
MONTHLY HIGHLIGHT REPORT



JANUARY
2019

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report

Monthly Highlight Report – January 2019

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<530L	688L

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET <4 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0	0.08
Clarity	0.12	0.54
Taste	0.04	0.16
Pressure/flow	1.16	2.78
Continuity of supply	0.21	2.46

TARGET <2 PER ANNUM

TARGET	RESULT
QLDC response to issues	0
	0.08

WATER SUPPLY FAULTS

Median response time to attend site (urgent and non-urgent)

TARGETS	RESULTS
<60 mins	49 mins
<1440 mins	355 mins

WATER SUPPLY FAULTS

Median response time to resolve problem (urgent and non-urgent)

TARGETS	RESULTS
<1440 mins	1214 mins
<10,080 mins	1821 mins

STORMWATER

STORMWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
	0.65	6.13

STORMWATER FLOODING

Median response time to attend site

TARGET	RESULT
<180 mins	0

Results in **RED**
Target missed by >5%

Results in **AMBER**
Target missed by <5%

Results in **GREEN**
Target achieved

● DIA measures

WASTEWATER

WASTEWATER OVERFLOWS

Median response time to attend site

TARGET	RESULT
<60 mins	25 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	130 mins

WASTEWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.31	1.08
Faults	0.22	2.90
Blockages	0.26	1.71

TARGET <2 PER ANNUM

TARGET	RESULT
QLDC response to issues	0
	0

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
>95%	3 Waters 92%
	Solid Waste 84%
	Roading 82%

CAPEX

% within capital expenditure budget

TARGET	RESULT
80%-110%	70%

WASTE MANAGEMENT

WASTE DIVERTED FROM LANDFILL

Total waste diverted from landfill

TARGET	RESULT
>425t	568t

WASTE TO LANDFILL

Total waste to landfill

TARGET	RESULT
<3,333t	4,081t

EXCEPTIONS

The following KPIs were not achieved and are shown to the left in red.

Water Consumption - The target has been exceeded this month. The average however remains below target year to date. Higher flows at this time of year are expected as it is peak irrigation season, and currently no strategies are in place to manage demand (i.e. water metering and charging).

Stormwater Complaints - The annual target has now been exceeded. There continues to be a high level of requests being received around mud tank clearing. An additional resource will be included in the contract in quarter four to help address these issues.

Requests For Service (RFS) - Solid Waste - The target was not achieved this month. The organisation-wide IT issues experienced in January meant that some RFS were advised late, or impacted the ability of the contractor to close out the requests for service on time.

Requests For Service (RFS) - Rooding - Contractor performance has decreased this month, from 91% to 86%. This decrease in performance will be investigated by the contracts team. Internal performance however has increased to 74%.

Capital Expenditure - The percentage within capital expenditure budget was below the target range this month. Forecast spend is expected to accelerate in coming months. The construction of the Frankton Flats stormwater project is now underway. Project Shotover Disposal Field is nearing completion and is forecasting a significant budget surplus. The Detailed Business Case for the Ballantyne Road reseat is almost complete, with construction anticipated in 2019-20.

Waste to Landfill - Waste to landfill results remain similar to the previous month and are still higher than the monthly target.

ACTIVE PARTICIPANTS
active sport and recreation participants per capita

TARGET	RESULT
>2553	2716

QUEENSTOWN MEMORIAL CENTRE
% hours of community use per month

TARGET	RESULT
>27%	41.5%

RESOURCE CONSENT TIME
% processed within the statutory timeframe

TARGET	RESULT
100%	87%

CUSTOMER CALLS
% answered within 20 seconds

TARGET	RESULT
>80%	78.9%

LAKE HAYES PAVILLION
% hours of community use per month

TARGET	RESULT
>23%	42.4%

ARROWTOWN ATHENAEUM HALL
% hours of community use per month

TARGET	RESULT
>23%	NA

COMMUNITY ASSOCIATION MEETINGS
% attended by Elected Members/QLDC staff

TARGET	RESULT
>80%	100%

 **REGULATORY FUNCTIONS & SERVICES**

LAKE WANAKA CENTRE
% hours of community use per month

TARGET	RESULT
>37%	91.7%

ARROWTOWN COMMUNITY ROOMS
% hours of community use per month

TARGET	RESULT
>12%	23.3%

BUILDING CONSENT TIMES
% processed within the statutory timeframe

TARGET	RESULT
100%	95%

COMPLAINTS RESOLVED
% complaints resolved within 10 working days

TARGET	RESULT
>95%	100%

QUEENSTOWN EVENTS CENTRE (INDOOR)
% hours of community use per month

TARGET	RESULT
>85%	31.7%

LIBRARY EVENTS
of community events held within libraries

TARGET	RESULT
>29	17

FREEDOM CAMPING RFS
of freedom camping RFS per month

TARGET	RESULT
<26.5	82

LGOIMA REQUESTS
% responded to within 20 days

TARGET	RESULT
100%	87.5%

QUEENSTOWN EVENTS CENTRE (ROOMS)
% hours of community use per month

TARGET	RESULT
>24%	47.0%

LIBRARY CIRCULATION
of items issued per month

TARGET	RESULT
>31,784	42,140

COUNCILLOR ENQUIRIES
% responded to within 5 days

TARGET	RESULT
>95%	100%

TRAIL USAGE
Average number of daily trail users

TARGET	RESULT
>1800	3349

PARKS RFS
% RFS resolved within specified timeframe

TARGET	RESULT
>70%	71%

INTEREST RATES
Weighted average interest rate per month

TARGET	RESULT
<6.5%	4.25%

EXCEPTIONS

The following KPIs were not achieved and are shown to the left in red.

Percentage Usage - Queenstown Events Centre (indoor) - The target was not met this month however this is not unexpected due to more sport being played outdoor in the summer months. This is a seasonal trend and usage will increase once the weather cools down.

Arrowtown Athenaeum Hall - Renovations took place in the Athenaeum Hall this month and therefore the space was not available for bookings.

Library Events - The target amount was not achieved in January due to the focus on increased circulation during peak visitor times.

Resource Consent Time - The target of issuing 100% of resource consents within statutory timeframe has not been achieved this month. There has however been a 10% increase on December's results despite resourcing not being at full capacity. The team continues to process a backlog of applications received prior to Christmas.

Freedom Camping RFS - 82 freedom camping complaints were received this month. 49 of those were unsubstantiated due to either no vehicle found on arrival or the vehicles were in the correct area and self contained.

LGOIMA Requests - One response was unable to be sent in time due to technical issues accessing the network during January. Low numbers meant one breach significantly affected the overall percentage.



PREVENTION

Submissions per month

TYPE	RESULT
Risk Assessment	117
Near Miss	5
Hazard	11

BEHAVIOUR SELF ASSESSMENT

Dept. Self Safety Scores

TYPE	RESULT
A	1
B	13
C	0
Target achieved	Yes

UNSAFE EVENTS

Incidents/Accidents Across All Groups

TYPE	RESULT
Employees	10
Contractors	2
Volunteers	0
Public	18

UNSAFE EVENTS

Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<9	19.21
LTIFR**	<2	5.91

*Total Recordable Injury Frequency Rate
**Lost Time Injury Frequency Rate

NOTIFICATIONS

Contact with Worksafe

EVENT TYPE	RESULT
Death	0
Injury	0
Illness	0
Incident	1

WELLBEING ENGAGEMENT

January Wellbeing Initiative

Healthy Eating was the wellbeing initiative this month and healthy eating tips were provided to staff via this website:

<https://www.health.govt.nz/your-health/healthy-living/food-activity-and-sleep/healthy-eating>

MONTHLY COMMENTARY

Accidents - Lost Time Injury (LTI), Medical Treatment Injury (MTI), Restricted Work Injury (RWI): There were four employee accidents and six employee incidents for the month of January 2019. None of these were LTI, MTI or RWI.

Total Recordable Injury Frequency Rate (TRIFR): There has been a continued reduction in in the TRIFR and although it still remains above the target, it is now trending downwards.

Unsafe Events: One incident was reported to WorkSafe in the month of January. This involved an unplanned, uncontrolled release of a substance. The investigation confirmed that the substance was not a controlled or hazardous substance. Worksafe were updated, and the matter was closed accordingly.

Five public incidents, two contractor incidents and 13 public accidents occurred in the month of January. None of these were significant events to report.

Incident Causation Analysis Method (ICAM): No ICAM investigations took place in January.

Health & Safety Training:

- Child protection policy training was held on 24 January. Further training on this policy will be held for staff in the coming months.

HEALTH & SAFETY COMMITTEE CHAIR

There was a large reduction in the TRIFR result in January as a result of no injuries recorded for the month. The Health and Safety Committee discussed how inputs into the new MySafety system need to be entered to ensure that the hazard register and incident reporting is accurate. This will enable appropriate measures to be taken in response.

QLDC Health and Safety Objectives Review

2018/19

COMPLIANCE:	AS/NZS 4801
UNSAFE EVENTS:	TRIFR 9 - LTIFR 2
PREVENTION:	Lead indicators per capita per dept. 15%
IMPROVEMENT/SCALE:	100% of HSC planned projects
BEHAVIOUR:	2 x A vs C per month
WELLBEING ENGAGEMENT:	1 x Wellbeing initiative per month

KEY CAPITAL PROJECT UPDATES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Project Connect	<ul style="list-style-type: none"> - This project is currently awaiting the outcome of ongoing negotiations on a possible joint venture with Ngai Tahu. 	<ul style="list-style-type: none"> - Report to Council on outcome of discussions with Ngai Tahu Property under the MoU agreement. 	Amber
Wanaka Lakefront Development	<ul style="list-style-type: none"> - Stage 2 design is 90% complete. Final approval will be sought from Wanaka Community Board (WCB) at next meeting on 21st February. - A revised timeline for construction is currently being worked on based on recent WCB decisions. - The project currently has an amber status due to the possible risk to the current construction timeline following recent WCB workshop outcomes. 	<ul style="list-style-type: none"> - Stage 2 design to be presented at Wanaka Community Board (WCB) meeting - 21 February - Confirm and approve revised timeline. - Stage 2 design to be released to the community after the WCB meeting. 	Amber
Queenstown Gardens	<ul style="list-style-type: none"> - Scope is currently being confirmed to procure and confirm the engagement of a Landscape Architect to lead the next steps of this project as per procurement policy. - Roading and safety design scope is currently being reviewed to request price proposal from Opus. 	<ul style="list-style-type: none"> - Review Landscape Architect proposals. - Confirm engagement with Landscape Architect and Opus. 	Green

KEY CAPITAL PROJECT UPDATES CONTINUED

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Coronet Forest Harvest	<ul style="list-style-type: none"> - PF Olsens have still been unable to secure a harvesting contractor for the forest. - QLDC has been approached by an independent forestry company who has crew available to start in the forest. <p>QLDC staff will meet with the harvest crew and forestry company on the 1st and 7th of February to understand availability, equipment, experience and methodology. This proposal will then be investigated.</p>	<ul style="list-style-type: none"> - QLDC staff to meet with independent forestry company - 1 and 7 February. - Independent forestry company to provide logging rates and log prices for QLDC to assess against volumes. - Discuss next steps with PF Olsens regarding their inability to secure a harvest crew. 	Amber
Queenstown Events Centre/Wanaka Recreation Centre Masterplan	<ul style="list-style-type: none"> - Draft Needs Analysis and Issues and Options report issued for QLDC review by 11 January 2019. - First draft of Masterplan Options - Diagrammatical for the QEC/WRC Masterplan is to be provided for QLDC comment on the 1 February 2019. - 2x engagement sessions with key sporting stakeholders to be held on the 4 and 11 February to gain feedback on optionality of the sites - A workshop with the Wanaka Community Board and Community Services Committee to be held on the 13 February for feedback and direction. 	<ul style="list-style-type: none"> - Final Masterplan options developed and presented - 1 March 2019 	Green
Tourism Infrastructure Fund (TIF) Funding Project – Public Toilets	<ul style="list-style-type: none"> - Currently finalising infrastructure feasibility following a number of changes to the original application for some toilet sites. - A draft proposal of works including scope and timeframes are complete and ready for PCG approval. 	<ul style="list-style-type: none"> - Awaiting Project Control Group approval to proceed with programme of works including final scope, costings and timeline. - Once approved, engage contractors and update all community groups. 	Green

KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Housing Affordability</p> <p>- Housing Affordability Taskforce (HAT)</p>	<ul style="list-style-type: none"> - Initial work continuing on Queenstown Lakes Housing Strategy 	<ul style="list-style-type: none"> - Develop Housing Strategy – by third quarter 2019 - PDP Stage 3, investigate and consider progressing a mandatory inclusionary zoning programme – by second quarter 2019 - Housing needs assessment being commissioned – first quarter 2019 - Adherence to Stakeholder Deeds being followed up after the completion of auditing – first quarter 2019 	<p>Green</p>
<p>Responsible Camping</p>	<ul style="list-style-type: none"> - Two camping hubs and two service hubs (one each in Wakatipu and Wanaka) are performing well with high use. - The Project Control Group continues to work on budgets. 	<ul style="list-style-type: none"> - Monitoring and data gathering of service and camping hubs. - Approve job description of contract programme manager and advertise. - Secure budgets for implementation plan. - Work towards closure of camping hubs - March 2019 	<p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Growth - Housing Infrastructure Fund</p>	<ul style="list-style-type: none"> - Kingston: Various meeting held with developer to finalise Development Agreement. Developer has lodged resource consent for first stage. Still ongoing negotiations around Development Contributions. - Ladies Mile: A review of SH6/Howards Drive roundabout has been undertaken. The preferred new alignment is marked on site. Queenstown Country Club has agreed with the proposed layout of the roundabout. Negotiation with the developer on Development Agreement has started. <p>Working with developer on final site for reservoir.</p> <ul style="list-style-type: none"> - Quail Rise: Wastewater and water supply along State Highway is under construction. - There is a slight delay in all the projects due to finalising the development agreements. 	<ul style="list-style-type: none"> - Finalising Development Agreement with KVL (Kingston) - February 2019 - Land valuation for roundabout configuration to be organised (Ladies Mile) - February 2019 	<p>Amber</p>
<p>Water Treatment/ Compliance</p>	<ul style="list-style-type: none"> - On going meetings with Drinking Water Assessor. 	<ul style="list-style-type: none"> - Meeting with Small Communities scheduled - 14 February 2019 	<p>Green</p>
<p>Parking</p>	<ul style="list-style-type: none"> - Draft Parking Strategy has been circulated for comment by QLDC and collaborative partnership stakeholders. - Stakeholders' comments are currently being collated. 	<ul style="list-style-type: none"> - Finalise Detailed Business Case report - Integration of report outcomes into other Masterplan workstreams. 	<p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Queenstown Centre Masterplan</p>	<ul style="list-style-type: none"> - Transport models peer review is nearly complete. The Registration of Interest tender for Alternative private sector-led parking has been cancelled. - Geotech testing is in progress for the Boundary St Car Park Building to finalise the preliminary design. - Town Centre Transport Projects Detailed Business Case in progress with the long list stakeholder workshop was held in December. - Wakatipu Active Travel Network Single Stage Business Case (incl. Town Centre priority Routes design) in progress with the preferred network options identified for stakeholder engagement and the developed design is on track for the town centre streets. 	<ul style="list-style-type: none"> - Executive Leadership Team review and approval of Boundary St Car Park Building Preliminary Design to enable Council, Urban Design Panel and affected parties review has been scheduled - end of February 2019. - The updated Procurement Plan for Alternative private sector-led parking is due to be presented to Executive Leadership Team - end of February 2019. - Town Centre Transport Projects Detailed Business Case Short List stakeholder workshop has been scheduled - 22 February 2019 - Town Centre Transport Projects, Wakatipu Active Travel Network (including Town Centre priority Routes design) is scheduled for Community Engagement - April 2019 	<p>Green</p>
<p>Wanaka Town Centre Masterplan</p>	<ul style="list-style-type: none"> - Town Centre Masterplan and Integrated Transport Programme Business Case is in progress. - Community Reference Group meeting was held to agree on the scope of the Activation Trial. 	<ul style="list-style-type: none"> - Town Centre physical Activation Trial has been scheduled - March 2019. - Short List options stakeholder workshop has been scheduled - 4 April 2019. 	<p>Green</p>
<p>Frankton Flats Masterplan</p>	<ul style="list-style-type: none"> - Masterplan and Integrated Transport Programme Business Case is in progress. 	<ul style="list-style-type: none"> - Network Operating Framework is due - February 2019. - Longlist Options evaluation to identify Shortlisted Options stakeholder workshop is scheduled - 21 February 2019. 	<p>Green</p>

KEY STRATEGIC POLICIES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Future Development Strategy	<ul style="list-style-type: none"> - Community pre-consultation sessions have been organised and will be held in February and March throughout the district. - Project remains amber due to being behind schedule. 	<ul style="list-style-type: none"> - 'My Place' community pre-consultation sessions have been scheduled - February / March 2019 	Amber
Climate Change Strategy	<ul style="list-style-type: none"> - Internal working group meeting was held on 24 January - Community pre-consultation sessions have been organised and will be held in February and March throughout the district. 	<ul style="list-style-type: none"> - 'My Place' community pre-consultation sessions have been scheduled - February / March 2019 	Green
Housing Strategy	<ul style="list-style-type: none"> - Issues and options paper is currently being drafted - Community pre-consultation has been set and is being organised. 	<ul style="list-style-type: none"> - Community pre-consultation scheduled - February / March 2019 - Councillor workshop to discuss vision, issues and actions - 11 February - Issues and options paper finalised – March/April 19 	Green
Events Strategy (review)	<ul style="list-style-type: none"> - Review is being undertaken on the existing strategy. - Workshop has been set with Councillors for discussion. 	<ul style="list-style-type: none"> - To discuss at Councillor workshop - 11 February 2019 	Green
Well Being Strategy	<ul style="list-style-type: none"> - Stage 1 Project scoping has commenced. - A review of community grants and other community funding is underway to streamline process and improve transparency. 	<ul style="list-style-type: none"> - Educate staff about Well Beings and Treasury Living Standards and impact of Council wide work – March 2019 - Review of grants and community funding – March 2019 	Green
Speed Limit Bylaw	<ul style="list-style-type: none"> - Council workshop to be held on 11 February to address public consultation on: <ul style="list-style-type: none"> - Changing the bylaw form - Urban roads - Temporary speed limits - Top 5 priority roads 	<ul style="list-style-type: none"> - Council meeting to formally adopt Speed Management Bylaw Review for Public Consultation - 7 March 2019. 	Amber

Description	January 2019 Actual	January 2019 Adjusted Budget	Variance to Budget	% Of Year Completed					
				Year to date Actual	Year to date Adjusted Budget	Year to date Variance	Full Year Adjusted Budget	YTD Actuals to Full Year Budget	
58%									
REVENUE									
Operating Revenue									
Income - Rates	6,174,498	6,183,072	(8,574)	43,175,230	43,281,503	(106,272)	74,196,862	58%	
Income - Grants & Subsidies	201,693	373,623	(171,929)	3,139,754	3,127,002	12,753	5,372,665	58%	*1
Income - NZTA External Cost Recoveries	341,419	186,524	154,895	1,642,189	1,305,666	336,523	2,238,284	73%	*2
Income - Consents	948,653	1,128,558	(179,905)	7,720,156	7,853,779	(133,623)	13,358,187	58%	*3
Income - External Cost Recovery	145,225	175,895	(30,669)	624,543	1,224,394	(599,850)	2,083,262	30%	*4
Income - Regulatory	697,808	531,440	166,368	3,716,471	3,720,081	(3,610)	6,377,282	58%	
Income - Operational	2,299,535	2,102,570	196,965	22,253,681	17,835,129	4,418,551	57,222,528	39%	*5
TOTAL OPERATING REVENUE	10,808,832	10,681,681	127,150	82,272,024	78,347,553	3,924,471	160,849,069	51%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,425,745	2,546,976	121,231	17,178,216	18,254,264	1,076,048	30,375,378	57%	*6
Expenditure - Salaries and Wages Contract	490,413	396,605	(93,808)	3,419,065	2,766,010	(653,055)	4,718,366	72%	*7
Expenditure - Health Insurance	79,718	22,292	(57,426)	167,133	156,042	(11,092)	267,500	62%	
TOTAL PERSONNEL EXPENDITURE	2,995,876	2,965,873	(30,003)	20,764,415	21,176,316	411,901	35,361,245	59%	
Operating Expenditure									
Expenditure - Professional Services	138,113	389,041	250,927	2,106,306	2,731,784	625,478	4,676,990	45%	*8
Expenditure - Legal	161,833	247,811	85,978	1,510,811	1,734,676	223,864	2,973,730	51%	*9
Expenditure - Stationery	36,225	32,775	(3,450)	192,298	229,425	37,127	393,299	49%	
Expenditure - IT & Phones	81,433	62,749	(18,684)	498,000	439,240	(58,761)	752,983	66%	
Expenditure - Commercial Rent	167,321	179,528	12,207	1,122,480	1,286,796	164,316	2,244,021	50%	*10
Expenditure - Vehicle	47,356	51,775	4,419	369,152	362,425	(6,727)	621,300	59%	
Expenditure - Power	266,085	277,656	11,571	1,803,417	1,943,591	140,174	3,331,870	54%	*11
Expenditure - Insurance	77,923	60,001	(17,921)	473,627	420,010	(53,617)	720,017	66%	
Expenditure - Infrastructure Maintenance	2,498,944	2,014,333	(484,611)	16,639,126	14,673,985	(1,965,141)	25,118,496	66%	*12
Expenditure - Parks & Reserves Maintenance	694,022	629,309	(64,714)	3,923,547	4,110,383	186,836	10,369,038	38%	*13
Expense - External Cost On Chargeable	143,560	175,895	32,335	778,280	1,224,394	446,114	2,083,262	37%	*2
Expenditure - Grants	462,291	471,810	9,519	3,411,440	3,432,553	21,112	6,580,280	52%	
Expenditure - Other	1,113,687	1,143,564	29,877	8,285,909	7,928,672	(357,237)	13,249,164	63%	*14
TOTAL OPERATING EXPENDITURE	5,888,791	5,736,245	(152,547)	41,114,394	40,517,931	(596,462)	73,114,451	56%	
Interest and Depreciation									
Expenditure - Interest	466,910	774,147	307,237	3,325,660	5,419,027	2,093,368	9,289,761	36%	*15
Expenditure - Depreciation	1,894,077	1,894,077	0	13,280,251	13,280,251	0	25,148,122	53%	
TOTAL INTEREST AND DEPRECIATION	2,360,987	2,668,224	307,237	16,605,911	18,699,279	2,093,368	34,437,884	48%	
TOTAL EXPENDITURE	11,245,654	11,370,341	124,687	78,484,720	80,393,526	1,908,806	142,913,579	55%	
NET OPERATING SURPLUS/(DEFICIT)	(436,823)	(688,660)	251,837	3,787,305	(2,045,973)	5,833,278	17,935,490		

- *1 Income - Grants & Subsidies - NZTA opex subsidy income is \$311k favourable year to date due to timing of environmental maintenance work (which offsets in Infrastructure maintenance costs - See Note.12 below) along with increased funding by NZTA towards this activity. For noting: NZTA Funding Assistant Rates (FAR) for Glenorchy and Crown Range SPRs are to stay at 100% and 90% for 2018:19 (Budgeted at 92% and 84%). This is offset with \$300k reversal of 2017:18 accrual for a Wanaka Recreation Centre grant in January to provide the \$13k favourable YTD variance.
- *2 Income - NZTA External Cost Recoveries -Internal time allocations to CAPEX of \$299k is predominately why there is a favourable year variance to date which reflects revised recovery targets following an internal review of staff costs.
- *3 Income - Consents - January unfavourable variance of \$180k due to timing of budget phasing with an extra week of annual leave. The year to date variance of \$133k is predominately within engineering labour recoveries due to a change in policy - QLDC no longer invoice applicants the time for processing development contribution notices (circa \$252k annual reduction).
- *4 Income - External Cost Recovery - This is the income received from on-charging external consultant costs mostly in relation to consent applications. The expense matching this income is below in the expense line - external cost on chargeable is YTD favourable. The difference between income and expense is due to timing of raising the invoice for on-charging.
- *5 Income - Operational - The Queenstown Airport final 2017:18 dividend has been received for \$5.4m which is \$430k above Full Year budget. Turnover rents and lease income is \$390k favourable to budget as is net interest of \$655k. Rates penalties are up on budget by \$260k. Refuse income \$406k favourable YTD (offsets with Infrastructure Maintenance - see note *12). Council also received \$1.8m as part of the Lakeview sale to Well Smart Investment Holding Ltd.
- *6 Expenditure - Salaries and Wages - The favourable year to date variance of \$1.07m for salaries and wages is due to carrying vacancies through the year in Planning and Development \$661k, Property and Infrastructure \$197k and Community Services \$162k.
- *7 Expenditure - Salaries and Wages Contract Staff - There is an additional \$407k of contract staff processing costs within Planning & Development to cover vacancies which is partially offset by their additional revenue within Consenting income. Property and Infrastructure and Finance have combined \$150k of unbudgeted contract staff spend to cover vacancies.
- *8 Expenditure - Professional Services - There is currently an underspend within Property and Infrastructure for \$270k and Corporate Services \$244k which is expected to be caught up during the year. To note \$340k of year to date HIF related costs has been transferred to Capital Work in Progress within the Balance Sheet due to the expectation that a proportion of the HIF related costs will be capitalised.
- *9 Expenditure - Legal - Legal costs for the district plan have reduced and is the main driver for the \$224k favourable YTD due to a fixed term internal role for the DP within the legal team.
- *10 Expenditure - Commercial Rent - This main driver for the favourable YTD variance of \$164k is due to not having commenced the Frankton library lease until December which is a permanent saving of \$117k.
- *11 Expenditure - Power - There has been reduced power and gas expenditure for Alpine Aqualand (\$33k YTD fav) due to the 6 week pool closure and an \$87k YTD underspend for Wanaka Rec Centre and pool which will be a permanent difference.
- *12 Expenditure - Infrastructure Maintenance - The unfavourable year to date variance of \$1.96m includes \$559k Roading emergency reinstatement costs (Funding requested from NZTA) along with \$372k unfavourable spend within Environmental Maintenance due to timing of expenditure (80% of annual budget spent) and \$102k subsidised footpath maintenance works. This is partially offset with favourable variances across a number of other activities (See Income - Grants and subsidies Note. 1). Refuse is \$892k unfavourable year to date which includes \$405k refuse disposal costs (carbon credits, glass to Landfill, tyres), \$351k Landfill costs (due to increasing volumes of waste) and \$206k Recycling costs (due to increased collections) which is partially offset with \$406k additional income.
- *13 Expenditure - Parks and Reserves Maintenance - The favourable YTD variance is predominantly due to timing of the Park's contracts expenditure (\$187k) which is being caught up over the summer months as evident by the January unfavourable variance of \$65k.
- *14 Expenditure - Other - There is additional \$382k commissioner costs required within Planning & Development due to the District Plan process.
- *15 Expenditure - Interest - Interest expense is favourable due to lower than expected interest rates and timing of capex spend which is mainly within Property & Infrastructure space where the interest budget is phased straight line.

Description	January 2019 Actual	January 2019 Adjusted Budget	Variance to Budget	Year to date Actual	Year to date Adjusted Budget	Year to date Variance	Full Year Adjusted Budget	YTD Actuals to Full Year Budget	
CAPITAL REVENUE									
Income - Development Contributions	538,078	1,353,265	(815,186)	8,632,995	9,472,852	(839,858)	16,239,175	53%	*16
Income - Vested Assets	0	0	0	0	0	0	10,733,077	0%	
Income - Grants & Subsidies Capex	490,659	1,065,425	(574,766)	2,473,575	4,844,572	(2,370,997)	10,571,695	23%	*17
TOTAL CAPITAL REVENUE	1,028,737	2,418,689	(1,389,952)	11,106,570	14,317,424	(3,210,854)	37,543,947	30%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	4,431,685	7,770,959	3,339,274	25,902,682	36,887,122	10,984,440	105,172,341	25%	*18
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	4,431,685	7,770,959	3,339,274	25,902,682	36,887,122	10,984,440	122,062,341		
NET CAPITAL FUNDING REQUIRED	3,402,948	5,352,270	4,729,226	14,796,112	22,569,698	14,195,294	84,518,394		
External Borrowing									
Loans	0						0		
Bonds	95,000,000						187,082,000		
TOTAL BORROWING	95,000,000						187,082,000		

 COMMENTARY

*16 Income - Development Contributions - 117 Development Contribution invoices across the district have been generated YTD for Wastewater \$2.6m, Transport \$2.3m, Parks and Reserves \$2.0m, Water Supply \$1.5m and Stormwater \$320k. The total invoiced for January was \$539k, the largest of which for January were \$67k Alpine Estate Ltd re Mountain View Drive Wanaka, \$45k Wanaka Bakery covered yard and \$40k Mt Iron Heights Residence Association connection to services.

*17 Income - Grants & Subsidies Capex - For Noting: NZTA released their initial NLTP (National Land Transport Programme) budgets for 2018:19 through to 2020:21 at the end of August which Council has reviewed and continues to follow up with NZTA on projects awaiting funding to be released. The first capex reforecast in December had deferred \$4.3m costs and \$2.3m income to Years 2 and 3 of the Long Term Plan which has been adjusted for in November to match revised timing of delivery.

*18 Project Expenditure - The full capital programme budget is now phased for 2018/19. There was a substantial re-forecast process which was approved by Council in December in line with the 3 Waters bundles revised procurement plan which has re-phased the construction of major projects to Years 2 and 3 of the Long Term Plan.

The largest spends in January were:

- Wanaka Minor Improvements \$341k
- Arrowtown new Water Pump Station and bores \$317k
- North East Frankton Stormwater Conveyance \$246k