

Wānaka Community Board
26 September 2019

Report for Agenda Item | Rīpoata moto e Rāraki take : 5

Title | Taitara: Chair's Report

PURPOSE OF THE REPORT | TE TAKE MŌ TE PŪRONGO

The purpose of this report is to provide the Board with an update on projects of interest and previous actions and to address other matters not listed elsewhere on the agenda.

RECOMMENDATION | NGĀ TŪTOHUNGA

That the Wānaka Community Board:

1. **Note** the contents of this report; and
2. **Recommend** to Council the Wanaka Community Board Governance Protocol Statement with/without amendment.

Prepared by:



Quentin Smith

Chair, Wānaka Community Board

16/09/2019

CONTEXT | HOROPAKI

Wānaka Lakefront Development

- 1 Community feedback on a Concept Plan for Stage Three: Lakeside closed on Sunday 18 August, culminating in 73 largely positive submissions and over 86% support for the Concept Plan in general. All submissions are publicly available on QLDC's Let's Talk page: <https://letstalk.qldc.govt.nz>, including a number of Frequently Asked Questions about the Concept Plan and associated answers. Community feedback is now being used to help inform a draft design.

Wānaka Masterplan

- 2 The Programme Business Case is due to be finalised by the end of the month and will be brought to the newly elected Board later in the year.

2019 Triennial Election Update

- 3 By the date of the Board meeting, voting papers to all people on the Electoral Roll will have been delivered, with voting papers being sent out from 20 September. Anyone who has not received a voting paper by 26 September and who believes they are eligible to vote should apply for a Special Vote at the Council office at 74 Ardmore Street, Wānaka. (Note that Special Voting is also available at the Council office at 10 Gorge Road, Queenstown).
- 4 The voting package also includes a reply-paid envelope for posting the vote back. Votes may also be delivered to the main Council offices in Wanaka and Queenstown.
- 5 Due to postal delivery times it is recommended that voters do not post votes back after 5 October. This is to ensure that votes reach the Electoral Officer before noon on Saturday 12 October. After 5 October, votes should be returned to the Council offices noted above.
- 6 A progress result of the election with approximately 98% of votes counted will be available by early afternoon on 12 October. Council staff will contact all candidates personally with this result, after which the information will be disseminated publicly via the QLDC website.
- 7 It is hoped to be in a position to publish an official result of the election by 17 October.

Governance Protocol Statement

- 8 A Governance Agreement between the Wanaka Community Board and the Council was established in 2004 to set out the terms of engagement between the Board and the Council. It remained largely in its original form until a more substantial update was prepared in 2016 which also involved it being renamed as the 'Governance Protocol Statement'.
- 9 In the document it states that the agreement should be placed on the agenda of the final meetings for the triennium of both parties, for the purpose of reviewing the agreement and recommending any changes to the incoming Council and Board. This has occurred at the end and beginning of every triennium since 2004.
- 10 The Board is asked to consider whether any amendments are necessary to the current agreement which is attached.

Wānaka Recreation Centre

- 11 The following is a general update on recent activities at the Wānaka Recreation Centre ('WRC'):
 - Wānaka Recreation Centre's sport-based holiday programme runs Monday to Thursday on both weeks of the school holidays.
 - New sport and fitness programmes will run in the pools during Term 4 after successful trials: 'Flippa Ball' (water polo for kids) and 'Float Fit' (a fun, yoga-inspired workout on newly-purchased aqua boards).

- WRC successfully hosted the Upper Clutha Festival of Sport and Recreation on Sunday 15 September with a record number of exhibitors and around 400 visitors.
- Local primary schools will be learning essential life skills at WRC from 16-27 September during their swimming and water safety programme.
- The next social sports league – Sport 10 – begins 14 October.

Action Items from Previous Meeting

12 Actions on items considered at the previous Board meeting have been progressed as detailed below.

Agenda item	Update
Item 2: Road Naming Application - Willowridge Developments Limited application to name road 16 within the 'Three Parks' Development	Complete: Decision issued to the applicant, LINZ and other relevant internal parties.
Item 3: Licence to Occupy Road Reserve – 1 Highfield Ridge, Wānaka	Underway: Licence completed. Arranging encumbrance on title.
Item 4: Licence to Occupy Road Reserve – 221 Lakeside Road, Wānaka	Underway: Licence prepared for signature. Once done encumbrance on title will be arranged.

Attachments

- A Governance Protocol Statement
- B Infrastructure Team Summary Report
- C Minor Improvement Works
- D Parks and Reserves capex programme

Wānaka Community Board

GOVERNANCE PROTOCOL STATEMENT

Purpose

This protocol statement aims to document best practice protocols to:

- Encourage communication, coordination and cooperation between the Queenstown Lakes District Council ("Council") and the Wānaka Community Board ("Board").
- Provide a mechanism for the Council and the Board to:
 - a. enable democratic local decision-making and action by, and on behalf of, communities; and
 - b. meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses

Protocols for Governance, Communication and Coordination

- c. The Council and Board have a joint responsibility for the good governance of the district and that the best interests of the communities of the district are served when the Council and Board work cooperatively.
- d. The Board will be consulted on significant policy and planning documents that impact on the Wānaka Ward before the policies or plans are adopted as draft documents and notified for public comment. It is acknowledged that in some special circumstances, urgency may limit the applicability of this protocol.
- e. The Board and the Council will agree on levels of service to be provided in the Wānaka Ward. Where the agreed service levels differ from the district-wide service level adopted by Council then a rate differential may be applied to the Wānaka Ward to equalise the different level of service.
- f. Board concerns regarding operational performance will be communicated to the relevant General Manager in the first instance and subsequently to the Council's Chief Executive if not resolved.
- g. The Council's Chief Executive will ensure that the Board is provided with complete, timely and robust information, support and advice to enable the Board to carry out its role as prescribed in the Local Government Act 2002 (as set out in the attached Appendix) and exercise its delegations. This includes the provision of adequate staff support for Board activities.

- h. Appropriately qualified members of the Board may be appointed to any Hearings Panel to consider resource consent applications. This will require that the Board maintain an impartial position on resource consent applications at all times.
- i. The Council and the Board will ensure that appropriate training and development is provided for Councillors and Board Members to ensure they have the necessary skills to undertake their governance and policy making responsibilities within local government.
- j. The Council and the Board acknowledge that good governance requires them to consider community views and provide a balance of the different views and the trade-offs necessary.
- k. As far as is practicable the Council will delegate powers to the Board over matters concerning the Wānaka ward that are necessary to enable the Board to fulfill its role as prescribed in the Local Government Act 2002. The Board will be consulted over any changes the Council proposes to make to delegations to the Board.
- l. Delegations to the Board underlie the spirit of partnership between the Council and the Board and any changes to delegations and this Governance Protocol Statement should be considered in tandem with each other.
- m. Where the Board is exercising its powers (either mandated or delegated) to make binding decisions where the Council considers there is a high degree of significance (as defined in Council's Significance and Engagement Policy) to the community it must follow the special consultative procedure under the Local Government Act 2002 in reaching its decision.
- n. The Council and the Board will act consistently with the Code of Conduct. Where the Board has been involved in reaching decisions made by the Council then it will not publicly criticise those decisions.

Process

The Mayor and Chief Executive may attend meetings of the Board to report on Council issues impacting on the Board. Members of the senior management team will regularly attend Board meetings for this purpose. The Chair of the Board may attend Council meetings and report on Board issues impacting on the Council.

Review of Protocol Statement

The Council and the Board may consider and review this protocol statement at any time. Any proposal for change must be presented for consideration at the next available meetings of the Council and the Board upon the request of either of them. The request must be made in writing to the Chief Executive at least two weeks before the next meeting date.

The Council and the Board must ratify any proposed changes to this protocol statement prior to them coming into effect.

This protocol statement will be placed on the agenda of the final meetings of the Council and the Board prior to the triennial election for the purpose of reviewing the document and recommending changes (if any) to the incoming Council and Board.

SIGNATURES

NAME (Mayor)

NAME

(Chair, Wānaka Community Board)

APPENDIX

10 Purpose of local government

- (1) The purpose of local government is—
- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- (2) In this Act, **good-quality**, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—
- (a) efficient; and
 - (b) effective; and
 - (c) appropriate to present and anticipated future circumstances.

Section 10(1)(b): replaced, on 5 December 2012, by [section 7\(1\)](#) of the Local Government Act 2002 Amendment Act 2012 (2012 No 93).

Section 10(2): inserted, on 5 December 2012, by [section 7\(2\)](#) of the Local Government Act 2002 Amendment Act 2012 (2012 No 93).

52 Role of community boards

The role of a community board is to—

- (a) represent, and act as an advocate for, the interests of its community; and
- (b) consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- (c) maintain an overview of services provided by the territorial authority within the community; and
- (d) prepare an annual submission to the territorial authority for expenditure within the community; and
- (e) communicate with community organisations and special interest groups within the community; and
- (f) undertake any other responsibilities that are delegated to it by the territorial authority.

Compare: 1974 No 66 [s 101ZY](#)

3 WATER CAPEX PROGRAMME SUMMARY REPORT

REPORT ISSUED ON : 3 September 2019



Very Low						Strategic Business Case / Programme Business Case
Low	Under QS Review					Indicative Business Case
Moderate	No Incidents	On Budget				Detailed Business Case
High	Near Miss	At Risk				Implementation Phase
Very High	Reportable	Over Budget				Project Close Out
RISK PROFILE (RP)	H&S STATUS FOR PERIOD (HS)	FINANCIAL STATUS (FS)	PRACTICAL COMPLETION DATE	Expected to Realised benefits from BBC	OVERALL PROJECT STATUS (OPS)	COMMENT
			27 September 2019	Fully Realised		Construction complete
			23 July 2019	Fully Realised		O&M Projects
			29 November 2019	Fully Realised		Construction underway
			14 January 2020	Fully Realised		OPS: ECI contractor on board. Concept design complete. RP: Land acquisition discussions ongoing.
			31 August 2020	Fully Realised		
			14 February 2020	Fully Realised		Route not finalised
			13 March 2020	Fully Realised		Awaiting Concept Design approval
			26 October 2020	Fully Realised		
			23 March 2020	Fully Realised		Detailed Design underway
			26 October 2020	Fully Realised		Detailed Design underway
					24 January 2022	Fully Realised
	7 January 2021	Fully Realised				
	22 September 2021	Fully Realised				
	9 November 2020	Fully Realised				
	24 January 2022	Fully Realised				Construction dependant on demand (still being evaluated through masterplanning requirements).
	N/A	Fully Realised				Business Case in progress (end Sept 2019)
			10 August 2020	Fully Realised		Waiting for Business Case
			10 August 2020	Fully Realised		Waiting for Business Case
			10 August 2020	Fully Realised		Waiting for Business Case
			10 August 2020	Fully Realised		Waiting for Business Case
			10 August 2020	Fully Realised		Waiting for Business Case
			10 August 2020	Fully Realised		Waiting for Business Case
			17 August 2020	Fully Realised		Waiting for Business Case
			2 October 2020	Fully Realised		Waiting for Business Case
			2 February 2021	Fully Realised		
			2 February 2021	Fully Realised		
			2 February 2021	Fully Realised		
			2 February 2021	Fully Realised		
			2 February 2021	Fully Realised		
			2 February 2021	Fully Realised		
			21 May 2021	Fully Realised		
			16 August 2021	Fully Realised		
			N/A	Fully Realised		O & M team reviewing FOG Strategy
			1 September 2020	Fully Realised		IBC complete. PCG end Sept-2019 for IBC approval
			N/A	Fully Realised		
			9 May 2022	Fully Realised		

Project Name	Problem / Opportunity	Estimated Cost	Proposed solution	Notes
Brownston St raising drainage grates	Drain grates into sumps are very low compared to the road level and can catch out drivers and are dangerous for cyclists.	\$8,000.00	Investigate drainage requirements and raise grates.	Works completed
Beacon Pt-Penrith Park speed advisories	Crashes in northerly direction at curve. Crash report recommends speed advisories and associated signs for both directions.	\$10,000.00	Curve advisory analysis including speed test. Curve signs must also show intersecting road. Chevron boards to be included, and edge lining to match solid center line length.	Design in progress
Beacon Pt-Penrith Park Rds intersection light	Crash report identified lack of lighting at this intersection	\$10,000.00	Intersection flag light subject	With lighting contractor
Crown Range summit car park entrance upgrade	Pull over area is not wide enough and area deteriorating	\$22,500.00	Formalise entrance to car park, widening where necessary. Improve drainage to ensure seal/unseal join is protected.	Design in progress
Stone St flag light	Street light needed Check new intersection design for new side road	\$3,000.00	Install new Street light Check new intersection design for new side road	Subject to lux survey
Cardona Valley Rd at medical center footpath connections	See attached email. The Wanaka medical center has identified that there are poor pedestrian connections outside the medical center. This applies to both sides of the road and includes the crossing of Stone St	\$20,000.00	Review of pedestrian paths and crossing points.	Not started
Wanaka general signs and Lines	Bucket of money to do minor signs and lines	\$40,000.00	Install signs and lines	
Lighting Lagoon Ave path south of Bernard	New footpath has been put in which goes around mailboxes and power pole, but at night it is too dark to see and pedestrians are effectively directed to walk into the mailboxes. Also SL19/0171	\$10,000.00	Investigate extra lighting after the LED upgrade. .	Subject to lux survey
Footpath upgrade near medical centre 19/20	A request to upgrade the gravel footpaths around the medical centre and the retirement home also down McDougall St.	\$230,000.00	AC or chip seal existing gravel footpath. widen to a 2.5m wide.	Seal to be applied when warmer weather allows
Old Wanaka Lighting Upgrade	Poor Street lighting in general old Wanaka	\$20,000.00	Street lighting improvements	Subject to lux survey
Aubrey Rd cycle/walkway sealing - Part 1	Track is currently unsealed and not wide enough for cyclists and pedestrians	\$200,000.00	Existing track sealed to 2.5m width based on land Dev Guide widths.	Public consultation (along with Anderson Rd) in progress and to close 19/9. Detailed design underway. Scheduling with 3Waters Work is a key consideration.
Rodeo Dr flag light	Flag street light needed. possibly look at lighting all of Golf Course Rd.	\$3,000.00	Install new street light	Subject to lux survey
Hawea Dam control structure/Capell Ave barrier upgrade	Recent crashes into the wire fence have highlighted safety concerns with this corner. Old wire rope barrier needs upgrading.	\$180,000.00	Replace wire rope fence with guardrail, with appropriate access points to the dam.	Design completed - quote for works received and subject to review.
Ballantyne Rd - New Streetlight	Safety of Pedestrians walking along road reserve.	\$10,000.00	Install street light. Take into account any planned works associated with a new 3 Parks entrance at this location.	Subject to lux survey
Old Wanaka Firestation kerb upgrade	The old Wanaka Firestation is now retail and car parking is being reinstalled. The dish channel to allow vehicles to cross the footpath is no longer required, and wheel stops are needed instead until new kerbing can be installed.	\$2,500.00	Replace the dish channel with vertical faced kerb and channel (matching profile further down Ardmore St). Also upgrade the kerb and channel to standard vehicle crossing form for the entrance to the QLDC carpark.	Not started
Nook Rd and Hawea Back Rd intersection upgrade	Current design has created a sweeping, narrow, blind corner from Hawea Back Rd into Nook Rd	\$160,000.00	Realigning of the intersection to ensure vehicles slow down turning into and out of Nook Rd.	Detailed design completed. Quote for works received. Work to be scheduled.

Wanaka Parks and Reserves Capital Programme and Renewals		
<i>Monthly WCB Update – September 2019</i>		
Project	Detail/Description	Current status
TIF Toilets	Red Bridge, Gunn Road, Hawea to be confirmed	Project will begin Oct/Nov
Playground renewals	Rotary Playground lakefront reserve being considered – extension of play activities	Planning for renewal timeframe is underway
Stage 3 Lakefront Development plan,	Detailed design stage	Stage 3 is in preliminary design; hope to have out to tender early in 2020
Eely Point Reserve	Rotary considering a draft plan for a natural play and junior bike area; this will be discussed with the Board once we have a commitment from Rotary that they are keen to proceed with the project.	
Responsible Camping	Day Hub at Ballantyne Road	Opening again in November
Skate park repairs	Opus are making some changes to the tender documents	The plan is to get the tender for design and build out by October; this is combined with the Arrowtown project.
Walkway improvements	Hawea School Track to be repaired and resurfaced to alleviate flooding issues	Work is starting on the planning on the project; it should be finished by the end of January 2020 at the latest