

QLDC Council
30 October 2014
Report for Agenda Item: 8

8. Mayor's report

Purpose

To summarise the Mayor's activities since the date of the last report and to raise other items of democratic and general interest, including a summary of actions taken in response to the decisions made at previous Council meetings.

Recommendation

That Council:

- a. **Note** the report;
- b. **Adopt** the schedule of ordinary Council meetings for 2015;
- c. Walking/Cycle Track on road reserve and unformed road, Hawea
Approve the Upper Clutha Tracks Trust proposal to form a track on road reserve and unformed road between the Hawea Domain and Cemetery Road in Hawea, subject to the confirmation of track specification and the maintenance requirements to the satisfaction of the Manager, Parks and Operations.
[From Property Subcommittee meeting of 25 September 2014 – refer pp 25-26 and page 34]
- d. Request for Approval under a Consent Notice condition on the Kawarau Falls Station Foreshore Land
Approve the Lakes Edge Developments Ltd proposal to build a machine stacked schist stone wall not exceeding 1 metre in height within the 8 metre wide strip be approved provided that all access, equipment and works occurs within private land.
[From Property Subcommittee meeting of 25 September 2014 – refer pp 34-35]
- e. Renewal of Licence to Occupy to Liquid Expeditions Limited for the Water Bases "Flyboards" Operation from St Omer Park
 - i. **Approve** 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. **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. **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.

[From Property Subcommittee meeting of 9 October 2014 – refer pp 27-28 and 45-46]

f. Licence to Occupy Whitechapel Recreation Reserve for Grazing

- i. **Exercise** 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.
- ii. **Notify** the intention to grant grazing leases over the following recreation reserve areas:
 - i. 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 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. **Appoint** a hearings panel of 3 Councillors to hear and determine any objections, and to make a decision whether or not to grant the leases notified 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;
- iv. **Delegate** 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.

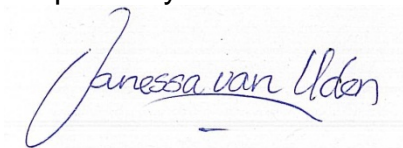
[From Property Subcommittee meeting of 9 October 2014 – refer pp 29-30 and 46-47]

g. Chair's Report

Investigate further the possible purchase of the Wanaka Fire Station Building at 45 Ardmore Street, Wanaka.

[From Wanaka Community Board meeting of 13 October 2014 – refer page 54]

Prepared by:



Vanessa van Uden
Mayor
16/10/2014

Mayor's Activities

- 1 The following is a summary of the principal functions and meetings attended by the Mayor over the period 24 September 2014 – 29 October 2014.
 - CBD Revitalisation meeting
 - Farewell for Nicole Bell (Mountain Scene)
 - Opening speech at Shaping Our Future speaker series
 - QAC Board meeting
 - Trustpower Awards – judging
 - Meeting of Wakatipu Health Reference Group
 - Rural Games luncheon
 - Glenorchy Wastewater meeting
 - Meeting re Glenorchy Rugby Club trees
 - Audit and Risk Committee meeting
 - Hangzhou Sister City visit
 - Meeting with Helen Sanford, re Community Hospice Trust

Community Housing Trust liaison meeting

- 2 Councillors Forbes, Lawton and Perkins met with representatives from the QLCHT for the first time on 16 September. Items discussed at the meeting included:
 - Plan Change 24 – the MOU being developed will include detail about applying the Plan Change through good relationships and by making developers well aware of their responsibilities very early on in the consent process.
 - MOU – Council has provided the Trust with a draft MOU for their initial comment and input. Communication with Council staff will depend on issues at hand and it is envisaged that the main point of reference between the Trust and the Council should be through the Councillor representatives. Full Council will be kept informed through these representatives and a summary of liaison meetings will be included in the monthly Mayor's report to full Council.
 - General – the Trust is advertising for replacement trustees. Council will have input into any recommendations.

Adoption of Schedule of Ordinary Council meetings

- 3 The Council needs to adopt a schedule of ordinary Council meetings in accordance with Clause 19(6)(a)(i) Schedule 7 of the Local Government Act 2002 which states that ‘a local authority must hold the meetings that are necessary for the good government of its region or district.’ The Local Government Act also requires the Council to hold meetings at the times and places that it appoints and suggests that a local authority should adopt a schedule of meetings:

(6) If a local authority adopts a schedule of meetings,—

(a) the schedule—

- (i) may cover any future period that the local authority considers appropriate; and*
(ii) may be amended;

- 4 So that elected members are able to plan their various commitments, I am recommending that the Council adopt the following schedule of ordinary Council meetings for 2015:

Thursday 26 February

Tuesday 24 March (adopt draft LTP)

Thursday 30 April

Thursday 28 May

Tuesday 30 June (adopt LTP)

Thursday 30 July

Thursday 27 August

Thursday 24 September

Thursday 29 October (adopt Annual Report)

Thursday 26 November

Thursday 17 December

Recent Meetings

- 5 Property Subcommittee minutes (25 September 2014)

- 1 Heritage Incentive Grant Application – Hawea Playgroup
- 2 Application for Licence to Occupy Road Reserve: from Lower Shotover Conservation Trust for the unformed legal road off Fitzpatrick Road, Wakatipu
- 3 Application to form a Walking/Cycle Track on road reserve and unformed road between the Hawea Domain and Cemetery Road, Hawea (*recommendation to Council*)
- 4 Request for Approval under a Consent Notice condition on the Kowarau Falls Station Foreshore Land (*recommendation to Council*)

6 Resource Consent Commissioner Appointment Committee minutes
(25 September 2014)

1 Commissioner Appointments:

- RD Petroleum Ltd (RM140623)
- AS and AD Harrington Family Trust (RM140345)
- Satomi Holdings Ltd (RM140525)
- Willowridge Developments Ltd (RM140226)
- CFS Trustees Ltd (RM140474)

7 Property Subcommittee draft minutes (9 October 2014)

- 1 Temporary Road Closure Application – Arrowtown Preschool Fundraising Trolley Race 2014
- 2 Temporary Road Closure Application – Wanaka Fest 2014
- 3 Temporary Road Closure Application- Queenstown Car Club Coronet Peak Hill Climb 2014
- 4 Renewal of Licence to Occupy to Liquid Expeditions Limited for the Water Bases “Flyboards” Operation from St Omer Park (*recommendation to Council*)
- 5 Licence to Occupy Whitechapel Recreation Reserve for Grazing (*recommendation to Council*)

8 Wanaka Community Board meeting draft minutes (13 October 2014)

- 1 Adoption of Wanaka Lakefront Reserves Management Plan
- 2 Chair’s report
- 3 Temporary Road Closure Application – Challenge Wanaka 2015
- 4 Temporary Road Closures – Upper Clutha A & P Show 2015

Attachments

A Property Subcommittee reports on:

- Walking/Cycle Track on road reserve and unformed road, Hawea
- Renewal of Licence to Occupy to Liquid Expeditions Limited for the Water Bases “Flyboards” Operation from St Omer Park
- Licence to Occupy Whitechapel Recreation Reserve for Grazing

B Minutes of Property Subcommittee meeting held on 25 September 2014

C Minutes of Resource Consent Commissioner Appointment Committee held on 25 September 2014

- D** Draft minutes of Property Subcommittee meeting held on 9 October 2014
- E** Draft minutes of Wanaka Community Board meeting held on 13 October 2014
- F** Summary of actions from previous Council meetings (25 September 2014 and 9 October 2014)
- G** Summary of actions (earlier Council meetings)

Attachment A: Property Subcommittee report re Walking/Cycle Track on road reserve & unformed road, Hawea



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Upper Clutha Tracks Trust – Request for New Track – Hawea Domain to Cemetery Road

Report to: Mike Weaver

From: Jo Conroy, APL Property

Date: 16 September 2014

Background

The Upper Clutha Tracks Trust is seeking Council approval to form a track on road reserve and unformed road between the Hawea Domain and cemetery road in Hawea as shown on the attached plan. The purpose of the track is to enable children to walk or bike from Lake Hawea to the school on Camp Hill Road. It is to follow on from a track that will pass through the Hawea Domain once a land exchange agreed with the adjoining land owner is legalised. The total distance from lake Hawea to the school is approximately seven kilometers.

Note that there is already a formed track from Cemetery road through to the Lake Hawea township.

The Trust intends to seek funding to form the track and therefore require a letter from Council approving the project and confirming that upon completion ownership of the track will transfer to Council. The track will be formed to the required specifications in consultation with Council and Council will be responsible for ongoing maintenance.

Council Officers will need to liaise with the adjoining landowners who will be responsible for fencing the boundary if that is required. There have already been informal discussions with some of these parties.

Discussion

This proposed track has been well supported by the community and the trust who see it as essential to enable children and their parents to walk and bike between Lake Hawea and the Hawea Flat area including the school. Although there will be on-going maintenance costs, they will be reasonably low because the subject land is flat. However some renewal will be required in approximately five years (at Council's cost).

Financial and Risk

The on-going maintenance cost will be approximately \$1000 per kilometre per annum and the distance is approximately three kilometres. That amount can be funded from existing budgets in the current year and will be included in future budgets, as will the renewal required after approximately five years.

Options

1. To approve a new track being formed on unformed road and road reserve between Hawea Domain and Cemetery Road in Hawea as shown on the attached plan, with

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- Council accepting ownership of the completed track including the responsibility for on-going maintenance; or
2. Not to approve the proposed new track.



Recommendation

That the Property Sub-Committee approve the formation of a new track by the Upper Clutha Tracks Trust on the Council unformed and legal road between the Hawea Domain and Cemetery Road as shown on the attached plan, noting that Council will be required to take ownership of the track once completed including maintain obligations.

Attachment A: Property Subcommittee report re Licence Renewal, Flyboards



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Licence Renewal – Flyboards

Report to: Mike Weaver

From: Joanne Conroy, APL Property

Date: 18 September 2014

Background

Liquid Expeditions Limited (LEL) were granted a licence in 2013 to operate “Flyboards” water based activity from St Omer park in Queenstown Bay, being legally described as Section 2 Block XVII Town of Queenstown. The licence was for one year with renewal by agreement of both parties for three further terms of three years each. The evaluation of the operation was delegated to the Property Sub-Committee.

LEL are looking to renew the licence. They would prefer to operate exactly as they did last summer, but there has been some concern with commercial operations operating from the foreshore due to the shortage of space, and therefore we have asked whether LEL would consider changing the location of their operation to the Bay just to the East of the one mile car park. This site is outlined on the attached aerial photograph and is legally known as Section 110 Block XX Shotover SD. They advise that while this is not ideal for them, they could make it work if necessary.

There were some comments made about their operation last summer, mainly about the visual appearance of their change tent and signage although no complaints were received. Please note that the Property Sub-Committee recently declined a “hole in one” operation on St Omer Park, and the a renewal for the kayak hire licence is not being sought this summer so the LEL operation would be the only commercial entity permitted to operate from the reserve. There is a hire operation on the foreshore adjacent to marine parade.

If the change of location is supported, LEL would need to seek a variation of their resource consent.

Discussion

The current foreshore reserve management plan supports commercial operations in the One Mile area, although it does refer to a launching ramp there that doesn't actually exist. The concept of activities such as Flyboard were not contemplated at the time the management plan was drafted.

The licence as written is specific to the old area and any changes to it would require a variation. At the same time the term could be varied to grant one year in the new location with renewals to follow by agreement of the parties rather than offering the renewal for three years currently



allowed for in the licence. The renewals would then be one of two years and two of three years each so that the total term is unaffected.

The harbourmaster has considered the proposed new area and has advised that it does not add any additional health and safety risks.

Risk and Financial

None identified. The licence fee is the greater of \$750 plus GST of 7.5% of their turnover. Turnover last summer was [REDACTED] so total rent payable was [REDACTED] plus GST.

Policies

The Sunshine Bay to Kelvin Heights foreshore reserve management plan contemplates commercial activities in the One Mile area.

Options

The options are:

1. To approve licence renewal for Liquid Expeditions Limited to operate Flyboards on the St Omer recreation reserve being Section 2 Block XVII Town of Queenstown, as allowed in the current licence, being the current location and for a period of three years; or
2. To approve a licence renewal for Liquid Expeditions Limited to operate Flyboards on the for three years in the location outlined on the attached aerial photograph, being on Pt Section 110 Block XX Shotover SD ; or
3. To approve a licence renewal for Liquid Expeditions Limited to operate Flyboards on the St Omer recreation reserve in the current location, Section 2 Block XVII Town of Queenstown, but varying the licence so that this renewal is for one year only, with one right of renewal for a further two years, and two rights of renewal for three further years each; or
4. To approve a licence renewal for Liquid Expeditions Limited to operate Flyboards, varying the licence so that this renewal is for one year only, with one right of renewal for a further two years, and two rights of renewal for three further years each and that they are to operate from the location outlined on the attached aerial photograph being Section 110 Block XX Shotover SD.

Recommendation

To approve a licence renewal for Liquid Expeditions Limited to operate Flyboards, varying the licence so that this renewal is for one year only, with one right of renewal for a further two years, and two rights of renewal for three further years each and that they are to operate from the location outlined on the attached aerial photograph being Section 110 Block XX Shotover SD.

Attachment A: Licence to Occupy Whitechapel Recreation Reserve for Grazing



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Grazing Licences – Whitechapel

Report to: Mike Weaver

From: Dan Cruickshank, Senior Property Manager, APL Property

Date: 22 September 2014

Background

Council was vested Recreation Reserve Land in 2012 at Whitechapel by the Department of Conservation. At vesting, approximately half of the land was grazed by two separate individuals, with leases both since expired in mid 2014.

The land is in a mixture of grass and broom, and if it is not grazed and cleared, then Council will be required to maintain it more proactively over the coming years. The Queenstown Trail traverses through the middle of the Reserve from the North down to the SH bridge at Arrow Junction.

Council considered the area under the recently adopted Arrowsmith – Lake Hayes Reserve Management Plan. This envisaged grazing licences as being appropriate on the Whitechapel Reserve.

Discussion

APL has been approached by two parties seeking separate horse grazing licences at Whitechapel. These requests are summarised below:

Jan Tones requests a grazing licence over area 1 as per the attached plans. Jan is a long time resident at 90 Whitechapel Road. She has grazed part of the reserve with approval from DOC since 2009 and has kept these areas well clear of broom and other noxious plants during that time. Jan also trains a number of beginner horse riders on the land and has developed part of the reserve as an exhibition arena.

As the land is already mostly clear of broom etc, it is suggested that Jan pay Council a nominal grazing fee of \$500 +GST per annum. This is based on a minimum charge amount, unrelated to commercial grazing rates.

Trevor and Janice Jones request a grazing licence over area 2 as per the attached plans. They live at 37 Arrow Junction Road and are long time locals. They own Jones Contracting, an earthworks company who contract at times to Council. Trevor is also a committee member of the Lake Hayes A & P Society.



T & J Jones, have offered to progressively clear this area of broom, and a plan of this clearing program is included with this report. It is estimated that if Council employed contractors to clear this land, that the cost to do so would be in excess of \$10,000. We suggest that as this block is much larger than Area 1, that the rent be set at \$1500+GST per annum, but that a clause is added that allows for no rent to be payable on any given year, so long as the ground clearing program has been adhered to.

Public notification by Council of the intention to grant a licence under the Reserves Act 1977 is not required, because the activity is specifically envisaged in the Arrowtown – Lake Hayes Reserve Management Plan.

It is suggested that Council approve five year licences to both applicants, with one renewal of 5 years to be mutually agreed. But with a clause allowing Council or the licensee to cancel the agreement with six months notice.

There are a number of historic features cataloged on the Whitechapel Reserve. In relation to these two grazing areas, there are two parallel historic water races traversing the property. APL has liaised with the Department of Conservation on this matter and been provided with a summary of features and recommended protection measures by DOC and the Historic Places Trust. These recommendations conclude that the races should be fenced off from stock going forward in area 2 requested by T & J Jones, which we will make a condition of their license should it be approved.

Attachments

- A. Site Plan of proposed grazing licences and ground clearing program
- B. Historic features memo from the Department of Conservation
- C. Whitechapel Flat Reserve Research – Shar Briden, TSO Historic Heritage

Relevant Policies, Bylaws and Acts

Arrowtown - Lake Hayes Reserve Management Plan 2013

Options

1. Approve grazing licences over part Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD to J. Tomes and T & J Jones as per the attached plans, for a period of 5 years with one renewal of 5 years mutually agreed, with rents as proposed;
2. Approve notifying tenders for grazing over part Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD 1 & 2 to the public, or some other combination thereof, for a period of 5 years with one renewal of 5 years mutually agreed;
3. Decline making available any land for grazing licences at Whitechapel.

Recommendation

Approve a grazing licence over part Section 1 Survey Office Plan 453752 & Section 31 BLK X Shotover SD to J. Tomes, at \$500 +GST per annum, five year term with one renewal mutually agreed, with final terms to be delegated to APL officers;

Approve a grazing licence over part Section 1 Survey Office Plan 453752 to T & J Jones, at \$1500 +GST per annum, but with no rent payable so long as ground clearing program is adhered to, five year term with one renewal mutually agreed, with final terms to be delegated to APL officers;