

**Property Subcommittee
17 November 2015**

Minutes of a meeting of the Property Subcommittee held on Tuesday 17 November 2015 in the Council Chambers, Civic Centre, 10 Gorge Road, Queenstown commencing at 8.35am.

This meeting was originally scheduled to be held on Thursday 12 November 2015 but lapsed due to lack of a quorum and was rescheduled.

Present

Mayor van Uden and Councillor Aoake

In Attendance

Ms Jan Maxwell (Arts and Events Facilitator), Ms Vanessa Rees-Francis (Property Information Officer), Mr Blake Hoger and Ms Averil Kingsbury (APL Property Ltd), Mr David Wallace (Principal Resource Management Engineer), Jeannie Galavazi (Senior Parks and Reserves Planner) and Ms Shelley Dawson (Senior Governance Advisor)

Apologies

Apologies were received from Councillors MacLeod and Stammers-Smith.

On the motion of Mayor van Uden and Councillor Aoake it was resolved that the apologies be accepted

Declaration of Conflicts of Interest

Councillor Aoake noted that he had a conflict of interest for one of the leases in *Item 5: Lease and Licence Renewals*. He would not be able to consider the Wakatipu Abuse Prevention Network lease and it was agreed that this would come to the next Committee meeting as a separate item.

Resolution to Exclude the Public

On the motion of Mayor van Uden and Councillor Aoake 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>
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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)
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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 8.36am.

Confirmation of Minutes

The minutes of the meeting held on 22 October 20115 were unable to be confirmed as there were insufficient members present who attended that meeting.

Matters Lying on the Table

There were no matters lying on the table.

Confirmation of Agenda

As noted earlier it was agreed that the Wakatipu Abuse Prevention Network lease would not be considered as part of Item 5 and would come to the next Committee meeting.

1. Heritage Incentive Grant Application – St John’s Church, Arrowtown (PSC 15/11A/01)

Consideration was given to an application to the Heritage Incentive Grant for reimbursement for consent costs for earthquakes strengthening for St John’s Church, 26 Berkshire Street, Arrowtown - Historic Place Category 2 List Number 119. The officer recommended reimbursement of \$1,185.20 for building and consent costs.

On the motion of Mayor van Uden and Aoake it was resolved that the Property Subcommittee:

- 1. Note the contents of this report and in particular;**

2. **Approve a Heritage Incentive Grant of \$1,185.20 for reimbursement of building and consent costs for the earthquake strengthening work on St John's Presbyterian Church, Arrowtown.**
3. **Authorise this report and resolution be made available to the public as part of the next Mayor's report to Council.**

2. Licence to Occupy Road Reserve – Mipad Holdings Limited, 4 Henry Street Development (PSC 15/11A/02)

Consideration was given to a licence to occupy application for the use of the footpath and 32 meters of parking spaces adjacent to 4 Henry Street, Queenstown Lot 2 DP 9106 in association with the development of a 6 storey, 54 unit hotel. The request was for a period of 14 months for unloading materials and for contractor vehicles.

The Mayor noted that she had not had a chance to research the background of the application which had previously come to Committee but that her recollection was that most of the works had to be incorporated on-site. The Mayor outlined another issue where the Playcentre had serious concerns in regards to construction affects impacting on the use of their playground and the safety of the children. It was explained that they had not been deemed an affected party for the consent for the hotel. There was discussion on how the construction affects could be mitigated such as doing noisy activities when the centre was empty. It was noted that the best solution was for the project manager to work and communicate closely with the playcentre to reduce the impact of construction. Officers were asked to communicate to the applicants that the Committee expected to see a documented agreement between the applicants and the playcentre agreeing on operating procedures during construction to minimise the disruption to the playcentre.

There was discussion on the number of parks to be occupied and where pedestrians would walk as there was no footpath on the other side of the proposed occupied spaces. Council officers had suggested a traffic management plan to deal with the pedestrian flow. The Mayor suggested that the item be left lying on the table to allow the Committee to read the background information of the application and for the applicants to produce a traffic management plan and discuss how they would deal with pedestrians. The Committee asked for the past reports to Committee for this site to be distributed. APL officers noted that the applicants were discussing other occupations they might require during construction. The Committee suggested that the applicant provide all information and requests they require all at once in the report coming back to the next scheduled meeting. The Principle Planner noted that a legal agreement had been signed between the applicant and Council and it was suggested that this be appended as part of the report.

The Property Subcommittee agreed to leave the Licence to Occupy Road Reserve application for Mipad Holdings Limited, 4 Henry Street Development lying on the table. The Committee requested further

information on the original Affected Party Approval application and agreement, and information on how pedestrians will be safely dealt with during the occupation. The Committee suggested that the applicant present the Committee with all aspects of their proposal that require approval from the Committee.

3. Road Naming Application – Grandview Developments Limited, Off Orchard Road, Lot 21 DP 309977, Wanaka (PSC 15/11A/03)

Consideration was given to an application from Grandview Developments Limited to name two roads (one existing and one under construction) located within Lot 21 DP 309977, Wanaka. The applicants proposed names do not explicitly comply with the Road Naming Policy and officers sought determination from the Committee.

There was a discussion as to why the application was not being considered by the Wanaka Community Board. It was noted that the next meeting of the Board was on 16 December 2015 and road names were necessary for the subdivision as houses on the roads required actual addresses. Councillor Cocks had noted that he was comfortable with naming the roads after the applicant's parents, Olga and Doug, as this was in keeping with the intent of the policy and the request of the applicant. The Mayor suggested that the item be left on the table and that the Property Information Administrator consult with the Chair of the Wanaka Community Board on the application and proposed names.

The Property Subcommittee agreed that the Road Naming Application – Grandview Developments Limited, Off Orchard Road, Lot 21 DP 309977, Wanaka be left lying on the table pending consultation with the Chair of the Wanaka Community Board.

4. Affected Party Approval – Queenstown Underwater Observatory (PSC 15/11A/04)

Consideration was given to an application for Affected Party Approval for the positioning of the Underwater Observatory on the Main Pier, Queenstown. The approval was required so that Resource Consent could be formalised for the structure which had been in existence for over 30 years. Whilst the current design and external appearance of the Observatory was deemed to have been consented to (RM000449 dated 26 June 2000), Resource Consent for the original structure and its commercial use had never been granted.

The Mayor asked for information as to why the item had to be considered before the next scheduled Committee meeting and when the application had been lodged. This is to be forwarded to her.

On the motion of Mayor van Uden and Councillor Aoake it was resolved that the Property Subcommittee:

- 1. Note the contents of this report and in particular;**
- 2. Execute affected party approval to enable retrospective land use consent to locate and operate the Underwater Observatory on the Queenstown Main Pier.**
- 3. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

5. Lease and Licence Renewals (PSC 15/11A/05)

Consideration was given to a report which discussed the renewal of a number of leases, licences and rent reviews during 2015 and early 2016. Approval was sought for renewal of leases and licences for Dual Image Limited, Independent Mountain Guides, Lakeland Adventures, Veritgo Heli-Adventures, Adventure Wanaka and Paddle Wanaka. The report also sought approval for rent review for Kawarau Jet Services, Paraflights Queenstown and Ziptrek Eco Tours leases.

It was noted that the Committee was not considering the renewal of the lease for the Wakatipu Abuse Prevention Network and this would need to come to the next Committee meeting for consideration.

It was questioned why the Wanaka leases/licences were not going to the Wanaka Community Board and it was noted that officers were simply doing one report at once to save time. It was explained that there were no increases in the lease/licence fees as they were small operations where the trade and turnover figures had not increased.

On the motion of Mayor van Uden and Councillor Aoake it was resolved that the Property Subcommittee:

- 1. Note the contents of this report and in particular;**
- 2. Approve renewal of the following leases and licences that have renewal provisions in 2015:**

Name	Property	Date	New Term	Location
Dual Image Limited	Part Section 7 Block XV, Town of Wanaka	01.11.2015	12 months	Wanaka Lakefront
Independent Mountain Guides	Section 1 SO 23185 Part Section 104 Block XX Shotover SD	01.11.2015	12 months	Queenstown Hill Reserve
Lakeland Adventures	Section 11, Part Section 7 and Section 5 Block XV, Town of Wanaka	30.11.2015	12 months	Wanaka Lakefront
Vertigo Heli-Adventures	Part Section 110 Block XX Shotover Survey	30.11.2015	12 months	Ben Lomond Reserve
Adventure Wanaka	Fence on the northwest side of the jetty, at Wanaka Marina (plan attached).	30.11.2015	12 months	Wanaka Marina
Paddle Wanaka	Section 11, Part Section 7 and Section 5 Block XV, Town of Wanaka	01.12.2015	12 months	Wanaka Lakefront

3. Approve the following additional renewal conditions:

- a. Any lease or licence that is subject to new or altered policies prior to their renewal date must adhere to those policies where Council has discretion.
- b. For any lease or licence where there have been public complaints or where the Lessee is not performing according to the conditions of their lease or licence between now and their renewal date, the matter will be referred back to Property Sub-Committee to be reconsidered.

4. Approve the rent review of the following leases that have review provisions in 2015 & 2016 namely:

Name	Property	Current Rent	Proposed Rent	Change
Kawarau Jet Services	Main Town Pier	The greater of \$57,600+GST or 5% of gross revenue	No Change	No Change
Paragliders Queenstown	Main Town Pier, adjacent to Ballarat and Rees Street.	The greater of \$14,400 + GST or 5% of gross revenue	No Change	No Change
Ziptrek Eco Tours	Section 110 Block XX Shotover District, Certificate of Title 109/294	The greater of \$10,000 +GST or 7.5% of gross revenue	The greater of \$70,000+ GST or 7.5% of gross revenue	Base rent increased by \$60,000 per year.

5. Authorise the non-commercial aspects of this report to be made available as part of the next Mayor's report to Council.

The Senior Parks and Reserves Planner discussed a paper distributed to the Committee on interim rules for the commercial operation of drones. The rules had been proposed to reduce the impact on the filming industry until a formal policy for commercial and recreational users was adopted. It was noted that officers had discussed the interim rules with Kevin Jennings (Film Queenstown Manager) and his comments and suggestions had been incorporated. The Committee agreed to proceed with the interim rules to allow filming to take place, such as for the Queenstown Marathon taking place in four day's time, and asked officers to bring back a complete policy for the use of drones to the Committee.

On the motion of Mayor van Uden and Councillor Aoake it was resolved that the Property Subcommittee move out of public excluded.

The meeting moved out of public excluded and concluded at 9.00am.

Confirmed as a true and correct record:

Chair

Date