

**Property Subcommittee
26 February 2015**

Minutes of a meeting of the Property Subcommittee held on Thursday, 26 February 2015 in Council Chambers, 10 Gorge Road, Queenstown commencing at 10.05am

Present

Mayor van Uden (Chair), Councillors Aoake, MacLeod and Stammers-Smith

In Attendance

Mr David Wallace, Ms Vanessa Rees-Francis, Mr Dan Cruickshank and Ms Shelley Dawson

Apologies

There were no apologies.

Declaration of Conflicts of Interest

Councillor Aoake noted a potential conflict in regards to Item 2: *Licence to Occupy Road Reserve - Skyline Limited, Corner of Marine Parade and Church Street* and that he would not take part in discussion of this item.

Resolution to Exclude the Public

On the motion of Mayor van Uden and Councillor MacLeod 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 10.06am.

Matters Lying on the Table

There were no matters lying on the table

Confirmation of Agenda

The agenda was confirmed without addition or alteration.

Confirmation of Minutes

On the motion of Councillors Stammers-Smith and MacLeod it was resolved that the minutes of the Property Subcommittee meeting held on 29 January 2015 be confirmed as a true and correct record.

It was noted that Councillor Stammers-Smith had been noted as present in the minutes of 12 February 2015 when he was an apology.

On the motion of Mayor van Uden and Councillor MacLeod it was resolved that the minutes of the Property Subcommittee meeting held on 12 February 2015 as amended be confirmed as a true and correct record.

1. Lessors Approval for New Laundry – Arrowtown Camping Ground (PSC 15/02B/01)

Consideration was given to a report that sought approval for notification of the intention to allow a new laundry at the Arrowtown Camping ground. Council has leased the Arrowtown Camping Ground to CCR Ltd. The lease allows the Lessee to make improvements to the facility but additional buildings require the Lessor's consent. The applicants proposed a new relocatable building that would be built off-site and installed alongside the current reception building.

It was questioned why a hearings panel was not part of the recommendation and the Committee was advised that the amended terms of reference allowed for the Property Subcommittee to hear submissions for applications such as this. The Mayor noted that there would be times when other Councillors may be part of the hearing panel and that a process for that needed to be considered.

Councillor MacLeod commented that he had recently been quoted a price of \$50 per person for a tent site at the camping ground which he believed was quite expensive. Mr Cruickshank from APL was asked to clarify the current charges.

It was agreed that notification should include more detailed concept drawings of the outside appearance of the building.

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

- a. Approve the notification of a proposed new laundry building at the Arrowtown Camping Ground Section 38 Blk VII Shotover SD; and**
- b. Authorise an Affected Party Approval on behalf of QLDC for the proposed works if no opposing submissions are received; and**
- c. Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

Councillor Aoake sat back from the table for the following item and did not take part in any discussion or vote.

2. Licence to Occupy Road Reserve - Skyline Limited, Corner of Marine Parade and Church Street, Lots 2-4 Deposited Plan 338525, Queenstown (PSC 15/02B/02)

Consideration was given to an application to grant a temporary licence to occupy for the use of Marine Parade and Church Street in association with a new building on the corner of Marine Parade and Church Street, Lots 2-4 Deposited Plan 338525, Queenstown. In January 2014, the applicant was

given approval in principle for the use of Marine Parade and Church Street but only as and when required. The applicant was advised that the application would need to return to the Subcommittee six months prior to commencement of works for demonstrating how this was going to be achieved.

It was clarified that there would be three stages of occupation and the current application was for Stage one from 10 March until 1 May 2015. A further report would be brought to the Committee before Stage two was due to commence.

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

- a. **Approve stage one of the Licence to Occupy application from Skyline Limited, at the corner of Marine Parade and Church Street, Lots 2-4 Deposited Plan 338525, Queenstown for hoardings located on Marine Parade and Church Street subject to the following conditions:**
 - i. **A full traffic management plan to be approved by the Road Corridor Engineer before work commences.**
 - ii. **The hoardings on the footpath edge are to be located behind the kerb and channel line.**
 - iii. **Access to Council's Water, waste water and storm water assets is to be available at all times for inspection and maintenance, if required.**
- b. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

Councillor Aoake returned to the table for the rest of the meeting.

3. Temporary Road Closure Application - NZ Golf Open Welcome Party 2015 (PSC 15/02B/03)

Consideration was given to an application for a temporary road closure of Buckingham Street, Arrowtown required for the NZ Golf Open Welcome Party 2015. The application involved a temporary road closure of Buckingham Street on Thursday 12 March 2015 from 1700 to 2230. The proposal to close Buckingham Street was identical to the road closure extent that was applied for and approved last year.

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

- a. **Approve the road closure application for the NZ Open Arrowtown Welcome Party 2015 subject to the following conditions:**
 - i. **A Traffic Management Plan must be approved by the Road Corridor Engineer 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.**
 - iv. **The applicant must notify all owners/operators adjacent to the road closure of the extent of the temporary road closure five days prior to the event.**
- b. **Authorise the following schedule of road closures:**

**Roads to be Closed: Buckingham Street from
 Berkshire Street to
 Wiltshire Street**

**Period of Closure: 1700 to 2230 Thursday 12
 March 2015**
- c. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

4. Temporary Road Closure Application- 2015 Iron Run - Harley Owners Group Event Weekend (PSC 15/02B/04)

Consideration was given to an application for additional road closures requested for the Iron Run 2015 event scheduled for Friday and Saturday 20 and 21 March 2015. This application involved temporary road closure of Memorial Street, Stanley Street and Templeton Way between 0800 and 1800 on Friday 20 and Saturday 21 March 2015. These additional closures were requested for the purposes of traffic management as a large number of pedestrians were expected to attend and also bikes would be parked in the area.

It was suggested that the Communications Manager be advised that there were temporary road closures in place for two events the weekend of 20 and 21 March 2015. Publicity around the closures and events was suggested to help avoid potential inconvenience to the community.

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

- a. **Approve the road closure application for the 2015 Iron Run Harley Owners Group weekend subject to the following conditions:**
 - i. **A Traffic Management Plan must be approved by the Road Corridor Engineer 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.**
 - iv. **The applicant must notify all owners/operators adjacent to the road closure of the extent of the temporary road closure five days prior to the event.**
- b. **Authorise the following schedule of road closures:**

Roads to be Closed:	Memorial Street from Camp Street to Stanley Street, Stanley Street from Shotover Street to Memorial Street and all of Templeton Way
Time of Closure:	0800 to 1800 on Friday and Saturday 20 and 21 March 2015.
- c. **Authorise this report and resolution to be made available to the public as part of the next Mayor's report to Council.**

5. Temporary Road Closure Application- Dirtmasters Downhill 2015 (PSC 15/02B/05)

Consideration was given to an application for road closures required for the Dirtmasters Downhill event scheduled for Sunday 22 March 2015. The application involved a temporary road closure of Lower Brecon Street from Man Street to Duke Street and partial road closure of one lane of Duke Street from 0700 to 1800 Sunday 22 March 2015. This event has been held on an annual basis with the same road closures with no issues or concerns being raised with staff.

Councillor MacLeod queried if there were any first aid requirements for the event. The Technical Officer, Planning & Development is to confirm any requirements with the applicant and advise Councillor MacLeod.

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

- a. Approve the road closure application for the Dirtmasters Downhill 2015 subject to the following conditions:
 - i. A Traffic Management Plan must be approved by the Road Corridor Engineer 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.
 - iv. The applicant must notify all owners/operators adjacent to the road closure of the extent of the temporary road closure five days prior to the event.
 - v. The applicant and a Council staff member shall meet at the Brecon Street steps and take photos of the steps prior to and after the event. Any damage that has occurred is to be reinstated at the applicants cost no later than 7 working days after the event to the same standard as to what is there.

- b. Authorise the following schedule of road closures:

Roads to be Closed: Lower Brecon Street from Man Street to Duke Street and partial road closure of one lane of Duke Street.

Period of Closure 0700 to 1800 Sunday 22 March 2015

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

6. Temporary Road Closure Application - National Aeronautics and Space Administration (NASA) (PSC 15/02B/06)

Consideration was given to an application for a temporary road closure of Mount Barker Road relating to a scientific balloon launch undertaken by the National Aeronautics and Space Administration (NASA) at the Wanaka Airport, State Highway 6, Wanaka. The balloon launch would create a need for a 3 kilometre exclusion zone for the public, which includes a portion of State Highway 6 and a 2.2 kilometre portion of Mount Barker road which was the subject of this application. The road closure was proposed between 0730 and 1130 on Sunday 15 March 2015 (allowing for two reserve days depending on weather conditions).

It was confirmed that the Wanaka Community Board had been well informed of the launch. The Committee was told that if the launch was successful there could be a further programme of launches at the Wanaka Airport lasting 2 months. The Committee was advised that this application approached the maximum number of hours the Committee could approve for a temporary road closure. The applicants would have to apply for further days of the road closure at the next Committee meeting. The Committee agreed that the Chair should be authorised to approve further days of road closures if adverse weather conditions delayed the launch past 17 March 2015. A recommendation c. was suggested to reflect this with recommendation c. in the report becoming recommendation d.

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

a. Approve the road closure application associated with the National Aeronautics and Space Administration Scientific balloon launch at the Wanaka Airport subject to the following conditions:

i. A Traffic Management Plan must be approved by the Road Corridor Engineer prior to the event taking place.

ii. The applicant must notify all owners/operators with the road closure of the extent of the temporary road closure two weeks prior to the event.

b. Authorise the following schedule of road closures:

Road to be Closed: Mount Barker Road 2.2 kilometres from State Highway 6

Period of Closure: 0730 to 1130 Sunday 15th March 2015

Alternative dates: 0730 to 1130 Monday and Tuesday 16th and 17th of March 2015

(NB: the launch is weather dependent, so the proposed closure time will be postponed to the following day until suitable conditions exist.)

c. Authorise the Chair of the Property Subcommittee Mayor van Uden to approve further days of temporary road closures (with the same conditions) in the case of unsuitable

weather conditions postponing the launch past 17 March 2015.

- d. 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 Mayor van Uden and Councillor Aoake it was resolved that the Property Subcommittee move out of public excluded.

The meeting concluded at 10.23am.

Confirmed as a true and correct record:

Chairperson

Date