

**Wanaka Community Board
12 April 2018**

Report for Agenda Item: 2

Department: Property & Infrastructure

Proposed new licence to Upper Clutha Plunket

Purpose

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

Recommendation

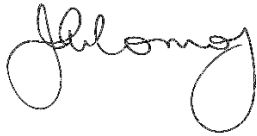
That the Wanaka Community Board:

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

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

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

Prepared by:



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APL Property Ltd

20/03/2018

Reviewed and Authorised by:



Stephen Quin
Parks Planning Manager

8/03/2018



Thunes Cloete
Community Services
General Manager

8/03/2018

Background

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

Comment

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

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

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

Options

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

Advantages:

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

Disadvantages:

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

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

Advantages:

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

Disadvantages:

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

- 17 Option 3 To decline the request.

Advantages:

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

Disadvantages:

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

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

Significance and Engagement

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

Risk

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

Financial Implications

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

Council Policies, Strategies and Bylaws

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

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

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

Local Government Act 2002 Purpose Provisions

26 The recommended option:

- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by providing a community group with parking that will enable it to operate safely and efficiently;
- Can be implemented through current funding under the 10-Year Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

Consultation: Community Views and Preferences

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

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

Attachments

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

Attachment A Upper Clutha Plunket





Plunket building

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

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