

Minutes of a meeting of the QLDC Community & Services Committee held via Zoom on Thursday 19 May 2022 commencing at 10.00am**Present**

Councillor Miller (Deputy Chair), Councillor Copland and Councillor Gladding

In Attendance

Dr Thunes Cloete (General Manager Community Services), Mrs Jeannie Galavazi (Senior Parks & Reserves Planner), Ms Alex Jamieson (Parks & Reserves Planner), Mrs Jan Maxwell, (Arts & Events Relationship Manager), Ms Susan Jacobs (Governance Team Leader) and Ms Jane Robertson (Senior Governance Advisor)

Apologies

Apologies were received from Councillor Ferguson, Councillor Shaw and Councillor Whitehead

On the motion of Councillor Copland and Councillor Gladding the Community & Services Committee resolved to accept the apologies.

Declarations of Conflicts of Interest

No declarations were made.

Public Forum

There were no speakers in the public forum.

Matters Lying on the Table

There were no matters lying on the table.

Confirmation of Agenda

On the motion of Councillor Copland and Councillor Miller the Community & Services Committee resolved that the agenda be confirmed without addition or alteration.

Confirmation of Minutes

On the motion of Councillor Gladding and Councillor Copland the Community & Services Committee resolved that the minutes of the meeting held on 24 February 2022 be confirmed as a true and correct record.

1 Proposal to vest twenty (20) reserves located at various locations throughout Arrowtown, Hanley Downs, Jacks Point and Kawarau Heights, Queenstown; and to offset Reserve Improvement Contributions if appropriate, per the Development Contributions Policy

A report from Alex Jamieson (Parks and Reserves Planner) assessed a proposal for four (4) Recreation Reserves, five (5) Local Purpose (Access) Reserves, and eleven (11) Local Purpose (Access and Services) Reserves. The subdivisions were located in Arrowtown, Hanley Downs, Jacks Point and Kawarau Heights. The report recommended that the proposed reserves be approved.

Ms Jamieson and Mrs Galavazi presented the report.

Councillor Gladding raised a concerns about Lot 302 Hanley Downs [as shown in Attachment B] related to the walking distance criteria and the safety of the reserve. These concerns were reassured by both Ms Jamieson and Mrs Galavazi.

In relation to recommendations 3a and 3b, Ms Jamieson clarified that the developer would usually liaise with the Council's parks team regarding any improvements to the reserve as well as the costs associated with those improvements. Ms Galavazi outlined the cost review process that had been established to support cost control. This process established what developers could claim credits for and what was deemed appropriate use of public funds.

On the motion of Councillor Gladding and Councillor Copland it was resolved that the Community & Services Committee:

- 1. Note the contents of this report;**
- 2. Recommend to Council that the vesting of the following reserves, be approved:**

FCL Willow Pond Limited – RM191391

- a) **Lot 803, Local Purpose (Access and Services) Reserve – 65m²**
- b) **Lot 804, Local Purpose (Access and Services) Reserve – 70m²**

Henley Downs Farm Holdings Limited, Hanley Downs – RM200615

- c) **Lot 302, Recreation Reserve – 6,145m²**
- d) **Lot 303, Local Purpose (Access and Services) Reserve – 513m²**

- e) Lot 304, Local Purpose (Access and Services) Reserve – 518m²
- f) Lot 305, Local Purpose (Access and Services) Reserve – 520m²
- g) Lot 306, Local Purpose (Access and Services) Reserve – 513m²
- h) Lot 307, Local Purpose (Access and Services) Reserve – 510m²

**Queenstown Lakes Community Housing Trust (QLCHT),
Arrowtown – RM210219**

- i) Lot 202, Recreation Reserve – 3,000m²
- j) Lot 203, Local Purpose (Access and Services) Reserve – 686m²
- k) Lot 204, Local Purpose (Access and Services) Reserve – 409m²
- l) Lot 205, Local Purpose (Access and Services) Reserve – 303m²

**Queenstown Commercial Limited, Kawarau Heights –
RM210243 (as varied by RM211116)**

- m) Lot 210, Local Purpose (Access) Reserve – 299m²
- n) Lot 211, Local Purpose (Access) Reserve – 322m²
- o) Lot 212, Local Purpose (Access) Reserve – 132m²

RCL Henley Downs Limited, Hanley Downs – RM210531

- p) Lot 80: Local Purpose (Access) Reserve. Area 518m²
- q) Lot 81: Local Purpose (Access and Services) Reserve. Area 220m²

RCL Henley Downs Limited, Hanley Downs – RM210606

- r) Lot 85: Local Purpose (Access) Reserve. Area 153m²

RCL Henley Downs Limited, Jacks Point – RM211262

- s) Lot 2: Recreation Reserve. Area 1,363m²
- t) Lot 3: Recreation Reserve. Area 660m²

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

- i) Consent being granted (as necessary and subject to any subsequent variations) for any subdivision required to formally create the reserves, and to also level out topography (if advised necessary by the Parks & Open Spaces Planning Manager);**
- ii) All wastewater infrastructure on the reserves shall be in ground, and have no impact whatsoever on the recreation function and values of the flat grassed land above. That flat land shall be able to accommodate recreational and connection uses year round, and the ground standards shall be the same as for any Recreation Reserve not otherwise containing stormwater infrastructure.**
- iii) Presentation of the reserve in accordance with Council's standards for reserves;**
- iv) The submission of a Landscape Plan to Council by the developer for certification as appropriate, including subsequent implementation of landscape and planting for the reserves. The certification of such a plan shall be by the Parks and Open Spaces Planning Manager.**
- v) The formation of sealed pathways on the reserves to a minimum 2 metre wide width, and to also meet the Grade 2 standard of the QLDC Cycle Trail and Track Design Standards & Specifications (2016);**
- vi) A potable water supply point to be provided at the boundary of the reserve lots;**
- vii) The registration of a fencing covenant under s6 of the Fencing Act 1978 on the reserves to vest in QLDC to protect the Council from liability to contribute towards any work on a fence between any public reserve vested in or administered by the Council and any adjoining land;**
- viii) The registration of a Consent Notice (or alternative encumbrance) on any land within the development adjoining the reserves, to ensure any fences on land adjoining, or boundaries along any reserve, shall be no greater than 1.2m in height, and be 50% visually permeable;**

- ix) **A three (3) year maintenance period by the current landowner commencing from vesting of the reserves;**
 - x) **A maintenance agreement being prepared and signed by the Parks and Open Spaces Planning Manager specifying how the reserves will be maintained during the maintenance period; and**
 - xi) **Vesting of reserves to be undertaken in accordance with the QLDC Vesting of Roads and Reserves Policy.**
- 3. Recommend to Council that any 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 the Parks & Open Spaces Planning Manager.**
 - b. **Final approval of any reserve improvement costs to be delegated to the the Parks & Open Spaces 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 Heritage Incentive Grant Application – Hicks Cottage

A report presented from Jan Maxwell (Arts & Events Relationship Manager) reviewed a request for a Heritage Incentive Grant for reimbursement of the costs of preparing a Heritage Impact Assessment (HIA) for Hicks Cottage, 22 Hicks Road Lower Shotover Queenstown. The report recommended that payment be approved.

Councillor Copland clarified the exact location of the cottage within Lower Shotover.

On the motion of Councillor Gladding and Councillor Copland it was resolved that the Community & Services Committee:

- 1. Note the contents of this report; and**
- 2. Approve the Heritage Incentive Grant of \$1,500 for reimbursement of costs for the preparation of a HIA**

**report plan for Hicks Cottage, 22 Hicks Road, Lower
Shotover Queenstown.**

The meeting concluded at 10.23am.

CHAIRPERSON

DATE