

Summary of incomplete actions from earlier Council meetings

COUNCIL ACTIONS: ORDINARY MEETING OF 26 NOVEMBER 2015

Agenda item	Actions	Responsibility of:	Description of action taken
1. Special Housing Areas Expression of Interest: Arthurs Point and Onslow Road	a) Finalise and execute Deed of Agreement. b) Forward recommendation to the Minister of Building and Housing.	Planning and Development	Partially complete Onslow Road: Contents of Deed have been agreed. An execution copy of the Deed is being compiled but is yet to be signed by both sides. It is hoped that this will be completed by 19 February and for it to be sent to the Minister by the end of the following week. A further update on whether this has been achieved can be provided at the meeting. Arthurs Point: Feedback is still awaited from the developer.
2. Special Housing Area Expression of Interest: Shotover Country	a) Finalise and execute Deed of Agreement. b) Forward recommendation to the Minister of Building and Housing.	Planning and Development	Partially complete Subsequent report to be presented to extraordinary Council meeting on 1 March 2016.
3. Special Housing Area Expression of Interest: Arrowtown Retirement Village	a) Commence negotiations to ensure consistency with Lead Policy b) Direct developer to conduct further infrastructural assessments c) Prepare further reports for Council once earlier steps are complete.	Planning and Development	Partially complete Subsequent report to be presented to extraordinary Council meeting on 1 March 2016.
5. Chorus NZ – Easement over Reserve Land	a) Finalise terms and conditions and prepare easement documentation. b) Undertake negotiations on waiver of fees and cost of Wi-Fi installation at Wanaka Sports Facility. c) Exercise Minister of Conservation's consent.	Infrastructure and Property (APL) (Averil)	Complete Easement is finalised and ducting installed. The parties were not able to reach an agreement around a waiver of fees for the Wanaka Sports Facility, so Chorus was invoiced the full easement amount of \$25,360.
6. Stopping and Sale of Road Reserve – Glenda Drive	a) Initiate statutory procedures to stop road. b) Dispose of stopped portion of road for approved amount.	Infrastructure and Property (APL) (Jo)	Partially complete: Ministerial consent has been obtained for road stopping in a rural area. Survey is 80% complete, waiting for Fulton Hogan to finish formwork for new footpath at north end. Expecting survey to be complete within the next week and three weeks until survey approval.
10. Hawea Unformed Legal Roads	Finalise agreements with Clutha Fisheries Trust, Upper Clutha Tracks Trust and Devon Dairy Farm.	Infrastructure and Property	Partially complete The agreement and the easements authorised by Council have been drafted. Work is now progressing on finalising survey, and obtaining resource consent.

Agenda item	Actions	Responsibility of:	Description of action taken
			Legal work on vesting/stopping of roads will start upon completion of survey.
13. Queenstown Central Business District Litter Collection	Present information in preparation of 2016/17 Annual Plan options for extended litter collection and refuse management in the Queenstown CBD.	Finance and Regulatory	Incomplete To be actioned as part of preparation of 2016/17 Annual Plan.
14. Dog Control Policy and Practices Report 2014-2015	Consider options for educating/informing the public about on/off leash dog walking areas.	Finance and Regulatory	Partially complete Further signage is being installed in liaison with parks and reserves staff. Work is being undertaken on the ability to develop a phone app for on/off leash areas in-house.
18. CE's Report	Provide financial reports with future reports.	Finance and Regulatory	Partially complete Finance Department has been notified of Council reporting deadlines.
19. Appointment of Commissioners for the Hearings Panel on Stage 1 of the District Plan Review under the Resource Management Act 1991	[REDACTED]	Planning and Development	[REDACTED]

COUNCIL ACTIONS: ORDINARY MEETING OF 29 OCTOBER 2015

Agenda item	Actions	Responsibility of:	Description of action taken
6. Extension of area serviced by Lake Hayes Water Scheme	Develop a set of criteria for approval of extensions to water schemes	Infrastructure and Property	Incomplete Work has commenced on this project but a timeframe for completion is currently unknown.
9. Mayor's Report	Request for explanation of the disparity between employment figures published in different Queenstown Convention Centre reports.	Corporate Services	Partially complete A response will be furnished by the end of February.
11. Coronet Forest Management Options	[REDACTED]	Infrastructure and Property/ Corporate Services	[REDACTED]

Agenda item	Actions	Responsibility of:	Description of action taken
13. Plan Change 49 Earthworks – Appeal Matters		Planning and Development	
14. Purchase of land for Eastern Access Road		Infrastructure and Property (APL) (Jo)	

COUNCIL ACTIONS: ORDINARY MEETING OF 24 SEPTEMBER 2015

Agenda item	Actions	Responsibility of:	Description of action taken
5. Proposal to Vest Reserve Land – Contact Energy Ltd	Complete statutory procedures for vesting of land as local purpose (gravel) reserve	Infrastructure and Property (Parks)	Complete Land has been vested as local purpose (gravel) reserve.
6. Arrowtown Community Preschool - new lease	Prepare and issue new lease.	Infrastructure and Property (APL) (Averil)	Partially complete February update Lease documents are with the lessee and will be considered at a Board meeting on 17 February. It is expected that this will result in the lease being signed.
7. Queenstown Golf Club - new lease	Prepare and issue new lease.	Infrastructure and Property (APL) (Jo)	Partially complete The Council is in negotiations with the Queenstown Golf Club about final lease conditions.
8. Proposed road legalisation at Stalker Road	Complete statutory procedures for land acquisition and road stopping.	Infrastructure and Property (APL) (Jo)	Partially complete Awaiting LINZ approval of survey plans.

COUNCIL ACTIONS: ORDINARY MEETING OF 27 AUGUST 2015

Agenda item	Actions	Responsibility of:	Description of action taken
8. Notification of intention to prepare a Reserve Management Plan for the Wanaka Recreational Reserve	Complete notification procedures.	Infrastructure and Property (Parks)	Partially complete A draft Wanaka Recreational Reserve: Reserve Management Plan will be presented to the Board in the first half of 2016, seeking approval for public notification and consultation. Council staff will have a presence at the Upper Clutha A&P Show and one of the issues on which they will seek feedback is what should be included in the Reserve Management Plan for the Wanaka Recreational Reserve.
9. Wanaka Watersports Facility – Proposed New	Prepare lease documents.	Infrastructure and Property (APL)	Partially complete February update:

Agenda item	Actions	Responsibility of:	Description of action taken
Ground lease		(Averil)	Lease preparation is on hold pending the outcome of the resource consent process. Consent hearing is scheduled to take place 29 February - 3 March 2016.
10. Proposal to vest reserve land at a Lake Edge Limited Subdivision on Peninsula Road	Complete vesting procedures.	Infrastructure and Property (Parks)	Partially complete February update: Work has begun on creating the new park but vesting can only occur after S224 consent has been issued. Construction is currently underway so timeframe for completion may be 3-4 months.
18. Mayor's Report	Upper Clutha A&P Society – New Lease: Prepare lease in accordance with Council directions	Infrastructure and Property (Parks)	Partially complete February update: Lease is with Lane Neave for registration following a new survey plan needed to facilitate the registration.

COUNCIL ACTIONS: ORDINARY MEETING OF 30 JULY 2015

Agenda item	Actions	Responsibility of:	Description of action taken
5. Proposal to Vest Reserve Land at Kirimoko Crescent	Complete statutory procedures for reserve vesting.	Infrastructure and Property (Parks)	Partially complete Vesting can only occur after S224 consent has been issued. Construction is currently underway so timeframe for completion may be 3-4 months.
6. Proposal to Vest Reserve Land – Shotover Country Stage 1F	Complete statutory procedures for reserve vesting.	Infrastructure and Property (Parks)	Partially complete Vesting can only occur after S224 consent has been issued. Issue of consent will be tied to a future stage of the subdivision (staff are awaiting clarification from the developer on what stage) so timeframe for final completion could be 12 months or more.

COUNCIL ACTIONS: ORDINARY MEETING OF 30 JUNE 2015

Agenda item	Actions	Responsibility of:	Description of action taken
10. Local Alcohol Policy – additional research	Convene working party for further investigations.	Finance and Regulatory	Partially complete The Council-formed group consisting of the Mayor, Councillors Aoake and Lawton, police, medical officer of health, and four licensees (from Wanaka and Queenstown), has met several times to discuss views on alcohol-related harm in our community and decisions from the Alcohol Regulatory

Agenda item	Actions	Responsibility of:	Description of action taken
			Licensing Authority regarding LAPs. A meeting scheduled in late November had to be cancelled and it was not practical for licensees to meet pre-Christmas. A meeting is now scheduled for early March.
19. CEO's Report: Councillors' 'Disclosure of Pecuniary and Other Specified Interests	Further consider options for Councillor disclosure to address privacy concerns expressed.	Corporate Services	Partially complete: The conflicts register has been updated following completion of forms by elected members, and forwarded to the chair of the Audit and Risk Committee.

COUNCIL ACTIONS: ORDINARY MEETING OF 3 JUNE 2015

Agenda item	Actions	Responsibility of:	Description of action taken
2. Adoption of new Code of Conduct and Appointment of New Conduct Committee;	Appointment of Conduct Committee members	Corporate Services	Partially complete: No suitable candidates were identified through the EOI process to refer to the Audit and Risk Committee. Further options for recruitment will be discussed at the next Committee meeting which is scheduled for 14 March 2016.
12. Wanaka Office Upgrade Project	[REDACTED]	Corporate Services	[REDACTED]

COUNCIL ACTIONS: ORDINARY MEETING OF 30 APRIL 2015

Agenda item	Actions	Responsibility of:	Description of action taken
14. Chief Executive's report	Mead Road: Take actions to acquire Mead Road under Public Works Act.	Corporate Services	Partially complete: Meredith Connell has formally communicated with Hunter Valley Station's legal advisor that the Council wishes to regularise Mead Road's legal status by acquisition under the Public Works Act. September update: Valuation being sought so that action under PWA can proceed. October Update: Hunter Valley Station has advised that Mead Road will be open for public use after lambing until Easter 2016. Negotiations

Agenda item	Actions	Responsibility of:	Description of action taken
			continue to secure long-term public access. February update: Matters are progressing favourably but cannot be reported publicly at this time owing to legal ramifications.

COUNCIL ACTIONS: ORDINARY MEETING OF 24 MARCH 2015

Agenda item	Actions	Responsibility of:	Description of action taken
9. Draft Glenorchy Airstrip Reserve Management Plan	In liaison with governance arrange hearing and report of final plan to Council.	Infrastructure and Property (Parks)	Partially complete A hearing was scheduled to take place in late February 2016 but was deferred pending confirmation of a new public access to the airstrip.
10. Proposed Glenorchy Local Purpose Reserve land exchange	Complete statutory procedures.	Infrastructure and Property (Parks)	Partially complete Land exchange cannot occur until the applicant has secured resource consent. The action is still sitting with the applicant.
12. Reclassify Reserve and Grant a New Ground Lease – Riverbank Road, Wanaka	Issue lease.	Infrastructure and Property (APL) (Jo)	Partially complete Reclassification of the reserve will only be gazetted after resource consent is obtained. The action is still sitting with the applicant.

COUNCIL ACTIONS: ORDINARY MEETING OF 26 FEBRUARY 2015

Agenda item	Actions	Responsibility of:	Description of action taken
7. Strategy for the Procurement of Transport Infrastructure	a. Basis for tiered pre-qualification system to be presented to Council. b. Procurement policy to be brought to Council for review.	Infrastructure	Partially complete a. Staff are undertaking research on prequalification issues and are preparing a timeline for delivering this project. b. Procurement policy review is scheduled to be presented to Audit and Risk Committee in March and thence to Council in April.
12. Mayor's Report (recommendation from PSC 12 February 2015)	Complete statutory procedures for right-of-way easement at 57 Arrowtown-Lake Hayes Road.	Infrastructure and Property (APL) (Dan)	Incomplete The applicant is still considering whether to proceed and this has been the position for some months. From next month, this item will be archived and only reintroduced into the actions list if the applicant indicates a wish to proceed with the next steps in the easement process.

COUNCIL ACTIONS: ORDINARY MEETING OF 18 DECEMBER 2014

Agenda item	Actions	Responsibility of:	Description of action taken
24 Frankton Marina	[REDACTED]	Corporate Services	[REDACTED]

[REDACTED] ORDINARY MEETING OF 27 NOVEMBER 2014

Agenda item	Actions	Responsibility of:	Description of action taken
20. Expiry of cabin licences at Lakeview	[REDACTED]	Corporate Services	[REDACTED]

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.	Infrastructure and Property	Incomplete February update Coastguard Queenstown intend to make submission to 16/17 AP for loan to be amended to grant.