

**Minutes of a ordinary meeting of the Wānaka-Upper Clutha Community Board held 2 April 2026 beginning at 10.00am held in the Armstrong Room, Lake Wānaka Centre, 89 Ardmore Street, Wānaka**

### **Membership**

Mr Simon Telfer (Chair), Ms Kathy Dedo (Deputy Chair), Mr John Wellington, Mr Chris Hadfield, Councillor Cody Tucker, Councillor Nicola King, Councillor Niki Gladding.

### **Attendees**

Deputy Mayor Quentin Smith, Ken Bailey (General Manager, Community Services), Hayden Bed (Manager, Development Engineering Subdivision), Jon Winterbottom (Democracy Services Manager), Naell Crosby-Roe (Director, Democracy Services), Kat Banyard (Senior Parks Advisor), Dave Winterburn (Parks Manager), Steven Peters (Parks Officer), Matt Judd (Parks Property Manager), Georgia Pringle (Democracy Services Advisor), three members of the public and two members of the media.

### **Karakia Timatanga**

An opening karakia was delivered by Ms Georgia Pringle.

### **Apologies and Leave of Absence Applications**

There were no apologies.

The following Leave of Absence were made:

- Councillor Tucker: 15 May 2026 - 31 May 2026
- Mr Hadfield: 20 April 2026 - 10 May 2026

**It was moved (Mr Telfer, Councillor King):**

**That the Wānaka-Upper Clutha Community Board resolve that the leave of absences be approved.**

**Motion was carried unanimously.**

### **Declarations of Conflicts of Interest**

There were no conflicts of interest declared.

### **Matters Lying on the Table**

The following matter was lying on the table:

- License to Occupy (LTO) for 31 Manuka Crescent (LO250046) was left lying on the table at the previous Wānaka-Upper Clutha Community Board meeting on 12 February 2026.

**It was moved (Mr Telfer, Ms Dedo):**

**That the Wānaka-Upper Clutha Community Board resolve that the item LTO 31 Manuka Crescent (LO250046) be uplifted from the table for consideration at this meeting.**

**Motion was carried unanimously.**

**1. License to Occupy 31 Manuka Crescent, Wānaka (LO250046)**

The purpose of this report was to provide the Wānaka-Upper Clutha Community Board (WUCCB) with updated information, including revised design plans and reassessed officer advice, to support final decision-making regarding the Licence to Occupy (LTO) application at 31 Manuka Crescent (LO250046). This report supplemented the original report tabled on 12 February 2026.

Hayden Bed (Manager, Development Engineering Subdivision) presented the item and took the report as read.

**It was moved (Councillor Tucker, Mr Wellington):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

1. **Note** the contents of this report and in particular;
2. **Grant** a Licence to Occupy the road reserve adjacent to 31 Manuka Crescent, Wānaka to enable the applicants to construct a vehicle ramp and associated retaining infrastructure to access a carport activity subject to the following conditions;
  - a) The licence shall remain at Council's pleasure.
  - b) It is the responsibility of the licensee to ensure that all works on the road reserve comply with both the Building Act, and the Resource Management Act 2004. Resource Consent and Building consents are to be obtained prior to works commencing, if required.
  - c) All works must comply with both a Traffic Management Plan (TMP) and Corridor Access Request (CAR). The TMP and CAR must be approved by Council Engineers before any work commences

on the road reserve.

- d) All activities are to be undertaken in accordance with the Health and Safety at Work Act 2015.
- e) Any works within the road reserve to be undertaken to the specification and approval of Council's Engineers.
- f) Any reinstatement works within the road reserve, if required, to be undertaken in accordance with the Council's Code of Practice and to the satisfaction of Council's Engineers.
- g) All services including Three-waters, phone, power and gas within the road reserve must be identified prior to any works being undertaken on the road reserve. There shall be no damage to Council Infrastructure nor shall access to the road reserve by Council be fettered before, during, or after the works are completed. Council reserves the right to charge a reasonable rate for any damage done to infrastructure. Pre-existing survey photography is to be provided to QLDC ([LTO-TRC-applications@qldc.govt.nz](mailto:LTO-TRC-applications@qldc.govt.nz)) prior to works commencing.
- h) The licensee is liable for any damages and/or reinstatement of Council's or any other person's property that may arise from the proposed activity (i.e. reinstatement of footpaths, road markings, kerb and channel and carriageway etc), including in the event that Council requires access in or close proximity to the agreed location (e.g. responding to failure of the main).
- i) Structures and/or occupation must not compromise roading or services maintenance activities.
- j) The licensee must visually confirm the existing location of the water main, prior to construction, to ensure adequate separation from the structure to avoid surcharge loading. Evidence is to be provided to QLDC ([LTO-TRC-applications@qldc.govt.nz](mailto:LTO-TRC-applications@qldc.govt.nz)) prior to works commencing. Ongoing maintenance of the structures and/or occupation are to be the responsibility of the Licensee.
- k) The licensee must register a Covenant in Gross being recorded against Lot 7 DP 611093 to ensure the recommended terms and conditions of the Licence continue in perpetuity for all future owners of the property.

- I) Evidence of the registration is to be provided to QLDC ([LTO-TRC-applications@qldc.govt.nz](mailto:LTO-TRC-applications@qldc.govt.nz)) prior to works commencing. Failure to register the covenant will result in the license being null and void. All costs, including costs that relate to the checking of the legal instrument by Council's solicitors and registration of the document, shall be borne by the applicant.

**Motion was carried unanimously.**

## **Public Forum**

### 1. Ant Howard - Chair of Lake Wānaka Arts & Culture Charitable Trust (LWACCT)

Mr Howard spoke to the importance of building a performing arts centre in Wānaka, noting that the district is one of the most creative in the country with the district's creative industries contributing \$234 million to the local economy annually and employing 6% of the regional workforce. Mr Howard advised the LWACCT's vision is for the performing arts centre to be a multi-generational, beating heart that would hold 500 people, have a black box space, an exhibition and community learning spaces, with a goal of being financially sustainable e.g. venue hire, box office education, and commercial tenancies. Mr Howard advised LWACCT are seeking the financial support of the Wānaka-Upper Clutha Community Board and wider Council to scope out the project.

### 2. Murray Gifford - Bremner Bay Catchment Group

Mr Gifford requested Council formulate and consider treatment of stormwater into Lake Wānaka. Bremner Bay Catchment Group was created as a branch of WAI Wānaka to inform the public of the water quality in Wānaka and are advocating for the treatment of stormwater in the lake. Mr Gifford advised that testing has shown that water in parts of the lake is usually swimmable, except for after heavy rainfall, where it has reached 5x the e-coli limit on two occasions in the summer. Mr Gifford encouraged Elected Members to read Victoria Grant's report on Stormwater Quality of Discharges into Lake Wānaka. Mr Gifford urged Council to make steps towards improving the quality of stormwater in Lake Wānaka.

### 3. Ewan Mackie & Ian Greaves - Bike Wānaka

Mr Mackie and Mr Greaves spoke to Bike Wānaka's support of the Mount Iron Trail Plan and wanted to thank WUUCB members and Council staff for their mahi on the trail plan. Mr Mackie noted there are aspirational trails in the plan, but their current priority is the phase one trails, which are modest in size and encouraged WUCCB members to celebrate the new bike trails being phased onto Mount Iron. Mr Mackie advised Bike Wānaka look forward to continuing to work with Council on the trail plan and will be submitting their resource consent application to start the development of new bike trails on Mount Iron.

### Confirmation of Agenda

It was moved (Mr Telfer, Ms Dedo):

That the Wānaka-Upper Clutha Community Board resolve that the agenda be confirmed with the addition of the item LTO 31 Manuka Crescent (LO250046) which has been uplifted from the table.

Motion was carried unanimously.

### Confirmation of Minutes

Ordinary meeting of the Wānaka-Upper Clutha Community Board held on 12 February 2026

It was moved (Mr Telfer Councillor Tucker):

That the Wānaka-Upper Clutha Community Board resolve that the minutes of the meeting of the Wānaka-Upper Clutha Community Board, held on 12 February 2026 be confirmed as a true and correct record, with the following amendment of Item 3 - LTO 386 Mount Barker Road (LO250052): The applicant's surname be amended from *Condone* to *Condon*.

Motion was carried unanimously.

### 2. Licence to Occupy 81 West Meadows Drive (LO250057)

The purpose of this report is to consider granting a Licence to Occupy (LTO) to Jolly Earthworks Limited to enable the placement of two shipping containers within the road reserve adjacent to 81 West Meadows Drive, Wānaka.

Hayden Bed presented the item and answered questions.

It was moved (Councillor Tucker, Mr Wellington):

That the Wānaka-Upper Clutha Community Board resolve to:

1. **Note** the contents of this report and in particular;
2. **Grant** a Licence to Occupy to Jolly Earthworks Limited to enable the placement of two shipping containers within the road reserve adjacent to 81 West Meadows Drive, Wānaka subject to the following special conditions;

- a) The licence shall remain at the pleasure of Council and may be amended or revoked at any time.
- b) It is the responsibility of the Licensee to ensure that all works within the road reserve comply with the Building Act 2004 and the Resource Management Act 1991. All necessary building and/or resource consents must be obtained prior to works commencing, where required. Council approval of this Licence to Occupy does not imply that statutory consent requirements have been satisfied.
- c) All works within the road reserve must be undertaken in accordance with an approved Traffic Management Plan (TMP) and Corridor Access Request (CAR). The TMP and CAR must be approved by Council Engineers prior to any works commencing in the licensed area.
- d) All activities associated with the occupation and works are to be undertaken in accordance with the Health and Safety at Work Act 2015.
- e) All services within the road reserve, including (but not limited to) three waters, telecommunications, power, and gas, must be identified prior to works commencing and must be sufficiently protected during all works.
- f) No damage shall occur to Council infrastructure or assets, including street trees, street furniture, and the like. Access to the road reserve by Council shall not be restricted before, during, or after completion of the works. Council reserves the right to recover all costs associated with the repair of any damaged infrastructure and/or assets.
- g) Prior to works commencing, the Licensee shall provide photographic evidence of the existing condition of the area to be occupied, and again following completion of reinstatement works. Reinstatement must return the area to its original condition or better. Photographs are to be emailed to [LTO-TRC-applications@qldc.govt.nz](mailto:LTO-TRC-applications@qldc.govt.nz). If a Council inspection is preferred, this must be arranged with Council Engineering staff.
- h) The Licensee is liable for any damage to, and/or costs of reinstatement of, Council's or any other person's property arising from the occupation or associated activities (including kerb and berm damage). Where pre- and post-works photographic evidence

is not provided, any damage identified following occupation shall be remedied by the Licence holder at their cost.

- i) Any reinstatement works within the road reserve, if required, must be undertaken in accordance with the Queenstown Lakes District Council Land Development and Subdivision Code of Practice (2025), or any subsequent updates, or as otherwise approved in writing by Council's Engineers.
  - j) Where Council requires access to any Council services in, or in close proximity to, the licensed area, Council shall not be liable for any damage to, reinstatement of, or costs associated with the removal of the occupation. In the event of an emergency, Council may arrange removal of the occupation and recover all associated costs from the Applicant.
  - k) The licensed area shall only be used to store tools and machinery inside containers relating to the earthworks referred to in the application. Access to the containers from the carriageway-facing side is prohibited, and no vehicles may park between the carriageway and the containers at any time.
  - l) The Licensee must install and maintain safety fencing around the containers, with reflective hazard markers fixed to the fence posts at both ends for visibility. All containers and fencing must be kept in a safe condition and must be set back a minimum of 1.5 metres from the edge of the sealed carriageway at all times.
  - m) Pedestrian access must be maintained to a safe and usable standard for all users at all times during the occupation period.
  - n) Minor or non-material changes to the licence conditions and term may be made at the discretion of, and endorsed by, the Manager of Development Engineering.
3. **Authorise** this report and resolution to be made available to the public as part of the next CEO's report to Council.

**Motion was carried unanimously.**

### **3. WUCCB Governance Agreement & Terms of Reference**

The purpose of this report is, first, to present proposed amendments to the terms of reference and delegations for the Wānaka-Upper Clutha Community Board for consideration

as a recommendation to Full Council, and, second, to recommend approval of the draft Governance Agreement between the Wānaka-Upper Clutha Community Board and Full Council, as well as delegation to the Chair to sign on behalf of the Board, before it is presented to Full Council for their consideration.

Naell Crosby-Roe (Democracy Services Director) and Jon Winterbottom (Democracy Services Manager) presented the item and answered questions. Mr Winterbottom noted the following correction to the report: *Paragraph 15 under Option 2, Advantages states 'there are no foreseen disadvantages'. This should be 'there are no foreseen **advantages**'.*

Councillor Gladding asked why lagarosiphon control in the Upper Clutha wasn't included in the delegations table. Council Officers advised that this sits with Otago Regional Council (ORC). Councillor Gladding requested information about the ORC's current process and monitoring of lagarosiphon and Council officers indicated they would follow up on the matter.

**It was moved (Mr Telfer, Councillor Gladding):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

1. **Note** the contents of this report;
2. **Recommend** that Council adopt the amendments to the terms of reference and delegations for the Wānaka-Upper Clutha Community Board;
3. **Agree** the draft 2026 Queenstown Lakes District Council / Wānaka-Upper Clutha Community Board Agreement (Governance Agreement) for Council approval;
4. **Delegate** the Chair to sign the approved Governance Agreement; and
5. **Recommend that Council** approve the proposed Governance Agreement and delegate the Mayor to sign it.

**Motion was carried unanimously.**

#### **4. Mount Iron Trail Plan**

The purpose of this report is for the Wānaka Upper Clutha Community Board to consider whether to approve the Mount Iron Trail Plan.

Kat Banyard (Senior Parks Advisor), Dave Winterburn (Parks Manager) and Steven Peters (Parks Officer) presented the report and answered questions. Ms Banyard noted the recent amendment of Attachment B which had a third page added to provide visibility of the uphill and downhill mapping.

Some Elected Members raised concerns about how Council will ensure all community voices have been considered when building trail plans e.g. mana whenua, environmental groups. Ms Banyard advised all community voices would be considered and any potential issues addressed during the assessment of individual trail plan applications.

Elected Members requested an amendment to the resolution to change the plan name to Mount Iron Conceptual Trail Plan, to make it clearer to the public that all trails are not going to be built at once. Elected Members also requested amendments to the resolution (the addition of resolutions 4 and 5).

**It was moved (Mr Telfer, Wellington):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

1. **Note** the contents of this report;
2. **Approve** the Mount Iron Trail Plan with the following amendments;
  - The trail plan have *conceptual* in the title;
  - The wording of '*proposed*' trails plans be changed to '*potential trail plans, subject to application*'; and
  - The wording in Option 1 be changed to '*the reserve ~~will~~ may provide an opportunity for horse riding...*'

**Motion was carried unanimously.**

**4. Approval of Electrical Services Easement over Criffel Place Reserve in Favour of Aurora Energy**

The purpose of this report is to consider recommending to Council to approve an electrical services easement in favour of Aurora Energy over the Criffel Place local purpose (access) reserve, Luggate.

Matt Judd (Parks Property Planner) presented the item and took the report as read.

**It was moved (Mr Tucker, Mr Wellington):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

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

2. **Recommend to Council** to exercise Minister's consent and approve an electrical services easement over Criffel Place local purpose (access) reserve, Luggate, legally described as Lot 201 DP 361422, in favour of Aroua Energy in accordance with the easement plan at attachment A;
3. **Recommend to Council** to delegate authority to approve final terms and conditions of the easement and execution authority, to the General Manager, Community Services.

**Motion was carried unanimously.**

## **5. Chair's Report**

The purpose of this report was to provide the Board with an update on projects of interest, allow members to report on recent community engagement and cover other matters not listed elsewhere on the agenda.

Mr Telfer requested the following recommendation be passed onto the Chief Executive:

- *The Wānaka-Upper Clutha Community Board recommends that the Chief Executive invoke a temporary prohibition on further freedom camping at Allenby Place and Beacon Point until the partial review of the Freedom Camping Bylaw is completed later in 2026, and requests that staff report back with longer-term options through that review process.*

**It was moved (Telfer, Gladding):**

**That the Wānaka-Upper Clutha Community Board resolve to:**

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

**Motion was carried unanimously.**

## **Karakia Whakamutunga**

A closing karakia was delivered by Ms Pringle

*The meeting concluded at 11.19am.*

**Confirmed as a true and correct record:**

---

**CHAIR**

---

**DATE**