

QLDC Council
24 March 2015

Report for Agenda Item: 17

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, and in particular the deferral of an options paper for a library at Frankton pending consultation in the draft LTP.

Prepared by:



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Chief Executive

09/03/2015

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

1. Core Infrastructure and services:

1.1. *Asset Management Plans (AMP) complete (1 February):*

Asset Management Plans and the Thirty Year Infrastructure Strategy were adopted in principle at the December Council meeting. Some minor changes may be necessary following comments from Auditors.

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

A preferred tenderer has been selected to move to contract negotiations stage of the tender evaluation. Council has approved delegation to award the contract to the Chief Executive. Contract is on programme for an award prior to 1 April 2015.

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

Draft complete and open for consultation for inclusion in LTP.

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

Agenda item has been included in the March 2015 Council Meeting.

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

Negotiations with the preferred proposer continue. Consent changes are being considered by the original submitters and the Otago Regional Council.

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

Complete. Project aim is to commence installation of meters by 1 April 2015.

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

Cardrona: preliminary workshop completed with Portfolio Councillors primarily to agree key stakeholder to be involved in options workshop. Next steps are to proceed with full stakeholder workshop to agree long list of options and through the "Better Business Case" approach, identify the preferred option.

Glenorchy: working through options and economics with Community Association and key stakeholders. Options include alternative sites and treatment processes.

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

The draft Glenorchy Airport Reserve Management Plan is to be considered by Councillors at the March 2015 Council meeting.

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

A draft Strategic Directions paper was considered by the Wanaka Community Board in February. Next steps are:

- Parking review;
- Review of arterial road networks (is the 2008 strategy appropriate for changes which have occurred in the development of Wanaka?);
- Cycling and walking plans.

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

Physical works underway for stage 1 of Glenda Drive project. Councillors will be updated on staging programme for balance of works. This information will inform Long Term Plan budgets.

2. Community Services and Facilities

2.1. Library Services:

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

A Business Case was circulated to Councillors this month. The general view of Councillors was that they were happy with the proposal. Subject to any further questions or clarification required, it is proposed to proceed with the project

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

A discussion document was circulated to Councillors this month resulting in inclusion of the proposal in the draft Long Term Plan. The paper will be completed following the public consultation.

2.2. Wanaka Sports Facility:

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

Complete.

(b) Designation change complete (1 December):

Complete.

(c) Construction commenced (30 June):

Closed tender underway, construction on schedule to begin mid-late May.

- 2.3. ***Award long-term outsourced lease of campgrounds (1 November):***
Complete.
- 2.4. ***Complete review of vegetation management contracts (1 October):***
Complete.
- 2.5. ***Public Art Policy prepared (30 June):***
The draft policy is scheduled to be adopted at the March meeting.
- 2.6. ***Secure designation change for Arrowtown Sports Facility site (31 March):***
The application to designate was lodged 9 March. Affected party obtained from Queenstown Lakes Community Housing Trust (QLCHT). An agreement between the QLCHT, The Sports Facility Trust and one neighbour is in draft and awaiting comments from the parties.
- 2.7. ***Complete a review of the Queenstown Bay component of the Sunshine Bay to Kelvin Heights Foreshore Management Plan (30 June):***
At the February 2015 Council meeting, it was resolved to give public notification of the intent to undertake a comprehensive review of the Queenstown Bay component of the Sunshine Bay to Kelvin Heights Foreshore Management Plan. Next Steps are to prepare an initial draft review of the Queenstown component of the reserve management plan, resolve overarching objectives in conjunction with Councillor workshop, receive submissions, identify key stakeholders and consult (March – May 2015).

3. Regulatory functions and Services

- 3.1. ***Establish Practice Statements for consenting (30 June):***
A total of seven Practice Notes have now been issued, with the 'relocated buildings' Practice Note being the most recent. A further Practice Note on development at Wanaka Airport is with Council's graphic designer and is ready for a final review prior to issuing.
- 3.2. ***Implement 2014 Enforcement Strategy (30 June):***
Key areas of impact for the month have included:
- Alcohol bar monitoring of high/very high risk premises;
 - Continuation of a three month trial regarding litter collection times and locations in the Queenstown CBD;
 - Monitoring of 35 resource consents and follow up actions for an additional 20.
- 3.3. ***Review the Liquor Bylaw (1 December):***
Complete.
- 3.4. ***Notify trade-waste and water supply bylaws (1 December):***
Complete.

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

LAPP – agenda item has been included in the March 2015 Council Meeting.

LAP – meetings with stakeholders are proposed in March to discuss the issues regarding alcohol related harm in our community and possible solutions.

4. Environment

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

The programme will be required to be pushed out by 4-6 weeks. Consultation on the draft rural and residential chapters was not anticipated in the program agreed to by Council in April 2014. This has absorbed significant staff resource, as has the workstreams around Special Housing Areas. A revised work program will be circulated to elected members in March 2015.

5. Economic Development

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

Complete. Adopted at the February 2015 Council meeting.

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

The review is on track to get underway this month with an initial letter to all stakeholders to invite feedback, and a meeting with the Film Otago Southland Trust board members scheduled to take place April 2015.

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 and benefit analysis to be included in Long Term Plan consultation material.

5.4. *Lakeview Development:*

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

The hearing panel is currently awaiting final legal submissions from counsel representing submitters and the Council in writing, due before 17 March 2015. A recommendation is anticipated from the committee for consideration in April/May 2015.

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

Consultation with Iwi representatives and the Department of Conservation on Reserve Act matters has progressed. A paper recommending public notification of the Council's intention to exchange reserve land within the Lakeview site has been prepared for the March Council meeting.

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

Negotiations on an agreement have been put on hold pending the outcome of the proposed Lakeview reserve exchange and Plan Change 50 recommendation.

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

16 expressions of interest were received for Special Housing Areas. These are currently being evaluated by staff against the legislative requirements and the Lead Policy previously approved by Council. A paper with recommendations on the EOIs will be prepared for the April Council meeting.

5.6. ***Facilitate a Narrows Ferry Resource Consent application and decision (30 June):***

No progress this month.

6. Local Democracy

6.1. ***Adopt Public Engagement and Significance Policy (1 December):***

Complete.

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

Complete.

7. Service

7.1. ***Implement new H&S requirements (30 June):***

With the new Health & Safety Committee chairperson, Peter Hansby, General Manager Infrastructure, commencing his duties in February, a review of the scope and reporting responsibilities of the Health & Safety Committee has commenced. A review of the hazards that exist for staff, volunteers, visitors and contractors across the organisation is also underway.

A compliance training programme for those staff exposed to hazards including confined spaces, working at heights, heavy lifting, dog handling and those with traffic management responsibilities has commenced.

8. Financial management

8.1. *Post TechOne implementation review of financial management and reporting (31 January):*

Complete

8.2. *Deliver Annual Plan (30 June):*

Part of Long Term Plan process (see below).

8.3. *Deliver Long Term Plan (LTP) (30 June):*

Final compilation of the complete 10 Year budgets has been completed. Further LTP workshops for Councillors were held in early March. The LTP audit commenced on 23 February 2015 and is programmed for completion on 13 March 2015.

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

Complete.

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. Draft revised contributions have been presented to elected members. A review of the Reserves Strategy is underway which will allow for an amended Reserve land contribution. A revised Policy based on the revised 10 Year capex programme will be consulted on in parallel to the LTP.

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

Draft funding review paper remains out for public consultation.

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

Complete.