from the Wanaka Community Board Chair.

##### Recommendation

That the Wanaka Community Board:

1. **Note** the report;
2. **Agree** that [three names to be appended] shall attend the New Zealand Community Boards Conference as representatives of the Wanaka Community Board.

Prepared by: Rachel Brown



Chair, Wanaka Community Board  
16/3/2016

#### Otago Regional Council

1. It is with deep sadness and regret that I record the passing of our colleague, Otago Regional Councillor, Maggie Lawton. I wish to publicly acknowledge all the skilful and focussed work Maggie did for this community and our environment. The Wanaka Community Board was looking forward to working with Maggie to achieve her vision for effective communication and collaboration between ORC and QLDC; our challenge is to continue to work to effect this.

#### Licence to Occupy ('LTO') 42-50 Brownston Street (item from previous meeting)

2. I attended a site meeting with the applicant and APL and discussed positioning of the walls to enable future widening of the footpath, but also to serve the purposes intended i.e. protect the public from fall risk, provide shelter and security for the development and also enhance the amenity of the area. The applicant is seeking detailed engineering design for the walls as we work towards an agreement on the positioning to be specified in the LTO.

### **Wanaka Recreation Reserve Reserve Management Plan ('RMP') (item from previous meeting)**

3. I wish to record that following the amendments agreed to the draft RMP at the last meeting, staff made the changes sought and provided them to me for final approval.
4. In accordance with the Reserves Act 1977, the finalised version of the RMP was adopted by Council at its meeting on 9 March 2017 as part of the Chief Executive's report.

### **Hawea Unformed Legal Roads**

5. The umbrella agreement has still to be signed by the Council. Staff have been working on a change to the alignment of the QLDC services easement. Once this is finalised and the agreement is signed the steps described at the last meeting (road stopping and acquisition) will occur.

### **Wanaka Airport Governance Options**

6. The recommendation of the hearings panel which heard submissions on Wanaka Airport Governance Options will be presented to the Council meeting on 20 April. Note that this Council meeting will take place in the Lake Hawea Community Centre.

### **New Reserve Management Plan**

7. The intention to develop a Reserve Management Plan to cover Lismore Park, Allenby Park, Kelly's Flat, Faulks Terrace, Kennedy Crescent and Domini Park Recreation Reserves was publicly notified on 16 March. This is an initial statutory process in which the public is encouraged to make suggestions on the plan's content:

*41(5) Before preparing a management plan for any 1 or more reserves under its control, the administering body shall—*

*(a) give public notice of its intention to do so; and*

*(b) in that notice, invite persons and organisations interested to send to the administering body at its office written suggestions on the proposed plan within a time specified in the notice; and*

*(c) in preparing that management plan, give full consideration to any such comments received.*

8. Informal feedback closes on 18 April.
9. It is important to recognise that this is an initial round of public feedback and does not replace the formal consultation process that will occur later.

## **Community Boards Conference 2017**

10. The biennial Community Boards Conference is taking place in Methven, South Canterbury from Thursday 11 May to Saturday 13 May. The conference theme is 'Making 1+1=3', and seeks to explore 'how can we as boards achieve more for our communities with the resources we are given?'
11. Conference attendance costs \$745 (this is the early bird fee if registered before 3 April) and includes:
- Attendance at all conference business sessions and workshops (attendees select own preference for workshops);
  - Daily catering;
  - One entry to Thursday's welcome reception;
  - One entry to Friday's conference dinner
  - One entry to Saturday's post conference function
- The conference programme detailing speakers and discussion topics is attached. [Attachment A]
12. The location is within a drivable distance (a Council vehicle could be made available) and Mayor Boulton has agreed that QLDC will meet the cost of three Board members attending. I believe that this is an excellent development opportunity for the Board and acknowledge the Mayor's support in offering this. I ask the Board to give consideration to who from the Board should attend.

## **Wanaka Community Pool**

13. A separate project report is attached [Attachment B].

## **Projects Summary**

14. See Attachment C for the Property and Infrastructure Department's summary of projects currently underway and Attachment D for the project summary for Parks and Reserves.

## **Reports from Liaison Positions, Community Associations and recent Council meetings**

15. Members are invited to report on the Board-related activities they have been involved in since the date of the last meeting and Councillors are asked to comment on any matters of interest to the Board from recent Council meetings.

## **Attachments**

- A 2017 Community Boards Conference Programme
- B Wanaka Community Pool project report
- C Property and Infrastructure Team Summary Report
- D Parks Summary Report





New Zealand Community Boards Conference 2017

Making 1 + 1 = 3

11 - 13 May 2017, Heritage Centre, Methven

[www.nzcbc2017.co.nz](http://www.nzcbc2017.co.nz)

## THURSDAY

6.00pm Registration open | Welcome function

7.30pm Free evening

## FRIDAY

8.00am Registration open | pre session tea and coffee

8.30am Conference Opening *Mayor Donna Favel*

8.45am Adequate housing: sustainable development and the new urban agenda *David Rutherford*

9.30am From the SVA until today *Sam Johnson*

10.15am Morning tea

10.45am Minister of Local Government *Anne Tolley—TBC*

11.15am How to think like an entrepreneur *Eyal Halamish*

12.00pm Lunch

1.00pm CEO of Local Government NZ *Malcolm Alexander*

1.30pm Reflections on Baxter's Te Whiore o te Kuri: Connecting with communities in the 21st century *Peter Biggs*

2.15pm Zone meetings

3.00pm Afternoon tea

3.30pm Concurrent workshops: TacklingPovertyNZ *Wendy McGuinness* | Organisation + Engagement = Great Outcomes *Darren Keenan, Ray Tye* | Responding to community feedback: The art of risk communication *Sam Johnson and Eyal Halamish* | Measuring value—is it really all about GDP? *Hillmare Schulze*

5.00pm Close

7.00pm Conference dinner and Best Practice Awards

## SATURDAY

8.30am Registration open | pre session tea and coffee

9.00am Chair of NZ Community Boards *Mick Lester*

9.15am Nothing less than equal *David Hammond*

10.00am Morning tea

10.30am President of LGNZ *Lawrence Yule*

11.00am Labour Local Government Spokesperson *Mika Whaitiri—TBC*

11.15am How the local government commission can affect you *Janie Annear*

12.00pm Lunch

1.00pm Concurrent workshops: Start with a Smile Campaign *John Hobbs, Michelle Hider, Vincie Billante* | Organisation + Engagement = Great Outcomes *Darren Keenan, Ray Tye* | Responding to community feedback: The art of risk communication *Eyal Halamish* | Engaging youth into local government *Ryan Jones, Melanie Coker*

3.15pm Conference wind up *Mike Reid*

5.30pm Post conference dinner at Samuels Bar, Blue Pub

## Attachment B: Wanaka Pool Update

### Wanaka Community Pool



Project Cost (Traditional build)	\$12.28M	Project Funding Lotteries	\$400k
Project Funding Rotary	\$10k	Project Delivery	QLDC/RCP
Project Funding Otago Community Trust	\$500k	Project Delivery Date	March 2018
Project Funding Central Lakes Trust	\$1M	Project Governance/Ownership	QLDC
Olive West Trust	\$50K	Current Phase	Construction

### Scope

- On July 30<sup>th</sup> 2015 Council resolved to direct officers to progress the design of the Wanaka Pool and negotiate a construction contract with Cook Brothers with the Chief Executive delegated authority to appoint the contractor to the value of \$12.28M.
- The pool scope includes a ramped 25m 8 lane pool, 20x10m learn to swim pool and toddlers area, spa pool, change rooms and ancillary facilities.

### Performance/Critical messages

- CBC are on site and have completed the pool water in ground pipework, block walls to the sand filters and have successfully poured the floor slabs for the pools
- Natare (Stainless Steel pool manufacturer) is on site to begin the construction of the pool walls
- Holmes Consulting contracted to re-examine the current Wanaka pool regarding strengthening works to ensure the pool can be kept open until March 2018. Early indications is that this highly achievable
- Fundraising for the pool has reached \$1,960,000 as above
- QLDC Wanaka Operations Team beginning planning for operations of the new pool, i.e. IT, Pool Allocation

TIMELINE										
APPROVAL										
DESIGN										
CONSTRUCTION										
YEAR	2015	2016				2017				2018
QUARTER	JULY	1	2	3	4	1	2	3	4	1



## INFRASTRUCTURE TEAM SUMMARY REPORT

REPORT ISSUED ON: Monday, 13 March 2017

dd/mm/yy	2 wks	On Track
dd/mm/yy	On Hold	At Risk
dd/mm/yy	Overdu	Comple
		N/A

PROJECT	CATEGORY	ACTIVITY TYPE	PROJECT MANAGER	CONCEPT DESIGN GATEWAY	DETAILED DESIGN GATEWAY	CONSTRUCTION GATEWAY	PRACTICAL COMPLETION	POST HANDOVER GATEWAY	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 15/16 BUDGET	FORECAST	SPENT TO DATE
Wanaka Transportation Improvements, Non-Sub	Renewals	Transportation - Non Sub	John O	20/07/16	20/07/16	31/08/16	6/06/17	25/08/17					475,398		2,310
Gordon Road Pump Station Upgrade	New Capital	Sewerage	eborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17					35,400		
Edgewater Gravity Sewer Upgrade Seperable Portion 3 and 4	New Capital	Sewerage	Rob Darby			15/02/17	18/05/17	11/08/17					395,906	394,500	32,261
DISTRICT WIDE RESEALS	Renewals	Transportation - NZTA	John O	25/03/16	17/06/16	1/10/17	3/03/17	2/06/17					1,705,000	1,705,000	
CAMP HILL ROAD - Sealed Road Pavemen Rehab - RP: 1510 to 3200	Renewals	Transportation - NZTA	Rob Darby	15/10/16	15/10/16	15/02/17	15/04/17	16/06/17					534,100	525,000	52,688
Ardmore St Build Outs	New Capital	Transportation - NZTA	Rob Darby			7/11/16	21/12/16	18/01/17					45,000	44,475	44,745
Cardrona New Water Supply Scheme	New Capital	Water Supply	Rob Darby	25/03/16	20/05/16								367,296	360,000	40,173
Wanaka Airport Pump Station - BBC	New Capital	Sewerage	eborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17							
Water Supply - Renewals - Wanaka	Renewals	Water Supply	Simon Leary	29/02/16	25/04/16	15/08/16	30/06/17	22/09/17					257,600		163,701
Wanaka Water Supply, Anderson Road ension	Renewals	Water Supply	Rob Darby	6/05/16	1/07/16	15/02/17	30/05/17	30/06/17					299,200	545,000	2,625
Wanaka Airport water supply reticulation BBC	Renewals	Water Supply	eborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17							
Beacon Point Road - Project	Renewals	Stormwater	Simon Leary	18/01/16	14/03/16	4/07/16	30/09/16	10/02/17					490,000		490,000
Wastewater - Renewals - Wanaka	Renewals	Sewerage	Simon Leary	25/04/16	23/05/16	15/08/16	30/06/17	22/09/17					75,900		41,143
t Aspiring Road booster to address fire	Renewals	Water Supply	Rob Darby	28/11/15	20/02/16	1/10/16	20/12/16	10/03/17			On Hold	On Hold	613,552	12,000	6,718
Albert Town Ring Main	Renewals	Water Supply	Rob Darby	11/03/16	8/04/16	1/07/16	29/07/16	21/10/16					70,000	70,000	70,050
Wanaka Yacht Club Borefield Stage 1	New Capital	Water Supply	eborah - BBC	6/02/17	6/02/17	10/04/17	10/04/17	10/04/17					60,000		
t Aspiring Road Widening	New Capital	Transportation - NZTA	Rob Darby	17/03/17	12/05/17	1/09/17	1/12/17	10/03/18					300,000	299,000	53,938
Cardrona New Wastewater Scheme	New Capital	Sewerage	Rob Darby	24/09/15	17/12/15	28/07/16	18/11/16	13/01/17					722,651	685,000	590,233
Ardmore St/Lakefront Streetscape	New Capital	Transportation - Non Sub	Rob Darby	18/11/16	15/01/17	10/03/17	4/04/17	30/06/17		On Hold	On Hold	On Hold	50,000		



## INFRASTRUCTURE TEAM SUMMARY REPORT

REPORT ISSUED ON: Monday, 13 March 2017

dd/mm/yy	Due in next 2 wks	On Track
dd/mm/yy	On Hold	At Risk
dd/mm/yy	Overdue	Complete N/A

PROJECT	CATEGORY	ACTIVITY TYPE	PROJECT MANAGER	CONCEPT DESIGN GATEWAY	DETAILED DESIGN GATEWAY	CONSTRUCTION GATEWAY	PRACTICAL COMPLETION	POST HANDOVER GATEWAY	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 15/16 BUDGET	FORECAST	SPENT TO DATE
Resilience - Crown Range Road Land Instability Construction	New Capital	Transportation - NZTA	Andrew Timms	28/05/16	20/08/16	1/04/17	1/07/17	1/10/17					514,399	500,000	



REPORT ISSUED ON: Thursday, 16 March 2017

## PARKS PROJECT SUM

dd/mm/yy	Due in next 2 wks	On Track
dd/mm/yy	On Hold	At Risk
dd/mm/yy	Overdue	Complete N/A



PROGRAMME MANAGEMENT  
"Bridging the gap between strategy and implementation"

Sch ID	Capital Delivery Team	PROJECT	WARD	ACTIVITY TYPE	PROJECT MANAGER	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 16/17 BUDGET	FORECAST	SPENT TO DATE	PROJECT STATUS COMMENTS
1 Y		Albert Town Lagoon	Wanaka	Parks and Reserves/Walkways	DM					10,200	10,200	4,212	Lagoon has dropped, currently working with contractor to set start date. Seat & plinth installed. Path extension complete.
3 Y		Lake Hawea North Beach - Replace NZED Block with landmark	Wanaka	Buildings	MJ	N/A		N/A		11,000	11,000		Toilet has arrived, install contractor has scheduled work for week of 20 March. Install cost will be paid for out of Wanaka renewals (\$4945) journal \$2771 across from this budget
12 Y		Street Tree Replacement program - 2-3 streets a year Wanaka	Wanaka	Parks and Reserves/Walkways	TE					30,700	30,700	8,456	Street tree replacement & plant ordering/planting through arborist, Tim Errington
14 Y		Parks and Reserves Roding Minor Improvements – Wanaka	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		60,000	60,000	491	Determining work programme with Roding.
15 Y		Wanaka Cemetery Improvements	Wanaka	Council Land/Cemeteries/Waterways	MJ					45,000	43,918	33,913	Turf improvemetns complete. Concrete placing of new concrete beams in progress now. Due to be completed end of March.
17 Y		Playground Renewals - Wanaka	Wanaka	Parks and Reserves/Walkways	MJ	N/A	0	N/A		80,000	80,000		Works in progress. Memo to PH & MT signed for transfer of some Wakatipu budget to Wanaka
19 Y		Roys Bay Park Improvements	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		102,300	102,300	36,200	Detailed design complete for car park. RC application complete and to be lodged mid February in conj with Aspiring Rd toilet. Construction deferred 17/18
21 Y		Aspiring Road - replace permaloo with Exeloo	Wanaka	Buildings	SQ	N/A		N/A		130,100	20,000		Working on toilet costing. RC application complete and to be lodged mid February. Construction deferred/budget reforecast to 17/18.
22 Y		Walkway Renewals - Wanaka	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		133,520	133,520	795	Construction in progress.
23 Y		Minor Renewal Reserve Works - Wanaka Ward	Wanaka	Parks and Reserves/Walkways	SQ					148,000	148,000	91,740	Working through agreed work plan with Maintenance & Ops
29 Y		A&P Showgrounds Wanaka Fence	Wanaka	Parks and Reserves/Walkways	MJ			N/A		105,000	105,000	86,480	Fence renewal complete, seating not complete due to unforscen circumstance. Waiting on PPG for as-built data for fence. Money left over for seating - working on next step with A&P Show
30 Y		Wanaka Showgrounds field development	Wanaka	Turf	SQ					200,000	200,000	192,460	Works completed. Additional money to be used to shift goal posts on field 2
32 Y		Glendhu Bay Track	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		9,000	9,000		Construction underway in conjunction with Wanaka tracks upgrade for the year
38 Y		Pembroke Park Improvements - path/track	Wanaka	Parks and Reserves/Walkways	SQ					16,250	16,250	15,638	
39 Y		Gladstone Track	Wanaka	Parks and Reserves/Walkways	SQ					16,000	16,863	16,863	
41 Y		Albert Town Bridge Track link	Wanaka	Parks and Reserves/Walkways	SQ	N/A	On Hold		On Hold	17,500	17,500	1,634	On hold due to geotechnical report presenting high level of risk if we were to proceed. Exploring other options.