

QLDC Council
30 July 2015

Report for Agenda Item: 11

Department: CEO Office

Chief Executive's Monthly Report

Purpose

To update the Council on recent activities and progress on achieving Council priorities.

Recommendation

- 1 That Council:
 - a. **Note** the report.

Prepared by:



Stewart Burns
Acting Chief Executive

15/07/2015

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

1. Core Infrastructure and services:

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

Complete. NZTA have recently released their review of QLDC's historic 2012 Asset Management Plan. The areas for improvement identified in this review have already been picked up within QLDC's 2015 AMP. QLDC has submitted the 2015 AMP to NZTA for comment.

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: A hearing on submissions will take place late July 2015. Following the hearing, the strategy will be reported to the Council in July for adoption.

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):**

Downer have commenced the management of the site and the oxidation ponds. NZTA has agreed in principal to the occupation of the road reserve for a construction bond and an agreement to enable this work is being developed. An agreement has been reached between QLDC and the Gun Club. Agreement to surrender the lease is now being actioned and payment of the compensation amount will be made to the Gun Club within the next two weeks.

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

Complete.

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

Complete.

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

Public notification has been completed and the submissions received are being processed for the hearings panel.

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

All elements of strategy have now been canvassed with Wanaka Community Board (WCB). A draft programme business case of options will be reported to the WCB in July.

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

Completion of access to the new Placemakers / Mitre 10 sites was due in May; however weather events have delayed progress. The next stages of the project are being scoped and a request for services is due to the market within two weeks.

2. Community Services and Facilities

2.1. Library Services:

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

Installation for Queenstown, Wanaka and Arrowtown planned for 21 and 22 July. A public information campaign is underway.

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

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):

Construction commenced. Approval received from Council to proceed with earlier construction of the pool facility subject to approval of a funding model and requisite probity around procurement processes.

**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):
Complete.**

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

Public submissions have been reviewed and presented at a recent Council workshop. The development of a draft management plan is underway. A Council workshop on the draft management plan is planned for July.

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:

- Continuation of dog registration (2015/2016);
- Monitoring of high risk licensed premises;
- Active monitoring and follow up of 26 resource consents.

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 – Complete. LAPP adopted by Council on 30 June 2015.

LAP – On 30 June 2015, Council resolved to undertake further investigation to determine the most appropriate time to implement an LAP. A report is due back to Council by 30 June 2016.

4. Environment

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

Notification is set down for early August. Final approval for notification will be at the 30 July Council meeting.

5. Economic Development

5.1. Adopt Economic Development Strategy (1 October):

Complete.

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

Key stakeholder feedback has now been received. A discussion paper will now be developed with options for consideration. A draft will be circulated in July/August 2015.

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.

5.4. Lakeview Development:

- (a) **Complete plan change (30 June):**
Complete. Appeals (if any) will be assessed between now and September.
- (b) **Complete new titles (1 April):**
The Council are to consider the submissions received and recommending report.
- (c) **Decision on the NTT Hot Pool development (1 April):**
Negotiation of the heads of agreement terms and conditions continue with both parties working toward a proposed date of the end of September to finalise the agreement.

5.5. Establish a Housing Accord (30 June):

Council did not recommend any of the proposed Special Housing Areas at its 3 June meeting. Contact has been made with four proposals for further consideration. A meeting with one of the proponents has been held to explore how to progress. There has been acknowledgement but no advances or substantive contact from the other three.

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

No progress this month.

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):***

The review of QLDC's Health & Safety practices was completed in June. A recommended action plan is now being presented to Senior Management and the Health & Safety Committee for consultation, covering the following 6 key focus areas:

- Leadership commitment
- Workforce (employee) participation
- Health, Safety & Wellbeing communication
- Information, education, training & resources
- Risk management skills
- Comprehensive, user-friendly systems

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):***

Complete.

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

Complete.

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

Complete.

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

Complete.

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

Complete.