Minutes of an ordinary meeting of the Queenstown Lakes District Council held in the Council Chambers, 10 Gorge Road, Queenstown on Thursday 8 October 2026 commencing at 11.00am

Membership:

Mayor John Glover; Councillor Gavin Bartlett, Councillor Samuel 'Q' Belk, Councillor Heath Copland, Councillor Niki Gladding, Councillor Nicola King, Councillor Jon Mitchell, Councillor Quentin Smith, Councillor Cody Tucker, Councillor Melissa White, Councillor Matthew Wong

Attendees:

James Stevenson-Wallace (Chief Executive), Tony Avery (General Manager, Property & Infrastructure), Ken Bailey (General Manager, Community Services), Katherine Harbrow (General Manager, Assurance, Finance & Risk), Meaghan Miller (General Manager, Corporate Services), Michelle Morss (General Manager, Strategy & Policy), Simon Mason (Infrastructure Operations Manager), Brendan Peet (General Counsel), Mary Davenport (Associate Counsel RMA and Regulatory), Ian Dunbar (Organisation Performance Manager), Caleb Dawson-Swale (Business Planning Manager), Priya Bhuller (Business Planning Project Manager), Onur Oktem (Principal Planner - Resource Management Policy), Dom Harrison (Parks & Reserves Planner), Carrie Williams (Policy Manager), Caitlin Pemberton (Policy Advisor), Carrie Edgerton (Regulatory Support, Parking and Animal Control Manager), Pamela Parker (Procurement Manager), Greg Rozen (Interim Programme Director and IQA Role), Jon Winterbottom (Democracy Services Manager), Ben Scott (Web and Digital Communications Advisor), Jane Robertson (Senior Democracy Services Advisor); one member of the media and approximately three members of the public

Announcements

The Mayor welcomed the new Chief Executive, James Stevenson-Wallace, to his first Council meeting in his first week of employment with Queenstown Lakes District Council.

Apologies/Leave of Absence Applications

An apology was received from Councillor Brent.

The following requests for Leave of Absence were made:

- Councillor White: 20 October 2026;
- Councillor Mitchell: 16-20 November 2026;
- Councillor Copland: 16-18 November 2026; 23-26 November 2026.

It was moved (The Mayor, Councillor Gladding):

That the Queenstown Lakes District Council resolve that the apology be accepted and the requests for leave of absence be granted.

Motion <u>carried</u> unanimously.

Confirmation of Agenda

It was moved (The Mayor, Councillor Mitchell):

That the Queenstown Lakes District Council resolve that the agenda be confirmed without addition, noting however that the report and attachment A for item 10 ('QLDC Aquatic Centres Decarbonisation (LPG Conversion')) will become a public item as item 8 on the agenda, with the subsequent items being numbered items 9, 9A and 10.

Motion carried unanimously.

Declarations of Conflict of Interest

No declarations were made.

Public Forum

1. Ross Copland, Southern Infrastructure (Cable Car) Limited (SICCL)

Mr Copland asked the Council to support SICCL's request to use Council reserves for cable car stations and delegate negotiation of final terms and conditions for their use to the Chief Executive. This agreement was needed in order for SICCL to submit its Fast Track application.

He detailed the cable car proposal, noting that an off-road public transport service was the only option for Frankton Road, operating above the traffic. This would give it a much faster journey time than buses, which were delayed by traffic congestion. The project had a credible funding model and was supported in the Otago Regional Council (ORC) transport plan.

Although privately financed, he wished to secure a public transport contract with ORC. Cable cars were an efficient use of land compared to land based traffic solutions and whilst there were still many matters to decide, he wanted to work with Council to advance the project.

Confirmation of Previous Minutes

Ordinary meeting of Queenstown Lakes District Council held on 27 August 2026

It was moved (The Mayor, Councillor Tucker):

That the Queenstown Lakes District Council resolve that the minutes of the public part of the ordinary meeting of the Queenstown Lakes District Council held on 27 August 2026 be confirmed as a true and correct record.

Motion carried unanimously.

Extraordinary meeting of Queenstown Lakes District Council held on 28 September 2026

Councillor King asked for her apology for the meeting to be recorded.

It was moved (The Mayor, Councillor Gladding):

That the Queenstown Lakes District Council resolve that the minutes of the public part of the extraordinary meeting of the Queenstown Lakes District Council held on 28 September 2026 as amended be confirmed as a true and correct record.

Motion carried unanimously.

1. **Annual Report 2025-2026**

A covering report from Caleb Dawson-Swale (Business Planning Manager) introduced the draft Annual Report 2025-2026, recommending that the Council adopt the draft pursuant to sections 98 and 99 of the Local Government Act 2002. Included with the Annual Report was the Deloitte Report to the Risk & Assurance Committee (Attachment B), the draft Representation Letter (Attachment C) and Summary Representation Letter (Attachment D).

Katherine Harbrow, Meaghan Miller and Caleb Dawson-Swale presented the report.

Ms Harbrow noted that the Annual Report was required by statute and needed to meet the deadline of adoption by 31 October. She paid tribute to the wide range of staff and departments which contributed to its content. It had been recommended for adoption by the Risk & Assurance Committee at its meeting held on 1 October 2026.

Ms Harbrow drew attention to three broad observations raised by Deloitte. She noted that staff had these queries in hand and would report on them to the December Risk & Assurance Committee meeting as part of the internal audit programme.

Councillor Belk questioned the use of a 3% projected population growth rate, as this was much less than the average actual growth since 1990. He asked for the Annual Report to be amended to clarify why the 3% figure had been used. Ms Harbrow acknowledged the validity of this observation but said that officers would look for other ways of clarifying use of the 3% growth figure because all content of the Annual Report was audited and any change at this stage would require audit verification.

In response to a question, Ms Harbrow explained why the operating 'surplus' of $119.7M did not represent actual cash in hand but was largely due to the increase in vested assets revenue.

It was moved (The Mayor, Councillor Tucker):

That the Queenstown Lakes District Council resolve to:

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

2. **Adopt** the draft Annual Report for the year ended 30 June 2026 pursuant to sections 98 and 99 of the Local Government Act 2002, as recommended by the Risk & Assurance Committee (Attachment A); and

3. **Note** that the General Manager, Assurance, Finance and Risk will sign the 2025/26 Annual Report Deloitte engagement letter for the Debenture Trust.

Motion carried unanimously.

2. **Shotover Wastewater Treatment Plant (SWWTP) Consent Application – Discharge Design Amendments & Treatment Enhancements**

A report from Simon Mason (Infrastructure Operations Manager) proposed a new option for the long-term resource consent application for the discharge of treated wastewater from the Shotover Wastewater Treatment Plan before the Otago Regional Council. The new option involved changing from a rock outfall to a direct piped discharge configuration to the Kawarau River and introducing a chemical dosing system to provide enhanced phosphorus removal.

Simon Mason and Tony Avery presented the report. Mr Mason clarified that the decision sought was to support amendments to the consent application and associated technical work and was not to approve construction works.

Questions were raised regarding public health risks, virus treatment requirements, and the potential use and environmental effects of aluminium-based phosphorus dosing. Mr Mason outlined ongoing assessments and monitoring.

In response to questions about the robustness of river modelling, the consent process, and the timing of public notification, it was noted that further technical work and review by Otago Regional Council would occur before public notification.

Elected members discussed the importance of stakeholder engagement, risk management, and maintaining oversight during the transition of responsibilities to Alpine Waters. They also considered iwi feedback and the role of ongoing mana-to-mana engagement in informing the consent application.

Councillor Mitchell commended staff for their efforts to reduce the environmental impacts of the SWWTP and manage risks.

Officers advised that stakeholder discussions would continue throughout the consenting process and any proposed changes arising from those discussions would be reported back to Council prior to final determination.

It was moved (Councillor White, Councillor Wong):

That the Queenstown Lakes District Council resolve to:

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

2. **Note** that in accordance with the March 2026 Council decision on Shotover Wastewater Treatment Plant disposal:

    a. Resolution 2 – Further work has been undertaken in support of the decision to proceed with an application to discharge to the Kawarau River and is the subject of this report with amendments being proposed;

    b. Resolution 3 – Further investigations are continuing into the identification and assessment of reasonably practicable wastewater disposal options, including land-based and hybrid land–water options to be reported back to Council in March 2027; this report nor its recommendations affect the alternative options process currently underway;

3. **Approve** the option put forward in the long-term resource consent application for the discharge of treated wastewater from the Shotover Wastewater Treatment Plant before the Otago Regional Council to:

    a. Change from a rock outfall to a direct piped discharge configuration to the Kawarau River;

    b. Introduce a chemical dosing system to provide enhanced phosphorus removal

4. **Note** that in respect of the possible need for additional UV disinfection as part of the long term consent application that:

    a. Work will continue on two concurrent UV disinfection design pathways until completion of the virus testing programme and Quantitative Microbial Health Risk Assessment (QMRA); and

b. Staff will return to Council (or Alpine Waters - timing dependent) for a final decision to implement the preferred UV disinfection solution following completion of the virus monitoring programme and QMRA assessment, with confirmation that the selected option can be accommodated within existing approved budgets.

Motion carried unanimously.

3. **Shotover Wastewater Treatment Plant (SWWTP) Consent Application – Discharge Design Amendments & Treatment Enhancements**

A report from Mary Davenport (Associate Counsel RMA and Regulatory) sought Council approval to make a request to the Otago Regional Council (ORC) that the ORC refer the long-term Shotover Wastewater Treatment Plant (SWWTP) resource consent applications directly to the Environment Court under sections 87D to 87G of the Resource Management Act 1991 (RMA). The report did not discuss the merits of the application.

Councillor White withdrew from the meeting at 11.50am.

Mary Davenport and Brendan Peet presented the report. They confirmed that direct referral to the Environment Court had been deemed the best option and was also likely to deliver a cost saving. If appealed (and this was highly likely), the decision would be referred back to the Environment Court.

Councillor White re-entered the meeting at 11.51am.

There was discussion about whether direct referral still allowed for participation by interested parties, as elected members were concerned about enabling full public participation in an application of this type. Officers confirmed that the direct referral still allowed for public submissions to be made to the ORC. It was expected that the process could take up to two years to proceed through the consenting process.

It was moved (Councillor Wong, Councillor Tucker):

That the Queenstown Lakes District Council resolve to:

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

2. **Note** that Council lodged long-term resource consent applications with the Otago Regional Council on 29 May 2026 relating to the continued operation of the Shotover Wastewater Treatment Plant;

3. **Note** that the applications were accepted as complete by Otago Regional Council on 16 June 2026;

4. **Approve** requesting Otago Regional Council, pursuant to section 87D of the Resource Management Act 1991, to directly refer the long-term Shotover Wastewater Treatment Plant resource consent applications to the Environment Court for determination;

5. **Delegate** authority to the Chief Executive Officer to:

    a. Submit a request for direct referral to Otago Regional Council;

    b. Take all steps necessary to progress that request; and

    c. Lodge any subsequent application required under sections 87F and 87G of the Resource Management Act 1991 if direct referral is approved by ORC.

Motion carried with Councillor Gladding recording her vote against the motion.

4. Southern Infrastructure (Cable Car) Ltd request to use Council Reserve Land for a Cable Car

A report from Dom Harrison (Parks and Reserves Planner) and Onur Oktem (Principal Planner, Policy Planning) sought Council's direction on a request from Southern Infrastructure (Cable Car) Limited (SICCL) for written agreement, under the Schedule 6 of the Fast-Track Approvals Act 2024, to undertake the Queenstown Cable Car activity on Council reserve lands. The report recommended that Council consent be given 'in principle', subject to the provision of further essential information before a full written Council agreement could be considered.

Dom Harrison, Onur Oktem and Tony Avery presented the report. It was noted that the report's scope was limited to use of Council reserve land, although there was still uncertainty about the proposed cable car route. The report did not assess whether the proposal was a public transport service or a tourism attraction but the application materials had suggested that the proposal was a public transport solution. The report also did not assess the implications if Council did not charge SICCL for using Council reserves, but this was one of the matters highlighted in the recommendation that still needed to be worked through.

There was further discussion about the meaning of 'in principle' and to what extent this gave the Council ability to participate in this initiative in the future. Officers considered that the Council as reserve owner, would retain a veto right despite the 'in principle' approval but this initial step was needed in order for SICCL to lodge the Fast Track application.

Members considered that 'in principle' approval was a substantive decision under the Council's Significance and Engagement Policy 2024, and consultation would normally be required. The use of reserves would also trigger public input under the Reserves Act 1977, but both these pathways were eclipsed by the Fast Track Act 2024. It was further noted that whilst Council must not withhold its approval unreasonably, it was also required to undertake due diligence, although the intent of the recommended option was to provide Council with future options.

There was agreement that the meeting should go into public excluded to allow the Council to take legal advice on how it could protect itself if it gave 'in principle' approval.

Resolution to Exclude the Public

It was moved (Councillor Wong, Councillor Mitchell):

That the Queenstown Lakes District Council resolve that the public be excluded from the following parts of the meeting.

Motion carried unanimously.

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:
Agenda items:

Item 4: Southern Infrastructure (Cable Car) Ltd request to use Council Reserve Land for a Cable Car

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
Item 4: Southern Infrastructure (Cable Car) Ltd request to use Council Reserve Land for a Cable Car	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: *Section and Grounds* Section 7(2)(g) on the grounds that the withholding of the information is necessary to maintain legal professional privilege.	Section 7(2)(g)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	Legal privilege protects communications between a lawyer and a client which have been made for the purposes of giving and receiving legal advice. *Public Interest Statement* Withholding the contents of this report from the public enables Council to obtain confidential legal advice about its position on legal issues without the risk of that advice being disclosed to another party (including the claimant) and disadvantaging its position.	

The meeting adjourned at 1.09pm and reconvened in public excluded at 1.13pm.

The meeting returned to public session at 1.38pm.

Members noted the ever growing number of complaints about lengthy travel times. Whilst there were concerns about the project, approving the recommendation was also an opportunity to continue discussions with SICCL.

Councillor Smith stated that he did not support devolution of the process to the Fast Track Act 2024.

It was moved (Councillor Belk, Councillor Mitchell):

That the Queenstown Lakes District Council resolve to leave the matter lying on the table.

Motion lost (2:9).

It was noted that recent legislative change had altered the purpose of local government, with the four 'well-beings' no longer and a new emphasis on councils supporting good-quality, cost-effective, and local (i) infrastructure; and (ii) public services; and (iii) performance of regulatory functions.

It was moved (Councillor White, Councillor Tucker)

That the Queenstown Lakes District Council resolve to:

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

2. **Note** that Council has received a request from Southern Infrastructure (Cable Car) Limited (SICCL) for written agreement under Schedule 6 of the Fast-Track Approvals Act 2024, to undertake their proposed Queenstown Cable Car activity on Council reserve lands;

3. **Agree** in principle to the SICCL request to the use of Council's reserve land identified in their proposal noting that further information is required before Council could consider a full written agreement under Schedule 6 of the Fast Track Approvals Act 2024, in particular around a range of unresolved matters:

    a. Route Alignment

    b. Alignment footprint

    c. Reserve Management Alignment

    d. Effects Assessment, Management and mitigation measures

    e. Lease and easements

    f. Mana Whenua considerations

4. **Note** that no decision is being sought at this time on:

    a. Use of any Council freehold land; or

    b. SICCL's wider cable car proposal, and any potential funding, ownership, operational, or support arrangements involving Council.

Motion <u>carried</u> with Councillor Smith recording his vote against the motion.

The meeting adjourned at 2.07pm and reconvened at 2.31pm.

5. **Shotover Wastewater Treatment Plant (SWWTP) Consent Application – Discharge Design Amendments & Treatment Enhancements**

A report from Alison Howie (Project Manager) sought Council's approval for the Chief Executive to procure and award a construction contract for the Shotover Country Bore Capacity Improvements project ahead of the first 2026/27 capital reforecast in December 2026.

Simon Mason and Tony Avery presented the report.

It was noted that the project sought to unlock additional capacity before the system was under pressure and was within consented capacity.

It was moved (Councillor Smith, Councillor Bartlett):

That the Queenstown Lakes District Council resolve to:

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

2. **Note** the importance of the Shotover Country Bore Capacity Improvements project to network capacity and performance, and that delaying budget approval until the first capital reforecast of 2026/27 will defer contract award by approximately three months, increasing the risk of summer water restrictions and impacts on levels of service;

3. **Note** that the Shotover Country Bore Capacity Improvements project requires a capital budget increase of around $1.53 million in 2026/27;

4. **Note** that necessary $1.53 million budget adjustment will be included in the first capital reforecast of 2026/27;

5. **Delegate** authority to the Chief Executive to procure and award the Shotover Country Bore Capacity Improvements construction contract, up to a maximum value of $1.72 million; and

6. **Note** the recommended delegation is consistent with other existing delegations.

Motion carried unanimously.

6. **Dog Control Policy and Bylaw Review**

A report from Caitlin Pemberton (Policy Advisor) presented proposed changes to the Dog Control Policy 2020 (the current Policy) and Dog Control Bylaw 2020 (the current Bylaw) and sought Council endorsement of the draft Statement of Proposal for formal consultation to take place, in accordance with the Special Consultative Procedure to be undertaken from 9.00am on 12 October to 5:00pm on 9 November 2026. The report also sought formation of a hearing panel to hear submissions and make a recommendation to Council on the final form of the bylaw and policy.

Caitlin Pemberton, Carrie Williams, Carrie Edgerton and Katherine Harbrow presented the report.

Councillor Bartlett noted that at the Kawarau Reserves Reserve Management Plan hearing held in April 2026, the panel had considered a submission for the Ivan Young Zoological Reserve to exclude dogs. The panel had determined that this was a regulatory matter more appropriately addressed through other regulatory frameworks, such as the Dog Control Bylaw. He asked officers for advice whether a submission on this topic would be deemed out of scope if a specific dog control policy for the Ivan Young Zoological Reserve was not included in the Statement of Proposal.

Officers confirmed that they would be uncomfortable proposing an amendment in the final bylaw or policy if such a change was not specified in the consultation materials. The staff recommendation was for the status quo to prevail and no change be made.

Amendment

It was moved (Councillor Wong, Councillor King):

That the Queenstown Lakes District Council resolve to:

Amend the Statement of Proposal to require dogs to be on leash in the Ivan Young Zoological Reserve.

Motion carried unanimously.

The amendment became part of the substantive motion.

It was moved (Councillor Mitchell, Councillor Wong):

That the Queenstown Lakes District Council resolve to:

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

2. **Note** that at the 25 June 2026 Council meeting it was determined that pursuant to section 155(1) of the Local Government Act 2002 that a bylaw is the most appropriate way of addressing dog control problems in the district;

3. **Determine** pursuant to 155(2)(a) of the Local Government Act 2002 that the draft Dog Control Bylaw 2027 Te Ture ā-rohe Whakahaere Kurī 2027 is the most appropriate form of bylaw;

4. **Determine** pursuant to sections 155(2)(b) of the Local Government Act 2002, that the draft Dog Control Bylaw 2027 Te Ture ā-rohe Whakahaere Kurī 2027 does not give rise to any implications under the New Zealand Bill of Rights Act 1990;

5. **Adopt** the draft Dog Control Policy 2027, Te Kaupapahere Whakahaere Kurī 2027 (Attachment B) and draft Dog Control Bylaw 2027, Te Ture ā-rohe Whakahaere Kurī 2027 (Attachment C) for consultation;

6. **Adopt** the Statement of Proposal (Attachment A) and Summary of Proposal (Attachment D) for consultation in accordance with the Special Consultative Procedure outlined in sections 83 and 86 of the Local Government Act 2002, from 9.00am 12 October 2026 to 5.00pm 9 November 2026;

7. **Appoint** four Councillors (Councillor Bartlett, Councillor Smith, Councillor White and Councillor Wong) of whom three are required to form a hearing panel to hear and consider the submissions on the proposal and make recommendations to the Council for the adoption of a draft Policy and Bylaw;

8. **Authorise** officers to update the Statement of Proposal (including the draft Dog Control Policy 2027 and Dog Control Bylaw 2027) to reflect decisions made at this meeting, fix any errors and make any other updates or changes that do not affect the substance of the proposal, prior to consultation starting; and

9. **Amend** the Statement of Proposal to require dogs to be on leash in the Ivan Young Zoological Reserve.

Motion carried unanimously.

7. **Retrospective approval of Queenstown Lakes District Council submission**

A report from Carrie Williams (Policy Manager) sought the Council's retrospective approval of the submission to the Ministry of Business, Innovation and Employment (MBIE) regarding its consultation on an International Visitor Conservation and Tourism Levy (IVL) investment framework for tourism.

Carrie Williams (Policy Manager) and Michelle Morss (General Manager, Strategy & Planning) presented the report.

It was moved (Councillor Wong, Councillor White):

That the Queenstown Lakes District Council resolve to:

1. **Note** the contents of this report, in particular the information provided in this report on the Ministry of Business, Innovation and Employment (MBIE) International Visitor Conservation and Tourism Levy (IVL) investment framework for tourism; and

2. **Approve** retrospectively QLDC's submission to the Ministry of Business, Innovation and Employment regarding its consultation on an IVL investment framework for tourism.

Motion carried unanimously.

8. **QLDC Aquatic Centres Decarbonisation (LPG Conversion)**

A report from Greg Rozen (Interim Programme Director and IQA Role) sought Council approval to proceed with the Alpine Aqualand at Queenstown Events Centre (QEC) and Wānaka Recreation Centre (WRC) pool energy upgrade projects. The report also sought Council approval to transfer budget from existing projects in the Long Term Plan (LTP) to fund delivery of the pool energy upgrade projects, noting that the budget transfers would be included in the financial reforecast due to be presented December 2026 .

In addition, the report sought approval of the procurement plan to allow for the purchase of long-lead heat-pump equipment to deliver the projects in 2027 (noting that the procurement plan was in public excluded).

Ken Bailey and Greg Rozen presented the report.

Elected members discussed the estimated cost of the projects, including the gap between the project estimate and the allocated budget, and considered options to improve affordability. It was noted that significant investment was required at QEC, including a $1.7 million power upgrade, as existing infrastructure was not designed to support such electrical load requirements, whereas WRC, as a newer building had been built and designed for an energy upgrade.

It was moved (Councillor Wong, Councillor Bartlett):

That the Queenstown Lakes District Council resolve to:

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

2. **Approve** delivery of the pool energy upgrade projects at Alpine Aqualand at Queenstown Events Centre (QEC) and Wānaka Recreation Centre (WRC); and

3. **Approve** the budget transfers as set out in Attachment A of this report, to fund the budget shortfall to deliver the pool energy upgrade projects, noting that budget changes will be included in the 2026 December reforecast for completeness.

Motion carried unanimously.

The Mayor advised that the report recommendations concerning the Procurement Plan (parts 4-6) would be considered in the public excluded part of the meeting as the Procurement Plan was itself in public excluded.

9. **Chief Executive's Report**

A report from Chief Executive presented the following:

a. 2027 Meeting Schedule for adoption;

b. Approval of new Infringement Offences and Fines under the Navigation Safety Bylaw 2025;

c. Appointing the Mayor as the Council's proxy to vote at the Queenstown Airport Corporation Annual General Meeting;

d. Approve the issue of a public notice to reset the Sports, Halls & Libraries Annual Charge 26/27;

e. Approve an access easement over Lot 3 DP 345184 in favour of Canterbury Westland Kindergartens Charitable Trust;

f. Approve a variation to the lease amending the permitted use of the Clutha Outlet Recreation Reserve by Oranga Puawai Family Trust to allow two mobile saunas and temporary changing domes;

g. Adopt a new Treasury Management Policy and agree to add interest revenue at year end to the following reserves starting from 1 July 2026: (a) Wānaka Asset Sales reserve; (b) Arrowtown Endowment land reserve; and (c) Queenstown Asset Sale reserve;

h. Adopt the new Procurement Policy with an effective date of 1 February 2027;

i. Note the decision of the Smart Growth Committee to accept the Private Plan Change 2 – Arrowtown South Special Zone Rezoning in whole;

j. Adopt the remaining components of the Internal Assurance Plan for the 2027 financial year.

Councillor Gladding expressed concern that the new Procurement Policy did not provide sufficient direction on secondary procurement processes and panel arrangements, noting potential risks to competition. Although supportive of adopting the policy, she suggested that these matters be considered in a future review and that the procurement guidelines be updated to reflect policy changes and provide more detailed guidance on contract management.

Councillor Smith expressed the view that it was inappropriate to re-debate an item that had already been presented and debated at an earlier committee meeting.

It was moved (Councillor Smith, Councillor Copland):

That the Queenstown Lakes District Council resolve to:

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

<u>Adoption of 2027 Meeting Schedule</u>

2. **Adopt** the schedule of meetings for Council, the Wānaka-Upper Clutha Community Board, and committees for 2027;

<u>New Infringement Offences and Fines under Navigation Safety Bylaw 2025 / Te Ture ā Rohe mō te Haumaru Whakatere 2025</u>

3. **Note** that the Maritime Transport (Infringement Fees for Offences—Queenstown Lakes District Council Navigation Safety Bylaw 2025/Te Ture ā-Rohe mō te Haumaru Whakatere 2025) Regulations 2026 were approved by Cabinet on Monday 3 August 2026 and came into force on 3 September 2026;

4. **Agree** to correct the minor errors in the Navigation Safety Bylaw 2025 Te Ture ā-Rohe mō te Haumaru Whakatere 2025 shown in Table 1, pursuant to s.156(2)(a) of the Local Government Act 2002;

5. **Note** that public notice will be given in accordance with section 156(2) of the Local Government Act 2002 advising of these corrections;

Queenstown Airport Corporation (QAC) Proxy Vote

6. **Direct** the Chief Executive to complete the instrument appointing the Mayor as a proxy to exercise the Council's voting rights at the 2026 QAC Annual General Meeting to be held on 29 October 2026;

Public Notice: To Reset Sports, Halls & Libraries Annual Charge 2026/27

7. **Approve** the issue of a public notice of Council's intention to reset the Sports, Halls & Libraries Annual Charge with the intended Primary Industry differential category charge;

8. **Note** that, following the public notice process, at its meeting on 12 November 2026, Council will consider resetting the Sports, Halls & Libraries Annual Charge with the Primary Industry differential category at $664.90 per SUIP for the 2026/27 financial year under section 119 of the Local Government (Rating) Act 2002;

Recommendation from Community & Environment Committee

Access Easement over Lot 3 DP 345184 in favour of Canterbury Westland Kindergartens Charitable Trust

9. **Agree** to grant an easement in favour of Canterbury Westland Kindergartens Charitable Trust across recreation reserve described as Lot 3 DP 345184, acting in its role as Minister of Conservation under delegated authority;

10. **Delegate** final terms and conditions of the easement to the General Manager Community Services.

Recommendation from Wanaka-Upper Clutha Community Board

Change in Permitted Use – Clutha Outlet Recreation Reserve – Oranga Puawai Family Trust

11. **Approve** a variation to the lease amending the permitted use to allow two mobile saunas and temporary changing

domes, subject to collection of back rent from time of installation;

12. **Approve**, acting under delegated authority from the Minister of Conservation, two mobile sauna buildings and two temporary changing room structures within the lease area; and

13. **Approve** the delegation of lease variation signing authority and remaining lease terms and conditions to the General Manager, Community Services.

Recommendations from Smart Finance Committee

Treasury Management Policy Review for Long Term Plan

14. **Adopt** the draft Treasury Management Policy in advance of the Long Term Plan process due to the minor nature of the changes, noting that this Policy can be amended by Council at any time without consultation.

15. **Agree** that interest revenue be added at year end to the following reserves starting 1 July 2026:

    a. Wānaka Asset Sales reserve;

    b. Arrowtown Endowment land reserve;

    c. Queenstown Asset Sale reserve;

Adoption of New Procurement Policy

16. **Agree** that the Procurement Policy be adopted with an effective date of 1 February 2027.

Recommendation from Smart Growth Committee

Private Plan Change 2 – Arrowtown South Special Zone Rezoning

17. **Note** the decision of the Smart Growth Committee to accept the Private Plan Change 2 – Arrowtown South Special Zone Rezoning in whole under clause 25(2)(b) of the First Schedule of the Resource Management Act 1991; and

Recommendation from Risk & Assurance Committee

Internal Assurance Plan 2027-29

18. **Adopt** the Internal Assurance Plan FY2027-29 for the remaining period covering Q4-FY2027, FY2028 and FY2029, including the proposed amendments and audit deferrals.

Motion carried unanimously.

Resolution to Exclude the Public

It was moved (The Mayor, Councillor Smith):

That the Queenstown Lakes District Council resolve that the public be excluded from the following parts of the meeting.

Motion carried unanimously.

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 Public Excluded Minutes of 27 August 2026

Item 5: Interim Chief Executive's Performance Review

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
Item 5: Interim Chief Executive's Performance Review	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: *Section and Grounds* 7(2)(a) to enable Council to protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	The report contains the Interim Chief Executive's Performance Review. *Public Interest Statement* As an employment matter this should be considered with the public excluded. While there is a public interest in this matter, the importance of not disclosing confidential and private information related to personal performance outweighs that interest.	

Confirmation of Public Excluded Minutes of 28 September 2026

Item 1: Otago Central Lakes Regional Deal – Proposed Amendment and Reapproval

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
Item 1: Otago Central Lakes Regional Deal – Proposed Amendment and Reapproval	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: *Section and Grounds* 7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 7(2)(c)(ii) to protect information where the making available of the information would be likely to damage the public interest (on grounds other than that specified in 7(2)(c)(i))	Sections 7(2)(c)(ii) and 7(2)(i)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where making the information available would be likely to damage the public interest, and to enable Council to carry on, without prejudice or disadvantage, negotiations including commercial and industrial negotiations. *Public Interest Statement* While there is public interest in the development of a Regional Deal, this is outweighed by the interest in holding these discussions with the public excluded in order to ensure that the councils' position is not disadvantaged and to protect the integrity of the negotiations.	

Agenda items:

Item 9A: Chief Executive's Report (Public Excluded): Smart Finance Committee Independent Member Appointment
Item 10: Procurement Plan for TechnologyOne Software as a Service (SaaS) contract
Item 8A: QLDC Aquatic Centres Decarbonisation (LPG Conversion) (Attachment B)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
Item 9A: Chief Executive's Report (Public Excluded): Smart Finance Committee Independent Member Appointment	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: *Section and Grounds* Section 7(2)(a) on the grounds that the withholding of the information is	Section 7(2)(a)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	necessary to protect the privacy of natural persons, including deceased natural persons *Public Interest Statement* To ensure the best possible recruitment outcome candidates must be able to apply confidentially, particularly in the case of candidates that are not successful. While there is public interest in the outcome, ensuring high-quality candidates are not deterred from applying increases the opportunity for the best possible outcome for the community While there is public interest in this matter, the interest described above outweighs any public interest.	
Item 10: Procurement Plan for TechnologyOne Software as a Service (SaaS) contract	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: *Section and Grounds* 7(2)(b)(ii) to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information The Procurement Plan contains commercial pricing that is confidential to QLDC and TechnologyOne, publication of this information would be in breach of	Section 7(2)(b)(ii)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	the confidentiality provisions within the current and new contracts. *Public Interest Statement* There is public interest in this report but this is outweighed by the need to keep the commercial aspects confidential to ensure that the Council receives best value for money from the contract.	
8A. QLDC Aquatic Centres Decarbonisation (LPG Conversion) (Attachment B)	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: 7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) *Public Interest Statement* The procurement plan includes commercial and cost information. Withholding the information is necessary to protect the commercial position of QLDC through the procurement process. In this situation the importance of withholding commercially sensitive information and protecting QLDC's commercial position outweighs the release of such information.	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 3.23pm.

The meeting came out of public excluded and concluded at 3.45pm.

Confirmed as a true and correct record:

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M A Y O R

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D A T E