

QLDC Council
18 December 2014

Report for Agenda Item: 18

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:



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Chief Executive

11/12/2014

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

1. Core Infrastructure and services:

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

Draft AMP's will be considered by Council for adoption at the December Council meeting. The Infrastructure Strategy required by Local Government Act will also be considered for adoption as part of the development of the 2015 Long Term Plan. Work continues on the AMP improvement programme through the development of levels of service framework and investigations into data quality.

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

A final request for proposal document was released to short-listed tenderers on 21 November 2014. The tender closing date has been extended to 30 January 2015. A recommendation to award will be made at the 24 March 2015 Council meeting. Contract award date will be pre-April 2015 for a contract start date of 1 July 2015.

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

Strategic directions workshop and paper completed. Strategy development workshop will occur in mid-December. Draft strategy will go to February Councillor Workshop.

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

Workshops with Councillors and Mayor complete. Agenda item will be drafted for the February 2015 Council meeting.

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

Final negotiations with the preferred proposer are scheduled for 8 December 2014. Consent conditions will be confirmed with ORC following confirmation of an agreement with RPL. Target contract award date is 19 December 2014.

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

Council approved a 12 month trial at the November Council meeting. The trial will commence 1 April 2015.

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

Investigations are underway to confirm the residual capacity of Project Pure together with water consumption rates for Cardrona and the adjacent ski fields. This information will inform the business case which is targeted for completion prior to 24 December 2014.

Staff will respond this week to further questions from the Glenorchy Community Association and will engage with the Association in January to discuss the next stages for the project.

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

Draft document has been substantially completed. It will be submitted to the first Council meeting in the new year.

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

There have been difficulties in coordinating a suitable meeting date for the "Strategic Directions Workshop." Accordingly, a paper has been completed for the Community Board to respond to. The aim is to have the strategic directions agreed informally by the Committee and NZTA pre-Christmas 2014.

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

Agenda item for December Council meeting.

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):

Complete.

(c) Construction commenced (30 June):

Detailed design specifications for the two courts are being finalised. SnowSports NZ are undertaking a feasibility study in respect to their potential inclusion.

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

Completed.

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

Reporting to Council Workshop in December.

2.5. Public Art Policy prepared (30 June):

The working draft will be circulated to elected members for comment. The draft policy will now be considered by Council in the New Year.

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

Design and location has been finalised. Final consultation with the Community Housing Trust prior to lodgement has been scheduled. Funding and access agreements are being finalised.

2.7. *Complete a review of the Queenstown Bay component of the Sunshine Bay to Kelvin Heights Foreshore Management Plan (30 June):*

Summary report expected mid-December. Officers will advertise intention to review and invite submissions.

3. Regulatory functions and Services

3.1. *Establish Practice Statements for consenting (30 June):*

Five practice notes have been published and distributed to stakeholder database. They are available in hard copy in the offices and on the QLDC website. Background notes have been prepared for discussion at a workshop.

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

Key areas of impact for the month have included:

- Council workshop on Dog Control;
- New Dog Control Bylaw & Policy adopted;
- Implemented dog awareness education session for schools across the district;
- Initial monitoring of 35 resource consents and follow-up action on a further 30;
- Alcohol Bar monitoring with the police;
- Consultation with CBD Businesses (non-Chamber of Commerce) regarding litter collection times and locations.

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

A hearing was held on 10 November 2014. A report is scheduled for Council on 18 December 2014.

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

The trade waste bylaw was publicly notified on 8 December 2014. A committee of three Councillors will hear submissions in respect to the bylaw. A series of reminders will be advertised in February 2015.

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

LAP – stakeholder meetings proposed in January/February 2015 to discuss issues and solutions regarding alcohol related harm.

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 work streams continuing.

5. Economic Development

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

Consultation concluded on 17 October 2014. Feedback has been published online. The draft and comments have been reviewed by elected members, and an amended draft and schedule of changes will form the basis of a second round of consultation undertaken in December-February. The resulting recommendations will go to the February 2015 Council meeting.

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

Options for a review of Council's funding of the Film Office will be presented to a Council workshop in the New Year.

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

(a) *Preferred operating model;*

No progress this month.

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

The revised rating tables and benefit analysis will be reviewed at the 10-year plan Council workshops scheduled for mid-December in Queenstown and Wanaka.

5.4. *Lakeview Development:*

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

The Plan Change 50 hearing (held 17-24 November) has been adjourned and submitters invited to further conferencing between the parties on certain matters raised at the hearing. The hearing is scheduled to reconvene the week of 12 January 2015.

(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):*

Staff continue to liaise with landowners of potential Special Housing Areas. Expressions of interest closed 5 December. A first SHA proposal to be presented to Council in December.

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

An initial engineering assessment to confirm the feasibility of potential jetty locations has been commissioned. Consultation continues with existing jetty owners and key stakeholders to confirm agreement in principle to the proposal.

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):***
Changes to Health & Safety legislation in New Zealand are now expected to take effect from October 2015. This month's focus has centred on Contractor management in addition to employee injury prevention. A review of the health & safety obligations of existing contractual requirements for QLDC contractors commenced, with a view to ensuring those obligations meet expected 2015 legislative requirements. ACC also conducted a review of QLDC's injury prevention practices for employees. The results of this review indicated that current practice is strong, with no remedial action or changes required.

8. Financial management

- 8.1. *Post TechOne implementation review of financial management and reporting (31 January):***
Staff consultation ended 28 November 2014. The final report is due to be released on 9 December 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. Further review and prioritisation has occurred at management level. Revised capital programmes have been presented to the steering group. Operational budgets have been prepared and collated using the TechOne Enterprise budgeting module. A series of LTP workshops will be held for all elected members in December.
- 8.4. *Complete Annual Report (1 November):***
The Annual Report was 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 continuing on the draft 10 Year capex programmes. Draft revised contributions have been presented to the LTP Steering Group.

A review of the Reserves Strategy is underway which will allow for an amended Reserve land contribution.

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

A final meeting of the Working Group was held in December, and a draft for public consultation is expected to be circulated prior to Christmas. A workshop outlining issues and options will be scheduled for the New Year.

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 be circulated to the Audit and Risk before the complete schedule goes to Council in December 2014 for inclusion in the draft 10 Year Plan. A workshop on Risk Appetite was scheduled for 11 December.