

**Property Subcommittee
21 July 2016**

Minutes of a meeting of the Property Subcommittee held on Thursday 21 July 2016 in Council Chambers, 10 Gorge Road, Queenstown commencing at 11.10am

Present

Mayor van Uden and Councillor Stammers-Smith

In Attendance

Mr David Wallace (Manager Resource Management Engineering), Mr Aaron Burt (Parks and Reserves Planner) Mr Blake Hoger (APL Property Ltd), Ms Averil Kingsbury and Ms Michele Poole (Communications Manager / Minutes Secretary)

Apologies

Apologies were received from Councillors Aoake and MacLeod.

On the motion of Mayor van Uden and Councillor Stammers-Smith it was resolved that the apology be accepted.

Declaration of Conflicts of Interest

There were no conflicts noted.

Resolution to Exclude the Public

On the motion of Mayor van Uden and Councillor Stammers-Smith the Property Subcommittee resolved to exclude the public 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)
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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 11.11am

Confirmation of Minutes

On the motion of Councillor Stammers-Smith and Mayor van Uden it was resolved that the minutes of the Property Subcommittee meeting held on 5 July 2016 be confirmed as a true and correct record.

Matters Lying on the Table

There were no matters lying on the table.

Confirmation of Agenda

The agenda was confirmed without addition or alteration.

1. Licence to Occupy Road Reserve – Salvation Army, Camp Street Store Canopy

Consideration was given to an application for a licence to occupy from the Salvation Army, the owners and occupiers of 29 Camp Street, being Section 15 Block V, Queenstown, for the use of footpath in front of the building associated with remedial works for the existing overhead canopy structure which is failing. The report assessed the effects and recommended that the application be granted subject to the fulfilment of various conditions.

Mayor van Uden sought reassurance about public access along the footpath while work was underway. Mr Hoger said the proposed conditions required a minimum 1.5m footpath width be maintained.

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

- 1. Note the contents of this report;**
- 2. Approve the licence to occupy application from Salvation Army for the use of the footpath in front of the building at 29 Camp Street, being Section 15 Block V, Queenstown, associated with remedial works for the existing overhead canopy structure to commence asap for a term of 3 months subject to the following conditions:**
 - a. A Council approved Traffic Management Plan is in place for pedestrian traffic during installation and removal of hoarding, support props etc.**
 - b. All activities are to be undertaken in accordance with the Department of Labour's Occupational Safety and Health (OSH) Service's standards for the work environment.**
 - c. A comprehensive safety plan must be prepared and implemented, at the applicant's cost, to ensure a safe environment is maintained around the subject site.**
 - d. All Stormwater and Water supply and street lighting assets are to be protected and accessible, and the pavers and surrounding infrastructure are to be correctly protected and reinstated to the satisfaction of QLDC.**
 - e. Pedestrian access to be maintained to a minimum width of 1.5m between the hoarding and roadway.**
 - f. The applicant to be liable for any damages and/or reinstatement of Council's or any other person's property that may arise from the proposed activity (i.e. reinstatement of footpaths, road markings etc).**
 - g. Licence area to be evidenced by before and after photographs, video or similar.**
 - h. Paver removals are to be done by and stored by Queenstown Pavers paving company.**

- i. **The area occupied must be kept tidy at all times with the visual effect of the hoarding to be taken into consideration and maintained in a tidy condition.**
 - j. **Consultation and notification is undertaken with adjacent properties and affected businesses throughout the occupation period.**
 3. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**
2. **Licence to Occupy Road Reserve – Marina Terrace 2015 Ltd, Ground Water Monitoring Piezometers**

Consideration was given to a licence to occupy application for the placement of Groundwater Monitoring Piezometers within Lismore Street and Tramore Street road reserves as required by the Otago Regional Council under condition of a resource consent relating to a residential development. The report assessed the effects and recommended that the application be granted subject to the fulfilment of various conditions.

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

1. **Note the contents of this report;**
2. **Approve a licence to occupy application for the placement of Groundwater Monitoring Piezometers within Lismore Street and Tramore Street road reserves, subject to the following conditions:**
 - a. **Works are to be undertaken in accordance with Otago Regional Council's Water Permit for Consent No. RM15.129.02;**
 - b. **A comprehensive Site Management Plan is to be prepared and implemented, at the applicant's cost, to ensure a safe environment is maintained around the subject site;**
 - c. **Bores are to be flush with the surrounding ground so as not to create a safety hazard;**
 - d. **All services, including phone, power and gas within the road reserve and any water, sewer and storm water services must be identified and catered for;**

- e. **The applicant to be liable for any damages and/or reinstatement of Council's or any other person's property that may arise from the proposed activity. This will need to be evidenced by before and after photographs / video or similar;**
- f. **Consultation and notification is undertaken with adjacent properties before and throughout the occupation period;**
- g. **No compromise shall be made to Council infrastructure or access to same.**

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

3. Right of Way Easement – Kawarau Village Holdings

Consideration was given to an application for a Right of Way Easement to formalise access to Lot 3 DP 300002 & Section 22 Block I Coneburn Survey, previously managed by an Access Agreement, in favour of Kawarau Village Holdings Limited. The report recommended that the Property Subcommittee consider notifying Council's intentions to grant the Easement and nominate a hearings panel should a hearing be required. After discussion, it was agreed that notification was not required in this instance as access was already in place.

Mayor van Uden noted that the report to the Council should include the proposed restrictions to be placed on any use of the right of way.

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

- 1. Note the contents of this report;**
- 2. Recommend Option 2, that the Council grant a Right of Way Easement over Council Land legally referred to as Lot 3 DP 300002 & Section 22 Block I Coneburn Survey in favour of Kawarau Village Holdings Limited.**

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

The meeting moved out of public excluded and concluded at 11.17am

Confirmed as a true and correct record:

Chair

Date