

KEY PERFORMANCE
INDICATORS – TRAFFIC
LIGHT STATUS REPORT

HEALTH & SAFETY
SUMMARY

KEY PRIORITIES UPDATE

FINANCIAL
MANAGEMENT REPORT

MONTHLY HIGHLIGHT REPORT

May 2018

Monthly Highlight Report – May 2018

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<590L	486L

WATER SUPPLY FAULTS

Median response time to attend site

TARGET	RESULT
<60 mins	0 mins

WATER SUPPLY FAULTS

Median response time to resolve problem

TARGET	RESULT
<240 mins	115 mins

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET	RESULT
<5 per annum	
Month	1.36
YTD	15.45

WASTEWATER

WASTEWATER OVERFLOWS

Median response time to attend site

TARGET	RESULT
<60 mins	6 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	98 mins

WASTEWATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET	RESULT
<5 per annum	
Month	0
YTD	0

STORMWATER

STORMWATER FLOODING

No. of floods per 1000 properties per month

TARGET	RESULT
<2	0

STORMWATER FLOODING

Median response time to attend site

TARGET	RESULT
<180 mins	0

ROADING

SEALED ROAD CLOSURES

No. of planned closures per month

TARGET	RESULT
≤1	0

SEALED ROAD CLOSURES

No. of unplanned closures per month

TARGET	RESULT
≤1	0
YTD avg*	0.3

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
>95%	
3 Waters	94%
Solid Waste	83%
Roading	89%

CAPEX VARIANCE

% variance from capital budget

TARGET	RESULT
0 to -10%	24.6%

OPEX VARIANCE

% variance from operational budget


TARGET	RESULT
0 to -5%	-5.03%

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

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

Results in **GREEN**
Target achieved

* average per month year to date

 DIA measures

EXCEPTIONS

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

Water Supply Complaints - A significant number of the RFS received in this period were actually private matters (not associated with faults or issues with the network). There were also a number of RFS put in for planned water shut-downs.

Requests For Service (RFS) - 3 Waters - Contractor RFS performance was 94% in May with a slight decrease in the combined performance due to one internal RFS being overdue.

Requests For Service (RFS) - Solid Waste - Contractor RFS performance was back in the mid 80's in May which although below target is back in line with the upward trend in this area over the past 18 months. Internal RFS compliance was 100%.

Requests For Service (RFS) - Roothing - Contractor RFS performance in May was 89%. A significant focus on internal RFS performance has seen a significant improvement and this will remain a focus area.

Capex Variance - Road rehabilitation, asset improvements, and renewals projects continue to remain behind schedule compared to forecasted expenditure. A number of projects have been re-forecast due to opportunities and risks being realised and will be reflected in next month's report.

The Project Shotover Disposal Field project and Threepwood Stormwater Upgrade project have both commenced but will not be complete until during 2018/19. Both projects will require a carry forward due to delays in the commencement of work on site.

Due to efficiencies in design and physical works, the expenditure on Hawthorne Drive is below the forecast expenditure and is anticipated to be \$1,300,000 under budget. This is yet to be recognised in the cash flow.

POOL USERS QT
% Wakatipu residents using the pool per month

TARGET	RESULT
>15%	12.1%

POOL USERS WANAKA
% Wanaka residents using the pool per month

TARGET	RESULT
>8%	12.6%

GYM MEMBERS QT
% Wakatipu residents who are gym members

TARGET	RESULT
>12.5%	14.6%

LIBRARY USERS
% residents borrowing at least once per month

TARGET	RESULT
>20%	18.6%

TRAIL USAGE
Average number of daily trail users

TARGET	RESULT
No target	956

CAPEX VARIANCE*
% variance from capital Budgets for property

TARGET	RESULT
0 to -10%	Commercial TBC Community TBC

OPEX VARIANCE*
% variance from capital Budgets for property

TARGET	RESULT
0 to -5%	Commercial TBC Community TBC


REGULATORY FUNCTIONS & SERVICES

BUILDING CONSENT TIMES
% processed within the statutory timeframe

TARGET	RESULT
100%	99%

ANIMAL CONTROL
% urgent requests responded within 2 hrs

TARGET	RESULT
100%	100%

WATER SAFETY
% urgent requests responded within 2 hrs

TARGET	RESULT
100%	NA^

RESOURCE CONSENTS
% made by the owner as applicant

TARGET	RESULT
>50%	14.4%

RESOURCE CONSENT \$\$\$
Median charge per notified consent**

TARGET	RESULT
<\$15,000	\$24,355

RESOURCE CONSENT \$\$\$
Median charge per non-notified consent**

TARGET	RESULT
<\$2,100	\$1,343

RESOURCE CONSENT TIME
% processed within the statutory timeframe

TARGET	RESULT
100%	92.3%

REQUESTS FOR SERVICE (RFS)
% pollution RFS resolved on time

TARGET	RESULT
100%	83%

CUSTOMER CALLS
% answered within 20 seconds

TARGET	RESULT
>80%	64.8%

LGOIMA REQUESTS
% responded to within 20 days

TARGET	RESULT
100%	88%

COUNCILLOR ENQUIRIES
% responded to within 5 days

TARGET	RESULT
>95%	77.8%

INTEREST RATES
Weighted average interest rate per month

TARGET	RESULT
<6.5%	4.45%

*Capex & Opex Variance - These reports are being re-developed to align with activities from the LTP/Annual Plan, ie. Economy.

** Resource Consent \$\$\$ - A one month delay is necessary to capture final invoiced costs.

^ There were no urgent water safety requests recorded this month.

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

Pool Users QT - 12.1% of Wakatipu residents used the pool this month. Although percentage levels have decreased in May, this was expected due to the annual pool shut down for one week. Anecdotally, there were also reports of the pool temperature being colder than usual after the pool shut down which may have affected numbers.

Library Users - Events remain a key focus for the library teams. There were only four days in May in which the Upper Clutha libraries did not host an event. Queenstown library had on average 416 daily visitors during May. The Frankton Pop-up library continues to receive positive support and remains a popular option for library patrons.

Resource Consents - 14.4% of resource consents were made by the owner as applicant in May. This did not achieve the target set. External factors have made preparing and managing applications more technical and this additional level of detail discourages many owners from applying themselves, opting to engage professionals to prepare their applications instead.

Resource Consent \$\$\$ - The median charge per notified consent target has not been met. This is because the two notified applications issued were complex and involved multiple day hearings with multi-disciplinary inputs.

Resource Consent Time - 92.3% of resource consents were processed within the statutory timeframe during May. This did not achieve the target set. 181 consents were issued this month, which exceeds the previous record in March and April of 150 consents issued in a calendar month.

Pollution RFS - One pollution RFS went overdue in May, resulting in the 100% target for this measure not being achieved.

Customer Calls - 64.8% of customer calls were answered within 20 seconds this month. This did not achieve the target set. Staff resourcing has been under pressure due to not having a full complement of staff, however recruitment is underway to expand the team. There has also been a 21% increase in the amount of calls received this month, compared to the previous month.

LGOIMA Requests - 88% of official information requests received notification of QLDC's decision within the target timeframe during May. 26 requests were due this month, of which three went overdue due to complexity of requests.

Councillor Enquiries - There were nine Councillor Requests received in May 2018, of which two were for Parks, two for Planning and Development, four for Property and Infrastructure (specifically one for Water and three for Transport), and one for Regulatory. Of these nine requests due for response in May, 77.8% were responded to within completion times. Percentage levels have increased from April 2018 but did not achieve the target set.



PREVENTION

Submissions per month

TYPE	RESULT
Risk Assessment	274
Near Miss	17
Hazard	20
Average % of lead indicators >15%	69.5%
Target achieved	Yes

BEHAVIOUR SELF ASSESSMENT

Dept. Self Safety Scores

TYPE	RESULT
A	1
B	8
C	3
Overall score	C
Target achieved	No

UNSAFE EVENTS

Incidents/Accidents Across All Groups

TYPE	RESULT
Employees	274
Contractors	6
Volunteers	0
Public	19

UNSAFE EVENTS

Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<9	17.6
LTIFR**	<2	3.2

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

NOTIFICATIONS

Contact with Worksafe

EVENT TYPE	RESULT	DESCRIPTION
Death	0	N/A
Injury	0	N/A
Illness	0	N/A
Incident	0	N/A

WELLBEING ENGAGEMENT

May Wellbeing Initiative

Winter Safety:

Throughout May QLDC employees were provided with information on how to keep safe on the roads and tips for staying well in winter. QLDC employees were also encouraged to sign up to the winter road reports and attend one of the four snow chain fitting workshops organised for Wanaka and Queenstown workplaces.

MONTHLY COMMENTARY

Accidents - Lost Time Injury (LTI), Medical Treatment Injury (MTI), Restricted Work Injury (RWI):

No Lost Time Injuries (LTI) were reported in May, resulting in a decrease in the Lost Time Injury Frequency Rate (LTIFR).

One employee Restricted Work Injury (RWI) was reported and investigated in May. Further investigation is underway to ensure that the team have appropriate controls in place to perform tasks safely and to prevent any further injuries.

Total Recordable Injury Frequency Rate (TRIFR):

A recordable employee injury in May has resulted in an increase in the Total Recordable Injury Frequency Rate (TRIFR).

Unsafe Events:

Minor first aid incidents at various Sport and Recreation facilities in the district made up the majority of the public unsafe events in May.

No significant contractor events were reported in May and no volunteer unsafe events were reported either.

Incident Causation Analysis Method (ICAM):

No ICAM level investigations were started by QLDC in May.

Health & Safety Training:

- Online emergency warden training
- First aid training
- Snow chain fitting workshops
- Workstation set up workshops

QLDC Health and Safety Objectives Review

2018

COMPLIANCE:	AS/NZS 4801
UNSAFE EVENTS:	TRIFR 12 - LTIFR 5
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

HEALTH & SAFETY COMMITTEE CHAIR

Unfortunately the TRIFR result has continued an upward trend this month due to another recordable injury. As a result, a review of incident trends has been completed and key staff are set to undertake an investigation into the locations/work groups that have recorded the highest rate of unsafe events. This investigation will occur in June. The QLDC Health & Safety Objectives have also recently been reviewed mid-year to align with financial year reporting, rather than the previous calendar year reporting cycle. These will come into affect from 01 July 2018.

KEY CAPITAL PROJECT UPDATES AND KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
QLDC Queenstown Office Accommodation (Project Connect)	<ul style="list-style-type: none"> - The Ten Year Plan submission process attracted 34 comments with regard to Project Connect. Of these, 31.91% were in support, 37.19% were neutral and 30.90% were against the proposal. 	<ul style="list-style-type: none"> - The Ten Year Plan to be adopted at Council meeting - 28 June 2018. 	Green
Housing Affordability - Housing Affordability Taskforce (HAT)	<ul style="list-style-type: none"> - Housing Affordability Taskforce Affordable Housing Strategy Workshop - complete. - Affordable Housing Strategy is currently being developed. 	<ul style="list-style-type: none"> - Options paper exploring consent fees, development contributions and rates relief for qualifying affordable housing developments - September 2018. - Six monthly report to Council on progress (including providing more land, intensification and inclusionary zoning) – October 2018. - Council to investigate and consider progressing a mandatory inclusionary zoning programme through the District Plan review – by first quarter 2019. 	Green
Responsible Camping	<ul style="list-style-type: none"> - The inaugural Project Control Group and Governance Group meetings have been held with representatives on each from Queenstown Lakes District Council, Land Information New Zealand, Department of Conservation, New Zealand Transport Authority and Ministry of Business, Innovation and Employment. - The Terms of Reference and a Memorandum of Understanding have been agreed to and a funding agreement has also been signed – with funding of \$225,000 split between each of the parties. - Five consultants were invited to submit a proposal for writing the strategy, with Xyst appointed. Xyst have also been contracted to provide project management services. 	<ul style="list-style-type: none"> - Next Project Control Group and Governance Group meeting - July 2018. - All legal agreements to be finalised - July 2018. - Thinkplace research consultancy to confirm scope and be engaged. - Minor review of Freedom Camping Control bylaw and Arrowtown-Lake Hayes Reserve Management Plan to be reported to Council and notified. 	Green

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Growth - Housing Infrastructure Fund</p>	<ul style="list-style-type: none"> - Kingston: Proposal has been submitted to MBIE and a decision is expected in early July 2018. - Quail Rise: Proposal has been submitted to MBIE and a decision is expected in early July 2018. - Ladies Mile: The Detailed Business Case is currently being prepared. 	<ul style="list-style-type: none"> - Kingston and Quail Rise funding decisions are expected once the Ten Year Plan has been adopted - July 2018. - Ladies Mile Detailed Business Case to be completed - 3 July 2018. 	<p>Green</p>
<p>Water Supply - Compliance</p> <p>- Water Treatment</p>	<ul style="list-style-type: none"> - Southern Joint Working Group for Drinking Water Safety established by the Southern District Health Board (SDHB). First meeting attended by QLDC, SDHB and other local authorities. - Water Safety Plans for each supply continue to be updated to include recommendations from the Drinking Water Assessor. - Upper Clutha Lakes Trust Freshwater Improvement Fund project commenced in June, for a five year period. - All QLDC owned water supply schemes continue to be chlorinated. This ensures that a residual disinfectant is provided across our networks. - Detailed design is commencing for the Shotover Country Bore Pump Station and Water Treatment Plant which will provide a new raw water supply and water treatment facility for the wider Frankton area. - Conceptual design has commenced for the new Beacon Point Water Treatment Plant. Land acquisition tasks are presently underway. 	<ul style="list-style-type: none"> - Updated Water Safety Plans for each water supply to be reviewed and approved by the Drinking Water Assessor. - Monitoring is ongoing for each water supply to ensure chlorination levels are optimised. - Design on track as per Ten Year Plan programme. - Design on track as per Ten Year Plan programme. 	<p>Green</p> <p>Green</p>
<p>Transport/Parking</p>	<p>Queenstown and Frankton Parking Strategy</p> <ul style="list-style-type: none"> - Detailed Business Case to be undertaken to cover Frankton residential area and Glenda Drive industrial area. - Town centre - to aid Master Plan business cases and projects, including transition during the construction phases. - Implementations will be through the Master Plan projects. 	<ul style="list-style-type: none"> - Scoping Report - 19 June. - Procurement of business case writer for Detailed Business Case - August 2018. 	<p>Green</p>

KEY PROCESSES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Proposed District Plan (PDP)</p> <ul style="list-style-type: none"> - Stage one hearing progress - Stage two-four development 	<ul style="list-style-type: none"> - Decisions on first 31 chapters completed - awaiting appeals. - Hearings Stage 2 – preparing for hearings in July and September 2018. 	<ul style="list-style-type: none"> - Close of appeals on Stage One – July 2018. - File Wakatipu Basin evidence – June 2018. - File District Wide topic evidence – July/August 2018. - Wakatipu Basin Zoning hearing – July 2018. (previously June/July). - District Wide and Open Space hearing – September 2018 (previously August/September). 	<p>Green</p> <p>Green</p>
<p>Ten Year Plan 2018-28</p>	<ul style="list-style-type: none"> - Deliberations Pack was released on 4 May. - Hearings were held in Wanaka and Queenstown on 15 and 16 May. - A workshop was held on 18 May. 	<ul style="list-style-type: none"> - Documents to be finalised for inclusion in Council agenda - 20 June 2018. - Final Audit - 5 June to 15 June 2018. - Council to adopt Ten Year Plan at Council meeting – 28 June 2018. 	<p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Queenstown Centre Masterplan</p>	<ul style="list-style-type: none"> - A Council workshop was held on the spatial framework, design guidelines and parking building concept designs. - The Detailed Business Case for the parking buildings is currently being finalised. - Detailed Business Case, modelling and active travel (includes Beach, Rees and Brecon Streets) tender documents are being prepared for issue on the Government Electronic Tenders Service. - The 'Alliance' memorandum of understanding between Queenstown Lakes District Council, New Zealand Transport Authority and Otago Regional Council is currently being drafted. 	<ul style="list-style-type: none"> - Modelling Request for Tender to be released - 05 June. - Detailed Business Case Request for Tender to be released - 12 June. - Spatial Framework and Parking Buildings Detailed Business Case to be submitted for adoption by Council - 28 June. - Wakatipu Active Travel Network Detailed Business Case Request for Tender to be released - 09 July. 	<p>Green</p>
<p>Wanaka Town Centre Masterplan</p>	<ul style="list-style-type: none"> - The Wanaka Integrated Transport Programme Business Case and the Town Centre Masterplan establishment report are being prepared. - New Zealand Transport Authority Point of Entry has been submitted for review and comment. 	<ul style="list-style-type: none"> - Strategic Case Investment Logic Map workshop scheduled - 02 July. - Establishment Report to be submitted for adoption by Council - 26 July. 	<p>Green</p>
<p>Frankton Flats Masterplan</p>	<ul style="list-style-type: none"> - Frankton Flats Masterplan Programme Business Case Establishment Report is being prepared. - Partner and stakeholder engagement workshops have been held. 	<ul style="list-style-type: none"> - Establishment Report to be submitted for adoption by Council - 26 July. 	<p>Green</p>

Description	May 2018 Actual	May 2018 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	
92%									
REVENUE									
Operating Revenue									
Income - Rates	5,592,444	5,589,227	3,217	61,527,965	61,481,502	46,464	67,070,729	92%	
Income - Grants & Subsidies	395,573	353,800	41,773	5,178,229	4,408,926	769,303	5,884,347	88%	*1
Income - NZTA External Cost Recoveries	209,703	164,708	44,995	1,745,753	1,811,788	(66,035)	1,976,496	88%	
Income - Consents	957,715	848,819	108,896	8,386,466	8,439,448	(52,982)	9,188,400	91%	
Income - External Cost Recovery	221,928	68,087	153,841	2,453,239	678,833	1,774,405	738,155	332%	*2
Income - Regulatory	457,749	343,403	114,346	4,920,005	3,513,026	1,406,979	3,868,855	127%	*3
Income - Operational	1,814,821	1,766,084	48,738	28,252,541	22,931,246	5,321,295	27,608,944	102%	*4
TOTAL OPERATING REVENUE	9,649,934	9,134,128	515,805	112,464,198	103,264,769	9,199,429	116,335,926	97%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,281,767	2,188,929	(92,838)	22,024,478	22,230,898	206,420	24,380,971	90%	*5
Expenditure - Salaries and Wages Contract	312,026	37,820	(274,206)	2,911,034	368,424	(2,542,610)	406,720	716%	*5
Expenditure - Health Insurance	24,471	15,400	(9,071)	189,964	169,400	(20,564)	184,800	103%	
TOTAL PERSONNEL EXPENDITURE	2,618,264	2,242,149	(376,115)	25,125,475	22,768,722	(2,356,753)	24,972,491	101%	
Operating Expenditure									
Expenditure - Professional Services	590,193	311,219	(278,974)	4,357,606	3,602,536	(755,070)	3,937,417	111%	*6
Expenditure - Legal	210,320	172,379	(37,942)	1,886,835	1,637,164	(249,671)	1,796,542	105%	*7
Expenditure - Stationery	(17,622)	32,768	50,389	282,719	360,443	77,724	393,211	72%	*8
Expenditure - IT & Phones	56,003	58,835	2,832	615,506	647,188	31,682	706,024	87%	
Expenditure - Commercial Rent	150,651	180,824	30,173	1,791,016	1,989,066	198,051	2,169,891	83%	
Expenditure - Vehicle	48,631	47,335	(1,297)	449,923	520,680	70,757	568,014	79%	
Expenditure - Power	275,846	269,626	(6,220)	2,778,776	2,759,323	(19,453)	3,024,716	92%	
Expenditure - Insurance	71,250	58,458	(12,792)	769,877	643,041	(126,836)	701,498	110%	
Expenditure - Infrastructure Maintenance	2,369,821	1,892,420	(477,401)	22,311,240	19,996,619	(2,314,621)	21,929,039	102%	*9
Expenditure - Parks & Reserves Maintenance	439,450	455,779	16,329	5,082,868	5,037,195	(45,673)	8,751,723	58%	
Expense - External Cost On Chargeable	361,948	65,456	(296,492)	2,602,865	651,712	(1,951,153)	708,630	367%	*2
Expenditure - Grants	467,284	402,712	(64,572)	5,226,025	5,010,698	(215,327)	6,134,995	85%	
Expenditure - Other	716,971	859,660	142,690	10,176,841	10,247,235	70,394	11,735,515	87%	
TOTAL OPERATING EXPENDITURE	5,740,747	4,807,471	(933,276)	58,332,096	53,102,900	(5,229,196)	62,557,214	93%	
Interest and Depreciation									
Expenditure - Interest	330,392	717,765	387,373	4,681,074	7,895,414	3,214,340	8,613,179	54%	*10
Expenditure - Depreciation	2,006,610	2,006,610	0	22,363,321	22,363,321	0	24,369,187	92%	
TOTAL INTEREST AND DEPRECIATION	2,337,002	2,724,375	387,373	27,044,395	30,258,735	3,214,340	32,982,367	82%	
TOTAL EXPENDITURE	10,696,013	9,773,994	(922,019)	110,501,966	106,130,357	(4,371,610)	120,512,072	92%	
NET OPERATING SURPLUS/(DEFICIT)	(1,046,079)	(639,866)	(406,213)	1,962,231	(2,865,588)	4,827,819	(4,176,146)		

*1 Income - Grants & Subsidies - NZTA opex subsidy income is \$551k favourable year to date due to increased environmental maintenance work (which offsets in Infrastructure maintenance costs - See Note. 9 below). Petrol tax is \$147k favourable due to an increase in traffic volumes and petrol prices.

*2 Income - External Cost Recovery - This is the income received from on-charging external consultant costs in relation to resource consents. The expense matching this income is below in the expense line - external cost on chargeable. The difference between income and expense is due to timing of raising the invoice for on-charging.

*3 Income - Regulatory - Growth and increased enforcement from additional FTE's compared to the previous year has driven the increases above year to date budget for regulatory. The favourable variances come from the net impact of higher traffic, parking and campervan infringements issued year to date, totalling \$511k and \$804k for higher parking fees collected. This is due to increased occupancy from public car parks.

*4 Income - Operational - The Queenstown Airport dividend has been received for \$5.4m which is \$0.8m above Full Year budget. Turnover rents totalling \$495k, Lakeview cabin income \$394k and Church St car parking \$160k have also created a favourable variance. \$270k was invoiced to QAC for additional park and ride facility costs and Eastern Access Road irrigation costs, \$250k to DOC for their contribution of Roys Peak car park and \$107k to Central Otago District Council for their contribution towards ETS carbon credits. There is also \$375k additional landfill income due to increasing volumes of waste. (The irrigation and refuse income are offset within Note 9. Expenditure - Infrastructure Maintenance) Rates penalties is up \$328k on budget as is net interest received of \$1.2m.

*5 Expenditure - Salaries and Wages and Contract Staff - The reducing favourable year to date variance of \$202k for salaries and wages is due to carrying vacancies through the year. To note, since the December month FTE's actuals are aligned with budgeted FTE's. Additional spend is in part due to required additional resource, the cost of which is offset through previously mentioned unfilled vacancies. It is still expected that this line will remain within annual budget. Additional contract staff have also been required in Planning and Development to address significant application volume increases, with the \$2.4M year to date spend on building services partially offset by additional revenue from building services invoicing. Infrastructure has an unbudgeted contract staff cost of \$277k, for corridor access management, three waters BBC support services to guide TYP capital planning, developer engineer secondment and contract administration.

*6 Expenditure - Professional Services - Variance to budget is due to additional \$776k for consultancy work on the central government business case and HIF related professional services costs.

*7 Expenditure - Legal - \$273k Additional legal expenses is required within Planning & Development to support the Resource Consent processing which is offset by (\$82k) underspend for weather tightness legal costs and \$90k is for on-going legal advice for Development Contributions, Wanaka Airport restructure advice and legal assistance with the ORC prosecution.

*8 Expenditure - Photocopying - \$33k credit note received in May from Fuji for overcharging on printing.

*9 Expenditure - Infrastructure Maintenance - There is \$1.4m additional spend for roading direct costs which includes emergency re-instatement and minor events \$343k which were not budgeted along with the timing of environmental maintenance work (which partially offsets in Income - Grants and Subsidies see Note. 1 above). Refuse is \$940k unfavourable due to an increase in landfill volumes \$294K, Refuse/Recycling escalation & additional collection costs \$280k and increase in disposal costs for glass \$140k and removal costs for tyre stockpile \$113k.

*10 Expenditure - Interest - Interest costs is favourable due to lower than expected interest rates and timing of capex spend.

Description	May 2018 Actual	May 2018 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	1,073,459	551,324	522,135	13,572,310	6,064,563	7,507,747	6,615,887	205%	*11
Income - Vested Assets	0	0	0	2,330,383	2,330,383	0	10,748,642	22%	
Income - Grants & Subsidies Capex	845,645	570,815	274,830	5,811,224	6,278,966	(467,742)	6,849,781	85%	*12
TOTAL CAPITAL REVENUE	1,919,104	1,122,139	796,965	21,713,917	14,673,912	7,040,005	24,214,310	90%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	4,859,516	5,270,199	410,683	44,023,037	56,826,061	12,803,024	68,160,882	65%	* 13
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	4,859,516	5,270,199	410,683	44,023,037	56,826,061	12,803,024	85,050,882		
NET CAPITAL FUNDING REQUIRED	2,940,412	4,148,060	1,207,648	22,309,120	42,152,149	19,843,029	60,836,572		
External Borrowing									
Loans	0						0		
Bonds	85,000,000						187,082,000		
TOTAL BORROWING	85,000,000						187,082,000		

 COMMENTARY

*11 Income - Development Contributions - There was 40 development contribution invoices generated in May totalling \$1.1m. The majority of this revenue was to do with residential sub-divisions at Hawea and Jacks Point.

*12 Income - Grants & Subsidies Capex - \$275k favourable for month of May due to re-allocation of Park and Ride costs to Eastern Access Road implementation as agreed by NZTA. \$468k unfavourable YTD due to re-allocation of NZTA renewals budget to maintenance activities (refer. Note 9 above).

*13 Project Expenditure - The largest spends in May were:

- Wanaka Aquatic Centre - \$931k
- Project Shotover Stage 2 disposal field - \$696k
- District wide unsealed road metalling - \$418k
- Town Centre Masterplan implementation - \$353k
- Threepwood upgrades - \$186k
- Marine Parade pumping station risk - \$179k