

# Monthly Highlight Report

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Key Performance Indicators – Traffic light status report

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Health & Safety Summary

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Key Priorities Update

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Financial Management Report

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August 2023

# Core Infrastructure and Services

## Key Performance Indicators

**WATER CONSUMPTION**  
Average consumption of water per person per day

TARGET	RESULT
<395L	<b>489.43L</b>

**WATER SUPPLY COMPLAINTS**  
# of complaints per 1000 connections

TARGET <4 per annum

	MONTHLY RESULT	YTD RESULT
Odour	<b>0</b>	<b>0</b>
Clarity	<b>0.03</b>	<b>0.07</b>
Taste	<b>0.03</b>	<b>0.03</b>
Pressure/flow	<b>0.14</b>	<b>0.31</b>
Continuity of supply	<b>0.07</b>	<b>0.24</b>

TARGET <2 per annum

QLDC response to issues	RESULT
	<b>0</b>

**WATER SUPPLY FAULTS**  
Median response time to attend site (urgent and non-urgent)

TARGETS	RESULT
<60 mins	<b>36 mins</b>
<1440 mins	<b>1,153.5 mins</b>

**WATER SUPPLY FAULTS**  
Median response time to resolve problem (urgent and non-urgent)

TARGETS	RESULT
<1440 mins	<b>194 mins</b>
<10,080 mins	<b>2,835.5 mins</b>

**STORMWATER COMPLAINTS**  
# of complaints per 1000 connections

TARGET <5 per annum

MONTHLY RESULT	YTD RESULT
<b>0.68</b>	<b>0.98</b>

**STORMWATER FLOODING**  
Median response time to attend site

TARGET	RESULT
<180 mins	<b>0</b>

**STORMWATER FLOODING**  
# flooding events that occur in a territorial authority district

TARGET	RESULT
<7	<b>0</b>

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

**STORMWATER FLOODING**  
# of habitable floors affected for each event (per 1000 properties connected to the TA stormwater system)

TARGET	RESULT
<2	<b>0</b>

**WASTEWATER OVERFLOWS**  
Median response time to attend site

TARGET	RESULT
<60 mins	<b>20 mins</b>

**WASTEWATER OVERFLOWS**  
Median response time to resolve problem

TARGET	RESULT
<240 mins	<b>157 mins</b>

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

**WASTEWATER COMPLAINTS**  
# of complaints per 1000 connections

TARGET <5 per annum

	MONTHLY RESULT	YTD RESULT
Odour	<b>0</b>	<b>0.07</b>
Faults	<b>0.17</b>	<b>0.48</b>
Blockages	<b>0.03</b>	<b>0.34</b>

TARGET <2 per annum

QLDC response to issues	RESULT
	<b>0</b>

**REQUESTS FOR SERVICE (RFS)**  
% customer RFS resolved on time

TARGET >95%

	RESULT
3 Waters	<b>88.1%</b>
Solid Waste	<b>98.1%</b>
Roading	<b>88.1%</b>

Results in **GREEN**  
Target achieved

**CAPEX**  
% of capital works completed annually, including renewals (against the annual budget adopted by Council for 3 Waters, waste management and roading).

TARGET	RESULT
80-110%	<b>81%</b>

**WASTE DIVERTED FROM LANDFILL**  
Total waste diverted from landfill

TARGET	RESULT
>683t	<b>699t</b>

**WASTE TO LANDFILL**  
Total waste to landfill

TARGET	RESULT
<3,833t	<b>3,717t</b>

**WASTE TO LANDFILL**  
% of MRF recycling contaminated

TARGET	RESULT
<20%	<b>16.58%</b>

DIA measures



## Exceptions

The following KPIs were not achieved and are shown on the previous page in red or amber.

### Average Consumption of Water

The average consumption of water per person per day was 463 litres for the month of August. This misses the scaled monthly target of less than 395 litres and is an increase on the previous month. As summer approaches QLDC will undertake an educational campaign to try and encourage more responsible usage. In addition, investment in leak detection and remediation is on-going.

### Stormwater Complaints

The monthly pro-rata target for stormwater complaints was missed, with the number of complaints per 1,000 connections 0.68 for August. Most requests received were to clear mud tanks of mud, debris or leaves that were causing blockages, a result of increased rainfall throughout August than in previous months.

### Request for Service - 3 Waters

The target was not achieved for the month of August with 88.1% of customer RFS resolved on time for 3 Waters. The Team continues to work with the responsible contractor to ensure data in the Council system accurately reflects their performance.

### Request for Service - Roading

The target was not achieved for the month of August with 88.1% of customer RFS resolved on time for roading. The responsiveness of the QLDC roading team was challenged in the month due to resourcing constraints.



## Community Services

**ACTIVE PARTICIPANTS**  
# of gym and pool visits per capita (based on usual resident population)

TARGET	RESULT
>2,286	1,891

**LIBRARY CIRCULATION**  
# of items issued per month

TARGET	RESULT
>42,504	51,634

**PARKS RFS**  
% RFS resolved within specified timeframe

TARGET	RESULT
>95%	96%

## Environment

**RESOURCE CONSENT TIME**  
% processed within the statutory timeframe

TARGET	RESULT
100%	90.59%

## Regulatory Functions & Services

**BUILDING CONSENT TIMES**  
% processed within the statutory timeframe

TARGET	RESULT
100%	83.46%

**FREEDOM CAMPING RFS**  
# of freedom camping RFS per month

TARGET	RESULT
<8	7

## Corporate Services

**CUSTOMER CALLS**  
% answered within 20 seconds

TARGET	RESULT
>80%	66%

**COMPLAINTS RESOLVED**  
% complaints resolved within 10 working days

TARGET	RESULT
>95%	100%

**LGOIMA REQUESTS**  
% responded to within 20 days

TARGET	RESULT
100%	100%

**COUNCILLOR ENQUIRIES**  
% responded to within 5 working days

TARGET	RESULT
100%	100%

**INTEREST RATES**  
Weighted average interest rate per month

TARGET	RESULT
<6%	4.97%

## Exceptions

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

### Active Participants

The total number of gym and pool visits per capita was 1,891 for August, missing the monthly target and a reduction on July's result. Moving into Summer golf participation will increase, and events will be held which will see participation numbers increase.

### Resource Consents

The percentage of resource consents processed within statutory timeframes target was not met in August, but with 90.59% processed, it is a continued improvement over the last three months. The number of applications formally received was 109 for the month and 85 decisions were issued, this demonstrates that applications are moving through the Council processing system. The number of applications processed within timeframes for the fiscal year to date is 89.74%, nearly 2% better than the overall result for the last financial year. The average processing days for a non-notified application in August was 18.36. This is an increase on June and July, but is lower than the 20-working day timeframe that applies to non-notified consents, reflecting that the majority of non-notified applications are being processed within timeframes.

### Building Consents

The target of 100% of building consents being processed within 20 day statutory timeframe was not achieved in August 2023 with 83.46% of building consents processed. This was, however, an improvement on the last two months. The result is due to a significant surge in consents being lodged leading up to the change in insulation regulations which came into force in May 2023. The processing team has also had resourcing challenges due to staff and contractor leave and illness. Delays resulting from the insulation changes should abate over the next two to three months and the team are aiming for processing timeframes to be back in the 90%'s.

### Customer Calls

3,541 calls were made to Council in August 2023 and 66% were answered within 20 seconds. Challenges with the phone software are ongoing but a system enhancement is due to be implemented in the next few weeks. This will give the Customer Service Team greater visibility to incoming calls, and with the team's continued focus, should improve performance against this measure going forward.

# Health & Safety Summary

# QLDC Health and Safety Objectives for 2023/2024

## PREVENTION Positive Safety Actions

TYPE	RESULT
Take 5's	2,035
Inspections/Audits	41
Safety & Wellbeing	37
First Aid Training	7
H&S Meetings	38

## WORK EVENTS Injury Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<8	3.85
LTIFR**	<5	2.57

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

## DEPT. SAFETY BEHAVIOURS Self-assessments from monthly safety activities

TYPE	RESULT
A - Safety Improved	3
B - Safety Constant	10
C - Accident or Incident	0
Target Achieved	Yes

## NOTIFIABLE EVENTS Notifiable to WorkSafe

EVENT TYPE	RESULT
Incident Type	0

### EVENT DETAILS

N/A

As defined under section 25 of the Healthy & Safety at Work Act 2015

## QLDC WORKPLACE INCIDENTS Across All Groups

TYPE	RESULT
Employees	5
Contractors	43
Volunteers	0
Public	4

## COMPLIANCE

Health and Safety internal audit by each department to be conducted utilising the Work Safety Management Plan standard.

## PREVENTION

90% of all incidents were reported each month closed within allocated timeframe.

100% of all Positive Actions Safety Statistics were reported each month.

100% of safety statistics were reported for all volunteers involved in high risk work as defined in the QLDC Induction Pack for Volunteers.

## IMPROVEMENT

90% of Health & Safety Committee actions completed on time.

Contractor Management is the focus for Health & Safety improvement.

## BEHAVIOUR

Behavioural self assessment – twice the amount of A scores to be reported monthly compared to C scores.

A C-score is a significant accident or incident with insufficient action taken to remedy.

## WELLBEING

At least 60% participation across wellbeing activities for QLDC staff.

# Monthly Commentary

## QLDC Workplace Incidents

There were no notifiable events in August, and no workplace incidents were significant.

Both the Recordable Injury Frequency Rate and Lost Time Injury Frequency Rate showed a positive reduction on July's result.

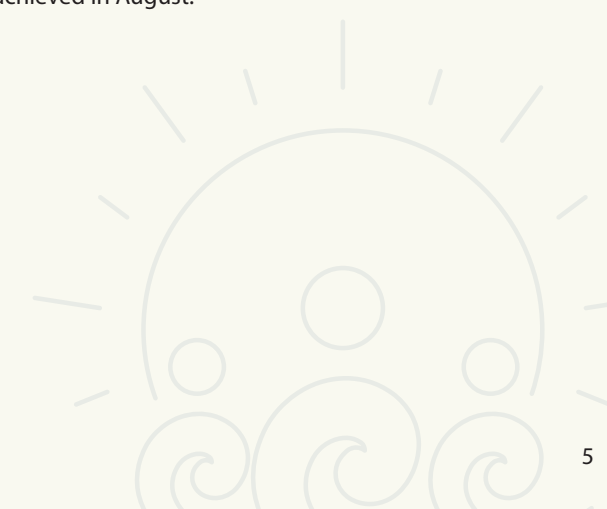
There were 43 contractor incidents in August, none were 'Notifiable Events' to WorkSafe.

There were five incidents involving employees and four involving members of the public in August. All were of a minor nature. No volunteer incidents were recorded.

Take 5's remain at a high level with 2,035 reported in August.

There were 37 Safety & Wellbeing Training sessions undertaken. These included 11 fire warden training sessions, five sessions on attending to suspected spinal injuries, 12 advanced de-escalation training sessions, six Site Safe sessions and three Primary Industry Training Organisation (ITO) Verifier sessions.

With three A score this month, 10 B scores and no C scores, the Department Safety Behaviours target was achieved in August.



## Thriving people | Whakapuāwai Hapori

Ours is a community with a strong heart and whānau roots that run deep.



## Embracing the Māori world | Whakatinana i te ao Māori

Ours is a district that honours Te Tiriti o Waitangi and champions equality for all our people.



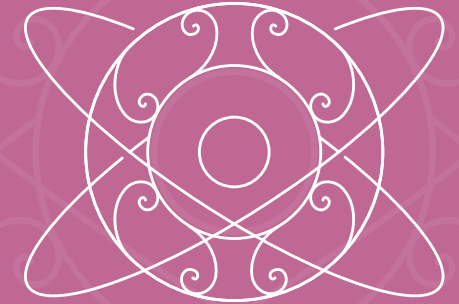
## Opportunities for all | He ōhaka taurikura

Our district is a place of social, environmental and technological enterprise.



## Breathtaking creativity | Whakaohoho Auahataka

Surrounded by the endless inspiration of our landscapes, ours is a place that nurtures the arts, culture and the spirit of invention.



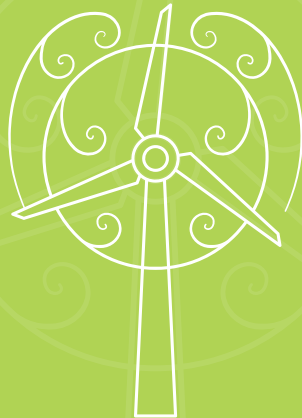
## Deafening dawn chorus | Waraki

Our ecosystems flourish and are predator-free under our kaitiakitanga.



## Zero carbon communities | Parakore hapori

From Makarora to Kingston, our district sets the standard for regenerative, low-impact living, working and travel.



## Disaster-defying resilience | He Hapori Aumangea

Queenstown Lakes is a place that is ready and prepared for every emergency.



## Pride in sharing our places | Kia noho tahi tātou katoa

Our district is a place where our quality of life is enhanced by growth through innovation and thoughtful management.



Vision Beyond 2050



## High Profile Capital Projects

\*RAG Status refers to Red/Amber/Green and shows the status of the project and how well it is performing.

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS*
Crown Infrastructure Partners Street Upgrades	<ul style="list-style-type: none"> <li>The complete installation of kerb blocks on Man Street was achieved in the last week of August 2023.</li> <li>Work on Brecon Street continuing, with three waters snagging work, and continued lowering of manhole lids ahead of milling and pavement works.</li> <li>In the historic core, surface feature snagging works continue.</li> </ul>	<ul style="list-style-type: none"> <li>September 2023 - Carry out subgrade improvements on Man Street (Brecon Street/Man Street intersection) by end of September 2023.</li> </ul>	Green
Crown Infrastructure Partners Arterial Stage One	<ul style="list-style-type: none"> <li>Construction continues across the project on three waters pipe work and testing, retaining walls, pilling, and reinforcing.</li> <li>Recent milestones include water supply trunk main pressure testing and chlorination completed on the St Joseph's section.</li> <li>At the Manawa Wall, site excavation has occurred and concrete installed across Beetham Street. Footing reinforcing has been installed on the corner of the Beetham Street walls, and on the lower Beetham Street wall, footing beam commenced with two out of four pours being completed.</li> <li>Lower near Gorge Road and Turner Streets, boxing and footpath prep is occurring, and construction of lawn areas and footpath subgrade is cut on Turner Street.</li> <li>Due to the scale and stage of the Arterial project, there continues to be risk associated with time and cost. Therefore, the RAG status has been updated to Amber to reflect the current operating environment.</li> </ul>	<ul style="list-style-type: none"> <li>October 2023 - Aiming to have the three waters complete in the northern half of Melbourne Street by October.</li> <li>May 2024 - Aiming to have lower Beetham Street walls complete by May.</li> </ul>	Amber



## High Profile Capital Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Lakeview Development and Ancillary Works	<ul style="list-style-type: none"> <li>Site works within the Lakeview subdivision are close to construction completion, with a focus on snagging works and the preparation of quality and handover processes to enable the registration of the subdivision.</li> <li>Demolition and removal of the existing Thompson Street footpath and balustrade on top of the Brunswick Street wall occurred. Concrete pours and installation of reinforcing for moment beam is progressing on Thompson Street.</li> <li>The completion of the Brunswick Street extension was completed in the last week of August 2023.</li> <li>Underground utilities clashes have been detected in Man Street, therefore the RAG status has been updated to Amber to reflect the delays incurred.</li> </ul>	<ul style="list-style-type: none"> <li>September 2023 - Install first structural layer on Man Street from the site entrance to Hay Street by end of September.</li> </ul>	Amber
Housing Infrastructure Fund Kingston Three Waters Scheme	<ul style="list-style-type: none"> <li>Funding to be resolved prior to further procurement of any major package. Timeline is currently uncertain.</li> <li>Wastewater Scheme: Developed design is approved but detailed design is on hold. Designation is finalised. Odour (air discharge) consent has been compiled and affected party approvals are being obtained.</li> <li>Water Scheme: All consents obtained and detailed design complete. Bore headworks construction complete. Construction procurement on hold.</li> <li>Stormwater: Detailed design is currently subject to Queenstown Lakes District Council's Engineering Acceptance process. Construction procurement currently on hold.</li> </ul>	<ul style="list-style-type: none"> <li>Progress has been significantly delayed across all 3 waters schemes in Kingston until key risks and funding have been resolved.</li> </ul>	Red
Housing Infrastructure Fund Quail Rise Reservoir	<ul style="list-style-type: none"> <li>Notice of Requirement and Designation; Working with submitters and Queenstown Lakes District Council Planning to resolve submissions (endeavouring to negate the need for a hearing).</li> <li>Detailed Design accepted by Engineering Challenge Group on 31 July 2023. Detailed Design contract now completed.</li> <li>Arrow Irrigation construction works are now complete and due for closeout.</li> <li>Subdivision Strategy completed.</li> </ul>	<ul style="list-style-type: none"> <li>2029-30 - Construction funding to be allocated in 2029-30.</li> <li>2029 - Preparing for the project to go on hold till 2029.</li> </ul>	Green



## Selected Capital Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Wānaka Lakefront Development. Stage Five.	<ul style="list-style-type: none"> <li>Working towards detailed design.</li> </ul>	<ul style="list-style-type: none"> <li>On hold due to Annual Plan reassessment.</li> </ul>	Amber
Coronet Harvest Reforestation Programme	<ul style="list-style-type: none"> <li>The Tree felling is now complete, the site will be formally handed back to QLDC in Spring, the contractors are carrying out post-harvest remedial works clearing culverts and sediment traps.</li> <li>The Request for Proposal for the Planting Contractor has closed.</li> <li>6,300 trees were planted into the site at the end of August.</li> </ul>	<ul style="list-style-type: none"> <li>October 2023 - Request for Proposal for the Planting Contractor will be awarded.</li> </ul>	Green
Paetara Aspiring Central	<ul style="list-style-type: none"> <li>The sports court flooring has been completed during August and the space is coming together.</li> <li>Unfortunately, some minor delays have been incurred toward the end of the project due to some design complications and their impact on the operation of the building. This has been communicated with the impacted tenant and the Wānaka Upper Clutha Community Board.</li> <li>The project team are tracking well and are mitigating issues where possible.</li> <li>The forecast completion date is currently being finalised and some slippage has occurred. However, at this stage the facility is still intended to open at the initially planned date (2 October 2023). Noted reporting Amber as cautiously monitoring this key milestone.</li> </ul>	<ul style="list-style-type: none"> <li>2 October 2023 - Official opening ceremony scheduled.</li> <li>On-going - Final inspections and compliance paperwork submitted.</li> </ul>	Amber
Arts, Culture & Heritage Strategy	<ul style="list-style-type: none"> <li>Draft strategy is being finalised, including Policy Team and key staff review. New name for the document is 'Creativity and Culture Strategy'. Next step is graphic design of document.</li> </ul>	<ul style="list-style-type: none"> <li>17 October 2023 – Draft strategy briefing at Council Workshop scheduled followed by four-week community engagement process.</li> </ul>	Green

## Strategy, Policy and Planning Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Proposed District Plan - Stage One Appeals	<ul style="list-style-type: none"> <li>Decisions and consent notices for approximately 95% of appeal points received and updated into the plan. (101 appeals and 1,181 appeal points originally lodged).</li> <li>Withdrawal of the Homestead Bay and Remarkables Station Ltd appeals in their entirety.</li> </ul>	<ul style="list-style-type: none"> <li>Sticky Forest Environment Court hearing was moved and a new date has not been set (given the number of experts this has proven difficult).</li> <li>Working to resolve any remaining Stage One appeal points.</li> </ul>	Green
Stage Two Appeals	<ul style="list-style-type: none"> <li>84 appeals and 930 appeal points received challenging Council's decisions. Mediations completed; Environment Court hearings underway.</li> </ul>	<ul style="list-style-type: none"> <li>Three rezoning appeal hearings on the Wakatipu Basin have been put on hold pending further direction from the Environment Court on the impact of the National Policy Statement - Highly Productive Land.</li> </ul>	Green
Stage Three Appeals	<ul style="list-style-type: none"> <li>43 appeals (total) containing 445 separate appeal points lodged. Environment Court mediations underway.</li> </ul>	<ul style="list-style-type: none"> <li>Hearing timetables are being set for all Industrial rezonings in the second half of 2023. Evidence is being exchanged for the Wanaka Industrial rezoning appeals.</li> <li>Cardrona Cattle Company Environment Court hearing (Industrial Zoning) has been postponed again, a new date is yet to be set.</li> </ul>	Green
Inclusionary Zoning	<ul style="list-style-type: none"> <li>Notified 13 October 2022. 181 original submissions and 20 further submissions received.</li> <li>Commissioners have been confirmed by Council for the hearing to be held in early 2024.</li> </ul>	<ul style="list-style-type: none"> <li>Setting hearing date.</li> <li>Setting evidence exchange timetable.</li> </ul>	Green
Landscape Schedules	<ul style="list-style-type: none"> <li>Priority Areas Priority Areas were notified 30 June 2022. 208 original submissions and 38 further submissions received. Incorrect and missed submission points were renotified and no submissions were received. Hearing is scheduled for 16 October and evidence exchange is underway.</li> <li>Upper Clutha Landscapes - Rural Character Landscapes (RCLs) Landscape architect is working through comments received on the draft schedules. Background documents, including Section 32 being drafted in preparation of notification. Internal review of the draft schedules has been undertaken.</li> </ul>	<ul style="list-style-type: none"> <li>Priority Areas Continue with the evidence exchange timetable leading up to the hearing. Confirm speaking schedule. Expert conferencing is to take place prior to the hearing. Hearing to commence 16 October 2023</li> <li>Upper Clutha Landscapes (RCLs) Notification of Upper Clutha Landscape Schedules</li> </ul>	Green
Te Pūtahi - Ladies Mile Masterplan and Plan Variation	<ul style="list-style-type: none"> <li>Minister has approved the use of the Streamlined Planning Process.</li> <li>124 submissions and 25 further submissions received.</li> <li>Direction Minute 1 issued and the hearing will commence with procedural issues on Monday 27 November 2023.</li> </ul>	<ul style="list-style-type: none"> <li>Section 42A report due 29 September 2023.</li> <li>Organise hearing and begin scheduling speakers.</li> </ul>	Green



## Strategy and Policy Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Economic Diversification Plan	<ul style="list-style-type: none"> <li>A successful Workshop Event was held in August to gather feedback from key stakeholders to move towards endorsement of projects and/or the whole plan by external organisations and to “join the dots” of these key projects.</li> <li>Executive Leadership Team Workshop, Spatial Plan Steering Group and Councillor Workshop were all held in August.</li> </ul>	<ul style="list-style-type: none"> <li>20 September 2023 - Second proof submitted to Design Team</li> <li>27 September 2023 - Second Executive Leadership Team Workshop scheduled.</li> </ul>	Green
Climate and Biodiversity Plan	<ul style="list-style-type: none"> <li>The first year of the Climate &amp; Biodiversity Plan (CBP) has been completed and we are progressing into year two.</li> <li>We have 56 actions in progress and seven complete. These include:               <ul style="list-style-type: none"> <li>1.1b Council will join a certified carbon reduction programme which includes 2030 emissions reduction targets.</li> <li>1.5a Conduct a carbon baseline of the 2021-2031 Ten Year Plan.</li> <li>1.10 Embed climate mitigation and adaptation, waste minimisation and indigenous biodiversity protection into the Planning and Development Policy Work Programme.</li> <li>1.14 Develop and Emissions Reduction Plan for QLDC operations. Establish the scope of the plan with the boundaries outlined in QLDC’s 18/19 Carbon Footprint Report.</li> <li>2.1e Support local organisations to run public transport trials in the Upper Clutha.</li> <li>4.7 Launch a Queenstown Lakes Food Network that brings together community stakeholders to develop a shared vision of a resilient, low carbon and regenerative local food system.</li> <li>5.1 Partner with the Regional Tourism Operators to create a Destination Management Plan.</li> </ul> </li> <li>The selection progress for the Climate Reference Group Chairperson has been completed with Leslie Van Gelder being confirmed as the new chairperson.</li> <li>Council has achieved its Toitū Enviromark carbonreduce certification. This is based on the completed emission audits for FY2018-19 and 2019-20. The 2018-19 year will be used as a baseline against which emissions reductions targets are measured.</li> <li>Project plan and media release for the new Environmental Sensor networks in Wānaka and Queenstown has been completed. These networks will have a number of environmental monitoring features including early wildfire detection and alerting capability.</li> </ul>	<ul style="list-style-type: none"> <li>Early September 2023 - Toitū Envirocare will undertake historical audit of FY2020-21 emissions in early September.</li> <li>Early September 2023 - Technical workshops to review the findings of the 2021-2031 Long Term Plan Carbon Baseline Report.</li> <li>Early September 2023 - Final draft of the Organisation Emissions Reduction Plan due.</li> <li>Community communications for the new Environmental Sensor network to be released, including letter drops, drop-in sessions, webpage and media release.</li> <li>Multiple project delivery milestones to be completed.</li> </ul>	Green

## Strategy and Policy Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Joint Housing Action Plan	<ul style="list-style-type: none"> <li>Grow Well Whaiora Partnership Steering Group meeting to endorse Joint Housing Action Plan was held on 7 August 2023.</li> <li>The Joint Housing Action Plan and summary of community feedback was to a Council meeting for adoption on 10 August 2023.</li> </ul>	<ul style="list-style-type: none"> <li>August 2023 - Project Complete.</li> </ul>	Green
Spatial Plan	<ul style="list-style-type: none"> <li>Spatial Plan project team meets weekly to work through implementation of priority initiative workstreams.</li> <li>Future development strategy project team (Barker &amp; Associates, Otago, regional Council (ORC) and Queenstown Lakes District Council continue to hold fortnightly meetings. Call for sites planning is being finalised and draft criteria has been developed.</li> <li>'Call for sites' public engagement went out in mid-June and closed on 16 July. The submissions are being collated and will be discussed at an upcoming joint Council workshop (ORC and QLDC).</li> <li>The Grow Well Whaiora Partnership Steering Group meeting was held on 7 August. Key agenda items included updates on Future Development Strategy, Joint Housing Action Plan, Te Tapuae/Southern Corridor structure plan, Blue Green Network, Economic Diversification Plan, Way To Go Board report, and Quarterly Monitoring Report.</li> <li>Joint Housing Action Plan was endorsed unanimously by Council at the 10 August meeting</li> <li>Blue Green Network stakeholder workshops were held in Wānaka on 14 August and Queenstown on 15 August.</li> <li>Wananga on Blue Green Network was held with Kai Tahu in Invercargill on 11 August.</li> <li>Council workshop held on 22 August to discuss Te Tapuae/Southern Corridor structure plan process to date, timelines and upcoming stakeholder workshop.</li> <li>Proposed Urban Intensification Variation was notified on 24 August 2023 for public feedback.</li> </ul>	<ul style="list-style-type: none"> <li>5 October 2023 - Proposed Urban Intensification variation submissions to close.</li> <li>24 October 2023 - Co-design workshop on Te Tapuae/Southern Corridor scheduled.</li> <li>6 November 2023 - Partnership Steering Group meeting scheduled.</li> </ul>	Green

## Corporate Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Annual Plan 2023-2024	<ul style="list-style-type: none"> <li>Final document updates with changes from Council deliberations.</li> <li>Council Meeting held on 29 June and for Final Annual Plan was adopted.</li> </ul>	<ul style="list-style-type: none"> <li>September 2023 - Issue responses to Submitters.</li> <li>September 2023 - Close project.</li> </ul>	Green
Long Term Plan 2024-2034	<ul style="list-style-type: none"> <li>The Long-term Plan project team has been established and planning is underway.</li> <li>Project team meets weekly to review workstreams and timelines.</li> <li>The first Steering Group meeting took place on 24 May.</li> </ul>	<ul style="list-style-type: none"> <li>3 August 2023 - Steering Group session two took place.</li> <li>14 August 2023 - Steering Group session three took place.</li> </ul>	Green
Annual Report 2022-23	<ul style="list-style-type: none"> <li>Activity managers and other subject matter experts provided retrospective progress updates for the financial year 2022-2023 against their KPIs and activities as set out in the 2021-2031 Long Term Plan.</li> <li>The Communications Team has reviewed the commentary and narrative to ensure consistency within the report.</li> <li>The Design Team have begun creating a first draft of the Annual Report.</li> </ul>	<ul style="list-style-type: none"> <li>September 2023 - External auditors will review the draft Annual Report.</li> <li>28th September 2023 - The final Annual Report is on track to be sent to the Governance team on 28th September ahead of the Council meeting in October.</li> </ul>	Green

## Operating Expenditure and Revenue

## Financial Management Report

% of the year completed

17%

DESCRIPTION	Month 20XX Actual	Month 20XX 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	*
<b>REVENUE</b>									
<b>Operating Revenue</b>									
Income - Rates	10,411,067	10,408,000	3,067	20,788,972	20,816,000	(27,028)	125,796,000	17%	
Income - Grants & Subsidies	974,003	917,696	56,307	1,683,915	1,835,392	(151,476)	11,012,352	15%	1*
Income - NZTA External Cost Recoveries	487,988	556,465	(68,477)	899,798	1,112,930	(213,133)	6,677,583	13%	2*
Income - Consents	1,415,549	1,345,277	70,272	2,562,886	2,690,554	(127,669)	16,143,327	16%	3*
Income - External Cost Recovery	233,725	89,415	144,310	429,560	178,830	250,730	1,072,982	40%	4*
Income - Regulatory	738,663	671,132	67,531	1,771,120	1,852,554	(81,433)	8,286,381	21%	5*
Income - Operational	2,814,149	2,397,379	416,770	5,264,355	4,838,428	425,927	29,465,723	18%	6*
<b>Total Operating Revenue</b>	<b>17,075,145</b>	<b>16,385,365</b>	<b>689,780</b>	<b>33,400,606</b>	<b>33,324,689</b>	<b>75,918</b>	<b>198,454,347</b>	<b>17%</b>	
<b>EXPENDITURE</b>									
<b>Personnel Expenditure</b>									
Expenditure - Salaries and Wages	3,980,293	4,142,541	162,248	7,546,660	8,285,081	738,422	49,710,488	15%	7*
Expenditure - Salaries and Wages Contract	555,352	341,092	(214,260)	963,494	682,185	(281,309)	4,093,108	24%	8*
Expenditure - Health Insurance	26,875	40,492	13,617	99,523	80,984	(18,539)	485,903	20%	
<b>Total Personnel Expenditure</b>	<b>4,562,520</b>	<b>4,524,125</b>	<b>(38,395)</b>	<b>8,609,676</b>	<b>9,048,250</b>	<b>438,574</b>	<b>54,289,499</b>	<b>16%</b>	
<b>Operating Expenditure</b>									
Expenditure - Professional Services	558,416	738,142	179,725	896,311	1,466,617	570,306	8,741,743	10%	9*
Expenditure - Legal	435,187	455,157	19,969	570,838	921,643	350,805	5,677,835	10%	10*
Expenditure - Stationery	10,463	33,388	22,924	28,233	66,775	38,542	400,651	7%	
Expenditure - IT & Phones	72,457	68,563	(3,894)	138,742	137,126	(1,615)	822,759	17%	
Expenditure - Commercial Rent	435,371	338,922	(96,449)	759,867	677,843	(82,024)	4,067,058	19%	
Expenditure - Vehicle	256,429	78,000	(178,429)	277,224	156,000	(121,224)	936,000	30%	11*
Expenditure - Power	546,521	315,315	(231,206)	1,052,925	630,630	(422,294)	3,783,782	28%	12*
Expenditure - Insurance	233,876	213,638	(20,238)	467,752	427,276	(40,476)	2,563,658	18%	

## Operating Expenditure and Revenue

## Financial Management Report

% of the year completed 17%

DESCRIPTION	Month 20XX Actual	Month 20XX 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	*
<b>EXPENDITURE</b>									
Operating Expenditure continued									
Expenditure - Infrastructure Maintenance	4,788,230	3,579,589	(1,208,641)	7,351,012	7,220,382	(130,630)	40,552,182	18%	13*
Expenditure - Parks & Reserves Maintenance	767,056	863,267	96,211	1,475,105	1,726,534	251,429	10,359,204	14%	14*
Expense - External Cost On Chargeable	128,711	89,238	(39,473)	296,938	178,477	(118,461)	1,070,860	28%	
Expenditure - Grants	1,000,951	1,687,228	686,277	1,745,122	2,300,147	581,342	9,550,564	18%	15*
Expenditure - Other	1,736,300	1,955,067	218,767	2,886,978	3,827,395	940,418	20,645,804	14%	16*
<b>Total Operating Expenditure</b>	<b>10,969,970</b>	<b>10,415,514</b>	<b>(554,456)</b>	<b>17,947,045</b>	<b>19,736,846</b>	<b>1,816,118</b>	<b>109,172,100</b>	<b>16%</b>	
<b>Interest and Depreciation</b>									
Expenditure - Interest	2,342,299	1,927,139	(415,160)	4,779,457	3,854,277	(925,179)	23,125,664	21%	17*
Expenditure - Depreciation	4,627,912	4,627,912	0	9,255,823	9,255,823	0	55,534,939	17%	
<b>Total Interest and Depreciation</b>	<b>6,970,210</b>	<b>6,555,050</b>	<b>(415,160)</b>	<b>14,035,280</b>	<b>13,110,100</b>	<b>(925,179)</b>	<b>78,660,603</b>	<b>18%</b>	
<b>TOTAL EXPENDITURE</b>	<b>22,502,700</b>	<b>21,494,689</b>	<b>(1,008,011)</b>	<b>40,592,001</b>	<b>41,895,197</b>	<b>1,329,513</b>	<b>242,122,202</b>	<b>17%</b>	
<b>NET OPERATING SURPLUS (DEFECIT)</b>	<b>(5,427,555)</b>	<b>(5,109,324)</b>	<b>(318,231)</b>	<b>(7,191,395)</b>	<b>(8,570,508)</b>	<b>1,379,114</b>	<b>(43,667,855)</b>		

### \* Commentary

\*1 Income - Grants & Subsidies - \$0.2m unfavourable due to Better Off Funding cost claim still to be submitted for reimbursement.

\*2 Income - NZTA External Cost Recoveries - \$0.2m unfavourable variance within Property & Infrastructure and is due to lower internal time allocations to CAPEX projects of \$0.3m.

\*3 Income - Consents - \$0.1m unfavourable variance in Planning and Development following \$60k in resource consent credit notes processed in July and \$60k of Discounts processed in August for Statutory timeframes exceeded relating to consents processed and finalised over an extended period.

\*4 Income - External Cost Recoveries - \$0.3m favourable mainly due to Planning & Development with favourable recoveries in Resource Consents \$0.2m together with Property & Infrastructure \$0.1m favourable cost recoveries. The net impact on the P&L is largely offset by cost, see Expenditure - External Cost On Chargeable below.

\*5 Income - Regulatory - \$0.1m unfavourable variance due to \$140k unfavourable parking fee collections compared to budget. Regulatory & Enforcement \$50k was higher than estimated traffic and parking infringements issued.



## \* Commentary

## Financial Management Report

### Operating Expenditure and Revenue

- \*6 Income - Operational - \$0.4m favourable variance in Community Services of \$0.2m in Sport and Rec for memberships, swimming lessons and retail sales and \$0.2m favourable in Parks and Reserves with increases in lease income received.
- \*7 Expenditure - Salaries & Wages - \$0.7m lower than budget due to underspend as a result of staff vacancies.
- \*8 Expenditure - Salaries & Wages Contract - \$0.3m higher than budget variance. Planning & Development \$0.2m higher than budget spend due to utilisation of contractor costs per hour set lower than actual cost incurred. Property & Infrastructure is \$0.1m overspent on budget. These overspent variances are driven by increased utilisation of contractors due to staff vacancies, offset against the underspend in Salaries and Wages.
- \*9 Expenditure - Professional Services - \$0.6m lower than budget variance. Property & Infrastructure \$0.2m underspent to lower than budget variances in Roding \$0.1m and 3 Waters \$0.1m. Strategy & Policy \$0.6m underspend in Other Consultants of \$0.6m due to the better off funding grant. The underspends are offset by Community Services \$0.1m overspend in Parks and Reserves for the YTD.
- \*10 Expenditure - Legal - \$0.4m YTD lower than budget variance. Planning & Development is \$0.4m lower than budget, due to lower spend YTD due to timing of spending for both Weather Tightness \$0.2m and District Plan \$0.2m hearings.
- \*11 Vehicles - \$0.1m YTD overspent on budget due to August including a catch up of June invoicing, however, further investigations are taking place to check the cost increase drivers.
- \*12 Expenditure - Power - \$0.4m overspent on budget due to Property and Infrastructure \$0.3m due to increased electricity cost for 3 Waters sites in relation to consumption, cost increases and infrastructure expansion. Community Services \$0.2m due to cost and consumption increased for the swimming pools gas and electricity following rate increases higher than those budgeted.
- \*13 Infrastructure Maintenance - \$0.1m YTD overspent in Property and Infrastructure, specifically for Queenstown Wastewater. Further analysis is being completed to understand the large spend for the two months.
- \*14 Parks and Reserves Maintenance - \$0.3m YTD is underspent against budget and this is due to the seasonal impact on the delivery of the work.
- \*15 Expenditure - Grants - \$0.6m underspent against budget due to the full budget of a grant reflected in August 2023. The phasing and allocation will be updated for the September financials.
- \*16 Expenditure - Other - \$0.9m underspent due to Planning & Development \$0.3m on District Plan Commissioner Fees underspend due to timing of matters. Strategy & Policy \$0.3m underspent by \$76k for Climate Action and \$131k for Program initiatives. Corporate \$0.4m underspent as a result of the July and August Knowledge Management Service Contract costs outstanding. This will be included in the September financials.
- \*17 Interest - \$0.9m higher than budgeted cost due to higher interest rates.
- \*18 Development Contributions - Three waters receipts \$0.7m unfavourable compared to budget. Other contributions in line with budgeted amounts.
- \*19 Grants & Subsidies Capex - \$3.8m year to date funding received vs budget of \$4.7m. Variance of \$1.0M includes \$0.8M for NZTA/Waka Kotahi Capex subsidy and \$0.3m for CIP projects due to timing of subsidised roading construction works.
- \*20 Projects/Asset Purchases - \$24.9m year to date spend vs budget of \$30.5m (81%). Main project spend July to August year to date includes \$6.7m Qtn Town Centre Arterials - Stage, \$2.3m Beacon Pt New Reservoir, \$1.9m Project Pure Wastewater Treatment Plant Upgrade, \$1.6M Paetara Aspiring Central, \$1.6M Lakeview Thomson Street Upgrade, \$1.3M Queenstown Street Upgrades CIP, \$1.21m Project Shotover Wastewater Treatment Plant Upgrade & \$1.1m Lakeview Development Road & Public Realm.



## Capital Expenditure and Revenue

## Financial Management Report

DESCRIPTION	Month 20XX Actual	Month 20XX 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	*
<b>Capital Revenue</b>									
Income - Development Contributions	2,103,094	1,763,932	339,163	2,893,673	3,648,310	(754,637)	20,645,405	14%	18*
Income - Vested Assers	0	0	0	0	0	0	20,673,385	0%	
Income - Grants & Subsidies Capex	2,453,044	2,740,610	(287,566)	3,784,478	4,744,362	(959,884)	40,255,916	9%	19*
Income - Grants & Subsidies	7,172,306	7,172,306	0	7,172,306	7,172,306	0	7,423,000	97%	
Income - Dividends received	11,728,445	11,676,848	51,596	13,850,458	15,564,979	(1,714,521)	88,997,707	16%	
<b>Total Capital Revenue</b>									
<b>Capital Expenditure</b>									
Projects/Asset Purchases	14,081,821	17,730,286	3,648,466	24,875,143	30,531,682	5,656,538	245,371,496	10%	20*
Debt Repayment	0	0	0	0	0	0	16,890,000		
<b>Total Capital Expenditure</b>	<b>14,081,821</b>	<b>17,730,286</b>	<b>3,648,466</b>	<b>24,875,143</b>	<b>30,531,682</b>	<b>5,656,538</b>	<b>262,261,496</b>		
<b>NET CAPITAL FUNDING REQUIRED</b>	<b>2,353,376</b>	<b>6,053,438</b>	<b>3,596,869</b>	<b>11,024,685</b>	<b>14,966,703</b>	<b>7,371,059</b>	<b>173,263,789</b>		
<b>External Borrowing</b>									
Loans	18,000,000			565,023,000			626,900,000		