



Order Paper for the Meeting of the

WANAKA COMMUNITY BOARD

Wednesday, 16 November 2016

commencing at 10.00am

In the Armstrong Room,

Lake Wanaka Centre, Wanaka

ITEMS NOT ON THE AGENDA

3.7.5

An item that is not on the agenda for a meeting may be dealt with at the meeting if –

- (a) the local authority by resolution so decides; and
- (b) the presiding member explains at the meeting at a time when it is open to the public, –
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

3.7.6

Where an item is not on the agenda for a meeting, –

- (a) That item may be discussed at that meeting if –
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) No resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

3.7.7

For the avoidance of doubt in the interpretation of Standing Orders 3.7.5 and 3.7.6, the Council will, when matters of urgent business that are not minor arise, deal with these matters at an extraordinary meeting called in accordance with Standing Order 2.14.

3.7.8

That Standing Orders 3.7.5 and 3.7.7 do not apply to meetings of the Council's Property Subcommittee which may consider relevant items (being items that are not on the agenda and are not minor) in order to resolve property matters in a timely manner if –

- a) The subcommittee by resolution so decides; and
- b) The presiding member explains at the meeting:
 - i) The reason why the item is not on the agenda; and
 - ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.

3.7.9

The chairperson of any meeting may include on the agenda for that meeting a chairperson's recommendation regarding any item brought before the meeting.

REFERENCES:

New Zealand Model Standing Orders NZS 9202:2003 (Incorporating Amendment No. 1) as amended and adopted by the Queenstown Lakes District Council on 27 October 2007 (and additional amendments clause 3.7.8, 3.7.9, 2.12.4A and 2.5.1(4) adopted 22 May 2012).

Agenda for a meeting of the Wanaka Community Board to be held in the Armstrong Room, Lake Wanaka Centre, Wanaka on Wednesday 16 November 2016 commencing at 10.00am.

Item	Page Number	Report/ Item Title
		Karakia/Prayer
		Apologies/Leave of Absence Requests
		Public Forum
		Declarations of Conflict of Interest
		Matters Lying on the Table
		Confirmation of Agenda
		Confirmation of Minutes
	2	2 November 2016
1	5	Temporary Road Closure – Challenge Wanaka 2017
2	18	Affected Person’s Approval and Licence to Occupy Road Reserve – Albert Town Entrance Sign
3	37	Chair’s Report



Minutes of the first meeting of the Wanaka Community Board following the triennial election held in the Armstrong Room, Lake Wanaka Centre, Ardmore Street on Tuesday 2 November 2016 commencing at 1.30pm.

Present:

Ms Rachel Brown, Ms Ruth Harrison, Mr Quentin Smith and Mr Ed Taylor; Councillors Ella Lawton, Calum MacLeod and Ross McRobie

In attendance:

Mr Mike Theelen (Chief Executive) and Ms Jane Robertson (Senior Governance Advisor); 5 members of the media and 5 members of the public

Apologies

There were no apologies

Welcome by the Chief Executive

The Chief Executive chaired the meeting pending the election of a Chairperson and welcomed all to the first meeting of the Wanaka Community Board following the triennial general election. He extended congratulations to those present for their success in the recent elections.

1 The Making and Attesting of Declarations

The Chief Executive invited each of the Board members in alphabetical order of surname to make their declaration as a member of the Wanaka Community Board in accordance with clause 14, Schedule 7 of the *Local Government Act 2002*.

Each member completed the oral declaration and signed the document which was then witnessed by the Chief Executive.

2 Election of Chairperson

The Chief Executive invited the Board to determine firstly which voting system as stipulated by the Local Government Act 2002 it wished to employ for electing the Chairperson and Deputy Chairperson. Once this had been determined, nominations would be sought.

On the motion of Councillors MacLeod and Lawton the Wanaka Community Board resolved that it adopt system B as detailed in clause 25, Schedule 7 of the Local Government Act 2002 for the election of its Chairperson and Deputy Chairperson for the 2016-19 triennium.

The Chief Executive called for nominations for Chairperson of the Wanaka Community Board.

Councillor Lawton moved/Ms Harrison seconded:

That Rachel Brown be elected the Chairperson of the Wanaka Community Board for the 2016-19 triennium.

The Chief Executive sought further nominations but none was made. There being no further nominations, he declared Rachel Brown elected unopposed as Chairperson.

The Chief Executive sought nominations for Deputy Chairperson.

Councillor McRobie moved/Councillor MacLeod seconded:

That Quentin Smith be elected the Deputy Chairperson of the Wanaka Community Board for the 2016-19 triennium.

No further nominations were received and the Chief Executive declared Mr Smith elected unopposed as Deputy Chairperson.

3. **Legal Responsibilities**

The Chief Executive stated that information prepared by Simpson Grierson, the Council's legal counsel, which provided a general explanation of the laws affecting elected members had been presented at the recent induction sessions attended by all elected members and also circulated with the meeting agenda. He noted that this was in accordance with Schedule 7, clause 21(5)(c) of the Local Government Act 2002 which requires a general explanation to be given or arranged by the chief executive of the Local Government Official Information and Meetings Act 1987, the Local Authorities (Members' Interests) Act 1968, the Secret Commissions Act 1910 and the Financial Markets Conduct Act 2013.

On the motion of Councillors MacLeod and Lawton the Wanaka Community Board resolved that the report and information be noted.

4 **First Ordinary Wanaka Community Board meeting; and** 5 **Meeting Schedule**

Consideration was given to the recommendation that the first ordinary meeting of the Wanaka Community Board take place on Wednesday 16 November 2016 in the Lake Wanaka Centre beginning at 10.00am.

On the motion of Ms Brown and Mr Smith the Wanaka Community Board resolved that the first ordinary meeting of the Wanaka Community Board shall take place on

Wednesday 16 November 2016 beginning at 10.00am.

The Chief Executive advised that the Mayor had signalled that a six-weekly meeting cycle containing standing committee meetings was proposed. A meeting schedule reflecting this would be adopted at the December Council meeting, with the schedule commencing in January 2017. In the interim, it was recommended that the Board agree a date for an ordinary meeting in December, at which time it would be in a position to set a schedule of future meeting dates.

On the motion of Councillors McRobie and Lawton the Wanaka Community Board resolved to hold an ordinary Board meeting on Wednesday 14 December 2016 beginning at 10.00am.

The meeting concluded at 1.45pm.

CONFIRMED AS A TRUE AND CORRECT RECORD:

CHAIRPERSON

DATE

**Wanaka Community Board
16 November 2016**

Report for Agenda Item: 1

Department: Property & Infrastructure

Temporary Road Closure - Challenge Wanaka Triathlon Event 2017

Purpose

- 1 The purpose of this report is to consider an application for temporary road closures associated with the 2017 Challenge Wanaka Triathlon event scheduled for Thursday 16 February to Sunday 19 February 2017.

Executive Summary

- 2 Challenge Wanaka have applied to Council for a set of temporary road closures for their annual event scheduled to take place in February 2017. The event has a high number of competitors, spectators and associated infrastructure. The road closure areas are used to facilitate the construction of this infrastructure and to manage the safety of athletes and spectators by restricting access to vehicular traffic.
- 3 Challenge Wanaka undertake a schedule of notifications for affected businesses and residents prior to the road closures taking place and advertise widely. They will be required to obtain a number of other Council approvals prior to the event taking place and an approved Traffic Management Plan must be in place before the event occurs.
- 4 The event has been run successfully in the past and no formal complaints or concerns have been raised in association with the 2017 event. The recommendation is for approval of the temporary road closure application subject to conditions as per previous years.

Recommendation

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Approve** the temporary road closure application for the Challenge Wanaka 2017 event subject to the following conditions:
 - a. Approval of the final Traffic Management Plan by QLDC Planning and Development prior to the event taking place.
 - b. Radio advertising two days prior and on the morning of the event.
 - c. The event organisers arranging suitable disposal methods for recycling and rubbish/refuse.

- d. The event organisers ensure access is available for emergency services and maintenance contractors if required;
 - e. A reminder notice advising of the duration and dates of the closure being distributed to all residential and business properties located along the closure route at least ten working days prior to the event. A copy of this notice is to be supplied to APL Property Limited.
 - f. Where safe and practical, vehicles delivering to businesses within the closure area, should be permitted by traffic management crew to undertake their deliveries and if applicable, they should be directed to appropriate detour routes.
 - g. Clear signage is to be placed around the closure areas within the CBD advising the public that businesses in the affected area are still operating.
 - h. Parks are not to be coned off except where required for traffic management. In those instances, cones are to be removed as soon as practical.
 - i. The applicant providing APL Property Limited a copy of New Zealand Transport Agency's approval for the one way closure of Red Bridge.
3. **Authorise** the following schedule of temporary road closures:

Infrastructure build up and breakdown

Roads to be Closed: Ardmore Street from Dungarvon Street to McDougall Street

Period of Closure: 0800 Thursday 16 February 2017 to 1800 Sunday 19 February 2017

Infrastructure Build Up and safe passage of athletes including Junior Challenge

Roads to be Closed: Dungarvon Street from Dunmore Street to Ardmore Street

Period of Closure: 1200 Friday 17 February 2017 to 0300 Sunday 19 February 2017

Roads to be Closed: Ardmore Street from Helwick Street to Dungarvon Street

Period of Closure: 1200 Friday 17 February 2017 to 0300 Sunday 19 February 2017

Infrastructure Build Up and safe passage of athletes

Roads to be Closed: Ardmore Street from Helwick Street to Lakeside Road

Period of Closure: 0300 Saturday 18 February 2017 to 0300 Sunday 19 February 2017

For Challenge Wanaka for safe passage for athletes and motorists

Roads to be Closed: Single Lane closure of Mount Aspiring Road from Meadowstone Drive to Hospital Flat

Period of Closure: 0615 to 1200 Saturday 18 February 2017

Roads to be Closed: Ardmore Street from McDougall Street to Meadowstone Drive

Period of Closure: 0615 to 1730 Saturday 18 February 2017

Roads to be Closed: Single lane closure of McDougall Street from Faulks Terrace to Ardmore Street (traffic flow as usual out of town)

Period of Closure: 0815 to 1730 Saturday 18 February 2017

Closure to allow safe transition of Cyclists at Aid Station

Roads to be Closed: Kane Road between Camphill Road and St Ninians Way

Period of Closure: 0815 to 1700 Saturday 18 February 2017

Prepared by:



Sarah Mitchell
APL Property
Property Consultant

11/10/2016

Reviewed and Authorised by:



David Wallace
Manager – Resource Management
Engineering
Queenstown Lakes District Council
7/11/2016

Background

- Challenge Wanaka is an annual triathlon event held in Wanaka. Traffic Management New Zealand on behalf of the Challenge Wanaka Sports Trust have applied to temporarily close a set of roads in and around Wanaka CBD in order to set up associated infrastructure and run the event safely. A schedule of closures

and a map outlining the road closures to accompany it are appended in Attachment A.

- 6 In February 2017 Challenge Wanaka will celebrate its 11th event. Over the last decade it has grown from 200 to 2,000 participants and injected over \$28 million into the local economy and organisers are again expecting another record field for next year's event.
- 7 Challenge Wanaka 2017 will again feature the Lake Wanaka Half with this event taking part on the same day as in previous years. Combined, the two events are expected to attract approximately 2,000 athletes and up to 10,000 spectators at the finish line and along the various sections of the course.
- 8 The Puzzling World Junior Triathlon will again take place in 2017 on Friday 17 February. This is aimed for local and visiting children to take part in a mini triathlon with the emphasis on fun and participation on a short safe course that finishes with a run through the same gantry that the triathlon will use the following day.
- 9 Race day is on Saturday 18 February 2017 and commences at 0530 when athletes are checked and body numbered. The swim leg takes part in Lake Wanaka followed by a two lap cycle leg from Wanaka – Glendhu Bay – Wanaka – Hawea – Luggate – Wanaka being a fast route with many flat sections and a few hill climbs.
- 10 The final leg on the race the run is over two laps from Wanaka – Outlet Track – Albert Town – Wanaka with athletes running along the lakeside and river track to a finish line in Pembroke Park welcoming the athletes into the night.
- 11 The Lake Wanaka Half runs concurrently with Challenge Wanaka with athletes starting the course 0810 with one lap of the swim, bike and run course.
- 12 The event involves the erection of infrastructure associated with the race and, with the large number of athletes, volunteers and spectators it attracts, the road closures are used to facilitate the construction of the infrastructure and manage spectator, volunteer and athlete safety.
- 13 The Council can close roads to vehicular traffic for events by using provisions of the Local Government Act 1974. The Wanaka Community Board is also delegated to consider applications to temporarily close roads under this legislation.

Comment

- 14 Challenge Wanaka is a successful annual event attracting a large number of competitors and spectators. A large number of volunteers are also required for the event and maintaining the safety of the public, athletes and volunteers is imperative for this event to continue to run successfully. In order to achieve this temporary road closures are required to restrict vehicular traffic in the race areas.

- 15 There is, as expected for an event of this scale, infrastructure involved in running the event successfully and Council land is used to facilitate the erection of this infrastructure as part of the event.
- 16 In 2015 the event was changed from running in mid-January to being held in mid-February which moved it away from the Christmas/New Year period and out of the peak holiday season. This proved to be a success in 2015 and 2016 and the event organisers are again holding it in mid-February in 2017.
- 17 The road closures applied for are generally the same as for the 2016 event however the road closures on Saturday 18 February 2017 for the following roads, to allow for the safe passage and transition of athletes, is proposed to begin 15 minutes earlier than in previous years:
- Single Lane closure of Mount Aspiring Road from Meadowstone Drive to Hospital Flat from 0615 to 1200
 - Ardmore Street from McDougall Street to Meadowstone Drive from 0615 to 1730
 - Single lane closure of McDougall Street from Faulks Terrace to Ardmore Street (traffic flow as usual out of town) from 0815 to 1730
 - Kane Road between Camphill Road and St Ninians Way from 0815 to 1700
- 18 The applicant has advised that these earlier road closures 15 minute earlier (and therefore longer) closure is required so the pro athletes and individuals can start the event earlier allowing the individual competitors an extra 15 minutes at the end of the day.
- 19 The road closure for the Red Bridge included on the attached schedule is on a State Highway so requires New Zealand Transport Agency's (NZTA) approval. The applicant will be dealing directly with the NZTA regarding this closure.
- 20 At last year's Wanaka Community Board meeting for the 2016 event comment was made that they would like to see people encouraged not to drive to town for the event. It was considered that an event of this nature provided a great opportunity to promote cycling as an alternative transport option and that additional bicycle parking should be provided for.
- 21 As 80% of the competitors are from out of town they need to drive and cannot cycle in the morning of the event as their bikes are racked in transition and they need to save their energy for the race. Challenge Wanaka want to encourage spectators from out of town to travel to the event as it increases the economic footprint for the town and they don't want to be discouraging this however they have advised that they can set up extra bike racks at the tent for parking of bikes and they will encourage spectators to cycle or walk to the event through their newsletter, web site, social media, radio advertising and athlete communication.
- 22 The applicant further advises that there will be extra trained road management staff to assist at Andersons Road roundabout and extra signage to divert buses

at the Caltex roundabout rather than have them go into the log cabin area and back out.

- 23 Council Engineers have been consulted and they comment that there are no issues with these road closures with an approved Traffic Management Plan in place.
- 24 A standard requirement of all temporary road closure approvals is that a traffic management plan is approved before the roads are closed. This will ensure that all traffic and pedestrian flows are managed with appropriate signage, barriers and wardens. The plan also considers how all Council car parks are to be managed during the closure times.
- 25 In association with the event, Challenge Wanaka undertake a schedule of notification for adjoining businesses and residents prior to the road closures taking place. They also advertise widely and will be required to obtain a number of other Council approvals.
- 26 The intent to close the road has been advertised in the Wanaka Sun and no concerns have been received following this notification.
- 27 The recommendation is for approval of the application, subject to the same conditions which have been applied in previous years.

Options

- 28 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:
- 29 Option 1 The Wanaka Community Board approves the application for temporary road closures associated with the event.

Advantages:

- 30 Would be consistent with previous years road closures for the event and the event will be able to be run as proposed.
- 31 The road closure will enable safe set up of the event, safety for athletes and spectators during the event and safety during the dismantling of the event.
- 32 Alternative routes are available allowing traffic to still move freely around the surrounding area.

Disadvantages:

- 33 Road closures affect the normal flow of traffic which can affect businesses and can inconvenience the public.
- 34 Option 2 The Wanaka Community Board declines the application for temporary road closures associated with the event.

Advantages:

- 35 There would be less inconvenience for the public that use the road with it remaining open to normal vehicular traffic.

Disadvantages:

- 36 Would be inconsistent with previous road closures allowed for the event.
 - 37 May mean the event will not be able to be run as planned or not at all.
 - 38 It could create an unsafe environment for the set up and dismantling of the event and for the athletes, spectators and general public during the event.
- 39 Option 3 The Wanaka Community Board approves the temporary road closure with additional conditions to those recommended in this report.
- 40 There are no specific advantages or disadvantages to this option but the Wanaka Community Board may recommend additional conditions to the closure should it wish.
- 41 This report recommends Option 1 for addressing the matter it enables the Challenge Wanaka Triathlon Event 2017 to proceed as planned in a safe managed environment.

Significance and Engagement

- 42 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it relates to closing a strategic asset (part of the roading network) for a short period of time.
- 43 The proposal for closure temporarily and on conditions to minimise the impact on traffic and pedestrian flows is in line with the Policy's recommendations.

Risk

- 44 This matter relates to the strategic risk SR3 Management practise – working within legislation, as documented in the Council's risk register. The risk is classed as moderate. This matter relates to this risk because the options highlighted require the Council to follow a regulatory process in order to notify the temporary closure of parts of the roading network. A variety of operational risks (such as meeting levels of service, regulatory compliance and the health and safety risks associated with parties using roads) are triggered when the Council considers whether or not to grant the temporary road closure.
- 45 The recommended option considered above mitigates the risk by Treating the risk - putting measures in place which directly impact the risk. The road closure is notified and the operational risks associated with granting the application are considered at the time a traffic management plan is agreed with the event organiser.

Financial Implications

46 There are no cost implications resulting from the approval of this temporary road closure application. The applicants will pay for any advertising that is required as part of the process.

Council Policies, Strategies and Bylaws

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

- Criteria for Closing Significant Road Policy - Ardmore and McDougall Streets are listed in this policy as significant roads however routes in and out of Wanaka are not disrupted by the road closures with alternative detours available.

Local Government Act 2002 Purpose Provisions

48 The recommended option:

- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by ensuring that the Challenge Wanaka 2017 Triathlon event can continue in the preferred format;
- Is consistent with the Council's plans and policies; and
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

Consultation: Community Views and Preferences

49 The temporary road closures have been advertised in The Wanaka Sun inviting comment and will be advertised again before the closures take place. This is a statutory requirement of the Local Government Act 1974. No issues or concerns have arisen from this notification.

50 Council Engineers have been consulted in the preparation of this report and they concur with the recommendations and conditions proposed.

51 A standard condition of any temporary road closure application is that the applicant provide an affected party notification to any businesses and residences within the road closure area prior to closing the road. The applicant has provided a letter to affected homeowners and businesses that will provide notification of the closure for the event to all affected parties.

52 We have publicly notified the intent to close the road, advised Emergency Services, NZ Police, Ritchies Connectabus, InterCity, Council contractors and Council staff who would have an interest in the road closures and followed the statutory administrative requirements of the Local Government Act 1974.

Legal Considerations and Statutory Responsibilities

53 Temporary road closures are controlled by Section 11(e) of the Local Government Act 1974. As authority for approval of these road closures is delegated to the Wanaka Community Board and considering Section 10 (2) of the Local Government Act 2002 the advice recommends a decision that is efficient, effective and appropriate to present and anticipated future circumstances.

Attachments

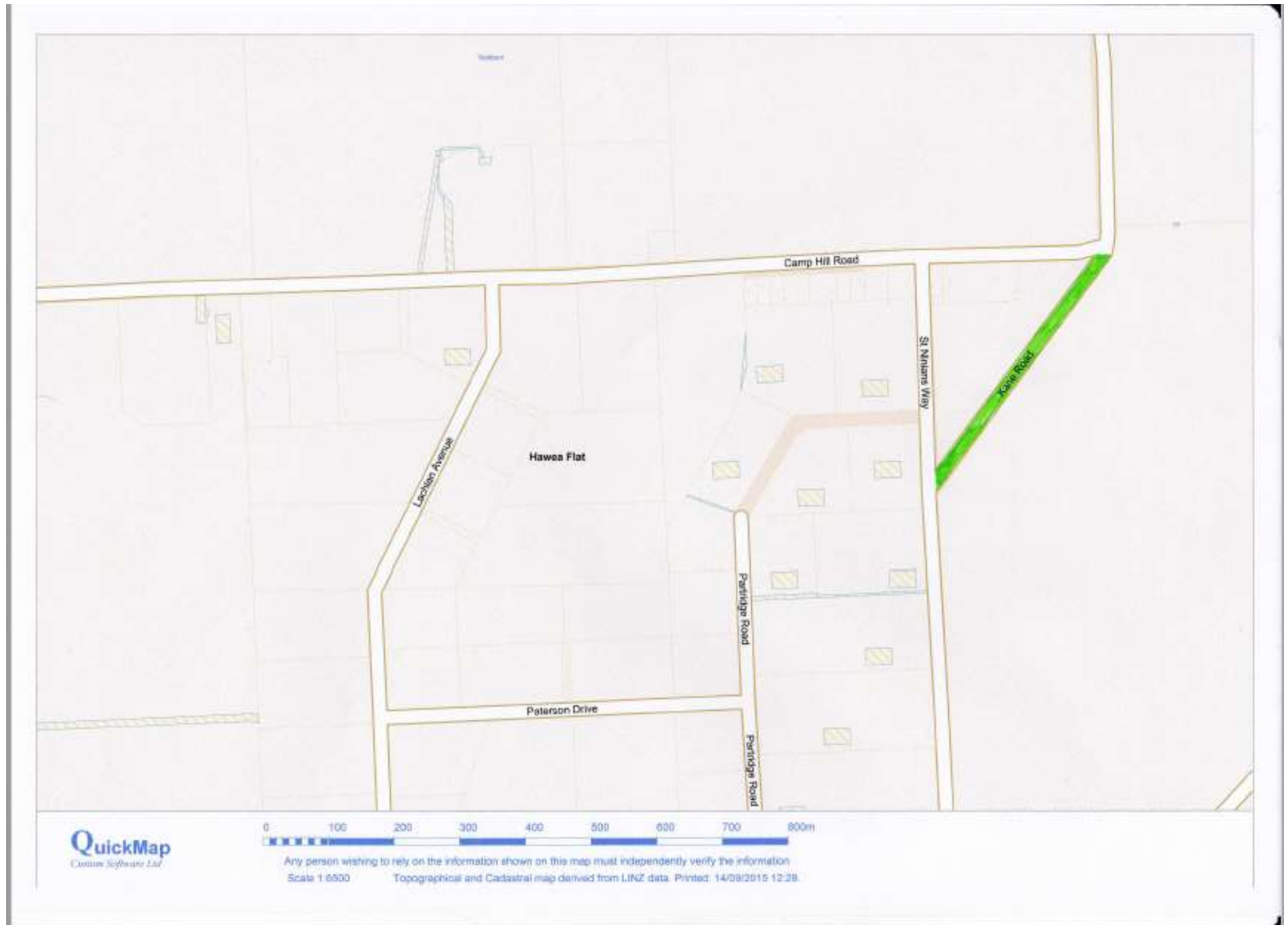
A Schedule and map of road closures

Challenge Wanaka 2017 Road Closure

Road Closure	Date and Time	Purpose	Alternative Route
Ardmore Street from Dungarvon Street to MacDougall Street	Thursday 16 February 2017 from 0800hrs to Sunday 19 February 2017 at 1800hrs	Infrastructure Build up and breakdown	Via Brownston Street
Dungarvon Street from Dunmore Street to Ardmore Street	Friday 17 February 2017 from 1200hrs to Sunday 19 February 2017 at 0300hrs	Infrastructure Build up and Junior Challenge	Via Helwick Street or Brownston Street
Ardmore Street from Helwick Street to Dungarvon Street	Friday 17 February 2017 from 1200hrs to Sunday 19 February 2017 at 0300hrs	Infrastructure build up and safe passage of athletes including Junior Challenge	Via Brownston Street
Ardmore Street from Helwick Street to Lakeside Road	Saturday 18 February 2017 from 0300hrs to Sunday 19 February 2017 at 0300hrs	Infrastructure build up and safe passage of athletes	Via Brownston Street
Single Lane closure of Mt Aspiring Road from Meadowstone Drive to Hospital Flat	Saturday 18 February 2017 from 0615hrs to 1200hrs	Challenge Wanaka to allow safe passage for both athletes and motorists	Via Meadowstone Drive to return to Town until road opens. Access to residents and tourism operators will be permitted
Ardmore Street from MacDougall Street to Meadowstone Drive	Saturday 18 February 2017 from 0615hrs to 1730hrs	To allow safe passage of athletes	Via Faulks Terrace and Meadowstone Drive. Access to residents permitted

<p>Single Lane closure of MacDougall Street from Faulks Terrace to Ardmore Street. Traffic to flow as usual out of town</p>	<p>Saturday 18 February 2017 from 0815hrs to 1730hrs</p>	<p>To allow safe passage of athletes travelling at high speed down the hill</p>	<p>Via Faulks Terrace and Meadowstone Drive or Golf Course Road. Access to Motor Camp will be provided through a traffic control point on Brownston / MacDougall Streets junction</p>
<p>Kane Road between Camphill Road and St Ninians Way</p>	<p>Saturday 18 February 2017 from 0815hrs to 1700hrs</p>	<p>To allow safe transition of cyclists at Aid Station B3</p>	<p>Via Camphill road and St Ninians Way</p>
<p>One way closure of Red Bridge, Closed to North Bound Traffic</p>	<p>Saturday 18 February 2017 from 0815hrs to 1700hrs</p>	<p>Challenge Wanaka Event, to prevent long traffic delays to northbound traffic (a detour will be quicker)</p>	<p>Via Shortcut Road, Wanaka Luggate Highway (SH6), Lake Hawera Albert Town Road (SH6), Camphill Road, St Ninians Way and Kane Road</p>





**Wanaka Community Board
16 November 2016**

Report for Agenda Item: 2

Department: Property & Infrastructure

Affected Person's Approval and Licence to Occupy Road Reserve – Albert Town Entrance Sign

Purpose

The purpose of this report is to consider granting a Licence to Occupy Road Reserve and an affected person's approval to allow the construction of a 'Welcome Albert Town' entrance sign on Aubrey Road.

Recommendation

That the Wanaka Community Board:

1. **Note** the contents of this report;
2. **Agree** to execute affected person's approval to the Albert Town Community Association's application for consent dated 21 September 2016;
3. **Approve** the Licence to Occupy Road Reserve for the placement of an entrance sign on Aubrey Road subject to the following conditions:
 - a. The structure must not compromise safe sight distances for traffic movements.
 - b. The structure must not compromise pedestrian movements / safety.
 - c. The structure must not compromise roading or services maintenance activities.
 - d. Ongoing maintenance of the structure is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structure.
 - e. All services including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same.
 - f. If deemed appropriate by Council Engineers, approval of a Traffic Management Plan before any work commences.

- g. All activities are to be undertaken in accordance with Worksafe New Zealand's standards for the work environment.
 - h. Any necessary Building Consent or Resource Consent to be obtained prior to works commencing.
4. **Delegate** execution of the affected person's approval to Council's Chief Engineer, Property and Infrastructure.

Prepared by:



Dan Cruickshank
Property Advisor

10/11/2016

Reviewed and Authorised by:



Ulrich Glasner
Chief Engineer

10/11/2016

Background

- 1 There are a number of entrance signs installed within or adjacent to the road reserve around the district. Often the land is on the State Highway network, requiring approval from the New Zealand Transport Agency (NZTA). In other locations, the land is usually Council administered road reserve, requiring its approval.

Comment

- 2 Council has been approached by the Albert Town Community Association to provide affected person's approval (APA) to the installation of 1 of 3 signs planned at entrances to the township.
- 3 The location marked up as 'location 3' on the supporting resource consent application is sited on Council administered road reserve at the eastern end of Aubrey Road. A picture of the proposed sign is included in the application, under Attachment B. We understand that some prior discussion has taken place with the Wanaka Community Board to allow for input to the style of sign proposed.
- 4 Council's roading department have been consulted on the proposed location on Aubrey Road and confirmed that they are happy with the sign placement. They have however provided feedback that the sign needs to be constructed of a relatively lightweight material to mitigate any concerns related to a potential vehicle impact.
- 5 We understand that NZTA have provided their approval to the placement of signs in locations 1 and 2, that are within the State Highway.
- 6 Prior to the installation of the sign, the operational health and safety requirements for those installing the signage will need to be considered, as well as whether a

traffic management plan should be obtained. It is requested that once consent is granted and the community is ready to install the sign, that they contact Council to detail how they will mitigate any concerns from the installation.

- 7 In order to occupy the road reserve, a licence between the Albert Town Community Association and Queenstown Lakes District Council must be entered in to. This report recommends the following conditions for approval of such a licence:
- a. The structure must not compromise safe sight distances for traffic movements.
 - b. The structure must not compromise pedestrian movements / safety.
 - c. The structure must not compromise roading or services maintenance activities.
 - d. Ongoing maintenance of the structure is to be the responsibility of the Licensee along with any damage that may occur to the road reserve as a result of the structure.
 - e. All services including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for and no compromise shall be made to Council Infrastructure or access to same.
 - f. If deemed appropriate by Council Engineers, approval of a Traffic Management Plan before any work commences.
 - g. All activities are to be undertaken in accordance with Worksafe New Zealand's standards for the work environment.
 - h. Any necessary Building Consent or Resource Consent to be obtained prior to works commencing.

Options

- 8 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.
- 9 Option 1 To agree to an APA to the Albert Town Community Association, as per the application for Resource Consent provided by Paterson Pitts Group dated 21 September 2016 and a licence to occupy road reserve subject to the recommended conditions.

Advantages:

- 10 Will allow a timely decision to the community group to allow the lodging of their resource consent application.
- 11 Will help identify the entrances to the township.

Disadvantages:

- 12 Increases the built environment on Council land.
- 13 May create an obstacle within the roadway.
- 14 Option 2 To agree to an APA to the Albert Town Community Association, as per the application for Resource Consent provided by Paterson Pitts Group dated 21 September 2016 and a licence to occupy road reserve subject to alternative conditions.

Advantages:

- 15 Similar to Option 1 however the WCB may wish to add, amend or delete some or all of the recommended conditions.

Disadvantages:

- 16 Similar to Option 1.
- 17 Option 3 To decline the request for APA to the Albert Town Community Association, as per the application for Resource Consent provided by Paterson Pitts Group dated 21 September 2016.

Advantages:

- 18 Will not increase the built environment on Council land.
- 19 Will not create an obstacle within the roadway.

Disadvantages:

- 20 Will not allow a timely decision to the community group, to allow the lodging of their resource consent application.
- 21 Will not help identify the entrances to the township.
- 22 This report recommends **Option 1** for addressing the matter, as the risk to vehicles from the sign has been mitigated by Council's roading team through design controls, and it will be of benefit to the community through its installation.

Significance and Engagement

- 23 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because the decision relates to Council's roading network which is identified as a strategic asset.

Risk

- 24 This matter relates to the strategic risk SR6a – assets critical to serve delivery (infrastructure assets) with the risk classified as low. This is because the impact of the occupation is minimal for the public and does not have a significant permanent impact on Council's infrastructure. Again, this report recommends that

risk SR6a is treated (measures are put in place to directly impact the risk) by including conditions in the licence that address the risks.

25 This matter related to the operational risk OR27 levels of service, as documented in the Council's risk register. This risk is classed as moderate. This matter relates to this risk as it requires a decision from Council for a private activity

Financial Implications

26 There are no financial implication with approving this request.

Council Policies, Strategies and Bylaws

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

- Significance and Engagement Policy 2014

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

29 This matter is included in the 10-Year Plan/Annual Plan, and can be monitored under existing Property and Infrastructure operating budgets.

Local Government Act 2002 Purpose Provisions

30 The recommended option:

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

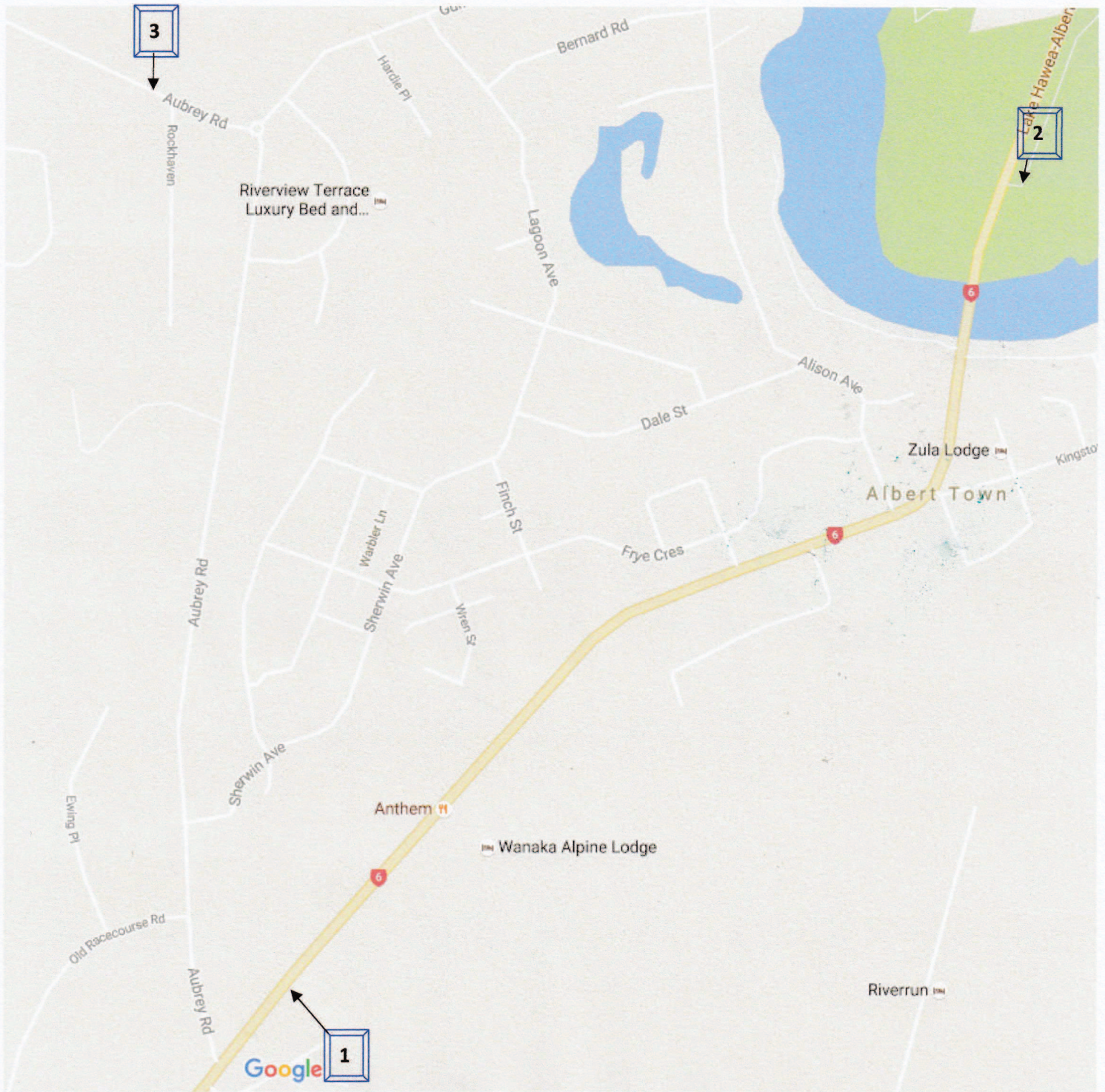
Consultation: Community Views and Preferences

31 The persons who are affected by or interested in this matter are the users and residents of Albert Town entrance roads.

32 The matter has been consulted on with members of the Wanaka Community Board. It is also considered that the Albert Town Community Association may convey the general desire of the community to propose the signage.

Attachments

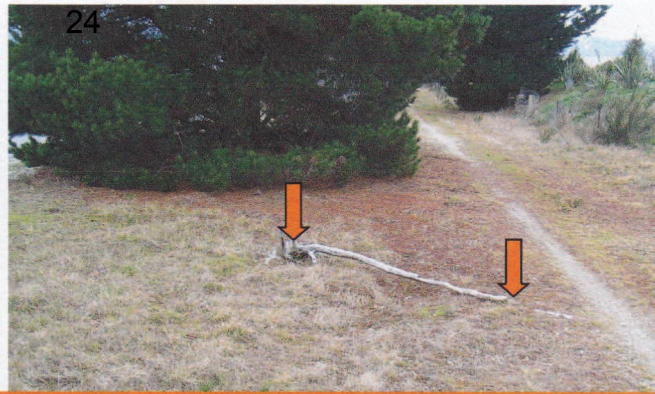
- A Location plans
- B Proposed entrance sign
- C Resource consent application by Paterson Pitts Group dated 21 September 2016
- D NZTA letter of approval



1. S.H.6 GPS Co-Ordinates Latitude : -44.69096 (44° 41' 27.44" S) Longitude : 169.17659 (169° 10' 35.71" E)
2. S.H.6 GPS Co-Ordinates Latitude : -44.67748 (44° 40' 38.92" S) Longitude : 169.19212 (169° 11' 31.65" E)
3. Aubrey Road GPS Co-Ordinates Latitude (44° 40' 38" S) Longitude (169° 10' 22" E)

Sites one and two have been inspected by NATA/OPUS as being suitable for the signs. (OPUS provided the co-ordinates)

Site three on Aubrey is the one preferred by the Community Board as it best reflects the actual entrance to Albert Town at that location. (co-ordinates obtained by a GPS)



Map Location 1: S.H 6 on the upper level of Manuka Terrace
Latitude : -44.69096 (44° 41' 27.44" S) Longitude : 169.17659 (169° 10' 35.71" E)

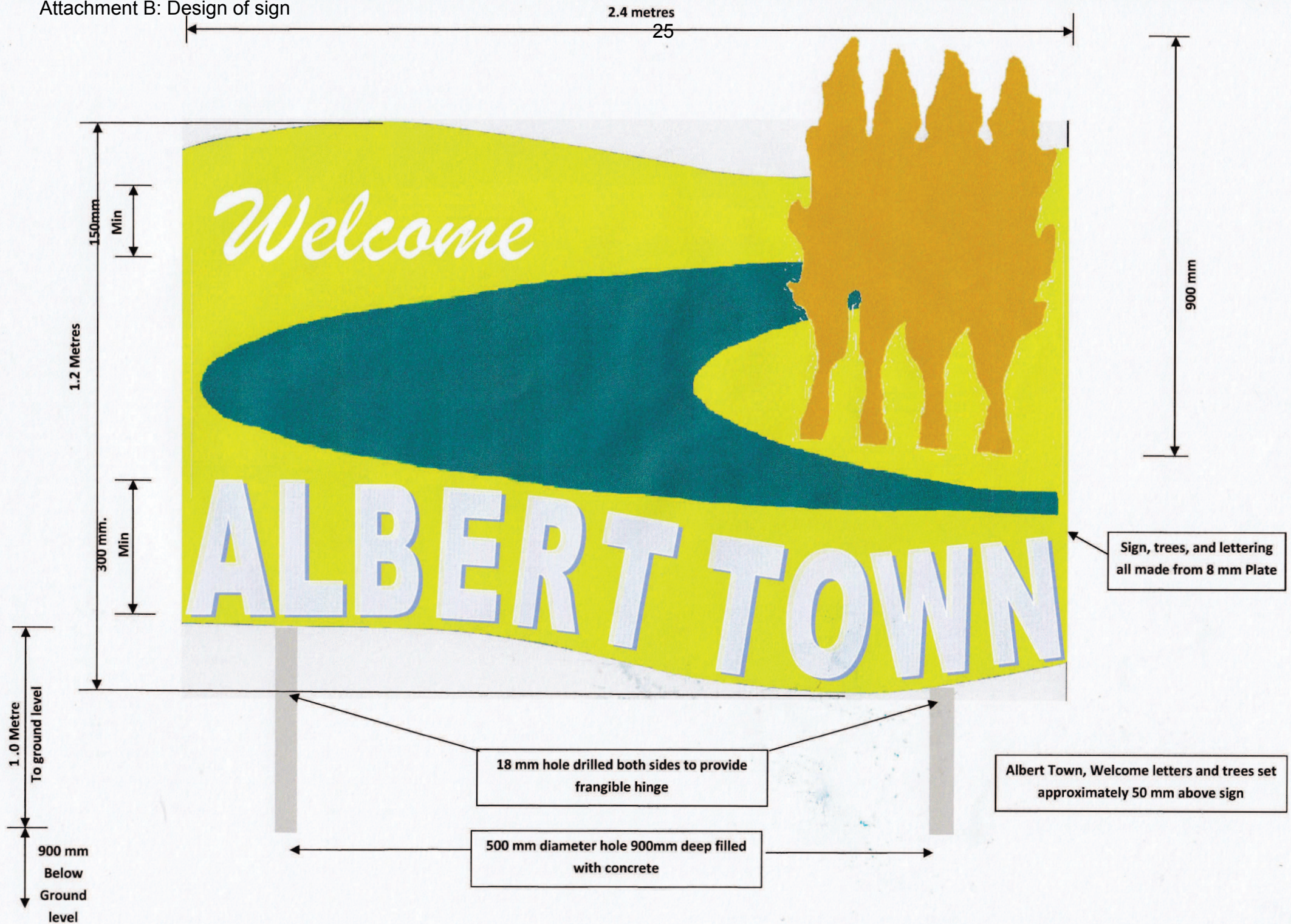


Map Location 2: SH 6 Hawea Side of the Clutha River Bridge
Latitude : -44.67748 (44° 40' 38.92" S) Longitude : 169.19212 (169° 11' 31.65" E)



Map Location 3: Aubrey Road (QLDC Road)
Looking towards Rockhaven
Latitude (44° 40' 38" S)
Longitude (169° 10' 22" E)

Attachment B: Design of sign



PATERSONPITTSGROUP

Your Land Professionals
www.ppgroup.co.nz
0800 PPGROUP



Our Ref: W5097
21 September 2016

Albert Town Community Association

Resource Consent Application

Construct 3 x Signs:

- Albert Town-Lake Hawea Road (SH6)**
- Lake Hawea-Albert Town Road (SH6)**
- Aubrey Road**

DUNEDIN:

P.O. Box 5933,
Dunedin 9058.

T 03 477 3245

CHRISTCHURCH:

P.O. Box 160094,
Christchurch 8441.

T 03 928 1533

ALEXANDRA:

P.O. Box 103,
Alexandra 9340.

T 03 448 8775

CROMWELL:

P.O. Box 84,
Cromwell 9342.

T 03 445 1826

QUEENSTOWN:

P.O. Box 2645,
Queenstown 9349.

T 03 441 4715

WANAKA:

P.O. Box 283,
Wanaka 9305.

T 03 443 0110

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1.0 APPLICATION DETAILS

Applicant:	Albert Town Community Association
Site Locations:	<ul style="list-style-type: none"> - State Highway 6 (Albert Town-Lake Hawea Road), east side, 200m north of intersection with Clan Mac Road - State Highway 6 (Lake Hawea-Albert Town Road), east side, 175m north of Albert Town Bridge - Aubrey Road, north side, 160m west of Aubrey Road/Gunn Road roundabout
Legal Description:	NZTA and QLDC road reserve
CFR Reference:	N/A
Area:	N/A
Zoning:	Legal Road

2.0 DESCRIPTION OF PROPOSAL

2.1 PROPOSAL

The Albert Town Community Association seek resource consent to construct entrance signs to Albert Town in three locations:

1. State Highway 6 (Albert Town-Lake Hawea Road), east side, 200m north of intersection with Clan Mac Road
2. State Highway 6 (Lake Hawea-Albert Town Road), east side, 175m north of Albert Town Bridge
3. Aubrey Road, north side, 160m west of Aubrey Road/Gunn Road roundabout, between the walking track and Aubrey Road.

All three signs will be located on a flat, straight section of each road, a minimum of 9m from the carriageway of State Highway 6 (Sites 1 and 2) and 2.1m from Aubrey Road (Site 3). Each location currently contain grass/tussock species. Location 1 is near a cluster of pine trees. A location plan illustrating the three locations and photographs of each site are included in Appendix A.

The signs are generally rectangular - 2.4m long, 1.5m high and raised above ground level by 1m. The design of the signs are attached as Appendix B.

Site 1 and 2 are located within State Highway road reserve and consultation has commenced with the New Zealand Transport Agency (NZTA) through Opus.

Site 3 is on QLDC land and provisional approval has been obtained from the Wanaka Community Board.

3.0 RELEVANT DISTRICT PLAN PROVISIONS

3.1 OPERATIVE DISTRICT PLAN

The three locations do are zoned legal road under the Operative District Plan as they are located within road reserves.

Sites 1 and 3 are adjacent to Rural General zoned land and Site 2 is adjacent to Rural Residential zoned land.

3.1.1 Land Use Consent

Land Use consent is required for the following:

- A **Discretionary Activity** pursuant to Rule 18.2.5 for the construction of three “off-site signs” per Activity Table 4(12).

The application has therefore been assessed as a **Discretionary Activity**.

There are no site and zone standards in the Signs chapter of the Operative District Plan.

3.1.2 Assessment Against Assessment Matters

18.3.1 (v) Discretionary Activity – District Wide Signs (Activity Table 4)

(a) Whether the period the signage is to be erected is necessary for the event being advertised.

N/A – signs will be permanent

(b) Whether the size of the sign and/or number of signs are compatible with the size of the site on which they are located.

The signs are located on flat, straight sections of road with a wide roadside verge (each located a minimum of 9m from the carriageway of State Highway 6 (Sites 1 and 2) and 2.1m from Aubrey Road (Site 3)) and are a minimum of 1.5km from each other. There are no other signs within the vicinity of the proposed locations. The signs are considered compatible in size with their proposed locations and will not be visually dominant from road users or impact on traffic safety.

(c) The extent to which the proposed signage is compatible with the character of the surrounding environment.

The signs have been designed by members of the Albert Town Community Association to be suitable for the intended purpose as an entrance sign for Albert Town. They have considered the character of the surrounding environment and features of Albert Town (i.e., the Clutha River and poplar trees).

(d) Whether signs located on wharves and jetties (including buildings on wharves and jetties):

N/A

(e) Whether the design, location and size of the proposed signage will detract from the heritage values of any item in the Inventory of Protected Features.

N/A

3.2 ASSESSMENT AGAINST RELEVANT OBJECTIVES AND POLICIES

The application has been assessed against the relevant objective and policies of Part 18 – Signs as outlined below.

Objectives and policies not mentioned below have been considered, but are not considered pertinent to the application and so have not been included in this report for the sake of conciseness.

3.2.1 Section 4 – District Wide Issues

18.1.2 Objective 1 –Signs

Signs which convey necessary information and assist in creating a sustainable and vibrant community, while avoiding or mitigating any adverse effects on public safety, convenience and access and on the District’s important landscape, streetscape, cultural heritage and water area visual amenity values.

Policies:

1, 3, 4, 7

This objective and policies seeks to ensure the design and location of signs are compatible with the character and amenity of areas, do not adversely affect traffic safety, and do not pose a danger to property and/or obstruction to pedestrians.

The proposed signs have been designed to provide a community welcome message into Albert Town. As discussed, they will be located on flat, straight sections of road with a wide roadside verge as to not have an adverse effect on traffic safety (i.e., reduce visibility or create confusion), convenience or access to Albert Town. NZTA were involved in the selection of the Sites 1 and 2 on the State Highway to ensure it is suitable and QLDC Community Board selected the Site 3 location. They have been designed to be compatible with the character and amenity of the area and will not have an adverse effect on the District’s landscape, streetscape, cultural heritage and water area visual amenity values.

Summary of Objectives and Policies:

The above assessment of the proposal against the relevant objective and policies of the Operative District Plan demonstrates this proposal is consistent with the applicable objectives and policies of the Signs section of the Operative District Plan.

3.3 PROPOSED DISTRICT PLAN

Stage 1 of the Proposed Queenstown Lakes District Plan 2015 was notified on 24 August 2015. The Sign section was not notified as part of Stage 1 so the application does not need to be assessed against the Proposed District Plan.

4.0 RMA SECTION 104 MATTERS

The application has been assessed against the relevant provisions of the documents referred to in RMA section 104(1)(b) as detailed below. The application has also been assessed against the relevant provisions of the Queenstown Lakes District Plan as detailed in previous sections.

(i) National Environmental Standards

The following National Environmental Standards are not relevant to the current application:

- Air Quality 2004
- Sources of Human Drinking Water 2008
- Telecommunications Facilities 2008
- Electricity Transmission 2010
- National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health Regulations 2011

(ii) Other Regulations

No other regulations are relevant to this application.

(iii) National Policy Statements

The following National Policy Statements are not relevant to the current application:

- Freshwater Management 2014
- Renewable Electricity Generation 2011
- Electricity Transmission 2008

(iv) New Zealand Coastal Policy Statement

The New Zealand Coastal Policy Statement 2010 is not relevant to this application as the site is not in a coastal area.

(v) Otago Regional Policy Statement

The Otago Regional Policy Statement is an overview of the Otago region’s resource management issues and the policies and methods to achieve the integrated management of its natural and physical resources. Other resource management plans (the various regional plans and the District Plan) reflect the provisions of the Otago Regional Policy Statement and cannot be inconsistent with it. These policies give effect to the Regional Policy Statement.

Of relevance to this application are the objectives and policies relating to land, water quality and natural hazards. These objectives seek to promote the sustainable management of Otago’s land and water resources, to avoid, remedy or mitigate degradation of Otago’s natural and physical resources and maintain and enhance Otago’s land resource through avoiding, remedying or mitigating the adverse effects of activities which have the potential to create adverse effects.

The Regional Policy Statement is given effect to by the regional plans and the District Plan. The objectives and policies of the land and natural hazard section of the Regional Policy Statement are primarily given effect to by the District Plan and the Regional Plan: Water, although this is not relevant for this application.

5.0 ASSESSMENT OF ENVIRONMENTAL EFFECTS

The environmental effects of the proposed gravel extraction have been assessed under the following headings:

Land, Flora and Fauna

Effect	Effects on the Environment	Other Comments
Vegetation	Nil	
Wildlife	Nil	
Landform	Nil	
Waterbodies	Nil	
Groundwater	Nil	
Contamination	Nil	

Infrastructure

Effect	Effects on the Environment	Other Comments
Water Supply	Nil	
Effluent Disposal	Nil	
Stormwater Control	Nil	
Energy Supply	Nil	
Telecommunication	Nil	
Pollution	Nil	

People and Built Form

Effect	Effects on the Environment	Other Comments
Neighbourhood Character	Less than minor	The signs have been designed by members of the Albert Town

		Community Association to be suitable for the intended purpose as an entrance sign for Albert Town. They have considered the character of the surrounding environment and features of Albert Town (i.e., the Clutha River and poplar trees).
Visibility	Less than minor	
Building Density	Nil	
On-site Amenity	Nil	
Views and Outlook	Nil	
Cumulative Effects	Nil	
Precedent Effect	Nil	
Reverse Sensitivity	Nil	

Traffic Generation and Vehicle Movements

Effect	Effects on the Environment	Other Comments
On-Site Parking	Nil	
On-Street Parking	Nil	
Vehicle Safety	Less than minor	The signs are located on flat, straight sections of road with a wide roadside verge (each located a minimum of 9m from the carriageway of State Highway 6 (Sites 1 and 2) and 2.1m from Aubrey Road (Site 3)). They will be located as to not reduce visibility, create confusion or impact traffic safety. NZTA were involved in the selection of the Sites 1 and 2 on the State Highway to ensure it is suitable and QLDC Community Board selected the Site 3 location.
Pedestrian Safety	Nil	
Cyclist Safety	Nil	
Traffic Generation	Nil	
Vehicle Movements	Nil	
Noise	Nil	
Roading Capacity	Nil	

Nuisance

Effect	Effects on the Environment	Other Comments
Odour	Nil	
Noise	Nil	
Hours of Operation	Nil	
Dust	Nil	
Air Discharges	Nil	
Vibration	Nil	

Cultural

Effect	Effects on the Environment	Other Comments
Sites of Heritage Significance	Nil	
Sites of Cultural Significance	Nil	

Scale of Environmental Effects

Nil Effects	No effects at all.
Less than Minor Adverse Effects	Adverse effects that are discernable day-to-day effects, but too small to adversely affect other persons.
Minor Adverse Effects	Adverse effects that are noticeable but that will not cause any significant adverse impacts.
More than Minor Adverse Effects	Adverse effects that are noticeable that may cause an adverse impact but could be potentially mitigated or remedied.
Significant Adverse Effects that Could Be Remedied or Mitigated.	An effect that is noticeable and will have a serious adverse impact on the environment but could potentially be mitigated or remedied.
Unacceptable Adverse Effects	Extensive adverse effects that cannot be avoided, remedied or mitigated.

6.0 PART 2 OF THE RESOURCE MANAGEMENT ACT 1991

The purpose of the Resource Management Act 1991 is to promote the sustainable management of natural and physical resources.

This application seeks resource consent to construct three entrance signs to Albert Town – two on State Highway 6 and one on Aubrey Road. The application is considered to appropriately avoid adverse effects of the development.

Section 6 of the Act requires matters of national importance to be recognized and provided for. The application does not affect any outstanding natural features or landscapes, areas of significant indigenous vegetation or habitats. There are therefore no matters of national importance that are relevant to this application.

Section 7 of the Act requires all persons exercising functions and powers in relation to managing the use, development, and protection of natural and physical resources, to have particular regard to a number of factors. The only section 7 matters of particular relevance to this application are (c) the maintenance and enhancement of amenity values, and (f) maintenance and enhancement of the quality of the environment. The application is considered to maintain the level of amenity and the quality of the environment at the subject sites. It is therefore considered that the proposed development provides for the relevant matters of section 7 of the Act.

The application is considered to appropriately avoid, remedy or mitigate any adverse effects. Overall, the application is considered to represent a sustainable management of natural and physical resources having had regard to the section 6 and 7 matters.

7.0 AFFECTED PARTIES, CONSULTATION AND NOTIFICATION

Affected party approval is to be confirmed.

8.0 CONCLUSION

The Albert Town Community Association seek resource consent to construct entrance signs to Albert Town in three locations: two on State Highway 6, and one on Aubrey Road. All three signs will be located on a flat, straight section of each road, a minimum of 9m from the carriageway of State Highway 6 (Sites 1 and 2) and 2.1m from Aubrey Road (Site 3). NZTA and QLDC were involved in the selection of the proposed locations.

The application has been assessed as requiring consent as a Discretionary Activity under the Operative District Plan.

The previous section considered the environmental effects of the proposal and concludes that the adverse environmental effects will be less than minor, and thus less than the threshold for notification set in RMA s95A(2)(a).

The application has also been assessed against the objectives and policies of the Operative and Proposed District Plans. This assessment concludes that the application is not contrary to the relevant objectives and policies. It is therefore considered that consent could be granted on a non-notified basis.

Hilary Boyes
Planner
Paterson Pitts Limited Partnership



Level 2, AA Centre
450 Moray Place
PO Box 5245
Moray Place
Dunedin 9058
New Zealand
T 64 3 951 3009
F 64 3 951 3013
www.nzta.govt.nz

9 November 2016

Albert Town Community Association
c/- Hilary Boyes
Paterson Pitts Group
PO Box 283
WANAKA 9343

Dear Hilary

Albert Town Community Association Welcome Signs (SH6)

Thank you for forwarding details of the above-mentioned proposal for our consideration for written approval. We understand that the Albert Town Community Association is proposing to erect two "Welcome to Albert Town" signs along State Highway 6.

We have assessed the proposed signage and consider the signs do not cause any significant effect on the State highway.

As a result we will be in a position to provide written approval to the proposal on receipt of an application promoting the following condition.

- An application to carry out work within the state highway road reserve and an appropriate traffic management plan shall be submitted to our network management consultant, Opus International Consultants of Alexandra, at least seven working days prior to work commencing on the state highway road reserve;

The condition can either be a substantive part of the application or promoted as consent conditions as follows:

Please do not hesitate to contact me if you have any queries on this matter or require further information.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Julie McMinn', is written over a light blue circular stamp.

Julie McMinn
Consultant Planner to the New Zealand Transport Agency

Wanaka Community Board

16 November 2016

Report for Agenda Item: 3

Chair's Report

Purpose

To present a report from the Wanaka Community Board Chair.

Recommendation

That the Wanaka Community Board:

1. **Note** the report; and
2. **Approve** the following appointments of Board members to community groups:

Albert Town Community Association	Ella Lawton
Alpine Community Development Trust	Ella Lawton
Alpine Lakes Research and Education Centre	Ruth Harrison
Armstrong Trust	Rachel Brown
Aspiring Arts and Culture Trust	TBC
Aspiring Tracks Network	Ella Lawton
Cardrona Community Association	Ruth Harrison
Elmslie House and Enliven	Ruth Harrison
Events	Quentin Smith
Friends of Pembroke Park	Calum MacLeod
G and O West Charitable Trust	Ross McRobie
Guardians of Albert Town Lagoon	Ella Lawton
Guardians of Lake Wanaka	Calum MacLeod
Hawea Community Association	Rachel Brown
Kahu Youth Trust	Ella Lawton
Lagarosiphon Management Team	Calum MacLeod
Lake Wanaka Tourism	Ella Lawton
Lake Wanaka Trust	Calum MacLeod
Landcare Group	Rachel Brown
Link Upper Clutha	Ella Lawton
Luggate Community Association	Calum MacLeod
Makarora Valley Community Inc	Ross McRobie
Mt Barker Residents' Association	Ed Taylor
Ruby Island Management Committee	Quentin Smith
The Cube	Ross McRobie
Upper Clutha A & P Society	Ed Taylor
Upper Clutha Historical Records Society	Ed Taylor
Upper Clutha Sports Community	Quentin Smith
Upper Clutha Tracks Trust	Rachel Brown
Upper Clutha Vegetation Control	Ed Taylor
Wanaka Residents Association	Quentin Smith

Wanaka Arts Centre Trust	Ruth Harrison
Wanaka Community House Trust	Ruth Harrison
Wanaka Public Library Association	Rachel Brown
Wanaka Airport User Group	Ed Taylor
Wanaka Chamber of Commerce	Calum MacLeod
Wanaka Alcohol Group	Rachel Brown

Prepared by: Rachel Brown



Chair, Wanaka Community Board
04/11/2016

Hawea Unformed Legal Roads

- 1 The umbrella agreement is currently with Devon Dairies Ltd for signing. It then needs to pass through the Upper Clutha Tracks Trust, Clutha Fisheries Trust and finally the QLDC for signing.
- 2 The survey plan is due to be lodged with LINZ for approval in early November. Once lodged/approved (and the umbrella agreement is signed) the legalisation work on the roads can commence.

Ballantyne Road

- 3 A report considering the preferred option to treat the road safety issues on the unsealed section of Ballantyne Road, as determined through the Better Business Case process, will be presented to the Board's December meeting. This report will also discuss the other options considered.
- 4 Some of the options for Ballantyne Road will incur significant cost and need to be properly evaluated before presentation to the Board.

Governance Agreement

- 5 The Governance Agreement between the Board and Council was considered at the final meeting of the 2013-16 Wanaka Community Board held on 14 September. This is a requirement of the agreement which states that it should be placed on the agenda of the final meetings of the triennium of both parties, for the purpose of reviewing the agreement and recommending any changes to the incoming Council and Board.
- 6 Several amendments were agreed at the Board meeting and subsequently approved by Council on 6 October. The changes proposed by the Board mainly concerned the provision of adequate staff support for Board activities and regular attendance at Board meetings by a representative from the senior management team. In addition, a further key change agreed was the following:

Delegations to the Wanaka Community Board underlie the spirit of partnership espoused by this agreement and any changes to delegations and the Governance Agreement should be considered in tandem with each other

- 7 In light of the review of delegations currently being undertaken I propose that we defer consideration of the Governance Agreement until this review is concluded.

Community Appointments

- 8 There are a number of external organisations and groups within the Upper Clutha community on which the Board has customarily had representation in the interests of enhancing community engagement. After discussion with Board members I have recommended a representative for each organisation at the beginning of this report. This includes some new organisations and may be added to in the future.
- 9 The expectation is that Board members will take an active interest in the groups to which they have been appointed and attend meetings where possible. An opportunity will be provided at all Board meetings to report back on the activities of these groups.

Local Easter Sunday Shop Trading Policy

- 10 A report is being presented to the Council meeting on 24 November which recommends that the Council engage in public consultation to receive feedback on a proposed district-wide Local Easter Sunday Shop Trading Policy. The purpose of this policy is to permit shop trading to occur on Easter Sundays throughout the Queenstown Lakes District. This would serve to address the current inconsistency between what is permitted in Queenstown and in Wanaka respectively. The opportunity to address this inconsistency has arisen from new legislation passed in August 2016.

Wanaka Airport Governance Options

- 11 Submissions close on 25 November. If the Board has specific comment on what is proposed, it may wish to express these via a written submission.

Wanaka Recreation Centre and Wanaka Community Pool

- 12 Wanaka Recreation Centre was officially opened on 7 July 2016. It had 4,471 users through the centre (Sports Hall and Meeting Room) between the period 16 July and 30 September. This equates to approximately 51 people per day, although obviously numbers do vary depending on activity.
- 13 A number of items that were due for completion (lighting poles, carpark asphaltting) are now complete, with signage and irrigation to be completed within the next month
- 14 The most popular sports are Futsal and Basketball, with a new Volleyball league starting with 12 teams.

- 15 The Sport and Recreation team are working on a local Wanaka needs analysis to determine the best programming for the facility for the next 6 months as a priority. Their aim is to have more people, more active, more often.
- 16 The artificial field is scheduled for completion on 1 December and discussions are underway with user groups to use the facility once complete (this also includes the toilet block).
- 17 The Wanaka Pool project team have been working on ensuring that the project remains within budget and this has impacted on the construction timeline. The pool is expected to open in March 2018.
- 18 The Sport and Recreation team have committed to an increased presence and focus on Wanaka over the next 6 months and want to engage more with sporting and recreational groups to ensure that everyone in the community is up-to-date with progress on Three Parks and the facilities it contains
- 19 The Sport and Recreation team are undertaking a review of the Wanaka Sports Facility Mix Report with the assistance of RCP. The report was completed in 2011 and the purpose of the review is to ensure that the unallocated parts of land in the Three Parks development are still relevant and valid. There have been several queries from groups who now wish to be part of the overall plan and it is important to ensure that the facility offers the right mix for the community going forward. Groups include a gym, squash, mountain biking, café owners and physios. The intention is to workshop the process and then the findings with the Board early in 2017.

Proposed District Plan Hearings

- 20 Hearings on Stream 06A – Variation 1 (Arrowtown Design Guidelines 2016) occurred in early November and hearings on Stream 08 – Business Zones, will commence on Monday 28 November at the Crowne Plaza Hotel in Queenstown.

Projects Summary

- 21 See Attachment A for the Property and Infrastructure Department's summary of projects currently underway and Attachment B for the project summary for Parks and Reserves.

Parks and Reserves Planning and Policy

- 22 Submissions on the draft Wanaka Recreation Reserve Management Plan close on 12 November. At the time of writing several submissions have been received, with a number of submitters indicating a wish to be heard.
- 23 Consultation on the district-wide Parks and Open Space Strategy began on 8 November and will close on 16 December. The purpose of the strategy is to ensure that the Council's existing open space and new reserves are meeting the needs of the community and are protected for future generations. Click [here](#) to read the consultation materials.

Attachments

A Property and Infrastructure Team Summary Report

B Parks Summary Report

INFRASTRUCTURE TEAM SUMMARY REPORT

REPORT ISSUED ON: Monday, 7 November 2016

dd/mm/yy	Due in next 2 wks	On Track
dd/mm/yy	On Hold	At Risk
dd/mm/yy	Overdue	Complete N/A

PROJECT	CATEGORY	ACTIVITY TYPE	PROJECT MANAGER	CONCEPT DESIGN GATEWAY	DETAILED DESIGN GATEWAY	CONSTRUCTION GATEWAY	PRACTICAL COMPLETION	POST HANDOVER GATEWAY	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 15/16 BUDGET	FORECAST	SPENT TO DATE
Wanaka Transportation - Minor Improvements, Non-Sub	Renewals	Transportation - Non Sub	NEWPM	20/07/16	20/07/16	31/08/16	6/06/17	25/08/17	On Hold	On Hold	On Hold	On Hold	475,398		
Gordon Road Pump Station Upgrade	New Capital	Sewerage	Deborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17					35,400		
Edgewater Gravity Sewer Upgrade - Seperable Portion 2	New Capital	Sewerage	Rob Darby			15/02/17	18/05/17	11/08/17					380,906	394,500	13,835
DISTRICT WIDE RESEALS	Renewals	Transportation - NZTA	NEWPM	25/03/16	17/06/16	1/10/17	3/03/17	2/06/17					1,705,000	1,705,000	
CAMP HILL ROAD - Sealed Road Pavement Rehab - RP: 1510 to 3200	Renewals	Transportation - NZTA	Rob Darby	15/10/16	15/10/16	6/02/17	31/03/17	16/06/17					534,100	525,000	408
Ardmore St Build Outs	New Capital	Transportation - NZTA	Rob Darby			7/11/16	21/12/16	18/01/17					45,000	44,000	3,960
Cardrona New Water Supply Scheme	New Capital	Water Supply	Rob Darby	25/03/16	20/05/16		20/04/17	14/07/17					367,296	360,000	15,104
Wanaka Airport Pump Station - BBC	New Capital	Sewerage	Deborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17							
Water Supply - Renewals - Wanaka	Renewals	Water Supply	Simon Leary	29/02/16	25/04/16	15/08/16	30/06/17	22/09/17					257,600		32,728
Wanaka Water Supply, Anderson Road Extension	Renewals	Water Supply	Rob Darby	6/05/16	1/07/16	15/02/17	30/04/17	30/06/17					299,200	490,000	1,800
Wanaka Airport water supply reticulation - BBC	Renewals	Water Supply	Deborah - BBC	1/06/17	30/06/17	25/08/17	22/09/17	15/12/17							
Beacon Point Road - Project	Renewals	Stormwater	Simon Leary	18/01/16	14/03/16	4/07/16	30/09/16	10/02/17					490,000		
Wastewater - Renewals - Wanaka	Renewals	Sewerage	Simon Leary	25/04/16	23/05/16	15/08/16	30/06/17	22/09/17					75,900		1,280
Aubrey Road PS (Upgrade or Decommission)	New Capital	Transportation - NZTA	Rob Darby		5/09/16	9/11/16	7/12/16	10/03/17			On Hold	On Hold	50,000	45,000	
Mt Aspiring Road booster to address fire	Renewals	Water Supply	Rob Darby	28/11/15	20/02/16	1/10/16	20/12/16	10/03/17			On Hold	On Hold	613,552		5,705
Albert Town Ring Main	Renewals	Water Supply	Rob Darby	20/11/15	15/01/16	6/05/16	29/07/16	21/10/16					232,557	70,000	21,196
Wanaka Yacht Club Borefield Stage 1	New Capital	Water Supply	Deborah - BBC	6/02/17	6/02/17	10/04/17	10/04/17	10/04/17					60,000		
Mt Aspiring Road Widening	New Capital	Transportation - NZTA	Simon Leary	8/04/16	3/06/16	23/09/16	16/12/16	10/03/17					300,000		



INFRASTRUCTURE TEAM SUMMARY REPORT

REPORT ISSUED ON: Monday, 7 November 2016

dd/mm/yy	Due in next 2 wks	On Track
dd/mm/yy	On Hold	At Risk
dd/mm/yy	Overdue	Complete N/A

PROJECT	CATEGORY	ACTIVITY TYPE	PROJECT MANAGER	CONCEPT DESIGN GATEWAY	DETAILED DESIGN GATEWAY	CONSTRUCTION GATEWAY	PRACTICAL COMPLETION	POST HANDOVER GATEWAY	H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	FY 15/16 BUDGET	FORECAST	SPENT TO DATE
Cardrona New Wastewater Scheme	New Capital	Sewerage	Rob Darby	24/09/15	17/12/15	28/07/16	18/11/16	13/01/17					722,651	685,000	53,218
Ardmore St/Lakefront Streetscape	New Capital	Transportation - Non Sub	NEWPM	18/11/16	15/01/17	10/03/17	4/04/17	30/06/17	On Hold	On Hold		On Hold	50,000		

PARKS PROJECT SUMMARY

REPORT ISSUED ON: Monday, 7 November 2016

PROJECT	WARD	ACTIVITY TYPE	PROJECT MANAGER	dd/mm/yy	Due in next 2 wks		On Track	PROJECT STATUS COMMENTS
				dd/mm/yy	On Hold		At Risk	
				dd/mm/yy	Overdue		Complete N/A	
				H&S STATUS	FINANCIAL STATUS	RISK/ISSUE STATUS	PROJECT HEALTH STATUS	
Albert Town Lagoon	Wanaka	Parks and Reserves/Walkways	DM					Excavation work scheduled when lagoon drops. Seat & plinth to be installed next week. Waiting on quote for path extension.
Lake Hawea North Beach - Replace NZED Block with landmark	Wanaka	Buildings	MJ	N/A	On Hold	N/A	On Hold	New Norski for Hawea Domain, currently scoping prices to determine project cost.
Street Tree Replacement program - 2-3 streets a year Wanaka	Wanaka	Parks and Reserves/Walkways	TE					QLDC Arborist progressing replacement programme.
Parks and Reserves Roding Minor Improvements – Wanaka	Wanaka	Parks and Reserves/Walkways	SQ	N/A	On Hold	N/A		Scoping of roading improvement priorities
Wanaka Cemetery Improvements	Wanaka	Council Land/Cemeteries/Waterways	MJ					Excavation complete, grow-in period in process. Intention to place concrete beams after grass seed is sown as per recommendation from TIC. Detailed design and quote secured for beams. Waiting for grass to establish before construction begins.
Playground Renewals - Wanaka	Wanaka	Parks and Reserves/Walkways	MJ	N/A		N/A		External audit completed, just awaiting report & recommendation to determine work programme
Roys Bay Park Improvements	Wanaka	Parks and Reserves/Walkways	SQ	N/A	On Hold	N/A	On Hold	Detailed design of car parking improvements in progress.
Aspiring Road - replace permaloo with Exeloo	Wanaka	Buildings	SQ	N/A	On Hold	N/A	On Hold	Budget insufficient for increased scope. Options to be considered.
Walkway Renewals - Wanaka	Wanaka	Parks and Reserves/Walkways	SQ	N/A		N/A		Trail upgrade programme to be determined
Minor Renewal Reserve Works - Wanaka Ward	Wanaka	Parks and Reserves/Walkways	SQ					Working through agreed work plan with Maintenance & Ops
A&P Showgrounds Wanaka Fence	Wakatipu	Parks and Reserves/Walkways	MJ	N/A		N/A		Specs and layout agreed. Waiting for fence pricing and currently determining seating specifications
Wanaka Showgrounds field development	Wakatipu	Turf	SQ					Irrigation installed. Turf work to complete.