

**Minutes of an ordinary meeting of the Queenstown Lakes District Council held in the Council Chambers, 10 Gorge Road, Queenstown on Wednesday 3 June 2015 commencing at 1.00pm**

**Present:**

Mayor Vanessa van Uden; Councillors Aoake, Cocks, Ferguson, Forbes, Gazzard, Gilmour, Lawton, MacLeod, Stammers-Smith and Stevens

**In attendance:**

Mr Adam Feeley (Chief Executive Officer – from 3.39pm), Mr Marc Bretherton (General Manager, Planning and Development), Mr Peter Hansby (General Manager, Infrastructure), Ms Meaghan Miller (General Manager, Corporate Services), Mr Matthew Paetz (District Plan Manager), Mr Craig Barr (Senior Planner – Policy), Mr Paul Speedy (Manager, Strategic Projects and Support), Ms Kristy Rusher (Senior Solicitor), Mrs Joanne Conroy (Property Manager, APL Property Ltd), Mr Dan Cruickshank (Senior Property Manager, APL Property Ltd), Mr Richard Flitton (Principal Engineer – Resource Management) Mr John Trowsdale (Holmes Consulting Group) and Ms Jane Robertson (Governance Advisor); 3 members of the media and approximately 70 members of the public

**Apologies**

There were no apologies or requests for leave of absence.

**Declaration by new Arrowsmith Ward Councillor**

Councillor Scott Stevens read the declaration as a Councillor as required by Schedule 7, Clause 14 of the Local Government Act 2002, witnessed by Mayor Vanessa van Uden.

The Mayor welcomed Councillor Stevens to the Council table and extended best wishes to him for the remainder of the current Council triennium.

**Declarations of Conflicts of Interest**

It was noted that the Chief Executive had previously declared a conflict of interest in respect of item one (Special Housing Areas Expressions of Interest: Assessment and Recommendations), and would therefore not be joining the meeting for the Public Forum or discussion of the item.

No other declarations of conflicts of interest were made.

**Matters Lying on the Table**

There were no matters lying on the table.

**Confirmation of agenda**

The agenda was confirmed without addition or alteration.

**Public Forum**

The Mayor thanked those in attendance for their interest in the meeting. She noted however, that in light of the large number of people who had indicated their wish to speak in the Public Forum, she would be strictly enforcing the three minute time limit.

1. Wayne Hulls, Arrowtown Village Association

Mr Hulls expressed concern that approving Special Housing Areas (SHAs) on the boundary of Arrowtown would spoil forever some of Arrowtown's special character as well as creating problems with schools rolls, increasing traffic and placing pressure on the Council's water and wastewater infrastructure. He did not consider that SHAs would achieve the Council's goal of making cheaper land and houses available. He observed that consultation on SHAs had not taken place and the Council could therefore not approve any proposal without breaching its Significance and Engagement Policy.

2. Keith Mill

Mr Mill considered that consultation and engagement had been good with developers but not with the community and the Council needed to rebuild trust with the community as a result. He questioned the adequacy of infrastructure to accommodate new houses and expressed concern that the Council could so easily disregard its previous decisions about the extent of the Arrowtown boundary. He believed that when considering growth it was important to have regard to appropriate locations and the values to be preserved. He considered that a better community goal was for aim for higher wages for hospitality workers.

3. Julie Scott, Executive Officer, Queenstown Lakes Community Housing Trust

Ms Scott expressed concern that of the 13 SHA applications only two had engaged with the Trust in response to the Council's directive. She questioned why so many had chosen to ignore the Council's instruction and asserted that SHAs should be subject to the community housing requirements that other developers have been required to meet.

4. John Glover

Mr Glover advised that twice in recent months Kinloch Road had been closed for a significant length of time because of deep and fast-flowing water flooding the roadway. He noted that the Dart River was regularly encroaching on paddocks and approaching the roadway and he was concerned that the Council appeared to have no plan to ensure the longevity of the road. He added that the Otago Regional Council had no remit to resolve the situation because it was a QLDC road. He tabled a series of photographs illustrating the problem.

5. Basil Walker

Mr Walker raised the following points:

- He congratulated Scott Stevens on his win in the Arrowtown by-election.
- He suggested that consented house sites that remained empty incur a \$2000 annual rate for being empty and that this fund be used to develop affordable housing.
- He asked the Council to reinstate the carparks outside Fergburger. He considered that the project was ridiculously costly for ratepayers.

- He questioned the levels of concern about storing archives at 10 Gorge Road in light of its earthquake assessment, noting that there were many Council archives stored in insecure cabins in the camping ground. He suggested that these archives be transferred into containers and the cabins used for residential purposes.

6. John Blair

Mr Blair stated that he was an architect who had lived in district for 44 years. He lived next to the proposed Ayrburn SHA site and was concerned about the possibility of this area being urbanised. He was passionate about retaining the open rural nature of the Wakatipu Basin and disagreed with the staff assessment that Ayrburn was a high quality proposal.

7. Jenny Carter

Mrs Carter expressed concern that it was proposed to change subdivision from a controlled activity to a discretionary activity. She believed that this was unnecessary, would make applications more complex (and therefore more expensive) and would take away certainty from developers.

8. Phil Page, representing Jan Andersson

Mr Page (Solicitor) spoke on behalf of Mr Andersson who was also in attendance. Mr Page presenting a scale model of the Ayrburn SHA proposal. He described the construction methodology of the model which meant it was very accurate when compared with life size. He questioned the staff report which had assessed the Ayrburn master plan as being of 'high quality' as the model demonstrated that the houses did not fit on the proposed sections and many of the smaller sections were within the floodplain. He detailed what changes were needed to the proposal to make it work. He stated that there needed to be a rigorous public process under the RMA to test the proposal and concluded that Ayrburn Farm was not appropriate for a Special Housing Area.

9. James Hadley

Mr Hadley spoke in opposition to the proposed Special Housing Areas. He did not believe that the Housing Accord would deliver affordable housing for the district because of the considerable additional infrastructural cost of building in undeveloped areas and he considered there were other more effective tools available for providing low-cost housing. He viewed the assessment matrix as rudimentary and badly compromised, stating that Council staff undertaking the assessments had been under-resourced which had resulted in the Council being poorly briefed. Instead of adopting the report recommendations, he suggested that the Council reject the Ayrburn proposal, put the other sites on hold until all risks had been addressed and establish a working group for delivering affordable housing.

**On the motion of Councillors Gilmour and MacLeod it was resolved that the Council suspend Standing Orders to allow the public forum to extend for longer than 30 minutes.**

10. Rebecca Lucas

Ms Lucas stated that she was a Landscape Architect and was disappointed at the process and model used to assess SHA proposals. She agreed that affordable housing was needed but it should not be at the expense of the landscape as this was a feature of the district. She raised various objections to the Ayrburn proposal:

- The site was currently rural farm land and the development would be visible from surrounding roads.
- Trees would need to be removed to allow the development to proceed and it would take many years for replacement plantings to have any screening effect.
- There was no infrastructure in the area and establishing it would increase development costs.
- There were no close-by community facilities. Residents would be isolated and would all need to have cars which would make living in this location less affordable.

11. Alan Millar

Mr Millar encouraged the Council to stop promoting the construction of the new Kawarau Falls Bridge in its current location and instead persuade NZTA to site it further down the river. There was much development in this area and traffic congestion would only worsen. A new bridge should have a usable life of 90 years and would therefore have to cater for much future development. He suggested that the existing bridge could continue to be used by pedestrians, cyclists and light traffic.

12. Simon Beadle

Mr Beadle advised that he lived in Speargrass Flat Road and was opposed to the Ayrburn SHA proposal. He questioned why it had received a tier 2 rating because the site would be subject to flooding and the development would cause pollution. He stated that those who lived in this area did not want a subdivision and he suggested that the proposal be discarded.

13. Michael Hanff

Mr Hanff advised that he held qualifications in chemistry and had lived near Lake Hayes for 15 years. The lake was an important asset he was concerned about the adverse effects on water quality if the Ayrburn proposal went ahead. He stated that natural flushing of the lake caused by in-flows from Mill Stream had been reducing since 2001. Adding 150 houses to the Lake Hayes water scheme would have a significant impact on the natural flushing of the lake and place further pressure on an already fragile situation.

14. Wayne McCulloch

Mr McCulloch stated that he was speaking on behalf of various residents from Highview Terrace, all of whom had concerns about the SHA proposed for that site which had been recommended for approval. He observed that the area was frosty for four months every year and it was a difficult site, being narrow and steep with a 15m drop to a creek not shown on the site plan. On the other side the site was sheer rock but the plans also showed building in this area. Added to this was narrow access ways. An earlier development plan had proposed three sections but the SHA proposal contained 18 sections. Development costs would be high

because of the need for a 15m high retaining wall or an access way for the creek to go under the houses.

**15. Hudson Turnbull**

Mr Turnbull observed that there was a lot of public support for siting the new Kawarau Falls Bridge downstream from the current site as demonstrated by the number of 'likes' on the Facebook page. Despite the major benefits identified, it appeared to be difficult to convince NZTA of the advantages but the Council would have an opportunity to express its views when the Regional Land Transport Plan was presented for approval. Studies of travel times had shown that it was quicker for traffic coming from the Remarkables Skifield to travel east via the proposed route rather than over the existing bridge and turning at the BP roundabout.

He did not believe that leaving the current bridge open for light vehicles would represent a large maintenance cost for the QLDC as it would only carry small volumes of traffic.

**16. Trevor Tattersfield**

Mr Tattersfield pointed out that further review of the proposed new Kawarau Falls Bridge to address perceived engineering difficulties may affect the project's BC ratio and therefore jeopardise it occurring at all. He encouraged all parties to make a decision quickly and move forward with the project.

**17. Kirsty Sharpe**

Mrs Sharpe advised that she represented four other parties, all of whom were opposed to the Kawarau Falls Bridge project proceeding in the current position. She urged the Council to amend the motion made at the previous Council meeting requesting NZTA to review the modelling undertaken to determine the current position of the project as she was concerned that it referred only to the current site. She noted that any review needed to be of all the options.

**18. Simon Hayes**

Mr Hayes considered that NZTA statements about the Kawarau Falls Bridge replacement were outdated and based on old data about the nature and mix of traffic. He believed that changing the location of bridge would address many of the current traffic congestion problems.

**19. Doug Champion**

Mr Champion advised that he agreed with previous speakers who did not want the new Kawarau Falls Bridge to be built in the position of the current bridge.

**20. Wendy McGuinness**

Ms McGuinness advised that she owned a property on Speargrass Flat Road. She was critical of the assessments undertaken on the proposed SHAs and circulated her own analysis. She also presented eight alternative recommendations for the Council's response to the SHA proposals.

**21. Wendy Clarke**

Ms Clarke advised that she was both a teacher at Arrowtown School and an immediate neighbour to the Ayrburn SHA proposal. She did not believe that the

Arrowtown School or the potential new Catholic school could accommodate the numbers of children who would be within the zone if the Ayrburn development went ahead. She noted that there were already water capacity issues at the Arrowtown School and another school would soon be needed in Arrowtown but she did not know whether this was feasible and where in Arrowtown it could be accommodated.

**22. Roger Lamond**

Mr Lamond expressed concern about pockets of development occurring in Onslow Road which he considered was having adverse effects on infrastructure and traffic flow.

**23. Sally Stockdale**

Ms Stockdale agreed with earlier speakers that the site of the proposed new Kawarau Falls Bridge should be relocated.

**24. John Edmonds**

Mr Edmonds sought the following amendments to the conditions recommended on the licence sought by Beau Rapley to conduct cycle tours on district tracks and trails:

- 10 year licence term;
- Operating hours to specify 'daylight hours';
- Remove the condition allowing the Council to restrict access to parts of the trail network with one week's notice as this would make business operations difficult and discourage investment in the project.

**On the motion of Councillors Gilmour and Forbes it was resolved that Standing Orders be reinstated.**

**1. Special Housing Areas Expressions of Interest ['EOI']: Assessment and Recommendations**

A report from Matthew Paetz (District Plan Manager) assessed 13 Expressions of Interest for Special Housing Areas for the Council to consider for recommendation to the Minister for Building and Housing.

The Mayor read aloud legal advice prepared by Simpson Grierson which discussed the implications of the Auditor General's investigation into the Chief Executive's involvement in the EOI process on the Council's ability to consider the agenda item at this meeting. The opinion observed that whilst there were some risks they were minor, being only perceived and reputational. The author expressed a high level of confidence in the outcome of the investigation and pointed out that the decision to be made in the meeting was simply one step in a larger process. It concluded that the Council was able to consider and deliberate on the item.

The Mayor sought feedback from Councillors on their level of comfort about proceeding with the item. Members expressed confidence in the process thus far and confirmed their wish to proceed with the agenda item.

Mr Bretherton and Mr Paetz joined the table.

Mr Bretherton introduced the report, summarising the purpose of the Housing Accords and Special Housing Areas Act (HASHA), the criteria to be applied to proposals and the changes the Council had introduced via its Lead Housing Policy. He considered that each EOI has been dealt with in a consistent and robust way but pointed out that the report was not an assessment of environment effects but simply a means of determining whether to recommend any proposals to the minister. He then outlined the steps needed before any development could occur, observing that infrastructure was an overriding consideration and needed to be consistent with the Council's long term plans and funding provisions. He added that HASHA was much stricter about the provision of infrastructure than the Resource Management Act and that infrastructure could also include social infrastructure.

Mr Bretherton advised of several addenda to the material circulated with the agenda. He noted firstly that the following EOIs had recently been withdrawn from the process:

- Quail Rise South
- Homestead Bay

He advised that Brackens Ridge had reached agreement with the Queenstown Lakes Community Housing Trust to provide four residential sections for community housing. Furthermore, as a means of discouraging property speculation they had also agreed with the Trust that a further 10 sections would be offered to first home buyers only.

The final addendum was advice from the Rafa Trust that its Expression of Interest will include a contribution to the Community Housing Trust of one residential allotment, or a comparable offer.

Discussion then focused on the four recommended Special Housing Areas. Councillor Forbes expressed some concern about the Highview EOI but accepted that supporting the recommendation would only allow it to enter the initial process. Councillor Gazzard expressed support for the Brackens Ridge proposal although he recognised that it did not comply with current planning rules. This suggestion was not supported by the full Council.

**On the motion of Councillors Gilmour and Stammers-Smith it was resolved that the Council:**

- 1. Note the Evaluation Panel's assessment of the proposed Special Housing Areas against Council's Lead Policy on Special Housing Areas, and the relevant provisions of the Housing Accords and Special Housing Areas (HASHA) Act and local planning context under the Resource Management Act, in considering any recommendation to the Minister of Building and Housing.**

- 2. Consider the views and preferences of members of the public who have provided feedback on the EOIs.**
- 3. Instruct the General Manager Planning and Development to proceed with negotiation with proponents of the following proposed Special Housing Areas, to ensure their proposals fulfil the criteria listed under points 5.2 to 5.2.9 of Council's SHA Lead Policy, including appendix B as confirmed at the Council's April 2015 meeting;**
  - a Shotover Country**
  - b Arthurs Point North**
  - c Onslow Road**
  - d Highview Terrace**
- 4. Instruct the Chief Financial Officer, Chief Engineer and a suitably qualified independent professional to assess each of the proposed SHA's infrastructural requirements based on evidence of capacity, agreement as to any necessary upgrades, agreement as to funding and timing, and consistency with long term planning documents. This will be at the proponent's cost.**
- 5. For each of the four proposed SHAs above:**
  - Gain confirmation from New Zealand Transport Agency that the proposal has no adverse effect on the State Highway network or that agreement exists between NZTA and the developer as to how any adverse effects can be resolved.**
  - Gain confirmation from the Otago Regional Council that the proposal is supported in principle, subject to any ORC approvals that have been identified as being required.**
  - Gain confirmation from the Ministry of Education that the proposal is supported in principle and is consistent with the Ministry's strategic objectives in the Wakatipu Basin.**
- 6. Once the above steps are completed, a report to be brought back to Council identifying measures agreed to that meet HASHA and Lead Policy requirements on each proposed SHA so that the Council can with confidence recommend qualifying proposals to the Minister.**
- 7. Note that the remaining proposals are not recommended.**



8. Instruct the General Manager Planning and Development to table a report on how to progress the broader issues of housing affordability in the district. This to include, but not be limited to, how to balance the housing needs and special character of Arrowtown, the District Plan review, availability of Council land, an expert forum, and the participation of nationwide developers, Queenstown Lakes Community Housing Trust and the government.

*Councillor Gazzard recorded his vote against the motion.*

*The meeting adjourned at 3.28pm and reconvened at 3.39pm. The Chief Executive joined the meeting at this point.*

## **2. Adoption of New Code of Conduct and Appointment of New Conduct Committee; Amendment to Standing Orders**

A report from Kristy Rusher (Senior Solicitor) recommended minor amendments to the Queenstown Lakes District Council Code of Conduct. The report also recommended changes to Standing Orders to provide for an Elected Member Code of Conduct Committee and set out a process for appointing such a Committee.

Ms Rusher joined the table. She circulated a proposed addendum to Part 2 of the Code of Conduct which detailed the purpose and accountabilities of Portfolio Leaders and Deputy Portfolio Leaders. The inclusion of this material would be in addition to the comments about Standing Committee Chairs, which would be retained should a future Council choose to adopt this system.

The following amendment was agreed to the objectives of the Elected Member Conduct Committee:

- 2 Conduct an inquiry into any matters which may be referred to it by the Chief Executive or ~~an elected member~~ the Mayor;

Members asked why one of the period end-dates for reporting was 20 December. Ms Rusher advised that this was to take account of the Christmas period. It was agreed that it would be more practical to avoid this time of year completely and accordingly, the date was altered to 31 January.

There was further discussion about the level of detail needed on payments received for activities/services at the time of election outside remuneration received from the Council. Concern was expressed that this information would be perpetually accessible because it was placed on the Council website. The Mayor acknowledged these concerns but suggested that the Council try the proposed approach for a period, adding that the matter could be revisited if necessary.

**On the motion of Councillors Gazzard and MacLeod the Council resolved:**

- 1. Note the contents of this report;**
- 2. Amend (in the manner described in Attachment One) the Queenstown Lakes District Council Code of Conduct to provide for:**
  - a. Minor spelling, punctuation and grammar errors to be corrected;**
  - b. A more complete explanation of Council and Committee powers to deal with late items that are not listed on an agenda;**
  - c. Inclusion of a process to resolve alleged breaches of Standing Orders or the Queenstown Lakes District Council Code of Conduct;**
  - d. The establishment of Portfolio Leader and Deputy Portfolio Leader positions.**
- 3. Amend (in the manner described in Attachment Two) the Standing Orders to provide for the procedure of the proposed Elected Member Code of Conduct Committee;**
- 4. Note that the amendment of Standing Orders and the Code of Conduct must each receive votes in support of the amendments of not less than 75% of the members present.**
- 5. Re-adopt the Code of Conduct as a whole, by ordinary Council resolution.**
- 6. Appoint an Elected Member Code of Conduct Committee, with the Terms of Reference as described in Attachment Three.**
- 7. Authorise the Chief Executive to advertise, shortlist and recommend to Council suitable candidate(s) for appointment to the Elected Member Conduct Committee (such recommendation to be presented to the Council at its July 2015 meeting).**

*The motion was carried unanimously.*

### **3. Energy Futures Taskforce Report – Shaping Our Future**

A covering report from Meaghan Miller (General Manager, Corporate Services) introduced a report produced by the Energy Futures Taskforce, a group formed under the umbrella of Shaping Our Future. The Taskforce

report examined the energy resilience of the district and put forward eight key recommendations to maximise energy efficiency. It was recommended that the report findings be considered as part of the District Plan Review.

Councillors noted that all the Taskforce recommendations required some Council action and questioned where these tasks would be fitted into the Chief Executive's work programme. The recommendation was therefore amended to include consideration of these actions within the wider consideration of the overall work programme. It was also agreed that Shaping Our Future should be thanked for commissioning the report.

**On the motion of Councillors Forbes and Ferguson it was resolved that Council:**

- 1. Note the contents of this report and extend its thanks to the Energy Futures Taskforce for undertaking this work;**
- 2. Recommend that the findings of the report be considered in the District Plan Review process as appropriate and when developing the work programme for 2016/17.**

#### **4. New Lease – Glenorchy and Kingston Fire Stations**

A report from Joanne Conroy (APL Property Ltd) considered granting a lease to the Otago Rural Fire Authority for the Glenorchy and Kingston Fire Stations. The report noted that a lease of the land on which the buildings were located was now necessary as both were now managed by the newly formed Otago Rural Fire Authority. The report observed that this had not previously been necessary because management arrangements had essentially been in-house as the Rural Fire Authority had been viewed as a Council entity. The report concluded that it was appropriate to approve a ten year lease at a peppercorn rate of \$1.00 for both buildings.

**On the motion of Councillors Aoake and Stammers-Smith it was resolved that the Council:**

- 1. Approve a new lease to the Otago Rural Fire Authority (ORFA) for the Glenorchy Fire Station over freehold land Section 11, Blk XIV TN of Glenorchy and the Kingston Fire Station over approximately 202 square metres of Lot 1 Sect 15 Blk I Kingston SD, subject to the following terms:**
  - a. Rent pursuant to the Community Facility Pricing Policy and reviewed every two years;**
  - b. Lease to commence 1 June 2015;**
  - c. Term to be ten years, with two renewals of ten years subject to agreement of both parties;**
  - d. Building and Public Liability Insurance to be provided;**

- e. ORFA to maintain the grounds, buildings and other improvements;
  - f. ORFA to pay 100% of outgoings, including rates, electricity, gas;
  - g. Improvements to land and buildings are to vest in the Council on the expiry or surrender of the leases;
  - h. Lease determinable by Council giving the Lessee six months' notice;
  - i. Other terms and conditions to be confirmed at a later date;
2. Delegate to the Chief Executive the authority to negotiate final terms and conditions, together with the power to execute this agreement.

**5. Cycle Tours New Zealand – Application for Commercial Guided Tours on Queenstown Lakes District Tracks**

A report from Dan Cruickshank (APL Property Ltd) assessed an application for a licence under the Reserves Act 1977 to undertake commercial guided walking and biking tours on tracks around the Queenstown Lakes District.

Mr Cruickshank joined the table. He was asked to explain why the application was being presented to the Council again, as it had already been presented and approved at the 30 April 2015 Council meeting. Mr Cruickshank advised that the recommendation presented previously had omitted the recommendation to exercise the Minister of Conservation's consent under S54(1)(d) of the Reserves Act 1977 and had not included various conditions contained in the Queenstown Trail licences such as fees, insurance and operating hours. These oversights were addressed in the updated report.

*Councillor Stammers-Smith left the meeting at 4.08pm.*

A further special condition (d) was added to the recommended conditions thus:  
*(d) Daily trips shall be limited to two on any one track or trail.*

Members questioned if it was necessary to add a condition stating that tours must avoid blocking a track. Mr Cruickshank advised that reserve licencing documents contained a duty to 'avoid nuisance' which would ultimately achieve this end.

**On the motion of Councillors Aoake and Gazzard it was resolved that the Council:**

- 1. Note the contents of this report;**
- 2. Grant a commercial licence to occupy to Cycle Tours New Zealand Ltd for commercially guided walking and cycling tours on the properties listed**

below and subject to the following special conditions;

- 3. Approve the issuing of a commercial licence to occupy to Cycle Tours New Zealand Ltd for commercially guided tours on Queenstown Lakes District Council land, subject to the following conditions:**

<b>Term:</b>	<b>Two years</b>
<b>Renewal:</b>	<b>Two x two year renewals, with the prior agreement of both parties</b>
<b>Use:</b>	<b>Commercially guided biking and walking tours</b>
<b>Assignments:</b>	<b>With the approval of Council only</b>
<b>Fee:</b>	<b>\$500 per annum plus GST or 7.5% of gross revenue, whichever is the greater</b>
<b>Advertising:</b>	<b>Advertising hoarding and other billboards not permitted</b>
<b>Merchandise:</b>	<b>Sale of merchandise on or about the tracks or trails not permitted</b>
<b>Insurance:</b>	<b>Public liability insurance of \$2 million</b>
<b>Operating hours:</b>	<b>Subject to resource consenting approvals, but not before daylight or after twilight hours</b>
<b>Commencement:</b>	<b>Upon signing</b>

**Special conditions:**

- a) Maximum group size of 12 persons including 2 guides. Groups up to 6 require 1 guide. Group sizes 7 to 12 require 2 guides.**
- b) Council to review the licence at each renewal taking into account any relevant track strategies endorsed by Council.**
- c) Council to retain the absolute right to restrict tracks as conditions and track use dictate. Initially the Outlet and Deans Bank tracks are to be excluded from the approved licence, until such point as Council decides that they are suitable for guiding. Should further tracks be removed from the licence, the Council will provide no less than one week's notice to the licensee.**
- d) Daily trips shall be limited to two on any one track or trail.**

**QUEENSTOWN LAKES DISTRICT COUNCIL**

**3 JUNE 2015**

**Page 14**

<b>Queenstown/Wakatipu Trails – Queenstown Lakes District Council recreation reserve land</b>				
<b>Trail Name &amp; Map Ref.</b>	<b>Proposed Activity</b>	<b>Landowner/s</b>	<b>Legal Description</b>	<b>Title Reference</b>
Jacks Point Track	Biking, walking	QLDC Recreation Reserve	Lot 70 DP 9249	95114
Lake Hayes Walkway	Biking, walking	QLDC Bendemeer Bay Recreation Reserve	Section 65 Blk IX Shotover SD	OT17C/1329
		QLDC Recreation Reserve	Lot 3 DP 15096	129117
		QLDC Recreation Reserve	Lot 4 & Pt Lot 5 DP 15096	464206
<b>Wanaka/Hawea Trails – Queenstown Lakes District Council recreation reserve &amp; freehold land</b>				
Eely Point	Biking, walking	QLDC Eely Point Recreation Reserve	Sec 29 Blk XIV Lower Wanaka SD, Sec 1543R Blk XIV Lower Wanaka SD	OT7B/497
Beacon Point	Biking, walking	QLDC Beacon Point Recreation Reserve	Sec 71 Blk XIV Lower Wanaka SD	1701
		QLDC Recreation Reserve	Lot 9 DP 18825	OT10A/14
		QLDC Recreation Reserve	Pt Lot 3 DP 19057	OT13A/1038
		QLDC Recreation Reserve	Pt Lot 2 DP 17422	5997
Outlet Track	Biking, walking	QLDC Clutha Outlet Recreation Reserve	Sec 59 Blk XIV Lower Wanaka SD	OT15C/528
Deans Bank Track	Biking, walking	QLDC Recreation Reserve	Pt Sec 28 Blk V Lower Wanaka SD	4D/1290
		QLDC Recreation Reserve	Lot 1 DP 375247	302906
Waterfall Creek Track	Biking, walking	QLDC Roys Bay Recreation Reserve	Sec 46 Blk III Lower Wanaka SD	2290
Damper Bay Track	Biking, walking	QLDC Damper Bay Recreation Reserve	Secs 12, 18 Blk XIII Lower Wanaka SD, Pt Sec 4 Blk XV Lower Wanaka SD, Sec 14 SO 397287	474509
Upper Clutha River Track (true right bank)	Biking, walking	QLDC Recreation Reserve	Sec 1 SO 431144	568321
		QLDC Freehold	Sec 2 SO 24616	OT18C/526
Hawea River Track	Biking, walking	QLDC Freehold	Lot 1 DP 20555 and Lot 1 DP 24534	OT16C/1158

**4. Delegate approval of final terms and conditions of the licence and execution authority to the Chief Executive.**

**5. Agree to exercise the Minister’s prior consent under section 54(1)(d) of the Reserves Act 1977 (under delegation from the Minister of**

**QUEENSTOWN LAKES DISTRICT COUNCIL**

**3 JUNE 2015**

**Page 15**

**Conservation) to the granting of a licence to Cycle Tours New Zealand Ltd over the following tracks and trails:**

<b>Queenstown/Wakatipu Trails – Queenstown Lakes District Council recreation reserve land</b>				
<b>Trail Name &amp; Map Ref.</b>	<b>Proposed Activity</b>	<b>Landowner/s</b>	<b>Legal Description</b>	<b>Title Reference</b>
Jacks Point Track	Biking, walking	QLDC Recreation Reserve	Lot 70 DP 9249	95114
Lake Hayes Walkway	Biking, walking	QLDC Bendemeer Bay Recreation Reserve	Section 65 Blk IX Shotover SD	OT17C/1329
		QLDC Recreation Reserve	Lot 3 DP 15096	129117
		QLDC Recreation Reserve	Lot 4 & Pt Lot 5 DP 15096	464206
<b>Wanaka/Hawea Trails – Queenstown Lakes District Council recreation reserve &amp; freehold land</b>				
Eely Point	Biking, walking	QLDC Eely Point Recreation Reserve	Sec 29 Blk XIV Lower Wanaka SD, Sec 1543R Blk XIV Lower Wanaka SD	OT7B/497
Beacon Point	Biking, walking	QLDC Beacon Point Recreation Reserve	Sec 71 Blk XIV Lower Wanaka SD	1701
		QLDC Recreation Reserve	Lot 9 DP 18825	OT10A/14
		QLDC Recreation Reserve	Pt Lot 3 DP 19057	OT13A/1038
		QLDC Recreation Reserve	Pt Lot 2 DP 17422	5997
Outlet Track	Biking, walking	QLDC Clutha Outlet Recreation Reserve	Sec 59 Blk XIV Lower Wanaka SD	OT15C/528
Deans Bank Track	Biking, walking	QLDC Recreation Reserve	Pt Sec 28 Blk V Lower Wanaka SD	4D/1290
		QLDC Recreation Reserve	Lot 1 DP 375247	302906
Waterfall Creek Track	Biking, walking	QLDC Roys Bay Recreation Reserve	Sec 46 Blk III Lower Wanaka SD	2290
Damper Bay Track	Biking, walking	QLDC Damper Bay Recreation Reserve	Secs 12, 18 Blk XIII Lower Wanaka SD, Pt Sec 4 Blk XV Lower Wanaka SD, Sec 14 SO 397287	474509
Upper Clutha River Track (true right bank)	Biking, walking	QLDC Recreation Reserve	Sec 1 SO 431144	568321
		QLDC Freehold	Sec 2 SO 24616	OT18C/526
Hawea River Track	Biking, walking	QLDC Freehold	Lot 1 DP 20555 and Lot 1 DP 24534	OT16C/1158

**6. New Ground Licence and Lease for the Wanaka Yacht Club**

A report from Joanne Conroy (APL Property Ltd) presented an application from the Wanaka Yacht Club for a new lease with a larger area than the current lease to allow for a building extension and for a longer term to reflect the investment being made in the building. A renewal of the licence covering the parking area was also sought. The report noted that although the matter had been considered and approved at the Council meeting held on 30 April 2015, the resolution had omitted approval to exercise the consent of the Minister of Conservation, landowner approval for the building extensions or delegation of the final terms and conditions. These omissions were addressed in the updated report and recommendation.

**On the motion of Councillors Cocks and MacLeod it was resolved that Council**

- 1. Note the contents of this report;**
- 2. Agree to exercise the consent of the Minister of Conservation to the granting of lease over land legally described as Section 14 Block XV Town of Wanaka and the granting of a licence to occupy over land legally described as Section 6 Block XV Town of Wanaka to the Wanaka Yacht Club;**
- 3. Agree to grant landowner approval to the Wanaka Yacht Club covering the proposed building extensions; and**
- 4. Delegate final terms and conditions and execution authority for the lease and licence to Wanaka Yacht Club to the General Manager, Infrastructure.**

**7. District Plan Review: Subdivision Chapter**

A covering report from Craig Barr (Senior Planner – Policy) introduced the subdivision chapter of the proposed District Plan, presenting as attachments the proposed chapter, section 32 evaluation report and QLDC Subdivision Design Guidelines, all for the Council's acceptance.

Mr Paetz and Mr Barr joined the table. Mr Barr and Mr Paetz responded to comments made in the Public Forum that making subdivision a discretionary activity would result in increased costs and lower levels of efficiency. Mr Barr explained why he considered the change would in fact enhance the processing of subdivision applications and could also potentially be cost-saving. Councillor Gilmour endorsed the views expressed by staff.

Councillor Gilmour suggested additional text regarding esplanade reserves for Objective 7 – Create esplanades where opportunities arise (20.3.7.1). She also suggested that staff liaise with parks staff to ascertain which trees could be planted within roads (20.3.5.5.f).



In relation to the provision of infrastructure (Cost of services to be met by subdividers – 20.3.6), Councillor Cocks asked that some reference be made to the provision of carparking, as although covered in the transportation chapter by the land use itself, the width of the road and situation (eg parking in residential cul-de-sacs) may require additional consideration.

Councillor Lawton suggested a policy be added concerning the location of cycleways, formed either on roadways or to the side of roads. The Mayor agreed that plans for walking and cycling tracks were better to include as part of an original plan rather than adding later.

Councillor Cocks advised that Policy 20.4.1.2 regarding the walkway from Scurr Heights across the Kirimoko Block could now be removed.

**On the motion of Councillors Gilmour and MacLeod it was resolved that Council:**

- 1. Note the contents of this report and in particular;**
  - i. The Resource Management issues associated with the current provisions.**
  - ii. The RMA Section 32 Evaluation.**
  - iii. The proposed provisions.**
  - iv. The draft QLDC Subdivision Design Guidelines.**
- 2. Accept the provisions as amended.**
- 3. Accept the QLDC Subdivision Design Guidelines.**
- 4. Note that the entire package will be brought back for Council's final approval along with other provisions forming stage 1 of the District Plan Review, prior to public notification.**
- 5. Authorise officers to make further minor changes to the Section 32 Evaluation reports, guidelines and provisions without further recourse to the Council, where this is necessary to:**
  - i. Ensure consistent numbering and formatting of the proposed District Plan text; and**
  - ii. To fix identified minor errors and / or omissions.**
  - iii. Ensure continuity with other proposed provisions.**

**8. QLDC Land Development and Subdivision Code of Practice**

A covering report from Richard Flitton (Principal Resource Management Engineer) introduced the revised QLDC Land Development and Subdivision Code of Practice, a copy of which was appended as a separate document.

Councillor Gilmour asked that '*current District Plan*' be altered throughout either to 'existing' or 'proposed', because stage 1 of the District Plan Review would be publicly notified very soon.

Councillor Cocks noted that reference to the Southern Lighting Strategy under 'Road Lighting' (3.3.14) needed to include the duty to avoid upward light spill.

The words 'as amended' were added to the resolution to reflect the changes agreed during the discussion,

**On the motion of Councillors Aoake and Cocks it was resolved that the Council:**

- 1. Note the contents of this report;**
- 2. Adopt the QLDC Land Development and Subdivision Code of Practice as a Council policy document as amended.**
- 3. Authorise officers to make further minor changes to the QLDC Land Development and Subdivision Code of Practice without further recourse to the Council, where this is necessary:**
  - i. To fix identified minor errors and/or omissions**
  - ii. To re-format to ensure maximum usability (hard copy and online)**
  - iii. Ensure continuity with other proposed provisions.**

## **9. Gorge Road and Shotover Street Premises**

A report from Marc Bretherton (General Manager, Planning and Development) presented and reviewed a seismic assessment of the Council building at 10 Gorge Road, Queenstown and considered this alongside the Council's overall need for office accommodation. The report concluded that both main office buildings (10 Gorge Road and 74 Shotover Street) offered a relatively poor level of office functionality and recommended that alternative office accommodation options be investigated.

Mr Bretherton and Mr John Trowsdale (Holmes Consulting Group) joined the table. Mr Trowsdale was the Project Director for the Seismic Assessment Report completed on 10 Gorge Road. The item had previously been considered by the Audit and Risk Committee who had referred it to the full Council. The report had been peer reviewed in the interim and the peer review was also included in package of material.

In relation to Shotover Street, it was noted that the landlord did not want both floors occupied by the Council in the long-term. This impacted upon the overall accommodation needs for the Council staff. The possible provision of a library in Frankton was another factor which could affect future accommodation requirements. There was general agreement based on the

seismic assessment of 10 Gorge Road that extending this building to provide additional accommodation space was not an option.

Members supported the recommendation that staff assess alternative office accommodation options and agreed that the timeframe for reporting back be altered from June 2015 to July 2015. Councillor Forbes observed that any new office accommodation needed both to make provision for population growth in the district and to have high standards of seismic safety.

**On the motion of Councillors Gazzard and Aoake it was resolved that the Council:**

**a. Note the contents of this report (and appended reports), and in particular that:**

- i. The Gorge Road building is not “earthquake prone” but is at a low level of structural integrity, and significant remediation would not be cost-effective;**
- ii. At its present rating level it cannot continue to house certain public records or act as a civil defence headquarter;**
- iii. The Shotover Street building is not large enough to provide for operational requirements of the departments currently located there, and the landlord has indicated that he does not wish to extend the current leasing arrangements without a commitment for a longer period;**
- iv. Both buildings offer a relatively poor level of office functionality;**

**b. Direct Council officers to assess alternative accommodation options encompassing both Gorge Road and Shotover Street premises and report back to Council by July 2015.**

*Councillor Gazzard left the meeting at 4.58 pm.*

## **10. Mayor’s Report**

A report from the Mayor:

- a) Set out the functions and meetings attended during the period 1 May – 2 June 2015;
- b) Recommended the appointment of Councillor Scott Stevens to various Council roles;
- c) Recommended a means of handling various applications to use Council reserves for the American Express Queenstown Winter Festival;
- d) Presented written reports from Portfolio leaders;
- e) Summarised the items from and appended the draft minutes of the following meetings:
  - Resource Consent Commissioner Appointment Committee meeting of 23 April 2015
  - Property Subcommittee meeting of 14 May 2015

- f) Detailed the actions taken from previous Council meetings:

*Councillor Gazzard re-entered the meeting at 4.59 pm.*

The Chief Executive advised that he would update Councillors via email on the timeframe for the action currently being undertaken in respect of Mead Road.

**On the motion of The Mayor and Councillor MacLeod it was resolved that the Council:**

- 1. a. Note the report and that Queenstown Winter Festival have made applications for licences to occupy three recreation reserves:**
  - i. Marine Parade (legally described as Sec 6 Blk LI Town of Queenstown); and**
  - ii. Earnslaw Park (legally described as Sec 6-18 and 27 Blk XV Town of Queenstown; and**
  - iii. The Village Green (legally described as Lot 1 DP 20875).**
- b. Agree to exercise the Minister's prior consent under section 54(1)(d) of the Reserves Act 1977 (under delegation from the Minister of Conservation) in respect to all of the above applications.**
- c. Delegate to the Property Subcommittee the power to hear submissions and determine any of the above applications if submissions are received;**
- d. Delegate to the General Manager Infrastructure the authority to determine any of the above applications if no submissions are received;**
- 2. Appoint Councillor Scott Stevens as a member of:**
  - a. Dog Control Committee**
  - b. QLDC/CODC Coronet Forest Joint Committee**
  - c. Queenstown Community Housing Trust Liaison Group**
- 3. Appoint Councillor Scott Stevens as the Council's representative on:**
  - a. Arrowtown Heritage Trust**
  - b. Arrowtown Heritage Advisory Panel**
  - c. Arrowtown Promotion and Business Association**
  - d. Arrowtown Village Association**

**11. Chief Executive's Monthly Report**

A report from the Chief Executive provided updates on progress with the 2014/2015 work programme.

Members expressed disappointment that the Plan Change 50 decision had not yet been received and asked staff to instruct the commissioners to provide the decision without delay.

**On the motion of Councillors Cocks and Ferguson it was resolved that the Council:**

- a. Note the report;**
  
- b. Agree, in light of legislative dates and resource requirements, to defer the implementation of new health and safety requirements to 31 October.**

**Confirmation of Minutes**

30 April 2015

The following change was made under item 13 (Mayors' Report):

*'Councillor Gilmour ~~Lawton~~ asked for an additional condition ....'*

**On the motion of Councillors Aoake and MacLeod it was resolved that the public part of the minutes of the ordinary meeting of the Queenstown Lakes District Council held on 30 April 2015 as amended be confirmed as a true and correct record.**

**Resolution to exclude the public**

**On the motion of Councillors Lawton and Gilmour the Council resolved that the public be excluded from the following parts of the proceedings of the 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:**

**Confirmation of minutes – 30 April 2015:**

**Item 15: Plan Change 48 Signs – Appeal Matters**

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

**QUEENSTOWN LAKES DISTRICT COUNCIL**

**3 JUNE 2015**

**Page 22**

<p>15. Plan Change 48 Signs – Appeal Matters</p>	<p>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:</p> <p>i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</p>	<p>Section 7(2)(i)</p>
--	---	------------------------

**Agenda items:**

**Item 9: Gorge Road and Shotover Street Premises (Attachment C)**

**Item 12: Wanaka Office Upgrade Project Update**

General subject to be considered.	Reason for passing this resolution.	Grounds under Section 7 for the passing of this resolution.
<p>9. Gorge Road and Shotover Street Premises</p>	<p>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:</p> <p>g) Maintain legal professional privilege</p>	<p>Section 7(2)(g)</p>
<p>12. Wanaka Office Upgrade Project Update</p>	<p>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:</p> <p>i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</p>	<p>Section 7(2)(i)</p>

**This resolution is 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 went into non-public at 5.07pm.*

*The meeting moved out of public excluded and concluded at 5.13pm.*

**CONFIRMED AS A TRUE AND CORRECT RECORD**

---

**M A Y O R**

**30 June 2015**

---

**D A T E**