

Wānaka-Upper Clutha Community Board

8 May 2025

Report for Agenda Item | Rīpoata moto e Rāraki take [2]

Department: Planning & Development

Title | Taitara: Licence to Occupy Rosella Lane, Hāwea (LO250004)

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to consider granting a Licence to Occupy (LTO) Road Reserve to the Otago Regional Council (ORC) to enable them to install a temporary mobile air quality monitoring station on the Rosella Lane Road Reserve adjacent to the Hāwea Fire Station.

Recommendation | Kā Tūtohuka

That the Wānaka-Upper Clutha Community Board:

1. **Note** the contents of this report;
2. **Grant** a Licence to Occupy Rosella Lane road reserve to enable the Otago Regional Council to install a temporary mobile air quality monitoring station on the Rosella Lane Road Reserve adjacent to the Hāwea Fire Station subject to the following conditions;
 - a. The licence shall remain at the Council's pleasure;
 - b. It is the responsibility of the Applicant to ensure that all works on the road reserve comply with both the Building Act 2004 and the Resource Management Act 1991. Resource 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 works 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, are to be undertaken in accordance with the Council's Code of Practice and to the satisfaction of Council's Engineers;
 - g. Prior to works commencing, photographic evidence is to be supplied to adam.geekie@qldc.govt.nz of the pre-existing condition of the area to be occupied, and again once the occupation or reinstatement is complete;
 - h. The applicant is liable for any damages and/or reinstatement of Council's or any other persons property that may arise from the proposed activity (i.e. Reinstatement of footpaths, road markings etc). If photographic evidence is not provided, any damage to the area following the occupation shall be remedied by the LTO holder;
 - i. In the event that Council requires access to any Council services in or in close proximity to the agreed location (including responding to a failure of the main), Council will not be liable for damage to, or reinstatement of the facility subject of the occupation;
 - j. Structures and/or occupation must not compromise roading or services maintenance activities;
 - k. Minor changes to the LTO time frames can be at the discretion of and can be endorsed by the Manager of Development Engineering; and
3. **Authorise** this report and resolution to be made available to the public as part of the next CE's report to Council.

Prepared by:



Name: Adam Geekie

Title: Licence to Occupy and
Temporary Road Closure
Administrator
24 February 2025

Reviewed by:



Name: Craig Hughes

Title: Acceptance, Development
Engineering Team Leader
24 February 2025

Approved by:



Name: Dave Wallace

Title: Planning and
Development General Manager
25 March 2025

Context | Horopaki

1. The ORC (herein referred to as the “the Applicant”) has applied to install a temporary mobile air quality monitoring station mounted in a small self-contained single axle trailer unit on the Rosella Lane road reserve adjacent to the Hāwea Fire Station to monitor air quality.
2. The trailer will be located at the far eastern end of the paved area outside of the Hāwea Fire Station property.
3. The period of occupation will be from 1 June 2025 to 1 November 2025.
4. The mobile monitoring station is in the format of a small self-contained trailer that contains all the necessary instrumentation and power supplies. The trailer has a removable mast mounted on the drawbar that is used for mounting the instruments.
5. The equipment that the applicant plans to install includes an instrument for monitoring PM2.5 (particulate matter less than 2.5 micrometres in diameter), an air pollutant emitted by the combustion of fuels. Other equipment includes metrological instruments to measure ambient temperature, wind direction, wind speed and relative humidity. These parameters help analyse the PM2.5 concentrations.
6. All the instruments will be powered by a solar power system and connected to telemetry for the transfer of near real-time data into ORC’s environmental database.
7. The PM2.5 instrument operates by drawing air into an inlet, so there will be minimal noise levels, that will only be noticeable within 1 metre of the instrument.
8. There will be no other instruments or devices installed at the proposed site.
9. Once installed, the applicant’s field technicians will visit the station monthly to carry out site maintenance.
10. The trailer containing the air quality station will have a graphical wrap with information on what the trailer is for and where to find more information. This will be similar to what has been applied to the Arrowtown permanent air quality station.

Analysis and Advice | Tatāritaka me kā Tohutohu

11. The proposed mobile air quality monitoring station by ORC is a well-planned initiative aimed at enhancing air quality monitoring capabilities. The use of advanced instrumentation, sustainable power solutions, and real-time data transfer underscores the project’s commitment to environmental monitoring and public awareness. The careful consideration of site placement and operational logistics further supports the feasibility and effectiveness of this initiative.

12. The applicant has discussed the placement of the trailer with the District Fire Chief who has no issues with the proposed location.
13. Council officers have been consulted who have confirmed support for the proposal subject to the following:
 - Three Waters Contracts Engineer; and
 - The trailer needs to be parked clear of the 125mm water mains.
14. The proposed placement of the trailer is clear of the 125mm water mains.
15. 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 (LGA).
16. Option 1 The Wānaka-Upper Clutha Community Board (WUCCB) grant the LTO Road Reserve application subject to the conditions proposed above.

Advantages:

- The applicant will be able to effectively and efficiently monitor air quality over the winter monitoring season within the specified timeframe of the Licence.

Disadvantages:

- There will be a private occupation contained within the council road reserve.

17. Option 2 The WUCCB decline the LTO Road Reserve application.

Advantages:

- There will be no private occupation contained within the council road reserve.

Disadvantages:

- The applicant will not be able to effectively and efficiently monitor the air quality in this area, which may result in the applicant being unable to achieve the outcomes in their Air Quality Strategy.

18. This report recommends **Option 1** to support initiatives that seek to understand environmental effects of burning fuels and inform future decision making and policy by the the Otago Regional Council.

Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

19. This matter is of medium significance, as determined by reference to the Council’s Significance and Engagement Policy as it relates to Council’s roading network which is identified as a significant asset.
20. The level of significance determines the level of compliance necessary with the decision making requirements in sections 76-78 of the LGA. A higher level of compliance must be achieved for a significant decision.
21. The Hāwea community are identified as having an interest in this proposed occupation. The graphical wrap (which contains a QR code that links to further information) is likely to address any concerns the community may have.
22. Council officers have been consulted about this application and their comments are contained within this report.

Māori Consultation | Iwi Rūnaka

23. No Māori consultation is required for this application.

Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

24. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10021 Ineffective operations and maintenance of property or infrastructure assets within the QLDC Risk Register. This risk has been assessed as having a very high residual risk rating.
25. The approval of the recommended option will support the Council by allowing us to implement additional controls for this risk. This shall be achieved by the conditions imposed by the LTO.

Financial Implications | Kā Riteka ā-Pūtea

26. The Applicants have paid a fee for their application to be processed which includes the preparation of the licence document if successful.
27. Should legal review of the licence be required, Council’s legal costs will be recovered from the applicant.

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

28. The following Council policies, strategies and bylaws were considered:
 - Significance and Engagement Policy 2024 – providing clarity on Council’s decision-making processes and assessing the extent to which individuals, organisations, groups and sectors in the community are affected by the Council’s decisions.

- 2024-34 Long Term Plan – the consideration to grant or otherwise a LTO is considered part of the Council’s ‘Regulatory Services’ outlined in the Plan.

29. The recommended option is consistent with the principles set out in the named policy/policies.

30. This matter is not included in the Long-Term Plan/Annual Plan as the cost of the licence will be met by the applicant.

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

31. Section 10 of the LGA 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. Adopting the recommendations in this report will help 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 by allowing them to monitor air quality at no risk to the community.

32. The recommended option:

- 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.

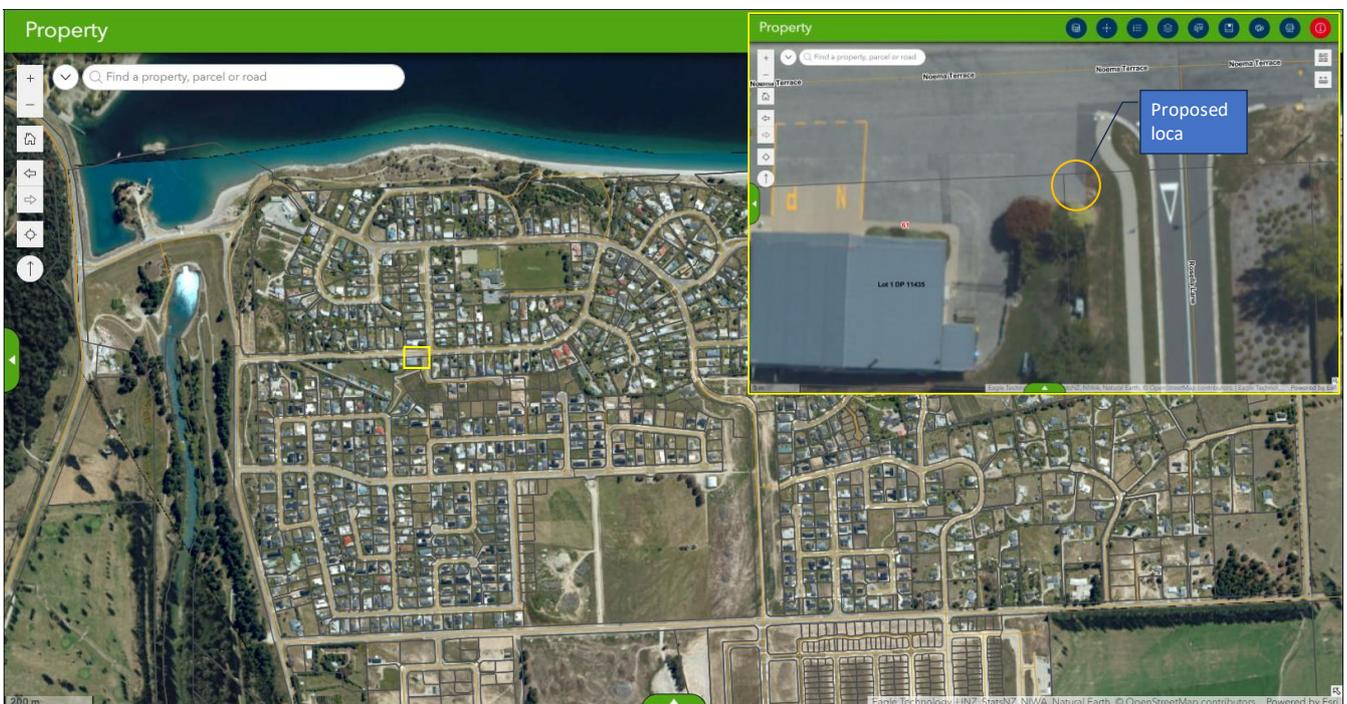
Attachments | Kā Tāpirihaka

A	Cover Letter
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13th February 2025

Information related to request for Licence To Occupy Road Reserve for a temporary quality station at Hawea

The Otago Regional Council (ORC) is currently upgrading the State of Environment (SoE) monitoring network for air quality in the Queenstown Lakes area. We would like to install a temporary mobile air quality monitoring station on the Rosella Ln road reserve adjacent to the Hawea Fire Station. We foresee this to be in place for up to 5 months in order to cover the 2025 winter monitoring season. The map below shows the preferred location in Hawea.



The mobile monitoring station is in the format of a small self-contained trailer that contains all the necessary instrumentation and power supplies. The trailer has a removable mast mounted on the drawbar that is used for mounting the instruments. Ideally the trailer will be located at the far eastern end of the paved area outside of the fire station property. This is actually part of the road reserve on Rosella Ln. The proposal has been discussed on site with the District Fire Chief and he has no issues with it being located there. The map above and the image below shows the two options.



The equipment we plan to install includes an instrument for monitoring PM_{2.5} (particulate matter less than 2.5 micrometres in diameter), an air pollutant emitted by the combustion of fuels. Other equipment includes meteorological instruments to measure ambient temperature, wind direction, wind speed and relative humidity. These parameters help us analyse the PM_{2.5} concentrations. The PM_{2.5} instrument operates by drawing air into an inlet, so there will be minimal noise levels, that will only be noticeable within 1 metre of instrument. All the instruments will be powered by a solar power system and connected to telemetry for the transfer of near real-time data into ORC's environmental database. Please note that there will be no other instruments or devices installed at this site. Once installed, ORC field technicians will visit the station monthly to carry out site maintenance.

Below is an image of the recently constructed trailer.



If you have any questions regarding this application, please contact me by phone or email at the details below.



Nick Boyens

Environmental Monitoring Network Lead

Environmental Monitoring

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