

QLDC Council
30 October 2014

Report for Agenda Item:9

Department:
CEO Office

9. 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:



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Chief Executive

15/10/2014

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

1. Core Infrastructure and services:

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

A workshop was held with Councillors to present the work to date on the asset management plans, and the draft Asset Management Plans (AMPs) will be made available to Councillors. A revised AMP publication date of 1 February on the website was agreed at the workshop. A report to Council will be made in December to approve the AMPs before publication.

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

Following expression of interest submissions, four submitters have been shortlisted to provide priced proposals. Council has approved contract commencement for 1 July 2015 (award date will be by 1 April 2014). A legal review of draft contract documentation has been completed and a draft contract paper to Council is included as a separate agenda item.

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

A strategic directions workshop was held in September. In late October/early November a second governance group meeting will confirm the parcels of work to be undertaken in order to achieve completion of a draft strategy for presentation to Council in February 2015.

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

The Council will receive a briefing on the Economic Network Plan at its November workshop.

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

Negotiations with both submitters have continued this month. A significant number of both submitters' tags have now been resolved allowing the first commercial evaluation to be completed. We expect to be in a position to recommend a preferred supplier by October.

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

Report due for Council meeting in November with two options on a water metering trial.

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

The Chief Engineer has provided updates to the Cardrona Village Association and to a public meeting in Glenorchy. The next step for Cardrona is to engage a consultant to narrow options. The next step for Glenorchy is to ask the community for feedback on the preferred option.

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

A notice calling for suggestions from the public on the contents of the draft management plan has been published.

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

The strategic business case is presently being reviewed by the Wanaka Community Board and NZ Transport Agency.

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

The project is currently running two weeks behind schedule, due to difficulties sourcing information required to complete design. The projected completion date for construction is still May 2015.

2. Community Services and Facilities

2.1. Library Services:

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

Data collection of options including pricing is completed.

(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 were received and the application has been lodged.

(c) Construction commenced (30 June):

2.3. Award long-term outsourced lease of campgrounds (1 November):

Concluded.

2.4. Complete review of vegetation management contracts (1 October):

Initial pricing assessment and analysis has commenced with completion expected by December.

2.5. Public Art Policy prepared (30 June):

The Arts and Events Facilitator has had an initial discussion on the proposed policy at the quarterly meeting of the Aspiring Arts Trust. Work is ongoing.

2.6. *Secure designation change for Arrowtown Sports Facility site (31 March):*

A review of final layout was completed and quantity surveyor estimate received. Discussions held with neighbours on progress. Finalisation of size, operating and model is required prior to lodgement.

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. There are 12 practice notes targeted for the year.

3.2. *Implement 2014 Enforcement Strategy (30 June):*

Key areas of impact for the month have included: free district-wide dog training sessions confirmed for next month; unregistered dog campaign (only 35 outstanding from approximately 4,000 dogs); dog safety awareness campaign being developed for district primary schools (roll out to commence November); licensee education undertaken; alcohol bar monitoring with police continued; Council signage enhancements identified (focus on aging or ineffectual signage); and consistent collection times/locations for Queenstown CBD litter proposed.

3.3. *Review the Liquor Bylaw (1 December):*

Public consultation concluded on 29 October 2014.

3.4. *Notify trade-waste and water supply bylaws (1 December):*

A review of suitable precedent trade waste bylaws in New Zealand has been undertaken. Staff are meeting with a Pollution Control Officer from Rotorua District Council to receive guidance on the implementation process.

3.5. *Review Local Alcohol Policy/Local Approved Products and/or changes to the District Plan or a bylaw (30 June):*

Mapping (GIS) of the sensitive sites identified from the previous public meetings has started to accompany a draft policy for consideration by Full Council.

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 concluded on 17 October 2014. Feedback will be published online and a second round of consultation undertaken in December/January.

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):*

No progress this month.

5.4. *Lakeview Development:*

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

Plan Change 50 was publicly notified with the initial submission period having closed 10 October 2014.

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

No progress this month.

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

Negotiation of heads of agreement terms and conditions continue.

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

At its meeting on 30 October 2014, Council will be considering a Lead Policy on Special Housing Areas. The Lead Policy will guide Council's approach to establishing and managing Special Housing Areas. Community engagement on Special Housing Areas is planned to commence in November 2014.

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 was adopted for consultation in September. Feedback, recommended changes and a final draft for adoption will go to the November Full Council meeting. The draft must be adopted by 1 December 2014.

6.2. *Complete Otago Regional Performance Benchmarking report (1 December):*

The completed framework will be included in the draft Long Term Plan.

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 audit requirements. This month included internal Health & Safety representative elections, a review of the hazard register, visitor sign in procedures, and return to work (post injury) guidelines.

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 Long Term Plan process (see below).

8.3. *Deliver LTP (30 June):*

Draft 10 year capital budgets have been completed as part of the Asset Management Plan process. These require further prioritisation before presentation to the steering group. Operational budgets have been prepared and collated using the TechOne Enterprise budgeting module. Budget packs for 2015/16 have been completed. Budgets for 2016/17 and 2017/18 will be completed by mid-October 2014.

8.4. *Complete Annual Report (1 November):*

The audit is due to be completed by mid-October, with the Annual Report to be adopted on 30 October 2014.

8.5. *Review Development Contribution & Financial Contributions Policies (30 June):*

The enhanced asset disclosures and reconsideration process required by the new Act have been added to the current Policy. A framework for review of the existing Policy has been developed and work is underway on the draft 10 Year capex programmes. A review of the Reserves Strategy will be required in order to review the Reserve land contribution.

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

A consultation paper is due for publication by November.

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

Three of the seven draft schedules were considered at the October Audit and Risk Committee. The remaining four will also go to Audit and Risk before the complete schedule goes to Council next year.