

Full Council

27 November 2025

Report for Agenda Item | Rīpoata moto e Rāraki take [9]

Department: Chief Executive

Title | Taitara : Chief Executive's Report

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to report on items of general interest that do not require a full officer report and to summarise items from a recent meeting of the Wānaka-Upper Clutha Community Board.

Recommendation | Kā Tūtohuka

That the Council:

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

Navigation Safety Bylaw 2025

2. **Amend** the Navigation Safety Bylaw 2025 | Te Ture ā-Rohe mō te Haumarū Whakatere 2025 to correct the minor errors [as shown in Attachment A] pursuant to s.156(2)(a) of the Local Government Act 2002;
3. **Note** that public notice will be given in accordance with section 156(2) of the Local Government Act 2002 advising of these corrections;

Freedom Camping Bylaw 2025

4. **Amend** the Freedom Camping Bylaw 2025 / Ture ā-Rohe mō te Noho Puni Korehere 2025, and associated QLDC GIS Maps to correct the mapping error at the Lakeview carpark pursuant to s.156(2)(a) of the Local Government Act 2002 [as shown in Attachment B];
5. **Note** that public notice will be given in accordance with section 156(2) of the Local Government Act 2002 advising of the corrections;

Amendment to Memorandum of Agreement – Otago Central Lakes Regional Deal Negotiation Committee

6. **Note** that the amended Memorandum of Agreement must be approved by the three Partner Councils in accordance with clause 11.

7. **Note** that the three Partner Councils have been invited to approve the amended Memorandum of Agreement at meetings occurring in November 2025;
8. **Approve** an amendment to clause 2.1 and consequential amendments to three other clauses of the Memorandum of Agreement to remove the requirement for mandatory Mayor/Chair membership;
9. **Authorise** the Mayor to sign the amended Memorandum of Agreement on behalf of Queenstown Lakes District Council;
10. **Reconfirm** the Mayor and Councillor Smith as Queenstown Lakes District Council's representatives to the Otago Central Lakes Regional Deal Negotiation Committee;

Proxy Vote, Queenstown Airport Corporation ('QAC') Board of Directors

11. **Direct** the Chief Executive to complete the instrument appointing the Deputy Mayor as a proxy to exercise the Council's voting rights, noting that the Deputy Mayor may only vote as directed by the Council, at the 2025 QAC Annual General Meeting to be held on Thursday, 11 December 2025; and

Setting the Date of the next ordinary meeting of the Queenstown Lakes District Council

12. **Resolve** that the next ordinary meeting of the Queenstown Lakes District Council will take place on Thursday, 5 February 2026 in the Council Chambers, 10 Gorge Road, Queenstown beginning at 1.00pm.

Prepared by:



Name: Mike Theelen

Title: Chief Executive

7 November 2025

Minor corrections to QLDC Navigation Safety Bylaw 2025 / Te Ture ā-Rohe mō te Haumarū Whakatere 2025

Background

1. Council adopted the Navigation Safety Bylaw 2025 (the bylaw) on 20 March 2025 and it took immediate effect¹.
2. Section 156(2) of the Local Government Act 2002 (LGA) provides for councils to make minor changes to, or correct errors in, a bylaw by resolution publicly notified, but only if the changes or corrections do not affect:
 - a. an existing right, interest, title, immunity, or duty of any person to whom the bylaw applies; or
 - b. an existing status or capacity of any person to whom the bylaw applies:
3. A small number of errors have come to officers' attention since the bylaw was adopted. Officers seek to correct these by way of Council resolution in accordance with section 156(2) of the LGA.

Roys Bay – Main Beach Ski Lane

4. The Roys Bay – Main Beach ski lane² is located adjacent to the Wānaka town centre (see Map 12E of the bylaw). The Hearing Panel recommended, and the Council agreed to retaining the Roys Bay – Main Beach ski lane, with a seasonal closure from 1 December until 31 March each year³ to manage user conflict related navigation safety risks in this location between vessels and other uses (such as swimmers etc) during the busy summer months. However, the word 'closure' was not included in the relevant bylaw clauses, inadvertently resulting in the reverse situation, i.e. it currently only provides for skiing in this location between 1 December and 31 March each year, which does not reflect the intent of Council.
5. It is recommended that the word 'closure' be added to relevant clauses of the bylaw as shown in Table 1 below:

Table 1 – Roys Bay Main Beach ski lane text corrections	
Clause	Amendment (additions underlined and deletions struck through)
Table 2	Roys Bay – Main Beach – <u>closure</u> between and inclusive of 1 December and 31 March only
Table relating to Map 12	Water ski access lane: Glendhu Bay West, Glendhu Bay East, Roys Bay – Eely Point water ski launch lane, Roys Bay – Main Beach – <u>closure</u> between and inclusive of 1 December and 31 March only, Roys Bay – Waterfall Creek, Dublin Bay

¹ <https://www.qldc.govt.nz/media/urgngoga/navigation-safety-bylaw-2025-te-ture-a-rohe-mo-te-haumaru-whakatere-2025.pdf>

² A ski lane enables vessels to exceed 5 knots for the purpose of towing water skiers. Ski lanes cannot be used for any other purpose when being used for its intended purpose. Outside an access lane speed is otherwise limited to 5 knots within 200 metres of a shore.

³ Table 4 - Full Council report 20 March 2025 <https://www.qldc.govt.nz/media/uhkigytw/3-navigation-safety-bylaw-2025-adoption-report.pdf>

6. This amendment is consistent with the intent of section 156(2) of the LGA. It corrects an administrative error to clarify the type of access to the ski lane and the navigation safety outcomes specified by Council in its 20 March 2025 decision.

Clause cross referencing

7. Numerous clauses within the bylaw include cross-references to other clauses to facilitate interpretation. However, some of these cross-references were not updated after amendments were introduced during the bylaw development process.
8. It is recommended that these cross references (as shown in Attachment A) be corrected to improve bylaw interpretation. This amendment is consistent with the intent of section 156(2) of the LGA.

Miscellaneous error - Clause 61.4(b)

9. Clause 61.4(b) provides details in regard to the savings of any licence, consent, permit, dispensation, permission or other form of approval made under the Navigation Safety Bylaw 2018. It currently contains place holder text which should be removed (as shown in Table 2).

Table 2 – Text correction to Clause 61.4(b)	
Clause	Amendment (additions underlined and deletions struck through)
Clause 61.4(b)	if no expiry date is specified, expires TBC [same period as current bylaw] 15 months 8 days from date of making; and

10. It is recommended that this error be corrected to improve the clarity of the provision. This amendment is consistent with the intent of section 156(2) of the LGA.

Minor Corrections to Freedom Camping Bylaw 2025 / Te Ture ā-Rohe mō te Noho Puni Korehere 2025

Background

11. Council adopted the Freedom Camping Bylaw 2025 (the bylaw) on 9 October 2025, and it will take effect from 1 December 2025.
12. Section 156(2) of the Local Government Act 2002 (LGA) provides for councils to make minor changes to, or correct errors in, a bylaw by resolution publicly notified, but only if the changes or corrections do not affect:
- an existing right, interest, title, immunity, or duty of any person to whom the bylaw applies; or
 - an existing status or capacity of any person to whom the bylaw applies:

13. Since the adoption of the bylaw, officers have identified a mapping error at the Lakeview carpark, Queenstown. Officers seek to correct this error by way of Council resolution in accordance with section 156(2) of the LGA.

Lakeview Carpark – Mapping Error

14. The Lakeview Carpark, Queenstown (the carpark) is identified as a restricted freedom camping area under the bylaw (see Schedule 1A of the bylaw– Restricted freedom camping areas – specific locations (see attachment A, item 1)). The bylaw identifies ten vehicle parking spaces for freedom camping in this carpark between the hours of 6:00PM and 8:00AM.
15. After the bylaw was adopted, the updated aerial image of the carpark highlighted discrepancies between the restricted freedom camping area mapped and physical boundary of the carpark. This has resulted in incorrect boundaries being shown for the restricted freedom camping area in the bylaw.
16. Due to the recent and ongoing development at Lakeview the Lakeview Carpark is the only restricted freedom camping area mapped in Schedule 1A which requires updating. The other 14 sites are in areas which are not under development and not affected by the updated aerial images. These maps remain accurate, and no further updates are required.
17. This discrepancy between parcel boundaries may cause confusion for both Enforcement Officers and the public. Correcting this map will allow for clearer communication, and ten spaces will still be designated for freedom camping within the carpark, so there would be no change to the existing rights in the bylaw to freedom camp in this location.
18. It is recommended that the Lakeview carpark map in Schedule 1A of the bylaw and associated QLDC Geographic Information System (GIS) Maps be corrected to align the geospatial parcel data for the restricted freedom camping area with the physical boundaries of this carpark.

Amendment to Memorandum of Agreement – Otago Central Lakes Regional Deal Negotiation Committee

19. In June 2025, Otago Regional Council (ORC), Central Otago District Council (CODC) and Queenstown Lakes District Council (QLDC), collectively known as the 'Partner Councils' agreed to establish a joint committee to oversee and provide guidance that will inform negotiations for the terms of a Regional Deal.
20. The membership, terms of reference and other matters relating to the operation of the joint committee are captured in a Memorandum of Agreement (MOA), signed by the Partner Councils.
21. Clause 2.1 of the current MOA requires that one of each Partner Council's two committee members must be the Mayor or Chair.
22. ORC has advised that it wishes to appoint two elected members to the committee, neither of whom is the Chair. To accommodate this the MOA needs to be amended to remove the requirement for the Mayor/Chair to be a committee member.

23. It is noted that all three Partner Councils must ratify any amendment for it to take effect and this change will not impact voting rights or quorum provisions.
24. The amended Memorandum of Agreement for Otago Central Lakes Regional Deal Negotiation Joint Committee is Attachment C.

Proxy Vote, Queenstown Airport Corporation ('QAC') Board of Directors

25. For reasons of practicality and efficiency, QLDC appoints a proxy to attend Shareholder meetings/ AGMs and exercise its voting rights in accordance with the section 14.3 of the QAC Constitution.
26. The 2025 QAC Annual General Meeting is being held on 11 December 2025 and an instrument appointing the Deputy Mayor as a proxy (as the Mayor has a prior engagement) has been prepared to be signed by the Chief Executive and delivered to QAC in advance of the minimum 48 hours as required by the QAC Constitution.
27. The matters that will require a resolution at the 2025 QAC Annual General Meeting are receiving the Annual Report and audited financial statement for the year ended 30 June 2025 and appointing the auditors. Final details will be circulated to Councillors in advance of the meeting so that they may direct the Mayor in voting. The instrument appointing a proxy is Attachment D.

Setting the Date of the Next Ordinary Council Meeting

28. A schedule containing all Council, Committee and Community Board meetings proposed for 2026 will not be adopted until the first meeting in 2026. Without this schedule, there is no agreement when this meeting will take place. Accordingly, it is recommended that the Council resolve that the next ordinary meeting of the Queenstown Lakes District Council will be held on Thursday, 5 February 2026 in the Council Chambers, 10 Gorge Road, Queenstown beginning at 1.00pm.

Meetings of the Previous Round

Wānaka-Upper Clutha Community Board Inaugural Meeting held on 2 November 2025

Information:

- Making and Attesting of Declaration for Niki Gladding as Councillor
- Making and Attesting of Declarations (Board Members)
- Legal Responsibilities
- Election of Chairperson
- Election of Deputy Chairperson
- Date of first Ordinary Meeting

Attachments | Kā Tāpirihaka

A	Minor Corrections to Navigation Safety Bylaw 2025 / Te Ture ā-Rohe mō te Haumarū Whakatere 2025
B	Minor corrections to Freedom Camping Bylaw 2025 / Ture ā-Rohe mō te Noho Puni Korehere 2025
C	Amended Memorandum of Agreement for Otago Central Lakes Regional Deal Negotiation Joint Committee

D	Instrument Appointing a Proxy
---	-------------------------------