
MONTHLY HIGHLIGHT REPORT



JANUARY
2020

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report

Monthly Highlight Report – January 2020

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<500L	714.6L

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET <4 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.04	0.08
Clarity	0.12	0.63
Taste	0	0.20
Pressure/flow	0.16	1.10
Continuity of supply	0.35	1.59

TARGET <2 PER ANNUM

QLDC response to issues	RESULT
0	0

WATER SUPPLY FAULTS

Median response time to attend site (urgent and non-urgent)

TARGETS	RESULTS
<60 mins	39 mins
<1440 mins	1300 mins

WATER SUPPLY FAULTS

Median response time to resolve problem (urgent and non-urgent)

TARGETS	RESULTS
<1440 mins	908 mins
<10,080 mins	3993 mins

STORMWATER

STORMWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
0.19	0.19	3.27

STORMWATER FLOODING

Median response time to attend site

TARGET	RESULT
<180 mins	0 mins

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

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

Results in **GREEN**
Target achieved

● DIA measures

WASTEWATER

WASTEWATER OVERFLOWS

Median response time to attend site

TARGET	RESULT
<60 mins	34 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	138 mins

WASTEWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.16	0.60
Faults	0.12	1.95
Blockages	0.4	0.72

TARGET <2 PER ANNUM

QLDC response to issues	RESULT
0.19	0.19

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
>95%	3 Waters 98% Solid Waste 88% Roading 69%

CAPEX

% within capital expenditure budget

TARGET	RESULT
80%-110%	50%

WASTE MANAGEMENT

WASTE DIVERTED FROM LANDFILL

Total waste diverted from landfill

TARGET	RESULT
>708t	939t

WASTE TO LANDFILL

Total waste to landfill

TARGET	RESULT
<3,333t	3,948t

EXCEPTIONS

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

Water Consumption - On average, 714.6 litres of water were consumed per person per month in January. January is typically the peak water demand month where high visitor numbers combine with hot, dry weather. As such, this is an expected result and results remain on target to achieve the annual target.

Requests For Service (RFS) - Solid Waste - 88% of solid waste RFS were resolved on time in January. The contractor has had a decrease in performance for RFS compliance this month. The focus is on improving performance for next month.

Requests For Service (RFS) - Roading - 69% of roading RFS were resolved on time this month. There has unfortunately been an issue with system integration from RAMM to TechOne. Discussions are ongoing with internal teams to resolve for next months reporting.

Capex - There was a \$30.7M spend this month against a year to date budget of \$56.7M. A significant number of budgets were deferred from 2019/20 to 2020/21 in the November 2019 reforecast and adjusted for in December. The major reasons for timing of delivery include transport projects awaiting NZTA approval, various stages of HIF and Lakeview developer agreements and bundled approach to 3 waters delivery. The largest actual spends per project for 3 waters and roading for January were the 3 waters programme procurement (\$219k), Lakeview stormwater upgrade (\$205k), and the Recreation Ground's new wastewater pump station (\$208k).

Waste to Landfill - 3,948 tonnes of waste went to landfill this month. While less waste went to landfill than previous months and diversion from landfill is on target, waste to landfill continues to exceed target. This remains a focus area.

ACTIVE PARTICIPANTS

active sport and recreation participants per capita

TARGET	RESULT
>2,872	2,223

LAKE HAYES PAVILION

% hours of community use per month

TARGET	RESULT
>35%	38.9%

LAKE WANAKA CENTRE

% hours of community use per month

TARGET	RESULT
>39%	6.1%

QUEENSTOWN EVENTS CENTRE (INDOOR)

% hours of community use per month

TARGET	RESULT
>39%	23.3%

QUEENSTOWN EVENTS CENTRE (ROOMS)

% hours of community use per month

TARGET	RESULT
>47%	27.7%

TRAIL USAGE

Average number of daily trail users

TARGET	RESULT
>1800	3,161

QUEENSTOWN MEMORIAL CENTRE

% hours of community use per month

TARGET	RESULT
>57%	41.5%

ARROWTOWN ATHENAEUM HALL

% hours of community use per month

TARGET	RESULT
>38%	37.1%

ARROWTOWN COMMUNITY ROOMS

% hours of community use per month

TARGET	RESULT
>20%	20.5%

LIBRARY EVENTS

of community events held within libraries

TARGET	RESULT
>80	99

LIBRARY CIRCULATION

of items issued per month

TARGET	RESULT
>33,611	39,582

PARKS RFS

% RFS resolved within specified timeframe

TARGET	RESULT
>75%	89.6%

RESOURCE CONSENT TIME
 % processed within the statutory timeframe

TARGET	RESULT
100%	83.3%


REGULATORY FUNCTIONS & SERVICES
BUILDING CONSENT TIMES
 % processed within the statutory timeframe

TARGET	RESULT
100%	95.7%

FREEDOM CAMPING RFS
 # of freedom camping RFS per month

TARGET	RESULT
<26.5	23

CUSTOMER CALLS
 % answered within 20 seconds

TARGET	RESULT
>80%	84.2%

COMMUNITY ASSOCIATION MEETINGS
 % attended by Elected Members/QLDC staff

TARGET	RESULT
>80%	100%

COMPLAINTS RESOLVED
 % complaints resolved within 10 working days

TARGET	RESULT
>95%	100%

LGOIMA REQUESTS
 % responded to within 20 days

TARGET	RESULT
100%	91%

COUNCILLOR ENQUIRIES
 % responded to within 5 days

TARGET	RESULT
>95%	100%

INTEREST RATES
 Weighted average interest rate per month

TARGET	RESULT
<6.5%	3.37%

EXCEPTIONS

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

Active Participants - The pool closure at Alpine Aqualand has severely reduced participation numbers in January. The pools will be re-opening on the 16 March and as such, February and March figures will see decreased numbers.

Lake Wanaka Centre - There were only two bookings between 2 January until 13 January due to the holiday period. This has had a negative impact on results this month.

QEC (Indoor) - Results did not meet target this month and this can be attributed to low stadium usage during the summer months due to sports being played predominantly outside.

QEC (Rooms) - Although the holiday programme used the QEC rooms for eight days, there were fewer bookings than usual for the month and the target was not met. This is likely due to the holiday period.

Queenstown Memorial Centre - The Memorial Centre did not have any bookings between 2 - 12 January and this can be attributed to the holiday period. Venue usage was boosted this month however with the holiday programme utilising the facility for two weeks.

Resource Consent Time - There has been a significant decrease in lodgement numbers in December 2019 and January 2020. This will be closely monitored as there appears to be a downwards trend when compared to the previous five years. The team has been asked to focus on processing within the statutory working days, particularly with lower lodgement numbers.

LGOIMA Requests - 91% of requests were responded to within 20 days in January, with one response issued late this month. Two requests were extended but issued within the agreed new timeframes.



PREVENTION

Positive Safety Actions

TYPE	RESULT
Take 5's	316
Inspections/Audits	13
Safety & Wellbeing	48
First Aid Training	3
HS Meetings	23

DEPT. SAFETY BEHAVIOURS

Self-assessments from monthly safety activities

TYPE	RESULT
A	2
B	10
C	2
Target achieved	No

QLDC WORKPLACE INCIDENTS

Across All Groups

TYPE	RESULT
Employees	4
Contractors	23
Volunteers	0
Public	8

WORK EVENTS

Injury Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<9	10.67
LTIFR**	<5	10.67

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

NOTIFIABLE EVENTS

Notifiable to Worksafe

EVENT TYPE	RESULT
N/A	0

EVENT DETAILS

There were no notifications to Worksafe in January 2020

As defined under section 25 of the Health and Safety at Work Act 2015

MONTHLY COMMENTARY

Accidents - Lost Time Injury (LTI), Medical Treatment Injury (MTI), Restricted Work Injury (RWI):

- There were 23 contractor incidents in January. This consisted of 21 of their own reported incidents, and two were reported by QLDC personnel. One event was a serious occurrence, and it has been investigated and responded to accordingly.

- There were four employee incidents in the month of January. This consisted of one first aid treatment, one employee incident and two 2 vehicle incidents. None of these incidents were considered significant, lost time or recordable events.

HEALTH & SAFETY COMMITTEE CHAIR

- There were no recordable incidents this month

- Department Safety Scoring: 2 A's, 10 B's and 2 C.

- Wellbeing initiatives remain ongoing, with a strong focus on mental health and exercise. This month, staff across the organisation have been getting involved with The Aotearoa Bike Challenge.

- The coronavirus has recently been in the news. QLDC is monitoring the situation closely and is contact with the Southern District Health Board (SDHB). Clear procedures have been established and staff advised of these.

QLDC Health and Safety Objectives Review

2019/20	
COMPLIANCE:	Health & Safety internal audit by each department to be conducted utilising the WSMP standard
WORK EVENTS:	TRIFR 9 - LTIFR 5
PREVENTION:	100% of all incidents reported each month closed within allocated timeframe 100% of all Positive Actions Safety Statistics reported each month 100% reporting of safety statistics for all volunteers involved in high risk work as defined in the QLDC Induction Pack for Volunteers.
IMPROVEMENT:	100% of Health & Safety Committee actions completed on time
BEHAVIOUR:	Behavioural self assessment - Twice the amount of A scores to be reported monthly compared to C scores
WELLBEING:	At least 60% participation across wellbeing activities

KEY CAPITAL PROJECT UPDATES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Project Manawa	<ul style="list-style-type: none"> - There were no meetings of significance held in January. 	<ul style="list-style-type: none"> - Work continues for the internal (Project Control Group) team, who are working with an external delivery (TBIG Project Management) team on Project Manawa. 	Amber
Wanaka Lakefront Development Plan	<ul style="list-style-type: none"> - Stage 3: finalising design. An update for the public, and contractor tendering will be advised in the coming weeks. - The design has now been completed. The boardwalk has been shortened due to poor ground condition. The compilation of tender documents is underway. - Preparing for application for resource consent. 	<ul style="list-style-type: none"> - Site works to begin in winter, completion in early summer. - Stages 2, 4 and 5 being reviewed for timeline of future delivery. - Application for consent - 20 March 2020 - Out to market for contractor - April 2020 	Green
Queenstown Gardens	<ul style="list-style-type: none"> - The Gardens project has experienced delays of two months. Aukaha were going to provide iwi design elements in December, but the runanga had not approved the list. Boffa Miskell and QLDC are meeting with Aukaha on the 19 February 2020 (two months later) which has pushed out the original project timeline. 	<ul style="list-style-type: none"> - Organising stakeholder workshops - early march. - Concept design to be ready - end of March. - Detailed design and outline plan to be submitted - May 2020. - Construction to be pushed out until the following financial year (2020-21) 	Amber
Coronet Forest Harvest	<ul style="list-style-type: none"> - Site inspection with Health and Safety consultant was held on 28 January. - Media releases have been organised reminding the public to stay clear of site. - A story has been drafted for the next Scuttlebutt on the harvest and Arrowtown wilding group. - In regards to the log market update, some markets have slowed due to the coronavirus, although this has not affected log prices here yet. China's port closed for two weeks over the Chinese New Year which has slowed volumes. There are domestic options and the company organising sales are now looking at options in Korea. There will be regular updates on where markets are sitting over the next few months. 	<ul style="list-style-type: none"> - More signage is to be installed on trail heads. 	Green

KEY CAPITAL PROJECT UPDATES CONTINUED

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Tourism Infrastructure Fund (TIF) Projects	<p>TIF 2</p> <ul style="list-style-type: none"> - Glenorchy Skatepark is now installed and operational. - Glenorchy car park is on hold. The team continue to work with the community on a new location due to water table issues at the original proposed site. - Lake Hayes - design work is underway for the site's required pump system, with the estimated time of completion to be March 2020. - Kingston Domain is now installed and operational. - Kingston SH6 is now installed and operational. - Luggate is now installed and operational. - Bennetts Bluff is on hold, awaiting Department of Conservation approval. - Craighburn - the entrance design off State Highway 6 is currently being worked on, as required by NZTA. The design will be priced first to ensure it fits within the allocated budget. <p>TIF 3</p> <ul style="list-style-type: none"> - The tender is currently out for two public toilet upgrades at Bendemeer Bay and Peter Fraser Park 	<ul style="list-style-type: none"> - Albert Town - estimated time of completion - March 2020 - Lake Hayes - estimated time of completion - March 2020 <p>TIF 3</p> <ul style="list-style-type: none"> - Marine Parade Feasibility study to be completed - end of March 2020 	<p>Green</p>
Frankton Campground	<ul style="list-style-type: none"> - Frankton Campground has been fenced off and was closed on January 31. - A security check point and patrols have been put in place. - The permitting process continues. - Tree work is progressing to assist with the cabin removal. 	<ul style="list-style-type: none"> - The Project Team to meet with Active Travel Project Manager to discuss the link / path in relation to Frankton Camp Site. - February 12 - The next site meeting is scheduled - February 13 - Working with permit applicants on Health and Safety to achieve acceptable permits. - Continuing to work with the two preferred tenderers for lease negotiation. 	<p>Amber</p>

KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Responsible Camping	<ul style="list-style-type: none"> - Responsible Camping Project Control Group (PCG) monthly meeting was held on January 20. - The risk register has been updated and reviewed by the PCG. - Responsible Camping Governance Group meeting was held on 27 January. - Responsible Camping January newsletter was circulated to all identified stakeholders on 27 January. - Responsible Camping seasonal cumulative statistics report was circulated to internal QLDC stakeholders on 27 January. - Stage 1 – assessment study for potential locations for dump stations and campgrounds. Initial discussions have taken place with the Property team this month. - Data analysis provider has been identified. - Expressions of interest have been received to attend a season de-brief information and data share with the neighbouring regions. 	<ul style="list-style-type: none"> - Mid-season Responsible Camping Progress report to MBIE (Project Status report and Impact of Initiatives) - February 14 - Responsible Camping PCG Meeting - 17 February - Operational delivery of hubs, ambassadors - ongoing - Data analysis provider to be contracted - February/ March. - Tourism Industry Aotearoa Responsible Camping Summer Monitoring meeting (National coverage including MBIE and TNZ) - February. - Finalise date for regional neighbour's post season de-brief meeting – February. - Meeting with Lake Wanaka Tourism – February. - Sign locations GPS mapped and filed by end of season. By end of April. - Review and update of existing Responsible Camping MOU - by end of March. - Critical Path developed for Responsible Camping Funding Application (for 2020/2021) based on Governors Group approval of Business Case. (Dependent on advice from MBIE) - by end of March. 	Green
Growth - Housing Infrastructure Fund	<ul style="list-style-type: none"> - Kingston: DA is signed. Resource consent for development planned to be released by the developer. Design of the water supply scheme and wastewater scheme underway. - Ladies Mile: Council decided on the 30th May to proceed with a council led plan change. Letter to MBIE was sent August 2019. Waiting for official feedback. Work on masterplan underway. - Quail Rise: Wastewater and water supply work along SH finished. Zoning for site still under mediation. Mediation scheduled for 2nd of March. 	<ul style="list-style-type: none"> - Kingston: Lodging first resource consent application for wastewater disposal field in February. - Quail Rise: resolve zoning appeal 	Amber
Water Treatment/ Compliance	<ul style="list-style-type: none"> - On going meetings with Drinking Water Assessor 	<ul style="list-style-type: none"> - Meeting with Small Communities scheduled for February 2020 	Green

KEY PROCESSES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Proposed District Plan (PDP)</p> <ul style="list-style-type: none"> - Stage one appeals progress - Stage two appeals progress - Stage three hearing progress 	<ul style="list-style-type: none"> - 101 appeals and 1065 appeal points scheduled for mediation and hearings. - Two High Court appeals challenging key Topic 2 landscape related decisions were received in February 2020. The associated work programme is subsequently now on hold. - 84 appeals and 930 appeal points received challenging Council's decisions. - Court and Council progressing arrangements for mediations in third quarter 2020 (district wide chapters followed by Wakatipu Basin). - Summary of submissions on Stage 3 and 3B notified - in February 2020. 	<ul style="list-style-type: none"> - Mediations for Topics 18-23 (Rural, Ski Areas, Rural Lifestyle, Commercial Airports, Rural rezonings) are scheduled for January - March 2020. - Council to determine possible position in relation to key appeals - February/March 2019. - Mediations commencing third quarter 2020. - Evidence exchange March - April 2020. - Stage 3 Hearings – May - June 2020 - Stage 3 Decisions – fourth quarter 2020 	<p>Amber</p> <p>Green</p> <p>Green</p>
<p>Annual Plan 2020-21</p>	<ul style="list-style-type: none"> - Capital and operational expenditure were discussed at Council workshops in December and January. - Work continues on collating the Draft Annual Plan and Consultation Document 	<ul style="list-style-type: none"> - Draft Annual Plan and Consultation Document to be presented to Council – 12 March - Submission period opens 16 March – 17 April - Hearings to be held in Wanaka on 28 May and in Queenstown on 29 May 	<p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Queenstown Centre Masterplan</p>	<ul style="list-style-type: none"> - Town Centre Transport Projects Detailed Business Case technical analysis of shortlisted options is progressing. The preferred option workshop is scheduled for March 2020. - Tender documents for design services for the first package of Wakatipu Active Travel Network routes has been prepared. - Site investigations to finalise the Detailed design for the town centre streets (Brecon, Rees, Beach and Park Streets) completed. - Resource Consent application being processed for Boundary St Car Park. 	<ul style="list-style-type: none"> - Request For Tender for Design Services for Stage 1 Wakatipu Active Travel Network to be released - 21 February 2020. - Detailed Design for the town centre streets due to be completed - February 2020. - Town Centre Transport Projects Detailed Business Case Preferred Option Stakeholder workshop scheduled - March 2020. - Alternative Private Sector-led Preferred Parking Proposal to be reviewed - March Council meeting. - Town Centre Transport Projects Detailed Business Case due to be completed - August 2020. 	<p>Green</p>
<p>Wanaka Town Centre Masterplan</p>	<ul style="list-style-type: none"> - No further work to be undertaken on the Masterplan until the Network Optimisation Single Stage Business Case has been completed. 	<ul style="list-style-type: none"> - NZTA funding approval documentation for Network Optimisation Single Stage Business Case to be submitted for approval - February 2020. 	<p>Green</p>
<p>Frankton Flats Masterplan</p>	<ul style="list-style-type: none"> - Final draft Masterplan and Integrated Transport Programme Business Case documents has been completed. 	<ul style="list-style-type: none"> - Masterplan and Integrated Transport Programme Business Case proposed to go to Council - April 2020. 	<p>Green</p>

KEY STRATEGIC POLICIES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Future Development Strategy/Spatial Plan	<ul style="list-style-type: none"> - Mapping for the spatial plan is under construction. - Draft work stream reports are being peer reviewed. The scenario report is being drafted. - A summary report is being compiled that pulls together all the feedback from the community, including the comments received on the 'Lets Talk' page. This report is to be published on the 'Lets Talk' page and is due to be released in early February. 	<ul style="list-style-type: none"> - Community pre-consultation completed. - 'Lets Talk' page closed on the 1 December. - Community consultation feedback summary to be posted on the Lets Talk page - early February. - First draft to be presented to Council in Autumn 2020. This will be followed by formal community consultation. 	Green
Climate Change Strategy	<ul style="list-style-type: none"> - The public engagement and feedback process ended on 31 August. - Submissions have been analysed and the feedback report completed . - Revisions to Action Plan have been completed. - Executive Leadership Team and Councillor workshops have been completed. - The final design work is underway. 	<ul style="list-style-type: none"> - Present final version at Council meeting for adoption - March 2020. 	Green
Housing Strategy	<ul style="list-style-type: none"> - Draft discussion document produced to be presented to the new Councillors. - Internal and external working groups are currently under formation. - Housing Needs Assessment has been completed. - Strawman of strategy is being drafted. - Regular working group meetings have been organised. 	<ul style="list-style-type: none"> - Discussion document and housing needs assessment to be released - early 2020 	Green
Whaiora Framework/Community and Culture Strategy	<ul style="list-style-type: none"> - Community Strategy - Literature review and strawman of strategy was completed by consultants in December 2019. - Work continues on this strategy 	<ul style="list-style-type: none"> - March 2020 – Final draft for feedback 	Green

% Of Year Completed 58%

Description	January 2020 Actual	January 2020 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	
REVENUE									
Operating Revenue									
Income - Rates	7,027,372	6,999,752	27,620	49,926,646	49,834,177	92,469	85,136,522	59%	
Income - Grants & Subsidies	474,098	440,780	33,319	5,014,217	3,445,536	1,568,680	6,119,688	82%	1*
Income - NZTA External Cost Recoveries	395,844	318,423	77,421	2,677,743	2,228,962	448,781	3,821,077	70%	2*
Income - Consents	924,307	1,216,800	(292,493)	7,677,438	8,212,602	(535,163)	14,421,603	53%	3*
Income - External Cost Recovery	36,051	110,043	(73,992)	619,369	770,302	(150,933)	1,320,518	47%	4*
Income - Regulatory	670,417	722,197	(51,780)	4,211,985	3,957,003	254,982	6,860,284	61%	5*
Income - Operational	2,100,468	1,918,284	182,185	19,609,164	18,568,402	1,040,762	33,972,502	58%	6*
TOTAL OPERATING REVENUE	11,628,557	11,726,279	(97,721)	89,736,561	87,016,983	2,719,578	151,652,194	59%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,588,823	3,032,099	443,276	19,112,440	20,441,885	1,329,445	34,607,578	55%	7*
Expenditure - Salaries and Wages Contract	403,162	395,315	(7,847)	3,710,535	2,767,205	(943,330)	4,743,781	78%	8*
Expenditure - Health Insurance	80,752	30,996	(49,756)	196,715	216,971	20,256	371,950	53%	
TOTAL PERSONNEL EXPENDITURE	3,072,738	3,458,410	385,673	23,019,690	23,426,061	406,371	39,723,309	58%	
Operating Expenditure									
Expenditure - Professional Services	352,412	390,184	37,772	2,733,544	2,673,036	(60,507)	4,565,705	60%	
Expenditure - Legal	245,593	282,070	36,477	1,576,179	1,974,491	398,312	3,384,841	47%	9*
Expenditure - Stationery	38,391	34,524	(3,867)	282,253	239,668	(42,585)	412,300	68%	
Expenditure - IT & Phones	31,100	93,820	62,720	539,972	572,742	32,770	921,840	59%	
Expenditure - Commercial Rent	240,123	209,551	(30,572)	1,611,901	1,482,357	(129,544)	2,530,226	64%	10*
Expenditure - Vehicle	54,771	59,391	4,620	398,158	428,237	30,079	724,700	55%	
Expenditure - Power	265,521	278,095	12,575	1,778,886	1,945,844	166,958	3,335,353	53%	11*
Expenditure - Insurance	136,358	94,727	(41,631)	851,980	663,089	(188,891)	1,136,700	75%	12*
Expenditure - Infrastructure Maintenance	2,962,901	2,308,467	(654,434)	18,684,014	16,734,242	(1,949,772)	28,673,153	65%	13*
Expenditure - Parks & Reserves Maintenance	929,263	1,049,553	120,290	4,665,176	4,741,373	76,197	13,745,291	34%	
Expense - External Cost On Chargeable	56,968	107,608	50,640	669,016	753,254	84,238	1,291,292	52%	
Expenditure - Grants	485,102	494,435	9,334	4,120,593	4,166,796	46,203	7,657,543	54%	
Expenditure - Other	1,168,353	1,252,069	83,716	8,894,174	8,725,136	(169,038)	15,193,473	59%	14*
TOTAL OPERATING EXPENDITURE	6,966,855	6,654,495	(312,361)	46,805,846	45,100,265	(1,705,581)	83,572,417	56%	
Interest and Depreciation									
Expenditure - Interest	540,116	951,754	411,638	3,256,700	6,662,280	3,405,580	11,421,051	29%	15*
Expenditure - Depreciation	2,209,905	2,209,905	0	15,469,332	15,469,332	0	26,518,855	58%	
TOTAL INTEREST AND DEPRECIATION	2,750,021	3,161,659	411,638	18,726,032	22,131,612	3,405,580	37,939,906	49%	
TOTAL EXPENDITURE	12,789,614	13,274,564	484,950	88,551,569	90,657,939	2,106,370	161,235,632	55%	
NET OPERATING SURPLUS/(DEFICIT)	(1,161,057)	(1,548,285)	387,228	1,184,992	(3,640,956)	4,825,948	(9,583,439)		

- *1 Income - Grants & Subsidies** - The year to date favourable variance of \$1.6m includes additional income of \$372k for NZTA roading subsidised works for maintenance activities (offsets in Infrastructure maintenance costs - see note. 13 below) and payments totalling \$1.2m from MBIE for TIF (Tourism Infrastructure Fund) funded toilets in the district received in September and November.
- *2 Income - NZTA External Cost Recoveries** - The \$449k favourable year to date variance is due to additional internal time allocations to CAPEX projects of \$191k and OPEX (NZTA recoveries) of \$258k.
- *3 Income - Consents** - The unfavourable YTD variance of \$535k is due to less than budgeted engineering labour recoveries \$256k, number of resource management applications received \$101k and other building income \$187k.
- *4 Income - External Cost Recovery** - Parks Planning has \$175k under budget in expected technical consultants use which are on-charged (Offset in Expenditure - External Cost On Chargeable).
- *5 Income - Regulatory** - Favourable variance of \$255k is due to increased carpark revenue via Pay and Display machines.
- *6 Expenditure - Operational** - Favourable year to date variance of \$1.0m includes \$447k favourable turnover rents, favourable net interest of \$514k and Queenstown Airport final 2018-19 dividend for \$5.5m which is \$94k above Full Year budget.
- *7 Expenditure - Salaries and Wages** - There is an expected \$1.4m saving based on a run-rate analysis which includes an allowance for vacancies.
- *8 Expenditure - Salaries and Wages Contract Staff** - There is an expected \$1.3m additional expenditure for increase use of contractors. This is partially to cover vacancies, and also consenting contractors (partially offset with income) and capital programme project management costs (largely offset with capex recoveries). There is also \$192k additional non-chargeable disbursements costs within Planning and Development.
- *9 Expenditure - Legal** - Legal costs for the District Plan are tracking \$258k favourable year to date due to programming of the district plan (timing) and additional resourcing in the legal team.
- *10 Expenditure - Commercial Rent** - The year to date unfavourable variance is due to additional year to date QLDC rates relating to the re-zoning of the Lakeview Site Lynch Block and Cemetery Road future development area.
- *11 Expenditure - Power** - The year to date favourable variance is almost all due to reduced electricity and gas expense from the Alpine Aqualand pool closure (\$142k favourable).
- *12 Expenditure - Insurance** - The year to date unfavourable variance of \$189k is due to higher than expected insurance premiums on infrastructural assets.
- *13 Expenditure - Infrastructure Maintenance** - The unfavourable year to date variance of \$1.9m includes Roding \$1.3m and Refuse \$628k increased costs. Roding includes \$570k minor events and emergency reinstatement costs along with additional costs of \$63k Environmental Maintenance, \$111k Traffic Services, \$171k street lighting contract and \$302k for internal time (Offset with additional income of \$372 per grants and subsidies note. 1 and \$32k increase in NZTA contributions to the street lighting contract). Note a request for NZTA funding for emergency reinstatement will be requested once costs are finalised. Additional NZTA roading subsidy income can be reallocated towards the year end from renewals activities. Refuse includes additional waste/recycling collection contract costs of \$326k and landfill costs of \$304k (due to increasing volumes of waste) offset with reduced refuse disposal costs (carbon credits, glass to landfill, tyres).
- *14 Expenditure - Other** - The \$169k unfavourable year to date variance includes \$318k bad debt expenses (unbudgeted) within regulatory enforcement offset by \$128k cost savings within Alpine Aqualand.
- *15 Expenditure - Interest** - Interest expense is favourable by \$3.4m due to lower than expected interest rates and timing of capex spend which is mainly within the Property and Infrastructure space where the interest budget is phased straight line and has not been adjusted for projects deferred timing of delivery.

Description	January 2020 Actual	January 2020 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	1,719,813	1,618,460	101,354	12,869,355	11,329,217	1,540,138	19,421,515	66%	*17
Income - Vested Assets	0	0	0	0	0	0	10,733,077	0%	
Income - Grants & Subsidies Capex	201,408	792,115	(590,707)	1,868,306	6,194,805	(4,326,498)	26,226,083	7%	*18
Income - Operational	0	0	0	0	0	0	27,800,000	0%	
TOTAL CAPITAL REVENUE	1,921,221	2,410,574	(489,354)	14,737,662	17,524,021	(2,786,360)	84,180,675	18%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	3,549,668	13,225,287	9,675,619	31,240,526	56,726,015	25,485,489	136,888,759	23%	*19
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	3,549,668	13,225,287	9,675,619	31,240,526	56,726,015	25,485,489	153,778,759		
NET CAPITAL FUNDING REQUIRED	1,628,447	10,814,713	10,164,973	16,502,864	39,201,994	28,271,849	69,598,084		
External Borrowing									
Loans	0						0		
Bonds	119,077,000						187,082,000		
TOTAL BORROWING	119,077,000						187,082,000		

 COMMENTARY

***16 Income - Development Contributions** - Development contribution invoices across 21 applications around the District were generated in January totalling \$1.7m. The largest was \$1.1m to Exclusive Developments Ltd to undertake a 93 residential lot subdivision at Aubrey Road, Wanaka. Totals for the year to date by programme are Water Supply \$2.5m, Waste Water \$4.2m, Storm Water \$0.4m, Transport \$3.3m, Community Facilities \$1.4m and Parks and Reserves \$1.1m. To note Development Contributions are \$1.5m above budget for this financial year.

***17 Income - Grants & Subsidies Capex** - \$1.8m has been claimed against a year to date budget of \$6.1m. A number of NZTA budgets are still awaiting approval including Arterials (\$5.7m), Queenstown Town Centre Pedestrianisation (\$3.8m), Queenstown Public Transport Hub in CBD (\$5.3m), Wanaka Town Centre Masterplan (\$2.3m), Travel Management Queenstown (\$1.8m), Park and Ride Transport Services (\$1.3m) and Water taxi services/ferry network (\$1.1m). Approved funding is dependent on business cases being finalised and agreed, which are in progress but has resulted in further deferrals of the NZTA subsidised Capex work programme. Wakatipu Active Travel (\$8.4m budget) has been agreed to be largely delivered and funded directly by NZTA.

***18 Projects - Capital Expenditure** - \$31.2m spend against a year to date budget of \$56.7m. A significant number of budgets were deferred from 2019/20 to 2020/21 in the November 19 Reforecast which were adjusted for in December. The major reasons for change in timing of delivery include transport projects awaiting NZTA approval, joint venture agreement for Civic heart and Project Connect, various stages of HIF (Housing Infrastructure Fund) and Lakeview developer agreements and bundled approach to 3 waters delivery. The largest actual spends per project for January were QEC Roof & Ventilation Improvements \$799k, Recreation Ground new WW Pump station \$230k and Lakeview Storm Water upgrade \$206k.