

**QLDC Council**  
**24 November 2016**

**Report for Agenda Item: 13**

**Department: CEO Office**

**Chief Executive's Monthly Report**

**Purpose**

- 1 To update the Council on some of the key areas of work being undertaken vis-à-vis the Council 2016/17 Work Programme.

The report also addresses a number of minor matters that require Council consent. These relate to extending a temporary delegation to the Chief Executive to approve minor property matters (pending the establishment of Committees), the setting up by Council of four hearing panels, setting of the next meeting date and a modification to the Council's delegation register in the light of the recent change to the CDEM management arrangements across the Otago region.

**Recommendation**

That Council:

- a. **Note** the contents of this report;
- b. **Delegate** to the Chief Executive all of the functions, duties and powers of the Council with respect to matters that were formerly considered by the Property Subcommittee during the previous triennium (2013 – 2016), without limitation, except for those powers set down in legislation that cannot be delegated, from the date of inauguration of the Council on 25 October 2016 to the date that the Council adopts Terms of Reference and delegations for the new triennium;
- c. **Agree** that Councillors McRobie, Hill and Forbes be appointed to hear submissions on the Amendment to the Development Contributions Policy and make a recommendation to Council;
- d. **Agree** that a hearings panel of two (being Councillors ..... ) be formed to hear submissions on the Reserve Management Plan for the Wanaka Recreation Reserve and make a recommendation to the Wanaka Community Board;
- e. **Agree** that a hearing panel of three (being Councillors ..... ) be formed to hear submissions on Wanaka Airport Governance Options and make a recommendation to Council;

- f. **Agree** that a hearings panel of three (being Councillors ..... ) be formed to hear submissions on the trial of pedestrianising Upper Beach Street and make a recommendation to Council.
- g. **Agree** to hold an ordinary meeting of the Queenstown Lakes District Council on Thursday 15 December 2016 beginning at 1pm.
- h. **Delegates** authority to the Mayor to vote on behalf of the Queenstown Lakes District Council as a full member of the Otago Civil Defence Emergency Management Group in the fulfilment of the function, obligation and powers of the Group under the Civil Defence Emergency Management Act 2002.

Prepared by:



Mike Theelen  
Chief Executive

16/11/2016

#### **1. Extension of former Property Subcommittee delegation to Chief Executive**

- a. On 29 September 2016, the Council resolved to delegate to the Chief Executive the power to exercise all of the Council's functions, duties and powers, from 8 October 2016 (election day) to the date of inauguration of the new Council. This was necessary to enable routine business to continue without undue delay during the period prior to the newly elected Councillors taking their oaths of office.
- b. While the Councillors have now taken their oaths of office, and can legally act, the new Committee structure and Terms of Reference are still being developed and are not expected to be finalised until the next Council meeting, on 15 December 2016. However there are a number of applications that, in the last triennium, would have normally been dealt with by the Property Subcommittee. These include approval of licences to occupy, temporary road closures, reserves licences and affected party approvals. There are a number of applications of this nature that need to be processed before the TOR and delegations are finalised, and any delays will result in inconvenience and expense to applicants.
- c. The most practical way to enable these decisions to be made in a timely manner is to delegate to the Chief Executive all of the functions, duties and powers of the Council with respect to matters that were formerly considered by the Property Subcommittee under the previous triennium, from the date of inauguration until adoption of new Terms of Reference.

## 2. Hearings Panels

- a. Four matters were adopted by the previous Council and put out for public submission. These have now been completed or are soon to be completed, and hearings need to be scheduled. The previous Council deliberately deferred making any appointments to Hearings Panels for these ahead of the election, and it is now appropriate to establish these. In each instance the Hearings Panel will make recommendations to Council for final adoption.
- b. Amendment to Development Contributions Policy  
 Consultation concluded on 10 November with three submissions received. A hearing will be required and a hearing date of 30 November is proposed either at 10am or 1pm. The General Manager Regulatory and Finance has proposed a panel of three based on the three proposed Committee Chairs with a strong connection to future district development. Accordingly, he is recommending a panel comprising Councillors McRobie, Hill and Forbes.
- c. Reserve Management Plan for the Wanaka Recreation Reserve  
 Consultation concluded on 12 November and 12 submissions were received. A hearings panel of two is sought. The hearing will take place in Wanaka.
- d. Wanaka Airport Special Consultative Procedure  
 Consultation closes on 25 November. It is recommended that a hearings panel of three is formed, with a hearing to take place early in 2017. The hearing will be held in Wanaka.
- e. Beach Street Pedestrianisation  
 The trial of pedestrianising upper Beach Street finishes at the end of February and the Council needs to determine before this date if pedestrianisation should continue. The trial was initiated by Downtown Queenstown and its Chief Executive would not be available for a hearing during the period 6 December until mid-January 2017. Accordingly, the hearing is likely to be mid to late January and a hearings panel of three is sought.

## 3. Next Ordinary Council meeting

Until the Council adopts a meeting schedule covering a future period, we are simply setting meetings month by month. In order for a December meeting to take place at which a schedule will be adopted, it is recommended that the Council resolve to hold a meeting on Thursday, 15 December beginning at 1pm.

## 4. Otago Civil Defence Emergency Management Group

At the end of the last triennium, the collective Councils of Otago established a new arrangement for the delivery of Civil Defence and Emergency Management Services across the region. This will in effect centralise the management and operation of Civil Defence Emergency Management Services with the ORC, while ensuring that the ORC retains a local CDEM presence in each district,

and that the delivery of services be co-ordinated by the ORC across all districts. The governance of Civil Defence and Emergency Management continues through the Otago Civil Defence Emergency Management Group, which is made up of the Mayors of the contributing Districts, and the Chair of the Otago Regional Council. As part of creating a more effective governance arrangement, the Councils have agreed to delegate their representatives the power to act on their Councils behalf. Previously this had been mixed across the District, but most Mayors could only vote on a case by case basis with the explicit approval of their Council. The proposed delegation to the Mayor streamlines this and ensures that the Mayors are able to act effectively as members on behalf of their Councils.

## **5. Council Work Programme**

The following notes are a brief summary of key actions that have occurred over the past month in support of the Council Work Programme 2016/17.

### **1. Moving People Around**

#### ***Key Actions Underway:***

- Hawthorne Drive construction contract awarded, and project commenced with a Sod Turning Ceremony in early November.
- Ongoing discussions with NZTA re acceleration of the Kawarau Road four laning and development of the larger revised Frankton Roundabout. This conversation is closely linked to Frankton Flats Masterplan project (8b) which is also well underway.

### **2. QLDC will continue to Improve Support for Governance and Elected Members**

#### ***Key Actions Underway:***

- Council and Wanaka Community Board inaugurated.
- An induction programme for Councillors and Community Board Members successfully conducted, and workshop programme on key workshop topics underway.
- Staff are currently developing Terms of Reference for Committees, for consideration and adoption by Council in December 2016.

### **3. Organisational Performance**

#### ***Key Actions Underway:***

- Otago Mayoral Forum met and adopted the recommendation from a Cross Council team and Section 17A priorities for review. These are Harbours and Waterways, Regulatory Services, and Solid Waste. Three waters and roading were identified as larger projects needing to be addressed following these. The combined staff team will now complete an initial business case on the three identified key high level

opportunities for alternative and modified service delivery options for these activities and report back to the Mayoral Forum.

- Council completed its October IANZ accreditation review and was confirmed as an accredited Building Control Authority (BCA). The next review will be in October 2017. The audit identified two CARS (Corrective Actions) which are currently being addressed.
- Annual Plan preparation has commenced, and an initial workshop was held with elected members in early November. The Capex workshop is scheduled for 13 December 2016.

***Key Milestones and Dates:***

- IANZ Accreditation Review; October 2016 – Completed.
- Monthly Report; revised template and report process; November 2016 - underway

**4. Housing and Accommodation**

***Key Actions Underway:***

- Revised HASHAA legislation workshopped with Council and a new lead policy is being developed and considered by Council at its 24 November 2016 meeting.
- HIF fund: Staff have identified a number of projects that could be eligible for HIF funding and are scoping these. The first (indicative round) of submissions is in December 2016, with full applications required in the new year.
- The National Policy Statement on Urban Development has been released and submissions called for. Staff will report this to Council for consideration in December 2016. Proposed NPS compliance will place significantly more emphasis on active promotions of increased capacity to address future demand.

**5. Council Investment in Community Infrastructure**

***Key Actions Underway:***

- Staff are continuing to develop approach to single office accommodation for QLDC. Initial workshop planned with Councillors to confirm key location parameters and ownership preferences. Work on capacity and functional requirements has also commenced.
- Wanaka Pool – costings finalised, and award of contract underway. Final completion date is March 2018.
- Special Consultation Process underway for Wanaka Airport. Hearings on submissions are intended to be held in December 2016, and a decision on the proposal in February 2017.

## 6. Spatial (Strategic) Planning

### ***Key Actions Underway:***

- Frankton Flats Masterplanning – scoping work underway.
- Proposed National Policy Statement on Urban Development being reviewed, and its requirement to be reported to Council and applied to Councils PDP work, as well as the Special Housing Areas, and Housing Accord programmes.

### ***Key Milestones and Dates:***

- Frankton Flats Masterplan – to be workshopped with Council; November 2016 – initial scoping underway and process agreed. Workshop timetable to be confirmed.