

KEY PERFORMANCE
INDICATORS – TRAFFIC
LIGHT STATUS REPORT

KEY PRIORITIES UPDATE

FINANCIAL
MANAGEMENT REPORT

HEALTH & SAFETY
SUMMARY

MONTHLY HIGHLIGHT REPORT

DECEMBER 2016 &
JANUARY 2017

Monthly Highlight Report – December 2016

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<590L	638.64L

WATER SUPPLY FAULTS

Median response time to attend site

TARGET	RESULT
<60 mins	60 mins

WATER SUPPLY FAULTS

Median response time to resolve problem

TARGET	RESULT
<240 mins	270 mins

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET	RESULT
<5 per annum	1.05

WASTEWATER

WASTEWATER OVERFLOWS

Median response time to attend site

TARGET	RESULT
<60 mins	0 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	87 mins

WASTEWATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET	RESULT
<3 per annum	0.52

STORMWATER

STORMWATER FLOODING

No. of floods per 1000 properties per month

TARGET	RESULT
<2	0

STORMWATER FLOODING

Median response time to attend site

TARGET	RESULT
<180 mins	0

ROADING

SEALED ROAD CLOSURES

No. of planned closures per month

TARGET	RESULT
<1	0

SEALED ROAD CLOSURES

No. of unplanned closures per month

TARGET	RESULT
<1	0

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
<95%	3 Waters 99% Solid Waste 99% Roading 88%

CAPEX VARIANCE

% variance from capital budget

TARGET	RESULT
0 to -10%	-46.75%

OPEX VARIANCE


% variance from operational budget

TARGET	RESULT
0 to -5%	-0.07%

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

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

Results in **GREEN**
Target achieved

 New mandatory DIA measures

EXCEPTIONS

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

Water Consumption - The amount of water consumed per person per day was not achieved this month. December is consistently a high water consumption month due to the warmer weather. Despite the seasonal fluctuations, the yearly average is still within the target set.

Water Supply Faults - Median response time to resolve problem - This measure has not achieved the target set and further investigation is required to identify the reason.

Water Supply Complaints - 1.05 water supply complaints were received this month. However, at the mid year point, the target of <5 per annum has already been exceeded. This is due to the current measure capturing faults (not complaints). The methodology/measure and target will be reviewed for the next LTP.

Wastewater Supply Complaints - Although 0.52 wastewater complaints were received this month, the target of <3 per annum has just been surpassed. This is due to the current measure capturing faults (not complaints). The methodology/measure and target will be reviewed for the next LTP.

Requests For Service - Roading - Downer is now able to provide data, but is resolving contract initiation issues (teething problems) at present.

Capex Variance - The Capital Expenditure Cumulative Actual was \$10.125M in December. Capital expenditure is behind schedule due to the EAR (Hawthorne Drive) spend only increasing in the January period and Project Shotover mechanical commissioning delays which will be corrected in figures next month. Other projects which are behind schedule include; Shotover Country – Treatment and the Glenorchy Sewerage Scheme. Cardrona Wastewater reticulation upgrades and Shotover/Old School Road watermain are now complete.

BP Roundabout (Frankton Rd watermain) and Anderson Road Water Supply are currently under construction. The EAR project will see the actual expenditure increase to align with forecast expenditure before the end of the calendar year once monthly payment becomes consistent.

The Renewals program is on target at mid year.



COMMUNITY SERVICES & FACILITIES

POOL USERS QT

% Wakatipu residents using the pool per month

TARGET	RESULT
15%	17.78%

POOL USERS WANAKA

% Wakatipu residents using the pool per month

TARGET	RESULT
8%	11.46%

GYM MEMBERS QT

% Wakatipu residents who are gym members

TARGET	RESULT
12.5%	12.94%

LIBRARY USERS

% residents borrowing at least once per month

TARGET	RESULT
20%	17.76%

TRAIL USAGE

Average number of daily trail users

TARGET	RESULT
No target	3670

CAPEX VARIANCE

% variance from capital Budgets for property

TARGET	RESULT
0 to -10%	Commercial TBC Community TBC

OPEX VARIANCE

% variance from capital Budgets for property

TARGET	RESULT
0 to -5%	Commercial TBC Community TBC



REGULATORY FUNCTIONS & SERVICES

BUILDING CONSENT TIMES

% processed within the statutory timeframe

TARGET	RESULT
100%	83%

ANIMAL CONTROL

% urgent requests responded within 2 hrs

TARGET	RESULT
100%	100%

WATER SAFETY

% urgent requests responded within 2 hrs

TARGET	RESULT
100%	100%



ENVIRONMENT

RESOURCE CONSENTS

% made by the owner as applicant

TARGET	RESULT
45%	21%

RESOURCE CONSENT \$\$\$

Median charge per notified consent

TARGET	RESULT
<\$15,000	\$15,065.07

RESOURCE CONSENT \$\$\$

Median charge per non-notified consent

TARGET	RESULT
<\$1,875	\$1,679.17

RESOURCE CONSENT TIME

% processed within the statutory timeframe

TARGET	RESULT
100%	86%

REQUESTS FOR SERVICE (RFS)

% pollution RFS resolved on time

TARGET	RESULT
<100%	100%



FINANCE

CUSTOMER CALLS

% answered within 20 seconds

TARGET	RESULT
80%	79.19%

LGOIMA REQUESTS

% responded to within 20 days

TARGET	RESULT
100%	89%

COUNCILLOR ENQUIRIES

% responded to within 5 days

TARGET	RESULT
95%	95%

INTEREST RATES

Weighted average interest rate per month

TARGET	RESULT
<6.5%	4.55%

EXCEPTIONS

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

Capex Variance - This report is being re-developed to align with activities from the LTP/Annual Plan, ie. Economy.

Opex Variance - This report is being re-developed to align with activities from the LTP/Annual Plan, ie. Economy.

Building Consent Times - 83% of building consents were issued within the statutory timeframe of 20 working days for December. This did not meet the target of 100% and represents a drop in the positive recovery trend that had been occurring over the past six months.

The decrease in timeframe conversion is still largely a capacity vs demand problem. The annual demand for building consents has increased 23% over the past two years placing a significant pressure on the processing team. This demand spiked further in November leading to the drop in December's conversion rate. Efforts to increase capacity through the recruitment of qualified staff are ongoing and a variety of external contractors will continue to be employed throughout 2017. Capacity gains are expected as an outcome from a process improvement plan that is being rolled out in 2017. This plan aims to improve the operational efficiency and reduce the regulatory compliance risk of the Building Services department.

Resource Consents - 21% of resource consents were made by the owner as applicant in December.

Levels have stayed approximately the same as the previous month. This does not meet the target of 40%. The reason for this is that RMA reform in 2015 increased the level of detail required in a resource consent application to be lawfully 'complete'. This additional level of detail has discouraged many owners from applying themselves and instead are using professionals to prepare their applications.

Resource Consent Time - 86% of resource consents were processed within the statutory timeframe this month. This did not achieve the target set of 100% although it does represent a 12% improvement on the previous month.

The lower statistics in recent months are due to workload pressures associated with a significantly higher volume of applications received this year. However, use of external contract planners has been increased substantially to cope with this increased workload.

LGOIMA - One request went overdue due to the need to search through the email archive for a high number of emails.

Monthly Highlight Report – January 2017

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<590L	647.14L

WATER SUPPLY FAULTS

Median response time to attend site

TARGET	RESULT
<60 mins	60 mins

WATER SUPPLY FAULTS

Median response time to resolve problem

TARGET	RESULT
<240 mins	270 mins

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET	RESULT
<5 per annum	1.35

WASTEWATER

WASTEWATER OVERFLOWS

Median response time to attend site

TARGET	RESULT
<60 mins	13 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	196 mins

WASTEWATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET	RESULT
<3 per annum	0.75

STORMWATER

STORMWATER FLOODING

No. of floods per 1000 properties per month

TARGET	RESULT
<2	0

STORMWATER FLOODING

Median response time to attend site

TARGET	RESULT
<180 mins	0

ROADING

SEALED ROAD CLOSURES

No. of planned closures per month

TARGET	RESULT
<1	0

SEALED ROAD CLOSURES

No. of unplanned closures per month

TARGET	RESULT
<1	0

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
<95%	3 Waters 100% Solid Waste 97% Roading 100%

CAPEX VARIANCE

% variance from capital budget

TARGET	RESULT
0 to -10%	-51.08%

OPEX VARIANCE


% variance from operational budget

TARGET	RESULT
0 to -5%	0.06%

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

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

Results in **GREEN**
Target achieved

 New mandatory DIA measures

EXCEPTIONS

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

Water Consumption - The amount of water consumed per person per day was not achieved this month. January is consistently a high water consumption month due to the warmer weather. Despite the seasonal fluctuations, the yearly average is still within the target set.

Water Supply Faults - Median response time to resolve problem - This measure has not achieved the target set and further investigation is required to identify the reason.

Water Supply Complaints - 1.35 water supply complaints were received this month. However the target of <5 per annum has already been exceeded. This is due to the current measure capturing faults (not complaints). The methodology/measure and target will be reviewed for the next LTP.

Wastewater Supply Complaints - 0.75 wastewater complaints were received this month, however the target of <3 per annum has already been surpassed. This is due to the current measure capturing faults (not complaints). The methodology/measure and target will be reviewed for the next LTP.

Capex Variance - The Capital Expenditure Cumulative Actual was \$11.785M in January. Capital expenditure is behind schedule due to the EAR (Hawthorne Drive) spend only increasing in the January period and Project Shotover mechanical commissioning delays which will be corrected in figures next month. Other projects which are behind schedule include; Shotover Country – Treatment and the Glenorchy Sewerage Scheme. Cardrona WW reticulation upgrades and Shotover/Old School Road watermain are now complete.

BP Roundabout (Frankton Rd watermain) and Anderson Road Water Supply are currently under construction. The EAR project will see the actual expenditure increase to align with forecast expenditure before the end of the calendar year once monthly payment becomes consistent.

The Renewals program is on target at mid year.



COMMUNITY SERVICES & FACILITIES

POOL USERS QT

% Wakatipu residents using the pool per month

TARGET	RESULT
15%	18.69%

POOL USERS WANAKA

% Wakatipu residents using the pool per month

TARGET	RESULT
8%	9.79%

GYM MEMBERS QT

% Wakatipu residents who are gym members

TARGET	RESULT
12.5%	13.50%

LIBRARY USERS

% residents borrowing at least once per month

TARGET	RESULT
20%	18.69%

TRAIL USAGE

Average number of daily trail users

TARGET	RESULT
No target	2572

CAPEX VARIANCE

% variance from capital Budgets for property

TARGET	RESULT
0 to -10%	Commercial TBC Community TBC

OPEX VARIANCE

% variance from capital Budgets for property

TARGET	RESULT
0 to -5%	Commercial TBC Community TBC



REGULATORY FUNCTIONS & SERVICES

BUILDING CONSENT TIMES

% processed within the statutory timeframe

TARGET	RESULT
100%	82%

ANIMAL CONTROL

% urgent requests responded within 2 hrs

TARGET	RESULT
100%	91.67%

WATER SAFETY

% urgent requests responded within 2 hrs

TARGET	RESULT
100%	100%



ENVIRONMENT

RESOURCE CONSENTS

% made by the owner as applicant

TARGET	RESULT
45%	15.19%

RESOURCE CONSENT \$\$\$

Median charge per notified consent

TARGET	RESULT
<\$15,000	\$19,285.17

RESOURCE CONSENT \$\$\$

Median charge per non-notified consent

TARGET	RESULT
<\$1,875	\$1,710.90

RESOURCE CONSENT TIME

% processed within the statutory timeframe

TARGET	RESULT
100%	91%

REQUESTS FOR SERVICE (RFS)

% pollution RFS resolved on time

TARGET	RESULT
<100%	100%



FINANCE

CUSTOMER CALLS

% answered within 20 seconds

TARGET	RESULT
80%	72.19%

LGOIMA REQUESTS

% responded to within 20 days

TARGET	RESULT
100%	80%

COUNCILLOR ENQUIRIES

% responded to within 5 days

TARGET	RESULT
95%	100%

INTEREST RATES

Weighted average interest rate per month

TARGET	RESULT
<6.5%	4.54%

EXCEPTIONS

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

Capex Variance - This report is being re-developed to align with activities from the LTP/Annual Plan, ie. Economy.

Opex Variance - This report is being re-developed to align with activities from the LTP/Annual Plan, ie. Economy.

Building Consent Times - An operational review of the Building Services performance has been completed and this reveals that the department is facing significant challenges in its ability to meet both its 20 working day Building Consent processing and CCC issuing timeframes. There is a growing backlog of both Building Consent and CCC applications which are now breaching the required targets. The reasons for this decline are under review but potentially relate to the additional administration burden now associated with processes that were remedied as part of the IANZ response. A response plan to these challenges has been developed and is being actively deployed.

Animal Control - The target was not achieved for two reasons. Firstly, two RFS were not received by the afterhours contractors and subsequently were actioned the next day by our Animal Control Team. Secondly, an urgent RFS was emailed through to services during out of office hours. This inbox is not monitored by the afterhours contractor (as advised in the automated response given) and was therefore unable to be actioned until the next day. Both issues have been investigated and are considered 'one-off' circumstances, not indicative of a systematic issue.

Resource Consents - The reason the target was not achieved is due to the RMA reform in 2015 increasing the level of detail required in a resource consent application to be lawfully 'complete'. This additional level of detail has put off many owners from applying themselves and are instead using professionals to prepare their applications.

Resource Consent \$\$\$ - The median charge for a notified consent in December was \$19,285.17. This is above the \$15,000 target. This is due to the single consent granted this month being more complex than usual, requiring considerably more labour hours.

Resource Consent Time - The lower statistics in recent months are due to workload pressures associated with a significantly higher volume of applications received this year. However, the use of external contract planners has been increased substantially to cope with this increased workload. This statistic continues to trend upwards.

Customer Calls - This is due to staff leave, sickness and staff resignation that reduced staff numbers during this period.

LGOIMA - Of the five requests received, one was not met due to a time heavy request.



PREVENTION

Submissions per month

TYPE	RESULT
Risk Assessment	107
Near Miss	15
Hazard	57
Average % of lead indicators >15%	48.7%
Target achieved	Yes

BEHAVIOUR SELF ASSESSMENT

Dept. Self Safety Scores

TYPE	RESULT
A	6
B	6
C	2
Overall score	C
Target achieved	Yes

UNSAFE EVENTS

Unsafe Events Across All Groups

TYPE	RESULT
Employees	19
Contractors	67
Volunteers	0
Public	10

UNSAFE EVENTS

Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<12	17.92
LTIFR**	<5	7.17

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

NOTIFICATIONS

Contact with Worksafe

EVENT TYPE	RESULT	DESCRIPTION
Death	0	N/A
Injury	0	N/A
Illness	0	N/A
Incident	0	N/A

WELLBEING ENGAGEMENT

January Wellbeing Initiative

Sun Safe morning tea which included a presentation about sun safety by a representative from the Skin Institute.

MONTHLY COMMENTARY

Safety Alert: A safety alert was issued after a dangerously bald tyre was identified on a council fleet vehicle during a 'Pre Start Check'.

Accidents - Lost Time Injury (LTI), Medical Treatment Injury (MTI), Restricted Work Injury (RWI): Medical Treatment Injury (MTI) reported in January which occurred during a Christmas Party activity.

Total Recordable Injury Frequency Rate (TRIFR): An MTI reported and recorded in the month of January along with three accidents throughout November and December has contributed to an increase in TRIFR for January.

Incident: A QLDC staff member experienced intimidation by a member of the public, incident was reported to the Police. A review of the site visit Safe Work Plan (SWP) has been completed.

Incident Causation Analysis Method (ICAM): ICAM investigation requested by QLDC resulting from feedback about initial response to emergency road closure at Rat Point fire.

ICAM report received for broken wrist at the EAR (Hawthorne Drive) project. The contractor has confirmed that improvement recommendations have been completed.

Preventative Measures: Positive to see an increase in reporting of Preventative Measures in January.

H&S Training: 52 staff members have attended H&S training in January which includes first aid, conflict resolution and an Elevated Work Platform (EWP) training session.

HEALTH & SAFETY COMMITTEE CHAIR

Both December 2016 and January 2017 have seen a rise in Total Recordable Injury Frequency Rate (TRIFR) over this period, in comparison to zero injuries over the same 2 months of the previous year. The TRIFR is also impacted by lost time injuries that occurred in late 2016, and work is being done across the organisation to refresh managers on their responsibilities to pro-actively manage events that could lead to lost time.

The key safety focus for the month of January has been on vehicle safety and awareness, in particular speeding. It has been positive to see a significant reduction in the number of speeding events recorded across the fleet, with more work to come in 2017. Vehicle and fleet use has been identified as a key risk area for the organisation.

A review of QLDC's Health & Safety Objectives has also been conducted by the Health & Safety Committee, and the existing Health & Safety Action Plan reviewed and updated for the 2017 calendar year.

QLDC Health and Safety Objectives Review

2017

COMPLIANCE:	AS/NZS 4801
UNSAFE EVENTS:	TRIFR 12 - LTIFR 5
PREVENTION:	Lead indicators per capita per dept. 15%
IMPROVEMENT/SCALE:	100% of HSC planned projects
BEHAVIOUR:	2 x A vs C per month
WELLBEING ENGAGEMENT:	1 x Wellbeing initiative per month

KEY CAPITAL PROJECT UPDATES

ITEM	COMMENTARY	NEXT KEY MILESTONE	RAG STATUS
Hawthorne Drive Construction	<ul style="list-style-type: none"> - Delays have been incurred due to weather and urgent works required to an existing sewer. Project is scheduled for completion in late December 2017. 	<ul style="list-style-type: none"> - Opening of the Road between Glenda Drive and Remarkables Park prior to winter 2017. 	<p>Amber</p> <p>Milestone at risk due to weather delays. Milestone will be reassessed on 1 April when alternative methodologies to open the road will be considered.</p>
Shotover Wastewater Plant Construction and Commissioning	<ul style="list-style-type: none"> - Trial Operation Period commenced in February 2017. Test result to date have been well within the consent tolerances. 	<ul style="list-style-type: none"> - Complete Trial operation period (1 April 2017). 	<p>Green</p>
Wanaka Aquatic Centre Construction	<ul style="list-style-type: none"> - In late 2016, after a period of value management, a contract with Cook Brothers Construction Ltd was agreed and authorised by the Chief Executive. Works have commenced on the construction of the Wanaka Pool and are expected to be completed in March 2018. 	<ul style="list-style-type: none"> - Slab pours for plant room and ground floors and beginning of installation of Natare pool structure. 	<p>Green</p>
QLDC Accommodation (Project Connect)	<ul style="list-style-type: none"> - Opportunity and objectives including previous decisions of the Council reviewed. An integrated delivery approach established with the Queenstown Town Centre masterplan programme. 	<ul style="list-style-type: none"> - Develop long-list of options (30 April 2017). 	<p>Green</p>

KEY PROCESSES

ITEM	COMMENTARY	NEXT KEY MILESTONE	RAG STATUS
<p>Proposed District Plan</p> <ul style="list-style-type: none"> - Stage one hearing progress - Stage two progress 	<p>Hearings</p> <ul style="list-style-type: none"> - Resort Zone Hearings completed -17 February 2017. - Natural Hazards, Definitions and Whole plan evidence completed – 17 February 2017. - Programming and Development. 	<ul style="list-style-type: none"> - Ski Area Sub-Zones evidence – 14 March 2017. - Upper Clutha mapping evidence – 21 March 2017. - Queenstown mapping evidence – 11 May 2017. - Recommendations from hearings panel –November 2017. - Programme for Stage 2 confirmed – 24 March 2017. - Confirm council directions for priority topics – 24 March 2017. - Notification – June-July 2017. 	<p>Green</p> <p>Amber</p>
<p>Town Centre Masterplan</p>	<ul style="list-style-type: none"> - Workshop with Councillors Scheduled for end of March 2017. Final Draft of Strategic Business case for Inner Links complete and distributed to investment partners for comment. 	<ul style="list-style-type: none"> - Complete procurement of design services (end of March 2017). 	<p>Green</p>
<p>Annual Plan</p> <p>Long Term Plan</p>	<ul style="list-style-type: none"> - Financial data has been considered in detail by the Council and is being prepared for inclusion in the Draft Annual Plan Document. This, along with the consultation document will be approved on the 24th March. - Submissions will open on the 27th March and remain open until the 28th April. Hearings will be held on the 31st May and the 1st June, with deliberations occurring on the 6th June. The final Annual Plan will be adopted on the 30th June 2017. - Activity has been initiated across a range of disciplines and the project schedule is in the process of being developed. This affects all aspects of QLDC's operations and will form a significant piece of work through to June 2018. 	<ul style="list-style-type: none"> - Draft Annual Plan Adoption – 24th March. - Submissions Open – 27th March to 28th April. - Final Annual Plan Adoption – 30th June. - Project Plan Finalisation – March 2017. 	<p>Green</p> <p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONE	RAG STATUS
<p>Building Consents Performance</p>	<ul style="list-style-type: none"> - 96 building consent applications received in January with 85 issued. - Percentage of applications processed within 20 working days has declined from a high of 89% in Oct-16 to 82% for Jan-17. This deterioration is forecasted to drop to approx. 65% in February due to the processing backlog associated with the New Year shutdown. - The primary drivers to this negative performance trend are: <ul style="list-style-type: none"> > Insufficient capacity to meet demand for building consent applications. > Increased levels of demand for other building services i.e. inspections, CCCs, CPUs which diverts internal focus off consent processing. > Inadequate levels of task delegation and competency level ascension across the team which results in overloading of key senior individuals. > Productivity losses associated with managing increased volume of customer enquiries and complaints. > Productivity losses associated with inefficient processes. - A recovery plan has been developed and is being actively deployed. This plan targets recruitment, improved task delegation, increased contractor capacity, changed approach to customer enquiry management, improved public information as well as optimisation of key processes and associated documents. 	<ul style="list-style-type: none"> - Weekly reviews of recovery project deliverables with GM P&D. - Strategic Management Review of BCA performance prior to end of March-17. - Monitoring of performance recovery through Monthly Operational reviews. 	<p>Red</p>
<p>Resource Consents Performance</p>	<ul style="list-style-type: none"> - 82 applications received with 79 consents issued. Both figures are relatively low compared with preceding months which reflects the holiday period. - Percentage of resource consents issued within 20 working days has improved by 5% from 86% in December to 91% in January. - Average processing days per resource consent issued has dropped from 18 in December to 16 in January. - The above improvements can be attributed to the efforts of a large contractor pool being recognised (i.e. they are now issuing the consents they have been working on). 	<ul style="list-style-type: none"> - Continue to improve percentage of resource consents issued within 20 working days. - Maintain average processing days below 20. 	<p>Amber</p>



FINANCIAL MANAGEMENT REPORT

Operating Expenditure and Revenue

Description	Jan 2017 Actual	Jan 2017 Adjusted Budget	Variance to Budget	% Of Year Completed					
				Year to date Actual	Year to date Adjusted Budget	Year to date Variance	Full Year Adjusted Budget	YTD Actuals to Full Year Budget	
REVENUE									
Operating Revenue									
Income - Rates	5,194,548	5,210,364	(15,816)	36,506,816	36,472,547	34,269	62,524,366	58%	
Income - Grants & Subsidies	553,314	334,612	218,702	3,400,248	2,820,152	580,096	5,693,925	60%	*1
Income - NZTA External Cost Recoveries	146,048	133,213	12,835	935,669	932,488	3,181	1,598,551	59%	
Income - Consents	510,559	602,751	(92,191)	4,617,066	4,219,256	397,810	7,233,011	64%	*2
Income - External Cost Recovery	155,559	62,063	93,495	1,025,720	434,444	591,277	744,761	138%	*3
Income - Regulatory	516,006	256,633	259,374	2,450,535	1,796,428	654,107	3,079,591	80%	*4
Income - Operational	1,970,182	1,377,024	593,158	16,596,752	12,387,673	4,209,079	20,654,537	80%	*5
TOTAL OPERATING REVENUE	9,046,216	7,976,659	1,069,557	65,532,806	59,062,988	6,469,819	101,528,741	65%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	1,527,095	1,590,404	63,309	11,515,159	11,769,758	254,599	20,316,369	57%	*6
Expenditure - Salaries and Wages Contract	59,364	28,462	(30,902)	1,005,851	199,232	(806,619)	341,540	295%	*6
Expenditure - Health Insurance	34,354	14,583	(19,771)	108,718	102,083	(6,635)	175,000	62%	
TOTAL PERSONNEL EXPENDITURE	1,620,813	1,633,449	12,636	12,629,729	12,071,073	(558,656)	20,832,909	61%	
Operating Expenditure									
Expenditure - Professional Services	77,539	241,473	163,934	1,210,526	1,671,583	461,058	2,894,639	42%	*7
Expenditure - Legal	181,291	85,899	(95,393)	1,137,894	571,291	(566,603)	1,067,795	107%	*8
Expenditure - Stationery	12,820	35,888	23,068	174,942	251,213	76,270	430,650	41%	
Expenditure - IT & Phones	42,354	39,311	(3,043)	317,847	296,177	(21,670)	507,692	63%	
Expenditure - Commercial Rent	136,938	160,699	23,761	926,180	1,112,482	186,302	1,903,566	49%	
Expenditure - Vehicle	26,591	45,743	19,152	259,471	320,203	60,732	548,920	47%	
Expenditure - Power	238,673	240,751	2,078	1,564,108	1,607,052	42,944	2,784,511	56%	
Expenditure - Insurance	65,382	73,053	7,670	440,277	503,030	62,753	868,293	51%	
Expenditure - Infrastructure Maintenance	1,585,677	1,640,559	54,882	11,572,519	11,072,862	(499,657)	19,416,538	60%	*9
Expenditure - Parks & Reserves Maintenance	289,339	415,612	126,273	2,441,174	2,873,298	432,124	5,133,396	48%	*10
Expense - External Cost On Chargeable	106,389	60,394	(45,995)	956,433	422,760	(533,673)	724,732	132%	*3
Expenditure - Grants	533,098	541,420	8,321	3,548,351	3,463,476	(84,875)	5,280,583	67%	
Expenditure - Other	584,422	872,785	288,363	5,591,835	6,285,172	693,337	10,874,254	51%	*11
TOTAL OPERATING EXPENDITURE	3,880,515	4,453,586	573,071	30,141,556	30,450,600	309,044	52,435,569	57%	
Interest and Depreciation									
Expenditure - Interest	415,743	786,468	370,725	2,992,479	5,505,275	2,512,796	9,437,613	32%	
Expenditure - Depreciation	1,935,489	1,935,489	0	13,338,456	13,338,456	0	23,006,523	58%	
TOTAL INTEREST AND DEPRECIATION	2,351,232	2,721,956	370,725	16,330,935	18,843,731	2,512,796	32,444,136	50%	
TOTAL EXPENDITURE	7,852,560	8,808,992	956,431	59,102,220	61,365,404	2,263,184	105,712,615	56%	
NET OPERATING SURPLUS/(DEFICIT)	1,193,656	(832,333)	2,025,988	6,430,587	(2,302,416)	8,733,003	(4,183,874)		



*1 Income - Grants & Subsidies - Four factors are driving the YTD variance. 1) proceeds of an estate settlement earlier in the year of \$113,461. 2) receipt of Affordable Housing developer funds of \$321,848, which have been passed on to the Housing Trust. 3) roading of \$60,620 as a result of timing of the operational roading programme to budget and 4) refuse subsidies due to increased refuse volume which are offset by increased costs.

*2 Income - Consents - The negative variance for the month is due to the phasing of the budget through the holiday period. Year to date Building Control and Engineering are ahead of budget by \$813,842 and \$2,075 respectively. This has been offset to some extent by the Resource consenting department being behind budget (\$431,764), this is due partially as a result of vacancies.

*3 Income - External Cost Recovery - The vacancies in the Resource Consenting Department has driven outsourcing to external consultants for the processing of Resource Consent. This management reporting line shows the income received from on-charging these costs. The expense matching this income is below in the expense line - external cost on chargeable. The difference between income and expense is due to timing of raising the invoice for on-charging.

*4 Income - Regulatory - Another strong month for Regulatory particularly in relation to Freedom Camping infringements a total of \$147,826 processed for the month against a budget of \$13,907, of which \$14,200 were waived. Parking infringements a total of \$207,154 processed for the month against a budget of \$86,307, with \$17,383 waived. This is due to a full complement of staff and external contractors for the holiday period.

*5 Income- Operational - Another strong month with increased revenue from refuse \$261,633 above budget, \$214,000 of income generated from Park & Reserves providing fill for Shotover Delta from the 5 Mile development that was not budgeted for and continuing increases as a result of turnover based rents of \$70,349.

*6 Expenditure - Salaries and Wages and Contract Staff - The favourable YTD variance for salaries and wages is due to carrying vacancies. This has resulted in the use of contract staff, particularly in the building control department which has resulted in contract staff being employed (\$711,582) and is offset in increased revenue on the internal recovery line.

*7 Expenditure - Professional Services - The majority of this year to date positive variance sits within Infrastructure (\$398,295). Of this \$272,521 is due to the timing of roading projects, the balance is across property (\$76,866) due to low movement in residential land and legal road closures, parks & reserves (\$38,467) timing of the re-tender work and 3 waters (\$67,061).

*8 Expenditure - Legal - the year to day negative variance of \$566,603 is driven by two factors. Firstly, weather tightness representation (\$276,630) and secondly, District Plan Review (\$387,023).

*9 Expenditure - Infrastructure Maintenance - the month negative variance of \$325,269 is driven by two factors. Firstly, refuse of \$174,264 or 36% over budget as a result of increased volume and partially offset by additional revenue of \$90,835. Secondly roading of \$312,172 or 8.7% ahead of budget which is a result of timing and will correct over the coming months.

*10 Expenditure - Parks and Reserves Maintenance - the positive year to date variance is mainly driven by the timing of expenditure for the parks and reserves maintenance contract totalling \$408,984 districtwide. It is expected that this will be utilised in the coming months.

*11 Expenditure - Operational - the underspend for the month in December relates to 3 factors. Firstly, the timing of expenses for the event strategy fund (\$94,761) which will correct in later months, secondly an underspend in recruitment \$30,243 due to a reduction through the holiday period and thirdly, an underspend in Private Plan Changes (\$48,325) as a result of the District Plan review, this has a corresponding reduction in revenue oncharge.



Description	Jan 2017 Actual	Jan 2017 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	
CAPITAL REVENUE									
Income - Development Contributions	1,997,104	557,327	1,439,777	6,452,226	3,901,287	2,550,938	6,687,921	96%	*12
Income - Vested Assets	0	0	(0)	0	0	0	10,500,200	0%	
Income - Grants & Subsidies Capex	351,432	537,996	(186,564)	2,431,922	3,270,975	(839,053)	9,030,645	27%	
TOTAL CAPITAL REVENUE	2,348,536	1,095,323	1,253,213	8,884,148	7,172,262	1,711,885	26,218,766	34%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	2,387,517	4,408,411	2,020,894	18,316,393	30,766,903	12,450,510	61,373,572	30%	*13
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	2,387,517	4,408,411	2,020,894	18,316,393	30,766,903	12,450,510	78,263,572		
NET CAPITAL FUNDING REQUIRED	38,981	3,313,088	767,681	9,432,245	23,594,641	10,738,625	52,044,806		
External Borrowing									
Loans	0						11,783,000		
Bonds	82,000,000						150,000,000		
TOTAL BORROWING	82,000,000						161,783,000		



COMMENTARY

Capital Revenue and Expenditure

*12 Income - Development Contributions - 23 development contribution invoices were generated in January. Three of these total \$1,692,113 or 85% of the month's value. These are the two commercial builds on Frankton Flats and a residential lot for Timsfield Drive, Lake Hawea (32 lots).

*13 Income - Project Expenditure - The budget reforecast from November has been implemented into the capital programme reducing it to \$61,373,572. The largest year to date variances include the Wanaka Recreation Centre (\$1,366,094) where the project has been completed, but the final invoicing is yet to be finalised. Hawthorne Drive stormwater construction project (\$2,122,169) which is due to budget timing. Project spend totalling more than \$200,000 for the month of January, detailed below.

- > \$ 570,240 - Hawthorne Drive (EAR) construction
- > \$ 550,895 - Frankton Flats stormwater construction
- > \$ 326,151 - Project Shotover - Stage 1