

**Property Subcommittee
23 August 2016**

Minutes of a meeting of the Property Subcommittee held on Tuesday 23 August 2016 in Council Chambers, 10 Gorge Road, Queenstown commencing at 11.50am

Present

Mayor van Uden and Councillors MacLeod and Stammers-Smith

In Attendance

Ms Jan Maxwell (Arts and Events Facilitator), Ms Jo Conroy (APL Property), Mr Aaron Burt (Planner Parks and Reserves) and Ms Shelley Dawson (Senior Governance Advisor)

Apologies

An apology was received from Councillor Aoake

On the motion of Councillors MacLeod and Stammers-Smith it was resolved that the apology be accepted.

Declaration of Conflicts of Interest

Councillor Stammers-Smith noted that he had a conflict of interest in Item 1: *Heritage Incentive Grant Application – Arrowtown Goldfields Gaol* as he was on the Board of the Lakes District Museum.

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> |
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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 11.51am.

Confirmation of Minutes

The minutes of the Property Subcommittee meeting held on 21 July 2016 and 11 August 2016 were unable to be confirmed as there were insufficient members available who were present at that meeting.

Matters Lying on the Table

There were no matters lying on the table.

Confirmation of Agenda

On the motion of Councillors MacLeod and Stammers-Smith it was agreed to consider late items *Proposed New Licence for Fork and Pedal Limited* and *Affected Person's Approval – CCR Limited, Wanaka Lakeview BBQ Shelter* as items 4 and 5 on the agenda. It was agreed to consider these items as a decision was required sooner than the date set of the next committee meeting.

Councillor Stammers-Smith sat back from the table and did not take part in discussion or voting for the following item.

1. Heritage Incentive Grant Application – Arrowtown Goldfields Gaol

Consideration was given to an application for a Heritage Incentive Grant for reimbursement of building consent costs for restoration work to the Arrowtown Goldfields Gaol situated at 8 Cardigan Street, Arrowtown. The gaol building has a Heritage Protected Feature Category 1 listing in the District Plan. The report

recommended a grant of \$3,727 for reimbursement of building consent costs for the restoration of the Arrowtown Goldfields Gaol cottage.

The Committee was advised that this was the first Heritage Grant application for this financial year.

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

- 1. Note the contents of this report and in particular;**
- 2. Approve the Heritage Incentive Grant of \$3,727 for reimbursement of building consent costs for the restoration of the Arrowtown Goldfields Gaol cottage situated at 8 Cardigan Street, Arrowtown.**
- 3. Authorise this report and resolution be made available to the public as part of the next Mayor's report to Council.**

Councillor Stammers-Smith returned to the table for the rest of the meeting

2. Temporary Road Closure - Weather Contingency Days - Light Up Wanaka Street Festival and Markets 2016

Consideration was given to a report requesting weather contingency days in addition to the temporary road closures associated with the Light Up Wanaka Groups Street Festivals approved at the Property Sub Committee meeting 23 June 2016. The road closure application was for weather contingency days for the two remaining Light Up Wanaka Street Festival and Markets in September and October 2016.

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

- 1. Note the contents of this report and in particular;**
- 2. Approve the road closure application for weather contingency days for the two remaining Light Up Wanaka Street Festival and Markets 2016 subject to the following conditions:**
 - a. Resource Consent RM160468 being granted;**
 - b. Approval of the final Traffic Management Plan by QLDC Road Corridor Engineer prior to the event taking place;**

- c. Radio advertising two days prior to and on the morning of the event;
- d. The event organisers arranging suitable disposal methods for recycling and rubbish/refuse;
- e. The event organisers ensure access is available for emergency services and maintenance contractors if required;
- f. The applicant notifying all affected parties via a submitted affected party notice, of the extent of the temporary road closure. This notification is to be undertaken five working days prior to the closure occurring;
- g. A copy of this notice is to be supplied to APL Property Limited.

3. Authorise the following schedule of road closures:

Weather Contingency Days

Road to be Closed: Lower Helwick Street between Ardmore Street and Dunmore Street

Periods of Closure: Thursday 1 September 2016 from 1400 to 2100 (previously approved) OR

Thursday 8 September 2016 from 1400 to 2100 if weather conditions require.

Thursday 6 October 2016 from 1400 to 2100 (previously approved) OR

Thursday 13 October 2016 from 1400 to 2100 if weather conditions require.

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

3. Proposed New Licence for Wakatipu Dog Agility Club at Jardine Park

Consideration was given to an application for approval to notify the intention to grant a new licence to Wakatipu Dog Agility Club for their operation and shed on Jardine Park (Part Lot 69 DP 9249). A previous agreement to use the reserve expires on 31 September 2016. The club wished to offer classes mid-week during the summer as well as current Saturday morning classes and the number of days they intended to operate triggered notification of the intention to grant a licence.

It was explained that advertising would start next week to enable the report to be considered at the last Council meeting of the triennium. It was suggested that Councillors Aoake, Forbes and Gilmour sit on the hearing panel and recommendation 3 was amended to reflect this. The Mayor asked Ms Conroy to confirm with the Kelvin Peninsula Community Association that they had no concerns with the proposal.

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

- 1. Note the contents of this report and in particular;**
- 2. Approve notification of the intention to grant a new licence to Wakatipu Dog Agility Club on Part Lot 69 DP 9249 subject to the following terms:**

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|---------------------------------|--|
| Commencement | 1 October 2016 |
| Term | 3 years |
| Renewals | Two of 3 years each by agreement of the parties |
| Rent | Pursuant to the Community Facilities Pricing Policy |
| Reviews | At renewal |
| Early Termination notice | 1 year (but not in the first year) for core infrastructure projects |
| Other | At expiry, improvements to be removed or revert to Council ownership (Licensees choice) |
| | Public liability Insurance required |
| | Health and Safety plan to be provided for approval |

Club to remove all waste after each session

Council able to suspend the licence if the reserve is needed for another event, for maintenance or development or due to safety issues.

Public access to be maintained at all times.

- 3. Appoint Councillors Aoake, Forbes and Gilmour (any two of which can form a hearing panel) to hear any submissions and make a recommendation to Council.**
- 4. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council**

4. Proposed New Licence for Fork and Pedal Limited

Consideration was given to an application for a new licence for Fork and Pedal Limited to operate a commercial walking tour through various reserves in the Queenstown CBD. Approval was sought for notification of the intention to grant a licence over Section 6 Blk LI TN of Queenstown, Part Recreation Reserve Block XV TN of Queenstown, Sec 17 Blk XV TN of Queenstown, Section 18 Blk XV TN of Queenstown, Section 1 Blk IX TN of Queenstown, to Fork and Pedal Limited for guided commercial walking tours.

It was suggested that Councillors Stammers-Smith, Aoake and Gazzard sit on the hearing panel and recommendation 3 was amended to reflect this. The Mayor asked the Committee Advisor to contact the relevant Councillors about their appointments to the two hearing panels.

There was discussion around giving approval of the APA before the licence was granted as this was a different situation to other APA's that the Committee had granted. It was suggested that approval of the APA be deferred until after the hearing of submissions and a decision on the reserve licences has been made. Ms Conroy noted that if there were no submissions a report could be considered by Council before the local body elections. Ms Conroy was instructed to include the APA approval in the report to Council and recommendation 4 was removed.

There was a discussion around the rent of 10% of 7.5% and it was explained that the applicants would be on reserve for approximately 10% of the proposed route. It was noted that the applicants would also need a permit under the nuisance bylaw. It was suggested that the rent be consistent with the similar licence granted to the Free Guided Tours applicants.

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 and in particular;**
- 2. Approve notification of the intention to grant a licence over Section 6 Blk LI TN of Queenstown, Part Recreation Reserve Block XV TN of Queenstown, Sec 17 Blk XV TN of Queenstown, Section 18 Blk XV TN of Queenstown, Section 1 Blk IX TN of Queenstown, to Fork and Pedal Limited for guided commercial walking tours subject to the follow terms:**

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|---------------------|---|
| Commencement | 1 November 2016 |
| Term | 1 year |
| Renewals | 3 of 3 years each by agreement of both parties |
| Rent | 10% of 7.5% of turnover |
| Reviews | Upon renewal |
| Insurance | Requirement to have public liability insurance of \$2 million |
| Other | Must have resource consent and permit pursuant to obstructions in public places by-law. Must avoid blocking paths and give way to other path users. Council to retain ability to suspend the licence for safety purposes or to avoid large public events. Health and Safety plan to be provided. |

- 3. Appoint Councillors Stammers-Smith, Aoake and Gazzard (any two of which can form a hearing panel) to hear any submissions and make a recommendation to Council.**
- 4. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council**

5. Affected Person's Approval – CCR Limited, Wanaka Lakeview BBQ Shelter

Consideration was given to an application for Affected Person's Approval (APA) to allow CCR to construct a BBQ shelter within their lease area at the Wanaka Lakeview Camping Ground. The application sought an APA for resource consent application RM160633 plans dated July 2016 at Section 10 Blk XV Town of Wanaka and Part Section 12 Blk XV Town of Wanaka for the purpose of constructing a BBQ shelter.

It was noted that the report was being considered by the Property Subcommittee rather than the Wanaka Community Board due to the timing of the next Wanaka Community Board meeting. It was suggested that a recommendation 4 be added to authorise the report and resolution be made available to the public as part of the next Mayor's report to Council.

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

- 1. Note the contents of this report and in particular;**
- 2. Approve an APA for resource consent application RM160633 plans dated July 2016 at Section 10 Blk XV Town of Wanaka and Part Section 12 Blk XV Town of Wanaka for the purpose of constructing a BBQ shelter.**
- 3. Delegate execution of the Affected Person's Approval to the General Manager: Property and Infrastructure, and Parks Planning Manager.**
- 4. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council**

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

The meeting moved out of public excluded and concluded at 12.05pm.

Confirmed as a true and correct record:

Chair

Date