

Wānaka-Upper Clutha Community Board

12 May 2026

Report for Agenda Item | Rīpoata moto e Rāraki take [1]

Department: Assurance, Finance & Risk

Title | Taitara: Recommendation for Annual Plan 2026/27 Deliberations

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is for the Wānaka-Upper Clutha Community Board (WUCCB) to review the prioritised projects included in the Annual Plan 2026/27 consultation and agree if any of the projects could be funded from the Wānaka Asset Sale Reserve (WASR) to reduce rating burden.

Recommendation | Kā Tūtohuka

That the Wānaka-Upper Clutha Community Board:

1. **Note** the contents of this report;
2. **Recommend to Council** that the following capex projects are funded in the Long-Term Plan (LTP) from the Wānaka Asset Sale Reserve:
 - i. One third of the capex cost for a full-sized multi-use artificial turf - noting that \$700k capex and \$100K opex will be needed to be added to rates and be funded district wide in the Annual Plan 2026/27 to start the planning;
 - ii. Funding the gap of the capex funding required for Roy's Bay Jetty via the LTP27-37 process - noting that the existing waterways renewal budget will need to prioritise this project to enable planning to start in the Annual Plan 2026/27;
3. **Recommend to Council** that the following projects are funded in the Annual Plan 2026/27 via rates:
 - i. Wānaka Lakefront Development Plan (Stage 4) - noting that \$580K capex will be required to be moved forward from Year 8 and the interest cost would need to be added to rates and be funded district wide in the Annual Plan 2026/27 to start engagement and design work;
 - ii. Lower Helwick St Redevelopment – noting that \$500K capex via an interest cost would need to be added to rates and be funded via Wānaka Transport rate across Wānaka Upper Clutha Ward in the Annual Plan 2026/27 to start concept planning;

- iii. Stage 4 Pathway - bring forward \$1 million capex of the \$5 million capex in years 8-10 of existing LTP24-34 into the Annual Plan 2026/27. Noting that the interest cost would need to be added to rates and be funded district wide to enable planning work to start;
4. **Recommend to Council** that the following projects are staff resourced in the Annual Plan 2026/27:
- i. Wānaka Arts Centre feasibility work ahead of potential LTP Funding;
 - ii. Shared Path Network and make safety improvements ahead of the next potential National Land Transport Plan (NLTP) round;
 - iii. Roys Bay Jetty to undertake engagement and design work; and
5. **Note** the Community Park in Timsfield, Hāwea can be paused due to continuing conversations about land use in Hāwea.

Prepared, Reviewed and Authorised by:



Name: Katherine Harbrow
Title: General Manager Assurance
Finance & Risk
7 May 2026

Context | Horopaki

1. A report from the General Manager Assurance, Finance & Risk sought the input of the WUCCB at its meeting on 16 December 2025 into determining the priority of projects either in the 2026-27 Annual Plan or early in the 2027-2037 LTP.
2. The recommendation was taken to the Council Meeting on 5 February 2026 where Council received the prioritisation of these projects in 2026/27 Annual Plan or earlier in the 2027-2037 Long Term Plan:

a. Roy's Bay Jetty/Pier

There is no current LTP funding for renewal of Roy's Bay Jetty, however recent assessment and community engagement indicate the need for Council direction. Potential exists to reallocate underspend from the Eely Point Boat Ramp and Jetty budget in the later years of the LTP. The WUCCB would like staff allocated to engagement and design work in the 2026/27 Annual Plan. This is estimated cost (including design) for replacement jetty is \$800K to \$1.2M capex. This project capex could potentially be funded 100% from the WASR fund in the LTP.

b. Wānaka Lakefront

The Wānaka Lakefront Development Plan (WLDP) remains underfunded for early delivery. The Board seeks to bring forward existing planning funding to inform the next LTP and supports progressing a standalone pathway project to improve connectivity ahead of the full stage.

Lakefront Development Plan - Stage 4: Additional lakefront and town centre projects may require funding offsets or integration within WLDP Stage 4. The current LTP has \$580K capex in Year 8. This project could be brought forward from 2031/32 to start engagement and design work for Stage 4.

Stage 4 Pathway: This project can be considered as standalone project or incorporated into the wider Stage 4 planning and delivery. There is \$5 million funding Y8-10 budget in the LTP2024-34 which could be utilised for this project. Cost estimate for the preliminary design was \$1.014 million including a 20% contingency.

Lakefront Development Plan: Stage 6: There is no current budget allocated in LTP, indicatively \$60-80K capex could be added to the annual plan 2026/27 to begin concept planning and design.

Lower Helwick Street Redevelopment: There is no current budget, but staff have indicated that \$500K capex could be added to the annual plan 2026/27 to begin concept planning and design. Note this is funded via a targeted Wānaka Upper Clutha Ward Transport rate.

c. Multi-Use Artificial Turf Facility

Council staff have been asked to investigate the development of a full-size multi-use artificial turf facility in the Upper Clutha, with indicative costs of \$3.5-4 million. Staff have indicated that \$700K capex and \$100K opex could be added to Annual Plan 2026/27 to begin the investigations and concept planning. This project could potentially be funded up to a third of the capex cost via WASR fund and may attract other third-party funding for future project costs.

Funding is also allocated in the LTP for future development of a sports hub (potentially at Ballantyne Road).

d. Active Transport

Opportunities exist to progress shared paths, safety improvements and wayfinding through existing active travel and minor improvement budgets, subject to NZTA co funding, where required. Staff will continue to develop these proposals for (NLTP) process if Council prioritises this.

Note: Otago Regional Council is responsible for public transport services and Queenstown Lakes District Council (QLDC) for bus shelters and other public transport infrastructure.

e. Wānaka Performing Arts Centre

The Wānaka Performing Arts Centre is not currently included in the LTP due to borrowing constraints, but Council is actively engaged with the Trust, to continue understanding potential feasibility work and future LTP consideration. Further feasibility work would be required ahead of consideration of potential LTP funding. Staff will continue to offer advice in this regard, if Council prioritises this.

f. Timsfield Community Park

A community park/outdoor area in Timsfield, Hāwea could potentially be delivered using existing playground funding and Development Contributions. There is \$799K budgeted already in Annual Plan 2026/27 and this has already been committed for playgrounds (one delivered and one in progress) and is unable to be reallocated to this park. The Board suggests that this project could be paused at this stage.

3. Council also agreed that any allocation from the WASR by Council should be agreed to in conjunction with the WUCCB.
4. The current balance of the WASR is \$4,823,079 but this still needs to include proceeds from the recent sale of a property in Ironside Drive. The Board also recommended that any Council allocation sought from WASR be agreed in conjunction with WUCCB.

Analysis and Advice | Tatāritaka me kā Tohutohu

5. 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.

Option 1 The WUCCB recommend to Council the proposed list WASR

Advantages:

- Responds to feedback from discussions of the board, community feedback, and Annual Plan 2026/27 consultation, ensuring community input is reflected.

Disadvantages:

- May require adjustment to existing workflows and expectations regarding project prioritisation and approval.

Option 2 The WUCCB recommends changes to the proposed list of project prioritisation in 2026/27 Annual Term Plan.

Advantages:

- Allows the WUCCB to ensure the prioritisation list to fully reflect local context, aspirations, and operational preferences.
- Reinforces the Board's role as a key stakeholder in shaping the governance of the Annual Plan/ Long-Term Plan.
- Supports a collaborative refinement process that may enhance community buy-in.

Disadvantages:

- May require adjustment to existing workflows and expectations regarding project prioritisation and approval.

6. This report recommends **Option 1** for addressing the matter because it is important to share the priorities for the WUCCB with the Council to ensure these priorities are considered as part of the Annual Plan 2026/27 deliberations.

Consultation Process | Hātepe Matapaki

Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

7. This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy 2024 because the changes to the prioritisation of projects impact

community groups and elected representatives in the Wānaka-Upper Clutha Ward. While there is high interest within that ward, it is potentially funded district wide.

8. The persons who are affected by or interested in this matter are residents and ratepayers of the Wānaka-Upper Clutha Ward and QLDC. Key stakeholders include the WUCCB, Council Officers, and potential project delivery partners. There is also interest from the wider Queenstown Lakes District in ensuring financial transparency and alignment with broader Council priorities.
9. Staff have engaged with the WUCCB, including through a workshop on 10 December 2025, Feedback from the WUCCB, included options into Annual Plan 2026/27 consultation (Topic 2) and staff have informed the current project prioritisation list.
10. The Council could consult on project prioritisation during the 2026/27 Annual Plan process.

Māori Consultation | Iwi Rūnaka

11. At this stage, no specific consultation has taken place with mana whenua or iwi rūnaka regarding the project prioritisation list. As part of the LTP, Council will ensure that appropriate iwi engagement occurs where individual projects involve cultural, environmental, or land use considerations, in alignment with QLDC's partnership obligations under Te Tiriti o Waitangi.

Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

12. This matter relates to the Strategic/Political/Reputation risk category. It is associated with RISK10015 Ineffective Governance within the QLDC Risk Register. This risk has been assessed as having a moderate residual risk rating.
13. The approval of the recommended option will allow Council to avoid the risk. This will be achieved by ensuring that the list of prioritisation projects will form part of the next LTP.

Financial Implications | Kā Riteka ā-Pūtea

14. The purpose of this report is to make recommendations to the QLDC for the prioritisation of projects in 2026/27 Annual Plan and if the Wānaka Asset Sale Reserve could be utilised to minimise the rating impact, if Council decides to prioritise these projects.

15. This is the current rating funding model for these priority projects:

Project	Directorate	Department	Cost Centre	Cost Centre Name	Rates Category	Location Impact	%
Roys Bays Jetty	Property & Infrastructure	Property	143	Waterways - Facilities	General Rates	District Wide	100%
Wanaka Lakefront Development	Community Services	Operations Admin	159	Community Admin	Sports Halls & Libraries	District Wide	10%
					Event	District Wide	18%
					Recreation	District Wide	72%
Lower Helwick St Redevelopment	Property & Infrastructure	Roading	113	NZTA Wanaka	Roading	Ward Based - Upper Cultha	100%
Artificial Turf - Full Sized	Community Services	Operations Admin	159	Community Admin	Sports Halls & Libraries	District Wide	10%
					Event	District Wide	18%
					Recreation	District Wide	72%
Shared Path Network	Property & Infrastructure	Roading	113	NZTA Wanaka	Roading	Ward Based - Upper Cultha	100%
Wanaka Performing Art Centre	Community Services	Venues & Facilities	176	Wanaka Community Buildings	Sports Halls & Libraries	District Wide	100%
Community Park Timsfield	Community Services	Parks & Reserves	159	Parks & Reserves - Wanaka	Sports Halls & Libraries	District Wide	10%
					Event	District Wide	18%
					Recreation	District Wide	72%

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

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

- **Strategic Framework:** The recommendation of the proposed project prioritisation list aligns with the principles of QLDC's Strategic Framework, including Vision Beyond 2050, by supporting community wellbeing, legacy infrastructure, and transparent governance.
- **QLDC 30-Year Infrastructure Strategy:** The recommendation of the project prioritisation list support alignment between long-term planning and the prioritisation of capital projects within the Wānaka-Upper Clutha Ward.
- **Disability Policy:** Any future capital project funded must comply with accessibility standards and contribute to an inclusive built environment.
- **Financial Strategy:** Ensures sound financial management of this reserve and supports intergenerational equity.
- **Significance and Engagement Policy:** Ensures appropriate consultation and transparency in the next LTP.

17. The recommended option is consistent with the principles set out in the named Strategic Framework and the Financial Strategy. There are no known inconsistencies with current QLDC policies.

18. This matter will be included in the 2026/27 Annual Plan deliberations.

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

19. The proposed project prioritisation list has been developed in alignment with the Local Government Act 2002 (LGA), particularly section 14 which sets out principles relating to local authorities, including prudent stewardship of resources and transparent decision-making.

20. Guidance from the Office of the Controller and Auditor-General has also been considered, particularly in relation to managing public funds and conflicts of interest. Elected Members are expected to comply with the Local Authorities (Members' Interests) Act 1968 and relevant disclosure requirements under the LGA.
21. No specific legal advice has been sought for this report, and there are no known inconsistencies with legislative requirements. Should legal clarification be required during implementation, it will be sought as appropriate.

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

22. 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; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. The proposed project prioritisation supports this purpose by establishing a transparent, inclusive framework that enables local input and ensures investments contribute to long-term community wellbeing and legacy outcomes. As such, the recommendation in this report is appropriate and within the ambit of Section 10 of the LGA.
23. The recommended option:
- Can be implemented through current funding under the 2026/27 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.

Attachments | Kā Tāpirihaka

A	WUCCB Priorities Topic 2 QLDC Annual Plan Consultation Document 2026-2027
B	Wānaka Asset Sales Reserve 2025 Guidelines FINAL

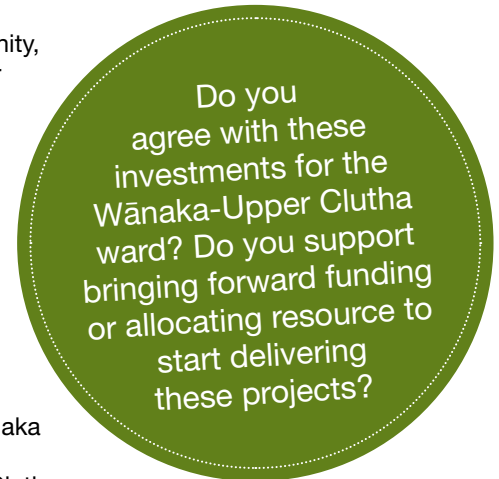
TOPIC 2: Wānaka-Upper Clutha Community Board priority projects

The Wānaka-Upper Clutha Community Board (WUCCB) advocates for its community, ensuring local voices are heard and represented in Council decision-making. After listening to the community during the 2025 election, WUCCB members identified some priority projects to progress over the term. These reflect community need and aspiration and align with the district’s wider strategic objectives.

Note that most of these initiatives request funds or staff time for planning, feasibility and/or concept development for long-term capital projects. Allocating resource to planning now enables potential building of these major capex projects in the future. The WUCCB has recommended to Council that these projects be considered for funding through this 2026-27 Annual Plan or early in the 2027-37 Long Term Plan, which is also in an early development stage.

There may also be an opportunity to partially fund these projects through the Wānaka Asset Sales Reserve, which was established following the sale of Scurr Heights land in 2016 and is intended to support legacy community projects in the Upper Clutha.

The table below summarises the priority projects. More information on each project can be read at letstalk.qldc.govt.nz/ltp27



Project	Funding required
Roys Bay Jetty renewal following damage to the existing jetty.	There’s an existing budget of \$0.9M for waterways structure renewals which could be put towards engagement and design of a permanent solution.
Wānaka Lakefront Development Plan (stage 4) – commence a standalone pathway project ahead of full delivery of Stage Four.	\$580K could be brought forward from 2031-2032.
Wānaka Lakefront Development Plan – introduce a new ‘light touch’ Stage 6, better linking McDougall Street carpark/toilets to the Wānaka Water Sports carpark.	No current budget. Budget could be added to the Annual Plan 2026-2027 to begin concept planning and design.
Lower Helwick Street Redevelopment – complete upgrades to better connect the town centre to the lake.	No current budget. \$500k could be added to the Annual Plan 2026-2027 to start concept planning.
Full sized multi-use artificial turf for use by the community’s sports groups.	No current budget. \$700k capex and \$100k opex to start planning in 2026-2027.
Opportunities exist to further the shared path network and make safety improvements. Projects may include: Ardmore Street (Lakeside Road roundabout to Caltex roundabout); SH84/SH6 (Mt Iron underpass to Mt Iron Junction to Aubrey Road) and Ballantyne Road (Sir Tim Wallis Drive to Riverbank Road).	Sufficient budget is available across various projects and years of the LTP. Staff could be allocated to prepare for next NLTP round to ensure Wānaka projects are ready if NZTA funding becomes available. Otherwise, projects can proceed unsubsidised.
Wānaka Performing Arts Centre Feasibility Study.	Staff could be allocated to assist Wānaka Arts and Cultural Trust with further feasibility work required ahead of consideration of potential LTP funding.
Community park in Timsfield, Hāwea.	\$799K budgeted already available in 2026-2027 for playgrounds in Hāwea and could be reallocated to this park.

Attachment B: Wānaka Asset Sales Reserve 2025 Guidelines FINAL

WĀNAKA ASSET SALES RESERVE GUIDELINES

Version: 2.0

Date: 17/02/2025

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1. INTRODUCTION

The Wānaka Asset Sales Reserve (WASR) is a financial reserve established by the Queenstown Lakes District Council (QLDC) primarily derived from the sale of Scurr Heights land in 2016 in the Wānaka/Upper Clutha ward. These funds are intended to deliver enduring community benefits and contribute to legacy projects for the Wānaka-Upper Clutha Ward.

The WASR is a key financial mechanism for supporting strategic community projects in the Wānaka-Upper Clutha Ward. This document is intended for the community, QLDC staff, and the Wānaka Upper Clutha Community Board (WUCCB), outlining the principles, governance, and processes for fund management.

QLDC and the WUCCB work in partnership to ensure that local expertise and knowledge inform funding decisions while maintaining alignment with Council's strategic objectives. Together, we aim to empower the Wānaka and wider Upper Clutha communities and support projects that reflect the unique character and needs of the Ward.

It is important to note that a financial reserve, such as the WASR, is not "cash in the bank." Rather, it represents an allocated amount that integrates into Council's overall financial portfolio. Allocated funds will incur interest and contribute to QLDC's total debt portfolio, underscoring the importance of careful and strategic financial planning. This reinforces the need for careful and strategic allocation of the Reserve to maximise community impact while ensuring financial sustainability.

This document also aligns with broader funding principles to support transparency, equity, and accountability in the allocation of resources.

2. PURPOSE AND BENEFITS

The WASR is managed with a clear purpose to maximise its impact for the Wānaka-Upper Clutha Ward. By adhering to robust principles and a strategic approach, the Reserve aims to:

- Ensure transparency and accountability in the allocation and utilisation of funds. This includes providing clear reporting and public communication about the use and impact of the Reserve. These efforts align with the principles outlined by the Controller and Auditor-General for managing public funds.
- Support strategic investments in the community that are included in the Long-Term Plan (LTP) and Annual Plan (AP).
- Facilitate projects that deliver lasting benefits for the Wānaka-Upper Clutha Ward, prioritising initiatives that contribute to broader community wellbeing and provide long-term value for the ward or wider District as a whole.

3. GUIDING PRINCIPLES

3.1 ELIGIBLE USE OF FUNDS

Funds may be used for:

- **Capital Projects:** Approved in the LTP or AP that benefit Wānaka-Upper Clutha Ward residents and enhance service levels.
- **Community Infrastructure:** Investments in significant community assets, including social and cultural infrastructure, provided they demonstrate enduring value.

3.2 EXCLUDED USES

Funds may *not* be used for:

- **Operating expenditure** (e.g., salaries, utilities, or maintenance costs for existing facilities).
- **Purchase of speculative assets** (e.g., property purchases without a defined public use case).
- **Projects primarily required due to growth** (e.g., new subdivisions funded by development contributions).
- **Feasibility studies** unless directly tied to an eligible capital project.
- **Non-Council projects** that do not involve QLDC involvement, or management, or ownership.
- **Grants** for activities or services that do not involve capital development or infrastructure (e.g., operating grants for community events or programmes).
- **Debt Repayment:** Funds may not be used to repay debt incurred for non-Council-owned capital expenditure projects unless in exceptional circumstances in association with Full Council.
- **Minor or routine capital projects** that do not demonstrate long-term strategic or transformational community impact. The Reserve is intended for large-scale, legacy projects that provide enduring benefits to the Wānaka-Upper Clutha Ward. However, the Reserve may be used to supplement other funding sources for projects that align with its purpose.

4. GOVERNANCE FRAMEWORK

4.1 DECISION-MAKING STRUCTURE

- The WUCCB will recommend priority projects for funding, ensuring alignment with the principles and eligibility criteria.

- All projects approved for funding must adhere to QLDC requirements, including permits, consents, project management methodology, and health and safety standards.
- While the WUCCB prioritises projects, QLDC officers will assess capacity and ability to carry them out, recognising the multiple touchpoints within Council processes.

4.2 TRANSPARENCY AND REPORTING

- **Annual Reporting:** A summary of the Reserve utilisation, including project outcomes, will be included in the Council's Annual Report.
- **Project Reviews:** Regular updates on funded projects' progress and their alignment with agreed objectives.
- **Public Communication:** Decisions on the Reserve utilisation will be published through appropriate channels, such as the QLDC website, to promote openness and accountability.

5. PRIORITISATION AND EVALUATION

5.1 PROJECT PRIORITISATION

- Projects may be prioritised if they:
 - Address identified community needs.
 - Are a legacy project that provides enduring benefits for the Wānaka-Upper Clutha Ward, ensuring value for future generations.
 - Demonstrate alignment with QLDC's Strategic Framework, including Community and Wellbeing Outcomes and the QLDC 30-Year Infrastructure Strategy, to ensure long-term benefits for the wider Wānaka-Upper Clutha Ward.
 - Leverage co-funding or partnerships to maximise impact.
- The process will occur via the Annual Plan reforecast process, with options prioritised and selected for allocation by November of the prior year.

5.2 EVALUATION CRITERIA

All projects recommended for funding must:

- Clearly articulate community benefits.
- Include a cost-benefit analysis demonstrating value for money.
- Provide evidence of stakeholder engagement.
- Demonstrate alignment with QLDC's strategic goals and principles.
- Confirm that QLDC can absorb operational costs associated with the project.

6. FLEXIBILITY AND RESPONSIVENESS

- The Reserve may support “unexpected opportunities” that align with the principles, provided a robust business case is presented.
- The Council will consider projects not currently in the LTP or AP if they demonstrate exceptional community value, where there is sufficient capacity and resources available to deliver them effectively.
- All projects approved for funding must adhere to QLDC requirements, including permits, consents, project management methodology and health and safety standards.

7. RISK MANAGEMENT

- Decision-makers must be free of conflicts of interest and are required to abide by the QLDC Conflict of Interest Policy for staff and the guidance provided by the Controller and Auditor-General for elected members. This includes compliance with the Local Authorities (Members’ Interests) Act 1968 (LAMIA), which requires all elected members to declare any pecuniary (or other specified) interests. In accordance with section 54A of the Local Government Act 2002, a public register of these declarations is maintained.
- Reserve allocations will be subject to periodic audits to ensure compliance with principles and transparency requirements.

8. COMMUNITY BOARD ROLE AND DISCRETION

The WUCCB plays a key role as a strategic partner in ensuring that the WASR is used effectively for community benefit. Their role includes:

- **Identify and Recommend Priority Projects:**
The WUCCB may identify and recommend priority projects to be brought forward from the LTP or AP. This process includes early engagement with QLDC officers before formal LTP or AP planning begins, providing the Board with an opportunity to influence and shape potential projects at a formative stage.
- **Pathway for Raising Priorities:**
The WUCCB will have a dedicated pathway for submitting priority projects directly to QLDC officers, distinct from the community submission process. The Board will be invited to provide early input into the LTP or AP cycles through dedicated planning workshops, typically scheduled ahead of key milestones in the Council’s planning calendar. QLDC will work collaboratively with the Board to discuss feasibility, strategic alignment, and logistical considerations for proposed projects.

- **Collaborate with Community Stakeholders:**

The Board will collaborate with local groups and organisations to propose initiatives that align with WASR principles. This includes acting as a bridge between community needs and Council processes while leveraging the Board's local expertise.

9. CONTROLLER AND AUDITOR-GENERAL PRINCIPLES

The WASR adheres to the six principles for managing public funds outlined by the Controller and Auditor-General:

1. **Accountability:** Ensuring all funds are managed with clear responsibilities and reporting mechanisms to uphold public trust.
2. **Openness:** Maintaining transparency in decision-making processes and making information available to the public.
3. **Value for Money:** Allocating resources efficiently and effectively to maximise benefits for the community.
4. **Lawfulness:** Complying with all legal and regulatory requirements in fund management and allocation.
5. **Fairness:** Ensuring equitable access to funding opportunities and impartiality in decisions.
6. **Integrity:** Upholding ethical standards and avoiding conflicts of interest in all activities related to the Reserve.

10. AMENDMENTS TO GUIDELINES

Changes to these guidelines require approval by the Full Council. Amendments will be developed in consultation with the WUCCB and stakeholders to ensure alignment with the Reserve's purpose and principles.

11. ADDITIONS TO THE RESERVE

Any proceeds from the sale of remaining Scurr Heights land will be allocated to the Reserve. For all other asset sales within the Wānaka-Upper Clutha Ward, additions to the Reserve will be determined at the discretion of the full Council on a case-by-case basis. There is no automatic requirement for proceeds from future Wānaka asset sales to be allocated to the reserve. Instead, Council will assess each opportunity based on strategic priorities, financial sustainability, and community needs before deciding whether to direct funds into the Reserve.

12. COMMUNITY SUBMISSION PROCESS

Community groups in the Wānaka-Upper Clutha Ward can submit projects for consideration under the WASR through the Queenstown Lakes District Council's (QLDC) Annual Plan (AP) or Long-Term Plan (LTP) processes, with an **additional role for the WUCCB to review and support community-led proposals**. The following outlines the steps to participate:

1. Understand the Process Timeline:

- Annual Plan (AP): Submissions typically open in early March and close in early April, with hearings held in May and the final plan adopted by June.
- Long-Term Plan (LTP): Prepared every three years, the LTP involves extensive community consultation, public hearings, and deliberations before adoption.
- WASR Fund-Specific Process: To be considered for funding through the WASR Fund, projects must be raised before 1st October each year.

2. Prepare a Submission:

- Submissions must clearly outline the project's purpose, benefits, and alignment with community wellbeing outcomes.
- Include relevant evidence, examples, and co-funding opportunities where applicable.
- Community groups are encouraged to present their project ideas via the Wānaka Upper Clutha Community Board before formal submission to QLDC. The Board can provide feedback, evaluate options, and help ensure proposals align with local and district priorities.

3. Submission Channels:

- Submissions can be made online through the QLDC website, by email, or via post. Specific submission details will be provided in the public consultation notice.
- Community groups may also present project proposals at a WUCCB public forum/deputation, providing an additional opportunity for discussion before the final submission.

4. Public Notification:

- All submissions will be summarised and publicly notified, allowing community members to view and provide additional input.

5. Hearing Process:

- Submissions will be presented to a panel, with representatives encouraged to designate a spokesperson for their group.

6. Decision and Communication:

- The Council will review and deliberate on all submissions. Decisions will be communicated to submitters, with opportunities for further engagement as needed.

Early Engagement with QLDC:

Community stakeholders are encouraged to engage early with QLDC officers and the WUCCB to discuss project feasibility, potential funding sources, challenges, and alignment with broader Council strategies. Early engagement can streamline the submission process and address requirements such as permits, consents, and compliance.

Alternative Funding Considerations:

For smaller-scale projects or initiatives, community groups may also explore opportunities through the QLDC Community Fund, which supports community-led activities outside the scope of the WASR Fund.

13. APPENDIX A: DEFINITIONS

For purposes of this document, the following definitions apply:

- **Reserve:** A financial allocation set aside for specific purposes within the Council’s budgetary framework. A reserve is not a cash holding but rather a designated accounting line item that contributes to Council’s financial planning, potentially incurring interest and impacting overall debt levels.
- **Capital Projects:** Long-term projects aimed at creating, improving, or acquiring significant community assets, including but not limited to public facilities, recreational or strategic spaces, and transportation infrastructure.
- **Capital Investment:** Funding allocated to the creation, expansion, or significant improvement of capital projects such as infrastructure, facilities, or community assets that contribute to the long-term wellbeing of residents.
- **Operating Expenditure:** Recurring costs for running and maintaining existing infrastructure or services, such as salaries, utilities, and routine maintenance, which do not result in the creation of new assets.
- **Speculative Assets:** Properties or investments acquired with the primary aim of financial gain rather than public use, including land acquisitions without a defined or strategic purpose for community benefit.
- **Debt Repayment:** Allocation of funds to repay loans incurred for community projects that enhance service levels, ensuring financial sustainability and equitable cost distribution across current and future beneficiaries.
- **Community Infrastructure:** Facilities or assets that provide social, cultural, or recreational benefits to the community and demonstrate enduring value.
- **Legacy Project:** A capital investment that delivers enduring social, cultural, environmental, or economic benefits to the Wānaka-Upper Clutha Ward. Legacy projects provide long-term value, enhance community infrastructure, and serve multiple generations. These projects should align with QLDC’s strategic priorities and demonstrate a transformational impact, rather than addressing short-term or operational needs.
- **Enduring Benefit:** A measurable, long-lasting positive impact on the community, environment, or local economy that extends beyond the immediate funding period, ensuring sustainability over time.
- **Transformational Impact:** A project outcome that significantly enhances the quality of life, accessibility, or resilience of the community in a way that could not have been achieved without strategic investment.
- **Social and Cultural Infrastructure:** Refers to the physical spaces, services, and structures that foster community cohesion and enrich cultural life. Examples

include museums and cultural facilities, libraries, community centres, parks, theatres, and sports facilities.