

**Wanaka Community Board
14 September 2016**

Minutes of a meeting of the Wanaka Community Board held in the Albert Town Tavern, 20 Alison Avenue, Wanaka on Wednesday 14 September 2016 beginning at 10.00am

Present:

Ms Rachel Brown (Chair), Councillor Lyal Cocks, Councillor Ella Lawton, Mr Ross McRobie and Mr Mike O'Connor

In attendance:

Mr Stewart Burns (General Manager, Finance and Regulatory), Mr Dave Wallace (Manager, Resource Management Engineering), Mr Aaron Burt (Parks and Reserves Planner), Mr Dan Cruickshank (Property Advisor, APL Property Ltd), Ms Sue Gwilliam (Team Leader, Upper Clutha Libraries) and Ms Jane Robertson (Senior Governance Advisor); three members of the public and two members of the media

Opening

The meeting commenced with a karakia from the Chair.

Apologies

An apology was received from Mr Bryan Lloyd (on approved leave of absence) and Councillor Calum MacLeod.

**On the motion of Mr O'Connor and Councillor Lawton
the Wanaka Community Board resolved that the
apology be accepted.**

Public Forum

There were no speakers in the Public Forum.

Declarations of Conflicts of Interest

No declarations were made.

Confirmation of Agenda

The Chair suggested that as there were members of the public in attendance at the meeting representing Cruise Lake Wanaka Limited, it would be helpful to bring item 5 forward in the meeting.

**On the motion of Ms Brown and Mr McRobie the
Board resolved that the agenda be confirmed with the
order of items changing to bring item 5 ('Affected
Person's Approval – Cruise Wanaka Limited') to
become the first item on the agenda.**

Confirmation of Minutes

On the motion of Mr O'Connor and Councillor Lawton the Wanaka Community Board resolved that the minutes of the Wanaka Community Board meeting held on 10 August 2016 be confirmed as a true and correct record.

5. **Affected Person's Approval – Cruise Lake Wanaka Limited**

A report from Dan Cruickshank (Property Advisor, APL Property Ltd) presented information about an application from Cruise Lake Wanaka Ltd to establish and operate a commercial passenger vehicle on Lake Wanaka in order to provide scenic cruises. The Council's approval as an affected party was sought for the operation to use the Council owned Jetty 147 and to make long-term use of the new commercial jetty adjacent to the Wanaka Marina. The report recommended that Affected Person Approval be given, provided that the Board was satisfied that the effects of the activity on the Council as landowner could be disregarded.

The report was presented by Mr Cruickshank and Mr Burt.

Councillor Cocks expressed support for the proposal. He understood the Council's plans to implement a new licence process and fee schedule for commercial users of its jetties but did not consider that this would be an issue.

Councillor Lawton observed that it was a large vessel and asked how operators would work out timetable clashes. Mr Cruickshank advised that through the resource consent process the effects the activity, use of the jetty and other operational matters would be considered.

It was noted that a suggestion had been received from boat users that to avoid jetty congestion, commercial operators use one side of the jetty and private users the other. Members agreed that this was good feedback and there was value in passing this onto the Harbour Master.

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

- 1. Note the contents of this report;**
- 2. Approve an affected person's approval to Cruise Lake Wanaka Ltd dated 31st August 2016 for the purpose of loading and disembarking passengers from Jetty 147 and the new commercial pontoon jetty adjacent to Wanaka Marina; and**
- 3. Delegate execution of the affected person's approval to the QLDC Property Manager.**

The meeting returned to the order of the published agenda items.

1. **Variation to existing Licence to Place Tables and Chairs in a Public Space – Sonny’s Kids Limited t/a Big Fig, Wanaka**

A report from Blake Hoger (Property Manager, APL Property Ltd) advised of an application from Sonny’s Kids Limited (trading as ‘Big Fig’) to vary its present ‘Licence to Place Tables and Chairs in a Public Place’ to place different furniture in the space, namely four tables with benches, two pot plants and a couch with coffee table and two stools. The report observed that the proposed tables and benches met the design guidelines of the policy, but the couch, coffee table and stools were not contemplated in the policy although nor were they restricted. However, the report raised the concern that by approving the couch, the Board may set a precedent for other Table and Chair Licences which may have an effect on the overall streetscape of Wanaka.

The report recommended that approval be given, although noting that the Board may instead decide to approve alternative furniture.

The report was presented by Mr Cruickshank. He confirmed that a furniture item of this type had not been approved previously. Members acknowledged that it was different from anything currently in use but considered that it was acceptable, noting that there was already a variety of size of tables and chairs in the town centre. In reply to a question, Mr Cruickshank stated that if there were issues with the proposed couch, the approval to site it in the licence space could be reviewed when the licence came up for renewal.

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

1. **Note the contents of this report;**
2. **Agree to vary the existing Licence to Place Tables and Chairs in a Public Space currently held by Sonny’s Kids Limited by amending the permitted furniture and increasing the licence area.**

2. **Temporary Road Closure – Upper Clutha A&P Show 2017**

A report from Sarah Mitchell (Property Consultant, APL Property Ltd) assessed the application for a temporary road closure for the purposes of holding the 2017 Upper Clutha A&P Show scheduled to take place from 9-12 March 2017. The report noted that the closure sought was the same as that sought in 2016 and recommended that it be approved.

Councillor Lawton asked for alternative transport modes to be encouraged in relation to this event. Mr Cruickshank noted that this could be included in the advertising for the temporary road closure.

On the motion of Councillor Lawton and Councillor Cocks it was resolved that the Wanaka Community Board:

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

2. Approve the road closure application for the Upper Clutha A & P Show 2017 subject to the following conditions:
 - a. Approval of the final Traffic Management Plan by QLDC Planning and Development.
 - b. Radio advertising two days prior and on the morning of the event.
 - c. The event organisers arranging suitable disposal methods for recycling and rubbish/refuse.
 - d. The event organisers ensure access is available for emergency services and maintenance contractors if required;
 - e. The applicant notifying all affected parties via the submitted affected party notice, of the extent of the temporary road closure; this notification is to be undertaken five working days prior to the closure occurring.
 - f. A copy of this notice is to be supplied to APL Property Limited.

3. Authorise the following schedule of road closures:

Road to be Closed: McDougall Street from Ardmore Street to Brownston Street

Period of Closure: 0800 on Thursday 9 March 2017 to 0900 on Sunday 12 March 2017

3. Hawea Library – Results of Trial Opening Hours

A report from Michelle Morss (Corporate Manager) presented the results from the trial of extended opening hours on Saturdays at the Hawea Library and recommended that the extended Saturday opening hours become permanent. The report noted however that the additional staff costs of the extended hours were \$1,924 per annum based on 2016/17 wage rates, but this cost could be met from existing budget.

The report was presented by Ms Gwilliam. She agreed that the trial of extended hours had been very successful with a lot of positive feedback and increased numbers of visitors.

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

1. Note the contents of this report;
2. Endorses the recommendation that the existing opening hours be permanently adjusted to 10:00 – 14:00 (currently 10:00 – 12:00) on a Saturday, for presentation to full Council.

4. **Wanaka Croquet Club – New Lease and Lessor’s Consent**

A report from Joanne Conroy (Property Manager, APL Property) advised that the Wanaka Croquet Club’s lease to occupy an area of Council recreation reserve was due to expire on 31 October 2016. The report detailed the process to grant a new lease and presented proposed lease conditions and recommended that approval to notify the intention to grant a lease be given.

The report also noted that if a new lease was approved, the club wished to build a new 18 square metre Skyline Garage to replace the present storage shed and was seeking Lessor’s consent and Affected Person’s Approval to do so. The report advised that the power to grant Lessor’s approval and Affected Person’s Approval was delegated to the Board and recommended that both approvals be given.

The report was presented by Mr Cruickshank and Mr Burt.

Councillor Lawton noted that the club’s membership was only 48 but it occupied a very large piece of recreation reserve and she questioned if its continued use for croquet was the best use of the land going forward. She observed that the recommended term of the lease was for 10 years with two renewals and she questioned whether in a changing community with restricted areas of recreation land if leasing the land for such a term was a good idea. Councillor Cocks supported her comments, stressing that they should in no way be seen as a criticism of the club but observing that there would be value in having a discussion with the club about its plans for the future and how the Board could best support it. He supported Councillor Lawton’s comments about the importance of using recreation land in the area intelligently because it was a finite resource.

A change was made to part 5 of the recommendation as it was agreed that it should be a duty of the incoming Board to appoint a hearings panel to hear any submissions.

On the motion of Mr O’Connor and Councillor Cocks it was resolved that the Wanaka Community Board:

- 1. Note the contents of this report;**
- 2. Approve notification of the intention to grant a new lease to the Wanaka Croquet Club over Sections 3 and 4 and Part Sections 2 and 5 Block XXXV Town of Wanaka subject to the following terms:**

Commencement	1 November 2016
Term	10 Years
Rent	Pursuant to Community Facility Pricing Policy
Renewals	Two of ten years each by agreement of both parties

Reviews	5 yearly or when the pricing policy is reviewed
Early Termination Notice	Two years (but not in the first 2 years)
Use	Croquet Courts and Sports Pavilion
Other	At expiry or termination, improvements to be removed or revert to Council ownership (Licensees choice, compensation payable if lease terminated early) Public liability Insurance required Health and Safety plan to be provided for approval.

3. **Grant Lessor's Approval for the Wanaka Croquet Club to build a Skyline Garage on the site.**
4. **Approve the Affected Person Approval (if required) for the Skyline Garage and delegate authority for signing that approval to the Parks and Planning Manager.**
5. **Recommend to the incoming Wanaka Community Board that it appoint three Councillors or Community Board Members (any two of whom can form a hearing panel) to hear any submissions and make a recommendation to Council.**

It was noted that item 5 had been dealt with earlier in the meeting.

6. Proposed alternative road name application for road currently named "Spring Blossom Drive"

A report from Warren Vermaas (Resource Management Engineer) advised of a complaint from residents of Spring Blossom Drive about the name selection on the basis that they had not been previously advised of the proposed second choice name. The residents were refusing to use the current street name and following consultation a proposed new name of **Mountain View Drive** had been agreed. This had been confirmed by a signed Affected Party Approval received by all of the resident representatives, indicating residents' acceptance of all of the names proposed

The report was presented by Mr Wallace.

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

- 1. Note the contents of this report;**
- 2. Approve the application for the alternative road name: 'Spring Blossom Drive amended to Mountain View Drive.'**

7. Chair's Report

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

- Hawea Unformed Legal Roads
- New Lease – Wanaka Junior Football Club
- Wanaka Watersports Facility Trust
- Wanaka Community House
- Proposed District Plan hearings
- Governance Agreement
- Projects underway (Property/Infrastructure and Parks/Reserves)

Governance Agreement

Further consideration was given to the content of the current Governance Agreement between the Council and the Wanaka Community Board.

Some concern was expressed about the levels of staff support provided for the Board, and especially the Chair. Whilst support for official meetings was satisfactory, members agreed that there needed to be greater administrative support for other activities such as workshops and expected levels of resourcing should be formalised. The members agreed that this was the Chief Executive's responsibility and should be reflected in the following statement in the Governance Agreement:

The Council's Chief Executive Officer will ensure that the Board is provided with complete, timely and robust information, support and advice on which the Board can make its decisions. This includes the provision of adequate staff support for Board activities.

There was further discussion about the powers delegated to the Board to which reference was made in the Governance Agreement. Members agreed that the Board currently had wide powers of delegation but it was important to ensure that these remained current. It was agreed that there would be value in presenting the delegations to the incoming Board at the beginning of the next triennium for review and/or reconfirmation and that the delegations should be closely linked with the Governance Agreement:

Delegations to the Wanaka Community board underlie the spirit of partnership espoused by this agreement and any changes to delegations and the Governance Agreement should be considered in tandem with each other.

Questions were raised about the onus placed on the Mayor in the Governance Agreement to 'regularly attend' Board meetings to report on Council issues and

the aligned requirement for the Board Chair to ‘attend Council meetings and report on Board issues impacting on the Council.’ Members noted that the reporting function assigned to the Mayor could be taken by senior managers who were required to attend Board meetings. The statement was amended as follows:

The Mayor ~~may will regularly~~ attend meetings of the Board to report on Council issues impacting on the Board but the Chief Executive and members of the senior management team will regularly attend Board meetings for this purpose. The Chair of the Board will attend Council meetings and report on Board issues impacting on the Council.

The Chair observed that the agreement was a key plank to the relationship between the Board and the Council. She believed that in future it should be reviewed more regularly and that it should also not be left until the final meeting of the triennium which could unnecessarily rush discussions.

Other business

Mr Darby joined the table and responded to questions about infrastructure team projects. Mr Burt presented the Parks and Reserves projects. He noted that the Wanaka Recreation Reserve Management Plan needed some formatting improvements prior to public notification, but this would occur in late September.

Members reported on recent community meetings and activities.

The Chair reiterated the thanks expressed in her report for members’ contribution to the Board’s work over the triennium.

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

- 1. Note the contents of this report; and**
- 2. Recommends to Council that the Governance Agreement (as amended) be adopted.**

The meeting concluded at 11.42am.

Confirmed as a true and correct record:

Chairperson

Chief Executive

DATE

DATE