

## Summary of actions from 24 March 2015 Council meeting

Agenda item	Actions	Responsibility of:	Description of action taken
1. 2015-25 10 Year Plan Consultation Document	Make final amendments to consultation document and draft plan volumes and commence special consultative procedure.	CE Office	Complete: Final amendments made and consultation began on 28 March and will close on 30 April.
2. Lakeview Reserve Land Exchange Proposal	<ol style="list-style-type: none"> <li>Publicly notify proposal.</li> <li>Make arrangements for hearing.</li> <li>Prepare recommendation from hearings panel back to Council.</li> </ol>	CE Office	Partially complete: <ol style="list-style-type: none"> <li>Publicly notified on 6, 7, 8 April in Otago Daily Times, Southland Times, Mirror and Lakes Weekly Bulletin.</li> <li>Hearing scheduled for 21 May 2015.</li> <li>To be actioned after hearing.</li> </ol>
3. Draft Arts Policy	Arrange for implementation of new policy.	CE Office	Completed: Queenstown Lakes District Cultural Trust is due to meet in May and will use this policy to guide all future purchases of public art works.
5. Elected Members' Pecuniary Interests	<ol style="list-style-type: none"> <li>Update Part 8 of existing Code of Conduct.</li> <li>Liaise with Mayor re full review of existing Code of Conduct.</li> </ol>	Legal and Regulatory	Partially complete: Underway but not yet complete.
6. Amendment to Delegation of Authority and Terms of Reference to Facilitate Decisions under the Housing Accords and Special Housing Areas Act 2013	Amend the terms of reference of the Resource Consent Commissioner Appointment Subcommittee.	Legal and Regulatory	Partially complete: Underway but not yet complete.
7. Psychoactive Substances – Local Approved Products Policy	<ol style="list-style-type: none"> <li>Arrange for commencement of Special Consultative Procedure.</li> <li>Timetable review of the Control of Activities and Obstructions in Public Places Bylaw 2010 early in the 2015/16 work programme.</li> <li>Arrange hearing and report of final policy to Council.</li> </ol>	Legal and Regulatory	Partially complete: <ol style="list-style-type: none"> <li>LAPP publicly notified on 25 March in Otago Daily Times, Southland Times, Mirror and Wanaka Sun. Consultation will close on 30 April 2015.</li> <li>This is to be determined by Council when formulating the 2015/16 work programme.</li> <li>Hearing tentatively scheduled to take place in mid- May, but details of hearing cannot be finalised until submissions close.</li> </ol>
8. District Plan Review: Natural Hazards	Update draft with amendments requested at meeting and finalise for presenting to Council with Stage 1 of District Plan Review.	Planning and Development	Complete: Redrafted chapter approved by Portfolio Leader on 20 April 2015.
9. Draft Glenorchy Airstrip Reserve Management Plan	<ol style="list-style-type: none"> <li>Arrange for public notification of draft plan.</li> <li>Manage consultation process.</li> <li>In liaison with governance arrange hearing and report of final plan to Council.</li> </ol>		Partially complete: Notification undertaken from 6 April 2015. Public submissions to be reviewed and hearing panel and date to appointed following the notification period.
10. Proposed Glenorchy	Complete statutory procedures.	Operations	Partially complete: On hold pending the

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Local Purpose Reserve land exchange			applicant securing resource consent. Once this achieved, the land exchange will be completed
11. Table and Chair Licence Request – Public Kitchen and Bar	Issue licence.	Operations	Complete: Licence submitted to Mayor/CEO for signature.
12. Reclassify Reserve and Grant a New Ground Lease – Riverbank Road, Wanaka	Issue lease.	Operations	Partially complete: Reclassification of reserve will be gazetted and proposed lessee has been asked to start working on the resource consent application.
13. New Grazing Lease – Judge and Jury Drive	Issue grazing licence.	Operations	Complete: Licence submitted to Mayor/CEO for signature.
14. 2014/15 Parks Capital Works Programme Reforecast	Alter capital programme.	Operations/Finance	Complete: Operations have forwarded information to finance to make approved budget changes.
16 Mayor's Report	<ul style="list-style-type: none"> <li>a. The provision of maritime facilities and the removal of some navigation safety signage in the Wanaka area to be an item for discussion at a future workshop.</li> <li>b. A further update to be provided about the Shotover Country School Gym.</li> <li>c. Specific contact to be made with all stakeholders in the new Wanaka Pool project to ascertain their support.</li> <li>d. The condition survey of tracks and trails also to identify who is responsible for the maintenance of each track.</li> <li>e. The project to compile development and maintenance specifications for tracks and trails also to reflect national standards and as far as possible be consistent with the Wanaka Tracks Strategy as well as Department of Conservation and Mountain Bike Club tracks.</li> <li>f. Review position of bollards in Athol Street and consider moving a light pole to address concerns about bus manoeuvrability raised by Connectabus.</li> <li>g. The timing for consultation with affected landowners on the Inner Links proposal to be clarified.</li> </ul>	<ul style="list-style-type: none"> <li>Legal/Regulatory</li> <li>Operations</li> <li>Operations</li> <li>Operations</li> <li>Operations</li> <li>Infrastructure</li> <li>Infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>a. Incomplete: timing for a workshop discussion to be confirmed;</li> <li>b. Funding Agreement is with MoE for feedback; Operating Agreement is drafted and will be finalised when Funding Agreement is in place; Plans and QS are approved.</li> <li>c. Complete: A meeting was held in Wanaka on 8 April at which stakeholders provided feedback and input. The evening was open to the public but key stakeholders were called personally by Officers. In addition there were advertisements in Wanaka media and posts to social media pages.</li> <li>d/e. Draft track development standards, specifications and details developed and forwarded to key stakeholders for feedback. Maintenance standards being developed for review by May 2015. Majority of tracks and trails maintained by QLDC surveyed, including condition ratings, and are to be uploaded to GIS. Survey data for other tracks maintained by DOC and QMBC being sent to QLDC for internal GIS use.</li> <li>f. A plan for relocation of bollards has been discussed with Connectabus and Bean</li> </ul>

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Agenda item	Actions	Responsibility of:	Description of action taken
			<p>Around the World café. The plan has now been passed over to the Council's maintenance contractor and the work will be programmed.</p> <p>g. Incomplete: still to be actioned.</p>
17. CEO's Report	<ul style="list-style-type: none"> <li>- 2.4: Vegetation management contracts: Discussion about higher levels of track maintenance standards (especially on the Frankton Track) would be scheduled for a future workshop.</li> <li>- Were meetings with stakeholders to discuss the Local Alcohol Policy undertaken in March?</li> </ul>		<ul style="list-style-type: none"> <li>- Partially complete: Discussion about parks contract specifications to be scheduled for a future workshop.</li> <li>- Complete: Meetings to discuss Local Alcohol Policy were held in April instead.</li> </ul>
18. Public Works Act Agreement for the Land Acquisition of the Luggate Reservoir with Associated Rights and Easements	<div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> <div style="background-color: #f0d0d0; width: 100%; height: 1.2em;"></div>	Infrastructure	<div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> <div style="background-color: #f0d0d0; width: 100%; height: 1.2em;"></div>

## Summary of actions from earlier Council meetings

### COUNCIL ACTIONS: ORDINARY MEETING OF 26 FEBRUARY 2015

Agenda item	Actions	Responsibility of:	Description of action taken
Public Forum	Repaint lines on road outside Arrowtown Swimming Pool.	Infrastructure	Partially complete: RFS raised to repaint lines and was completed by contractor on 17 March 2015.
1.Wanaka Sports Facility and Pool	a) Proceed with closed tender and appoint main contractor. b) Obtain a peer review of the wet area and its connection with the dry area and provide the results to the full Council.	Operations	Partially complete: <ul style="list-style-type: none"> <li>- Tenders close on 24 April; an evaluation period will then commence with a main contractor scheduled to be appointed early in May at the delegation of the Chief Executive.</li> <li>- Watershed (one of Council's preferred suppliers) appointed to complete peer review.</li> <li>- Preliminary design of a 25m 8 lane lap pool and learn to swim pool is underway. Officers met with the WCB and public to gather feedback and ideas on 8 April. Since then the project team has been working with designers on preliminary drawings. The first draft of these drawings is due for issue on 24 April. Officers will then provide additional feedback before submitting to Watershed for a peer review on 30 April. Following Watershed's peer review a report will be issued and the project team will consider recommendations and make amendments before submitting the drawings to the Quantity Surveyor for price estimates.</li> </ul>
6. Draft Queenstown Town Centre Transport Strategy	a) Obtain final approval of draft from Mayor and infrastructure portfolio leaders (note: add 'for example' to text re \$1 parking charge). b) Commence public consultation. c) Review the text used in the table evaluating strategy scenario options to write in simpler language.	Infrastructure	Partially complete: <ul style="list-style-type: none"> <li>a) x.</li> <li>b) x</li> <li>c) x</li> </ul>
7. Strategy for the Procurement of Transport Infrastructure	a) Amend document (add local contractors) and submit to NZTA. b) Basis for tiered pre-qualification system to be presented to Council. c) Procurement policy to be brought to Council for review.	Infrastructure	<ul style="list-style-type: none"> <li>a) Complete.</li> <li>b) Still to be actioned.</li> <li>c) Still to be actioned.</li> </ul>
12. Mayor's Report – Portfolio Leader Update	a) Provide updated work stream programmes for District Plan review through to notification to Council. b) Complete statutory procedures for right-of-way easement at 57	Planning and Development	Partially complete: a) Stage 1 of the review is now anticipated to be notified in August. This is due to

	Arrowtown-Lake Hayes Road.		<p>unanticipated workloads associated with SHAs, additional consultation and recruitment difficulties. The wider post-notification programme is being worked through currently and will be circulated in full to Councillors with commentary when in a suitable draft form (from CE's report)</p> <p>b) The applicant is still considering how to proceed as the approved terms are slightly different from those requested. If the item is to be progressed further, it will need to go to full Council for sign-off of the ministerial consent.</p>
15. Review of previous Council decision on Coneburn Planning appeal (formerly Zante) against the decline of resource consent RM090252		Planning and Development	
16. Proposed Land Exchange: Shotover Park		Infrastructure	

#### COUNCIL ACTIONS: ORDINARY MEETING OF 18 DECEMBER 2014

Agenda item	Actions	Responsibility of:	Description of action taken
2. Commercial Activity on Council Maritime Structure – Brent Shears, Lake Wanaka	Publicly notify application.	Operations	Complete: On Council agenda for meeting on 30 April 2015.
4. Cycle Tours New Zealand – Application for Commercial Guided Tours on Queenstown Lakes District Tracks	Publicly notify application.	Operations	Complete: Recommendation from Wanaka Community Board to provide conditional approval is included in the Mayor's report to the Council meeting on 30 April 2015.
24 Frankton Marina		Legal and Regulatory	

#### COUNCIL ACTIONS: ORDINARY MEETING OF 27 NOVEMBER 2014

Agenda item	Actions	Responsibility of:	Description of action taken
9. Approval of draft Trade Waste Bylaw for public	Commence special consultative procedure.	Infrastructure	Partially complete: Submission period was extended until 2 April and hearing occurred on

Agenda item	Actions	Responsibility of:	Description of action taken
consultation			23 April. Recommended final form of the bylaw to be brought to Council meeting on 28 May 2015.
10. Proposed District-wide Water Metering Trial	Prepare for commencement of water metering trial on 1 April 2015.	Infrastructure	Complete: The installations of 500 water meters for the trial began in early April and will be completed by June
11. Extension of area served by Lake Hayes Water Supply	Extension of water area boundaries: policy to be amended to provide decision-making principles for special circumstances	Infrastructure	Partially complete: Policy will be incorporated into the review of the water bylaw later in the year.
17. Mayor's Report	f) Publicly notify intention to grant a new lease to the Upper Clutha A and P Society.	Operations	Partially complete: Considered at Wanaka Community Board meeting on 15 April. WCB has deferred the item, with a further report due to the Board by August 2015.
20. Expiry of cabin licences at Lakeview		CE Office	

### COUNCIL ACTIONS: ORDINARY MEETING OF 30 OCTOBER 2014

Agenda item	Actions	Responsibility of:	Description of action taken
8. Mayor's Report	Investigation into possible purchase of Wanaka Fire Station	Operations	<u>April update:</u> A report will be presented to the May Council meeting.
10. Project Shotover		Infrastructure	

### COUNCIL ACTIONS: ORDINARY MEETING OF 26 JUNE 2014

Agenda item	Resolution	Responsible Officer/s	Description of action taken
1. Queenstown Convention Centre and Lakeview Development: Outcome of Annual Plan consultation and next steps	<p>That the Council:</p> <p>b. Resolves to:</p> <p style="margin-left: 20px;">i. Approve the development of a Convention Centre for Queenstown by Council, subject to:</p> <p style="margin-left: 40px;">a. Securing the capital funding</p> <p style="margin-left: 40px;">b. Amending the Long Term Plan</p> <p style="margin-left: 40px;">c. Council considering alternative ratings models</p> <p style="margin-left: 40px;">d. Council approving a preferred operating model.</p> <p>c. Report back to Council with:</p> <p style="margin-left: 20px;">i. a draft plan change for the establishment of a Lakeview sub-zone</p> <p style="margin-left: 20px;">ii. a proposed master-plan for the Lakeview site for the purpose of the proposed plan change</p> <p style="margin-left: 20px;">iii. alternative design options for staged or reduced construction costs</p> <p>d. Direct officers to report back to Council by 30 September with:</p> <p style="margin-left: 20px;">i. alternative rating options for a reduced contribution from residential ratepayers.</p>	CEO's Office Finance	Partially complete: PC50 is progressing. Hearing reconvened on 23 February 2015. Still to occur are final legal submissions from counsel representing submitters and the Council, which are due in late March 2015. It is anticipated a recommendation from the committee will be available by the end of April 2015.
2. Inner Links – Approval of a Preferred Option	<p>That the Council:</p> <p>a. Agree that planning for Inner Links roading proposals is progressed alongside travel demand management measures for improving town centre access while deferring the need for road construction beyond 2018.</p> <p>b. Direct the Planning and Infrastructure Group to report to the Council on the proposed town centre transport strategy by February 2015.</p> <p>c. Approve the Inner Links project design</p> <p>d. Direct Planning and Infrastructure Group to prepare by February 2015, in consultation with affected landowners, a property plan for the protection of the Melbourne Street – Henry Street and the Henry Street – Man Street sections of the Inner Links route.</p>	Infrastructure	<u>March update:</u> No further progress to report.

### COUNCIL ACTIONS: ORDINARY MEETING OF 22 MAY 2014

Agenda item	Resolution	Responsible Officer/s	Description of action taken
1. Mayor's report	<p>Approve a lease to the Arrowtown Community and Sports Centre Trust for a new facility at the northern end of Jack Reid Park</p> <p>Note that an application for a designation change for the Northern end of Jack Reid Park is being prepared</p> <p>Note that the designation change for the Northern end of Jack Reid Park will be publicly notified.</p>	Operations	Partially complete: Application for designation change to be lodged in March. Confirm design scope and project funding from Arrowtown Community Sports Centre Trust. Delivery date delayed to 30 June.

### COUNCIL ACTIONS: ORDINARY MEETING OF 27 MARCH 2014

Agenda item	Resolution	Responsible Officer/s	Description of action taken
1. Strategic Review of Library Services	<ol style="list-style-type: none"> <li>1. Approval of short term recommendations contained in the Strategy for Action, Appendix 5, Strategic Review of Library Services Report for consultation in the Draft Annual Plan 2014/15;</li> <li>2. Consideration of medium and long term actions in the Strategy for Action, Appendix 5, Strategic Review of Library Services Report for possible consultation in the Draft 10-Year Plan 2015-2025.</li> </ol>	Operations	Partially complete: Discussion paper circulated. Consultation to be undertaken in 10-Year Plan. On track.

### COUNCIL ACTIONS: EXTRAORDINARY MEETING OF 6 MARCH 2014

Agenda item	Resolution	Responsible Officer/s	Description of action taken
3. Coastguard Queenstown New Facility – Funding Request	Approval of \$50,000 interest free loan.	Operations	Partially complete: QCG has been asked to provide detail on: legal name and legal status, a copy of their Constitution and a copy of any relevant resolution permitting the Coast Guard to take out the loan and repay it. This information is required to prepare the necessary loan documentation.