

**QLDC Council
25 September 2014**

Report for Agenda Item: 10

Department:
CEO Office

Chief Executive's Monthly Report

Purpose

- 1 To update the Council on recent activities and progress on achieving Council priorities.

Recommendation

- 2 *That Council:*
 - a. **Note** the report.

Prepared by:



Adam Feeley
Chief Executive

10/09/2014

2. Update: Progress on QLDC 2014/15 Work Programme

1. Core Infrastructure and services:

1.1. ***Asset Management Plans complete (1 January):***

The suite of 15 year Asset Management Plans (AMPs) across all Council activities was presented at the Council workshop on the 16 September. Draft 10 year financial forecasts have been provided to the Long Term Plan (LTP) project team indicating a \$55M reduction in planned capex over the next 10 years. Council adoption of the AMPs is proposed for December to meet the 1 February publication date on Council's website.

1.2. ***Award new 3 Waters contract (1 April):***

A legal review of the draft contract has commenced. Draft KPI's have been provided to the Chief Engineer and 3 Waters Team for feedback. A paper is included as part of this agenda confirming a 1 July commencement date for the new contract, which aligns with the new financial year. The Council award date for the new contract remains at 1 April.

1.3. ***Complete the Queenstown town centre (Inner Links) transport strategy (1 March):***

The project governance group (comprising representation from Infrastructure portfolio councillors, Otago Regional Council, NZ Transport Agency, Destination Queenstown, Queenstown Chamber of Commerce and Connectabus) has been established and will meet in early September.

At the end of September the Governance Group will set strategic directions for mode development options. Town centre and fringe area parking surveys have been completed. The 'market evaluation' (reporting on current journey to work, school travel and visitor travel behaviour/trends) is underway.

1.4. ***Complete the Economic Network Plan (1 April):***

The ENP is completed and will be presented to Council at an October workshop.

1.5. ***Commence development of Stage One of the Shotover Wastewater Treatment Plan (30 June):***

Legal and commercial review is underway. Meetings with the two tenderers to remove technical and commercial tags are in the final stage and are expected to be finalised by the end of September. After this it is expected a briefing can be provided to Council.

1.6. ***Confirm a decision whether to trial metering within one water supply scheme (1 April):***

A report will be provided to Council in November proposing two alternative water metering trials.

1.7. Complete wastewater options reports for Cardrona and Glenorchy (30 June):

Glenorchy wastewater scheme: Design options and cost estimates have been finalised. A public meeting is to be held on 9 October 2014 in Glenorchy.

Cardrona wastewater: The final route alignment of the transfer pipeline from Cardrona to Wanaka has been surveyed. Based on these results the transfer pipeline option is currently under financial review.

1.8. Complete Glenorchy Airport Reserve Management Plan (1 December):

Notification of the intention to prepare the reserve management plan and calling for suggestions was published in local newspapers this month.

1.9. Complete priority elements for the Wanaka Transport Strategy (30 June):

The two 'integrated logic mapping' workshops have been completed. The strategic business case for the development of the Wanaka transport strategy will now be completed mid-September.

1.10. Complete, with NZ Transport Agency, construction of Glenda Drive and associated roads project (30 June):

The detailed designs are near completion. There are minor engineering delays which should be absorbed within the project timeline.

2. Community Services and Facilities

2.1. Library Services:

(a) Implement RFID and self-checkout (31 March):

No progress this month.

(b) Complete an options paper for Frankton library (31 March):

No progress this month.

2.2. Wanaka Sports Facility:

(a) Whole of life cost estimates complete (30 August):

Complete.

(b) Designation change complete (1 December):

Affected party approvals are with the two landowners and an update to the traffic assessment has been commissioned. Once these are in hand, the application will be lodged.

(c) Construction commenced (30 June):

- 2.3. ***Award long-term outsourced lease of campgrounds (1 November):***
Negotiations with the current operator on the Long Term Lease have been extended until early September for both parties to fully consider the market valuation.
- 2.4. ***Complete review of vegetation management contracts (1 October):***
Analysis of schedules, pricing, specifications and reporting requirements is continuing, with any changes recommended to be agreed later this month.
- 2.5. ***Public Art Policy prepared (30 June):***
The Arts and Events Facilitator is scheduled to undertake a formative discussion on the proposed policy at the quarterly meeting of the Aspiring Arts Trust on the 26 September 2014. The proposal continues to be developmental.
- 2.6. ***Secure designation change for Arrowtown Sports Facility site (31 March):***
The application will be submitted in early October, to enable a hearing pre-Christmas.
- 2.7. ***Complete a review of the Queenstown Bay component of the Sunshine Bay to Kelvin Heights Foreshore Management Plan (30 June):***
No progress this month.

3. Regulatory functions and Services

- 3.1. ***Establish Practice Statements for consenting (30 June):***
A schedule of suitable topics for Practice Notes has been prepared and work will now commence on preparing these.
- 3.2. ***Implement 2014 Enforcement Strategy (30 June):***
Progress has been made regarding the priorities for dogs and alcohol in August.
- 3.3. ***Review the Liquor Bylaw (1 December):***
Consultation has been undertaken with the Wanaka Community Board, Hawea Community Association, Wanaka Alcohol Group, Wanaka Residential Association, Frankton Community Association and Arrowtown Village Association. A paper on the Liquor Bylaw is presented as part of this agenda.
- 3.4. ***Notify trade-waste and water supply bylaws (1 December):***
A review of suitable precedent trade waste bylaws in New Zealand with similar issues to Queenstown will take place in October 2014.
- 3.5. ***Review Local Alcohol Policy/Local Approved Products Policy and/or changes to the District Plan or a bylaw (30 June):***
No progress this month.

4. Environment

4.1. ***Notification of Stage 1 of the District Plan (31 May):***

This item remains on track with a series of workshops and policy development workstreams continuing.

5. Economic Development

5.1. ***Adopt Economic Development Strategy (1 October):***

Consultation commenced on 8 September and will finish on 17 October 2014. Feedback will be reported to the October Council meeting.

5.2. ***Review of Film Office functions within QLD (31 March):***

No progress this month.

5.3. ***Proposed Queenstown Convention Centre: Report to Council on;***

(a) ***Preferred operating model;***

No progress this month.

(b) ***Alternative ratings model (30 September):***

Revised ratings tables to be prepared next month based on commissioned independent benefit analysis.

5.4. ***Lakeview Development:***

(a) ***Complete plan change (30 June):***

Proposal lodged for processing and Council report recommending public notification of the Plan Change is scheduled for 11 September Extraordinary Council meeting.

(b) ***Complete new titles (1 April):***

Council resolution to publicly notify the intention to exchange reserve land and approve the master-plan subdivision will be sought in November.

(c) ***Decision on the NTT Hot Pool development (1 April):***

No progress this month.

5.5. ***Establish a Housing Accord (30 June):***

Amended Housing Accord, as per Council resolution, was submitted to MBIE on 29 August 2014. The first implementation meeting has since been held with MBIE officials.

5.6. ***Facilitate a Narrows Ferry Resource Consent application and decision (31 March):***

No progress this month.

6. Local Democracy

- 6.1. ***Adopt Public Engagement and Significance Policy (1 December):***
The draft policy has been further amended, circulated to Councillors and a report is on this agenda for adoption for consultation.
- 6.2. ***Complete Otago Regional Performance Benchmarking report (1 December):***
The Mayoral Forum agreed in principle on 22 August with a framework, and a further meeting of Council officers confirmed the parameters on 4 September. The framework to be circulated to elected members (this will not be reported against until 2015/16).

7. Service

- 7.1. ***Implement new H&S requirements (30 June):***
Progress towards the requirements for the implementation of the new H&S legislation continues in accordance with the ACC WSMP tertiary audit requirements. This month included the review and confirmation of policy and procedures associated with the engagement of contractors and subcontractors through QLDC.

8. Financial management

- 8.1. ***Post TechOne implementation review of financial management and reporting (31 January):***
This review will commence in October 2014.
- 8.2. ***Deliver Annual Plan (30 June):***
Part of LTP process (see below).
- 8.3. ***Deliver LTP (30 June):***
Draft 10 year capital budgets have been completed as part of the AMP process. These require prioritisation and cost driver allocation before presentation to the steering group. Operational budgets will be prepared and collated using TechOne Enterprise budgeting module. Budget packs for 2015/16 have been issued and are due for completion in September 2014.
- 8.4. ***Complete Annual Report (1 November):***
Timetables and audit schedules have been agreed. Year-end work is continuing and the audit commenced on 15 September.
- 8.5. ***Review Development Contribution & Financial Contributions Policies (30 June):***
The enhanced asset disclosures and reconsideration process required by the new Act will be added to the current Policy in September. A framework for review of the existing Policy has been discussed and will form part of the Funding Review due to commence in September 2014.

8.6. *Contribute to the LGNZ Local Government Funding Review (31 March):*

An issues paper has been completed and LGNZ policy staff are currently preparing a draft options paper for the Group. Once finalised it will be circulated across local government for comment. QLDC is likely to play a lead role in the development of a visitor levy option.

8.7. *Risk management – complete Mitigation and Management Schedule (31 January):*

Draft schedules continue to be developed for consideration at the October Audit and Risk Committee.