


QLDC Council**3 June 2015****Report for Agenda Item: 11*****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
 - b. **Agree**, in light of legislative dates and resource requirements, to defer the implementation of new health and safety requirements to 31 October.

Prepared by:

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Chief Executive

13/05/2015

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

1. Core Infrastructure and services:

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

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

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

Complete: Consultation is underway. The submission period for consultation on the draft strategy will close on 20 May 2015. A report will go to Council in July 2015.

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

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

The project was awarded on 1 May 2015. Detailed design is now underway for stage 1 of the treatment plant. Contract documents will be signed in the next two weeks and a joint media release is being prepared.

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

Complete. An update to Councillors on progress and initial observations will be completed at the next Council workshop.

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

Cardrona: This project is on track to report back to the June Council meeting. Key stakeholder meetings were completed in April to review long list of options. A final stakeholder meeting is scheduled for 18 May to review the shortlist of options. A first draft of the agenda item is now complete.

Glenorchy: This project is also on track to report back to the June Council meeting. A commercial stakeholders workshop was held on 6 May 2015 which has helped to inform options for the capital and operational components of the scheme. A first draft of the report will be completed in May 2015.

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

Council has resolved to publicly notify the draft Management Plan. Submissions are being received until 12 June.

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

Workshops on the roading, parking, cycling and walking have been completed. Technical development of the walking and cycling strategies will be completed by the end of May 2015.

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

Physical works have been underway since January 2015. The phasing of the project has altered slightly due to delays in specific material supplies. The project is on track to meet the critical date of May 2015 to provide access to the Pak'nSave and the Mitre 10 sites.

2. Community Services and Facilities

2.1. Library Services:

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

The supplier has been contracted and an implementation and communication plan developed with 'go live' scheduled for the end of June 2015.

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

Establishment of a Frankton Hub in 2020 was consulted on through the Long Term Plan and will be considered in deliberations.

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):

Preliminary design on the pool facility is underway in order to inform the LTP discussions. Tenders for the pool have closed and post tender evaluations are underway. It is anticipated that a contract will be let mid-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):
Complete.**

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

The agreement between the Housing Trust, the Sports Facility Trust, Council and one neighbour has been executed. There were 87 submissions received in support of the proposal. One submission was received in opposition and that party wishes to be heard. A hearing has been set down for late May 2015. Interim storage arrangements for the Scouts are in hand.

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

Public notification of the intent to review the Queenstown Bay component of the reserve management plan occurred on 1 April. Consultation strategy is being actioned, including public consultation undertaken on Earnslaw Park for three days and ongoing consultation occurring with key stakeholders. Submissions are being received until 5 June. Next steps are to prepare an initial draft review of the Queenstown component of the reserve management plan, resolve overarching objectives and hold a Councillor workshop to outline proposed draft reviewed plan.

3. Regulatory functions and Services

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

No additional practice notes issued this month.

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

Key areas of impact for the month have included:

- Re-education of Queenstown CBD businesses regarding litter trial.
- Effective fencing assessments of dog owner's properties.
- Monitoring of 31 resource consents (18 new and 13 follow ups).

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 – Submissions closed 30 April 2015. Nine submissions received. A hearing has been scheduled for 22 May 2015.

LAP – Meetings with Licensees held through April. Meetings with Police, Medical Officer of Health and Interagency groups in May.

4. Environment

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

Notification is set down for August as per previous report. A substantial amount of work is required before that time, including finalisation of programme, hearing streams, and consideration of Commissioners. SHAs continue to have a substantial impact on staff time.

5. Economic Development

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

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

The GM Corporate Services met with the Trust to outline the review. Funding Councils have also been contacted and a letter has now gone to key stakeholders seeking feedback.

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

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

(b) **Alternative ratings model (30 September):**
Complete. Included in Long Term Plan consultation material.

5.4. **Lakeview Development:**

(a) **Complete plan change (30 June):**
A recommendation is anticipated from the hearing panel at the end of May.

(b) **Complete new titles (1 April):**
The submission period for the Lakeview Land Swap proposal closed on 8 May. A hearing is scheduled for 21 May.

(c) **Decision on the NTT Hot Pool development (1 April):**
Negotiation of heads of agreement (HoA) terms and conditions continue. NTT have recently responded with amendments and commentary to the latest version of the HoA. Critical dates for the various stages of the development process (if agreement is reached) are being considered within the wider Lakeview development programme.

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

Consideration of Special Housing Areas was deferred until May meeting. Material amendments to the Lead Policy were made by Council at its April meeting. These have been conveyed to proponents.

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

Regulatory options to progress the project are being considered. Information on the possible approaches and timeline will be provided at a June workshop.

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):*

A Health & Safety Advisor commenced with the organisation during April. Initial focus will be on a review of existing health, safety and wellbeing practice across the organisation with a view to making recommendations to achieve compliance for both the ACC Workplace Safety Management Practices programme, and incoming legislation.

This review has commenced, and is expected to be completed no later than 31 July. It will include a review of health and safety management practices relating to employees, volunteers, and contractors. It is requested the due date be deferred to 31 October 2015

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):*
The consultation document and supporting information was adopted by Council on 24 March 2015. The mandatory period of public consultation concluded on 30 April 2015. The hearing of submissions will occur in the last week of May

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

8.5. *Review Development Contribution & Financial Contributions Policies (30 June):*

A revised policy based on the revised 10 Year capex programme and including reductions to the reserve land contribution was consulted on in parallel to the LTP. The hearing of submissions will occur in the last week of May.

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

Complete. The final report was delivered to LGNZ Council in May with specific proposals of relevance to QLDC including a visitor levy; removal of the UAGC; and volumetric charging.

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

Complete.