

Minutes of a Full Council Workshop

Tuesday 1 July 2025 at 9.30am
Council Chambers, 10 Gorge Road, Queenstown

Membership:	Mayor Glyn Lewers	Councillor Gavin Bartlett
	Councillor Barry Bruce (online)	Councillor Quentin Smith (online)
	Councillor Lyal Cocks (online)	Councillor Cody Tucker
	Councillor Lisa Guy	Councillor Esther Whitehead (online)
	Councillor Craig Ferguson	Councillor Melissa White (online)
	Councillor Niki Gladding (online)	Councillor Matt Wong
Apologies:	None	
In attendance:	Meaghan Miller	Sarah Picard (online)
	Onur Oktem	Emily Frew
	Alyson Hutton	Naell Crosby-Roe (online)
	Katie Russell	Jon Winterbottom
	Charlotte Clark	Jane Robertson
	Sean Widdowson	
Media:	One member of the media	
Public:	No members of the public	

No.	Agenda Item	Actions
1.	<p>Operative District Plan Special Zones Review</p> <p>The purpose of the workshop was to provide the Council with an update on the Council's special zones review and seek strategic guidance from the Councillors on the broad zoning options, pre-consultation and engagement.</p> <p>Individual planners presented each special zone. A broad zoning option was recommended for each. The Council indicated general support for each recommendation.</p> <p>Each special zone presentation included information about the following:</p> <ol style="list-style-type: none"> Whether it was subject to a Wāhi Tūpuna overlay; Summary of findings of Section 35 findings (S.35: 'duty to monitor the efficiency and effectiveness of District Plan provisions under the Resource Management Act') monitoring reports for each zone; 	<p>Councillor Gladding observed that many of the special zones had a strong connection to water and ways of protecting water ways needed to be considered for all going forward.</p>

No.	Agenda Item	Actions
	<p>3. Consideration of broad zoning options in accordance with Section 35;</p> <p>4. Discussion of broad zoning options and any suggestions for pre-consultation and engagement.</p> <p><u>Wāhi Tūpuna overlay</u> (Sarah Picard)</p> <p>The Proposed District Plan (PDP) Wāhi Tūpuna overlay are landscapes and places in the district that embody the relationship of Manawhenua and their culture and traditions with ancestral lands, water, sites, wāhi tapu and other taonga.</p> <p>Further discussion occurred regarding the Kingston Village with the Wāhi Tūpuna covering the entire existing village, plus slivers of land at Shotover Country and Quail Rise as part of the corridor along Kimiākau (the Shotover River)</p> <p><u>Residential Special Zones</u></p> <p><u>Meadow Park</u> (Emily Frew)</p> <p>Councillors commented on integration with the existing Arrowtown fabric, noting that although the zone was set back, it was still at the entrance to Arrowtown, and new developments should try to reference Arrowtown design guidelines.</p> <p>It was noted that this zone already had a structure plan but there could be more than one zone within Meadow Park and the use of building restriction areas is still under consideration.</p> <p>This is not a Wāhi Tūpuna site; the preferred zoning option is Low Density Suburban Residential and Medium Density.</p> <p><u>Shotover Country</u> (Emily Frew)</p> <p>Councillors made comment about the presence of natural hazards in the lower area of Shotover Country and whether these are considered to be an issue.</p> <p>The preferred option is Low Density Suburban Residential and Medium Density</p> <p><u>Arrowtown South</u> (Charlotte Clark)</p> <p>There was discussion about whether an Urban Growth Boundary (UGB) was appropriate because the dwelling style was much more</p>	

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	<p>modern than much of the rest of Arrowtown. There were also questions about whether the development could integrate successfully with the surrounding landscape.</p> <p>The provision of three waters and roading infrastructure would have to be explored further with Property & Infrastructure.</p> <p>The preferred option is an Enhanced PDP Zone.</p> <p><u>Quail Rise</u> (Charlotte Clark)</p> <p>Officers noted that this is an established residential area that does not have much scope for intensification and includes some open spaces that are already protected under PDP.</p> <p>More active travel routes were being considered for this area, but this needed more investigation. There were two existing designations for water and need to clarify if there are plans to increase capacity.</p> <p>The preferred option is low density suburban residential.. Expert input will be required on landscape values.</p> <p><u>Northlake</u> (Katie Russell)</p> <p>This zone has a very specific boundary, and officers need to understand more about the transport connectivity.</p> <p>The recommended option is a combination of Medium Density and Low Density Residential alongside with some Large Lot Residential and Local Shopping Centre.</p> <p><i>The workshop adjourned at 10.16am and reconvened at 10.21am.</i></p> <p><u>Penrith Park</u> (Sarah Picard)</p> <p>This zone was mostly built, with only a few empty sections remaining. The zone had been established in a rural setting, but this has since changed, and the zone was now within the UGB with some low density residential development around it. As the urban setting has changed, officers needed to consider how to protect the rural setting. The site is close to Wānaka town centre and not likely to have pressures to intensify, but this may need to be further considered.</p> <p>The preferred option is Large Lot Residential although officers will need to look at lot sizes.</p>	

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	<p>Councillor Smith asked about levels of protection, with the response noting that the PDP's strategic policies provided some protection but were not as extensive as the rural environment. Ecological and landscape specialist advice will be sought.</p> <p>Councillors queried about the stormwater matters and how these could be addressed.</p> <p><u>Kingston Village (Sean Widdowson)</u></p> <p>This is south of the existing Kingston township with the eastern and southern boundaries limited by the railroad. 217 resource consents have been granted but no development has started. Access into the zone remains a challenge with any further development requiring direct state highway access. The site is important to mana whenua.</p> <p>The preferred option is as Enhanced PDP Zone.</p> <p><u>Bendemeer (Sean Widdowson)</u></p> <p>This is the only special zone in this review which is not in UGB and is rural zoned. It is south of Arrowtown and east of Lake Hayes, with a landscape that is different from the wider Whakatipu which would enable further development.</p> <p>Altering the existing baseline would require discussion with existing owners. Members agreed that this development was well concealed in the landscape.</p> <p>The preferred option is Whakatipu Basin Lifestyle Precinct (WBLP).</p> <p>Councillors posed the question of how the WBLP zoning affects the established permitted baseline. Officers undertook to further investigate this.</p> <p>Another Councillor question was about landscape protections in the zone. Officers responded that this is something that landscape experts will need to look at and provide technical advice on.</p> <p>Councillor Gladding commented on Kingston Village and wastewater as well as made a general comment on cumulative effects on water as part of the Special Zone Review.</p>	

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	<p><u>Lakeview</u> (Onur Oktem)</p> <p>Plan Change 50 brought about the Lakeview Subzone which had been introduced to the Operative District Plan to facilitate town centre extension and increase housing diversity. No buildings have been constructed as of yet although many resource consents have been granted.</p> <p>Councillor Gladding asked whether the original policies, maintaining tourism growth, were still relevant and what the community wanted. Officers would examine the economic analysis to see any new policy was needed to provide such direction. Stormwater run-off needed further examination and the extent of earthworks to accommodate the anticipated large and tall buildings as well as other resource management issues identified during the S. 35 reporting. The zone will include mixed use activities.</p> <p>The recommended option is Queenstown Town Centre Zone (Mixed use).</p> <p><i>The meeting adjourned at 11.02am and reconvened at 11.14am.</i></p>	
2.	<p>Standing Orders</p> <p>The purpose of this workshop is to (a) present the new template for standing orders written in plain English with some legislative or procedural updates and (b) to present recommendations from the Democracy Services team of potential changes to the proposed standing orders, ahead of being presented for adoption at the 31 July 2025 Council meeting.</p> <p>The aim of these changes were to make meetings (and standing orders) more accessible.</p> <p>The team introduced the colour coding used in the standing orders that had been circulated for discussion.</p> <ul style="list-style-type: none"> • Green text shows legislative or procedural updates; • Blue text shows where changes have been made, consistent with previous direction from Council; • Purple text indicates additional new recommendations; and • Red text is indicative of a legislative requirement that cannot be changed. 	<p>Councillor Bartlett asked officers to circulate the original template with the proposed changes showing as track changes.</p>

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	<p><u>Public forum</u></p> <p>It was agreed that for ordinary Council (and Board meetings), items could be either on the agenda or not, but for committees any topic needed to be a matter within the committee's Terms of Reference.</p> <p>It was suggested that consideration be given to allowing public forum at extraordinary meetings. There was also discussion about circumstances where speakers in public forum would be permitted to participate remotely.</p> <p><u>Recording of public excluded parts of formal meetings</u></p> <p>Recordings of public excluded sessions could be made and held but released publicly once any condition/s for public release had been met.</p> <p>The Mayor suggested that legal advice be sought about recording public excluded sessions and whether they would be available if a Councillor was not at a meeting. Naell Crosby-Roe agreed that this would need to be reviewed under LGOIMA provisions.</p> <p>Councillor Gladding noted that public excluded minutes were very brief, and a recording would provide a complete record and would serve to protect staff against any misreporting.</p> <p><u>Recording workshops</u></p> <p>The Council had agreed when resolving to make workshops open to the public that they would not be recorded but this could be revisited.</p> <p><u>Quasi-judicial Hearings</u></p> <p>Where a right of appeal existed, hearings could legally resolve to exclude the public to deliberate but deliberating in public following a hearing of submissions was now the norm because it was deemed to be part of the hearing process.</p> <p><u>Items not on the agenda</u></p> <p>Members noted the new advice that items not on the agenda (9.12 and 9.13) should include prior consultation with the Mayor and Chief Executive. They agreed that this was a common sense approach and consistent with the principle that the agenda is the responsibility of the Chief Executive. The addition of late items to an agenda was a reasonably regular occurrence.</p> <p><u>Live Streaming of Workshops</u></p> <p>Councillor White asked whether live streaming of workshops was possible, but officers noted that resourcing was an issue for live</p>	

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	<p>streaming as an officer needed to attend the meeting to manage the recording.</p> <p><u>Casting Vote</u></p> <p>Casting vote is not a legislative requirement but can be a useful tool to enable a decision being made rather than a resolution lapsing and it is especially useful when the Council's membership is an even number.</p> <p>Councillor Guy suggested that officers investigate other councils' practices for casting vote and explaining under what circumstances it could be used.</p> <p><i>The workshop concluded at 12.15pm.</i></p>	

Appendix: Transcription of online 'chat' during workshop

NG: I support recording of all meetings and workshops. Including (especially) all PX workshops and meetings This is for the protection of all of us - staff and councillors. Our biggest commercial decisions are dealt with in PX, and no councillor is protected against future decisions of the OAG unless there is detail around what advice they were provided with and what they said and how they voted

EW Support recording of all workshops and meetings. Support this being changed in standing orders for the July 29th meeting.

NG: We need to clarify what legally excluded means.

NG: I think we could include a requirement to put all workshop recordings on the website within 2-3 working days

NG: I think we need to consider the options around the casting vote. The LGNZ Guidelines give good options that need further consideration. We should also include rules around how a casting vote is exercised. I think there needs to be a requirement to have another round of debate and opportunity to achieve a majority via an amendment.

EW: Yes we should expand on definition of casting vote.

EW: Please can you circulate it prior to the week before the 31 July so that we can feedback before meeting...if possible?

NG: Key issues are attendance via audio link, there's an error in the deputations SO, 'must' should be replaced by 'shall' not 'should' as should implies there is discretion, all rulings should be in line with the principles of the SOs (I see new ones around bullying and ensuring people can have their say), we should add a requirement to record ALL votes... I'll do this in more detail.

NG: Councillor Gladding

EW: Councillor Whitehead