

**QLDC Council  
28 September 2016**

**Report for Agenda Item: 15**

***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;

Prepared by:



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Chief Executive

14/09/2016

## **Update: Progress on QLDC 2016/17 Work Programme**

The revised CEO report is attached. It reflects the agreed 2016/17 Work Programme. The approach adopted is intended to capture responses under the key thematic work areas and includes updates on work in hand on the topics within the work programme; it also reports against the key milestones that are relevant to the overall agreed deliverables. It is intended to be more informative to the Council, though I accept that it is a work in progress. In addition to this, I will continue to use the report to update on any key emerging issues.

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

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

- Wakatipu Integrated Programme Business Case development underway and being led by NZTA. The Council has agreed with NZTA to undertake a considered exercise to revalidate growth and development predictions to assist the modelling to be undertaken.
- Park and Ride Trial was reported to a workshop on 13 September, with two key options being considered. ORC have confirmed no funding support but require Council to seek approvals as a 'Public Passenger Transport Service'. Close working relationship with QAC on their Park and Ride trial, though two distinctly different customers groups involved.
- Eastern Access Road Business Case submitted to NZTA, and approved. The process of designating of the route is underway, as are discussions with affected land owners on funding. The tender process for construction of the works has been notified.
- Queenstown CBD Streetscape Review: A programme for delivery of the streetscape upgrade is currently being discussed with key stakeholders to ensure any programme is matched to retail and visitor demands during construction.
- Car Parking Facility: Early community engagement process for the Stanley/Ballararat St site being considered by the Council in September.
- Inner Links Business Case Review being progressed in parallel to the wider Wakatipu Integrated Programme Business Case. The process has been updated and agreed with NZTA.

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

- Queenstown Transport Strategy Group meet regularly – September 2016
- Report on Park and Ride Trial to Council – September 2016

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

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

- Initial induction programme underway. Councillors provided induction feedback to Governance staff to assist with improving the induction process for the incoming Council and Community Board.
- Handbook and induction pack for all new and returning Councillors in preparation.
- Training and Governance Needs Analysis conducted with existing Councillors in September 2016. A further round will be conducted with new Councillors, with a view to adopting a training programme for elected members later in the year.

***Key Milestones and Dates:***

- Initial training needs analysis underway with current Councillors – September 2016.

**3. Council Funding**

***Key Actions Underway:***

- Draft Visitor Levy report presented by the Queenstown Chamber to the Prime Minister in August and currently further work to finalise it is underway.
- Revision and amendments to the Council's development Contribution Policy have begun.

***Key Milestones and Dates:***

- Visitor Levy report presented (in draft); ongoing work with Chamber.
- Annual Report for adoption – 6 October 2016.

**4. Organisational Performance**

***Key Actions Underway:***

- Staff are preparing for the first LGNZ Excellence programme unit. This will involve a two day review by assessors, including interviews with the Mayor and a number of staff. The four Councils in the first set of reviews are being used to test the questions and process, and the outcomes will inform the programme and process for the next round of Councils in November 2016.
- Section 17A work is progressing across Otago but not as quickly as planned. The proposed programme of 17A requires a report to all Councils for adoption. This is behind schedule. The section 17A review on Energy Management Services across the region is progressing.
- The IANZ improved programme is continuing; nine of the 10 corrective actions have now been cleared and the remaining one, relating to processing times within statutory timeframes, is showing significant improvement as a result of concerted and sustained action. Preparations are well underway for the

October assessment. A full check of all the regulations and our systems has resulted in further changes and improvements.

- Time recording is now being reported to the Council via the monthly report. A Quality Manager has just been appointed and one of his tasks will be to work with the Planning & Development Leadership Team to standardise and simplify.
- Project Serve Training is underway for all staff and is now part of the induction for new staff. The External Experience Plan is in development, and will be brought to a workshop for their consideration in November 2016.

***Key Milestones and Dates:***

- Report back to all Councils on Preferred Section 17A review **not completed** – September 2016.
- LGNZ Excellence Programme Audit: 28 September 2016.

**5. Housing and Accommodation**

***Key Actions Underway:***

- Staff have prepared and presented to the Council via a workshop on the various programmes and initiatives underway that reflect our involvement in housing supply and affordability. This highlights the complexity of housing and the interaction of different elements.
- The Special Housing Areas were delivered by the Council in August. The Minister has now passed additional legislation to extend the HASHAA. As previously discussed, QLDC will need to review our approach and lead policy elements quickly following the extension.
- The Report elsewhere in this agenda seeks to appoint commissioners to hear applications from the 6 SHAs which have been recommended by the Council and approved by the Minister. Pre-application discussions are underway with each SHA proponent.
- The Council is continuing to liaise with MBIE on the possible use of the Housing Infrastructure Fund.

***Key Milestones and Dates:***

- Stage 2 Programme Report (including Visitor Accommodation proposals) are being reported to Council – September 2016.

**6. Waste Management**

***Key Actions Underway:***

- Project Shotover current works completed by 7 October 2016 followed by initial commissioning.

- Glenorchy Wastewater: Investigations into the possible use of the Glenorchy airstrip as disposal field have been positive: discussions regarding use and safety are progressing with QAC.
- Cardrona wastewater physical works contract has been awarded and works commenced mid-September.
- Sludge workshop held in September. Immediate actions to relocate sludge disposal are underway and further trials for long term management options have been agreed with Council.

***Key Milestones and Dates:***

- Sludge workshop completed September 2016.

## **7. Council Investment in Community Infrastructure**

***Key Actions Underway:***

- The Wanaka Recreation Centre is now fully open and staff community groups are working to increase patronage and use.
- Wanaka Pool costings are being finalised and reported to Council in September 2016 to enable construction to proceed.
- Additional report to Council in September to consider opportunities to make earlier use of the grassed sports field adjacent to the Centre.
- Initial community scoping papers for the utilisation of the Ballarat/Stanley Street site are included elsewhere in this agenda and community feedback will be sought, following the Council's consideration of this matter.
- Wanaka Airport Management options have been reviewed and a proposal is included in this agenda, with statutory consultation to follow the Council's consideration of this matter.
- QLDC Economic Strategy Workshop conducted 20 September with independent participants. An implementation plan in being finalised for consideration by the working group before being reported to the Council.

***Key Milestones and Dates:***

- WRC operational – actioned August 2016.

## **8. Spatial (Strategic) Planning**

***Key Actions Underway:***

- SHAs: A Report included in this agenda meeting seeks to appoint commissioners to hear applications from the six SHAs which have been recommended by the Council and approved by the Minister. Pre-application discussions are underway with each SHA. Hearings on stage 1 are progressing according to the timetable and a report elsewhere in this agenda

initiates the start of the review process for Stage 2 of the Proposed District Plan.

- An internal workshop of staff from relevant departments has been held to scope the Master Plan prior to arranging a Councillor workshop in November with the new Council.
- Ladies Mile Structure Plan Work has been commissioned to look at modelling of water and wastewater services and storm water management options, which will help inform the overall structure plan for the area. An initial draft structure plan has been developed.

## **9. MBIE: Mid-Sized Facilities Fund**

Earlier this year the Government announced a contestable fund aimed at supporting local authorities and other agencies to accelerate, upgrade and enhance modes and pieces of infrastructure that would specifically enhance visitor experience as well as existing Council's to develop better 'pieces of kit'.

The final funding mode closed on 15 September 2016. The Council has submitted a proposal for new toilets on the Wanaka foreshore, and is proposing the funds support to upgrade the planned 2 pan toilet replacement to a 5 pan Exceloo (including two changing room sized units). We are seeking government support of \$300K for the project, which will be a 50% contribution.

Our proposal is based on the direction set by the Wanaka Lakefront Development Plan. The Council has provided funding in the current financial year, but this is limited so to meet its 50% contribution the Council's application proposes to initially loan fund the difference, and to add an additional project to the Community Development DC change through the next Annual Plan. The increases in both the scope and the scale of the facility make it eligible for a strong growth component (subject to MBE approval).

The criteria for the fund are challenging, including requiring a degree of Council commitment, being able to demonstrate the improvement available through the fund, and having the capacity to deliver project/s in a short time frame.

We do not know the extent or the number of applications that will be received, though we are advised that a further round of applications will be considered next year. We will also be reviewing our planned facilities and programmes ahead of the next Annual Plan to see if we can place additional upgrades in the line for government support.

The process for consideration of Council's proposal now rests with MBIE, and we will work with their officials to facilitate our application.

## **10. Malaghan Building**

The two existing tenancies in the Malaghan Building on Stanley Street expire on 19 December 2016. The Building is currently occupied by the Citizens Advice

Bureau, and Destination Queenstown. The latter have a limited presence following their relocation to new premises along Stanley Street, though the building is fully utilised by DQ during the run up to Winterfest each year.

The Council recently workshopped the future use of the building. There was general consensus amongst Councillors that there was some benefit to the community in having more utilisation of the building, principally for a range of community and similar uses.

Since that time the Council and APL staff have been in dialogue, principally with the CAB around its continued use, and about the type of other users that could complement that. We have also tried to identify a possible 'management' user who could act as a day to day custodian of the building. Several community groups have expressed potential interest in accessing or using the centre, and we are working through the mechanism to get improved use out of the centre. This may still include the availability of office space for DQ but is aimed at getting better utilisation than is currently being achieved for a limited period only.

It is our intention to conclude some arrangement in October in time for a new lease to be agreed with all parties by 19 December 2016.