

**Property Subcommittee
29 January 2015**

Minutes of a meeting of the Property Subcommittee held on Thursday, 29 January 2015 in Council Chambers, 10 Gorge Road, Queenstown commencing at 9.02am

On the motion of Councillors Aoake and MacLeod it was resolved that Councillor Stammers-Smith chair the meeting in the Mayor's absence.

Present

Councillors Stammers-Smith (chair), Aoake and MacLeod

In Attendance

Mr David Wallace, Ms Vanessa Rees-Francis, Ms Jo Conroy, Mr Dan Cruickshank and Ms Shelley Dawson

Apologies

There was an apology from Mayor van Uden.

On the motion of Councillors Aoake and MacLeod it was resolved that the apology be accepted.

Declaration of Conflicts of Interest

Councillor Aoake noted that he had a conflict with Item 1 as his wife worked for Skyline and therefore would move back from the table for that item.

Resolution to Exclude the Public

On the motion of Councillors Aoake and MacLeod it was resolved that the public be excluded from all items of the Property Subcommittee meeting:

The general subject of the matters to be discussed while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under Section 48(a) of the Local Government Information and Meetings Act 1987 for the passing of this resolution is as follows:

<i>General subject to be considered.</i>	<i>Reason for passing this resolution.</i>	<i>Grounds under Section 7 for the passing of this resolution.</i>

All Items	<p><i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of information is necessary to:</i></p> <p><i>i) enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i></p>	Section 7 (2)(i)
-----------	---	------------------

This resolution was made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982 as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above with respect to each item.

The meeting moved into public excluded at 9.04am.

Matters Lying on the Table

There were no matters lying on the table

Confirmation of Minutes

The draft minutes of the meeting held on 12 January 2015 were not able to be confirmed as there were insufficient members present to do so.

On the motion of Councillors Aoake and MacLeod it was resolved that the minutes of the Property Subcommittee meeting held on 11 December 2014 be confirmed as a true and correct record.

Confirmation of Agenda

The agenda was confirmed without addition or alteration.

Councillor Aoake stepped back from the table for this item and did not take part in any discussion or vote.

- 1. Authorisation to execute Affected Persons Approval (APA) form on behalf of Queenstown Lakes District Council (QLDC) relating to RM100777 (PSC 15/01B/01)**

Consideration was given to a request for execution of APA on behalf of Council for an application for helicopter landings and a helipad upgrade. The Committee executed an APA for the original application on 12 January 2015. The applicant's legal representative informed Council that the plans for the development had been amended and requested an APA from QLDC relating to the amended application.

The Committee was advised that most of the amendments were to incorporate safety features and all amendments were in line with the consent. It was suggested that a recommendation b. be added authorising the report and resolution to be made public as part of the next Mayor's report to Council.

On the motion of Councillors MacLeod and Stammers-Smith it was resolved that the Property Subcommittee:

- a. **Agree to execute Affected Party Approval on behalf of Queenstown Lakes District Council in relation to an amended proposal for helicopter landing activities sought at Ben Lomond Recreation Reserve (resource consent application RM100777).**
- b. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

Councillor Aoake returned to the table for the rest of the meeting.

2. Licence to Occupy Road Reserve - Murray Bennett, 59 Edinburgh Drive, Lot 1 DP 317156, Queenstown (PSC 15/01B/02)

Consideration was given to a licence to occupy application for planting and a path within the road berm adjacent to 59 Edinburgh Drive, Lot 1 DP 317156, Queenstown. The applicant applied to Council to landscape the currently grassed road reserve between the Council footpath and common boundary. The landscaping would be planted and maintained by the owners of 59 Edinburgh Drive. The planting will be maintained so as not to obstruct traffic sight lines and the applicant sought to beautify the street scape.

On the motion of Councillors Aoake and MacLeod it was resolved that the Property Subcommittee:

- a. **Approve a licence to occupy application for planting and a path within the Edinburgh Drive road berm adjacent to Lot 1 DP 317156, Queenstown subject to the following conditions:**
 - i **All services including phone, power and gas within the licenced area and the property water and sewer laterals positions must be identified and catered for.**
 - ii **The maintenance of all plantings within the road reserve is the responsibility of the adjacent**

property owner including ensuring sight distances are maintained for traffic coming out of Bolton Lane.

- b. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

3. Licence to Occupy Road Reserve, Bakerloo Holdings Limited, 36 & 38 Shotover Street, Lot 1 and 2 DP 330648, Queenstown (PSC 15/01B/03)

Consideration was given to an application to vary an existing licence to occupy approval to include a gantry structure over the Shotover Street footpath. This related to building works at 36 & 38 Shotover Street, Queenstown for a period of 3 months from 2 February 2015. The applicant wished to erect a small gantry over the footpath. The gantry would be about 2.4m long in front of the shop and 1.5m across the footpath and about 2.7m high. It would need to be in place for the entire job to allow for safe use of the footpath during concrete pouring.

There was discussion that there might be some overlap between this build and the Fergburger works. It was noted that this was stressed in the original application and there should be no issue as long as there was communication between all parties. There was a discussion on the low cost of occupying the car parks and it was suggested that it could be time to review this charge.

On the motion of Councillors MacLeod and Aoake it was resolved that the Property Subcommittee:

- a. Approve the variation to the licence to occupy approval from Bakerloo Holdings for the use of two car parks and for hoardings to include a gantry structure located at 36 & 38 Shotover Street, Lot 1 and 2 DP 330648, Queenstown for a period of 3 months from 2 February 2015 subject to the following conditions:**
 - i. Approval of the Traffic Management Plan by QLDC Planning and Development**
 - ii. The applicant is to pay for the use of the two car parking spaces at the cost of \$10 per park per day for the duration of the occupation on an on-going monthly basis.**
 - iii. The applicant must keep maintain safe passage along the footpath at times of concrete pours and when installing the hoardings and gantry.**
 - iv. When the car parks are not in use, they are to be made available to the public.**

- b. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

4. Licence to Occupy Road Reserve- Royalburn Farming Company Limited (PSC 15/01B/04)

Consideration was given to an application to grant a licence to occupy to the Royalburn Farming Company Limited for a private irrigation pipe installed within paper road reserve which crossed the Crown Range Road, adjacent to Part Lot 29 DP 417527 and Part Lot 26 DP 417527, Queenstown.

The Committee was advised that the pipe had already been installed under the paper road and was currently being laid under the Crown Range Road. It was suggested that the reinstatement of the Crown Range Road be monitored as it was an important road in the district. The state of the road will be confirmed with the Road Corridor Engineer.

Councillor Aoake left the meeting at 9.15am.

On the motion of Councillors MacLeod and Stammers-Smith it was resolved that the Property Subcommittee:

- a. Approve the licence to occupy road reserve application from the Royalburn Farming Company for a private irrigation pipeline located in paper road reserve and crossing the Crown Range Road, adjacent to Part Lot 29 and Part Lot 26 DP 417527, Queenstown.**
- b. Agree that the following conditions must be complied with before a Licence to Occupy document is issued:**
 - i A full as-built plan complying with Council's engineering standards must be submitted for this pipeline.**
 - ii The pipeline must be clearly identified as in private ownership within this plan.**
 - iii Installation of the pipe shall be to Council standards.**
 - iv Immediately following installation of the pipeline, or undertaking maintenance of the pipe, the road must be reinstated to the satisfaction of the Council.**
 - v The Council may require the licence holder to remove or realign the pipe at any time at the cost of the licence holder. No compensation will be payable to the Licence holder**

- c. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

5. Rent reviews – Queenstown Hardfill and Fulton Hogan (PSC 15/01B/05)

Consideration was given to a report on rent reviews for Queenstown Hardfill and Fulton Hogan for the gravel sites on the Shotover Delta.

The Committee was given an overview of the history of the leases.

Councillor Aoake returned to the meeting at 9.17am.

The Committee was advised that it had been a long process to check that the leases, costs and claims were all accurate. It was noted that the lease clearly defined how the rent should be reviewed and the matter was coming to the Committee as it was outside of Council policy (Community Facility Pricing Policy 2008). The Committee was advised that this same principle would be used going forward so there would be no delays at the next rent review. Issuing the notices of rent review was needed to get the process started.

After questions it was noted that environmental issues could not be taken into account while considering the rent review. The Committee was advised these issues were considered at the resource consent stage and several strict conditions were applied. It was suggested that a recommendation f. be added authorising the report and resolution to be made public as part of the next Mayor's report to Council.

On the motion of Councillors Aoake and MacLeod it was resolved that the Property Subcommittee:

- a. **Approve the rent for Fulton Hogan being set at \$14,780 plus GST per annum through to the next review date of 1 January 2016; and**
- b. **Approve the rent for Queenstown Hardfill being set at \$13,780 plus GST per annum through to the next review date of 1 January 2016; and**
- c. **Approve the principle of reviewing rent for the Shotover Delta gravel sites as outlined in this report, being market rent, less the depreciated cost of the road and maintenance costs.**
- d. **Authorise APL Property Limited to issue notices of rent review on behalf of the Council.**
- e. **Note a request for a third lease for a gravel site on the Shotover Delta will be a future paper to the Property Sub-Committee.**

- f. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

The Committee were advised that the nominating period for the cabins closed the next day (Friday 30 January 2015). It was noted that 18 parties had signalled they wished to gift to Council, 1 wished to remove their cabin and there were 58 parties that had not responded.

On the motion of Councillors Stammers-Smith and MacLeod it was resolved that the Property Subcommittee move out of public excluded.

The meeting concluded at 9.25am.

Confirmed as a true and correct record:

Chairperson

Date