



Order Paper for the Meeting of the

**WANAKA COMMUNITY BOARD**

Thursday, 12 April 2018

commencing at 10.00am

In the Armstrong Room, Lake Wanaka Centre,

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 Armstrong Room, Lake Wanaka Centre, Wanaka on Thursday 12 April 2018 commencing at 10.00am.

<b>Item</b>	<b>Page Number</b>	<b>Report/ Item Title</b>
		<p><b>Karakia</b></p> <p>Kia tau nga manaakitanga o te Kaihanga Ki runga i a tatau katoa Arahina mai matau kia u Ki te tika ki te tonu</p> <p>May the blessings of our creator Be bestowed upon us all May we be led towards That which is true and correct</p>
		<b>Apologies/Leave of Absence requests</b>
		<b>Confirmation of Agenda</b>
		<b>Public Forum</b>
		<b>Declarations of Conflict of Interest</b>
		<b>Matters Lying on the Table</b>
	4	<b>Confirmation of Minutes</b> 1 March 2018
1	12	<b>Future of Hawea Waste Collection Point</b>
2	23	<b>Proposed new licence to Upper Clutha Plunket</b>
3	30	<b>Proposal to Vest Land in Wanaka as Reserve and to Offset Reserve Land and Reserve Improvements Contributions as per the Development Contributions Policy</b>
4	40	<b>Go Jets Wanaka – New Licence Notification</b>
5	54	<b>Road Naming Application – Alpine Estates application to name three roads within the development</b>
6	71	<b>Road Naming Application - Willowridge Developments Limited application to name three new roads within the Stage 3 and 4 Luggate Park Development</b>
7	78	<b>Road Naming Application - M Ayre application to name one new road within the five lot subdivision at 68 Kennels Lane, Wanaka</b>
8	86	<b>Chair's report</b>

**Wanaka Community Board**  
**1 March 2018**

Minutes of a meeting of the Wanaka Community Board held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Thursday 1 March 2018 beginning at 10am

**Present:**

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

**In attendance:**

Ms Meaghan Miller (General Manager, Corporate Services), Mr Aaron Burt (Senior Planner, Parks and Reserves), Mr Blake Hoger (Property Advisor, APL Property Ltd), Ms Diana Manson (Parks and Reserves Officer), Ms Jane Robertson (Senior Governance Advisor); 4 members of the public and 3 members of the media

**Opening**

The meeting commenced with a karakia from the Chair.

**Apologies**

There were no apologies or requests for leave of absence.

**Public Forum**

1. Simon Telfer, Active Transport, Wanaka

Mr Telfer requested the installation of signage on the new cycle route being developed through Frye Crescent to Old Racecourse Road. It was needed because it was through a labyrinth of streets and difficult for visitors to navigate. Signage needed only to be minimal but was important for way-finding. The route was good because the streets were wide, it took cyclists off SH6 and complemented the wider network. He believed signage could be progressed through the Albert Town Community Association.

Another of the major links Active Transport Wanaka was working on was that between Sir Tim Wallis Drive and SH84. A big block to this development was getting children across SH84, and an underpass was considered to be the safest option. Although there were underground services in this location an underpass would be possible, as both water and wastewater pipes were eight metres deep.

Mr Telfer asked why the Active Transport Plan had not been adopted by Council yet.

2. Loris King

Mrs King commended the staff in the Wanaka Council office, but she had recently received contradictory advice when telephoning the Council with queries about

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**1 MARCH 2018**  
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various reserves in Wanaka. She asked for more consideration to be given to what was being asked and the answers given. She was especially concerned that lack of knowledge about Wanaka's reserves could result in them being lost.

3. Roger North, Kai Whakapai

Mr North thanked the Board for its positive response to his complaint at the previous meeting about the position taken by the Council on the café's use of the adjacent 'Busker's Square'. He believed that the solution proposed in the agenda report would work and he supported the proposed conditions.

Mr North asked where the Council was at with tendering for a service provider for swimming lessons at the new pool. He believed that the Council was appointing a single provider, but the public would prefer two.

4. John Binney Mount Barker Residents' Association

Mr Binney asked why a risk profile was not provided for all the projects in the Property and Infrastructure project report. In particular, he noted that none was provided for the Ballantyne Road project and he considered that the accidents which had occurred on the road should be reflected in the risk.

**Declarations of Conflicts of Interest**

No declarations were made.

**Confirmation of Agenda**

The agenda was confirmed without addition or alteration.

**Confirmation of Minutes**

**On the motion of Ms Harrison and Ms Battson the Wanaka Community Board resolved that the minutes of the Wanaka Community Board meeting held on 1 February 2018 be confirmed as a true and correct record.**

It was noted that Lake Wanaka Tourism had wanted to take part in the Christmas/New Year debrief but a district-wide debrief had already occurred. The Chair added however, that she was keen to hold a local debrief involving the Board and several local organisation and this would also include some strategic planning.

1. **Proposal to Vest Land in Wanaka as Reserve and to Offset Reserve Land and Reserve Improvements Contributions as per the Development Contributions Policy**

A report from Aaron Burt (Senior Reserves Planner) presented for recommendation to Council for approval, a proposed reserve identified within the Alpine Estate subdivision development. The report also asked the Board to recommend the offset of reserve land and reserve improvement development contributions for the reserve.

The report was presented by Mr Burt.

Ms Harrison asked whether any cycleways were proposed, in particular a link between Studholme Road and the proposed new connecting road. Mr Burt advised that he was not aware of any plans to add to the cycle network in this development, although there were road linkages planned.

Councillor Smith asked if any improvements beyond grassing were proposed. Mr Burt advised that initially the reserve was a grassed open space only, but a playground could be added in time. Mr Burt confirmed that some clusters of trees were proposed and a recommended condition was that the developer provide a landscape plan to be agreed by Council officers.

Ms Manson joined the table to respond to questions about the provision of a Council maintenance programme, especially irrigation. She advised that in order to conserve water it was Council policy only to irrigate playing fields. The proposed reserve would have a maintenance schedule in line with the parks policy but it would not include irrigation, nor would the developer irrigate.

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

- 1. Note the contents of this report;**
- 2. Recommend to Council the vesting of the identified proposed reserve be approved:**
  - a. Lot 101 (3,000m<sup>2</sup>), Alpine Estate, Cardrona Valley Road.**

**Subject to the following works being undertaken at the applicant's expense:**

- i. Consent being granted (as necessary) for any subdivision required to formally create the reserve and to level out undulations (as agreed necessary by the Parks Planning Manager);**
- ii. Presentation of the reserve in accordance with Council's standards for reserves;**
- iii. The submission to Council by the developer, certification as appropriate by Council, and subsequent implementation of a landscape and planting plan for the reserve.**
- iv. The formation of any sealed pathways to a minimum 2 metre wide width;**
- v. A potable water supply point to be provided at the boundary of the reserve lot;**
- vi. The registration of a fencing covenant under s6 of the Fencing Act 1978 on the reserve to vest in QLDC to protect the Council from liability to contribute towards any work on a fence between a public reserve vested in or**

- administered by the Council and any adjoining land;
- vii. The registration of a Consent Notice on any land adjoining the reserve to ensure any fences on land adjoining the reserve are no more than 1.2 metres in height and have a visual permeability of no less than 50%;
  - viii. A three year maintenance period by the current landowner commencing from vesting of the reserve;
  - ix. Vesting of reserve to be undertaken in accordance with the QLDC Vesting of Roads and Reserves Policy.
3. Recommend to Council that reserve land contributions are offset in accordance with the Development Contributions Policy current at the time of contributions payment, subject to recommendation three above.
  4. Recommend to Council that reserve improvement contributions are offset against those payable in accordance with the Development Contributions Policy current at the time of contributions payment, subject to:
    - a. Detailed design plans for the reserves to be submitted and the approval of these to be delegated to the Parks and Reserves Planning Manager.
    - b. Final approval of reserve improvement costs to be delegated to the Parks and Reserves Planning Manager and is subject to the applicant demonstrating the actual costs of the improvements.
    - c. If the cost of work to construct the approved plans exceeds the contributions available to be credited, the additional cost shall be at the applicant's expense.
2. **Activities in a Public Place (Road Reserve) – Corner of Ardmore and Helwick Streets, Wanaka**

A report from Blake Hoger (Property Advisor, APL Property Ltd) assessed options to the Wanaka Community Board for use of the square at the corner of Ardmore and Helwick Streets for events. The report recommended that the Board agree that the square be able to be booked for events in accordance with the Activities in Public Places Bylaw 2016, subject to various recommended conditions.

The report was presented by Mr Hoger.

Councillor Smith thanked staff for responding so promptly to an issue raised at the previous meeting.

There was further discussion about ensuring that activities on the space complied with conditions. It was noted that Event Coordinator would usually respond to any complaints but as a new activity, enforcement staff would check to ensure compliance.

There was no application fee to hold an event on the space and community fundraising events could occur there. It would also not be affected should the Wanaka Lakefront Development include a performing arts space.

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

- a. Note the contents of this report;**
- b. Agree that the square at the corner of Ardmore and Helwick Streets may be booked for events, including live music entertainment, by members of the public and local businesses subject to the following conditions and advice notes:**
  - a. No individual or business may book the square for more than 30 occasions throughout a calendar year.**
  - b. Bookings shall be made no later than 2 weeks in advance and not before 6 weeks from the event unless deemed acceptable by the Venue Booking Coordinator.**
  - c. Alternative days for weather allowances may be provided for.**
  - d. All decisions on bookings are at the full discretion of Council.**
  - e. All reasonable directions of Council issued upon acceptance of a booking are to be adhered to.**
  - f. All events to be completed by 9:00pm.**
  - g. Events with amplified sound shall be limited to one per day, of no more than 4 hours duration.**
  - h. Pedestrian access around the square and the surrounding roading is to remain unobstructed at all times throughout the event. Management of the event attendees is the responsibility of the event holder.**

- i. Notification of the event to take place with surrounding businesses at least 1 week prior to an event.
  - j. Any complaints received are to be reported to the Event Coordinator following the event.
  - k. Fees for events shall be charged in accordance with Council's Community Facility Funding Policy.
3. Agree that authorisation of bookings to be delegated to Council's Venue Booking Coordinator.

#### Advice Notes

- a. Notwithstanding Condition B, Council reserves its right to issue approvals for the use of the square in excess of 6 weeks at their sole discretion.
- b. If any District Plan Rules will be breached through holding an event in the square, including rules relating to noise & attendance requirements, then Resource Consent must be sought and gained prior to the event taking place.

### 3. Chair's Report

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

- Eely Point consultation
- Appointment to Community Board Executive Committee
- Holiday Debrief undertaken on 26 February 2018
- Consultation schedule for 2018/28 Ten Year Plan
- Ballantyne Road - business case update
- Mt Aspiring Road Widening - business case update
- Projects Summary: Property and Infrastructure (including minor improvements projects); Parks and Reserves

#### Holiday Debrief

Mr Taylor advised of the public concern about the wall of camper vans parking on the Wanaka lakefront and blocking the view. He added that people were particularly concerned because they did not see the Council doing anything about it.

There was discussion about the need to develop a safe, relevant event for younger people at New Year's Eve. Ms Battson noted that it was not only an issue at Christmas but also during other key events held in Wanaka. The Chair advised that an action plan for the future was a key outcome of the debrief that had been held and the General Manager Property and Infrastructure was expected to announce an action plan soon.

Ballantyne Road

An update of what had occurred at the meeting with NZTA on 27 February was sought.

Mt Aspiring Road Widening

Mr Taylor advised that the large step between the road edge and shoulder was a major safety concern, especially for cyclists. Staff advised him to pursue a resolution to this via a Request for Service.

Minor Improvement Projects

Councillor McRobie was critical about the lack of action on the \$1,000-\$5,000 projects of which there were 11 on the list, as such small projects would be quick and easy to complete. The Chair advised that timeframes for these projects would be considered at a Board workshop in mid-March.

Other matters

Members commented briefly on meetings they had recently attended as representatives of the Board.

Further comment was made about a growth in the numbers freedom camping on the public road in Wanaka Airport. This was concerning users who were not permitted themselves to sleep on the site in any of the buildings. It was suggested that this could be addressed by lowering the barrier arm earlier than at present.

It was noted that the preference of the Luggate community was to replace the hall rather than refit the existing one. Councillor MacLeod also commended Rob Darby (Senior Project Engineer) for an excellent presentation about plans to connect Luggate to Project Pure and the Wanaka water supply.

A request was made for staff to update the community groups and associations to which Board members were shown as being allocated to on the Council website.

**On the motion of Ms Brown and Mr Taylor the  
Wanaka Community Board resolved to note the  
report.**

*The meeting concluded at 11.27am.*

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

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**Chairperson**

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**D A T E**

**Wanaka Community Board  
12 April 2018****Report for Agenda Item: 1****Department: Property & Infrastructure****Future of Hawea Waste Collection Point****Purpose**

The purpose of this report is for the Board to consider whether the Hawea Waste Collection Point should be removed and to recommend a course of action to the Infrastructure Committee.

**Executive Summary**

One collection point facility remains in the district, the Hawea Collection Point. Usage has outgrown the capacity of the facility placing contractors at risk of injury and recyclables at risk of being landfilled. Over time Council has been working with its contractors to remove collection point facilities across the district and replace them with kerbside collection services. Kerbside collection is currently provided to the majority of eligible properties in Hawea, and the remaining eligible properties can be moved to kerbside collection with the removal of the facility.

To address the Hawea community's concerns regarding high visitor numbers in the area requiring a different level of service, an enhanced kerbside collection service during the summer peak period could replace the collection point facility. A standard weekly service would operate throughout the rest of the year. This is consistent with the approach other councils have taken to address areas with high visitor numbers.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report; and
2. **Recommend to the Infrastructure Committee** that it approve the removal of the Hawea Waste Collection Point in conjunction with a move to kerbside refuse and recycling collection for the remaining eligible properties, and provision of an additional weekly kerbside collection over the peak summer period.

Prepared by:



Laura Gledhill  
Contracts                      Manager,  
Maintenance & Operations  
15/03/2018

Reviewed and Authorised by:



Peter Hansby  
GM Property and Infrastructure  
20/03/2018

## Background

1. There have been several residential waste collection points in service throughout the district. Residential collection points were provided when kerbside waste collection was not able to be undertaken in certain areas. These collection points became outgrown and were prone to abuse. This included dumping of unrecyclable materials such as household goods and dumping of commercial recycling and waste by local businesses wanting to avoid waste charges. The collection points also attracted vermin.
2. Over time as kerbside collection became possible, Council has worked with its contractors to remove these collection points, replacing them with kerbside collection.
3. Only the Hawea Collection Point remains in operation in the district. This is an unmanned 24/7 facility located on Domain Road.
4. The Hawea Collection Point facility has been expanded over time to accommodate additional waste deposited.
5. When kerbside collection was provided to the majority of eligible properties in Hawea several years ago, Council agreed to retain the collection point, resulting in Hawea residents now having both a kerbside collection and also a collection point. This increased level of service is not provided elsewhere in the district.
6. There are approximately 50 eligible properties that do not currently have kerbside collection in Hawea.
7. Recycling collected from this facility is highly contaminated increasing the risk of having to landfill recyclables. The contamination and colour mixing of glass at the facility is impacting the ability to fully recycle the glass. The glass recycler OI will not accept contaminated glass.
8. There is regular dumping of non-recyclable materials such as furniture and household goods, building materials, and general waste not placed in pre-paid council approved blue bags, thus avoiding user charges.
9. GPS records often show collection of recycling now takes between 45-90 minutes compared to the expected 7-10 minutes occurring in previous years.
10. The health and safety risk of clearing the facility has increased as the facility is often overflowing with items piled to ceiling height.
11. The truck and trailer capacities are often reached whilst clearing this facility which then has a flow-on effect of being able to service kerbside collections within available driver hours.
12. Additional skips are placed at the facility over the summer peak period to assist with the volume of waste being deposited.
13. There is anecdotal evidence to suggest that more glass is collected at this facility each visit than is collected from the whole of Wanaka kerbside each week. There

was an additional 28m<sup>3</sup> of glass collected in January 2018. Conservative estimates of weekly glass weight collected is 1.5 tonne per week off peak, increasing to approximately 5 tonnes per week during peak periods. It should be noted that these are estimates as we do not separately weigh items collected from this facility as servicing is completed in conjunction with other collections.

14. The annual operating costs are approximately \$37,000. This cost varies depending on the number of collections required each week. Refuse and recycling is collected on average three times a week during off peak, increasing to daily depending on demand. It should be noted that daily collections over the 2017/18 peak period were unable to manage the volume of waste deposited at this facility. A number of requests were received for additional servicing as well as Facebook posts, and a media enquiry. If this facility were to remain it is likely that night servicing in addition to daily servicing would be needed. This would significantly increase the costs of servicing this facility.
15. With numerous issues associated with servicing this facility, a decision on its future is required.
16. In the interests of **equity and fairness**, we need to:
  - Ensure there is a consistent level of service for the district
  - Ensure that all users pay for the services
17. In the interests of Council's obligations for **Health and Safety**, we need to
  - Ensure council services do not present additional risks to its contractors

### Comment

18. Increasing the level of service at the facility is not considered sustainable without capital investment in a facility upgrade and associated expansion to enable safer collections.
19. Even if the facility was upgraded, as it is an unmanned facility with 24/7 access, it is not possible to prevent commercial dumping or abuse without a supportive enforcement regime.
20. There are two alternative options to the current status quo for consideration. Removal of the facility and provision of kerbside collection; or removal of the facility with increased kerbside servicing over the peak period.
21. **Removal of the facility** – This would be done in conjunction with providing weekly kerbside collection for those remaining eligible properties in Hawea that currently do not have this service.
22. The estimated cost of providing kerbside collection for the remaining few eligible properties is \$8K pa, plus a one off cost of \$1.2K for provision and delivery of recycling crates. The final cost is dependent on the exact number of eligible properties. There would also be a small cost associated with removal and disposal of the facility structure.
23. The community has indicated a strong opposition to the removal of the facility as they believe there are limited waste disposal options available for visitors.

24. Other councils provide additional kerbside collections in high visitor areas during peak periods. This is an alternative for consideration.
25. **Removal of the facility, supported by an additional weekly kerbside collection over the peak period** – Removal of the facility would be done in conjunction with providing kerbside collection for those remaining eligible properties in Hawea that currently do not have this service. In addition, during the peak visitor period of October to February each year the weekly kerbside collection would be supplemented by an additional weekly kerbside collection.
26. This is a service model that is provided by other councils such as Thames/Coromandel, Tasman and Rotorua during peak periods.
27. It is also a model that can be reviewed, depending upon future needs.
28. The estimated annual cost of providing an additional weekly kerbside collection to Hawea is \$38K. This cost may fluctuate depending on the duration of the peak period each year. For example in 2017 peak volumes started occurring three weeks prior to when they occurred in 2016. This trend is likely to continue with a reduction in the duration of typical shoulder seasons.

### Options

29. Option 1 Recommend to the Infrastructure Committee to reject the proposal to remove the Hawea Collection Point and do nothing.

#### *Advantages:*

30. Facility continues to be available for community use.

#### *Disadvantages:*

31. Hawea continues to receive an enhanced level of service compared to the rest of the district.
32. Consistent problems with facility abuse and inability to meet service demands will continue.
33. There will be increased costs associated with additional servicing of the facility to meet service demands.
34. Council will receive continued complaints and requests from residents seeking additional servicing of the facility.
35. Council is losing revenue to support waste management with commercial businesses using this facility avoiding user fees and charges.
36. There will be continued contractor health and safety concerns with servicing this facility.
37. Option 2 Recommend to the Infrastructure Committee to approve the removal of the Hawea Collection Point in conjunction with providing the remaining eligible properties with kerbside collection.

*Advantages:*

- 38. A consistent level of service is provided district-wide.
- 39. The issues with servicing this facility are removed, including termination of identified health and safety risks.
- 40. There will be an estimated cost saving of \$29K pa (based on current servicing costs of approximately \$37K pa for the Hawea facility).

*Disadvantages:*

- 41. There is the potential of increased illegal dumping. It should be noted that with the removal of other collection points in the district, for a short period of time people continued to deposit waste. This ceased after a 3-4 week period which is typical of industry observations.
  - 42. The community has previously indicated that they do not support the decision to remove the facility.
43. Option 3 Recommend to the Infrastructure Committee to approve the removal of the Hawea Collection Point in conjunction with providing the remaining eligible properties with kerbside collection, and an additional weekly kerbside collection for all eligible properties during the peak summer period.

*Advantages:*

- 44. The issues with servicing this facility are removed, including termination of identified health and safety risks.
- 45. The additional weekly kerbside collection over the peak summer season responds to the community's requests to provide a service that better caters for visitor needs.
- 46. The additional weekly collection would take place on a Sunday, and visitors typically vacate premises over the weekend (existing collection is a Thursday).

*Disadvantages:*

- 47. There would be an increased level of service for Hawea compared to the rest of the district.
  - 48. The community may not view the additional weekly kerbside collection service as sufficient.
  - 49. There is an increased annual servicing cost of \$38K assuming a servicing period of 15 weeks from Labour weekend to Waitangi Day.
50. This report recommends **Option 3** for addressing the matter because an additional weekly kerbside collection provides a solution that reduces health and safety risk, reduces the risk of recycling contamination, reduces the risk of commercial dumping, and is aligned with how other councils are responding to

the challenge of servicing areas with high visitor numbers. It is also an option that is more easily scalable if future demand dictates a third or fourth weekly kerbside collection.

### ***Significance and Engagement***

51. This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because the overall outcome will be positive as the change will provide a safer, and more practical solution for the Hawea community. It is likely to generate localised community interest.

### ***Risk***

52. This matter relates to the operational risk OR019 Serious injury to a contractor, as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk because the current practices required for servicing the Hawea Collection Point include manual clearing of items to enable safe entry into the facility. Items are often stacked to the ceiling and have the potential to fall and injure the contractor. Clearing the facility manually also increases the risk of sharps injuries, sprains and strains, and lifting fatigue.

53. The recommended option considered above mitigates the risk by:

Terminating the risk – removal of the facility removes all associated risks. Risks will be replaced with the accepted industry risks associated with kerbside collection.

### **Financial Implications**

54. The expected operational budget is \$46K pa. This includes the estimated \$8K cost to provide kerbside collection to the remaining eligible properties. In addition there would be a one-off cost of \$1.2K for the purchase of crates and an expected less than \$1K spend for the decommissioning, removal and disposal of the facility.

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

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

- Waste Management and Minimisation Plan  
The recommended option is consistent with the principles set out in the named policy/policies.
- This matter is not included in the 10-Year Plan/Annual Plan
- If this option is agreed the servicing cost will be reforecast in the Annual Plan

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

56. 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 responding to the challenges of high visitor numbers over the peak period with a methodology that is both flexible, scalable and no different to standard industry accepted kerbside collections.
- 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**

57. The persons who are affected by or interested in this matter are Hawea residents/ratepayers and the Wanaka Community Board.

58. The Council will inform the Hawea Community of the change prior to it occurring. This is likely to include a letter drop and web communications outlining the changes, in consultation with the Council's Communications Team.

### **Attachments**

- A. Assortment of photos taken at Hawea Collection Point over summer peak period 2017/18
- B. Example of additional summer kerbside collections in Thames/Coromandel

**Attachment A:** Assortment of photos taken at Hawea Collection Point over summer peak period 2017/18







Attachment B: Example of additional summer kerbside collections in Thames/Coromandel

# Summer Kerbside Collections

<b>Whangamata</b>	<b>Onemana &amp; Opoutere</b> SH25 to Kopu-Hikuaui Road	<b>Pauanui</b>	<b>Tairua</b> Including Whenuakite and SH25 north to Wade Road	<b>Mercury Bay South</b> East of SH25	<b>Whitianga Town</b> Including Centennial Heights and Whanekaho				
Monday Wednesday Saturday	Monday Saturday	Monday Wednesday Saturday	Monday Thursday	Monday Thursday	Tuesday Friday				
Please put your kerbside collections out by 6:00am	Please put your kerbside collections out by 6:00am	Please put your kerbside collections out by 6:00am <small>NOTE: A one-off collection of rubble bins will take place on 13 December 2017</small>	Please put your kerbside collections out by 6:00am <small>NOTE: A one-off collection of rubble bins will take place on 28 December 2017</small>	Please put your kerbside collections out by 6:00am	Please put your kerbside collections out by 6:00am				
Summer Weekly Kerbside Collection STARTS 27 December 2017 ENDS 10 February 2018 <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>	Summer Weekly Kerbside Collection STARTS 30 December 2017 ENDS 10 February 2018 <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>	Summer Weekly Kerbside Collection STARTS 27 December 2017 ENDS 10 February 2018 <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>	Summer Weekly Kerbside Collection STARTS 28 December 2017 ENDS 8 February 2018 <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>	Summer Weekly Kerbside Collection STARTS 28 December 2017 ENDS 8 February 2018 <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>	Summer Weekly Kerbside Collection STARTS 26 December 2017 ENDS 9 February 2018 <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>				
<b>Mercury Bay North</b> Kuaotunu to Whangapoua	<b>Coromandel Rural North</b>	<b>Coromandel Town &amp; Te Kouma</b>	<b>Thames Coast &amp; Manaia</b>	<b>Thames and Surrounds</b> Puriri Village North to Tarara	<b>Thames South Rural</b> South of Puriri Village				
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<b>Summer Kerbside Collections</b> <a href="http://www.tcd.govt.nz/kerbside">www.tcd.govt.nz/kerbside</a>									

**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 2**

**Department: Property & Infrastructure**

**Proposed new licence to Upper Clutha Plunket**

**Purpose**

The purpose of this report is to consider granting a new licence to Upper Clutha Plunket for two car parks in the Brownston Street car park, Section 10 Block XI town on Wanaka.

**Recommendation**

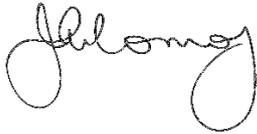
That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Recommend to Council** that a licence be granted to Upper Clutha Plunket (New Zealand Plunket Society Inc) over two car parks in the Brownston Street car park, Section 10 Block XI Town of Wanaka, subject to the following terms and conditions:

Commencement	1 May 2018
Term	3 years
Renewal QLDC	Two terms of 3 years by agreement of
Rent	Pursuant to Community Facility Pricing Policy (currently \$1 per annum, if demanded)
Reviews	On Renewal
Use	Parking by Plunket nurse and clients between 8am and 5pm Monday to Friday.
Termination	Licence may be cancelled by either party giving the other 6 months written notice. Council may cancel the licence if it considers the use to be insufficient.

3. **Delegate** signing authority for the licence document to the Community Services General Manager

Prepared by:



Joanne Conroy  
APL Property Ltd

20/03/2018

Reviewed and Authorised by:



Stephen Quin  
Parks Planning Manager

8/03/2018



Thunes Cloete  
Community Services  
General Manager

8/03/2018

## Background

- 1 The Upper Clutha Plunket (Plunket) owns 51 Ardmore Street, a property adjacent to the Wanaka Council office. The site is quite restrained, with the building occupying the majority of the site. Plunket are having a difficult time with parking, particularly for their nurse and clients.
- 2 Plunket have been using the parks informally on a trial basis since 2016. They have provided usage numbers, which appear very low at around nine per month, but they advise they have had difficulty getting people to complete the parking register regularly.

## Comment

- 3 Plunket have sought permission to permanently occupy two carparks on the Council land to the rear of their building. One would be set aside for the Plunket Nurse, who is often in and out of the office visiting new-borns at home, and has difficulty finding a park when she returns. The other space would be used for parents coming in for their appointment with the nurse.
- 4 There is an existing gate from the Plunket site to the Council land meaning the Council land is easily accessible. The Council land is Section 10 block XI Town of Wanaka, is classified as Local Purpose Reserve (community buildings and off-street parking) pursuant to the Reserves Act 1977 and is designated for the same purpose in the District Plan. Refer to the attached aerial with the approximately location of the parks shown.
- 5 Plunket are proposing forming a path from the carparks to their boundary and upgrading the gate. They will also form a path within their own property.
- 6 Plunket need the parks between 8 am and 5 pm, Monday to Friday. Signage to make the parks available to the public at other times to be agreed by Council Officers.
- 7 As Plunket are a community group and the proposed use is parking, this proposal meets the purpose of the reserve classification, and a licence can be granted pursuant to section 61 (2) of the Reserves Act 1977 and sections 7 and

8 of the Public Bodies Leases Act 1969. As the proposed licence is relatively short term and in keeping with the purpose of the reserve classification, no notification is required.

- 8 In accordance with recent similar licences, we recommend the licence be for a period of 3 years with 2 further renewals of 3 years, at Council's sole discretion, which mirrors the terms proposed in the Community Lease and Licence Terms Policy.
- 9 We further recommend that a clause be inserted into the licence to enable Council to terminate the licence should it require use of the land. In this circumstance, we recommend 6 months as sufficient notice for such termination.
- 10 Currently only Council is delegated to grant new leases and licences and therefore the recommendation to Council is that the licence be approved.

### **Options**

- 11 Option 1 To recommend that Council grant a licence to the Upper Clutha Plunket over Section 10 Block XI Town of Wanaka

*Advantages:*

- 12 The licence will provide a community group with parking in close proximity of their building.

*Disadvantages:*

- 13 Two parks currently available to the public will no longer be available on week days between 8am and 5pm.

- 14 Option 2 To recommend that Council notifies the intention to grant a licence to the Upper Clutha Plunket over Section 10 Block XI Town of Wanaka calling for submissions.

*Advantages:*

- 15 Will enable to public to comment on the proposed licence.

*Disadvantages:*

- 16 Will delay the process and add costs that have to be met by Plunket

- 17 Option 3 To decline the request.

*Advantages:*

- 18 Two parking spaces will be retained for use by the public.

*Disadvantages:*

- 19 Plunket will have to find an alternative solution for parking.

20 This report recommends **option 1** for addressing the matter because it will assist Plunket to undertake their important function in the safest and easiest way.

### ***Significance and Engagement***

21 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because it does not affect Council's strategic assets.

### ***Risk***

22 This matter relates to the operational risk OR11A Decision Making, as documented in the Council's risk register. The risk is classed as low.

### **Financial Implications**

23 There are no financial implications in this decision as the applicant has agreed to pay all costs. Parking in this area is free, so there would be no loss of parking revenue to Council.

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

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

- Significance & Engagement Policy 2014 – this matter is considered to be of low significance.
- Traffic and Parking Bylaw 2012 – this matter is not contrary to any parking strategy.
- 10-Year Plan/Annual Plan - this matter is not included in the plan.
- Community Facility Funding Policy.

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

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

26 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 a community group with parking that will enable it to operate safely and efficiently;
- 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**

27 The persons who are affected by or interested in this matter are residents and visitors to the Queenstown Lakes district.

28 The Council has not undertaken any consultation and no consultation is proposed as the matter is of low significance.

**Attachments**

- A Aerial showing the proposed location of the parks.
- B Plan provided by Plunket showing their proposed path.

Attachment A Upper Clutha Plunket





Plunket building

Proposed path from carparks to back gate of Plunket rooms. Back gate will be upgraded to an auto-close gate and pathway within Plunket property improved.

Two carparks requested – one for Plunket Nurse and one for Plunket clients

**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 3**

**Department: Community Services**

**Proposal to Vest Land in Wanaka as Reserve and to Offset Reserve Land and Reserve Improvements Contributions as per the Development Contributions Policy**

**Purpose**

- 1 To consider recommending to Council, the approval for two proposed reserves identified within the Universal Developments subdivision development known as 'The Heights', and to offset reserve land and reserve improvement development contributions for the reserves.

**Recommendation**

- 2 That the Wanaka Community Board:
- 3 **Recommend to Council** that the vesting of the two proposed Local Purpose Reserves (access) be approved;
  - a. Lot 404 (543m<sup>2</sup>), Universal Developments, Aubrey Road
  - b. Lot 405 (130m<sup>2</sup>), Universal Developments, Aubrey Road

subject to the following works being undertaken at the applicant's expense:

- i. Consent being granted (as necessary) for any subdivision required to formally create the reserve and to level out undulations (as agreed necessary by the Parks Planning Manager);
- ii. Presentation of the reserve in accordance with Council's standards for reserves;
- iii. The submission to Council by the developer, certification as appropriate by Council, and subsequent implementation of a landscape and planting plan for the reserve.
- iv. The formation of any sealed pathways to a minimum 2 metre wide width;
- v. A potable water supply point to be provided at the boundary of the reserve lot;
- vi. The registration of a fencing covenant under s6 of the Fencing Act 1978 on the reserve to vest in QLDC to protect the Council from liability to contribute towards any work on a fence between a public reserve vested in or administered by the Council and any adjoining land;

- vii. The registration of a Consent Notice on any land adjoining the reserve to ensure any fences on land adjoining the reserve are no more than 1.2 metres in height;
  - viii. A five year maintenance period by the current landowner commencing from vesting of the reserve
  - ix. A maintenance agreement being prepared specifying how the reserves will be maintained during the maintenance period; and
  - x. Vesting of reserve to be undertaken in accordance with the QLDC Vesting of Roads and Reserves Policy.
- 4 **Recommend to Council** that reserve land contributions are offset in accordance with the Development Contributions Policy current at the time of contributions payment, subject to recommendation three above.
- 5 **Recommend to Council** that reserve improvement contributions are offset against those payable in accordance with the Development Contributions Policy current at the time of contributions payment, subject to:
- a. Detailed design plans for the reserves to be submitted and the approval of these to be delegated to the Parks and Reserves Planning Manager.
  - b. Final approval of reserve improvement costs to be delegated to the Parks and Reserves Planning Manager and is subject to the applicant demonstrating the actual costs of the improvements.
  - c. If the cost of work to construct the approved plans exceeds the contributions available to be credited, the additional cost shall be at the applicant's expense.

Prepared by:

Reviewed and Authorised by:



Aaron Burt  
Senior Planner:  
Parks & Reserves  
19/03/2018



Stephen Quin  
Parks Planning Manager  
26/03/2018



Thunes Cloete  
General Manager  
Community  
Services  
14/02/2018

## Background

- 6 Two proposed reserves within the same development are addressed by this report.
- 7 Developer: Universal Developments Ltd for the 'The Heights' development. Resource Consent RM161226 was granted on 28 July 2017 (re-issued on 19 September 2017) for subdivision to create 133 residential lots, three balance lots, three lots to vest as road, and two Local Purpose (access) Reserves.
- 8 The two reserves include Lot 404 (543m<sup>2</sup>) Local Purpose Reserve (access), to provide a pedestrian/cycle linkage between a subdivision road and Aubrey Road. Lot 405 (130m<sup>2</sup>) is similarly proposed as a Local Purpose Reserve (access) to provide a pedestrian/cycle linkage between two roads. The reserves are illustrated in **ATTACHMENT A**.
- 9 Both reserves have been identified in the approved resource consent, which was publically notified and subsequently granted by Independent Commissioners at a formal hearing.

## Comment

- 10 The potential reserves will provide linkages that will assist with pedestrian and cycle movement. The proposed reserves are consistent with the 'connections' parks and open space typology as identified in the Parks and Open Space Strategy 2017.
- 11 Reserve land and reserve improvement contributions will be offset in accordance with the Development Contributions Policy current at the time of contributions payment. The recommended option ensures that reserve improvement contributions will only be offset against improvements agreed by the Parks and Reserves Planning Manager, that the offsets will reflect the actual cost of the works and that Council will not meet any costs of work that exceed the value of contributions required.

## Options

- 12 Option 1 Accept the proposal for the vesting of the reserves and to offset reserve land and reserve improvement contributions as per the Development Contributions Policy.

*Advantages:*

- 13 The land is proposed to be vested in Council at no cost.

*Disadvantages:*

- 14 Council will have to maintain or manage the reserve at a cost to the ratepayer after five years.

- 15 Option 2 Reject or modify the proposal for the vesting of the reserve and to offset reserve land and reserve improvement contributions as per the Development Contributions Policy.

Advantages:

- 16 Council will not have to maintain/manage the reserves at a cost to the ratepayer.

Disadvantages:

- 17 Council will refuse areas of land being offered at no cost.
- 18 This report recommends **Option 1** for addressing the matter.

### ***Significance and Engagement***

- 19 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because there will be little impact on Council's function if the recommended option is taken.

### ***Risk***

- 20 This matter related to the operational risk OR002 and OR010b. OR002 relates to an Increase in Expenditure and OR010b relates to Damage or loss to third party asset or property as documented in the Council's risk register. The risks are classed as moderate.
- 21 This matter relates to this risk because accepting the land will increase Council's expenditure on maintenance after the initial land owner maintenance period. The recommended option ensures conditions are required to be met in terms of reserve specifications prior to handover to Council which should ensure expenditure on maintenance is at anticipated levels. The vesting is also in accordance with the Parks and Open Space Strategy 2017 further reducing risk of judicial review of any decision to accept the land.

### **Financial Implications**

- 22 The applicants will be required to maintain the reserves for the first three years. Following this point provision will need to be made available within Council's maintenance budgets dependent on the facilities in the reserves and the level of service they will be maintained to.

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

- 23 The following Council policies were considered:
- Significance and Engagement Policy
  - Parks and Open Space Strategy 2017
  - Development Contributions Policy
  - Vesting of Roads and Reserves Policy

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

24 In relation to section 10(1)(b) of the Local Government Act 2002 the proposed activity involves meeting the current and future needs of the community for good quality local public services in a way that is most cost effective for households and businesses.

**Consultation: Community Views and Preferences**

25 The persons who are affected by or interested in this matter are residents/ratepayers of the Queenstown Lakes District community.

26 No specific media statement or public communication is considered necessary.

**Attachments**

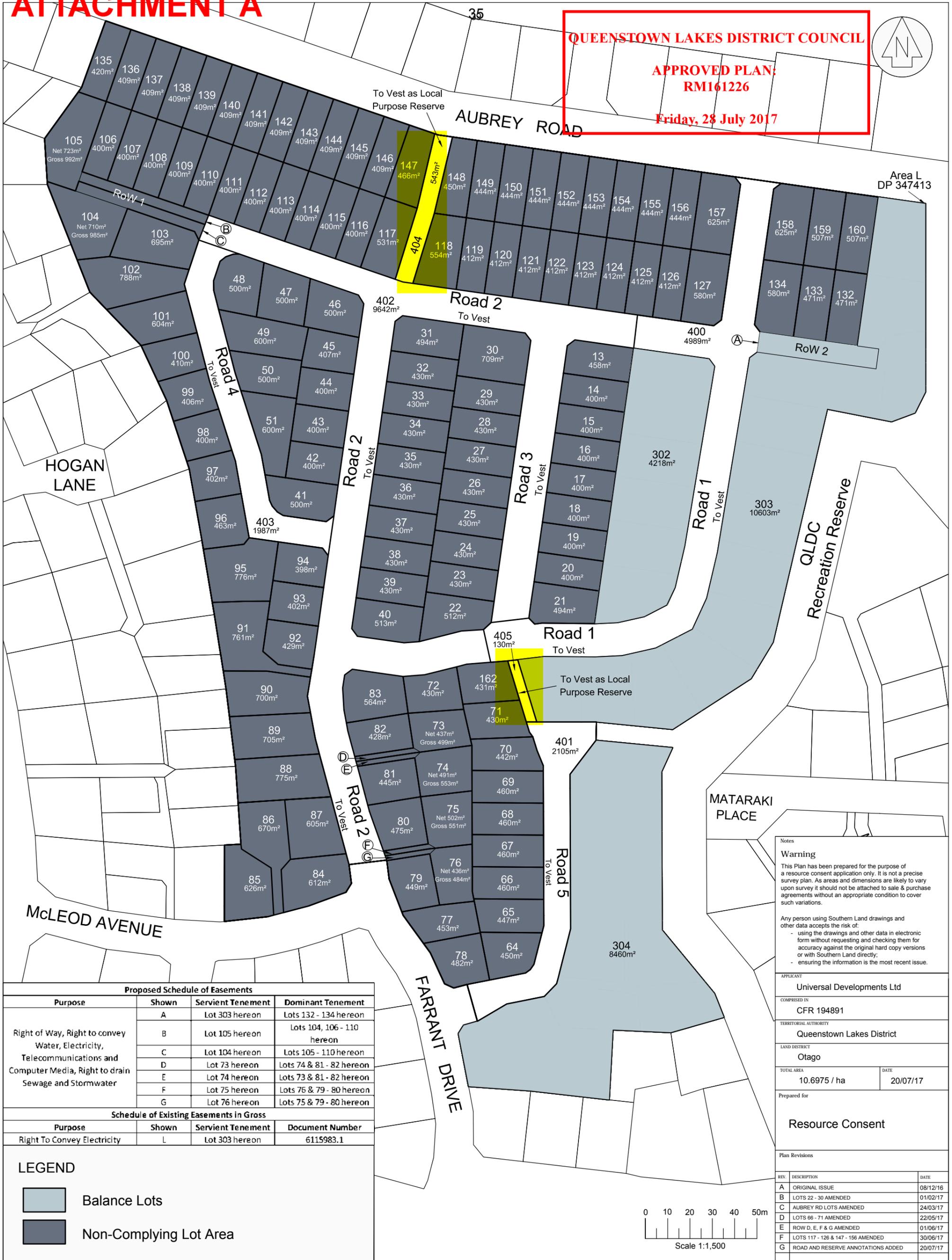
- A Reserve Plans
- B Site Location

# ATTACHMENT A

QUEENSTOWN LAKES DISTRICT COUNCIL

APPROVED PLAN:  
RM161226

Friday, 28 July 2017



Proposed Schedule of Easements			
Purpose	Shown	Servient Tenement	Dominant Tenement
Right of Way, Right to convey Water, Electricity, Telecommunications and Computer Media, Right to drain Sewage and Stormwater	A	Lot 303 hereon	Lots 132 - 134 hereon
	B	Lot 105 hereon	Lots 104, 106 - 110 hereon
	C	Lot 104 hereon	Lots 105 - 110 hereon
	D	Lot 73 hereon	Lots 74 & 81 - 82 hereon
	E	Lot 74 hereon	Lots 73 & 81 - 82 hereon
	F	Lot 75 hereon	Lots 76 & 79 - 80 hereon
	G	Lot 76 hereon	Lots 75 & 79 - 80 hereon

Schedule of Existing Easements in Gross			
Purpose	Shown	Servient Tenement	Document Number
Right To Convey Electricity	L	Lot 303 hereon	6115983.1

**LEGEND**

- Balance Lots
- Non-Complying Lot Area

**Notes**

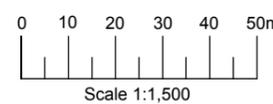
**Warning**  
This Plan has been prepared for the purpose of a resource consent application only. It is not a precise survey plan. As areas and dimensions are likely to vary upon survey it should not be attached to sale & purchase agreements without an appropriate condition to cover such variations.

Any person using Southern Land drawings and other data accepts the risk of:

- using the drawings and other data in electronic form without requesting and checking them for accuracy against the original hard copy versions or with Southern Land directly;
- ensuring the information is the most recent issue.

APPLICANT	Universal Developments Ltd
COMPRISED IN	CFR 194891
TERRITORIAL AUTHORITY	Queenstown Lakes District
LAND DISTRICT	Otago
TOTAL AREA	10.6975 / ha
DATE	20/07/17
Prepared for	Resource Consent

REV.	DESCRIPTION	DATE
A	ORIGINAL ISSUE	08/12/16
B	LOTS 22 - 30 AMENDED	01/02/17
C	AUBREY RD LOTS AMENDED	24/03/17
D	LOTS 66 - 71 AMENDED	22/05/17
E	ROW D, E, F & G AMENDED	01/06/17
F	LOTS 117 - 126 & 147 - 156 AMENDED	30/06/17
G	ROAD AND RESERVE ANNOTATIONS ADDED	20/07/17



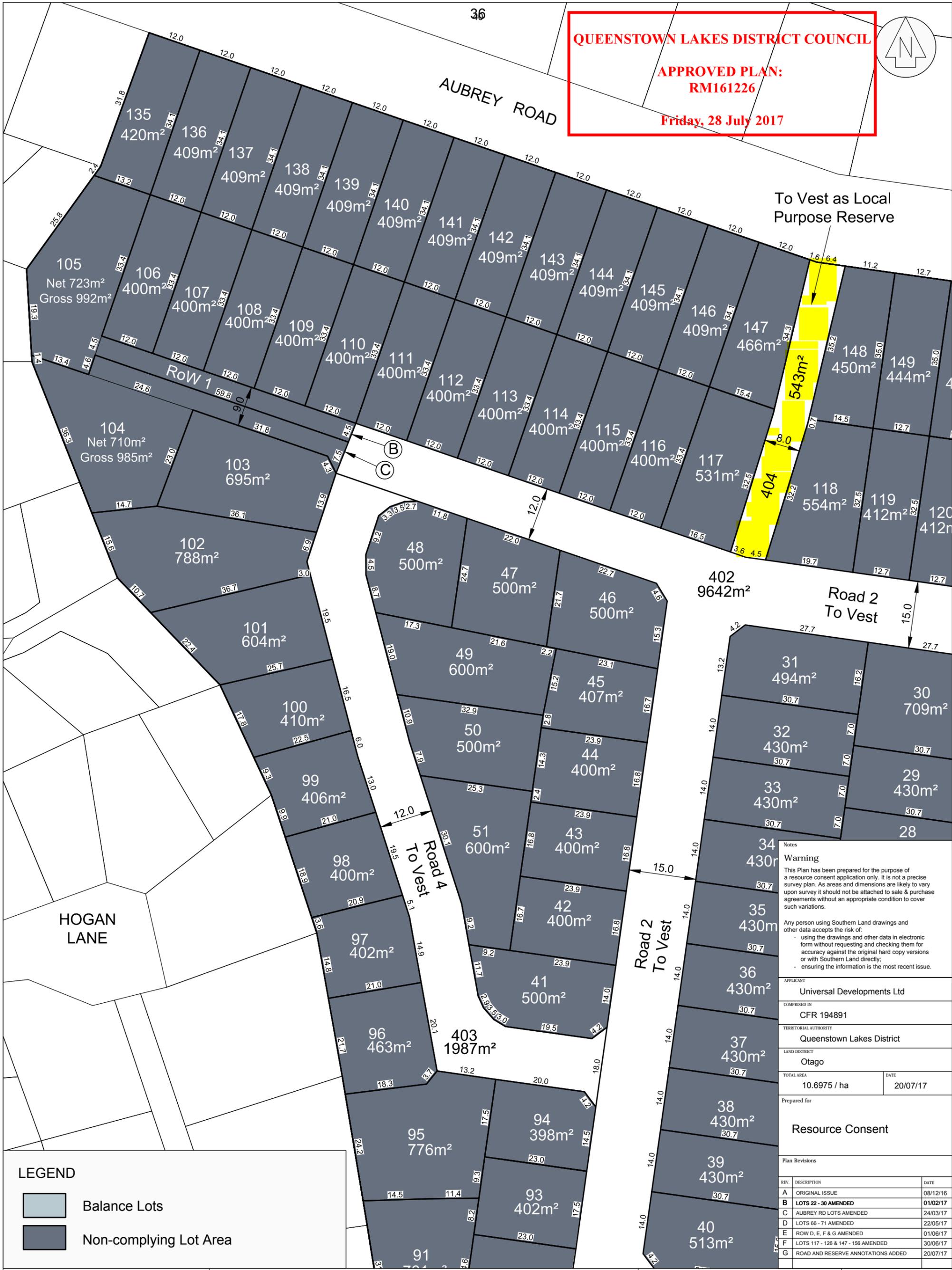
Lots 13 - 51, 64 - 127, 132 - 160, 162, 302 - 304, 400 - 405 being a proposed subdivision of Lot 110 DP 347413

A Project By:  
**UNIVERSAL DEVELOPMENTS**

SCALE  
1:1,500 @ A3

DATUM & LEVEL  
Lindis Peak 2000

LEVEL IN TERMS OF MSL  
ORIGIN QIT 1 DP 447560 RL = 310.19



To Vest as Local Purpose Reserve

Road 2 To Vest

**Notes**  
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D	LOTS 66 - 71 AMENDED	22/05/17
E	ROW D, E, F & G AMENDED	01/06/17
F	LOTS 117 - 126 & 147 - 156 AMENDED	30/06/17
G	ROAD AND RESERVE ANNOTATIONS ADDED	20/07/17

**LEGEND**

- Balance Lots
- Non-complying Lot Area



Lots 13 - 51, 64 - 127, 132 - 160, 162, 302 - 304, 400 - 405 being a proposed subdivision of Lot 110 DP 347413

A Project By:  
**UNIVERSAL DEVELOPMENTS**

SCALE  
1:750 @ A3  
DATUM & LEVEL  
Lindis Peak 2000  
LEVEL IN TERMS OF MSL  
ORIGIN QIT 1 DP 447560 RL = 310.19

**QUEENSTOWN LAKES DISTRICT COUNCIL**  
**APPROVED PLAN:**  
**RM161226**  
**Friday, 28 July 2017**



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 - using the drawings and other data in electronic form without requesting and checking them for accuracy against the original hard copy versions or with Southern Land directly;  
 - ensuring the information is the most recent issue.

APPLICANT	
Universal Developments Ltd	
COMPRISED IN	
CFR 194891	
TERRITORIAL AUTHORITY	
Queenstown Lakes District	
LAND DISTRICT	
Otago	
TOTAL AREA	DATE
10.6975 / ha	20/07/17
Prepared for	
Resource Consent	

REV.	DESCRIPTION	DATE
A	ORIGINAL ISSUE	08/12/16
B	LOTS 22 - 30 AMENDED	01/02/17
C	AUBREY RD LOTS AMENDED	24/03/17
D	LOTS 66 - 71 AMENDED	22/05/17
E	ROW D, E, F & G AMENDED	01/06/17
F	LOTS 117 - 126 & 147 - 156 AMENDED	30/06/17
G	ROAD AND RESERVE ANNOTATIONS ADDED	20/07/17

**LEGEND**  
 Balance Lots  
 Non-complying Lot Area

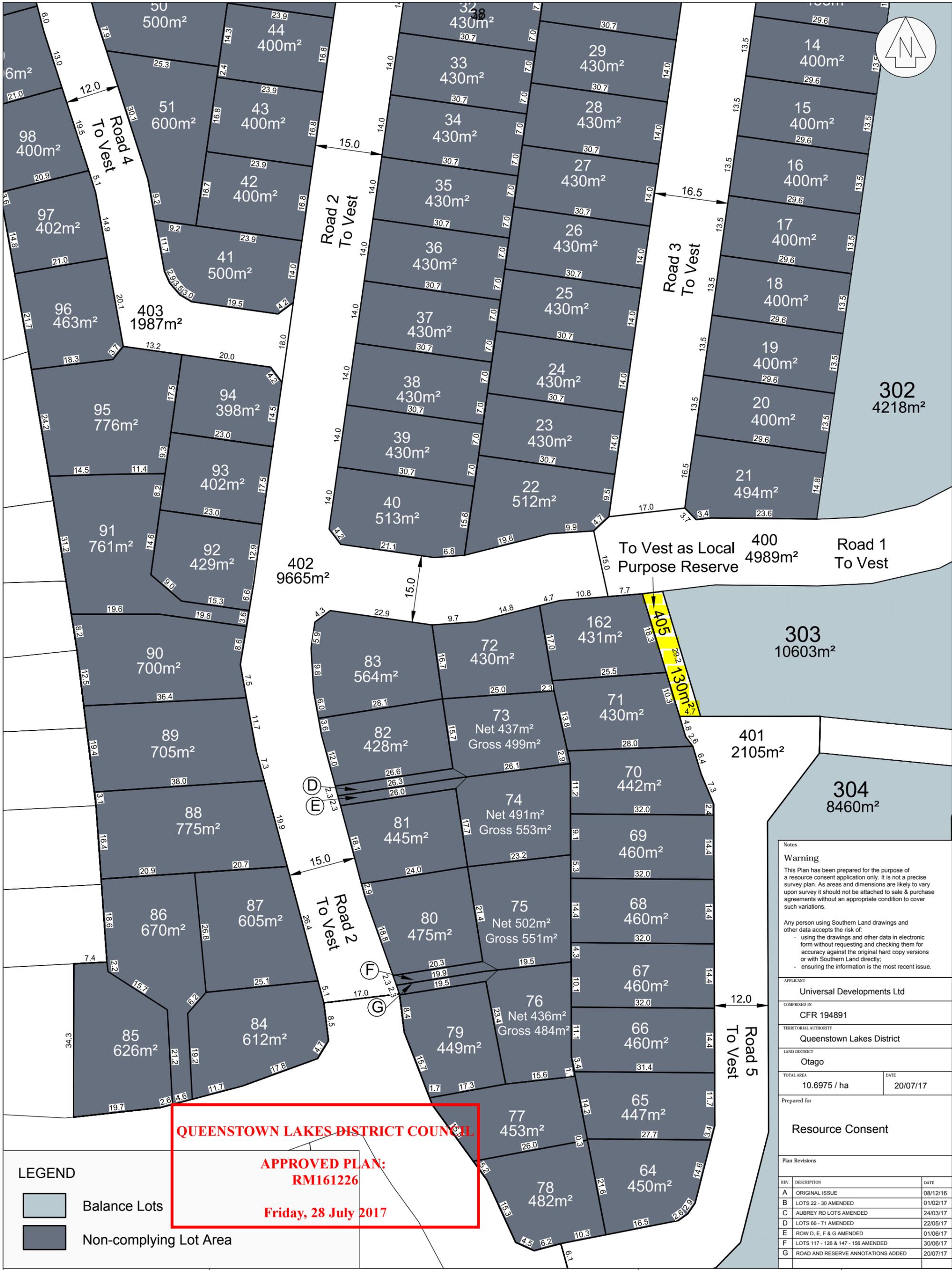


**Lots 13 - 51, 64 - 127, 132 - 160, 162, 302 - 304, 400 - 405 being a proposed subdivision of Lot 110 DP 347413**

A Project By:  
**UNIVERSAL DEVELOPMENTS**

SCALE  
**1:750 @ A3**  
 DATUM & LEVEL  
 Lindis Peak 2000  
 LEVEL IN TERMS OF MSL  
 ORIGIN QIT 1 DP 447560 RL = 310.19





Notes

**Warning**  
This Plan has been prepared for the purpose of a resource consent application only. It is not a precise survey plan. As areas and dimensions are likely to vary upon survey it should not be attached to sale & purchase agreements without an appropriate condition to cover such variations.

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- ensuring the information is the most recent issue.

APPLICANT		Universal Developments Ltd
COMPRISED IN		CFR 194891
TERRITORIAL AUTHORITY		Queenstown Lakes District
LAND DISTRICT		Otago
TOTAL AREA	DATE	
10.6975 / ha	20/07/17	
Prepared for		Resource Consent
Plan Revisions		
REV.	DESCRIPTION	DATE
A	ORIGINAL ISSUE	08/12/16
B	LOTS 22 - 30 AMENDED	01/02/17
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G	ROAD AND RESERVE ANNOTATIONS ADDED	20/07/17

**SOUTHERN LAND**  
SURVEYING | PLANNING | LAND DEVELOPMENT

Level 2 Brownston House, 21 Brownston St., Wanaka, Ph: (03) 443 5577, E-mail: contact@southernland.co.nz, www.southernland.co.nz

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**QUEENSTOWN LAKES DISTRICT COUNCIL**

**APPROVED PLAN: RM161226**

**Friday, 28 July 2017**

Lots 13 - 51, 64 - 127, 132 - 160, 162, 302 - 304, 400 - 405 being a proposed subdivision of Lot 110 DP 347413

A Project By:  
**UNIVERSAL DEVELOPMENTS**

SCALE  
1:750 @ A3

DATUM & LEVEL  
Lindis Peak 2000  
LEVEL IN TERMS OF MSL  
ORIGIN QIT 1 DP 447560 RL = 310.19

SURVEYED	DATE	CHECKED	DATE	DRAWING REFERENCE	REVISION
X.X.	XX/XX/XX	LW	20/07/17	S4240_S6	G
AF	20/07/17	LW	20/07/17		



# ATTACHMENT B

39

**QUEENSTOWN LAKES DISTRICT COUNCIL**  
**LANE**  
**HOGAN**  
**APPROVED PLAN:**  
**RM161226**  
**Friday, 28 July 2017**

43  
 LAKE  
 WANAKA

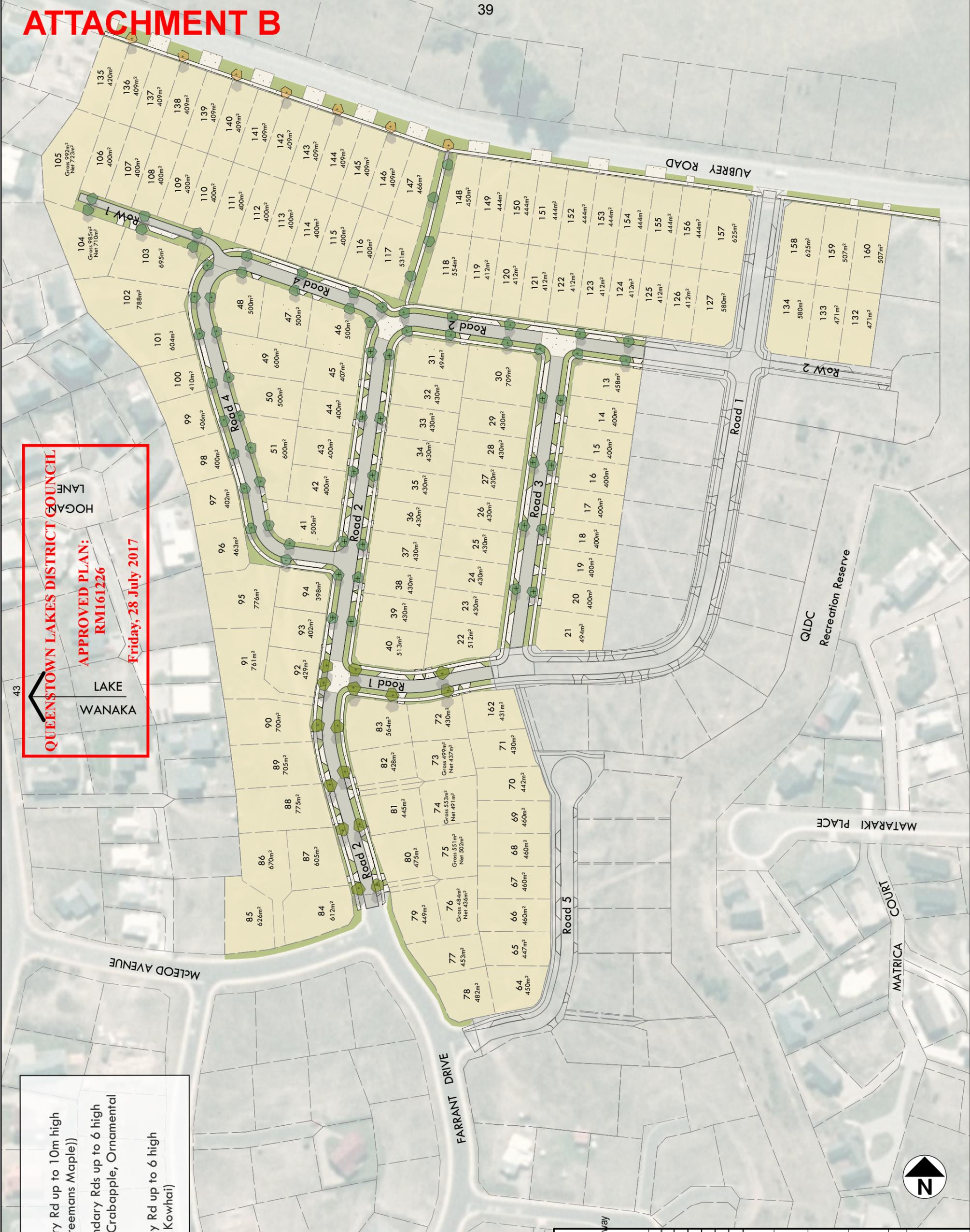
**Legend**

- Street Tree Primary Rd up to 10m high (eg. Hornbeam, Freemans Maple)
- Street Tree Secondary Rds up to 6 high (eg. Whitebeam, Crabapple, Ornamental Pear)
- Street Tree Aubrey Rd up to 6 high (eg. Amalanchier, Kowhai)

- 13 30/6/17 Add new lots
- 12 29/6/17 Revise drives
- 9 2/6/17 Revise lots
- 8 2/6/17 Revise lots
- 7 8/12/16 Add A roads
- 6 1/12/16 Sheet 3
- 5 30/11/16 Lot 161 drive
- 4 30/11/16 change trees/driveway
- 3 25/11/16 Road ref
- 2 24/11/16 Plan A
- 1 14/11/16 Draft

Mark	Date	Description
Sheet Scale	1:1500@A3	
Issue/Revision	Add new lots	
Project ID	1005	
CAD File Name	1006-1G-WX	
Drawn By	SR	
Checked By		
Consultant	Southern Planning	
Client	Universal Developments	
Project Title	The Heights Wanaka	
Sheet Title	Master Plan B	

Drawing No. L02 of 3



**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 4**

**Department: Community Services**

**Go Jets Wanaka – New Licence Notification**

**Purpose**

The purpose of this report is to consider notifying a new licence to Go Jets Wanaka Limited. A licence is sought to utilise reserve land adjacent to State Highway 6 and the Clutha River as a loading and unloading point for commercial jetboating trips.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** notification of the intention to grant a licence to Go Jets Wanaka Ltd over recreation reserve at Albert Town, with legal description Lot 2 DP 375247, subject to the following terms and conditions:

Commencement	TBC
Term	5 years
Rent	The greater of \$500.00 plus GST or 7.5% of gross revenue
Reviews	At renewal
Renewals	1 of a further 5 years by agreement of both parties
Assignment/Sublease	With Council's approval
Use	Utilise the Albert Town boat ramp for loading and unloading of boats and passengers for commercial jetboating trips
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. Health and Safety plan to be provided to Council, and be approved by the Harbourmaster's office

prior to commencing the activity. Council to retain the ability to relocate and manage the activity within the reserve if required

Other

Licensee must ensure they hold a valid resource consent for the purpose of commercial jetboating trips and associated activities.

The licensee to obtain a Commercial Activity Permit in accordance with the Waterways and Ramp Fees Bylaws (if required) or successors to this policy.

Licensee to ensure that all customers/staff are aware there is no bathroom facility at the reserve, and that all rubbish is to be removed.

Vehicle parking upon the reserve may be conditional upon directives from QLDC to ensure that any vehicle presence does not affect the character and public use of the area.

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

Prepared by:

Reviewed and Authorised by:



Chris Green  
APL Property Ltd

20/03/2018



Aaron Burt  
Senior Planner:  
Parks & Reserves

8/03/2018



Thunes Cloete  
Community Services  
General Manager

8/03/2018

## Background

- 1 Go Jets Wanaka Ltd (**the applicant**) has been in operation since 2004. The company has been active under two existing resource consents for the past 13 years and is now seeking landowner permission as this was never completed at the time of the consents.

- 2 There are currently two existing consents in place which allow for 8 return trips on the Clutha River per day and 100 trips per annum respectively. It is intended that the new licence being sought will work in conjunction with the applicant's existing consents.
- 3 In November 2017, QLDC's Resource Consent Monitoring Team found the company to be operating within the consent limits, however they highlighted the need to obtain landowner approval for the activity.
- 4 The purpose of the new licence is to allow for the continuation of their current operations by providing land owner approval for the use of the reserve.
- 5 The reserve land will serve as the primary location for boat loading and unloading utilising the existing boat ramp. The reserve will also serve to provide an area for customers to embark and disembark the boats for jetboating trips on the river.
- 6 A temporary permit was issued by QLDC's Parks and Reserves Team to allow operations during the months of December 2017 to March 2018 whilst their activity was monitored. No complaints or issues have arisen throughout the duration of the current permit.

### **Comment**

- 7 The applicant wishes to be granted a licence over land classified as Recreation Reserve with the legal description Lot 2 DP 375247 (held in certificate title 302906).
- 8 The reserve is covered by the Albert Town Recreation Reserve Management Plan. The current activities do not contravene any of the policies in the Management Plan as no structures are proposed and the activity will not inhibit any of the listed activities from operating. However, it is noted the existing resource consents were granted prior to this management plan implementation in 2010.
- 9 The harbourmaster has been consulted on the proposed operating procedures and has provided approval to their Safety Operating Procedures Plan.
- 10 The proposed licence will be conditional on the applicant abiding by all rules and requirements of the existing resource consents. These include a variety of conditions covering hours of operation, number of trips per year/day and health and safety requirements etc.
- 11 The applicants have specified in their application how they will manage waste and toilet requirements for their customers. Prior to arriving at the reserve, it will be outlined that there are no toilet facilities on site. All waste from the activity will be removed as well as any additional rubbish found on site will be removed by the applicant.
- 12 From a licence perspective, we recommend that the request be notified in accordance with the Reserves Act legislation. This requires publication of a notice to the public and a waiting period of one 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

13 Option 1 To approve notification of the intention to grant a licence to Go Jets Wanaka Limited over recreation reserve with legal description Lot 2 DP 375247, to operate commercial jet boat trips.

*Advantages:*

- 14 Allows for commercial activity that provides a beneficial and enabling form of recreation and enjoyment from the Council land.
- 15 Supports an established and successful local business operator.
- 16 Will add to the existing tourist offering in Wanaka.
- 17 Will provide additional income for Council.

*Disadvantages:*

- 18 May increase commercial congestion on the reserve land and river surface.
- 19 May create potential safety concerns on the water which will require close management by the operator and Harbour Master.

20 Option 2 To approve notification of the intention to grant a licence to Go Jets Wanaka Limited over recreation reserve with legal description Lot 2 DP 375247, to operate commercial jet boat trips, subject to different terms and conditions.

*Advantages:*

- 21 Similar to above.

*Disadvantages:*

- 22 Similar to above.

23 Option 3 To decline the application by Go Jets Wanaka Ltd.

*Advantages:*

- 24 Will not increase commercial congestion on the reserve land and river surface.
- 25 Will not create potential safety concerns on the water which will require close management by the operator and Harbour Master.

*Disadvantages:*

- 26 Will not allow for commercial activity that provides a beneficial and enabling form of recreation and enjoyment from the Council land.
- 27 Will not support an established and successful local business operator.
- 28 Will not add to the existing tourist offering in Wanaka.
- 29 Will not provide additional income for Council.
- 30 This report recommends **Option 1** for addressing the matter as the recommendations proposed provide a balance between Council controls and the ability for the reserve to be used for a unique form of recreation.

### ***Significance and Engagement***

- 31 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it involves a riverside reserve and council infrastructure (boat ramp), that can be used by many local rate payers as well as tourists visiting the area.

### ***Risk***

- 32 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**

- 33 It is proposed that Council will receive base income of \$500+GST or 7.5% of turnover, whichever is the greater.
- 34 All legal fees and advertising associated with issuing the licence will be met by the applicant.

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

- 35 The following Council policies, strategies and bylaws were considered:

- Significance and Engagement Policy
- Albert Town Recreation Reserve Management Plan
- Community Facility Pricing Policy

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

- 37 This matter is not included in the 10-Year Plan/Annual Plan but has no impact on it.

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

- 38 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**

- 39 The persons who are affected by or interested in this matter are predominantly the users of the reserve and the residents and ratepayers of the Queenstown Lakes District community.
- 40 The Council will provide a mechanism for community consultation through the public notification of the intention to grant a licence.
- 41 The Harbourmaster has been consulted prior to this application and provided their approval to the request.

### **Attachments**

- A Reserve Application
- B Site Plan – Albert Town Recreation Reserve



Application for a Reserve Licence

At Albert Town Recreation Reserve

For Go Jets Wanaka

November 2017

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Appendix 2	Resource Consent Monitoring	

## 1.0 INTRODUCTION

Go Jets Wanaka seeks a Reserve Licence under s54(1)(d) of the Reserves Act 1977 to continue embarking and disembarking passengers at the Albert Town boat ramp, for the existing commercial jetboating operation on the Clutha River, in accordance with their resource consent.

The subject site is shown on [Figure 1](#) below.



Figure 1- Area of Boat Ramp and Launching Area

## 2.0 DESCRIPTION OF THE PROPOSAL

Go Jets Wanaka operate a commercial jetboating operation around Wanaka, under two existing resource consents- RM040018A and RM040018B, attached as **Appendix 1A** and **1B**, respectively. These resource consents have been in operation since 2004, have changed ownership since consent was granted, and although a complex history, the consents have been continually operating since approval, and the applicant is operating within their consent, as confirmed by the Council's Monitoring Team in **Appendix 2**. This includes the loading and unloading of passengers from the subject recreation reserve, as specifically mentioned in Condition 6(e) of RM040018B.

Both resource consents owned by Go Jets Wanaka allow for:

- RM040018A allows 8 return trips on the Clutha River (equates to 2920 per annum); and
- RM040018B allows for 100 trips per annum on the Clutha River.

From the date of commencing operation by the current owner in 11 November 2016, 425 trips down the Clutha River have taken place. As part of these consents, provision is allowed for loading and unloading at the Albert Town reserve, alongside the boat ramp, as identified in [Figure 1](#) above.

The Albert Town recreational reserve is outlined as Designation 318 within the Operative Queenstown Lakes District Plan. As such approval is sought from Queenstown Lakes District Council, as the administrative authority over this reserve, under s54(1)(d) of the Reserves Act for a licence on reserve land to allow for the loading and unloading of boats at the existing boat ramp.

The reserve licence is sought now, 13 years after the granting of consent, as it appears this was never undertaken at the time of resource consent.

### **3.0 ASSESSMENT OF EFFECTS**

#### **3.1 Positive Effects**

The applicant has adjusted the operation of the activity within the realms of the resource consent approval to minimise travelling through the 5-knot area of the Clutha River, so there is less effect on the people living nearby the river, or other users of that part of the river. This adjustment includes the river trips being back-to-back, so the first trip is transported by van to Albert Town, passengers loaded into a boat in this location, and driven downstream to the nook. The boat then travels back up stream through the outlet at approximately 11am, and then unloaded in town. The second boat trip then leaves from town to the nook, back to Albert Town, where the passengers will disembark. The operators van will then run people back into town. This halves the number of boat trips in this area, and is all within the approval of the resource consents.

The area subject to the reserve licence is safer and larger than the other areas of use approved in the resource consent, and therefore with these adjustments, the effects of the use is reduced.

The operators of the activity currently, and will continue to clean up rubbish from the Council reserve area that is left by public and visitors to the reserve (not associated with the jet boating operation). They remove this from the area in their van and improve the general look, feel and safety of the area. Given this part of the reserve is not frequented often, with the operators being present in this reserve, unsavoury behaviour by public is reduced, and so is the presence of unlawful freedom campers.

Passengers will be advised of bathroom opportunities on pick up, and that there are no opportunities once passengers arrive at the reserve. The jetboat is regularly washed after each use, to inhibit the spread of any lake or river weed.

Overall, the presence of the applicant in this area is a positive effect on the reserve, and with the adjustments to operation have reduced the impact upon the area and the river by reducing their operations.

#### **3.2 Accessibility**

The recreation reserve is 49 hectares in size. The boat ramp is located at the southern end of the reserve, beneath the Albert Town bridge. To access the boat ramp there are public unformed tracks from the eastern side of the Lake Hawea Albert Town Road. The applicant currently utilises this track to drive the boat to the boat ramp. The passenger van towing the boat will transport passengers to this area via this public vehicular track, and down to the boat ramp where the passengers will embark the boat. The open area around the boat ramp is large, and not highly utilised on a day to day basis. The effects with accessibility were assessed at the time of the resource consent, and were considered to be acceptable. The application of the reserve licence will not change the accessibility as approved in the resource consent, and the proposal will not have any effect on the accessibility of the area for other users of the reserve, for other vehicles, pedestrians, bicycles and boats.

#### **3.3 Visual Effect**

Given the gradient of the boat ramp and parking area is down below the bridge, it is largely visually concealed from public view. The boat ramp and parking area will be utilised for the purpose it was provided for- boat launching, and recreation activities. The area is utilised for passengers entering the boat. There will be no new buildings or structures; as such the visual effect of the licence application is no more than what is anticipated in this area.

#### **3.4 Cumulative Effects**

As mentioned above, the proposal has been approved by RM040018A and RM040018B, which allows for 2920 trips down the Clutha River per annum. The applicant has not been utilising the consents to the maximum effect, and does not plan to. Notwithstanding, the use of the reserve area for embarking the vessel will not have any

effects on cumulative effects. The area is not currently utilised by many vehicles or boat launching per day, and the use by boat operators is an anticipated use in this area. Notwithstanding, the assessment of the resource consent has deemed it appropriate in terms of cumulative effects, and the applicant is operating less than that approved.

### 3.5 Summary of Effects

The presence of embarking and disembarking in the Albert Town reserve next to the boat ramp is within the realms of the resource consent, and the operation has been adjusted to reduce and actual or potential effects on other river users and occupants of sites around the river. Positive effects arise from the presence of the operators utilising this area, as noted above. In summary, the approval of a licence for utilising the reserve in this manner will have minimal effects on other users, and would be approving an operation that is lawfully established in this area, from a landowner perspective.

## 4.0 RELEVANT LEGISLATION

### 4.1 Reserves Act 1977

The Reserves Act 1977 is the applicable legislation for reserves in New Zealand. The proposal will be within Recreation Reserve 318 vested with the QLDC. Use or occupation of a Council Recreation Reserve are required to obtain a licence under the Reserves Act 1977.

#### 4.1.1 Notification

As per the requirements of s54(2), prior to any licence granted under s54(1), the administering authority shall publicly notify such an application in accordance with s199, while giving full consideration to the matters listed in s120.

#### 4.1.2 Schedule 1 of the Reserves Act 1977

Schedule 1 of the Reserves Act 1997 sets out the provisions applicable to leases or licences of recreation reserve land. The provisions as they relate to leases or licences granted under s54(1)(d) have been included in **Table 1** below;

*Table 1: Provisions of Lease or Licence under s54(1)(d) of the Reserves Act 1977*

Term	Not exceeding 33 years
Renewal	May include a provision that further similar terms may be granted if the lessor or licensor is satisfied that the terms and conditions of the lease or licence have been complied with, that some sport, game, or recreational activity should not have priority and that the trade, business, or occupation is still needed to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve
Freeholding rights	Nil
Rent	Such rent, including periodic reviews of rent, as the Minister approves
Admission charges	Such admission charges, appropriate to the circumstances, as the Minister may from time to time approve

Termination	The land leased or licensed shall be used for the carrying on of such trade, business, or occupation as is specified in the lease or licence, and, if at any time the lessor or licensor is of the opinion that the land leased or licensed is not being used or is not being sufficiently used for the purpose specified in the lease or licence, the lessor or licensor, after making such enquiries as the lessor thinks fit and giving the lessee or licensee an opportunity of explaining the usage of the land leased or licensed, and if satisfied that the land leased or licensed is not being used or is not being sufficiently used for the purpose specified in the lease or licence, may terminate the lease or licence on such terms as the Minister approves in any case where an administering body is the lessor or licensor, and as the Minister thinks fit in any other case
Compensation for improvements	On termination of the lease or licence under the termination clause of the lease or licence or by effluxion of time, surrender, breach of conditions, or otherwise, the land, together with all improvements thereon, shall revert to the lessor or licensor without compensation payable to the lessee or licensee or otherwise
Erection of buildings	The lease or licence shall prohibit the erection of any building without the prior consent in writing of the Minister
Other terms and conditions	Such other terms and conditions as the Minister approves. Without limiting the powers of the Minister, he or she may require that the lease or licence shall provide that— <ul style="list-style-type: none"> <li>a) notwithstanding anything to the contrary in the compensation for improvements clause of the lease or licence, the lessor or licensor may require the lessee or licensee to remove the whole or some of his or her improvements; or</li> <li>b) where improvements are of value to the lessor or licensor, the lessor or licensor may pay to the lessee or licensee the value of the improvements as determined by the Minister; or</li> <li>c) (c) an incoming lessee or licensee shall pay to the outgoing lessee or licensee the value as determined by the Minister of specified improvements</li> </ul>

#### 4.2 Resource Management Act 1991

The current application is solely for a licence under the Reserves Act 1977. Resource Consent under the RMA has been approved in 2004, and no changes are sought to these consents.

#### 5.0 QUEENSTOWN LAKES DISTRICT COUNCIL MANAGEMENT PLAN

##### 5.1 Albert Town Recreation Reserve Management Plan

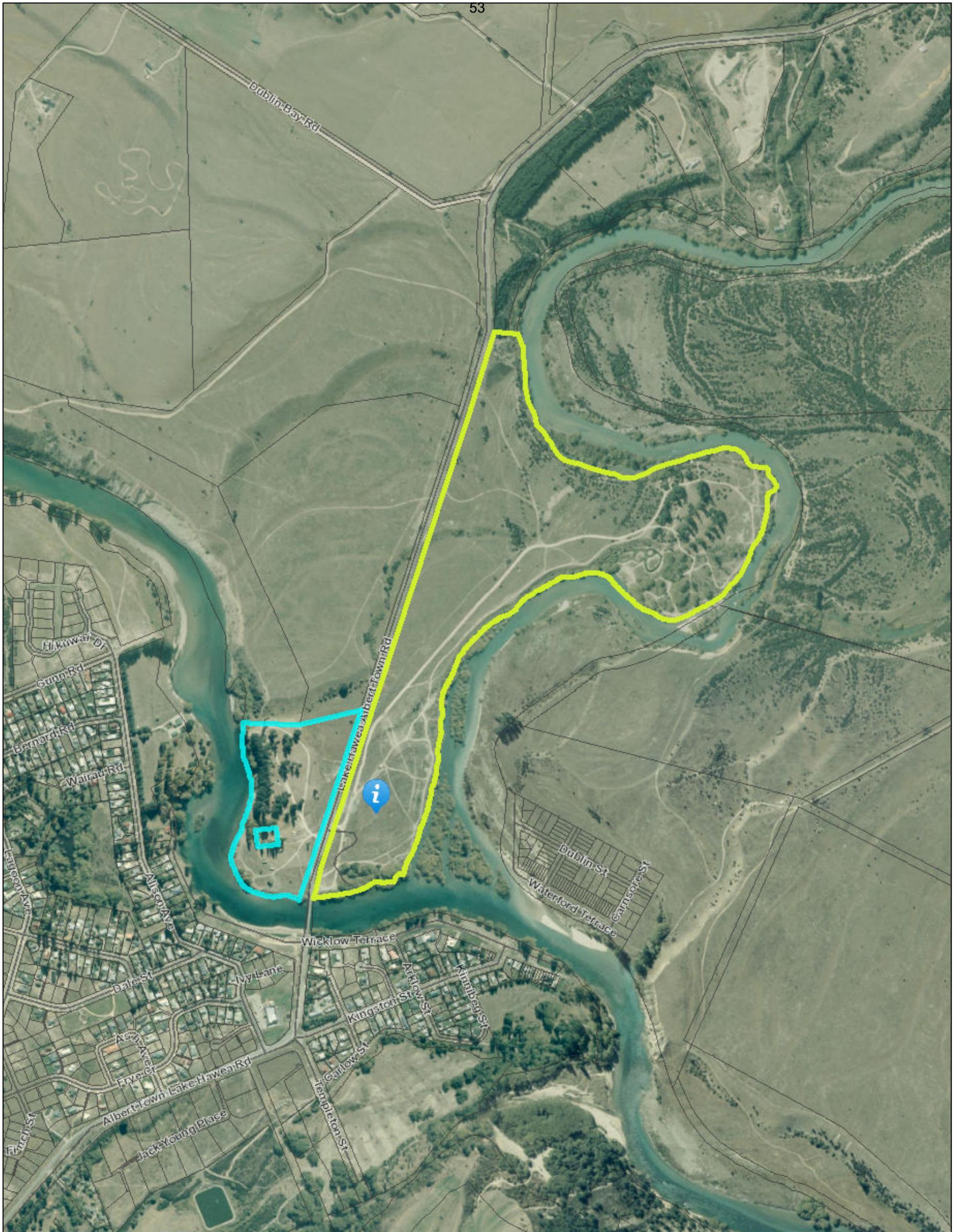
The Albert Town Recreation Reserve Management Plan was made operative on 4<sup>th</sup> October 2010, and is the operative Management Plan for the Albert Town reserve. It is noted this management plan was brought into effect 6 years after the resource consent was granted for this activity.

The proposal does not contravene any of the policies in the Management Plan, as no buildings are proposed, and the proposed licence will not inhibit any of the listed activities from operating. Policy 11.1(1) identifies that it may be appropriate to provide a concession for commercial activities associated with access to the adjoining river. In this instance approval has already been provided by the Council for use of this area and the river for this

commercial recreation activity, and the land owner licence to allow for embarking the boat will not have any effect, or conflict with the reserve management, over that already provided for by the resource consent.

## **6.0 CONCLUSION**

The proposal for a licence is simply sought for land owner approval, 13 years after the resource consent was granted, as it appears it was not done so at that time. The applicant is operating within the realms of the resource consent granted in 2004, where all effects of the use of this area were assessed in full. The granting of this reserve licence to use the area for loading passengers onto the boat will have no additional effects over than that assessed under the RMA, and will not inhibit the safe and enjoyable operation and management of the recreation reserve.



The map is an approximate representation only and must not be used to determine the location or size of items shown, or to identify legal boundaries. To the extent permitted by law, the Queenstown Lakes District Council, their employees, agents and contractors will not be liable for any costs, damages or loss suffered as a result of the data or plan, and no warranty of any kind is given as to the accuracy or completeness of the information represented by the GIS data. While reasonable use is permitted and encouraged, all data is copyright reserved by Queenstown Lakes District Council. Cadastral information derived from Land Information New Zealand. CROWN COPYRIGHT RESERVED

**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 5**

**Department: Planning & Development**

**Road Naming Application – Alpine Estates application to name three roads within the development**

**Purpose**

The purpose of this report is to consider an application from Alpine Estates to name three new roads located within the development which is accessed directly from Cardrona Valley Road. The names proposed will set a theme for this subdivision of early Scottish settlers in the Otago Region in general as opposed to having a specific connection with the Wanaka area.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** the application for the new road names :
  - Ledgerwood Drive
  - McDonald Street
  - Wallace Place

Prepared by:



Warren Vermaas  
Land Development Engineer

4/04/2018

Reviewed and Authorised by:



David Wallace  
Manager, Resource  
Management Engineering

4/04/2018

## Background

- 1 An application has been received to name three new roads associated with the development taking place on the land legally described as Lot 2 DP 498936. The names proposed will set a theme for this development of early Scottish Settlers in the general Otago Region as opposed to having a direct connection with the Wanaka area.
- 2 Attachment A contains the location of the subdivision and a plan of the proposed roads to be named.
- 3 The options put forward for by the applicant for the road names are outside the provisions of the Council's Road Naming Policy (see Attachment B). This report puts these road names to the Wanaka Community Board for a decision. The names are not considered to be in poor taste or likely to cause offence.

## Comment

- 4 The applicant has put forward the following choice (as labelled in Attachment A):

**Road One A** – Ledgerwood Drive

**Alternative Choices** : *McGlashon Drive , Deans Drive*

**Road One** – McDonald Street

**Alternative Choice**: Connery Street, Rennie Street

**Road Three** – Wallace Place

**Alternative Choice**: McGregor Place

- 5 The applicant has chosen the above names in recognition of the early Scottish Settlers in the general Otago Region. Justification for these names is attached to this report. We have considered this application against the Road Naming Policy and note the following.
- 6 Section 5.3B states that the name of a notable person or event from early history should ideally have a local association with the area. In this application under consideration, the notable people being proposed have an association with the Otago Region as a whole and not with Wanaka specifically.

## Options

- 7 Option 1 - Do Nothing.

*Advantages:*

- 8 The roads need to be named before the applicant can have the titles issued for the subdivision. This is a resource consent condition that the applicant must comply with by way of application to Council.

- 9 Roads need to be named for practical addressing purposes so residents can be located in an emergency and have mail and service connections.
- 10 There are no advantages to doing nothing and the disadvantage is that the new road names cannot be finalised.

*Disadvantages:*

- 11 Titles for this subdivision cannot be issued

Option 2 – Approve or partially approve the application.

*Advantages:*

- 12 The road names which are approved can be formalised immediately post meeting and staff can proceed with updating the Council records and other outside parties with new addressing.

*Disadvantages:*

- 13 A partial approval will require the applicant to return to either staff or the Community Board with new names, prolonging the processing of the application.

14 Option 3 – Decline the application as applied for.

*Advantages:*

- 15 If the application is declined, the applicant will need to return to the Council with alternative names. This could be considered an advantage if the applicant returns to Council with revised road names that comply with the Policy.

*Disadvantages:*

- 16 The road naming will be postponed, which will affect the applicant as they will be delayed in progressing with erection of signage, allocation of addressing and finalising the matter.

- 17 This report recommends **Option 2** for addressing the matter. As mentioned previously, the names offered are not in use or likely to cause poor taste or offence. The discretion for approval of road names in the Wanaka area outside of the policy sits with the Wanaka Community Board.

***Significance and Engagement***

18 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because :

- The naming of these new roads will not have a large impact on the environment, culture and people of the district.
- The background offered for the road names is outside existing policy and the application has been brought to the Wanaka Community Board for consideration.

- There is no impact on the Council's capability and capacity in respect to the objectives set out in the Financial Strategy, Ten Year Plan and the Annual Plan.
- The decision does not relate to the sale or transfer of shareholding of any of the Council's strategic assets.

### **Risk**

- 19 This matter related to the operational risk OR011A, as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk as it refers to the Council's need to deal with Land Information Memorandum and requests for service using Council records. These rely on location address information being available on our system, TechOne, which is also used for reporting and performance monitoring of our contractors and for dealing with requests from ratepayers.
- 20 The recommended option considered above mitigates the risk OR011A by -  
Treating the risk - putting measures in place which directly impact the risk.

### **Financial Implications**

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

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

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

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

- 23 Road name applications in the Wanaka Area that fall outside the Council's Road Naming Policy are considered by the Wanaka Community Board.
- 24 This matter is included in the 10-Year Plan/Annual Plan. Road naming is a regulatory function which relates to Section 319 A of the Local Government Act 1974.

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

- 25 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 allowing the Council to allocate site addresses to development occurring in this area.

- Can be implemented through current funding under the 10-Year Plan and Annual Plan.
- Is outside the Road Naming Policy but within the terms of reference for the Wanaka Community Board.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

**Consultation: Community Views and Preferences**

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

27 No community consultation has been undertaken in association with this request.

**Attachments**

- A Location Map – Road Layout Alpine Estates, Wanaka
- B Council's Road Naming Policy 2016.
- C Road name justification

# Attachment A: Location Map of road layout



MEMORANDUM OF EASEMENT IN GROSS			
PURPOSE	SHOWN	SERVIENT TENEMENT	GRANTEE
Pedestrian & cyclist Right of Way	A	Lot 16	QLDC

**PATERSONPITTS GROUP**  
Your Land Professionals  
www.ppgroup.co.nz  
0800 PPGROUP

WANAKA BRANCH  
19 Reece Crescent  
or P.O. Box 283  
Wanaka 9343  
T 03 443 0110  
E wanaka@ppgroup.co.nz

Client & Location:

Road Layout  
Alpine Estate  
Wanaka

Purpose & Drawing Title:

Roads over  
Lot 2 DP 498936

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Submitted by:	KMG	Original Size:	Scale:
Designed by:	KMG	A3	1:1000 @ A3
Drawn by:	KMG	DO NOT SCALE	
Checked by:	RJP		
Approved by:	RJP	Sheet No:	Date Created:
Job No:	W4980 07	02	12/12/2017

## **QUEENSTOWN LAKES DISTRICT COUNCIL**

### **ROAD NAMING POLICY**

**1 AUGUST 2016**

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

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

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

#### **2. Scope**

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

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

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

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

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

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

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

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

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

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

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

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

**a) Common or established theme**

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

**b) Historical Person or Event**

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

**c) Significant feature**

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

**d) Traditional or appropriate Maori name**

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

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

It is also a courtesy to consult with local whanau.

**e) Personal name for special service**

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

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

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

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

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

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

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

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

## Council's list of accepted end names

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

These are some of the highlights re the Ledgerwood Family connection to Pembroke / Wanaka.

#### SCOTLAND / ENGLAND BACKGROUND.

The village of Ledgerwood just north of the border with England was first established in 1006 AD Basically a group of local farming families.

The " Kirk" Church shown here in Ledgerwood is the oldest in all of England. The Ledgerwood family were very involved in its building and maintenance.

The first Ledgerwood ( James ) arrived in NZ in 1860, followed by his father also James two years later. (The name James was passed from father to son all down the line).



James Lincoln married Eileen Isabella Herd daughter of Mary & Jeremiah Herd.

Eileen's mother was a Butterfield. The Butterfield name still exists in the Upper Clutha through their family who farm in Hawea Flat. Douglas Cecil Ledgerwood often visited his Butterfield family in Hawea which began his love for Central Otago and Pembroke in particular.

In the mid 1940's Doug contracted TB and spent nearly a year staying with Wanaka's only doctor Albert Blanc and his wife Bessie. During his time in Pembroke/ Wanaka he developed what was to become life-long friendships with the McLeod Family ( McLeod's Transport which combined with the Reid Family to become Upper Clutha Transport), the Wests who operated the Malibu launch on the lake, the Umbers, the Galloways, Templetons and several other founding families.

Once recovered Doug returned to Dunedin and operated his own business but because of his love for Wanaka he returned every chance he had.

Once married to Olga Mildred Macdonald , they continued to return to Wanaka to visit family and friends regularly.

After Doug's passing Olga moved to Wanaka to be with her son and one of her daughters and families. Both Olga and Doug are buried in the Wanaka Cemetery.

[James Lincoln LEDGERWOOD](#)  
(1866-1917)

[Jeremiah HERD](#)  
(1857-1919)

[Mary Ellen BUTTERFIELD](#)  
(1869-1936)

[Eileen Isabella HERD](#)  
(1899-)

Douglas Cecil LEDGERWOOD  
(1909-)

## Douglas Cecil LEDGERWOOD

- Born: 28 Feb 1909

Family Links



Queenstown Lakes District Council

## Cemeteries

Find People

**Cemetery** [Albert Town \(17\)](#) [Arrowtown \(1046\)](#) [Cardrona \(73\)](#) [Family \(2\)](#) [Frankton \(539\)](#) [Glenorchy \(118\)](#) [Hawea \(280\)](#) [Kingston \(27\)](#)  
[Makarora \(40\)](#) [Queenstown \(1774\)](#) [Skippers \(88\)](#) [Wanaka \(821\)](#)

821 people found in Wanaka cemetery

Surname	Forename(s)	Gender	Cemetery	Date of Death
LANGE	Nora	Female	Wanaka	06 Mar 1952
LARKINS	Christine Sue-Ann	Female	Wanaka	17 Feb 2006
LEAL	John	Male	Wanaka	09 Jun 1934
LEARY	Edward Alex	Male	Wanaka	22 Dec 1995
LEDGERWOOD	Douglas Cecil	Male	Wanaka	08 Sep 1981
LEDGERWOOD	Olga Mildred	Female	Wanaka	05 Jun 1996
LITTLE	Alicia Margaret	Female	Wanaka	09 Aug 1945
LITTLE	Elsie	Female	Wanaka	18 Nov 1940
LITTLE	James	Male	Wanaka	29 Aug 1939

There are several other "Ledgerwood" and their connections, still living in Wanaka.

Daphne and Jim (son of Olga and Doug) moved here in 1984. Both have been active in the local community, and business, and Daphne is still very involved in both local sport and representing Wanaka. Both are very proud of their involvement in creating "Heritage Park"

Like "Wanaka Station Park" it is their intention that "Heritage Park" should mature into a lovely asset for Wanaka being on what has become the Southern entrance to our town.

Donah, (daughter of Olga and Doug) and her daughters Hayley, Amanda, and Charlene (married to Barry Condon, Condon Scott Architects) all live here.

Donah was a school teacher most of her working life then lived briefly in Hawea before retiring here in Wanaka.

Barry and Charlene are totally committed to Wanaka. Barry is the architect for several top homes here, and also the Catholic Church and the planned Community Centre in McDougall Street.

*Other Ledgerwood connections with a long history and love for Wanaka:*

Lady Marie Skeggs (nee Ledgerwood) and Sir Clifford have owned property here for over 50 years and spend much of their time here.

Bill Ledgerwood (Marie's father) does the same.

Norman Ledgerwood ( well-known Dunedin Architect and Author ) spends much of his time here as well.

I hope this demonstrates:

1. The "Ledgerwood Family " name has many connections and a long love of the Pembroke/ Wanaka area.
2. There are many Ledgerwoods and their family connections living here still.
3. Since the current Ledgerwoods have no intention of leaving and will eventually be buried here and their children and grandchildren have a strong love for Wanaka it is reasonable to believe there will always be Ledgerwoods and their family connections represented.

I believe Ledgerwoods are locals and deserve the recognition that is being proposed by "Alpine "of having a street named after their family ,especially on the land that is being proposed , since there is an over 40 year connection to that land.

All the best  
Jim.

Hope that is some help Dave.

We are very pleased that you have proposed this naming, and will be very surprised and disappointed if our council turn you down

If it's the. " They are still alive " issue

May I suggest "Douglas Ledgerwood Drive"

As itemised above my father had a long love and connection with Wanaka and some of its leading families, and he is buried here.

Clan Donald (or McDonald/MacDonald) and activities in Otago/Central Otago

Remember we stated our theme for Alpine was a reflection of the early Scottish settlers in Otago...

#### CLAN DONALD IN OTAGO



Ceud Mile Failte. A hundred thousand welcomes to this web page for the Otago branch of the Clan Donald Societies in New Zealand - the furthest flung members of our great clan in the world. There are six separate "branches" of the Clan Donald Society in New Zealand. They are located in the very South of the country in the cities of Invercargill, Dunedin and Christchurch and in the North Island in Auckland and Wellington and Hawkes Bay. A National body, The Associated Clan Donald Societies of New Zealand Incorporated, exists to link all these autonomous societies.

#### History:

Below is a brief history of the Clan Donald Societies of Southland and Otago.

The senior branch, Southland in Invercargill, was launched on 15th July 1959 as the Clan Donald Society of New Zealand. Their name was later altered to Clan Donald Society of New Zealand - Southland, following the establishment of other autonomous branches. Seventy-nine people attended the first meeting when it was held in 1959. A foundation member, Mrs. Mary Batt was a Life Member and Patron of the Southland branch until her death in April 2004. The Southland Branch in February 1999, dedicated a memorial cairn at Glencoe in Southland, to commemorate the massacre of 1692.

The first branch of the Clan Donald Society in N.Z. to be established after Southland, was Otago in Dunedin in 1960. Unfortunately this branch went into recess about 2 years later, but was re-established in 1990 under the Presidency of Colin F. McDonald, who was one of the original founders of the Invercargill Society. Colin died whilst in office, in 1991.

Shortly after the Otago branch of Clan Donald Society was inaugurated, the City of Christchurch was enlivened by the arrival of Clan Donald - Canterbury and about the same time Auckland also arrived on the scene. Today all are alive and well.

One of the great joys which we have had, has been to see the way in which these separate branches have re-established contacts with other Clan Donald members, not only "at home" in Scotland, but also with our kin in other parts of the world - notably the United States, Canada and Australia, and the valued connections which have now been made. Long may this continue.

In 1992, Bill McDonald of Milton, Otago, was appointed by Lord Macdonald of Macdonald, High Chief of Clan Donald, as Commissioner for the South Island, and he held this appointment until 2006 when he passed the task on to Elwyn Martin who now resides in Christchurch, and who was in fact, a foundation member of the Society in Auckland before moving South. Elwyn's major responsibilities are to liaise between the three South Island groups and other like bodies.



The Banner of The Clan Donald Society of Otago.

**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 6**

**Department: Planning & Development**

**Road Naming Application - Willowridge Developments Limited application to name three new roads within the Stage 3 and 4 Luggate Park Development**

**Purpose**

The purpose of this report is to consider an application from Willowridge Developments Limited to name three new roads located off Alice Burn Drive within the Stage 3 and 4 Luggate Park Development, Wanaka.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** the application for the new road name:  
*Alice Burn Drive*
3. Either **approve, approve in part** or **decline** the application for the following new road names:

***Cooper Crescent / McIntosh Crescent / O'Sullivan Crescent***

***Willys Way / Micks Way / Grattan Way***

Prepared by:



Cameron Jones  
Land Development Engineer

4/04/2017

Reviewed and Authorised by:



David Wallace  
Manager, Resource Manager  
Engineering  
Planning and Development

4/04/2018

## Background

- 1 An application has been received to name three new roads associated with the Stage 3 & 4 Luggate Park Development in Wanaka. The site is located at land legally described as Lot 1 DP 462959 and Lot 501 DP 375230.
- 2 Attachment A contains the location of the subdivision and a plan of the proposed roads to be named.
- 3 The options put forward for by the applicant for the road names are outside the provisions of the Council's Road Naming Policy (see Attachment B of previous item). This report puts these road names to the Wanaka Community Board for a decision. The names are not considered to be in poor taste or likely to cause offence.

## Comment

- 4 The applicant has put forward the following choice (as labelled in Attachment A):

**Road One** – Alice Burn Drive

**No Alternatives have been proposed**

**Road Two** – Cooper Crescent

**Alternative Choice:** McIntosh Crescent and O'Sullivan Crescent

**Road Three** – Willys Way

**Alternative Choice:** Micks Way and Grattan Way

- 5 The applicant has chosen the name Alice Burn Drive as Road 1 is a continuation of the existing Alice Burn Drive.
- 6 Cooper was chosen as a tribute to Jim and Ron Cooper. Jim Cooper lived opposite Upper Clutha and worked from Upper Clutha Transport (UCT). Ron operated a shearing gang from the village, drove for UCT and was also in the fire brigade for many years.
- 7 McIntosh Crescent was chosen for Peter McIntosh, one of the original owners of the Luggate flour mill.
- 8 O'Sullivan Crescent was chosen for Michael O'Sullivan, who won land in Luggate in a card game while sailing to World War I. His sons built the crib which is still located on the subdivision's site.
- 9 Willys Way was chosen for Willy Wilson, who died around 2 years ago and was a local character according to the applicant.
- 10 Micks Way and Grattan Way were chosen for members of the O'Sullivan family, which has an association with the land dating back to the early 20<sup>th</sup> century.

### **Road Naming Policy**

11 We have considered the names against the Road Naming Policy and note the following:

- As Alice Burn Drive is a continuation of an existing road, it should be adopted as the name of Road One.
- The background offered in relation to Cooper Crescent, McIntosh Crescent, O'Sullivan Crescent, Willys Way, Micks Way and Grattan Way is outside the provisions of the Road Naming Policy.

12 These names (other than Alice Burn Drive) are contrary to the policy because the policy under point 5.3b requires the person who is being nominated to have a road named after them being a **notable** person from early history who should have had a local association with the area. Point 5.3e goes on to state that road naming after persons living or recently deceased should be avoided unless the person who is being nominated to have a road named after them to has made a noteworthy contribution to that local area.

13 It is not clear that the persons suggested are notable so it is considered prudent for the Wanaka Community Board to make a decision regarding these road names. The names do not need to meet the road naming policy and can be accepted if considered appropriate by the Board.

### **Options**

14 Option 1 – Do Nothing.

15 The roads need to be named before the applicant can have the titles issued for the subdivision. This is a resource consent condition that the applicant must comply with by way of application to Council.

16 Roads need to be named for practical addressing purposes so residents can be located in an emergency and have mail and service connections.

17 There are no advantages to doing nothing and the disadvantage is that the new road names cannot be finalised.

Option 2 – Approve or partially approve the application.

#### *Advantages:*

18 The road names which are approved can be formalised immediately post meeting and staff can proceed with updating the Council records and other outside parties with new addressing.

#### *Disadvantages:*

19 A partial approval will require the applicant to return to either staff or the Community Board with new names, prolonging the processing of the application.

Option 3 – Decline the application as applied for.

*Advantages:*

20 If the application is declined, the applicant will need to return to the Council with alternative names. This could be considered an advantage if the applicant returns to Council with revised road names which comply with the Policy.

*Disadvantages:*

21 The road naming will be postponed, which will affect the applicant as they will be delayed in progressing with erection of signage, allocation of addressing and finalising the matter.

22 This report recommends **Option 2** for addressing the matter. As mentioned previously, the names offered are not in use or likely to cause poor taste or offence. The discretion for approval of road names in the Wanaka area outside of the Policy sits with the Wanaka Community Board.

**Significance and Engagement**

23 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy, because:

- The naming of this new road will not have a large impact on the environment, culture and people of the district.
- The background offered for the road names is outside existing policy and the application has been brought to the Wanaka Community Board for consideration.
- There is no impact on the Council's capability and capacity in respect to the objectives set out in the Financial Strategy, Ten Year Plan and the Annual Plan.
- The decision does not relate to the sale or transfer of shareholding of any of the Council's strategic assets.

**Risk**

24 This matter related to the operational risk OR011A, as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk as it refers to the Council's need to deal with Land Information Memorandum and requests for service using Council records. These rely on location address information being available on our system, TechOne, which is also used for reporting and performance monitoring of our contractors and for dealing with requests from ratepayers.

25 The recommended option considered above mitigates the risk OR011A by - Treating the risk - putting measures in place which directly impact the risk.

**Financial Implications**

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

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

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

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

28 Road name applications in the Wanaka Area that fall outside the Council's Road Naming Policy are considered by the Wanaka Community Board.

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

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

30 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 allowing the Council to allocate site addresses to development occurring in this area.
- Can be implemented through current funding under the 10-Year Plan and Annual Plan.
- Is outside the Road Naming Policy but within the terms of reference for the Wanaka Community Board.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

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

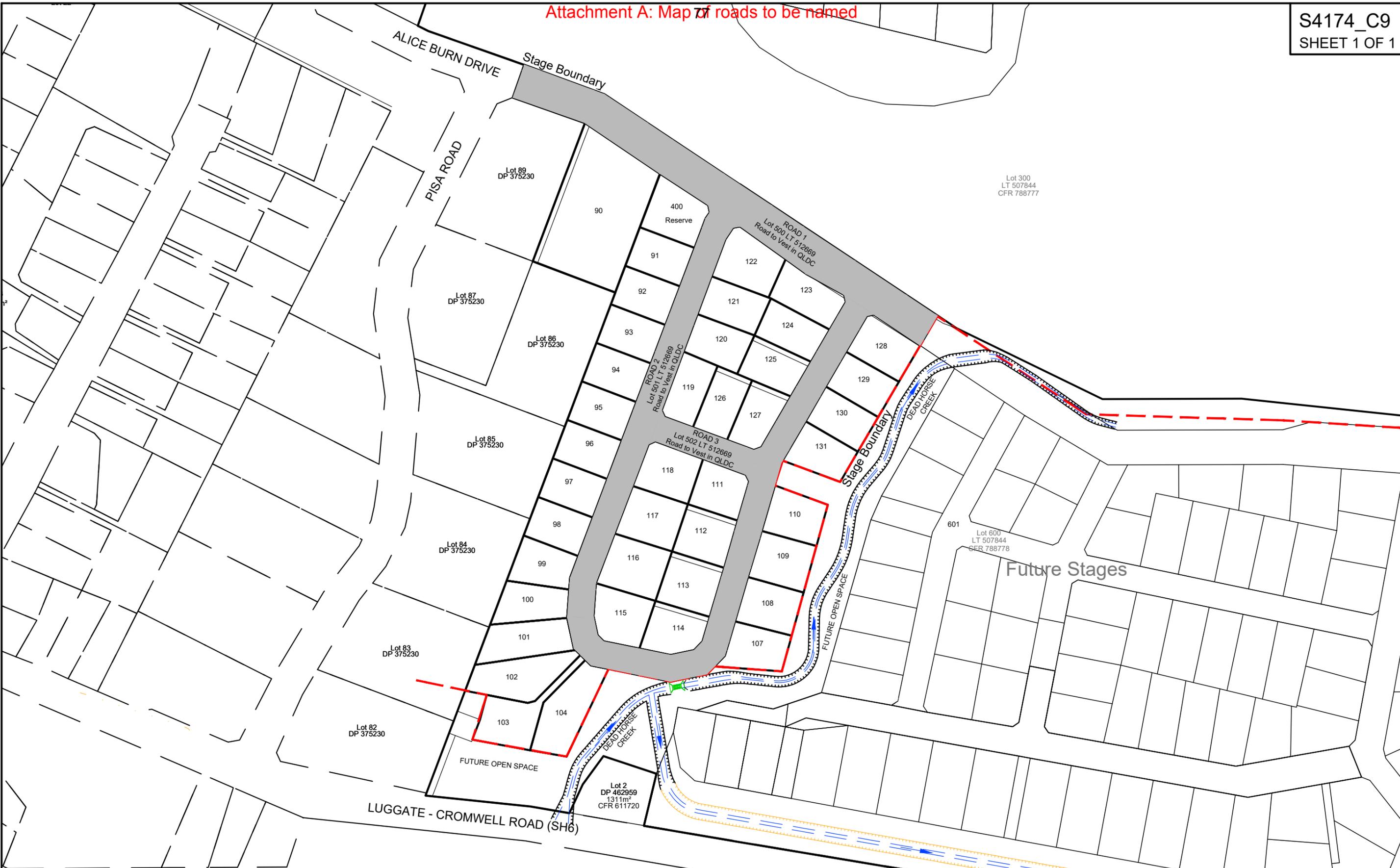
31 The persons who are affected by or interested in this matter are the applicants and the Queenstown Lakes District Council.

32 No community consultation has been undertaken in association with this request.

## **Attachments**

- A Location Map – Luggate Park Stages 3&4 Road Naming Plan
- B Council's Road Naming Policy 2016 (Appended to previous item)





**SOUTHERN LAND**  
SURVEYING | PLANNING | LAND DEVELOPMENT

REVISION	DESCRIPTION	DATE
A	ORIGINAL ISSUE	22/03/18

LUGGATE PARK  
STAGES 3&4  
ROAD NAMING PLAN

PREPARED FOR  
**WILLOWRIDGE DEVELOPMENTS LTD**

SCALE  
1:2000 @ A3

DATUM & LEVEL  
Lindis Peak 2000  
LEVEL IN TERMS OF XXXX  
ORIGIN OIT XI DP XXXXX RL = XXXXX

SURVEYED VW	DATE XX/XX/XX	CHECKED AHB	DATE 22/03/18
DRAWN AHB	DATE 22/03/18	APPROVED AHB	DATE 22/03/18

DRAWING REFERENCE  
S4174\_C9

REVISION  
A

Level 2 Brownston House, 21 Brownston St., Wanaka, Ph: (03) 443 5577, Email: contact@southernland.co.nz, www.southernland.co.nz  
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**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 7**

**Department: Planning & Development**

**Road Naming Application- M Ayre application to name one new road within the five lot subdivision at 68 Kennels Lane, Wanaka**

**Purpose**

The purpose of this report is to consider an application from M Ayre to name a new road within a proposed subdivision located off 68 Kennels Lane, Wanaka.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. Either **approve, approve in part** or **decline** the application for the following new road names:

***Sudan Lane / Famine Flats Lane / Solar Powered Lane***

Prepared by:



Liz Simpson  
Team Leader Subdivision and  
Property

3/04/2017

Reviewed and Authorised by:



David Wallace  
Manager, Resource Manager  
Engineering  
Planning and Development

4/04/2018

**Background**

- 1 An application has been received to name one new roads associated with the five lot subdivision in Wanaka. The site is located at 68 Kennels Lane, Wanaka and the land legally described as Lot 4 DP 336464.
- 2 Attachment A contains the location of the subdivision and a plan of the proposed road to be named.
- 3 The options put forward for by the applicant for the road names are outside the provisions of the Council's Road Naming Policy (see Attachment B of item 5). This report puts these road names to the Wanaka Community Board for a

decision. The names may be considered to be in poor taste or may cause offence.

### **Comment**

4 The applicant has put forward the following choice (as labelled in Attachment A):

**Road One** – Sudan Lane

**Alternatives Choice** – Famine Flats Lane and Solar Powered Lane

5 The applicant has chosen the name Sudan Lane as the subdivisions road name and provided the other names as alternatives.

6 The reasoning behind Sudan and Famine as road names is in regard to existing farming operations and a nickname that was supposedly applied to the area. Research has not produced any evidence of this.

7 The third choice Solar Powered Lane was chosen as the original block has never been serviced by standard power reticulation and the house instead has been powered by alternative energy since 1990.

8 Whilst the applicant's reasoning for Solar Powered Lane may have some merit, it is noted that Solar Powered Estate is the company name for an Electricity Supply company at 68 Kennel Lane.

### **Road Naming Policy**

9 We have considered the names against the road naming Policy and note the following:

- The background offered in relation to Sudan Lane, Famine Flats Lane and Solar Powered Lane is outside the provisions of the Road Naming Policy.

### **Options**

10 Option 1 – Do Nothing.

11 The roads need to be named before the applicant can have the titles issued for the subdivision. This is a resource consent condition that the applicant must comply with by way of application to Council.

12 Roads need to be named for practical addressing purposes so residents can be located in an emergency and have mail and service connections.

13 There are no advantages to doing nothing and the disadvantage is that the new road names cannot be finalised.

Option 2 – Approve or partially approve the application.

*Advantages:*

14 The road names which are approved can be formalised immediately post meeting and staff can proceed with updating the Council records and other outside parties with new addressing.

*Disadvantages:*

15 A partial approval will require the applicant to return to either staff or the Community Board with new names, prolonging the processing of the application.

Option 3 – Decline the application as applied for.

*Advantages:*

16 If the application is declined, the applicant will need to return to the Council with alternative names. This could be considered an advantage if the applicant returns to Council with revised road names which comply with the Policy.

*Disadvantages:*

17 The road naming will be postponed, which will affect the applicant as they will be delayed in progressing with erection of signage, allocation of addressing and finalising the matter.

18 This report recommends **Option 3** for addressing the matter. As mentioned previously, the names do not meet the policy. The discretion for approval of road names in the Wanaka area outside of the Policy sits with the Wanaka Community Board.

### **Significance and Engagement**

19 This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy, because:

- The naming of this new road will not have a large impact on the environment, culture and people of the district.
- The background offered for the road names is outside existing policy and the application has been brought to the Wanaka Community Board for consideration.
- There is no impact on the Council's capability and capacity in respect to the objectives set out in the Financial Strategy, Ten Year Plan and the Annual Plan.
- The decision does not relate to the sale or transfer of shareholding of any of the Council's strategic assets.

### **Risk**

20 This matter related to the operational risk OR011A, as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk as it refers to the Council's need to deal with Land Information Memorandum and requests for service using Council records. These rely on location address information being available on our system, TechOne, which is also used for

reporting and performance monitoring of our contractors and for dealing with requests from ratepayers.

- 21 The recommended option considered above mitigates the risk OR011A by -  
Treating the risk - putting measures in place which directly impact the risk.

### **Financial Implications**

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

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

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

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

- 24 Road name applications in the Wanaka Area that fall outside the Council's Road Naming Policy are considered by the Wanaka Community Board.

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

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

- 26 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 allowing the Council to allocate site addresses to development occurring in this area.
- Can be implemented through current funding under the 10-Year Plan and Annual Plan.
- Is outside the Road Naming Policy but within the terms of reference for the Wanaka Community Board.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

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

- 27 The persons who are affected by or interested in this matter are the applicants and the Queenstown Lakes District Council.

- 28 No community consultation has been undertaken in association with this request.

**Attachments**

- A Location Map – RM161286 Proposed New Roding 68 Kennels Lane, Wanaka Rural
- B Council's Road Naming Policy 2016 (Attached to item 5)

83  
Full council meeting

# APPLICATION FOR ROAD NAME/S



Application Guide and Form

## GENERAL INFORMATION

An applicant requesting to use Maori names for roads will be directed to consult with the IWI prior to seeking Council approval (refer to Road Naming Policy). Upon receipt of the application, staff will consult with the IWI to ensure consultation has occurred.

A list of road name suggestions is available from QLDC. This list has been compiled by local historic groups and the Council believes they are appropriate names.

**Have you enclosed:**

- A copy of the subdivision plan highlighting the road/s
- A location map
- Application fee of \$56.25 per road name (Please give three suggestions for each Road)



## APPLICANT DETAILS

Name of Applicant: **MARK AIRE & MARY CHAFFET**

Postal Address: **68 Kennels lane, RD 2, Wanaka** Post code: **9382**

Phone Numbers: Work: Home: Mobile: **0272404045**

Email Address: **solarpoweredestate@gmail.com**

## ROAD NAME DETAILS // The Council has requested you must provide three choices for each name

First Choice	Second Choice	Third Choice
Sudan lane	Famine Plats lane	Solar Powered lane.

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

Legal Description of Road/s

~~DP~~ LOT 4 DP 336464  
 off Kennels lane. RM 161286

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

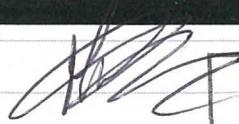
1<sup>st</sup> Sudan was the name of the Farming operation by the original land owner after the farm up Mangawera valley was sold off in different titles. When ever the wool sold it was Stamp on the bales.

2<sup>nd</sup> Parine Flat was the name the farmers at Park Farm at Mangawera valley rich named the block next door ~~to~~ which spread to whole area.

2<sup>nd</sup> Solar-powered lane because the original block has never had power down at the river and the house has been powered by alternative energy since 1990.

**SIGNATURE**

Signature:

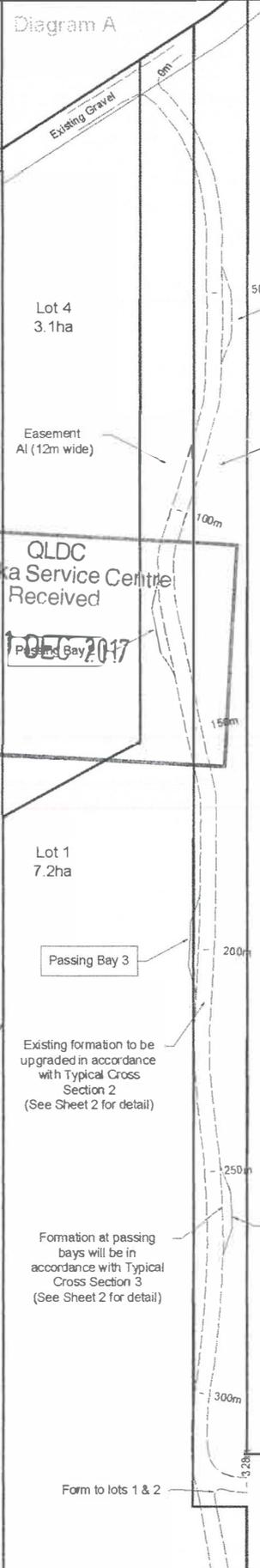
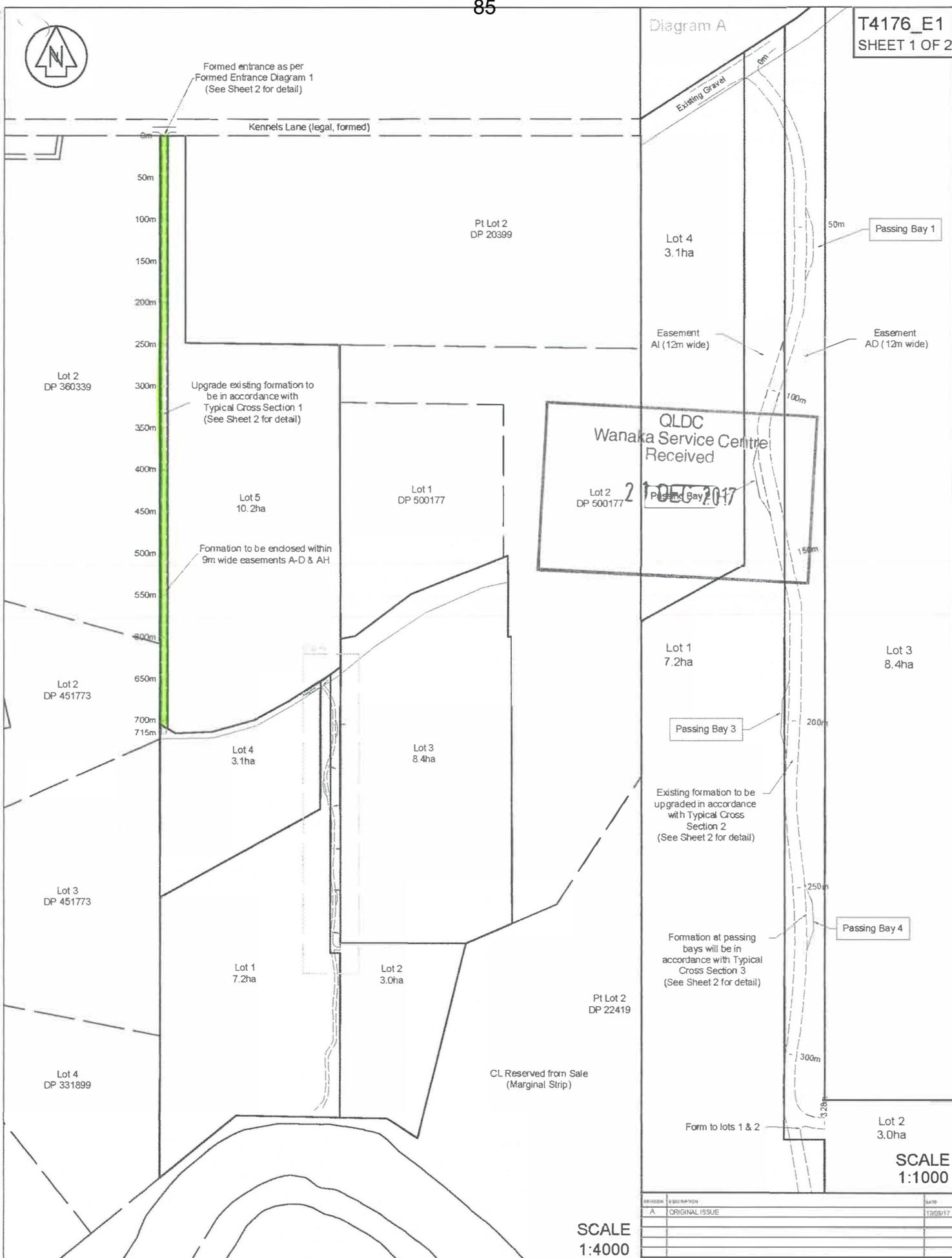


 QLDC  
 Wanaka Service Centre  
 Received

21 DEC 2017

Date:

 21/12/17

SCALE  
1:4000

SCALE  
1:1000

REVISION	DESCRIPTION	DATE
A	ORIGINAL ISSUE	13/09/17



RM 161286  
Proposed New Roding  
68 Kennels Lane, Wanaka Rural

PREPARED FOR:  
Mark Ayre

TITLE:  
As Shown @ A3

PREPARED BY:  
Linds Peak 2000

**Wanaka Community Board  
12 April 2018**

**Report for Agenda Item: 8**

**Chair's Report**

**Purpose**

To provide the Board with an update on projects of interest and previous actions, and to address other matters not listed elsewhere on the agenda.

**Recommendations**

That the Wanaka Community Board:

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

Prepared by:



Rachel Brown, Wanaka Community Board Chair  
5 April 2018

## **2018-28 Ten Year Plan**

1. Members are reminded that submissions on the 2018-28 Ten Year Plan close on 13 April 2018. The hearing of submissions in Wanaka is scheduled to take place on Wednesday, 16 May 2018.

## **Mt Aspiring Road Upgrade**

2. Mt Aspiring business case has now been internally and externally reviewed and found initially not to contain sufficient evidence to support the problem statements presented. Other options, including addressing elements of the problematic sections of road could be considered through a wider safety programme. Accordingly, the minor safety elements identified through the review will be passed onto a wider programme of similar works for action under Myles Lind.

## **Ballantyne Road Business Case**

3. Ballantyne Road business case is currently being drafted for resubmission and this is expecting to be completed for internal review by 13 April. If satisfactory, it will be formally submitted to NZTA. Subject to NZTA approval it will advance to the next stage immediately, being a detailed business case which will identify a concept design.
4. In reply to the Board's specific question, at the meeting with NZTA on 27 February staff were informed that the format for applications had changed. It was agreed however, to move past the first stage (a Point of Entry) and straight into the Strategic Case, as NZTA was already sufficiently aware of the project. At this meeting discussion also took place on removing the main sticking point which was the inability to demonstrate the context of the problem in a wider transport network. This is the work that the Network Operating Framework and the Masterplan will produce.

## **Wanaka Community Pool**

5. The project to construct the new Wanaka pool is nearing completion and in lieu of a project report, the following update is provided.
6. The existing Wanaka Community Pool will be closed to the public at 5pm on 9 June 2018. It is envisioned that this day will be an opportunity for the community to "say goodbye" to the old pool through a QLDC/Community fun day/BBQ and farewell event. The QLDC Sport & Recreation team will maintain the pool for a minimum period of 1 month following its closure before emptying the pool, as a backup, should some extraordinary event or mechanical failure close the new pool.
7. A Council report with a variety of options for the future of the old pool site will be completed before the end of the year.
8. Construction completion of the new pool has been forecast as 31 May 2018 for handover of the building to QLDC. To enable the pool operational overlay, soft

commissioning, training of staff, any defect completion and any possible minimal delays in construction, QLDC officers would like to open the new pool to the public on Sunday 10 June 2018 at 10.00am until 4.00pm. Officers are planning to open the new pool as a six hour family fun day free of charge to the Wanaka/ Upper Clutha area.

9. The new Wanaka pool operating hours will be 6.00am – 9.00pm Monday to Friday, 8.00am – 8.00pm weekends and public holidays. The pool will close on Christmas Day and New Year’s Day annually.

### **Actions from previous meeting**

10. Actions on the items considered at the last meeting have been progressed as detailed below:

<b>ITEM</b>	<b>ACTION</b>
1. Proposal to Vest Land in Wanaka as Reserve and to Offset Reserve Land and Reserve Improvements Contributions as per the Development Contributions Policy	Approved by Council on 23 March and resolution forwarded to reporting officer to action.
2. Activities in a Public Place (Road Reserve) – Corner of Ardmore and Helwick Streets, Wanaka	Procedure now in place to book and use area for musical performances.
3. Update sought on meeting with NZTA on 27 February re Ballantyne Road business case	Update on the project is provided above.
4. Update QLDC website to show current allocations of community groups for Board members.	WCB details on the QLDC website have been updated.

### **Regular project reports**

11. The following project updates are attached for the information of the Board:
- a. Property and Infrastructure Project Summary
  - b. Minor Improvement Projects
  - c. Wanaka Parks and Reserves Capital Programme and Renewals

### **Liaison positions, community associations, and Council meeting updates**

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

**SUMMARY OVERVIEW REPORT**

REPORT ISSUED ON:30.01.18

Very Low						<input type="radio"/>	Strategic Case / Programme Case
Low						<input type="radio"/>	Indicative Business Case
Moderate	No Incidents	On Budget	On Track	Fully Realised	On Track	<input type="radio"/>	Detailed Business Case
High	Near Miss	Within Tolerances	Within Tolerances	Partially Realised	Within Tolerances	<input type="radio"/>	Implementation (Design / Construction)
Very High	Reportable	At Risk	Overdue	Not Realised	Overdue	<input type="radio"/>	Post Implementation

Sch ID	PROJECT	PROJECT MANAGER	RISK PROFILE*	H&S STATUS FOR PERIOD	FINANCIAL STATUS	PRACTICAL COMPLETION DATE	BENEFITS REALISED	OVERALL PROJECT STATUS	COMMENT
2	Ardmore St/Lakefront Streetscape	Rob D				30/06/18		<input type="radio"/>	Partially allocated to Stephen Quins team and RD is to agree allocation of the remaining budget
7	Wanaka Transport Strategy Implementation	Tony P				28/02/19		<input type="radio"/>	Wanaka Transport Strategy BC - Active travel network - Road network review - parking - Town Centre/Lakefront
8	Riverbank Road/Ballantyne Road intersection BBC	Tony P				30/06/19		<input type="radio"/>	Funds transferred to Wanaka Transport Strategy Implementation
9	SH6/SH84/Riverbank Road BBC	Tony P				30/06/19		<input type="radio"/>	Funds transferred to Wanaka Transport Strategy Implementation
10	Ballantyne Road design	Tony P				28/02/19		<input type="radio"/>	DBC in progress, Awaiting NZTA funding approval
11	Mt Aspiring Rd Widening	Tony P				30/04/18		<input type="radio"/>	GHD reviewing Strategic Case . Hold point for NZTA input.
16	Hawea Water Supply Upgrades - Caples Ave and Cemetery Road Reticulation Upgrades	Stuart P				26/11/18		<input type="radio"/>	Watermain sizing waiting on revised demand forecasts
19	Cardrona New Wastewater Scheme	Deborah L				30/06/19		<input type="radio"/>	Potential Reforecast
20	Luggate Reticulation - extension into unserved area.	Stuart P				27/05/19		<input type="radio"/>	To be combined with Connect Luggate and Hawea to PP Project
21	Wastewater Treatment Plan Screenings Facility Upgrade (Project Pure) *	Simon M				30/04/18		<input type="radio"/>	Upgrades to plant being undertaken by Simon M
22	Project Pure (Treatment Upgrades) Stage 2	Stuart P				30/04/18		<input type="radio"/>	New screens planned for 2017/18.
23	Connect Luggate & Hawea to Project Pure	Rob D				26/01/19		<input type="radio"/>	Detailed design underway.
25	Kelleher Drive Extension	Stuart P				TBD		<input type="radio"/>	Reforecast
33	CAMP HILL ROAD - Sealed Road Pavement Rehab - RP: 1510 to 3200 *	Rob D				30/07/17		<input type="radio"/>	Works complete, minor defects and works arising from PCRSAt to be completed in defect liability period.
35	WANAKA - Sealed road pavement rehabilitation *	John O				30/06/18		<input type="radio"/>	Projects to be confirmed and agreed with Alison T
39	Resilience - Crown Range Road Land Instability Construction	Andy T				30/12/17		<input type="radio"/>	Tender is with QLDC Legal for review. Awaiting lodgement of resource consent
41	Wanaka Wastewater - Golf Course Rd	Rob D				1/06/17		<input type="radio"/>	Project Practically complete. Veolia will have on-going private work with property owners installing WWPSs. Easements to be registered once Veolia's private works finalised.
42	Edgewater Gravity Sewer Upgrade - Seperable Portion 3 and 4	Rob D				1/06/17		<input type="radio"/>	PC will be back dated to 11 August. Minor items only on defects list. No material issue for Council.
44	Cardrona New Water Supply Scheme	Deborah L				30/06/18		<input type="radio"/>	Agenda item for Infrastrucutre Committee approved by IC. Acquisition of water schemes now sitting with Peter and Ulrich.
45	Wanaka Water Supply, Anderson Road Extension	Rob D				1/06/17		<input type="radio"/>	No Issues arising
46	Beacon Point Road - Project	Andy T				1/06/17		<input type="radio"/>	
49	Cardrona Wastewater Upgrades	Rob D				1/06/17		<input type="radio"/>	Project practically complete and now in DL period.
56	Upper Mount Iron Reservoir	Stuart P				TBD		<input type="radio"/>	To be reallocated - Wanaka Master Plan
57	Aubrey Road Lakeside No1 Wastewater Rising Main Upgrade	Stuart P				1/07/19		<input type="radio"/>	Part reallocated to Albert Town No 2 WWPS for odour control

***NZTA subsidised projects***

<b>Project Name</b>	<b>Road</b>	<b>Status</b>	<b>Estimated Cost</b>	<b>Ranking</b>
Brownston grating raising	BROWNSTON STREET (EAST)	In Planning	\$10k-\$50k	360
Aubrey Road Bus Bay	AUBREY ROAD	Completed	\$10k-\$50k	350
Holy Family Kea Crossing	AUBREY ROAD	Draft	\$1k - \$5k	345
Kane Road Seal Widening Stage	KANE ROAD	In Planning	\$500k-\$1m	345
Tourist Driver Project	ARDMORE STREET	In Planning	\$5k - \$10k	340
Hidden Hills Drv intersection street light	HIDDEN HILLS DRIVE	In Construction	\$5k - \$10k	335
Mt Barker Rd at Boundary Rd Notta seal	MOUNT BARKER ROAD	Completed	\$50k-\$100k	330
Anderson Rd cycle lane	ANDERSON ROAD	In Planning	\$5k - \$10k	320
Stone St flag light	CARDRONA VALLEY ROAD	Draft	\$1k - \$5k	320
Capell Ave - Bodkin to toilets footpath	CAPELL AVENUE	In Planning	\$1k - \$5k	320
Gray Rd school bus route sign	GRAY ROAD	Completed	<\$1k	310
Hawea Back Rd school bus route sign	HAWEA BACK ROAD	Completed	<\$1k	310
Footpath upgrade near medical centre	GOLF COURSE ROAD	In Planning	\$10k-\$50k	310
Nook Rd T-intersection sign	HAWEA BACK ROAD	In Planning	<\$1k	300
Aubrey Rd cycle lanes	AUBREY ROAD	In Planning	\$1k - \$5k	295
Moraine footpath connection	MORAINE PLACE	In Planning	\$10k-\$50k	290
Hedditch to Little footpath	HEDDITCH STREET	In Construction	\$10k-\$50k	285
Rodeo Dr flag light	GOLF COURSE ROAD	Draft	\$1k - \$5k	280
Lismore to Little footpath	HEDDITCH STREET	In Construction	\$10k-\$50k	275
Tidy up of Hawea shops area.	CAPELL AVENUE	In Planning	\$50k-\$100k	275
Wilkin Rd New Footpath	WILKIN ROAD (WANAKA)	In Planning	\$10k-\$50k	270
Sign to Tenby St Presbyt Church	TENBY STREET(WEST)	Completed	<\$1k	260
Bodkin St street light upgrade to LED	BODKIN STREET	In Construction	\$1k - \$5k	260
Myra St street light upgrade	MYRA STREET	In Construction	\$1k - \$5k	260
Tidy up road edge Hawea tennis courts	CAPELL AVENUE	In Planning	\$10k-\$50k	255
Nook Rd and Hawea Back Rd intersection	NOOK ROAD	Draft	\$50k-\$100k	220
Aubrey Rd footpath - nth side	AUBREY ROAD	In Planning	\$100k-\$500k	210
Alison Ave/Gunn Rd roundabout	GUNN ROAD	In Planning	\$100k-\$500k	200

**100% QLDC funded projects**

<b>Project Name</b>	<b>Road</b>	<b>Status</b>	<b>Estimated Cost</b>	<b>Ranking</b>
Brownston St pedestrian fence	BROWNSTON STREET (EAST)	Completed	\$1k - \$5k	345
Mt Barker Notta seal east of Smith Rd	MOUNT BARKER ROAD	Completed	Other funding	305
Ardmore BP forecourt/footpath	ARDMORE STREET	In Planning	\$1k - \$5k	290
Aubrey Rd footpath connection	AUBREY ROAD	Completed	\$10k-\$50k	285
Kingston St footpath surface	KINGSTON STREET	Completed	\$10k-\$50k	285
Bernard Rd footpath	BERNARD ROAD	In Planning	\$50k-\$100k	280
Peter Fraser Park car park twin head street light	PETER FRASER PARK	In Construction	\$10k-\$50k	275
Path-Golf Course Rd to 3 Parks	BALLANTYNE ROAD	In Planning	\$100k-\$500k	265
Ambulance station car parking reallocation	BROWNSTON STREET CARPARK	In Planning	\$1k - \$5k	230
Hawea Back Rd at Gray Rd bus stop	HAWEA BACK ROAD	Draft	Other funding	230
Bill poster for sales/events	HELWICK STREET	In Planning	\$1k - \$5k	225
Camphill path Lachlan to river	CAMP HILL ROAD	Draft	\$100k-\$500k	175

Wanaka Parks & Reserves Capital Programme					
WCB Update -- April 2018					
Project	Details/Description	Projected start date	Projected completion date		
Wanaka Lakefront Toilet - opposite McDougall St	Undergoing engineering design review following advice on ground levels. Capex reforecast increased budget.	1/06/2018	30/08/2018		
Makarora Toilet	Toilet installed. Disposal field completed and water bore secured. Road sealing to be done on 9 April.		14/04/2018		
Allenby Park path/playground	Contractors secured and works scheduled to begin in April.		30/06/2018		
Mt Burke/Devon Dairy Trail Form	UCTT - project ready to proceed as soon as changes signed off by LTNZ		30/06/2018		
Street Tree Replacement program - 2-3 streets a year Wanaka	Programme underway	1/08/2017	30/06/2018		
Seating Wanaka Recreation Reserve	installation of 6 seats around fence perimeter with funding carried over from 16/17 project to fence show ring.		Completed		
New Signage	New Parks signage budget shared with Queenstown		30/06/2018		
	Pembroke Cemetery Information plinth	1/07/2017	30/06/2018		
	Lismore Park information plinth	1/10/2017	30/06/2018		
	No Camping clamping signs Lakefront		Completed		
Walkways	Albert Town Bridge cycle link - stability assessment of site completed, contractors quote received for construction of asphalted path. Awaiting approval of design from ORC.				