

Minutes of a Council Workshop

Tuesday 5 May 2026
in Council Chambers, 10 Gorge Road, Queenstown,
commencing at 10.00am

A recording of this workshop can be found on the QLDC website.

Present:	Deputy Mayor Quentin Smith (Chair)	Councillor Gavin Bartlett
	Councillor Melissa White	Councillor Nicola King
	Councillor Jon Mitchell	Councillor Stephen Brent
	Councillor Samuel 'Q' Belk	Councillor Cody Tucker
	Councillor Matt Wong	Councillor Heath Copland
	Councillor Niki Gladding (online)	
Apologies:	Mayor John Glover	
In attendance:	Michelle Morss	Pennie Pearce
	Maseina Koneferenisi	Sinead Hart (Nexus)
	Meaghan Miller	Rebecca Pitts
	Tsehai Tiffin	Tony Avery
	Simon Battrick	Katherine Harbrow
	Ruby Mills	Paul Speedy (online)
	Mike Wakefield (Simpson Grierson, online)	Jack Apperley (Simpson Grierson, online)
	Naell Crosby (online)	Mary Davenport (online)
	Arne Burgess (online)	
Media	None	
Public	None	

No.	Agenda Item	Actions
1.	<p><u>Water Services Council Controlled Organisation (WSCCO) SoE and Transitional Governance & Support Agreement</u></p> <p>The first component of this workshop introduced the high-level governance and transition framework for the period between incorporation of the WSCCO and the Company becoming fully operational (signing of Transfer Agreement). The second component of this workshop continued the work commenced at</p>	None.

No.	Agenda Item	Actions
	<p>the 28 April workshop, focusing on the development of the Statement of Expectations for the WSCCO.</p> <p>Maseina Koneferenisi (Programme Director - WSCCO) and Sinead Hart (Governance Workstream Lead, Nexus) presented the first component of this workshop and spoke to a PowerPoint presentation (Attachment B).</p> <p>Main points of discussion included:</p> <ul style="list-style-type: none"> • The role of a transition interface group, including clarity around escalation pathways, decision thresholds, and how information and feedback would be reported back to Council during the transition phase. • The transition period was acknowledged as carrying heightened risk, requiring clear oversight and defined responsibilities. The Terms of Reference of the Transition Interface Group were noted as a potential mechanism to address the levels of governance and responsibilities. • Emphasis was placed on agreeing guiding principles for interim decision-making, including how Council and the emerging CCO would work together collaboratively during the transition year. • Key transition matters were discussed including transfer of debt, funding access arrangements, and insurance coverage and continuity. • The transition was acknowledged as complex, with multiple workstreams progressing concurrently. • A draft agreement to support transition arrangements was noted as being brought to a future Council workshop for further discussion and refinement. <p>Pennie Pearce (Strategy and Policy General Manager), Mike Wakefield (Legal Counsel, Simpson Grierson) and Meaghan Miller (Corporate Services General Manager) presented the Statement of Expectations (SoE) component and spoke to Attachment A.</p> <p>Main points of discussion included:</p>	

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	<ul style="list-style-type: none"> • Talking through key themes from each section of the draft SoE document, including categories of expectations, general expectations and expected outcomes. • Whether environmental outcomes could be more clearly articulated, through clear aspiration statements or measurable, data-driven expectations. • Continue engagement with Rūnaka to seek their input, which may influence outcomes or language used in the SoE. • The next iteration of the SoE was expected to include how existing council policies and/or strategies interrelate with and support the SoE. • How contracts should be managed during transition and establishment, including clarity over roles, decision rights, and financial authority. <p><u>Attachments:</u> <i>Attachment A: QLDC 3Waters Statement of Expectations Draft</i> <i>Attachment B: Transitional Governance Framework PowerPoint Presentation</i></p>	
2.	<p><u>Item 2: Civic Administration Building (CAB) Community Engagement</u></p> <p>On 31 July 2025, Council considered an independent Civic Administration Building (CAB) location assessment and agreed the options to be taken forward for community engagement, including both location and delivery model. The assessment identified two principal location pathways for feedback: Frankton—with Frankton Village if building and owning and the Five Mile Corridor if leasing—and Queenstown Town Centre / historic core as the alternative.</p> <p>Councillors were briefed to discuss the proposed engagement, background and content, prior to seeking community feedback, which will be reported back to Council for consideration at a later date.</p> <p>Meaghan Miller (Corporate Services General Manager), Paul Speedy (Manager Strategic Projects) and Rebecca Pitts (Communications & Engagement Manager) presented the item and spoke to a PowerPoint presentation (Attachment A).</p>	None.

No.	Agenda Item	Actions
	<p>Main points of discussion included:</p> <ul style="list-style-type: none"> • Acknowledgement that input and perspectives from the Wānaka-Upper-Clutha are relevant and complementary to this engagement, even though the engagement is focused on Whakatipu locations. • Consideration of the scope of consultation questions, and whether they should be more open-ended to allow for independent or alternative proposals. • The importance of providing some background and context was highlighted, including how the process has evolved, prior consultation already undertaken, and how district-wide funding and asset decisions are made. • The role of cost analysis was discussed, including comparative risks between building and leasing, and how this information should be communicated. • Clarification was sought on how consultation questions capture the frequency and nature of in-person engagement with Council at CABs. • The value of incorporating more visual content into consultation materials was noted. • Whether building new facilities presents higher risk than leasing. <p><u>Attachments:</u> <i>Attachment A: CAB Community Engagement Presentation</i> <i>Attachment B: CAB Community Engagement 'Let's Talk Content (DRAFT)</i> <i>Attachment C: New CAB Location Assessment Report - Boffa Miskell</i></p>	

The workshop concluded at 1.15pm.