

**Attachment D: Draft minutes of Property
Subcommittee meeting held on
9 October 2014****Property Subcommittee
9 October 2014**

Minutes of a meeting of the Property Subcommittee held on Thursday, 9 October 2014 in Council Chambers, 10 Gorge Road, Queenstown commencing at 9.30am

Present

Mayor van Uden, Councillors Aoake and MacLeod

In Attendance

Councillor Forbes, Ms Vanessa Rees-Francis, Mr Mike Weaver, Mr Dan Cruickshank and Ms Shelley Dawson

Apologies

Councillor Stammers-Smith was on a leave of absence and an apology for lateness was received from Councillor MacLeod

On the motion of Councillor Aoake and Mayor van Uden it was resolved that the apology was received.

Declaration of Conflicts of Interest

There were no conflicts noted.

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>

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 9.31am.

Matters Lying on the Table

There were no matters lying on the table

Confirmation of Minutes

Confirmation of the minutes was deferred until later in the meeting as there were not two Councillors present who had attended the 25 September 2014 meeting.

Confirmation of Agenda

The agenda was confirmed without addition or alteration.

1. Temporary Road Closure Application- Arrowtown Preschool Fundraising Trolley Race 2014 (PSC 14/10A/01)

Consideration was given to an application for a temporary road closure for the Arrowtown Preschool Fundraising Trolley Race scheduled for Saturday 15 November 2014. The event organisers sought to close a set of roads between 9am and 4pm to hold their annual fund raising trolley race. The road closure application involved a different course than in prior years.

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

- a. Approve the road closure application for the Arrowtown Preschool Fundraising Trolley Race subject to the following conditions:
 - i. Approval of the final Traffic Management Plan by Queenstown Lakes District Council's Infrastructure Services.
 - ii. Radio advertising of the road closure two days prior to the event and on the morning of the event.
 - iii. The event organisers arranging suitable disposal methods for recycling and appropriate disposal of rubbish/refuse which cannot be recycled.
 - iv. A reminder notice in writing about the road closures for the Trolley Race being distributed to all affected businesses and residences five working days prior to the road closures occurring.
- b. Authorise the following schedule of road closures:

Roads to be Closed: Manse Road - part closure from 180 metres before the Surrey Street intersection, Durham Street - part closure 260 metres from the Manse Road intersection, Caernarvon Street - part closure 68 metres past the Surrey Street intersection, All of Surrey Street, All of Villiers Street, and Buckingham Street (West) from Berkshire Street to Butlers Green.

Period of Closure: 0900 to 1600 Saturday 15 November 2014

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

2. Temporary Road Closure Application- Wanaka Fest 2014 (PSC14/10A/02)

Consideration was given to an application for a temporary road closure for Wanaka Fest 2014 scheduled for Labour Weekend on Saturday 25 October

2014. The organisers of Wanaka Fest 2014 sought to temporarily close a set of Council roads to hold two events associated with the festival occurring on Saturday 25 October 2014. This incorporated a street festival on Ardmore Street and Helwick Street and a trolley derby on Plantation Road. The Red Bull Defiance Adventure Race finish was also proposed to utilise a portion of Ardmore Street.

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

a. Approve the road closure application for Wanaka Fest 2014 subject to the following conditions:

- i. Approval of the final Traffic Management Plan by Queenstown Lakes District Council's Infrastructure Services.**
- ii. Radio advertising two days prior and on the morning of the event.**
- iii. The event organisers arranging suitable disposal methods for rubbish/refuse and recycling.**
- iv. A reminder notice in writing about the road closures for the Trolley Derby, Street Festival and Red Bull Defiance finish being distributed to all affected businesses and residences five working days prior to the road closures occurring.**
- v. The applicant must work with businesses within the closure area, to ensure scheduled deliveries can occur, either outside the closure times or in co-ordination with the traffic management team during the closure periods.**
- vi. Clear signage is to be placed around closure areas within the CBD advising the public that businesses in the affected areas are still operating.**

b. Authorise the following schedule of road closures:

Saturday 25 October 2014

Trolley Derby:

Road to be Closed: Partial closure of Plantation Road (approximately 400 metres in front of Mount Aspiring College).

Period of Closure: 1230 to 1530

Street Festival/Red Bull Defiance Finish:

Roads to be Closed: Ardmore Street from the lakefront carpark entry (opposite Alivate) to the lakefront car park exit to Ardmore Street (near Lakeside Road intersection) and Helwick Street from Ardmore Street to Dunmore Street

Period of Closure: 1200 to 2100

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

3. Temporary Road Closure Application- Queenstown Car Club Coronet Peak Hill Climb 2014 (PSC14/10A/03)

Consideration was given to a temporary road closure application for the annual Queenstown Car Club Coronet Peak Hill Climb scheduled for Saturday 15 November 2014. The event occurs annually and the organisers required a temporary road closure of Coronet Peak Road to run their event. This event was held to a similar degree last year and the road closure application was identical to that submitted and approved in prior years (one hour less in duration).

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

- a. Approve the road closure application for the annual Queenstown Car Club Coronet Peak Hill Climb subject to the following conditions:
 - i. A Traffic Management Plan must be approved by Queenstown Lakes District Council's Infrastructure and Assets Department prior to the event taking place.
 - ii. The event is to be advertised on the radio two days prior and on the morning of the event.
 - iii. The event organisers are to arrange suitable disposal methods for recycling and rubbish/refuse.
- b. Authorise the following schedule of road closures:

Road to be Closed: Coronet Peak Road between the Skippers Road intersection and the end of the road.

**Period of Closure: 0800 to 1700 Saturday 15
November 2014**

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

4. Renew a Licence to Occupy to Liquid Expeditions Limited for the Water Bases "Flyboards" Operation from St Omer Park (PSC14/10A/04)

Consideration was given to an application for renewal of the licence to occupy a recreation reserve to Liquid Expeditions Limited in a new location. The applicants were granted a licence to occupy recreation reserve by Council in 2013 to operate "Flyboards" a water based activity from St Omer park in Queenstown Bay, Section 2 Block XVII Town of Queenstown. They have requested the renewal of their licence in its present location however APL has been in negotiations with Liquid Expeditions Limited to move the Flyboard operation to a new location to the east of One Mile car park to alleviate safety concerns around cars parking along Lake Esplanade.

There was discussion on the concerns from the Lakefront Apartments (page 39) and the Committee questioned whether they had been advised of the process, timing and that Council had similar concerns.

Councillor MacLeod joined the meeting at 9.32am.

The Committee requested the Parks Manager, Operations contact the complainants and clearly explain the process to them and the change in location as an official response to their letter. It was explained that the new location was more appropriate. There was discussion on the review of commercial operators on reserve in Queenstown Bay and it was noted that the terms of this licence gave Council a chance to reassess in a years' time.

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

a. Recommend to Council

- i. To Grant the renewal of a licence to occupy recreation reserve for the operation of a Flyboard operation from St Omer Park, Recreation Reserve Section 110 Block XX Shotover SD, varying the licence to one year with one right of renewal for a further two years with a further two rights of renewal of three years each.**
- ii. To delegate to the General Manager, Operations authority to negotiate final terms and conditions for the operation of a Flyboard operation from St Omer Park, Recreation**

Reserve Section 110 Block XX Shotover SD, varying the licence to one year with one right of renewal for a further two years with a further two rights of renewal of three years each and be authorised to execute the licence to occupy.

iii. To exercise the Minister's consent (under delegation from the Minister of Conservation) to grant this licence to occupy for the operation of a Flyboard operation from St Omer Park, Recreation Reserve Section 110 Block XX Shotover SD, varying the licence to one year with one right of renewal for a further two years with a further two rights of renewal of three years each.

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

5. Licence to Occupy Whitechapel Recreation Reserve for Grazing (PSC14/10A/05)

Consideration was given to two separate applications to graze horses on Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD. At the time the land was vested as Recreation Reserve by the Department of Conservation there were two individual leases in place however both these leases expired in 2014. The land is currently not being maintained by Council.

It was noted that the historic water races should be fenced off from stock. It was agreed that a recommendation b. be added to allow the report and resolution to be made public as part of the Mayor's report to Council.

On the motion of Councillors MacLeod and Aoake it was resolved that the Property Subcommittee:

a. Recommend to Council

i To grant a grazing lease over part of Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD to J Tomes at \$1 for a five year term with one renewal period to be mutually agreed.

ii To grant a grazing lease over part of Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD to J Jones at \$1 for a five year term with one renewal period to be mutually agreed.

- iii The delegation of the power to the General Manager, Operations to negotiate final terms and conditions of the leases to T & J Tomes for Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD; and to J Jones for Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD; to
 - iv The exercise of the Minister's prior consent (under delegation from the Minister of Conservation) to the grant of each lease of the Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD; and Whitechapel Recreation Reserve, Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD.
- b. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.

Confirmation of Minutes

On the motion of Mayor van Uden and Councillor MacLeod it was resolved that the minutes of the Property Subcommittee meeting held on 25 September 2014 be confirmed as a true and correct record.

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

The meeting concluded at 9.40am.

Confirmed as a true and correct record:

Chairperson

Date