Minutes of an ordinary meeting of the Queenstown Lakes District Council held in the Armstrong Room, Lake Wānaka Centre, 89 Ardmore Street, Wānaka on Thursday 23 July 2026 commencing at 1.00pm

Membership:

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

Attendees:

Michelle Morss (Interim Chief Executive), Katherine Harbrow (General Manager, Assurance, Finance & Risk), Tony Avery (General Manager, Property & Infrastructure), Dave Winterburn (Acting General Manager, Community Services), Helen Beaumont (Manager, Three Waters Strategy and Planning), Brent Pearce (Strategy & Infrastructure Planning Manager), Christine McCormack (Water Cycle Consulting Ltd), Maseina Koneferenisi (WSCCO Programme Director), Carrie Williams (Policy Manager), Shireen Munday (Munday Consulting), Sian Swinney (Alcohol Licensing Inspector Manager), Naell Crosby-Roe (Director, Democracy Services), 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

Apologies/Leave of Absence Applications

Councillor Copland was on an approved leave of absence.

The following new request for a leave of absence was made:

- Councillor Brent: Apology for this meeting and leave of absence from now until 31 August 2026 (if required).

It was moved (The Mayor, Councillor White):

That the Queenstown Lakes District Council resolve that the apology and request for leave of absence be approved.

Motion <u>carried</u> unanimously.

Declarations of Conflict of Interest

Councillor Smith declared a perceived conflict of interest in relation to item 2 (*"Proposal to amend the Freedom Camping Bylaw 2025 l Ture ā-Rohe mō te Noho Puni Korehere 2025"*).

Public Forum

1. Florence Micoud

Ms Micoud was concerned that tourism and population growth were having a detrimental effect on Wānaka's quality of life. Community feedback consistently identified rapid tourism growth and urban expansion as concerns rather than solutions.

Local infrastructure, especially the water system, was already under strain, and she called for an immediate moratorium on new developments until the capacity issues were addressed. She was concerned about ongoing tree and windbreak removal, as mature trees were essential green infrastructure and she also advocated for an immediate moratorium on further tree felling. Ms Micoud urged Council to prioritise sustainable urban development and stronger environmental protections, as continued outward expansion and vegetation loss were both unsustainable.

Confirmation of Agenda

It was moved (Councillor Wong, Councillor Belk):

That the Queenstown Lakes District Council resolve that the agenda be confirmed without addition or alteration.

Motion carried unanimously.

Confirmation of Previous Minutes

Ordinary meeting of Queenstown Lakes District Council held on 25 June 2026

Councillor Bartlett advised that his leave request was from 8 – 13 July, not 8 – 15 July.

It was moved (Councillor Mitchell, Councillor Gladding)

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 25 June 2026 as amended be confirmed as a true and correct record.

Motion carried unanimously.

1. **Water Demand Management Programme Business Case**

A report from Helen Beaumont (Manager, Three Waters Strategy and Planning) summarised the Water Demand Management Programme Business Case and sought Council agreement to the direction and preferred scenario set out in the Business Case. The report also sought Council direction on the preferred scenario on five projects, namely, Project 1 (Council

Measures), Project 2 (Education), Project 3 (Regulation), Project 4 (Active Leak Management) and Project 5 (Universal Metering).

Helen Beaumont, Brent Pearce, Maseina Koneferenisi, Christine McCormack and Tony Avery presented the report.

Ms Beaumont summarised the report. She noted that average water use over the district was more than double the average of elsewhere in New Zealand, and it was not due to visitor numbers but outdoor use. This was inexplicable because irrigation was only undertaken by a very small part of the community. She summarised the proposed projects, noting also plans to undertake public education and increase leakage repair. It was anticipated that the Water Services Council Controlled Organisation would decide on charging and universal metering.

A number of questions and general discussion followed.

Mr Avery noted that following feedback from elected members, officers had reviewed the report recommendations and redrafted them to make their intent clearer. He circulated a tracked changes version of the updated recommendation.

Councillor Gladding was of the view that introducing universal metering was a significant decision, and there was value in requiring its introduction to require consultation via a Special Consultative Procedure. She sought to add this requirement to the resolution via an amendment.

Amendment

It was moved (Councillor Gladding, Councillor Mitchell):

That the Council:

Agree that Project 5 Universal Metering is a significant project requiring consultation via a Special Consultative Procedure.

Motion lost.

It was moved (Councillor Tucker, Councillor Bartlett):

That the Queenstown Lakes District Council resolve to:

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

2. **Agree in principle** to progressing Option 2 Scenario 2 as set out in the Water Demand Management Programme Business Case;

3. **Note** that aspects of the Water Demand Management Programme Business Case will be subject to Water Services Council-Controlled Organisation decision-making;

4. **Note** that Water Demand Management Programme Business Case sets out five projects and agree to:

    a. **Implement** Project 1 (Council Measures) including water audits for open space irrigation and Council facilities;

    b. **Progress** Project 2 (Education) to develop a communications strategy with the Water Services Council-Controlled Organisation, for both water conservation generally and communications specific to volumetric charging;

    c. **Progress** Project 3 (Regulation) with report back to Council by June 2027 on approach to increasing active management and enforcement of the excessive use clauses under the Integrated Three Waters Bylaw 2021 and Administration Manual;

    d. **Progress** Project 4 (Active Leak Management) with procurement for District Metering Area improvements, leak detection and repair; and that Council and Water Services Council-Controlled Organisation work through handover of this work as a part of the establishment programme;

    e. **Note** that Project 5 (Universal Metering) will be led by the Water Services Council-Controlled Organisation;

5. **Note** that Council officers and the Water Services Council-Controlled Organisation will work collaboratively over FY27 to progress the projects within the Water Demand Management Programme Business Case; and

6. **Note** that over the FY27 Council will progress accelerated works within existing Long Term Plan capital funding, with an initial focus on the Lake Hayes scheme due to extremely high leakage, and that this work be progressed in a way to ensure learnings that can be applied by the Water Services Council-Controlled Organisation in broader metering implementation.

QUEENSTOWN LAKES DISTRICT COUNCIL

Motion carried unanimously.

Councillor Smith sat back from the table.

2. **Proposal to amend the Freedom Camping Bylaw 2025 l Ture ā-Rohe mō te Noho Puni Korehere 2025**

A report from Carrie Williams (Policy Manager) asked the Council to make the necessary statutory determinations under the Freedom Camping Act 2011 to make proposed amendments to the Freedom Camping Bylaw 2025 l Ture ā-Rohe mō te Noho Puni Korehere 2025, including adopting a statement of proposal and a draft amended Freedom Camping Bylaw 2025 l Ture ā-Rohe mō te Noho Puni Korehere 2025 for public consultation. The report also sought the establishment of a hearings panel of four members (with three to form a hearings panel).

Carrie Williams and Shireen Munday presented the report.

Members noted that the officer report did not specify which months represented 'a summer prohibition' and that this needed to be determined and included in the resolution. Ms Williams circulated a graph illustrating the average visitor days in the Queenstown Lakes between January 2022 and March 2026, showing high visitor numbers between November and April. Members noted that the graph indicated that the district was busy with visitors between Labour Weekend (end of October) and Easter (April).

Councillor Wong stated that he favoured including only the summer months of December, January and February in the resolution.

It was moved (Councillor Wong, Councillor White):

That the Queenstown Lakes District Council resolve to:

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

2. **Note** that at its 25 June 2026 meeting, Council decided to propose amendments to the Freedom Camping Bylaw 2025 l Ture ā-Rohe mō te Noho Puni Korehere 2025 to prohibit freedom camping at the current restricted freedom camping area located at Allenby Place carpark, apply a summer prohibition condition to the restricted freedom camping area Beacon Point Road carpark and increase the number of designated spaces at Wānaka Recreation Centre;

3. **Determine** pursuant to section 11(2)(a) of the Freedom Camping Act 2011 that prohibiting camping at Allenby Place carpark is necessary to:

a. protect the health and safety of people who may visit the area; and

b. to protect access to the area;

4. **Determine** pursuant to section 11(2)(a) of the Freedom Camping Act 2011 that applying a summer prohibition condition to the restricted freedom camping area at Beacon Point Road carpark during the months of **December, January and February** annually is necessary to:

   a. to protect the health and safety of people who may visit the area;

5. **Propose** to increase the number of designated spaces at the Wānaka Recreation Centre carpark restricted freedom camping area from 18 to 21 spaces;

6. **Determine** pursuant to section 11(2)(b) of the Freedom Camping Act 2011 that:

   a. prohibiting freedom camping at Allenby Place carpark, and

   b. prohibiting freedom camping during the summer months of [insert months here] annually at Beacon Point Road carpark

   is the most appropriate and proportionate way of addressing the perceived problem in relation to those locations;

7. **Determine** pursuant to section 11(2)(c) of the Freedom Camping Act 2011 that:

   a. prohibiting freedom camping at Allenby Place carpark,

   b. prohibiting freedom camping during the months of **December, January and February** annually at Beacon Point Road carpark, and

   c. increasing the number of designated spaces at Wānaka Recreation Centre from 18 to 21;

   is not inconsistent with the New Zealand Bill of Rights Act 1990;

8. **Adopt** the statement of proposal (Attachment C) for consultation in accordance with the special consultative procedure outlined in sections 83 and 86 of the Local Government Act 2002, from 27 July to 31 August 2026;

9. **Agree** that a summary of the information contained in the Statement of Proposal is not necessary to assist in public understanding of the proposal;

10. **Appoint** four Councillors (Councillors Belk, King, Mitchell and Tucker) of whom three are required to form a hearings panel to hear and consider the submissions on the proposal and make recommendations to the Council on final amendments to the Freedom Camping Bylaw 2025 I Ture ā-Rohe mō te Noho Puni Korehere 2025; and

11. **Authorise** officers to update the Statement of Proposal 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.

Motion carried unanimously.

Councillor Smith returned to the table.

3. Chief Executive's Report

A report from Chief Executive presented the following:

a. An update to 2014 Property Sale and Acquisition Policy;

b. A proposal to establish a Chief Executive Performance Subcommittee;

c. Confirmation of the Community & Environment Committee as the 'Events Panel';

d. A proposed change to the members appointed to the Wānaka-Upper Clutha Community Board;

e. Approval of recommendations from the Risk & Assurance Committee:

   i. Approval of the first 9 months of the Internal Assurance Plan FY2027-29;

f. Approval of recommendations from Organisational Excellence Committee:

   i. 2026 Policy on the Appointment and Remuneration of Directors;

ii. Amendment to the Organisational Excellence Committee Terms of Reference to include the power to make recommendations under the Policy on the Appointment and Remuneration of Directors.

The Mayor observed that he had received some feedback about the range of items included in the Chief Executive's Report (CE Report), with a question raised about whether some would be more correctly handled as a standalone report, so that options could be fully assessed.

There was comment in response that most of the matters covered in this CE Report were simple operational matters, although the appropriateness of the Chief Executive recommending the establishment of a CE Performance Review Committee was questioned. The Interim Chief Executive accepted this comment but noted that historically it had always been handled in this way.

The Interim Chief Executive noted that the updated 2014 Property Sale and Acquisition Policy identified the incorrect committee for considering property matters, and that the policy should be further amended to identify the Smart Finance Committee. Accordingly, she recommended that part 2 of the resolution be amended to enable further minor editorial changes to be made.

It was moved (The Mayor, Councillor White):

That the Queenstown Lakes District Council resolve to:

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

<u>2014 Property Sale and Acquisition Policy</u>

2. **Agree** to the minor changes to the 2014 Property Sale and Acquisition Policy, effective from 23 July 2026, and also agree to any further minor editorial changes;

<u>Establishment of Chief Executive Performance Subcommittee</u>

3. **Appoint** a Chief Executive Performance Subcommittee, with a membership of the Mayor and Councillors Gladding, Mitchell and Tucker to oversee the Chief Executive performance review process and setting of key performance indicators;

<u>Establishment of the Community & Environment Committee as the 'Events Panel'</u>

4. **Appoint** the Community & Environment Committee as the 'Events Panel';

5. **Delegate** the Events Panel the authority to consider and approve all applications seeking funding from the Council's Events Fund in the range below $30,000, with applications in excess of $30,000 to be considered by the Committee and recommended to Council for approval;

6. **Direct** the Chief Executive to amend the Community & Environment Committee Terms of Reference to reflect its additional role as the 'Events Panel';

<u>Wānaka-Upper Clutha Community Board Change</u>

7. **Agree** to transfer formal membership of the Wānaka-Upper Clutha Community Board from Councillor Gladding to Deputy Mayor Smith.

<u>Recommendation from Risk & Assurance Committee</u>

8. **Approve** the first 9 months of the proposed Internal Assurance Plan FY2027-29;

9. **Note** that the Risk & Assurance Committee will make a further recommendation to Council in relation to the Internal Assurance Plan FY2027-29 at the appropriate time**.**

<u>Recommendation from Organisational Excellence Committee</u>

10. **Adopt** the 2026 Policy on the Appointment and Remuneration of Directors, subject to the agreed changes, and noting the inclusion of appointed committee members, effective from 23 July 2026;

11. **Agree** to amend the Organisational Excellence Committee Terms of Reference to include the power to make recommendations under the Policy on the Appointment and Remuneration of Directors; and

12. **Direct** the Chief Executive to amend the Organisational Excellence Committee Terms of Reference to reflect its additional duty to make recommendations under the Policy on the Appointment and Remuneration of Directors.

Motion <u>carried</u> unanimously.

QUEENSTOWN LAKES DISTRICT COUNCIL

Resolution to Exclude the Public

It was moved (Councillor Tucker, 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:

Confirmation of Minutes 25 June 2026

Item 6: GA260003 New Class 4 Gambling Application for The Luggate Hotel – Seeking Territorial Authority Consent
Item 13: Chief Executive's Report: Attachment C: Deed of Lease between QLDC and Meteor Properties Limited and Attachment D: Legal Memo outlining commercial terms re Meteor Properties Limited
Item 14: Appointment of Directors for the Board of the Water Services Council Controlled Organisation

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
Item 6: GA260003 New Class 4 Gambling Application for The Luggate Hotel – Seeking Territorial Authority Consent	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)(g) to maintain legal professional privilege Legal privilege protects communications between a lawyer and a client which have been made for the purposes of giving and receiving legal advice. The discussion between Council and its lawyers have legal privilege in respect of any matters contained in in the report upon which the Council needs to	Section 7(2)(g)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	obtain legal advice or that relate to legal proceedings *Public Interest Statement* Withholding the contents of legal advice from the public enables the Council to obtain confidential legal advice about its position on legal issues without the risk of that advice being disclosed to another party and disadvantaging its position. Therefore, whilst there may be public interest in the discussion, this is outweighed by the importance of keeping the Council's position private.	
Item 13: Chief Executive's Report (Attachment C: Deed of Lease between QLDC and Meteor Properties Limited; Attachment D: Legal Memo outlining commercial terms re Meteor Properties Limited	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 Attachment C to this report contains commercial leasing information relating to the lease and sub-lease of the property on the recreation reserve at Marine Parade, Queenstown known as 'The Bathhouse'. Withholding this information is necessary to protect the commercial positions of the lessee and sub-lessee. Attachment D should remain public excluded to maintain legal professional privilege.	7(2)(b)(ii)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	Public Interest Statement There has been no public interest in these commercial figures through the public notification process of the proposed lease. Additionally, Attachment D contains privileged legal information and advice for QLDC relating to this matter.	
Item 14: Appointment of Directors for the Board of the Water Services Council Controlled Organisation	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: *Section and Grounds* 7(2)(a) to enable Council to protect the privacy of natural persons, including that of deceased natural persons To ensure the best possible outcome from the recruitment process and future governance oversight of the QLDC 3Waters council-controlled organisation, candidates must be able to apply confidentially, particularly in the case of candidates that are not successful. *Public Interest Statement* While there is public interest in the outcome, especially given the high interest in water services, ensuring high quality candidates are not deterred from applying outweighs this public interest.	Section 7(2)(a)

QUEENSTOWN LAKES DISTRICT COUNCIL

Agenda items

Item 3A: Chief Executive's Report – Reappointment of Chair of Wānaka Airport Liaison Group/
Item 4: Reappointments and New Appointments for the Queenstown Lakes District Licensing Committee (DLC)
Item 5: Appointment of the Chief Executive

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
Item 3A: Reappointment of Chair of Wānaka Airport Liaison Group	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 *Public Interest Statement* The discussion will involve consideration of confidential and private information related to employment matters. This privacy interest outweighs the public interest in the outcome of this appointment.	Section 7(2)(a)
Item 4: Reappointments and New Appointments for the Queenstown Lakes District Licensing Committee (DLC)	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 The report contains personal information relating to identifiable	Section 7(2)(a)

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
	individuals, and public disclosure would be likely to unreasonably intrude on their privacy. *Public Interest Statement* Maintaining confidentiality in this instance ensures compliance with statutory obligations and upholds the Council's duty to protect personal information.	
Item 5: Appointment of the Chief Executive	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 The report will propose the appointment of a new Chief Executive. *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 the appointment outweighs that interest.	Section 7(2)(a)

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 2.49pm at which point it adjourned briefly, reconvening in public excluded at 2.52pm.

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

Confirmed as a true and correct record:

____

M A Y O R

____

D A T E