

**Wānaka-Upper Clutha Community Board**

**12 February 2026**

**Report for Agenda Item | Rīpoata moto e Rāraki take [2]**

**Department: Planning & Development**

**Title | Taitara: Licence to Occupy Road Reserve in Multiple Locations within the Queenstown Lakes District - Lake Hāwea (LO250047)**

**Purpose of the Report | Te Take mō te Pūroko**

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The purpose of this report is to consider granting a Licence to Occupy to the Otago Regional Council (ORC) for the Maungawera Valley Road and Piwakawaka Lane road reserves in Lake Hāwea. The licence would enable ORC to install groundwater monitoring bores and associated infrastructure within these reserves.

**Recommendation | Kā Tūtohuka**

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That the Wānaka-Upper Clutha Community Board:

1. **Note** the contents of this report and in particular,
2. **Grant** a Licence to Occupy the Maungawera Valley Road & Piwakawaka Lane road reserves to enable Otago Regional Council to install groundwater monitoring bore infrastructure subject to the following conditions:
  - a. *The licence shall remain at Council's pleasure.*
  - b. *It is the responsibility of the Applicant to ensure that all works on the road reserve comply with both the Building Act, and the Resource Management Act 1991. Resource and Building consents are to be obtained prior to works commencing, if required.*
  - c. *All works within the road reserve must comply with both a Traffic Management Plan (TMP) and Corridor Access Request (CAR). The TMP and CAR must be approved by Council Engineers before any work commences within the road reserve.*
  - d. *All activities are to be undertaken in accordance with the Health and Safety at Work Act 2015.*
  - e. *All services including Three Waters, phone, power and gas within the road reserve must be identified prior to any works being undertaken on the road*

*reserve. There shall be no damage to Council Infrastructure nor shall access to the road reserve by Council be fettered before, during or after the works are completed. Council reserves the right to recover costs for any damage to infrastructure.*

- f. Any works within the road reserve to be undertaken to the specification and approval of Council's Engineers.*
- g. Structures and/or occupation must not compromise roading or services maintenance activities.*
- h. Prior to works commencing, photographic evidence or a Council inspection is to be carried out of the pre-existing condition of the area to be occupied, and then again once the occupation is installed. Reinstatement of the area surrounding the occupation must be of current or better condition. Photographs can be sent to [LTO-TRC-applications@qldc.govt.nz](mailto:LTO-TRC-applications@qldc.govt.nz). Council Engineer inspection to be arranged with Rich Gurnell ([rich.gurnell@qldc.govt.nz](mailto:rich.gurnell@qldc.govt.nz)).*
- i. Any reinstatement works within the road reserve, if required, to be undertaken in accordance with the Council's Code of Practice for Working in the Road (2007) and/or to the satisfaction of Council Engineers.*
- j. The licence area is not to be used for parking or as a construction material storage or staging area at any time.*
- k. Minor changes to the Licence term can be at the discretion of and can be endorsed by the Manager of Development Engineering; and*

3. **Authorise** this report and resolution to be made available to the public as part of the next Chief Executive's report to Council.

**Prepared by:**



**Name:** Kim Anderson

**Title:** LTO & TRC  
Administrator  
22 December 2025

**Reviewed by:**



**Name:** Craig Hughes

**Title:** Team Leader - Acceptance,  
Development Engineering  
13 January 2026

**Approved by:**



**Name:** Dave Wallace

**Title:** General Manager -  
Planning and Development  
21 January 2026

## Context | Horopaki

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1. ORC (herein referred to as “the Applicant”) have applied for an License to Occupy (LTO) two locations within Lake Hāwea to install groundwater bores and related infrastructure for modelling the Hāwea Basin aquifer system.
2. In 2023 the Applicant commissioned Lincoln Agritech Limited to carry out groundwater modelling of the Hāwea Basin aquifer system to review groundwater allocation (LAL, 2023). The modelling achieved good calibration due a fit-for-purpose monitoring network; however, several data gaps were identified that would strengthen understanding of aquifer dynamics, including:
  - A lack of monitoring (including groundwater quality) and data for calibration for future models in the Maungawera Valley.
  - The need for a monitoring well at the southern base of the Moraine/Till terrace, parallel to the Lake Hāwea shoreline. This would improve understanding of hydrogeological interaction between the Hāwea Basin groundwater and the water coming directly off the Moraine complex.
3. Groundwater monitoring bores drilled by the Applicant for groundwater monitoring purposes are covered by RM14.101.01.
4. The proposed bores will be added to ORC’s State of Environment (SoE) monitoring network for groundwater level and quality.
5. Both bores will include downhole loggers that continuously monitor groundwater levels, with data transmitted via telemetry.
6. Quarterly groundwater samples will also be collected from each site to test a wide suite of quality parameters, augmenting ORC’s understanding of aquifer water quality.
7. The two proposed locations are:
  - Maungawera Valley Road (to access the Maungawera Valley Aquifer)
  - Piwakawaka Lane (to access the Hāwea Flat Aquifer)
8. **Site 1** (Maungawera Valley Road) will be within the road reserve adjacent to 100-152 Maungawera Valley Road, RD2 Wānaka.
9. The bore and equipment will be placed 1.5 meters from the farm fencing to allow space for the drilling rig.
10. Expected drilling depth at site 1 is 35-40 meters.

11. **Site 2** (Piwakawaka Lane) is located within the 20-metre-wide road reserve adjacent to the Hāwea Cemetery Reserve.
12. The bore will be placed 1.5m from the Cemetery Reserve boundary.
13. Expected drilling depth at site 2 is 40-45 meters.
14. Site 2 is a lower priority bore and is contingent on budget.
15. Boreholes will be installed using a drilling rig and the monitoring equipment and cabinet placed on a 100mm concrete pad.
16. Each bore will be covered with a metal lockable cabinet housing monitoring and telemetry equipment, powered by a solar panel mounted top.
17. The cabinets are currently sandy brown, but ORC is open to powder-coating them in a different colour if desired.
18. The Applicant proposes locating the sites within the road reserves to ensure continuity and secure access.
19. All data collected at these SoE monitoring bores will be publicly available. Live groundwater levels and many quality parameters can be viewed via ORC's online web portal (<https://envdata.orc.govt.nz/AQWebPortal>) or by request.

#### Analysis and Advice | Tatāritaka me kā Tohutohu

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20. Council's Temporary Use of Public Space for Construction Purposes Policy considers such applications. The Policy states:
  - That the Queenstown Lakes District Council (QLDC) has a statutory duty to ensure the safe and efficient operation of the road network and outlines the requirements to have an LTO Road Reserve. The policy states that a licence is required for the use of a road, footpath or any other public space as a platform for offices, sheds, jumbo bins, mini skips and containers, any structure such as a hoarding or gantry and for any activity that will affect regular pedestrian and/or vehicle traffic flows;
  - That the works require an approved TMP before any work commences;
  - That the Applicant is liable for any damages and/or reinstatement of Council's or any other person's property that may arise from the proposed activity (i.e. reinstatement of footpaths, road markings etc) and a bond may be taken for that purpose;

- That no work shall be carried out on an arterial road and the developer must make good any work in progress during certain times of the year such as Christmas and Easter holidays; and
- Maungawera Valley Road & Piwakawaka Lane are not deemed to be an arterial road; however, works are not to be undertaken during peak periods.

21. Council officers were consulted, and their analysis and advice are as follows:

*Roading Operations and Contracts Manager*

- No comments or concerns with this proposal.

*Roading Corridor Engineer*

- No comments or concerns from a roading perspective under the conditions contained within this report.

*Parks and Reserve Planner*

- No comments or concerns received from parks planning.

*Monitoring, Enforcement and Environmental Officer*

- No comments or concerns with this proposal.

*Property and Infrastructure Assistant Leasing Manager: Acquisitions & Disposals*

- No comments or concerns from a property perspective.

*Three Waters Engineer*

- No Three Waters services within either site proposed. No comments or concerns raised from a Three Waters perspective.

22. No additional special conditions have been specified due to the above internal stakeholder feedback.

23. 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.

24. Option 1 Wānaka-Upper Clutha Community Board (WUCCB) **grant** the LTO Road Reserve application subject to the conditions proposed above

*Advantages:*

- Enables the Applicant to address data gaps in the Hāwea Basin aquifer system, improving groundwater modelling and sustainable water management.
- Supports public transparency by making groundwater level and quality data available online.
- Occupation is temporary and low impact, with conditions ensuring compliance and reinstatement of the road reserve.
- Aligns with Council's regulatory framework and policies for safe and efficient use of road reserves.

*Disadvantages:*

- Potential disruption to traffic during operations, requiring an approved TMP.
- Visual impact of monitoring cabinets, though the Applicant is open to powder-coating for aesthetic integration.

25. Option 2 WUCCB **decline** the LTO Road Reserve application

*Advantages:*

- Avoids any potential risk of disruption to traffic during operations and associated management requirements.

*Disadvantages:*

- Leaves significant groundwater monitoring gaps unresolved, limiting Council's and ORC's ability to manage aquifer sustainability.
- Reduces public access to real-time groundwater data, impacting transparency and environmental stewardship.
- May result in long-term costs or environmental impacts due to insufficient data for resource allocation decisions.

26. This report recommends **Option 1** for addressing the matter as the works can be undertaken and completed under terms and conditions deemed appropriate by Council's officers.

## Consultation Process | Hātepe Matapaki

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### Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

27. This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy 2024. As it relates to Council's roading network is identified as a strategic and significant asset. Any decision affecting its integrity or long-term management elevates the level of significance.
28. There are no persons, other than the Applicants identified who are adversely affected by or would be significantly interested in this matter.
29. Council officers have been consulted about this application, and their comments are contained within this report.

### Māori Consultation | Iwi Rūnaka

30. The Council has not consulted Iwi as part of this application.

## Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

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31. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10023 Disruption event to facility or service within the QLDC Risk Register. This risk has been assessed as having a moderate residual risk rating. This matter relates to this risk because temporary occupation/drilling can disrupt traffic or local access.
32. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10032 Health, safety or wellbeing incident affecting employee within the QLDC Risk Register. This risk has been assessed as having a moderate residual risk rating. This matter relates to this risk because on-site drilling and installation activities introduce worker health & safety hazards.
33. The approval of the recommended option will support the Council by allowing us to implement additional controls for these risks. This shall be achieved by the conditions imposed by the LTO.

## Financial Implications | Kā Riteka ā-Pūtea

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34. The Applicants have paid a fee for their application to be processed which includes the preparation of the licence document if successful.
35. Should a legal review of the licence be required, Council's legal costs will be recovered from the Applicant.

## Council Effects and Views | Kā Whakaaweawe me kā Tirohaka a te Kaunihera

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

- **Significance and Engagement Policy 2024:** 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:** The consideration to grant or otherwise a LTO is considered part of the Council’s ‘Regulatory Services’ outlined in the Plan.
- **Asset Management Policy 2016 & Infrastructure Asset Management Strategy (2018-2048):** Emphasise maintaining Council’s ability to manage and upgrade infrastructure, which permanent encroachments compromise.
- **Temporary Use of Public Space for Construction Purposes Policy (Adopted 2003):** The policy addresses use of public space for temporary construction purposes.
- **Draft Open Space Strategy 2021:** Guides protection and use of public spaces, reinforcing the need to keep road reserves free of permanent private structures.
- **Traffic and Parking Bylaw 2018:** Provide legal controls on structures or obstructions within road reserves.

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

38. This matter is not included in the Long Term Plan/Annual Plan as the cost of the licence will be met by the Applicant.

#### Legal Considerations and Statutory Responsibilities | Ka Ture Whaiwhakaaro me kā Takohaka Waeture

39. The decision on whether to grant or decline an LTO road reserve must comply with the following statutory and legal frameworks:

- **Local Government Act 2002:** Section 10 outlines the purpose of local government as enabling democratic local decision-making and promoting the social, economic, environmental, and cultural well-being of communities. The recommended option is consistent with these provisions and does not alter the intended level of service or transfer ownership/control of a strategic asset.
- **Resource Management Act 1991:** Any works associated with the LTO must comply with the Resource Management Act, including obtaining resource consent where required.
- **Health and Safety at Work Act 2015:** All activities within the road reserve must be undertaken in accordance with health and safety obligations to protect workers and the public.
- **Traffic and Parking Bylaw 2018:** Provides legal controls on structures or obstructions within road reserves, ensuring safe and efficient operation of the roading network.

- **Temporary Use of Public Space for Construction Purposes Policy (2003) & Code of Practice for Working in the Road (2007):** Which set requirements for traffic management, reinstatement, and protection of Council assets.

40. Council has not sought legal advice for this specific application as the recommended option aligns with Council policies, bylaws and statutory obligations.

Local Government Act 2002 Purpose Provisions | Te Whakatureture 2002 o te Kāwanataka ā-Kiaka

41. Section 10 of the Local Government Act 2002 states the purpose of local government is Section 10 of the Local Government Act 2002 states the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

42. The recommended option:

- Is consistent with the Council’s plans and policies; and
- Would not significantly alter 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.

Attachments | Kā Tāpirihaka

A	Cover Letter
B	Location Plans



# Request to occupy Road reserves for ORC groundwater monitoring bores

OTAGO REGIONAL COUNCIL  
ORC CONTACT: SAM YEO  
PHONE: 027 602 6943



Figure 1. Photo of completed groundwater monitoring bore (within cabinet) from North Otago

## Précis

In 2023 ORC commissioned Lincoln Agritech Ltd to carry out groundwater modelling on the Hāwea Basin aquifer system to review groundwater allocation (LAL, 2023<sup>1</sup>). The modelling was able to achieve good calibration due to a fit for purpose monitoring network, however a few data gaps were identified that would help strengthen the understanding of aquifer dynamics in a few areas these include:

1. A lack of monitoring (including understanding groundwater quality) and data for calibration for any future models in the Maungawera Valley
2. A monitoring well at the southern base of the moraine/till terrace parallel to the shore front of Lake Hāwea. A monitoring well placed here will help increase understanding of hydrogeological interaction between the Hāwea Basin groundwater and the water coming directly off the moraine complex. This bore is lower priority and is contingent on budget.

The proposed monitoring bores will be added to ORC's State of Environment (SoE) monitoring network as both groundwater level and quality bores. All bores will have downhole loggers that will continuously monitor groundwater levels. The data is then sent via telemetry. Additionally, groundwater quality samples will be collected from the bore quarterly. The bore sampling tests for a wide suite of groundwater quality parameters to augment our understanding of groundwater quality within aquifers.

Drilling these bores on publicly owned road reserves and land parcels helps to ensure continuity and security of access for these monitoring bores, providing vital information for

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<sup>1</sup> Lincoln Agritech Limited (2023). *Hāwea Basin groundwater model & allocation review*. Prepared by Matt Dumont, Jens Rekker, and Zeb Etheridge. 161 pages

determining long-term trends/changes. All data collected by ORC at these SoE monitoring bores is publicly available information. Live groundwater levels and many quality parameters can be viewed via ORC's online web portal: <https://envdata.orc.govt.nz/AQWebPortal> or by request.

Groundwater monitoring bores drilled by ORC for groundwater monitoring purposes are covered by RM 14.101.01 (Appended).

# Attachment B: Location Plans



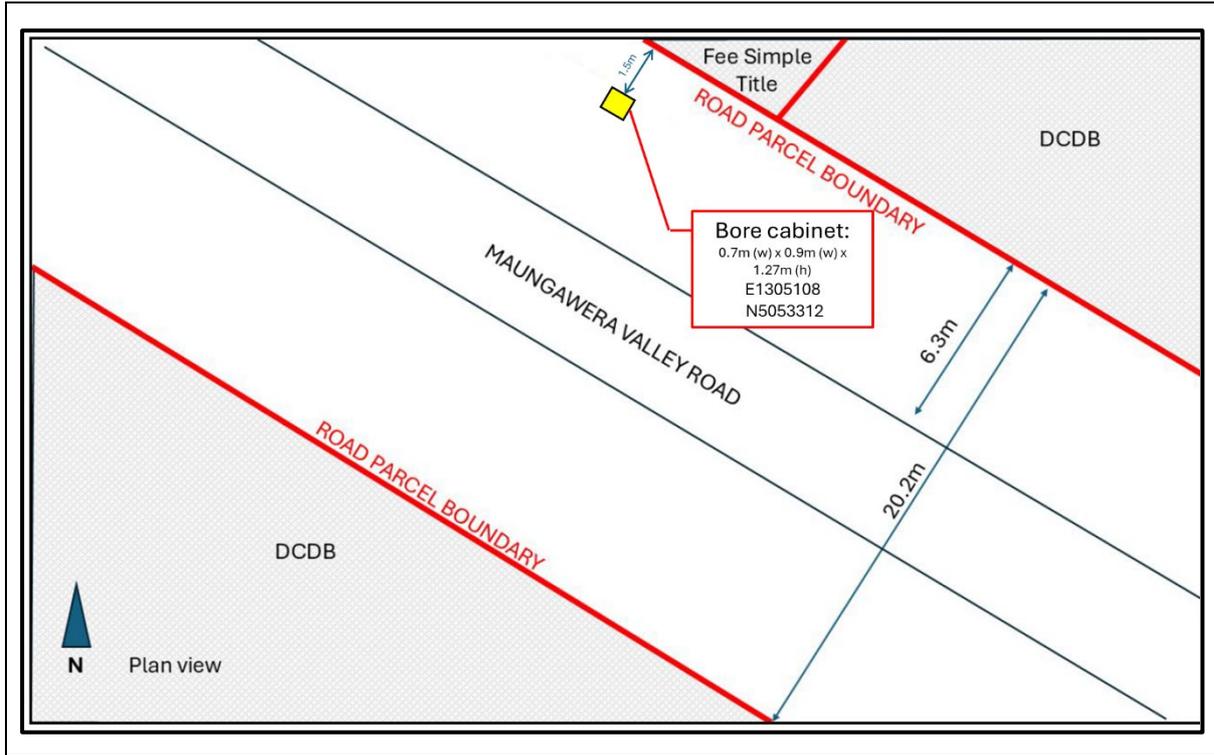
**Map showing proposed ORC State of Environment monitoring bore options**



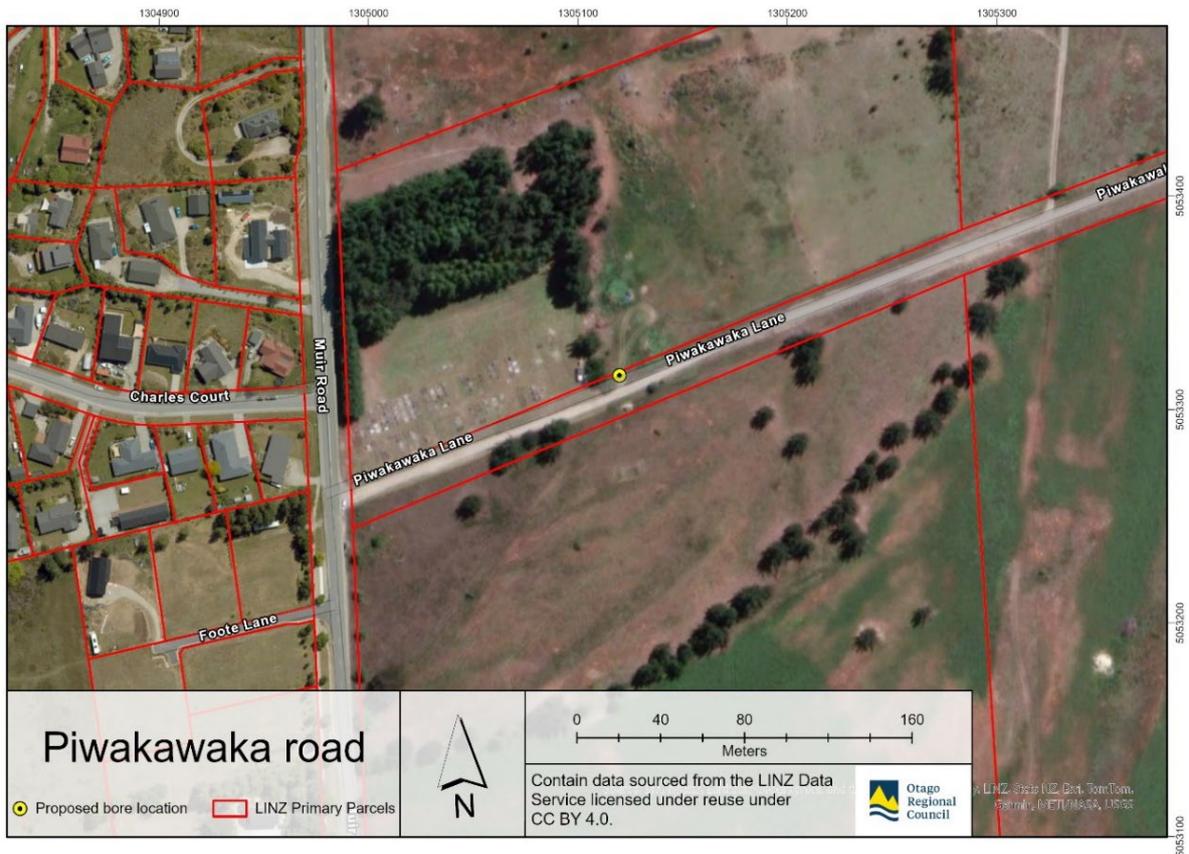
**Bore location proposals – Maungawera Valley Aquifer:**



**SITE 1: Maungawera Valley Rd.** Sited approx. 1.5m out from fence to allow room for drilling rig. Will survey to ensure sited on road parcel.

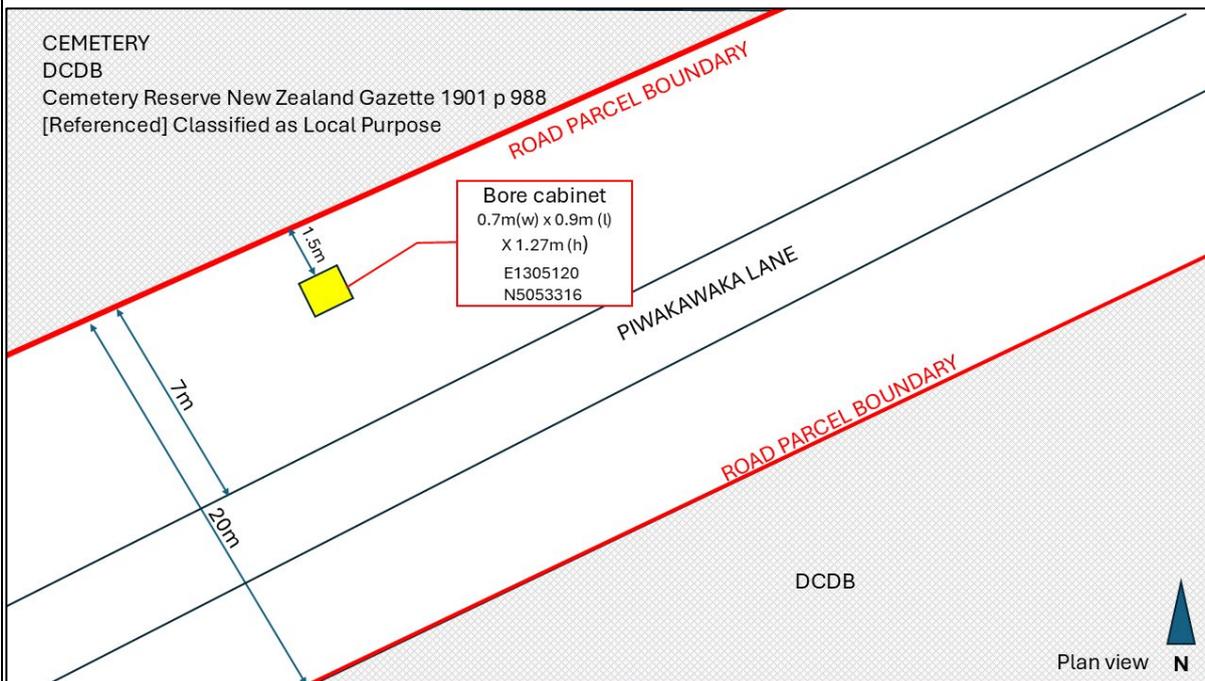


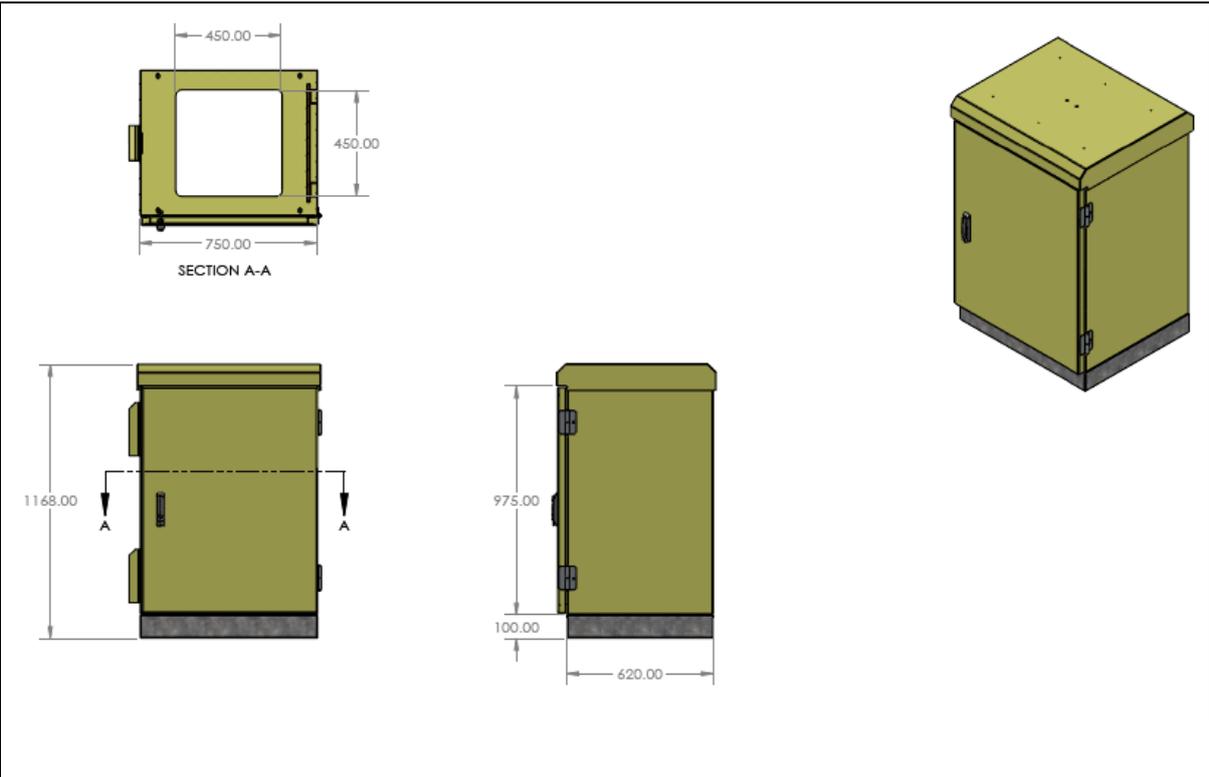
Bore location proposals – Hāwea Flat Aquifer:





**SITE 2: Piwakawaka rd.** is located at the Hāwea Cemetery but within the road parcel, near the pines indicated by the red arrow. Am wanting a location within this approximate area so am open to suggestions for an area that works for QLDC.





Cabinet specs erected after borehole installation. Used to house bore and telemetry equipment, powered by solar (solar panel installed on top of cabinet). Currently have sandy brown colour, but can powder coat a different colour if desired.



Images showing final bore installation, with concrete pad and monitoring equipment housed in metal, lockable cabinet. Groundwater level data telemetered to the server in Dunedin.



ORC field technician pumping the well in preparation for quarterly groundwater quality sampling. Bore was later installed with cabinet like those seen in above images. *Bendigo, Central Otago*

### Details for proposed wells

Well	Easting	Northing	Expected depth
Maungawera Valley	1305108	5053312	35-40m
Piwakawaka Rd	1305120	5053316	40-45m