Monthly Highlight Report

Key Performance Indicators – Traffic light status report

Health & Safety Summary

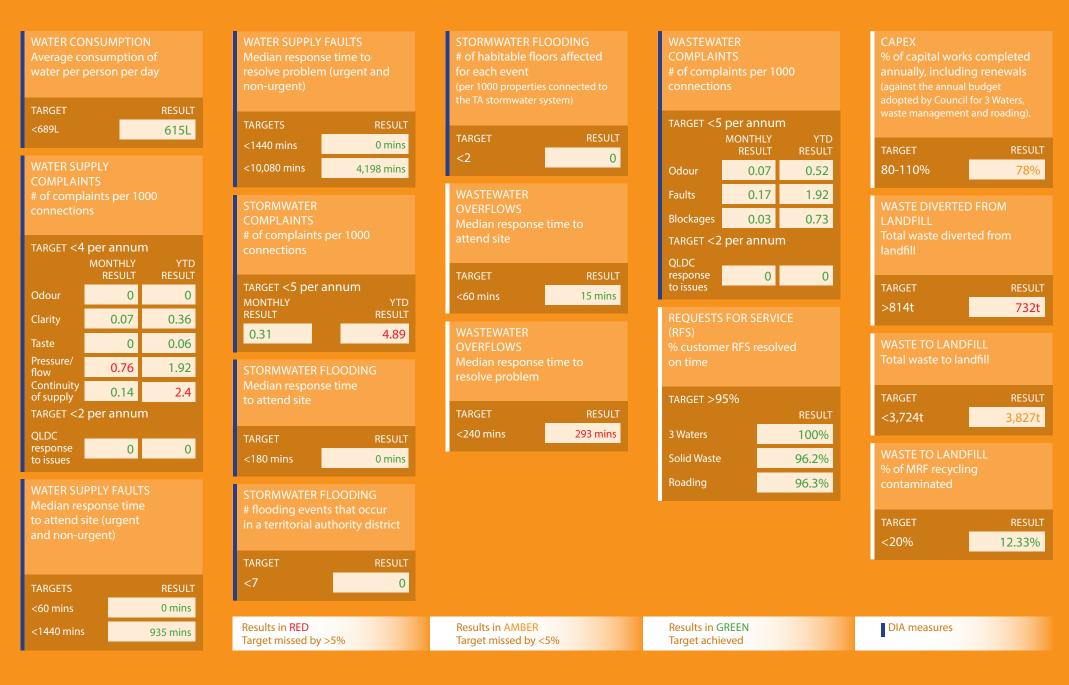
Key Priorities Update

January 2023



Core Infrastructure and Services

Key Performance Indicators



Exceptions

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

Water Supply Complaints - Pressure/flow

The January monthly target for pressure/flow was missed due to an increase in Water Supply complaints relating to Lake Algae, which blocks water filters and contributes to pressure and/or flow issues.

Water Supply Complaints - Continuity of Water Supply

The monthly pro-rata target was met but the January year to date target was missed due to the capital works programme generating more than the usual continuity complaints in previous months.

Stormwater Complaints

The monthly pro-rata target was met but the January year to date target was missed, due to the high number of complaints in previous months. It is still within the annual target of less than five, with the trend of reaching target in the upcoming drier months.

Wastewater Overflows – Time to Resolve Problem

The median response time to resolve overflows was 293 minutes in January, missing target but an improvement on December's result. A review of data revealed inconsistencies in how performance was being reported from a contractor, leading to results that do not represent actual performance. The correct reporting method has been clarified and we continue to see performance against this measure improve in the coming months.

Percentage of Capital Works Completed Annually

The monthly target was missed due to the timing of delivery of the capital programme and reprioritisation of works due to funding constraints.

The largest CAPEX projects in January were: Queenstown Town Centre Arterials - Stage one, Project Pure Waste Water Treatment Plant Upgrade, Queenstown Street Upgrades and Lakeview Development Site Clearance and asbestos removal works.

Total Waste Diverted from Landfill

In January 732 tonnes of waste was diverted from landfill, missing target but an improvement on December's result. This is largely attributable to greater volumes over the summer period. 4.752 tonnes of material was landfilled during the month due to capacity issues at the plant. Resourcing challenges and an aged plant continue to impact operations.

Total Waste to Landfill

Total Waste to landfill above target for January at 3,827 tonnes. Summer volumes and higher contamination rates resulted in the target not being met.

Community Services	Environment	Regulatory Functions & Services	Corporate Services
ACTIVE PARTICIPANTS # of gym and pool visits per capita (based on usual resident population)	RESOURCE CONSENT TIME % processed within the statutory timeframe	BUILDING CONSENT TIMES % processed within the statutory timeframe	CUSTOMER CALLS % answered within 20 seconds
TARGET RESULT >2,083 2,277	TARGETRESULT100%82%	TARGET RESULT 100% 98.78%	TARGETRESULT>80%89.2%
LIBRARY CIRCULATION # of items issued per month		FREEDOM CAMPING RFS # of freedom camping RFS per month	COMPLAINTS RESOLVED % complaints resolved within 10 working days
TARGET RESULT >41,139 47,692		TARGET RESULT <10 23	TARGETRESULT>95%100%
PARKS RFS % RFS resolved within specified timeframe			LGOIMA REQUESTS % responded to within 20 days
TARGET RESULT			TARGETRESULT100%100%
			COUNCILLOR ENQUIRIES % responded to within 5 working days
			TARGETRESULT100%100%
			INTEREST RATES Weighted average interest rate per month
			TARGETRESULT<6%

Exceptions

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

Resource Consent Time

The target was not met. The percentage of consents issued on time continues to be in the early 80's range.

As is typical for January, the number of applications received this month were down on previous months (66 formally received for processing). The number of decisions issued was also down on previous months (50 decisions), which is reflective of the Christmas period where annual holidays are typically taken.

The predominant reason for not processing consents on time in January is due to delays in these applications being allocated to a processing planner in previous months when there were higher application numbers and resourcing constraints. This also had a follow-on effect on the timeframes for other expert reporting that feeds into the application processing. The Council team continues to focus on what they can control in the processing of applications to Resource Management Act requirements and timeframes.

The team are focusing on solutions to enable swifter allocation of Resource Consent applications to improve timeframes.

Building Consent Times

The target of 100% of building consents being processed within the 20-day statutory timeframe was not met in January 2023. 98.78% of building consents were processed in January 2023 within the 20-day statutory timeframe. This is within the 5% tolerance range.

Freedom Camping Request For Service

There were 36 complaints in January about freedom camping, of those nine were unsubstantiated, and four were private land. The remaining 23 were made up of; 14 ticketed for prohibited camping, 3 daytime education and 6 already on our regular patrols.

Whilst we have seen an increase in campers this summer, this has not resulted in a return to pre-COVID levels of non-compliance. No significant illegal camping hot spots have been identified during the summer so far and overall, behaviour from campers around the Queenstown Lakes District has been good. Both the Enforcement Team and the Responsible Camping Team expected the return of campers this season and were prepared to respond to the increased demands. It is anticipated that freedom camping numbers will increase further for the 2023/24 Summer.

Health & Saftety Summary



QLDC Health and Safety Objectives for 2021/2022

COMPLIANCE

RESULT

RESULT

2

6

0

2

0

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 January, and no workplace incidents were significant.

There were two incidents involving Employees in January and six incidents involving contractors, all were of a minor nature.

There were two incidents involving members of the public in January.

Due to one Employee Lost Time Injury in a previous month, the Lost Time Injury Frequency Rate calculation was 5.43 for January, slightly above the goal of 5 or below but an improvement on December's result.

Thriving people Whakapuāwai Hapori

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

Deafening dawn chorus Waraki

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



Embracing the Māori world Whakatinana i te ao Māori

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



/ision Beyond 2050

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

Opportunities for all

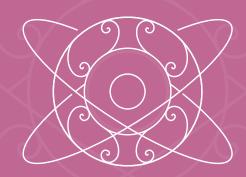
He ōhaka taurikura

and technological enterprise.

Our district is a place of social, environmental

Breathtaking creativity Whakaohooho Auahataka

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



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.



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	Christmas shutdown in place until 22 January when works recommenced on all streets and good progress was made on the Rees Street paving.	 28 February 2023 - Completion of Park Street balustrade and asphalt footpath expected. 28 February 2023 - Completion of seating installation on Beach Street (including Earnslaw Park timber platforms) expected. 	Green
Crown Infrastructure Partners Arterial Stage One	 Construction remains focused on three waters pipework installation, retaining walls, site clearance, piling and column installation. Earthworks for the Henry Street retaining wall, ground anchoring for the downslope retaining wall between Beetham and Ballarat Streets, and tree pit works have commenced. Subcontractor and material procurement is ongoing and is approx-imately 65% complete. Re-forecasting of programme and cost, in line with the final scope has resulted in an estimated \$17m increase to the cost to complete. Delays in obtaining the signed Easement and Access Agreement from St Joseph's Parish and School have occurred and further delay costs will incur if not received by mid-February. Crown Infrastructure Partners advised that the programme re-forecast to November 2024 for construction completion requires further validation and that this would be confirmed, along with the updated cost to complete in March/April 2023. 	 7 February 2023 - Commencement of tree pits on Melbourne Street. 20 February 2023 - Commencement of works on St Joseph's Parish and School retaining wall planned. 	Red
Lakeview Development and Ancillary Works	 Site works continue to progress well and the asbestos pipe removal within Man Street has now been completed. Phase two footpath base course has been progressing through various sections with fibre reinforced concrete pours following closely behind. Three Waters work in Thompson Street is now moving along towards Man Street and retaining Wall A has commenced with footing earthworks, steel tying and concrete pours. Paving works have been delayed due to an ongoing shortage of paving resource but additional resource has now been procured from Auckland and is due to arrive on 20 February 2023. 	 20 February 2023 - Arrival of additional Paving resources ex Auckland. 24 February 2023 -Thompson Street base course, mem- brane and AC 20 completion expected. 24 February 2023 - Installation of Phase One light poles completion. 	Green

High Profile Capital Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Housing Infrastructure Fund Kingston Three Waters Scheme	 Funding to be resolved prior to further procurement of any major package. Currently expected for March 2023. Water Scheme: All consents obtained and detailed design complete. Water quality testing is completed and within design envelope. Further test results are to be carried out to investigate the opportunity to reduce caustic dosing. Procurement now planned for March 2023, and this will include the water treatment plant, one reservoir, access road, falling main (Water Treatment Plant to the Kingston Village Limited development), and reticulation pipework within the existing Kingston Township (provisional). Wastewater Scheme: Developed design is approved and design negotiations are underway. Odour (air discharge) consent has been compiled and affected party approvals are being obtained. Stormwater: Design submitted for engineering acceptance and a decision is expected in February 2023. Tender expected for March 2023. This includes large diameter (>1500mm) stormwater trunk main, water main, wastewater main, and reticulation network (provisional) within Oxford Street, Kingston. 	 Water Scheme: March 2023 – Procurement planned. Wastewater Scheme: October 2023 – Construction tender release to market expected. Stormwater scheme: February 2023 – Engineering acceptance of design expected. March 2023 – Tender release date expected. 	Amber
Housing Infrastructure Fund Quail Rise Reservoir	 Detailed Design is complete, and the peer review is nearing completion which will allow for revised cost baselining. A revised planning strategy has been agreed and land and easement matters are being assessed in respect to the new strategy. Revised affected party approvals have been issued. 	 February 2023 - Amendments to the Notice of Requirement will be lodged reflecting the revised designation strategy. 	Green
Wānaka Youth and Community Centre	 The Project Management Team met with representatives from the Wānaka Community Board on site in late January 2023 to discuss plans for the building fit out. A meeting was also held with the Landlord's Project Manager to agree the scope of the existing fixtures and fittings to be removed prior to contract award. 	 14 February 2023 - Tender Evaluation Team evaluation re-scheduled with a post evaluation session with the Com- mercial Manager and Property Director to be held the follow- ing day. Late February 2023 - Project Manager to update the Wānaka Community Board following the the Tender Evaluation Team contractor recommendation. 	Amber

Selected Capital Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Wānaka Lakefront Development Stage Two	 Project has experienced irrigation and water supply issues, further effected by district-wide water restrictions. The parking trial has been extended with further discussions and information provided to the Wānaka Community Board. 	 March 2023 - Resolution for parking restrictions and official name for historic pathway to be decided at March meeting. On-going defects and recovery works for great lawn. Spring 2023 - Tile install potentially delayed until Spring 2023 due to the seasonal impacts of Winter and the short supply of paving contractors. 	Amber
Coronet Harvest	 The harvest is 97% complete. The procurement plan with boarder outcomes was adopted by Council on the 1st September.A Registration of Interest for the Planting Contractor went to tender in December 2022. A Request for Proposal for a Planting Manager went to tender in December 2022. 	 28 February 2023 - Registration of Interest for the Planting Contractor closes. A Request for Proposal will be released in late March with the contract expected to be awarded in May/June 2023. 24 February 2023 - A Request for Proposal for a Planting Manag- er closes, with contract to be awarded in March/April 2023. 	Green
516 Ladies Mile	 Consultant team re-engaged to complete project options works including concept and estimates. Issues and options workshop held with key internal stakeholders to define scope. 	 Early 2023 - Options to be circulated with Executive Leadership Team before Council Workshop in March 2023. April 2023 - Report to be submitted for Council Meeting. 	Amber
Marine Parade Upgrade	 Contractors returned mid-January to site after holiday break. Topsoil and hydroseeding 90% completed. The placement of new furniture and bike stands completed. Reserve space is open to the Public with only hydroseeded and grass areas penned off. 	 February 2023 - Identified snags on site to be resolved or agreed to review by end February. March 2023 - Additional variation work in Queenstown Gardens and Wastewater Pump Station to be completed by mid March 2023. March 2023 - Project close out administration, documentation and lessons learned process to be implemented. 	Green

Strategy, Policy and Planning Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
District Plan - Stage One Appeals	 Decisions and consent notices for approximately 93% of appeal points received and updated into the plan. (101 appeals and 1181 appeal points originally lodged) 	 Topic 17 Energy, Topics One and Two (Regionally Significant Infrastructure) appeals minute issued by the Court with new directions requiring further work. Sticky Forest Environmental Court Hearing set for end of March. 	Green
Stage Two Appeals	 84 appeals and 930 appeal points received challenging Council's decisions. Mediations completed, Environment Court hearings underway. Topic 29 Visitor Accommodation consent order issued. Multiple Proposed District Plan chapters to be amended. 	Three Rezoning appeal hearings on the Wakatipu Basin have been put on hold pending further direction from the Environ- ment Court on the impact of the National Policy Statement - Highly Productive Land.	Green
Stage Three Hearings	 43 appeals (total) containing 445 separate appeal points lodged. Environment Court mediations underway. 	 Hearing timetables are being set for all Industrial rezonings in 2023 – at present there is no additional Environment Court hear- ing time available until June 2023 at the earliest. Scaife Rural Visitor Zone Appeal set for Environmental Court Hearing beginning March. Cardrona Cattle Company hearing (Industrial Zoning) set for Environment Court Hearing at the beginning of May. 	Green
Inclusionary Zoning	 Notified 13 Oct 2022. 181 original submissions and 20 further submissions received. Scheduling commissioners for hearing. 	 Confirming commissioners. Setting hearing date. Setting evidence exchange timetable. 	Green
Landscape Schedules	 Notified 30 June 2022. 208 original submissions and 38 further submissions received. Scheduling commissioners for hearing. 	 Confirming commissioners. Setting hearing date. Setting evidence exchange timetable. 	Green
Te Pūtahi - Ladies Mile Master- plan and Plan Variation	 Streamlined Planning Process Application sent to Minister to request approval to enter into the Streamlined Planning Process as an alternative to the standard Schedule One. 	 Contact expert witnesses and Commissioners for the Hearings Panel to confirm availability for when Hearings commence - estimated for August onwards. 	Green

Strategy and Policy Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Spatial Plan	 Project team meets weekly to work through implementation of priority initiative workstreams. Monthly meetings continue to occur between Queenstown Lakes District Council, TAMI and Aukaha. Tender review meetings held early December with unsuccessful applicants for Future Development Strategy (Spatial Plan 2.0). Scoping work has begun for the Blue/Green Network; a compilation of all the parks, open spaces, streets and accessible waterways that deliver a variety of benefits to the public. A Request for Proposal will go out for a landscape architect soon. Three Waters Better Off Fund contract received, reviewed and signed by Queenstown Lakes District Council. Funding will be available once contract signed by all parties. Barker & Associates, Otago Regional Council and Queenstown Lakes District Council staff took part in a workshop in Alexandra to establish governance and engagement structureon 24 January 2023. Future development strategy project team established between Barker & Associates, Otago Regional Council and Queenstown Lakes District Council continue to hold fortnightly meetings. Scoping work has commenced with internal teams for the development of the Grow Well Whaiora website. Council workshop held on the future development strategy on 31 January 2023. 	 20 February 2023 - Meetings with Murihiku board and TAMI staff to discuss the future development strategy. 22 February 2023 - Meeting with Aukaha staff to discuss the future development strategy. 23 February 2023 - Meeting with Otago Regional Council staff and Council Workshop to discuss to discuss the future develop- ment strategy. March 2023 - Procurement plan to be progressed regarding Priority Development Areas. February 2023 - Action Three Waters Better Off fund programme with project managers 6 March 2023 - Partnership Steering Group meeting scheduled. 	Green
Annual Plan	• The Annual Plan is in progress.	 23 March 2023 - Council meeting to adopt Draft Annual Plan and Consultation Document ahead of Community Consultation. 24 March - 26 April 2023 - Community Consultation. 22 - 23 May 2023 - Submission Hearings & Deliberations 	Green

Strategy and Policy Projects

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Economic Diversification Plan	 Industry focus groups have been held. Draft plan complete. 	 February 2023 - Strategy to be endorsed by public organisa- tions, and communications tools/collateral to be complete (This is likely to be delayed to ensure buy-in from a mix of organi- sations and alignment with other strategies – e.g., Whakatip Hangarau). 	Green
Destination Management Plan	 Destination Think visited the district and launched the final version of the Destination Management Plan including a strong focus on a carbon zero tourism industry by 2030. 	 February 2023 - Destination Management Plan to go to Council for endorsement. 	Green
Climate and Biodiversity Plan	 Delivery planning and execution for the adopted 2022-25 Climate and Biodiversity Plan is progressing well. Of the 70 actions in the plan: 54 actions have been started and are in progress, 1 action is complete (5.1 Partner with the Regional Tourism Operators to create a Destination Management Plan) and 7 further actions are due to start before 30th June. A review of the Climate Reference Group membership and terms of reference is also underway. 	 Confirmation of the new Climate Reference Group structure and membership for the new triennium. Multiple project delivery milestones. 9 March 2023 - Audit, Finance & Risk Committee governance update. 	Green
Joint Housing Action Plan	 A consultant has been procured to aid in the development of the Joint Housing Action Plan, priority initiative five within the Spatial Plan. 	 February 2023 - Draft action plan will be circulated through executives of the Grow Well Whaiora Partnership for feedback. Draft Joint Housing Action Plan to be finalised for consultation and agreement. 	Green