

Community & Environment Committee

20 October 2026

Report for Agenda Item | Rīpoata moto e Rāraki take [4]

Department: Community Services

Title | Taitara: New Grazing Lease on Recreation Reserve, Spence Road, Lower Shotover, Queenstown

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to consider recommending to Council to approve a new 2-year grazing lease over part of the recreation reserve located on the Western side of Spence Road, Lower Shotover. The Reserve is legally described as section 158 Block III Shotover survey district.

Recommendation | Kā Tūtohuka

That the Community & Environment Committee:

1. **Note** the contents of this report;
2. **Recommend to Council** to grant a new 2-year grazing lease with associated 1-year rights of renewal, and exercise delegated Minister of Conservation approval, in accordance with section 73(1) of the Reserves Act 1977 to Mitzi Cole Bailey over part of the recreation reserve legally described as section 158 Block III Shotover survey district, Spence Road, Lower Shotover; and
3. **Delegate** remaining lease conditions and signing authority to the General Manager Community Services.

Prepared by:



Name: Matthew Judd
Title: Parks Property Planner

23 September 2026

Endorsed by:



Name: Dave Winterburn
Title: Parks Manager

23 September 2026

Reviewed and Authorised by:



Name: Kenneth Bailey
Title: General Manager
Community Services
28 September 2026

Context | Horopaki

1. Section 158 Block III Shotover survey district (the Reserve) is a 14,995 square metre recreation reserve located between Spence Road and the Shotover River. The Reserve is highlighted red on Figure 2 below.
2. The Twin Rivers Trail runs through the reserve connecting to the historic Shotover Bridge and beyond. The Reserve is otherwise natural in appearance with only reactive maintenance being undertaken apart from the trail surface. An image of the Reserve is below at Figure 1.



Figure 1 – Image of the Reserve potential grazing area taken from the Twin Rivers Trail

3. Part of this reserve was previously subject to a grazing licence.
4. Mitzi Cole Bailey (the Applicant) owns and operates The Ferry bed and breakfast located opposite the Reserve on Spence Road. The Applicant has applied to graze some sheep and a kunekune pig within the section of the Reserve (grazing lease area outlined in yellow in figure 2).



Figure 2 – The Reserve (Red) and proposed grazing lease area (yellow)

5. Section 73 of the Reserves Act 1977 (the Act) permits the administering body, with the prior consent of the Minister, to grant leases for grazing of Recreation Reserves. Public notice must be given prior to issuing any lease under this section of the Act.
6. The intention to grant the grazing lease was publicly notified on 15 August 2026. No submissions were received.

Analysis and Advice | Tatāritaka me kā Tohutohu

7. Due to the location and nature of this reserve, grazing will likely help control undesirable plant species that are currently present. The proposed lease area is currently fenced and overgrown.
8. Historically Council has charged nominal fees for grazing in situations such as this, where the land is difficult and maintenance will be required to keep the land grazable.
9. It is proposed that a nominal annual fee of \$150 be charged for the grazing lease to cover administrative costs associated with the lease.

10. Regarding the lease term, Council has historically granted 2-5 year lease terms for smaller grazing areas. This is dependent on the cost required to graze the land and the likelihood of grazing being desirable for the site in the future. In this location the site is already fenced with likely relatively low costs to start grazing.
11. Nearby future development is likely due to the close proximity of the Te Pūtahi Ladies Mile zone (150 metres).
12. A 2-year initial term with three 1-year rights of renewal is appropriate in this situation and location.
13. 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.
14. Option 1 recommend to Council to grant a grazing lease for part of the Reserve

Advantages:

- Allows better maintenance of the Reserve.

Disadvantages:

- Restricts public access to this area of the reserve.

15. Option 2 recommend to Council to decline a new grazing lease for part of the Reserve

Advantages:

- Keeps the reserve area open for public access.

Disadvantages:

- Reserve will remain unsightly.

16. This report recommends **Option 1** for addressing the matter because it will allow better maintenance of the Reserve.

Consultation Process | Hātepe Matapaki

Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

17. This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy 2024 because it involves leasing of a small area of reserve land. Reserve land being a Council strategic asset.

18. The persons who are affected by or interested in this matter are users of the Reserve, twin rivers trail users and adjoining neighbours.

19. The Council has publicly notified this application in accordance with the Act. No submissions were received.

Māori Consultation | Iwi Rūnaka

20. The Council has not specifically consulted with iwi on this matter.

Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

21. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10022 Ineffective operations and maintenance of community services or facilities within the QLDC Risk Register. This risk has been assessed as having a high residual risk rating.

22. The approval of the recommended option will allow Council to transfer the risk. This will be achieved by putting the maintenance burden for this area onto the lessee.

Financial Implications | Kā Riteka ā-Pūtea

23. This item has no long-term financial implications. The Applicant is expected to cover the administration cost of administering the lease.

Council Effects and Views | Kā Whakaaweawe me kā Tirohaka a te Kaunihera

24. The following Council policies, strategies and bylaws were considered:

- QLDC Strategic Framework including the Vision Beyond 2050; specifically Pride in sharing our places.
- Community Facilities Funding Policy 2019.
- Reserves Act 1977.

25. The recommended option is consistent with the principles set out in the named policies.

26. This matter is not included in the Long Term Plan/Annual Plan.

Legal Considerations and Statutory Responsibilities | Ka Ture Whaiwhakaaro me kā Takohaka Waeture

27. In granting a lease over recreation reserve, QLDC as administering body, must follow the prescribed process within The Act. This includes public notification and a decision from the Minister (delegated to full Council).

Local Government Act 2002 Purpose Provisions | Te Whakatureture 2002 o te Kāwanataka ā-Kiaka

28. Section 10 of the Local Government Act 2002 states the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; (b) to meet the current and future needs of communities for good-quality, cost-effective, and local — (i) infrastructure; (ii) public services; (iii) performance of regulatory functions; and (c) to support local economic growth and development by fulfilling the purpose set out in paragraph (b). This item has been publicly notified, allowing public the opportunity to input into the decision process. As such, the recommendation in this report is appropriate and within the ambit of Section 10 of the Act.

29. The recommended option:

- Can be implemented through current funding under the Long Term Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and
- Would not significantly alter 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.