

Minutes of a meeting of the Wānaka Community Board held via Zoom on Thursday 17 February 2022 commencing at 10.00am

Present

Mr Barry Bruce (Chair), Ms Jude Battson, Mr Chris Hadfield, Councillor Calum MacLeod, Councillor Niamh Shaw, Councillor Quentin Smith and Mr Ed Taylor

In Attendance

Dr Thunes Cloete (General Manager, Community Services), Mr David Wallace (Manager, Resource Management Engineering), Mr Aaron Burt (Senior Parks and Reserves Planner) and Ms Jane Robertson (Senior Governance Advisor)

Apologies/Leave of Absence Applications

There were no apologies.

Declarations of Conflicts of Interest

No declarations were made.

Matters Lying on the Table

There were no matters lying on the table.

Public Forum

There were no speakers in the public forum.

Confirmation of Agenda

On the motion of Councillor MacLeod and Ms Battson the Wānaka Community Board resolved that the agenda be confirmed without addition or alteration.

Confirmation of Minutes

On the motion of Councillor Shaw and Mr Hadfield the Wānaka Community Board resolved that the public part of the minutes of the meeting held on 9 December 2021 be confirmed as a true and correct record.

Councillor MacLeod abstained because he was not present at the meeting.

1 **Licence to Occupy Application, 54A Hunter Crescent, Wānaka**

A report from Brooke Allan (Subdivision Officer) assessed an application for Licence to Occupy from Barry and Wendy Biggs to allow them to landscape the road reserve in front of their property. The report recommended that a licence be granted, subject to a number of standard conditions.

Mr Wallace presented this and item 2. He confirmed that more planting than what currently existed was proposed and would extend about 2-3 metres into the road reserve. It would be low level planting (shrubbery), but in contrast to an application presented at the previous board meeting for a concreted parking area, had been viewed as a positive addition to the streetscape. Further, a proposed licence condition was that it be permitted 'at Council's pleasure,' so could be removed if necessary.

On the motion of Mr Hadfield and Councillor Shaw it was resolved that the Wānaka Community Board:

1. **Notes the contents of this report;**
2. **Grant a licence to occupy Hunter Crescent road reserve to enable Barry and Wendy Biggs to landscape the reserve in front of the property subject to the following conditions:**
 - a. **The licence shall remain at Council's pleasure.**
 - b. **If the licence agreement is ended the licensee shall be responsible for reinstating all licence areas to Council's satisfaction.**
 - c. **Building and Resource Consent to be obtained prior to works commencing if required.**
 - d. **All activities are to be undertaken in accordance with Worksafe New Zealand standards for the work environment.**
 - e. **All services including three-waters, telecommunication, power and gas within the road reserve must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same.**
 - f. **All Landscaping is to be maintained by the Licensee to ensure it is kept in neat order and does not represent any fire risk or impede on sightlines or the safe use of the road. Any dead or dying planting is to be replaced and/or removed.**
 - g. **Council may require at their discretion, the planting to be trimmed or removed at any time upon request,**

and this shall be done at the licensees cost within one month of any request.

h. The Applicant consents to a Covenant in Gross being recorded against the title of LINZ ID 8216008 to ensure the recommended terms and conditions of the Licence continue in perpetuity for all future owners of the property.

3. Should Council disturb the area at any time any reinstatement shall be the responsibility and cost of the licensee.

2 Licence to Occupy Application, 67 Brownston Street, Wānaka

A report from Brooke Allan (Subdivision Officer) assessed an application for Licence to Occupy road reserve to enable Fortis Holdings Ltd to occupy the road reserve for construction purposes. The report recommended granting approval, subject to various standard conditions.

Members noted that the proposed occupation was anticipated to take 52 weeks. Mr Wallace advised that this was a common type of application and a condition was proposed that would allow the applicant to seek an extension of the licence to occupy term should it be needed. Councillor Shaw favoured setting a specific completion date because of the very central location and the fact that it was a heavily used street. Mr Wallace agreed that it would be possible to specify a maximum term of 52 weeks in the licence.

On the motion of Councillor MacLeod and Mr Taylor was resolved that the Wānaka Community Board:

- 1. Notes the contents of this report;**
- 2. Grants a licence to occupy 67 Brownston Street road reserve to enable Fortis Holdings Limited to occupy the road reserve for construction purposes including scaffolding, gantry, site cabins and storage yard subject to the following conditions:**
 - a. The licence shall remain at Council's pleasure.**
 - b. All works to be suspended and the road reserve cleared during the Christmas and New Year period if works are not already completed.**
 - c. The licence may be terminated or suspended should council require use of the road reserve for infrastructure works.**
 - d. The licence area is not to be used for parking by the licensee or their contractors.**

- e. **Building and Resource Consent to be obtained prior to works commencing if required.**
- f. **Approval of a Traffic Management Plan (TMP) by Council Engineers before work commences which compliments any other existing TMPs in the vicinity.**
- g. **Deliveries to site to be undertaken before 8:00am where possible in order to minimise disruption.**
- h. **All activities are to be undertaken in accordance with Worksafe New Zealand's standards for the work environment.**
- i. **All services including 3-waters, phone, power and gas within the road reserve must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same.**
- j. **The licensee shall liaise with the affected adjacent businesses regarding possible impacts.**
- k. **The licensee shall communicate with business via flyers detailing closure dates and times.**
- l. **No hazardous chemicals or materials shall be stored or used on the area of occupation at any time.**
- m. **The area of occupation must be kept clean with any waste material spillage cleaned immediately.**
- n. **Any damage to Council property as a result of the works is to be resolved to the satisfaction of Council Engineers at the cost of the applicant. This is to be evidenced by before and after photos or similar.**
- o. **The term of the licence to occupy shall be for 52 weeks maximum.**

3 Proposed Reserves to Vest in Wānaka

A report from Aaron Burt (Senior Parks and Reserves Planner) assessed applications for new reserves: two Local Purpose (Access) Reserves, one Local Purpose (Connection and Services) Reserve and one Recreation Reserve (Local Park). The reserves were located in three separate subdivision developments: Studholme Developments Ltd, Orchard Road Holdings Limited and Pembroke Terrace Ltd. Four reserves were proposed, three of which were to facilitate public access/connectivity and one that was for a local park.

Councillor Smith expressed concern about the connectivity of the reserves and was very critical of the proposed roading plan. Mr Burt advised that in relation to

Pembroke Terrace he was working with the developer to try to create a connection. Councillor Smith stated that he was surprised there was no road from Ballantyne Road. Dr Cloete advised that he would raise these concerns with the Council's roading team.

On the motion of Ms Battson and Mr Taylor it was resolved that the Wanaka Community Board:

1. Notes the contents of this report;

2. Recommend to Council that the vesting of the following reserves, be approved:

Studholme Developments Limited: Subdivision Consent RM191033

a. Local Purpose (Access) Reserve. Lot 10, being 1145m².

b. Local Purpose (Access) Reserve. Lot 11, being 305m².

Orchard Road Holdings Limited: Subdivision Consent RM200259

c. Local Purpose (Connection and Services) Reserve. Lot 901, being 255m².

Pembroke Terrace Limited: Subdivision Consent RM210412

d. Recreation Reserve (Local Park). Lot 200, being 4237m².

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 for reserves (if advised necessary by the Parks and Open Spaces Planning Manager);

ii. Presentation of the reserves in accordance with Council's policies;

iii. The submission of Landscape Plans 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.

- iv. The formation of sealed pathways on reserves to a minimum two-metre wide width, and to also meet the Grade 2 standard of the QLDC Cycle Trail and Track Design Standards and Specifications (2016);
 - v. A potable water supply point to be provided at the boundary of the reserve lots;
 - vi. 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;
 - vii. 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 no greater than 1.2m in height, and be 50% visually permeable;
 - viii. A three-year maintenance period by the current landowner commencing from vesting of the reserves;
 - ix. A maintenance agreement for reserves being prepared and signed by the Parks and Open Spaces Planning Manager specifying how the reserves will be maintained during the maintenance period; and
 - x. Vesting of reserves to be undertaken in accordance with the QLDC Vesting of Roads and Reserves Policy.
 - xi. For Pembroke Terrace Limited, any lot to vest as recreation reserve, including the completion of pedestrian and cycle connections in Easement Area A, shall vest as part of the first, second or third stage of this development, but not the last.
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 and Open Spaces Planning Manager.

- b. **Final approval of any reserve improvement costs to be delegated to the Parks and 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.**

4 **Chair's Report**

A report from the Chair presented:

- Updates on Wānaka Lakefront Development Stages 2 and 5;
- Issues with the Pembroke Park irrigation;
- Proposed Capell Avenue/Domain Road intersection improvements, Hāwea;
- Redesign of the Golf Course/Ballantyne Road intersection;
- Lease of former Mitre 10 building;
- New completion date for Luggate Memorial Hall;
- Activities at the Wānaka Recreation Centre.

Some concern was expressed about the relatively low number of survey responses received on the Stage Five Concept Plan (Wānaka Lakefront Development).

Councillor Shaw noted there were general public concerns about public spaces and a response on the trees around Rotary Park was still awaited. Further, the information about Pembroke Park irrigation should be disseminated more widely. Dr Cloete advised that he would follow this up as a Councillor RFS.

Councillor Shaw presented an update from the Albert Town Community Association. She considered that one way of empowering the Board was to include a Chair's report at each community association meeting.

Councillor Smith noted that two current members of the Upper Clutha Tracks Trust, Rachel Brown and Paul Hellebrekers, were to leave the community. Both had made a significant contribution to the Trust's work. The AGM was scheduled to happen soon and new trustees would be sought.

On the motion of Councillor MacLeod and Mr Taylor the Wānaka Community Board resolved that the report be noted.

RESOLUTION TO EXCLUDE THE PUBLIC

On the motion of Ms Battson and Councillor Shaw the Wānaka Community Board resolved that the public be excluded from the following parts of the meeting:

The general subject of each matter to be considered whilst the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Confirmation of minutes:

Item 5: Wānaka Airport Management Services Agreement

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
5. Wānaka Airport Management Services Agreement	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of information is necessary to: i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);	Section 7(2)(i)

This recommendation is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982 as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above with respect to each item.

The meeting went into public excluded at 10.56am.

PUBLIC EXCLUDED

Confirmation of Minutes

On the motion of Councillor Smith and Mr Hadfield the Wānaka Community Board resolved that the minutes of the public excluded part of the meeting of the Wānaka Community Board held on 9 December 2021 be confirmed as a true and correct record.

Councillor MacLeod abstained because he was not present at the meeting.

On the motion of Councillor Shaw and Ms Battson the Wānaka Community Board resolved that the public be readmitted to the meeting.

The meeting came out of public excluded and concluded at 10.58am.

Confirmed as a true and correct record:

CHAIRPERSON

DATE