



Order Paper for the Meeting of the

WANAKA COMMUNITY BOARD

Thursday, 16 February 2017

commencing at 10.00am

In the Armstrong Room,

Lake Wanaka Centre, Wanaka

ITEMS NOT ON THE AGENDA

3.7.5

An item that is not on the agenda for a meeting may be dealt with at the meeting if –

- (a) the local authority by resolution so decides; and
- (b) the presiding member explains at the meeting at a time when it is open to the public, –
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

3.7.6

Where an item is not on the agenda for a meeting, –

- (a) That item may be discussed at that meeting if –
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) No resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

3.7.7

For the avoidance of doubt in the interpretation of Standing Orders 3.7.5 and 3.7.6, the Council will, when matters of urgent business that are not minor arise, deal with these matters at an extraordinary meeting called in accordance with Standing Order 2.14.

3.7.8

That Standing Orders 3.7.5 and 3.7.7 do not apply to meetings of the Council's Property Subcommittee which may consider relevant items (being items that are not on the agenda and are not minor) in order to resolve property matters in a timely manner if –

- a) The subcommittee by resolution so decides; and
- b) The presiding member explains at the meeting:
 - i) The reason why the item is not on the agenda; and
 - ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.

3.7.9

The chairperson of any meeting may include on the agenda for that meeting a chairperson's recommendation regarding any item brought before the meeting.

REFERENCES:

New Zealand Model Standing Orders NZS 9202:2003 (Incorporating Amendment No. 1) as amended and adopted by the Queenstown Lakes District Council on 27 October 2007 (and additional amendments clause 3.7.8, 3.7.9, 2.12.4A and 2.5.1(4) adopted 22 May 2012).

Agenda for a meeting of the Wanaka Community Board to be held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Thursday 16 February 2017 commencing at 10.00am.

Item	Page Number	Report/ Item Title
		Karakia/Prayer
		Apologies/Leave of Absence Requests
		Public Forum
		Declarations of Conflict of Interest
		Matters Lying on the Table
		Confirmation of Agenda
	4	Confirmation of Minutes 14 December 2016
1	10	Reserve Management Plan for the Wanaka Recreation Reserve (A & P Showgrounds)
2	26	Affected Person's Approval – Luggate Albion Cricket Club
3	39	Licence to Occupy Road Reserve – 42 to 50 Brownston Street, Wanaka
4	50	Chair's Report

**Wanaka Community Board
14 December 2016**

Minutes of a meeting of the Wanaka Community Board held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Wednesday 14 December 2016 beginning at 10am

Present:

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

In attendance:

Mayor Jim Boulton, Mr Mike Theelen (Chief Executive), Mr Andrew Edgar (Senior Engineer), Mrs Deborah Lind (Manager, Strategy and Performance), Ms Alison Tomlinson (Infrastructure Analyst), Mr Stephen Quin (Parks and Reserves Planning Manager) and Ms Jane Robertson (Senior Governance Advisor); 6 members of the public and 3 members of the media

Opening

The meeting commenced with a karakia from the Chair.

Apologies

The following requests for leave of absence were made:

- Calum MacLeod: 20-28 January 2017
- Rachel Brown: 21 December 2016 – 31 January 2017
- Quentin Smith: 19-26 December 2016; 6-19 January 2017
- Ruth Harrison: 24 December 2016 – 5 January 2017
- Ross McRobie: 23 December 2016 – 4 January 2017; 20-31 January 2017
- Ella Lawton: 29 January – 10 February 2017

**On the motion of Mr Taylor and Ms Harrison the
Wanaka Community Board resolved that the
requests for leave of absence be approved.**

Public Forum

1. Dave Wilson – The Roding Company

Mr Wilson noted that the company Chief Executive had spoken at the last Board meeting about market difficulties and it was pleasing that the Camp Hill Road project had now been reinstated in the programme. Mr Wilson encouraged the Council to get its roading programmes out to market early in order to get the best value for money from contractors. Certainty also helped contractors to invest in gear, training and staff and without certainty from councils, small companies would disappear. Big contracts eliminated smaller contractors but without them councils would pay more with the larger companies. Mr Wilson stated that it was hard to get people to come to district because of the cost of housing and he encouraged the Council to seek opportunities to develop affordable housing.

2. Bryan Lloyd

Mr Lloyd stated that he had recently been behind a small truck travelling down Ballantyne Road on a windy day and the dust created made it a frightening experience. He observed that use of a spray to alleviate dust as recommended in the officer report was a good plan. He expressed the hope that with staff changes the issues with Ballantyne Road did not become blurred, thereby wasting the efforts of several years.

3. Sergeant Aaron Nicholson

Sgt Nicholson provided a summary of recent police activities. He described measures in place for New Year's Eve. He stated that CCTV was priceless in helping with investigations, many of which would have been unresolved without this aid. He detailed work in the community, noting that traffic complaints accounted for 50% of calls for service with other common complaints being related to parking and freedom camping. He stated that alcohol continued to be the main driver of crime in Wanaka and improving the drinking culture was key to crime reduction. He noted a concern about the worn out centre line in Cardrona Valley Road.

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 Brown and Councillor Lawton the Wanaka Community Board resolved that the minutes of the Wanaka Community Board meeting held on 16 November 2016 be confirmed as a true and correct record.

The Chair stated that roll of the Board in making submissions and the potential for conflict of interest would be the subject of a future report to the Board.

1. Ballantyne Road Safety Options

A report from Andrew Edgar (Senior Engineer) presented the options considered and the preferred option to address the safety issues on the unsealed section of Ballantyne Road.

The report was presented by Mr Edgar and Mrs Lind.

Councillor Lawton suggested that the approach to the issues needed a broader view and should consider other pinch points, in particular the intersection with Riverbank Road. Further, if Ballantyne Road became a main arterial route, there would need to be further consideration about its intersection with the State Highway.

In reply to a question, staff stated that the impact upon rates was currently unknown but funding of the project would be part of the 2017-18 Annual Plan process. It was also unknown at this stage whether NZTA funding would be available, but NZTA measures had been used to construct the business case which formed a strong argument and discussions with NZTA would commence immediately.

The Chair stated that the report provided a thorough assessment, adding that it was good to see some short term options put forward.

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

- 1. Note the contents of this report;**
- 2. Agree in principle, subject to further work that the preferred option is to improve the road to full seal standard;**
- 3. Agree that funding for the preferred option be investigated with NZTA;**
- 4. Note indicative costs of \$315,000 in 2017-18 and \$2.1 million for construction in 2018/19; and**
- 5. Approve warning signage being optimised, continuation of the temporary lower speed limit and use of dust suppressant until the sealed road can be constructed.**

2. Minor Improvements Policy

A report from Alison Tomlinson (Infrastructure Analyst) presented an updated Minor Improvements Policy for recommended adoption. The policy was intended to create a framework for developing the roading minor improvement works programme based upon consistent and equitable decision-making on priorities and in accordance with Council policies (procurement, corporate risk and NZTA investment protocol).

The report was presented by Ms Tomlinson.

Members agreed that the new policy would be a helpful tool and would serve to increase decision-making transparency.

In reply to a question, Ms Tomlinson stated that although the length of time a project had been on the list had been considered as a scoring factor it had been rejected, as it was not viewed as a valid reason.

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

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

2. **Recommend adoption of the updated Minor Improvements Policy;**
 3. **Authorise the Property and Infrastructure General Manager to approve further changes to the policy that serve to:**
 - a. **Fix identified minor errors and or omissions;**
and
 - b. **Ensure continuity with other proposed provisions.**
3. **Wanaka Community Board Terms of Reference and Governance Protocol Statement**

A covering report from Meaghan Miller (General Manager, Corporate Services) introduced the new Terms of Reference (delegations) for the Board and the updated Governance Agreement which had been renamed the 'Governance Protocol Statement'.

Ms Brown spoke in support of the new delegations, stating that they had altered minimally from those previously held. She was also supportive of the Governance Protocol Statement as it provided an important foundation for the Board and stressed the need for good communication and cooperation with the Council.

Councillor Lawton sought the following changes to the Terms of Reference and Delegations Schedule:

1. *Car Parking*
4. *Footpaths, walkways and tracks*
5. *Roads*

Footpaths, walkways and tracks
~~*Trails Trust*~~ *Track network*

Councillor Lawton referred to part (g) of the Board's power to recommend 'the development of the district plan, long term financial strategy, funding policy, treasury policies and borrowing policies', suggesting that the Board should also strive to pull all these strategies together and create a long term overall strategic plan for Wanaka.

The Chief Executive suggested that a duty of this sort was more appropriately included under 'Responsibilities and Key Projects'. He undertook to draft something suitable for inclusion when the Council adopted the Terms of Reference at the Council meeting scheduled to take place the following day.

Mr Smith questioned the Board's delegations on the operation of the swimming pool, asking if they could be extended in light of the significant public interest in the facility. The Chief Executive advised that it was normal for staff to oversee day to day operational matters but larger questions that might involve a change in level of service would normally come for the Board to discuss.

On the motion of Mr Smith and Councillor Lawton it was resolved that the Wanaka Community Board note the contents of this report.

4. Wanaka Chair's Report

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

- Hawea Unformed Legal Roads
- Wanaka Airport Governance Options
- Meeting Dates in 2017
- New Reserve Management Plan for Lismore Park, Allenby Park, Kelly's Flat and Faulks Terrace Recreation Reserves
- Wanaka Firewood extension of lease
- Wanaka Croquet Club new lease
- Upper Clutha A&P Society
- Wanaka Recreation Reserve Reserve Management Plan ('RMP') – hearing of submissions
- Wanaka Recreation Centre and Wanaka Community Pool
- Wanaka Community Board 'Drop-In' Sessions
- Projects Summary – Property and Infrastructure; Parks and Reserves

Mr Quin joined the table to respond to questions about parks and reserves activities.

Mr Smith asked why it was proposed to develop one RMP to cover Lismore Park, Allenby Park, Kelly's Flat and Faulks Terrace Recreation Reserves. Mr Quin noted that there were benefits of including them in a collective plan as the RMP could be notified once and a single hearing held. He agreed that whilst the reserves had a variety of purposes and were geographically different they were all of a certain use and catchment of interest, being key reserves within the township not on the lakefront. It was suggested that also fitting this description were Kennedy Crescent and Domini Park reserves and it was agreed that they should also be included in this RMP.

Some concern remained about the appropriateness of this group but it was agreed that preparation of a joint RMP including two additional reserves should be recommended to Council.

There was further comment about the need for Lismore Park to be tidied before Christmas following a major growth season. Mr Quin stated that the reserve was beginning to show the benefits of the new maintenance regime, adding that manicured grass would not only require remedial work but also regular maintenance, which would come at a much greater cost. He would recommend in the RMP that the reserve remain as meadow with some weed control. It was acknowledged that the more natural state was not to everyone's taste, but it was important to communicate the fact that a trial was taking place and the objectives of the trial.

Members reported on various community meetings attended in recent weeks:

- Councillor MacLeod observed that the Wanaka Chamber of Commerce was keen to talk to Council about the proposed economic development contestable fund.

- There was local discussion about moving the speed restriction signs in Luggate.
- Some concern was expressed about the about speed of trucks using Alison Avenue (Albert Town).
- 'Welcome to Albert Town' signs approved at the September 2016 board meeting had been held up by the need for public indemnity insurance.
- There was discussion about the adequacy of local emergency preparedness. Ms Harrison advised of her intention to become a local Civil Defence controller.

It was suggested that decisions made by the Board at its meetings should be summarised and reported in some way by the Council in a 'snippets' style format.

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

- 1. Note the contents of this report;**
- 2. Recommend to Council that the process for preparing a Reserve Management Plan to cover Lismore Park, Allenby Park, Kelly's Flat, Faulks Terrace, Kennedy Crescent and Domini Park Recreation Reserves is undertaken; and**
- 3. Recommend to Council that the lease to Wanaka Firewood Limited over approximately 5000 square metres of section 37 Block III Lower Wanaka SD to operate a firewood yard be extended on the same terms until June 2017.**

The meeting concluded at 12.20pm.

Confirmed as a true and correct record:

Chairperson

16 February 2017

**Wanaka Community Board
16 February 2016**

Report for Agenda Item: 1

Department: Property & Infrastructure

Reserve Management Plan for the Wanaka Recreation Reserve (A & P Showgrounds)

Purpose

The purpose of this report is to consider the Reserve Management Plan for the Wanaka Recreation Reserve for adoption.

Recommendation

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Recommend** to Council that the Reserve Management Plan for the Wanaka Recreation Reserve be adopted.

Prepared by:



Aaron Burt
Senior Planner:
Parks & Reserves
30/01/2017

Reviewed and Authorised by:



Stephen Quin
Parks Planning Manager

30/01/2017

Background

- 1 The Reserve Management Plan (RMP) for the Wanaka Recreation Reserve (WRR) has been prepared as a high level document that outlines policy for the management of the reserve and guides Council on making decisions on leases and licences on the reserve. The detail of how the reserve will look and operate will be established through a subsequent development plan (subject to annual plan approval).
- 2 Public consultation on the draft RMP opened on 12 October 2016 and closed on 12 November 2016 (a one month period). Thirteen public submissions were received.

- 3 A public hearing was convened on 18 January 2017, the purpose being to consider submissions and listen to those submitters in attendance who sought to be heard. Deputy Mayor Calum MacLeod (Chairperson) and Councillor Ross McRobie were appointed to consider the submissions and determine any appropriate amendments to the draft RMP.
- 4 The minutes of that hearing are included with this report (Attachment A), with the outcome of deliberations being that aspects of the draft RMP be amended as deemed appropriate.

Comment

- 5 The RMP has been prepared in accordance with the Reserves Act 1977. Following the hearing, the penultimate step is for the Wanaka Community Board to consider the RMP, and if appropriate, recommend to Council that the RMP be adopted. The final step is for Council to adopt the RMP under delegation from the Minister of Conservation.
- 6 The hearings committee of Deputy Mayor Calum MacLeod and Councillor Ross McRobie recommend the plan for adoption, which has been amended following the submissions and the hearings process. The final version of the Reserve Management Plan is attached as Attachment B, with the recommended changes highlighted.
- 7 A summary of the submissions presented at the hearing and the changes made in response is included in the hearing minutes attached as Attachment A.
- 8 This plan has been prepared as a high level plan that outlines policy for the management of the reserve and guides Council on making decisions on leases and licences on reserves. The detail of how the areas will look and operate will be established through a subsequent development plan (subject to annual plan approval).

Options

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

- 10 Option 1 Adopt the plan.

Advantages:

- 11 Objectives and policies will provide for efficient and quality decision making on activities on the reserve. This direction will be clear for all users, public and operators on the reserves.

Disadvantages:

- 12 None

13 Option 2 Don't adopt the plan

Advantages:

14 None

Disadvantages:

15 There will be no strategic management of the reserve to meet the future needs of the community.

16 Not having a management plan will contravene the Reserves Act 1977.

17 This report recommends Option 1 for addressing the matter.

Significance and Engagement

18 This matter is of low to medium significance, as determined by reference to the Council's Significance and Engagement Policy when taking into account the potentially high level of community interest against the 'low' assessments against of the other factors.

Risk

19 This matter relates to the strategic risk SR1 - Current and future development needs of the community (including environmental protection), as documented in the Council's risk register. The risk is classed as low. This matter relates to this risk because the Reserve Management Plan is a high level strategy that aims to improve the management, amenity, accessibility and public enjoyment of the Wanaka Recreation Reserve.

Financial Implications

20 There are no capital expenditure requirements at this stage. Operational costs for producing the development plan can be met through existing budgets.

Council Policies, Strategies and Bylaws

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

- Proposed and Operative District Plan.

22 This matter is not included in the 10-Year Plan/Annual Plan

- A submission will be made to the 2017 Annual Plan to seek funding for the proposed Wanaka Recreation Reserve Development Plan.

Local Government Act 2002 Purpose Provisions

23 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 enabling sound management practices for the use of the Queenstown Bay foreshore reserves;

- Can be implemented through current funding under the 10-Year 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

24 The persons who are affected by or interested in this matter are the residents and ratepayers of the Queenstown Lakes District Community, and visitors to the area.

25 The Council has publicly notified the RMP and a public hearing was held on 18 January 2017.

Legal Considerations and Statutory Responsibilities

26 The development of the RMP was completed under the Reserves Act 1977.

27 The Minister of Conservation has delegated decision-making powers for reserve management plans to local administering bodies.

Attachments

- A Hearing Minutes
- B Reserve Management Plan for the Wanaka Recreation Reserve (Amended)

Minutes of a Hearing of Submissions on the Wanaka Recreation Reserve draft Reserve Management Plan held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Wednesday 18 January 2017 commencing at 10.00am

Present

Councillor Calum Macleod (Chairperson) and Councillor Ross McRobie

In attendance

Mr Aaron Burt (Senior Planner, Parks and Reserves), Mr Stephen Quin (Parks and Reserves Planning Manager) and Ms Jane Robertson (Senior Governance Advisor)

Appointment of Chair

The Governance Advisor called the meeting to order and asked the panel to determine who would chair the meeting.

It was agreed that Councillor MacLeod would chair the meeting.

Apologies

There were no apologies.

Conflicts of Interest

No conflicts of interest were declared.

1. Hearing of Submissions on the draft Wanaka Recreation Reserve draft Reserves Management Plan ('RMP')

Report writer's summary of report

Mr Burt stated that he had nothing further to add to his report which should be taken as read.

Hearing of submissions

1. Jo O'Connor (Well South) and Marie Roxburgh (Southern DHB)

Ms O'Connor and Ms Roxburgh asked for the reserve to have smoke-free status. They noted that the Council had originally been a leader in introducing smoke-free initiatives by declaring all playgrounds smoke-free but had recently remained static in this regard whilst other regions had moved ahead. They wished to remind Council of this message and asked for more action. It was simple to install smoke-free signage and signs could be supplied. The government aim was for New Zealand to be smoke-free by 2025 and it was important for 'not smoking' to be seen as the norm.

Smoke-free status could have a large social and health impact and was not costly and councils needed to take leadership and make more environments smoke-free.

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18 JANUARY 2017**

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2. Alan Cutler, Wanaka-Hawea Reserves Trust

Mr Cutler presented a written submission to support his original submission. He raised the following principal points:

- The Wanaka Recreation Reserve is an important and strategically located reserve and its future management is very significant to Wanaka.
- The Reserve Management Plan lacks substance and does not adequately identify, describe and acknowledge social, cultural and environmental values. The failure to record past and present uses, vegetation, structures, infrastructure and scenic and landscape values raises the risk of the reserve being undervalued.
- The plan supports the current main users (Upper Clutha rugby and A&P Society) and seeks to prioritise these activities above others.
- It is a status quo document that does not address future needs or opportunities.
- The reserve has unrealised potential to contribute far more to Wanaka. All three main town reserves should not be considered in isolation and combined can contribute to Wanaka's recreational and environmental values. These reserves can boost the value of each other and should be managed to support each other so that the whole is greater than the three components.
- The draft plan fails to acknowledge the Wanaka Rowing Club's present use of the reserve for storage and the club may have to consider a site on the reserve for long-term storage if plans to develop the Wanaka Watersports Facility are unsuccessful. Any future building on the reserve for the Wanaka Rowing Club could be integrated with the Coast Guard facility which would provide efficiencies in costs and usage.
- He disagreed that water-based activities were not appropriate for the reserve because of its distance from the lake as the lake was only 100 metres away. There were many options available for ensuring a safe crossing of the road.
- Recent use of the reserve for over-flow parking did not seem to have addressed congestion which would be better approached via traffic management plans and improved signage.

Councillor MacLeod suggested that objective 4.2.4 would cover the need for new structures ('Buildings support the uses of the reserve and community and positively contribute to the amenity of the area'). Mr Cutler agreed that this was generally the case but overall he considered that the plan set in train retention of the status quo. He noted that the plan provided no background information which would provide some context for where it could go in the future. He added that at present, the reserve sat vacant for most of the year doing nothing.

3. John Coe

Mr Coe agreed that the Wanaka Recreation Reserve was the most logical place to site a facility for the Wanaka Rowing Club and he also considered that the draft RMP was too general. He believed that it should consider the impact of three times the number of people arriving in Wanaka, adding that

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18 JANUARY 2017**

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Wanaka had previously suffered from a lack of long-term thinking and the plan needed to provide scope for this.

He supported use of the park for long-term parking but did not believe that the site used this year was a good location because no one knew it was there. Councillor MacLeod stressed that the initiative had been a trial and there would be a de-brief to discuss lessons from the experience.

4. Jane Stalker (Upper Clutha A&P Society)

Ms Stalker agreed with the suggestion that the reserve's historical context should be included in the RMP. She questioned whether the no glass policy impacted just the sports area or the whole reserve, adding that a blanket no glass policy would adversely impact the A&P show. She supported the reserve being smoke-free.

It was noted that the glass policy proposed for the reserve echoed that used for the Queenstown Recreation Reserve where glass was not permitted on the playing area.

5. Loris King

Mrs King stated that the name of the plan was confusing and it needed also to refer to the reserve as 'the showgrounds' in brackets because it was commonly known as this. She stated that many people had not submitted on the draft Plan because they had mistaken it for Three Parks.

She considered that the reserve should not only contain buildings for the A&P Society and the rugby club as there was a lot more potential (and space) for other clubs to have rooms there.

Mrs King was of the view that parking on the reserve should only be permitted for recreation users. She believed that if the Council wanted to make a carpark it needed to do so through the proper channels. She stressed the importance of protecting reserve land because of Wanaka's growth, adding that it was important to respect the areas set aside as green space.

Mrs King did not support forming the legal paper road on Stone Street but agreed that a pedestrian access would be useful.

She expressed concern about the safety of the vehicle entrance into the A&P show.

Mrs King observed that the pine hedge on the lake-front was cluttered with bottles and other rubbish which needed to be cleared.

6. John Baynes

Mr Baynes congratulated the Council on the RMP, adding that the reserve contributed to the character of Wanaka and to fostering physical recreation. He noted that Wanaka continued to grow at a fast rate and the Council needed to move to protect its unique qualities. People used the reserve for all

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18 JANUARY 2017**

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types of recreational activities and it was important to ensure this did not change.

Mr Baynes stressed the importance of making sure the reserve did not become a storage area and any buildings constructed on the reserve should be in areas where they did not impact on recreational use and aesthetic qualities. Other structures may be necessary but these should be in a similar style to existing buildings and should not be sited in the more visually open areas. Specifically, he considered that buildings should not extend further north than a line parallel with the rear of the rugby club and he would not like to see buildings on the lake side of the reserve.

Councillor MacLeod asked whether Mr Baynes supported developing a new vehicle access from Stone Street. Mr Baynes stated that this would create unwanted dynamics and would take away the reserve's special quality. He did not see any reason for it to be opened up for vehicles.

Staff right of reply

Mr Quin commented on some of the issues raised in submitters' presentations. He supported the addition of historic information to the Plan as well as a policy limiting the use of glass on the reserve. He questioned whether smoke-free should just relate to this reserve or be a wider Council policy. He acknowledged concerns that the plan was not visionary but stressed the need to have policies that were enabling without being too prescriptive.

The public part of the hearing concluded at 11am.

Deliberations commenced at 11.05 am.

Smoke-free Status

This was supported. It was agreed that in principle this should apply to all Council reserves but in the first instance the policy would be applied to the Wanaka Recreational Reserve, in the hope that this would eventually roll on to all Council reserves.

Signage (4.3.2b)

There was discussion about the establishment of a community information hoarding. It was agreed to delete the specific location: '...in the vicinity of the intersection of Wanaka-Mt Aspiring Road and McDougall Street'.

Stone Street

It was agreed to add cycle access to policy 4.3.11, namely: 'pedestrian/cycle access'.

Historical background

It was agreed to add historical information to the RMP's introduction. Some historical detail had been provided in the A&P Society's submission and it was suggested that staff contact the Upper Clutha Historical Society for more information to include.

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Public toilets

There was discussion about whether the addition of new public toilets should be in consultation with other leaseholders but instead it was agreed to add an over-arching comment that preparation of a Development Plan (4.3.1) would include consultation with the community.

Glass free

It was agreed that the policy (4.3.8c) should remain as originally proposed ('Prohibit the use of glass on areas of the reserve laid out for sporting activities') as there were wider implications of making it cover the whole reserve.

Showgrounds

The addition of 'Showgrounds' to the name was supported.

Camping

Consideration was given to whether parking should be added to 4.3.9. It was noted that the ability to permit short-term camping was to cover occasional situations such as the gypsy fair and scout jamborees, noting that these were also permitted under 4.3.8 (cultural and recreational events). The panel did not support including specific reference to parking.

Shade provision

The panel considered including shade sails and seating but determined that such detail would be more appropriate in a development plan. Notwithstanding that, shade was already provided by the trees.

Tree Management Plan

Members asked whether policy 4.3.3c would preclude a community orchard. Staff advised that such an initiative could be examined as part of a Development Plan but they did not support including this in the RMP.

Fire Service use of the reserve

Any use of heavy vehicles needed to avoid the sports fields. Whilst supported by the events policy (4.3.8) a desire was expressed for any such proposed use to be notified to staff.

Shared facilities

Support was expressed for the A&P society and rugby club to have a shared facility. Whilst already encouraged by 4.3.5b there was support for making this more explicit: 'Encourage collaborative and non-exclusive use of buildings of community and sporting groups.'

On the motion of Councillors MacLeod and McRobie it was resolved that the Wanaka Recreational Reserve draft Management Plan as amended be recommended to the Wanaka Community Board for adoption.

The meeting concluded at 11.51am.



Draft Reserve Management Plan Wanaka Recreation Reserve



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NEXT STEPS

Action	Date
Hearings Panel to make recommendation to WCB for the adoption of the Reserve Management Plan	Feb 2017
WCB to make recommendation to Council for the adoption of the final version of the Reserve Management Plan.	Feb 2017
QLDC adopt the Reserve Management Plan via Council resolution.	March 2017



1. INTRODUCTION

This Reserve Management Plan provides a vision for the Wanaka Recreation Reserve (the Reserve). It describes the general intentions for the use, maintenance, protection, preservation and development of the Reserve, through a series of objectives and policies. The objectives and policies assist with decision making regarding development and use of the Reserve.

Over the years the Reserve has been used by many community groups for a variety of events and it continues to be well used today.

The Reserves Act 1977 requires the Queenstown Lakes District Council (QLDC/Council) to prepare Reserve Management Plans for all land classified as 'Recreation Reserves' under Council management or control.

2. SITE DESCRIPTION

The Reserve fronts Lake Wanaka and is situated to the west of Pembroke Park, approximately 700 metres from the Wanaka Town Centre. The Reserve forms part of an arrival area when driving from Queenstown and is afforded views of the lake and surrounding mountains.

The Reserve is legally described as Section 12 Block XV Town of Wanaka and Section 10 Block XV Town of Wanaka. The site is gazetted under the Reserves Act 1977 as Recreation Reserve. The extent of the Reserve is identified as Designation

100 Recreation Reserve, encompassing an area of 7.3 hectares.

The southern area of the Reserve is occupied by the Wanaka Lakeview Holiday Park, and is identified as Designation 101 Recreation Reserve (Motor Park), encompassing an area of 4.4 hectares. The Wanaka Lakeview Holiday Park leased area extends slightly beyond the identified Designation 101 area along the north of Brownston Street, to include existing buildings. The Wanaka Lakeview Holiday Park lease is for 25 years from 28 November 2014 (expiring on 27 November 2039).

The northern area of the Reserve is principally used by the Upper Clutha A & P Society and the Upper Clutha Rugby Football Club (UCRFC). This area of the Reserve is often referred to as the Wanaka A & P Showgrounds, with the Wanaka A & P Show activities taking precedence in early March each year. This Reserve Management Plan is principally concerned with this northern area.

The Reserve is bordered by mature Douglas Fir trees along the northeast boundary with McDougall Street, with some stock pens being located along that row of trees on the west side.

The primary access to the Reserve is from McDougall Street on the eastern boundary, with a compacted gravel track providing vehicle access within the Reserve.

The western boundary of the Reserve is bordered by Stone Street, which is unformed legal road.

Both the Upper Clutha A & P Society and the UCRFC have (as of 2016) long term leases for buildings associated with their activities. The UCRFC lease is for 30 years (commencing on 1 July 2012) and provides for an area of occupation measuring 50 x 35 metres (1750m²), to contain its existing clubrooms. The Upper Clutha A & P Society lease is for 33 years (commencing on 1 September 2015) and provides for an area of 930m² for its premises, which will provide for an extension of their existing building. The Upper Clutha A & P Society lease also provides for a right of way to its lease area from McDougall Street.

The Upper Clutha A & P Society also occupies a 1,673m² area for horse yards near Brownston Street, and a 1,342m² area for sheep yards located toward the west of the Reserve near Stone Street. These yard structures remain in situ year round and are not temporary.

At the northwest end of the Reserve is a small building that has previously been used by the local pottery club. The building is currently unused and its current state of repair might not support future use.

The central area of the Reserve contains the Wanaka A & P Show 'Main Ring' which is a defined fenced area with a perimeter of approximately 456 metres, and bench seating located outside the ring. The UCRFC has its main playing field within the Main Ring, and a secondary (smaller) field located to the east. Both sports fields can be illuminated for use in darkness hours.

3. DESCRIPTION OF PRIMARY USERS AND ACTIVITIES

3.1 Upper Clutha A & P Society and the Wanaka A & P Show

The Wanaka A & P Show was established by the Upper Clutha A & P Society in 1933 for the benefit of the Wanaka community. The show is an annual event, typically held on the second weekend of March, on the Friday and Saturday. The show is run by the Upper Clutha A & P Society and is a major event on the Wanaka calendar.

3.2 Upper Clutha Rugby Football Club

The UCRFC was established in 1922, and formed from the union of the Wanaka and Tarras clubs. The current membership is around 280 juniors and seniors, and on some Saturdays there can be up to 20 teams playing at the Reserve during the day. On weekdays around six teams may use the Reserve, in addition to Wednesday and Friday night games, Women's Rugby and the occasional Golden Oldies match. The Reserve is also used for touch rugby and six a side.

3.3 Wanaka Lakeview Holiday Park

The Wanaka Lakeview Holiday Park activities upon the Reserve are subject to a lease agreement and a defined activity area.

4. VISION, OBJECTIVES AND POLICIES

4.1 Vision

The Reserve is managed for the benefit of the community to facilitate recreation and sporting uses, provide for the Wanaka A & P Show, and retain its status as an iconic Recreation Reserve.

4.2 Objectives

The following objectives and policies will guide the management of the Reserve:

- 4.2.1 The Reserve is managed to meet the needs of the community, including to accommodate the primary functions of recreation and sporting uses, and to enable the Wanaka A & P Show.
- 4.2.2 The Reserve accommodates appropriate activities in defined areas that enhance the communities use, access and enjoyment of the Reserve.
- 4.2.3 The Reserve is maintained and developed in a planned manner to achieve a high quality reserve that provides enhanced opportunities for the use and enjoyment of the community and visitors.

- 4.2.4 Buildings support the uses of the Reserve and community, and positively contribute to the amenity of the area.

4.2.5 The Reserve is a Smokefree area.

4.3 Policies

4.3.1 Development Plan

- a) Prepare a Development Plan for the Reserve, in consultation with the community, that provides the following:
 - i. Redevelopment of the existing rugby fields.
 - ii. Fencing along the Reserve frontages.
 - iii. Upgrade of the existing Wanaka A & P Show Main Ring fence to ensure that it meets the needs of both the A & P Society and the UCRFC.
 - iv. Landscaping that enhances the appearance, use and function of the Reserve.
 - v. Public toilets on the Reserve to meet the needs of users.
 - vi. Durable hard-surface vehicle access and defined parking areas.
 - vii. Upgraded entrance off McDougall Street.
- b) Consider alternative access points from Stone St.

4.3.2 Signage

- a) Allow for signage at the entrance to the reserve to identify the reserve, facilities available, and additional information.
- b) Support the establishment of a community Information hoarding.
- c) Allow for signage to convey a Smokefree message.

4.3.3 Trees

- a) Assess trees and undertake any necessary works to ensure that sports fields are not shaded to the extent that hard frost might create a hazard for players. Should the trees also be desirable to provide shade for stock during the A & P Show, then a balance between trimming, thinning and temporary stock shelter shall be encouraged.
- b) Alternately, provision shall be made for the removal of Douglas Firs and replacement with different species of trees that provide shade in March, and allow sunshine in colder months.
- c) Produce a tree management and succession plan in conjunction with the Development Plan.

4.3.4 Irrigation

- a) Allow for in-ground irrigation for the grassed areas of the Rugby Fields in the Reserve. Any system shall be safe from animal damage.

4.3.5 Buildings

- a) Allow the development of buildings and structures necessary to provide for the function and support of the Wanaka A & P Show, and the UCRFC, provided that they are covered by a relevant lease.
- b) Encourage a collaborative and non-exclusive use of buildings, so that they are available for community and sporting groups.
- c) Encourage building designs, colours and materials that are of a high quality and do not detract from the character or amenity of the reserve and surrounds. The input of the Wanaka Urban Design Panel will be required for any new building or redevelopment. Buildings shall be supported by landscaping to ensure that they enhance the character of the Reserve.
- d) Where buildings are no longer being well utilised, an alternative use consistent with the objectives of the Reserve should be found, or the building removed.
- e) Identify a potential lease area to enable the potential establishment of built form to

support the function and needs of the Wanaka community.

4.3.6 Sports Fields

- a) Allow for the future development of an area to be used as a cricket pitch, provided that this is undertaken in consultation with the UCRFC and Upper Clutha A & P Society.
- b) Minimise the impact of organised sport and events on playing surfaces by defining and enforcing maintenance requirements and recovery periods.
- c) Give priority to sporting allocation of the field to rugby as long as the UCRFC has clubrooms adjoining the sports field.
- d) Maintain the sports fields to a level of service equivalent to other highly used sports fields in the District.

4.3.7 Lighting

- a) Enable improved field lighting. Lighting design should minimise light spill or glare on adjoining residential areas.

4.3.8 Events

- a) Permit the use of the Reserve for sporting, cultural and recreational events.

- b) Ensure that events do not compromise the primary functions of UCRFC and Upper Clutha A & P Society, and that events have contingency plans to relocate should ground conditions not be suitable.
- c) Prohibit the use of glass on areas of the reserve laid out for sporting activities.

4.3.9 Camping

- a) Consider the use of the Reserve for temporary short term camping to support activities that are occurring on the reserve (i.e. camping in association).
- b) Require campers to gain specific permission from (or authorised on behalf of) Council and fulfil any associated requirements.

4.3.10 Dogs

- a) Manage dogs in accordance with Council's current policy on dogs and dog control bylaws.

4.3.11 Stone Street

- a) Integrate the Recreation Reserve with a pedestrian/cycle access in the unformed legal road extending from Stone Street.

4.3.12 Bookings

- a) Direct bookings for the Reserve through the QLDC's Event Booking Coordinator.

4.3.13 Smokefree

- a) Ensure that the Reserve is Smokefree, to negate the effects of tobacco smoke, encourage a Smokefree lifestyle, and send a positive message to the youth of the community.



APPENDIX ONE – WANAKA RECREATION RESERVE



**Wanaka Community Board
16 February 2017**

Report for Agenda Item: 2

Department: Property & Infrastructure

Affected Person's Approval – Luggate Albion Cricket Club Inc.

Purpose

The purpose of this report is to consider providing affected person's approval (APA) to the Luggate Albion Cricket Club Inc for the construction of a new ablution block within their lease area on Section 23 BLK VI Tarras SD.

Recommendation

That the Wanaka Community Board:

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

Prepared by:



Dan Cruickshank
Property Advisor

17/12/2016

Reviewed and Authorised by:



Aaron Burt
Senior Planner: Parks and
Reserves
23/01/2017

Background

- 1 The Luggate Albion Cricket Club Inc has managed the recreation reserve and camping ground at Luggate for some decades. In 2012 Council granted a 20 year lease over the site to the club, along with a further renewal period of 10 years available.
- 2 In 2014 the club approached Council with plans for a new ablution block which was intended to be relocated onto the site. This request was subsequently granted resource consent under RM140569 as well as lessor's consent. However, the relocation of the block never took place.

Comment

- 3 The applicant has provided plans detailing a reconfigured and purpose-built ablution block at the club. The new block is intended to alleviate congestion with the existing facilities, and modernise those available both to club members and those staying at the camp.
- 4 The ablution block will be constructed with the support of tradespeople affiliated to the club. However, the showers are planned to be coin operated to assist the club in recouping the remaining cost of construction.
- 5 Council are also supporting the construction of the block through providing the club with a grant from its local community support budget which will pay for the building and resource consenting charges.
- 6 As the club holds a long-term lease over the site, its endeavours to modernise the club and improve the facilities available to those using the camping ground are seen as an advantage to users and the community.

Options

- 7 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
- 8 Option 1 Approve affected person's approval to the Luggate Albion Cricket Club Inc for the construction of a new ablution block as per the supplied plans.

Advantages:

- 9 Will support a community initiative to construct the building on the site.
- 10 Will improve the facilities available to both players and camping ground users.

Disadvantages:

- 11 None noted.

- 12 Option 2 Decline affected person's approval to the Luggate Albion Cricket Club Inc for the construction of a new ablution block as per the supplied plans.

Advantages:

- 13 None noted.

Disadvantages:

- 14 Will not support a community initiative to construct the building on the site.
- 15 Will not improve the facilities available to both players and camping ground users.

16 This report recommends Option 1 for addressing the matter.

Significance and Engagement

17 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it involves a Council strategic asset and is a reserve used by a considerable number of ratepayers and tourists particularly in the summer season.

Risk

18 This matter related to the operational risk OR027 'Delivering levels of service', as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk because it requires a decision from Council relating to a community activity.

19 The risk is tolerated as it is considered a relatively minor change to an existing community leasing arrangement, previously publicly notified and approved by full Council.

Financial Implications

20 Costs associated with the design and construction of the new buildings will be met by the applicant. Council has separately agreed to fund the building and resource consent aspects of the construction.

Council Policies, Strategies and Bylaws

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

- Significance and Engagement Policy 2014.

22 The recommended option is consistent with the principles set out in the named policy.

23 This matter is included in the 10-Year Plan/Annual Plan

- Administration associated with overseeing this approval will be covered in existing property budget provisions.

Local Government Act 2002 Purpose Provisions

24 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 improved ablutions at the Luggate Cricket/Camping Ground;
- 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

25 The persons who are affected by or interested in this matter are primarily ratepayers and visitors to the reserve.

26 The Council went through a publicly notified process prior to approving the lease to the club in 2012. No further consultation is contemplated at this time.

Attachments

A Application and plans of ablution block

RESOURCE CONSENT APPLICATION REVISED 13 / 9 /16

LUGGATE ALBION CRICKET CLUB INC

ASSESSMENT OF EFFECTS

WE ARE APPLYING FOR A CHANGE TO OUR EXISTING RESOURCE CONSENT RM40569 WE INTEND TO BUILD NEW FACILITIES NOT RELOCATE AN EXISTING BUILDING AS PER RM 40569.

WE WILL CONNECT TO EXISTING FACILITIES ,WITH THE SAME NUMBER OF TOILETS AND SHOWERS AS PER RM 40569. WE INTEND TO INSTALL COIN SHOWERS AND HAVE A COVERED WALKWAY ALONG THE FRONT OF THE NEW BUILDING

HISTORY

THE CRICKET CLUB MAINTAINS THE LEASED GROUNDS AND THE EXISTING CLUBROOMS,INCLUDING ALL MOWING, RUBBISH REMOVAL, AND GENERAL MAINTENANCE ETC.

WE PROVIDE THE CHEAPEST FAMILY CAMPING IN CENTRAL OTAGO WHERE A FAMILY OF FOUR CAN STAY FOR \$ 10 TOTAL PER NIGHT. THIS INCLUDES TOILETS AND SHOWERS.

WE CONTINUE TO MAKE IMPROVEMENTS TO THE FACILITIES, INCLUDING A NEW WASHING MACHINE, AND WE FEEL ADDING THIS WILL AVERT WAITING AND QUES.

LEGAL DESCRIPTION

SECTION 23 BLK VI TARRAS SURVEY DISTRICT

THERE IS A EARTH BUND PROTECTING THE RECREATION GROUND FROM FLOODING ,AND THIS WILL BE PLACED AT THE BASE OF THIS.

CONSTRUCTION

THE ALBION CRICKET CLUB HAS 6 REGISTERED BUILDERS WHO ARE MEMBERS AND ALL WORK WILL BE CARRIED OUT BY QUALIFIED TRADESMEN.

PLUMBING, DRAINAGE, GAS WORK AND ELECTRICAL INSTALLATIONS WILL ONLY BE CARRIED OUT BY REGISTERED TRADESMEN.

EFFLUENT

CONNECT TO EXISTING SEPTIC TANK SYSTEM,AND DUE TO THE FACT WE ARE ONLY TRYING TO ELIMINATE QUES NO ADDED VOLUME IS ANTICIPATED. WITH THE INSTALLATION OF COIN OPERATED SHOWERS WE

ANTICIPATE AN OVERALL DROP IN WASTE WATER. REFER TO SITE PLAN ATTACHED.

POWER AND WATER

CONNECT TO EXISTING RETICULATED SUPPLIES AND PROVIDE METERS AS REQUIRED

NEIGHBOURS

THE NEAREST NEIGHBOUR IS APPROXIMATELY 100 M AWAY AND NO EFFECTS ARE ANTICIPATED.

PUBLIC ACCESS

ALL TOILETS ARE AVAILABLE TO THE PUBLIC AND WITH COIN OPERATED SHOWERS THIS IS ALSO WELCOMED FOR THE LIKES OF TRAVELLERS OR AT TIMES OF EMERGENCY

CIVIL DEFENCE

ALL FACIITIES WILL BE OFFERED AND AVAILABLE

GENERAL

WE FEEL THAT THIS WILL ENHANCE STAYING AT THE DOMAIN FOR MANY FAMILIES, AND WILL ALLEVIATE WAITING AND QUEING FOR ALL CAMPERS

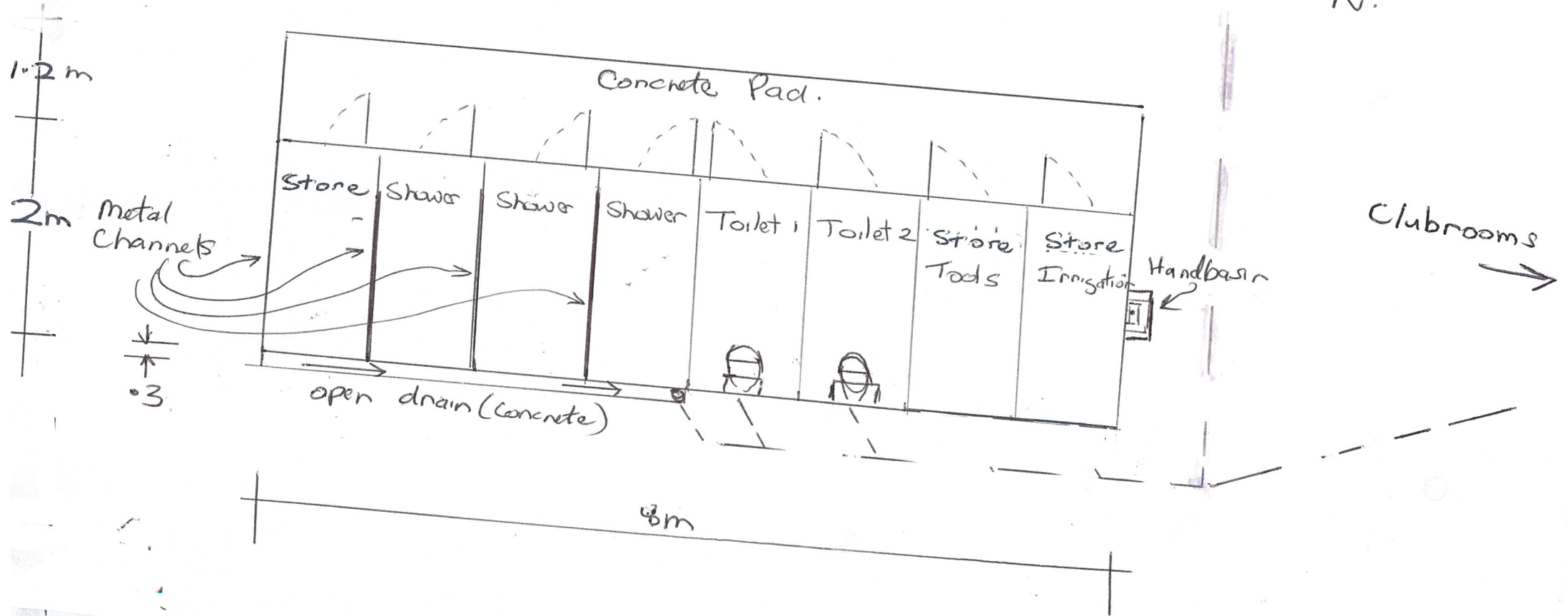
LUGGATE ALBION CRICKET CLUB INC

MIKE OCONNOR PRESIDENT

KEN GALLOWAY SECRETERY

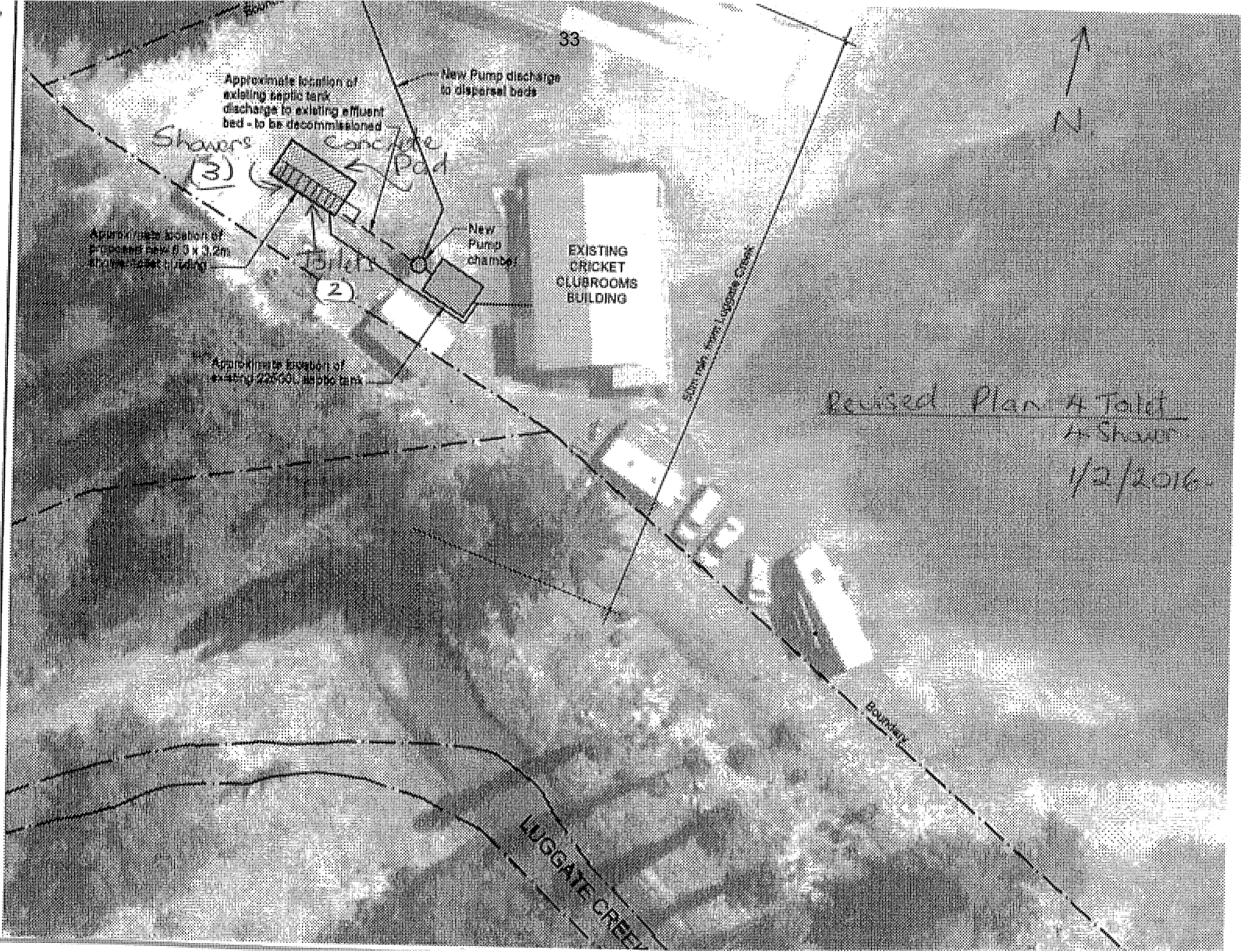
Handwritten signature of Mike O'Connor with date 24-7-14
Handwritten signature of Ken Galloway with date 24-7-14

Proposed Shower + Toilet Block³² (Revised) 8m x 2m.
Scale 1:50



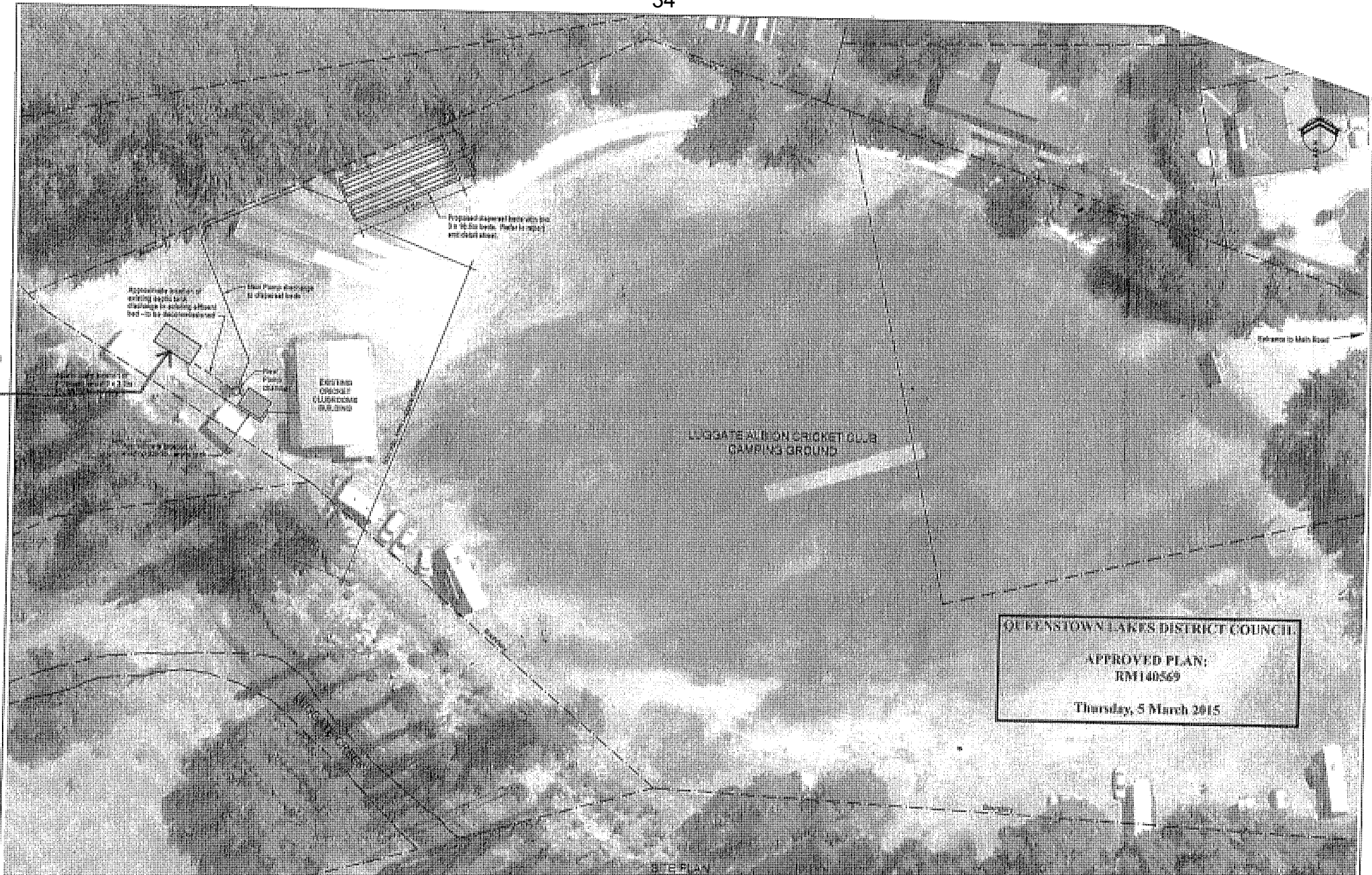
1/2/2016

Revised Plan.



Revised Plan A Total
 A Shower
 1/2/2016

New



QUEENSTOWN LAKES DISTRICT COUNCIL
 APPROVED PLAN:
 RMT140569
 Thursday, 5 March 2015

			LUGGATE ALBION CRICKET CLUB CAMPING GROUND Luggate	On Site Wastewater Design Site Plan	BATCHELOR McDOUGALL CONSULTING Structural & Civil Engineers	CAD REFERENCE	1412-0514_LCG	
						SCALE @ A3	AS SHOWN	
ISSUE	DATE	AMENDMENT				PROJECT NUMBER	SHEET NO.	ISSUE
1	23 FEB'15	CONSENT ISSUE				1412-0514	WW01	1
						The copyright of this drawing belongs to BMC Ltd		



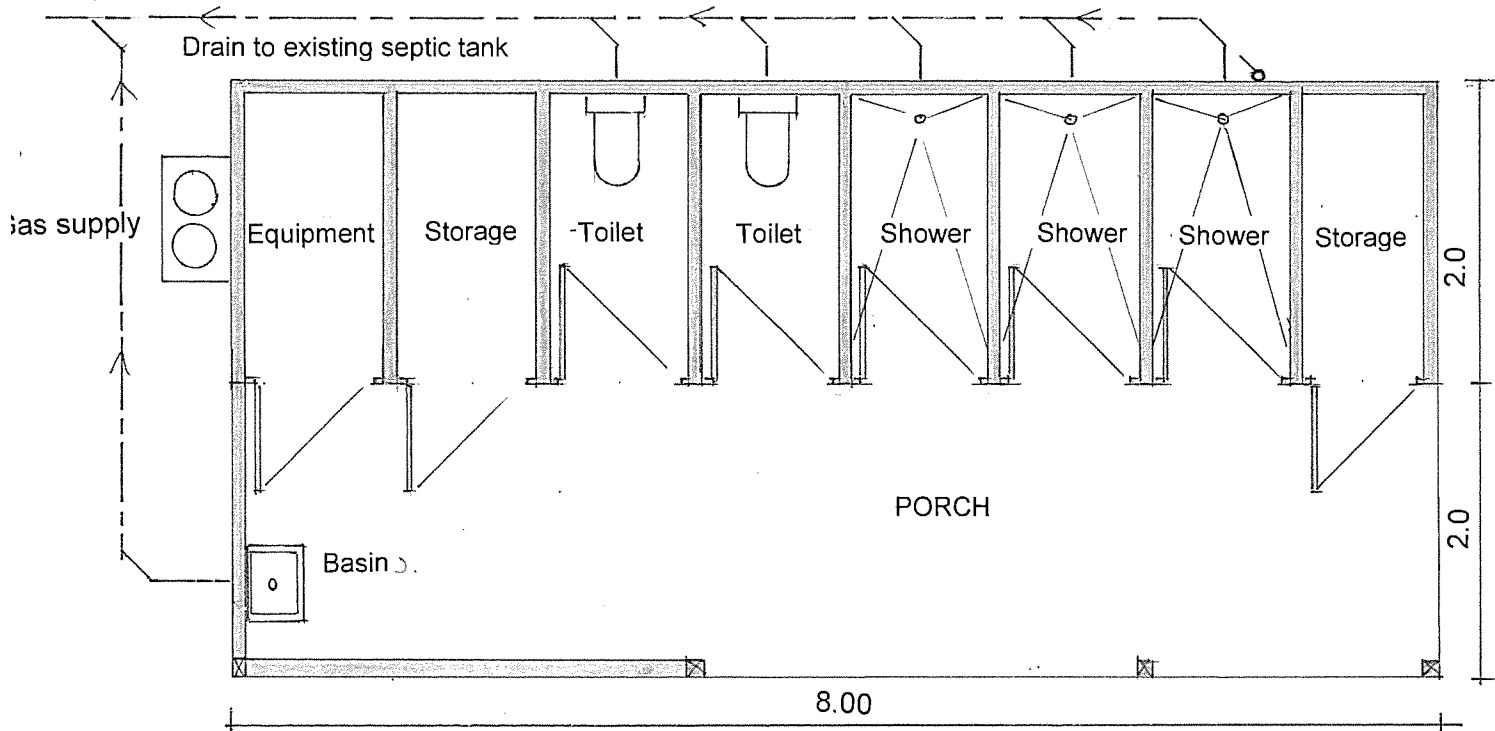
36

Timber Doors
C/Steel Clab

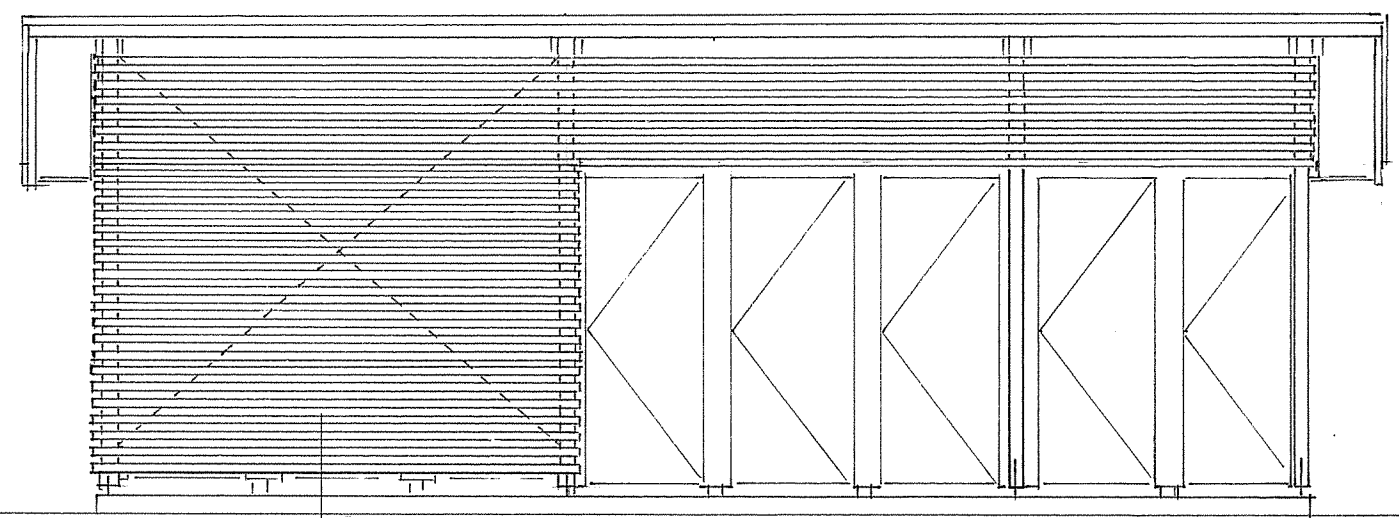




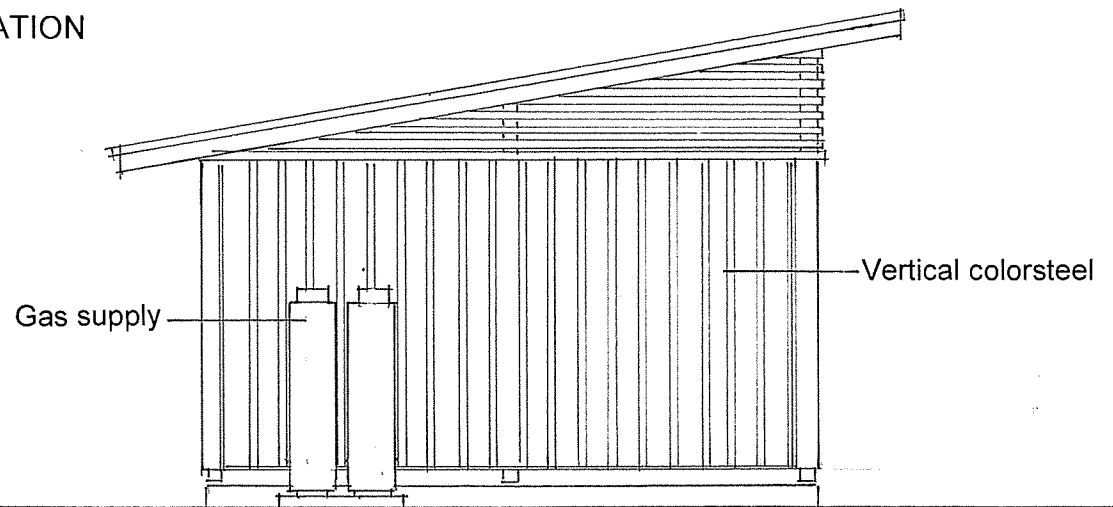
Similar Colours



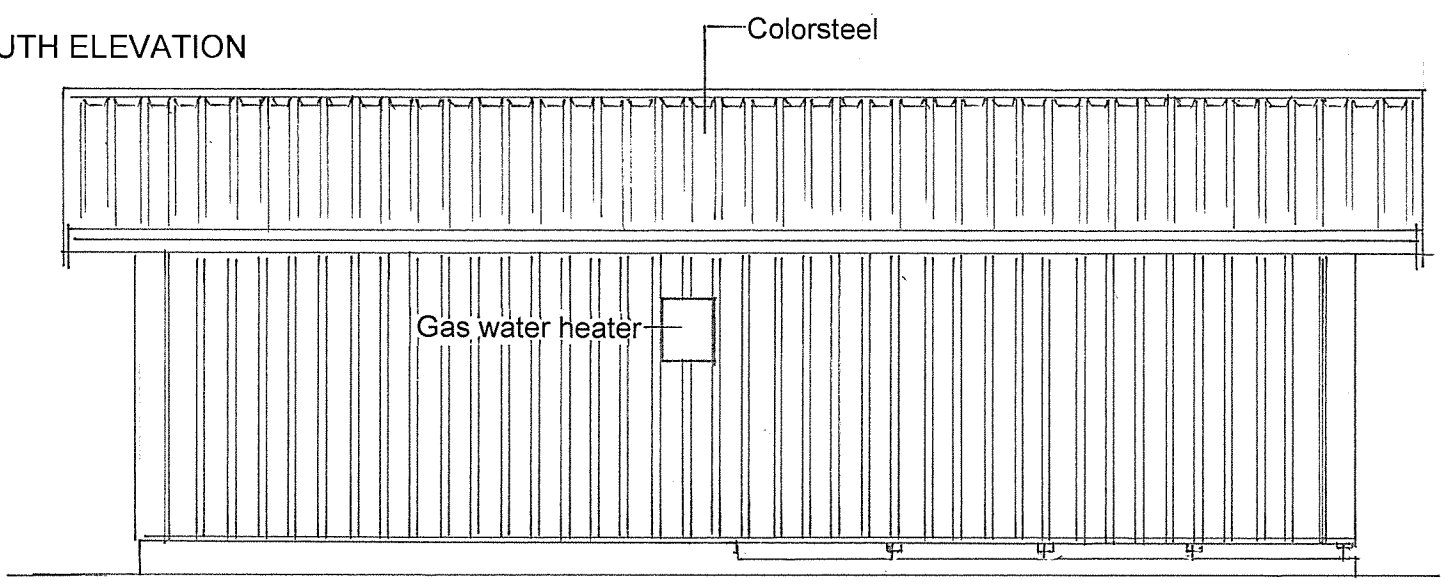
NORTH ELEVATION



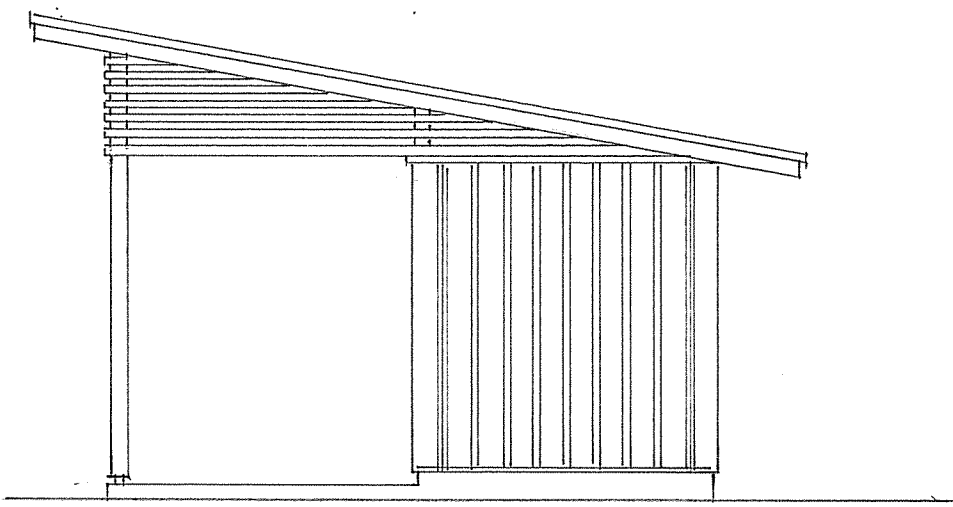
WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION



GENERAL:

- | | |
|---------------------|---|
| Foundation & Floor: | Reinforced Concrete |
| Structure: | Timber Frame |
| Exterior Walls: | Vertical Color steel & Timber slatted screening |
| Roof: | Color steel |
| Drains: | To existing septic tank |

**Wanaka Community Board
16 February 2017**

Report for Agenda Item: 3

Department: Property & Infrastructure

Title: Licence to Occupy Road Reserve – 42 to 50 Brownston Street, Wanaka

Purpose

The purpose of this report is to consider a licence to occupy road reserve application from the N & B Teat Family Trust for the placement of 3 stone walls and landscaping in conjunction with the proposed commercial development of 42 to 50 Brownston Street, Wanaka.

Recommendation

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** the licence to occupy Brownston Street Road road reserve for the placement of 3 stone walls and landscaping in conjunction with the proposed commercial development of 42 to 50 Brownston Street, Wanaka subject to the following conditions:
 - a. Any works within the road reserve to be undertaken to the specification and approval of Council's Engineers.
 - b. Building and resource consent to be obtained prior to works commencing.
 - c. The existing barrier by Bullock Creek is not to be removed or replaced until building consent has been granted.
 - d. Any damage as a result of the works within the road reserve to be resolved to the satisfaction of Council Engineers at the cost of the applicant.
 - e. The structures must not compromise roading or services maintenance activities.
 - f. Ongoing maintenance of the structures is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structures.
 - g. The applicant consents to the Licence being encumbered against Lot 1 DP 12117 to ensure the recommended terms and conditions continue in perpetuity for all future owners of the property.

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

Prepared by:



Blake Hoger
Property Advisor

12/01/2017

Reviewed and Authorised by:



David Wallace
Manager – Resource
Management Engineering

23/01/2017

Background

- 1 The applicant, N & B Teat Family Trust, intends to develop 42, 46-50 Brownston Street, Wanaka for commercial purposes including medical care and retail space and is in the process of seeking resource consent.
- 2 The development site, legally known as Section 6 BLK XXV Wanaka and Lot 1 DP 12117, is privately owned and is currently occupied by a residential 4 bedroom dwelling in the south east corner with the remaining land being used as a park, open for public use.
- 3 Bullock Creek runs through the property and is proposed to be featured in the redevelopment of the site. Council has erected a wooden fence in the adjacent road reserve to prevent the fall risk for pedestrians into the waterway.
- 4 It is the applicant's desire to use a 1.3m strip of road reserve along Brownston Street for landscaping improvements to compliment their development including 3 stone walls, some plantings and grass as shown in Attachment B. The strip would otherwise be gravelled and effectively add to the width of the existing footpath which is approximately 1.5m wide. The existing street lights in the reserve will remain.
- 5 It is proposed that the strip of road reserve shall be cleared of the existing landscaping, including the Council installed fence, and then levelled and resurfaced prior to the improvements listed above being undertaken.

Comment

- 6 The proposed improvements are minor in nature and would not detract from the road reserve.

- 7 Council's Roading Engineers have been consulted on the proposal with their main consideration being a further stone wall which is intended to replace the existing timber fence. While this fourth wall will not be located within the road reserve and, as such, is not subject to this application, the existing fence, which is within the road reserve, is proposed to be removed. Council's Engineers wish to ensure the replacement wall is constructed in accordance with relevant building standards and have requested appropriate conditions be provided within any approved Licence to Occupy to ensure this is the case before the fence is removed.
- 8 Further discussions with Council's Engineers have assisted in formulating the following recommended conditions for approval:
 - a. Any works within the road reserve to be undertaken to the specification and approval of Council's Engineers.
 - b. Building and resource consent to be obtained prior to works commencing.
 - c. The existing barrier by Bullock Creek is not to be removed or replaced until building consent has been granted.
 - d. Any damage as a result of the works within the road reserve to be resolved to the satisfaction of Council Engineers at the cost of the applicant.
 - e. The structures must not compromise roading or services maintenance activities.
 - f. Ongoing maintenance of the structures is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structures.
 - g. The applicant consents to the Licence being encumbered against Lot 1 DP 12117 to ensure the recommended terms and conditions continue in perpetuity for all future owners of the property.
 - h. All services including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same. No building over the Council services shall be undertaken without Approval from the Manager of RM Engineering at QLDC.
 - i. The licence shall remain at Council's pleasure.
- 9 The improvements will be permanent in nature and as such it is proposed that the licence be encumbered against the applicant's title to ensure the terms of the licence, including ongoing maintenance responsibility, continue in perpetuity.

Options

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

11 Option 1 The Wanaka Community Board can approve the Licence to Occupy Road Reserve application subject to the conditions proposed above.

Advantages:

12 The applicant will be able to continue with the resource consent application for this commercial development.

13 Pedestrian safety around the creek from the road reserve will be preserved, if not enhanced.

14 An area of road reserve will be improved aesthetically for public benefit.

Disadvantages:

15 The road reserve will become encumbered by a licence to occupy.

16 Option 2 The Wanaka Community Board can approve the Licence to Occupy Road Reserve application subject to conditions alternative to those proposed above.

Advantages:

17 Similar to Option 1 however the Board may wish to add, amend or remove certain conditions.

Disadvantages:

18 Similar to Option 1.

19 Option 3 Council can decline the Licence to Occupy Road Reserve application.

Advantages:

20 The strip of road reserve will remain unencumbered.

Disadvantages:

21 The applicant will need to reconsider the development plans.

22 This report recommends Option 1 for addressing the matter as there is no detriment to Council or the public in improving the reserve while safety around the creek can be enhanced.

Significance and Engagement

23 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy as it relates to Council's roading network which is identified as a significant asset.

Risk

24 This matter relates to the strategic risk SR3 Management Practice - working within legislation, as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk because a variety of operational risks (such as meeting levels of service, regulatory compliance and the health and safety risks associated with parties using roads) are triggered when the Council considers whether or not to grant the licence to occupy.

25 This matter is also relates to strategic risk SR6a – assets critical to service delivery (infrastructure assets) with the risk classified as low. This is because the impact of the occupation is minimal for the public and does not have a significant permanent impact on Council's infrastructure.

26 This matter is also relates to operational risk SR27 levels of service, as documented in the Council's risk register. This risk is classed as moderate. This matter relates to this risk as it requires a decision from the Wanaka Community Board for a private activity.

27 The recommended option treats the risks by ensuring conditions are included in any licence which address the risks.

Financial Implications

28 There are no cost implications resulting from the decision. The applicant has paid a fee for this application to be processed and the cost of the licence document will be met by the applicant also.

29 Proposed Condition G allows for the Council to charge a fee for the occupation should a policy be developed which provides for such a charge.

Council Policies, Strategies and Bylaws

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

- *Significance and Engagement Policy 2014* – providing clarity on Council's decision making processes and assessing the extent to which individuals, organisations, groups and sectors in the community are affected by the Council's decisions.
- *Long Term Plan* – this consideration to grant or otherwise a Licence to Occupy in line with the terms of reference of the Wanaka Community Board and is considered part of the Council's 'Regulatory Services' outlined in the Plan.

31 The recommended option is consistent with the principles set out in the named policies.

32 This matter is not included in the 10-Year Plan/Annual Plan as the cost of the licence will be met by the applicant.

Local Government Act 2002 Purpose Provisions

33 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 improving an area of road reserve and enhancing safety at no cost to the community;
- 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

34 Council Engineers have been consulted about this application and their comments are contained within this report.

Attachments

- A Site Plan
- B LTO Proposal

Attachment A: Site Plan



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

ROAD RESERVE AT
42, 46 - 50 BROWNSTON STREET, WANAKA

LICENCE TO
OCCUPY ROAD RESERVE



LOCATION MAP

KEY:

- APPLICANT PROPERTY
- BULLOCK CREEK
- COUNCIL ROAD RESERVE

CURRENT STATUS OF ROAD RESERVE:

- THE APPLICANT HISTORICALLY/CURRENTLY OCCUPIES THE LAND RESERVE.

SIGNIFICANT FEATURES WITH IN ROAD RESERVE:

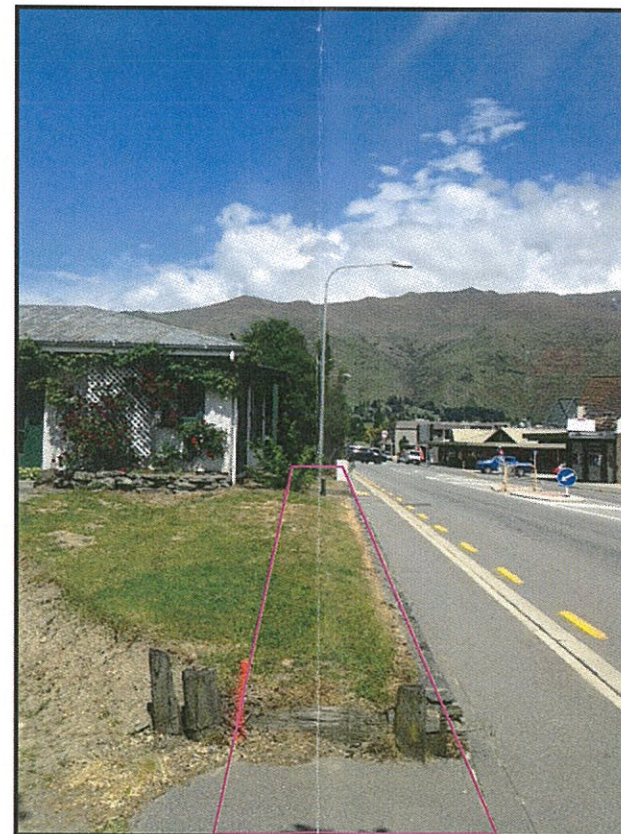
- AN OLD WOODEN FENCE STANDS ON THE VERGE OF THE PAVEMENT, ORIGINALLY ERECTED BY THE COUNCIL TO STOP THE FALL HAZARD INTO BULLOCK CREEK.
- A STONE WALL STANDS ON THE VERGE OF THE PAVEMENT AS A MEANS TO RETAIN LAND THAT WAS EXCAVATED DURING THE WIDENING OF BROWNSTON STREET.
- 2 STREET LIGHTS

ROAD RESERVE:

42, 46 - 50 BROWNSTON STREET, WANAKA



BROWNSTON STREET BOUNDARY, SOUTH WEST VIEW



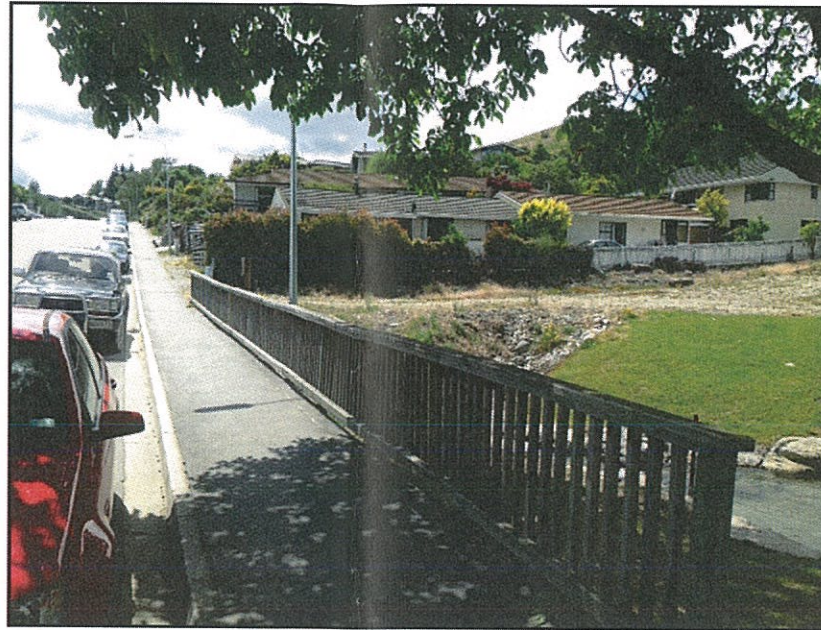
BROWNSTON STREET BOUNDARY, SOUTH WEST VIEW



BROWNSTON STREET BOUNDARY, NORTH EAST VIEW



BROWNSTON STREET BOUNDARY,
SOUTH WEST VIEW



BROWNSTON STREET BOUNDARY,
NORTH EAST VIEW

PROPOSAL:

- REMOVE EXISTING STONE WORK AND SOIL
- REMOVE EXISTING WOODEN FENCE
- LEVEL AND RESURFACE LAND
- CONSTRUCT WALLS AND PLANT AS INDICATED ON PLANS



LAND DEVELOPMENT PLAN

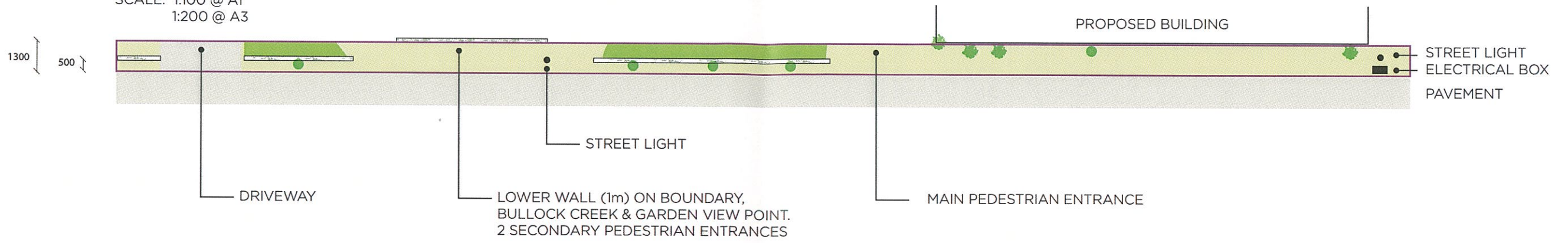
- COMMERCIAL DEVELOPMENT INCLUDING HOSPITALITY/RETAIL ENVIRONMENT
- STATUS: CURRENTLY IN RESOURCE CONSENT STAGE

KEY:

- COUNCIL ROAD RESERVE
- BROWNSTON STREET PAVEMENT

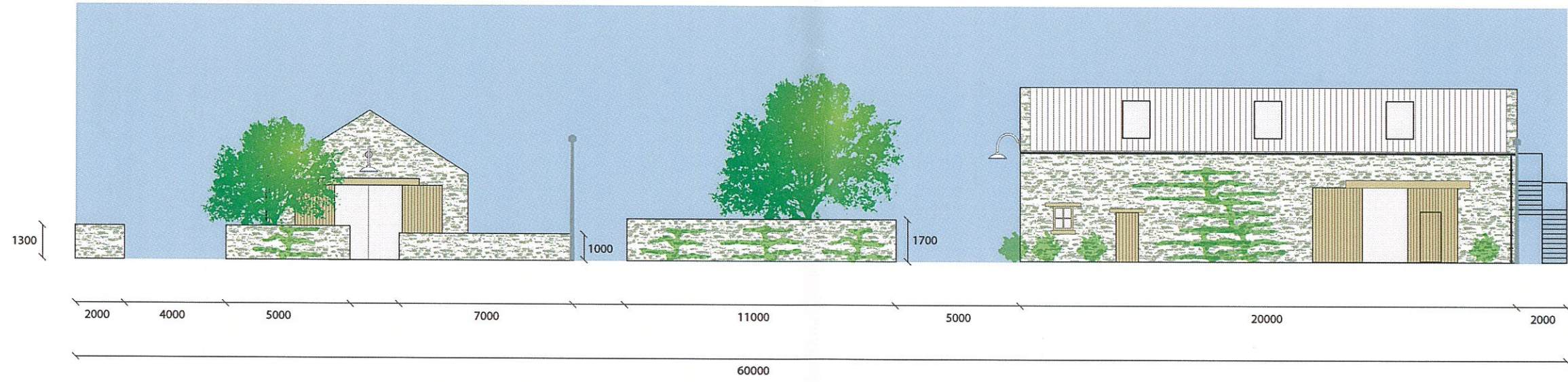
PLAN VIEW, ROAD RESERVE SETBACK

SCALE: 1:100 @ A1
1:200 @ A3



BROWNSTON STREET ELEVATION

SCALE: 1:100 @ A1
1:200 @ A3



ROAD RESERVE: 1300mm SETBACK, PAVEMENT TO PROPERTY BOUNDARY

SETBACK: 500mm PAVEMENT TO WALL







MATERIAL: PLANTED WITH CRUSHED GRAVEL

WALLS: WIDTH: 200MM
HEIGHT: RANGING FROM 1000mm - 1700mm

MATERIAL: STONE AND PLASTER

GATES CLOSE OFF ENTRANCES: 11:30PM - 7AM

KEY:

-  GRASS
-  WALL
-  ESPALIERED THORNLESS ROSES AND TRACHELOSPERMUM
-  CRUSHED GRAVEL
-  PAVEMENT AND DRIVEWAY
-  ROADSIDE RESERVE

Wanaka Community Board**16 February 2017****Report for Agenda Item: 4****Chair's Report****Purpose**

To present a report from the Wanaka Community Board Chair.

Recommendation

That the Wanaka Community Board:

1. **Note** the report.

Prepared by: Rachel Brown



Chair, Wanaka Community Board
2/2/2016

Hawea Unformed Legal Roads

- 1 The umbrella agreement has recently been signed by all parties, namely, Upper Clutha Tracks Trust ('UCCT'), Clutha Fisheries Trust ('CFT'), Devon Dairies and the Council. The next steps are for road stopping and acquisition to occur and this is expected to take roughly four months. At the same time, the land owner will be granting the easement for the track to be constructed by UCTT and the road to be constructed by CFT can also progress on new legal road. In addition, Council will receive a services easement at that time.

Wanaka Airport Governance Options

- 2 At the time of writing the Wanaka Airport Governance Options hearing is scheduled to take place in Wanaka on 13 February with 30 submitters speaking to their submissions. The hearings panel consisting of Councillors Hill, Lawton and MacLeod is tasked with making a recommendation to Council. It is planned that this will be considered at the Council meeting on 9 March 2017.

New Reserve Management Plan

- 3 A Reserve Management Plan to cover Lismore Park, Allenby Park, Kelly's Flat, Faulks Terrace, Kennedy Crescent and Domini Park Recreation Reserves has been added to the Parks and Reserves work programme for 2017/18.

Wanaka Croquet Club

- 4 A new lease was granted to the Wanaka Croquet Club at the Council meeting held on 26 January 2017. The lease is subject to the following conditions:
- | | |
|--------------------------|---|
| Commencement | 1 February 2017 |
| Term | 10 years |
| Rent | Pursuant to Community Facility Pricing Policy |
| Renewals | 2 of 10 years each by agreement of both parties |
| Reviews | 5 yearly or when the pricing policy is reviewed |
| Early Termination Notice | 2 years for core infrastructure purposes (but not in the first 2 years) |
| Use | Croquet Courts and Sports Pavilion |
| Other | For any proposed new buildings, neighbours to be notified and submissions sought prior to Lessor consent being considered.
At expiry, improvements to be removed and land reinstated or revert to Council ownership (Licensee's choice, compensation payable if lease terminated early)
Public liability Insurance required
Health and Safety plan to be provided for approval |

Minor Improvements Policy

- 5 The Minor Improvements Policy considered by the Board at the December meeting was adopted as a Council policy by the Infrastructure Committee on 9 February 2017.

Wanaka Community Pool

- 6 A separate project report is attached [Attachment A].

Projects Summary

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

Reports from Liaison Positions, Community Associations and recent Council meetings

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

Attachments

- A Wanaka Community Pool project report
- B Property and Infrastructure Team Summary Report
- C Parks Summary Report

Wanaka Community Pool



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

Scope

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

Performance/Critical messages

- A construction contract has been signed between Cook Brothers Construction (CBC) and QLDC in 2016.
- CBC are on site and currently undertaking the following work over the next month including shop drawing process for structural steel and Glulam, completing of in-ground pool water works and pipework, construction and pour of perimeter beams and pool slabs, Stage 2 Building consent to be lodged with Council.
- A process to examine the possible recertification of the current Wanaka Pool is underway
- Possible sponsorship opportunities for funding are being explored

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



INFRASTRUCTURE TEAM SUMMARY REPORT

REPORT ISSUED ON: Tuesday, 31 January 2017

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

PROJECT	CATEGORY	ACTIVITY TYPE	PROJECT MANAGER	CONCEPT DESIGN GATEWAY	DETAILED DESIGN GATEWAY	CONSTRUCTION GATEWAY	PRACTICAL COMPLETION	POST HANDOVER GATEWAY	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 15/16 BUDGET	FORECAST	SPENT TO DATE
Wanaka Transportation - Minor Improvements, Non-Sub	Renewals	Transportation - Non Sub	John O	20/07/16	20/07/16	31/08/16	6/06/17	25/08/17					475,398		2,310
Gordon Road Pump Station Upgrade	New Capital	Sewerage	Deborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17					35,400		
Edgewater Gravity Sewer Upgrade - Seperable Portion 2	New Capital	Sewerage	Rob Darby			15/02/17	18/05/17	11/08/17					380,906	394,500	17,010
DISTRICT WIDE RESEALS	Renewals	Transportation - NZTA	John O	25/03/16	17/06/16	1/10/17	3/03/17	2/06/17					1,705,000	1,705,000	
CAMP HILL ROAD - Sealed Road Pavement Rehab - RP: 1510 to 3200	Renewals	Transportation - NZTA	Rob Darby	15/10/16	15/10/16	6/02/17	31/03/17	16/06/17					534,100	525,000	561
Ardmore St Build Outs	New Capital	Transportation - NZTA	Rob Darby			7/11/16	21/12/16	18/01/17					45,000	44,000	6,165
Cardrona New Water Supply Scheme	New Capital	Water Supply	Rob Darby	25/03/16	20/05/16		20/04/17	14/07/17					367,296	360,000	29,900
Wanaka Airport Pump Station - BBC	New Capital	Sewerage	Deborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17							
Water Supply - Renewals - Wanaka	Renewals	Water Supply	Simon Leary	29/02/16	25/04/16	15/08/16	30/06/17	22/09/17					257,600		47,295
Wanaka Water Supply, Anderson Road Extension	Renewals	Water Supply	Rob Darby	6/05/16	1/07/16	15/02/17	30/04/17	30/06/17					299,200	545,000	2,515
Wanaka Airport water supply reticulation - BBC	Renewals	Water Supply	Deborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17							
Beacon Point Road - Project	Renewals	Stormwater	Simon Leary	18/01/16	14/03/16	4/07/16	30/09/16	10/02/17					490,000		490,000
Wastewater - Renewals - Wanaka	Renewals	Sewerage	Simon Leary	25/04/16	23/05/16	15/08/16	30/06/17	22/09/17					75,900		2,020
Mt Aspiring Road booster to address fire	Renewals	Water Supply	Rob Darby	28/11/15	20/02/16	1/10/16	20/12/16	10/03/17			On Hold	On Hold	613,552		6,440
Albert Town Ring Main	Renewals	Water Supply	Rob Darby	20/11/15	15/01/16	6/05/16	29/07/16	21/10/16					232,557	70,000	28,149
Wanaka Yacht Club Borefield Stage 1	New Capital	Water Supply	Deborah - BBC	6/02/17	6/02/17	10/04/17	10/04/17	10/04/17					60,000		
Mt Aspiring Road Widening	New Capital	Transportation - NZTA	Rob Darby	8/04/16	3/06/16	23/09/16	16/12/16	10/03/17					300,000	299,000	41,448
Cardrona New Wastewater Scheme	New Capital	Sewerage	Rob Darby	24/09/15	17/12/15	28/07/16	18/11/16	13/01/17					722,651	685,000	392,623



INFRASTRUCTURE TEAM SUMMARY REPORT

REPORT ISSUED ON: Tuesday, 31 January 2017

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

PROJECT	CATEGORY	ACTIVITY TYPE	PROJECT MANAGER	CONCEPT DESIGN GATEWAY	DETAILED DESIGN GATEWAY	CONSTRUCTION GATEWAY	PRACTICAL COMPLETION	POST HANDOVER GATEWAY	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 15/16 BUDGET	FORECAST	SPENT TO DATE
Ardmore St/Lakefront Streetscape	New Capital	Transportation - Non Sub	Rob Darby	18/11/16	15/01/17	10/03/17	4/04/17	30/06/17	On Track	On Hold	On Hold	On Hold	50,000		
Resilience - Crown Range Road Land Instability Construction	New Capital	Transportation - NZTA	Andrew Timms	28/05/16	20/08/16	1/04/17	1/07/17	1/10/17	At Risk	On Track	At Risk	At Risk	514,399	500,000	



REPORT ISSUED ON: Friday, 3 February 2017

PARKS PROJECT SUM

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



PROGRAMME MANAGEMENT
"Bridging the gap between
strategy and implementation"

Sch ID	Capital Delivery Team	PROJECT	WARD	ACTIVITY TYPE	PROJECT MANAGER	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 16/17 BUDGET	FORECAST	SPENT TO DATE	PROJECT STATUS COMMENTS
1 Y		Albert Town Lagoon	Wanaka	Parks and Reserves/Walkways	DM					10,200	10,200		Excavation work still delayed until after the lagoon drops. Seat & plinth installed. Path extension through Walkway renewals.
3 Y		Lake Hawea North Beach - Replace NZED Block with landmark	Wanaka	Buildings	MJ	N/A		N/A		11,000	11,000		Norski toilet approved, ordered & due to arrive late Jan 2017 for an early Feb install.
12 Y		Street Tree Replacement program - 2-3 streets a year Wanaka	Wanaka	Parks and Reserves/Walkways	TE					30,700	30,700	8,456	Street tree replacement & plant ordering/planting through arborist, Tim Errington
14 Y		Parks and Reserves Roding Minor Improvements – Wanaka	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		60,000	60,000	491	Determining work programme with Roding.
15 Y		Wanaka Cemetery Improvements	Wanaka	Council Land/Cemeteries/Waterways	MJ					45,000	43,918	33,663	Turf improvemetns complete. Concrete placing of new concrete beams in progress now. Due to be completed second week of February 2017.
17 Y		Playground Renewals - Wanaka	Wanaka	Parks and Reserves/Walkways	MJ	N/A		N/A		80,000	80,000		Works programme determined & currently seeking pricing. Works to take place March 2017.
19 Y		Roys Bay Park Improvements	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		102,300	102,300	36,200	Detailed design complete for car park. RC application complete and to be lodged mid February in conj with Aspiring Rd toilet. Construction deferred 17/18
21 Y		Aspiring Road - replace permaloo with Exeloo	Wanaka	Buildings	SQ	N/A		N/A		130,100	20,000		Working on toilet costing. RC application complete and to be lodged mid February. Construction deferred/budget reforecast to 17/18.
22 Y		Walkway Renewals - Wanaka	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		133,520	133,520	26,363	Trail upgrade programme approved through UCTT and pricing through Cranking Fine. Construction in progress.
23 Y		Minor Renewal Reserve Works - Wanaka Ward	Wanaka	Parks and Reserves/Walkways	SQ					148,000	148,000	82,105	Working through agreed work plan with Maintenance & Ops
29 Y		A&P Showgrounds Wanaka Fence	Wanaka	Parks and Reserves/Walkways	MJ			N/A		105,000	105,000		Short Form contract signed. Contractor to begin on site early January & complete Feb 10th 2017.
30 Y		Wanaka Showgrounds field development	Wanaka	Turf	SQ					200,000	200,000	186,610	Showgrounds field work still in progress. Additional seeding and topping low points. Grow-in period.
32 Y		Glendhu Bay Track	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		9,000	9,000		Scope determined & priced. Construction to be combined with Wanaka tracks upgrade for the year
38 Y		Pembroke Park Improvements - path/track	Wanaka	Parks and Reserves/Walkways	SQ					16,250	16,250	15,638	
39 Y		Gladstone Track	Wanaka	Parks and Reserves/Walkways	SQ					16,000	16,863	16,863	
41 Y		Albert Town Bridge Track link	Wanaka	Parks and Reserves/Walkways	SQ	N/A	On Hold		On Hold	17,500	17,500	1,634	On hold due to geotechnical report presenting high level of risk if we were to proceed. Exploring other options.