

QLDC Council
27 November 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:



Adam Feeley
Chief Executive

12/11/2014

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

1. Core Infrastructure and services:

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

Work has progressed on the development of the AMP improvement programme. Key initiatives under this programme include data capture, data cleanse, and level of service framework including tools to determine asset usage and performance.

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

Draft contract approved by Council for release to shortlisted tenderers. Next stage is to incorporate legal and Council recommended changes then distribute for contractor response by 21 November.

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

A draft of the Strategic Directions report will be considered by the Governance Group in late November. The report includes a detailed process to move this project forward for Council consideration at the February 2015 Council meeting.

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

Elected members have been briefed on the Economic Network Plan.

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

Preferred Proposer has been awarded. Negotiations and legal review are underway. Contract award is expected prior to end of the calendar year.

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

A separate report on options has been submitted to this Council meeting.

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

Glenorchy: A meeting was held with the Glenorchy Community Association on 4 November to answer questions in relation to the proposed scheme. A summary paper will be prepared for the community by the end of November.

Cardrona: A meeting with key stakeholders (Real Journeys, Snow Farm, Snow Park and Cardrona Distillery) is scheduled for 11 November, after which a project scope report will be prepared.

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

Submissions have been received and a draft document is being prepared.

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

Awaiting response from NZTA to strategic business case.

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

Tender documents to be issued by NZTA, although some funding issues regarding third parties may result in a delay to this section of the project.

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):

Finalising facility mix i.e. inclusion of Snow Sports. Next step is confirmation of Urban Panel design panel consideration.

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

2.4. Complete review of vegetation management contracts (1 October):
Preparing individual schedules with elemental pricing. This work is taking more time than originally estimated. In order to ensure value for money on rates and service standards, an extension of 3 months for completion is sought.

2.5. Public Art Policy prepared (30 June):

The working draft will be circulated to elected members for comment this month with the intention of adopting the policy in December 2014.

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

Finalising design, location, funding and access. Lodgement of application will take place prior to Christmas.

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

A summary report on the current state, issues and opportunities, and some options for consideration is being prepared. Once this is complete, which is expected by mid-December, officers will advertise the intention to review the management plan and invite submissions.

3. Regulatory functions and Services

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

One Practice Note has been published. A further five have been tentatively identified. A workshop will be arranged shortly to seek feedback on the scope and priority issues for development of practice statements.

3.2. Implement 2014 Enforcement Strategy (30 June):

Key areas of impact for the month have included:

- The implementation of free district-wide dog training sessions and media regarding owner responsibilities;
- Infringements for unregistered dog campaign (30);
- Alcohol bar monitoring with police continued;
- Contractor consultation regarding proposed litter collection times/locations for Queenstown CBD; and
- Pro-active monitoring of 55 resource consents and waterways media for safer boating and boat ramp fees.

3.3. Review the Liquor Bylaw (1 December):

A hearing date is scheduled for 10 November 2014.

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

A trade waste bylaw report and a report on water metering trials are included in the Council agenda for this month.

3.5. Review Local Alcohol Policy/Local Approved Products 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 concluded on 17 October 2014. Feedback has been published online. The draft and comments will now be 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/January.

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

The Chief Executive is continuing to consider the form of the review, and met last month with Stuart Trundle, Chief Executive of Venture Taranaki Trust and the Taranaki Film Office. Both Mr Trundle and the Chief Executive will attend a forum being hosted this month by Regional Film Offices of New Zealand (RFONZ), which will be attended by the New Zealand Film Commission, Film New Zealand and the Ministry for Business Innovation and Enterprise (MBIE).

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

(a) ***Preferred operating model;***
No progress this month.

(b) ***Alternative ratings model (30 September):***
A Council workshop to review the findings from the economic benefit analysis and proposed rating implications is scheduled for 19 November.

5.4. ***Lakeview Development:***

(a) ***Complete plan change (30 June):***
The further submission period closed on 30 October with a notice of hearing (17 November) publicly notified on 31 October. Applicant pre-exchange of evidence for the hearing will be made available on 10 November.

(b) ***Complete new titles (1 April):***
Preliminary consultation has been initiated with local Iwi representatives Kai Tahu Ki Otago and Te Ao Marama.

(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):***

The Housing Accord has been signed by the Mayor and the Minister. Expressions of interest have been called for from candidates for Special Housing Area status. Ongoing work around infrastructure capacity and suitability of sites has been identified as part of the residential component of the District plan review.

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

Liaison with the owners of Jetty 77 (Queenstown side) has been initiated.

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 be considered at the November Council meeting. The draft must be adopted by 1 December 2014.

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

The framework was adopted by the Otago Mayoral Forum earlier this month for inclusion by all Otago Councils in the 10 Year Plan 2015.

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, a pre-audit assessment was conducted with ACC, to gauge preparedness for the upcoming audit. The assessment results were positive, showing the organisation is on track to achieve tertiary status in early 2015. A new action plan including some minor additional items to support this will be implemented in November. An audit date will now be booked, no later than 31 March 2015.

8. Financial management

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

This review commenced in October 2014 and will be completed by the end of November 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. Budget packs for 2015/16 have been completed. Budgets for 2016/17 and 2017/18 will be completed by mid-November 2014.

8.4. Complete Annual Report (1 November):

The audit was completed mid-October, with the Annual Report 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):

The release of a consultation draft report has been delayed until December.

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.