Monthly Highlight Report

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report



Core Infrastructure and Services

Key Performance Indicators



WATER SUPPLY FAULTS Median response time to resolve problem (urgent and non-urgent)		
TARGET RESULT		
<1,440 mins	305 mins	
<10,080 mins	4,150 mins	
COMPLAINTS# of complaints per 1,000connectionsTARGET <5 PER ANNUMMONTHLYYTDRESULTRESULT		
0.76	4.71	
STORMWATER FLOODING Median response time to attend site		
TARGET	RESULT	
<180 mins N/A		

STORMWATER FLOODING

for each event (per 1,000 properties connected to the TA stormwater system)		
TARGET	RESULT	
<2	0	

WASTEWATE OVERFLOWS Median respon attend site	
TARGET	RESULT
<60 mins	25 mins

WASTEWATE OVERFLOWS Median respon resolve proble	nse time to
TARGET	RESULT
<240 mins	275 mins

WASTEWATER COMPLAINTS # of complaints per 1,000 connections		
TARGET <5	5 PER ANN	UM
	MONTHLY RESULT	
Odour	0.30	0.65
Faults	0.29	1.66
Blockages	0.19	1.13
TARGET <2 PER ANNUM		
response to issues	0	0
REQUESTS FOR SERVICE (RFS) % customer RFS resolved on time		
TARGET >95% RESULT		
3 Waters		96.7%
Solid Waste 96.3%		
Roading 94.0%		94.0%

WASTE DIVERTED FROM LANDFILL Total waste diverted from landfill			
TARGET	TARGET RESULT		
>625t	966t		
WASTE DIVERTED FROM LANDFILL Total waste placed at kerbside diverted from landfill TARGET BESULT			
>28%	28%		
WASTE TO LANDFILL Total waste to landfillTARGETRESULT<4,083t			
WASTE TO LANDFILL % of MRF recycling contaminated			
TARGET	RESULT		
<20%	14.45%		
CAPEX% OF CAPITAL WORKS COMPLETED ANNUALLY, INCLUDING RENEWALS (against the Annual Budget adopted by Council for Three Waters, Waste Management and Roading).			

TARGET	RESULT
80-110%	94%

RESULT

0

Exceptions

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

Water consumption

The January result missed the scaled target of 695 litres per person per day by approximately 2%. This represents an increase on last month and the same period last year. Temporary water restrictions are considered for some areas to relieve the pressure on the network.

Water supply complaints - Pressure/flow

A higher than normal number of complaints were received in the month due to a prolonged issue with maintaining water pressure in Forrest Heights, Wānaka. The issue related to a combination of factors but arose from predominantly incorrect settings of Pressure Reducing Valves (PRVs) exacerbated by high water demand. The situation has been greatly improved, but has identified a network vulnerability that will be explored through future planning to see how service to this area could be improved.

Stormwater complaints

20 issues were raised this month which missed the target. However, a number of the requests were not strictly complaints or storm water matters, including lost keys, corrective maintenance activities called in by the contractor and general pollution requests. This highlights a need to ensure Requests are categorised and closed out correctly.

Wastewater overflows

The target for resolving wastewater overflows was missed in January. The result is significantly higher compared to the previous two months but similar to January last year. Investigations are ongoing to determine the reasons for the delays in order to implement improvements.

Percentage of RFS Resolved On Time - Roading

Target was narrowly missed in January. Resourcing within QLDC to respond to requests continues to be under pressure, but progress is being made to recruit for an additional position to support this business need. Overall, performance in this area has shown improvement over previous years and a positive trend can be seen.

Total waste to landfill

Over the summer season and school holidays there tends to be a rise in population with more people visiting the District. This has a flow on effect with more volumes of waste being produced, and therefore more volumes going to landfill.

Community Services		Environment	Corp Serv
ACTIVE PARTIC # of sport & recre participation visi residents (based resident populati TARGET >2,040	eation ts per 1,000 on usual ion) RESULT 1,897.83	RESOURCE CONSENT TIME% processed within the statutory timeframeTARGETRESULT100%96.39%	>85% COM % co
LIBRARY CIRCI # of items issued TARGET >51,219		Regulatory	within TARG >95%
PARKS RFS % RFS resolved specified timefra	me	Functions & Services	LGOI % res 20 da TARG
TARGET >95%	RESULT	BUILDING CONSENT TIMES % processed within the	100%
FREEDOM CAN % RFS resolved 20 days TARGET		statutory timeframeTARGET100%96.70%	% res
<95%	100%		100%
			Weig rate p TARG
			<6%

orporate ervices

CUSTOMER % answered v 20 seconds		
TARGET	RESULT	
>85%	91%	
COMPLAINTS RESOLVED % complaints resolved		

vithin 10 working days
 TARGET RESULT
 >95% 100%
 LGOIMA REQUESTS
 % responded to within
 20 days
 TARGET RESULT
 100% 100%

COUNCILLOR ENQUIRIES % responded to within 5 working days TARGET RESULT 100% 81% INTEREST RATES Weighted average interest

ate per month	0
ARGET	RESULT
:6%	4.62%

Exceptions

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

Active Partipants

Visits per 1,000 of resident population missed target by 7% and were 4% lower than last year. Queenstown Events Centre (QEC) outdoor courts were closed for January for refurbishment and Alpine Health and Fitness had a one week maintenance closure, impacting participation at this venue. Queenstown external venues were notably busier than last year, particularly at Lake Hayes due to the A&P Show and weddings.

Parks RFS

220 requests were received compared to 154 in the same period last year. This has put significant pressure on response times. The requests that took longer related to trees, gardens, parks and reserves, and cleaning. Request numbers are expected to reduce in February and additional resourcing has been identified to support the target being met.

Resource Consents

The target is within the 5% tolerance level. 83 decisions were issued in the month of January. 71 applications were formally received in the month of January.

Building Consents

Year to date the 96% of building consents were processed within the statutory timeframe. Both, the month and year to date figures are within a 5% tolerance range of the target. The average time to process a building consent in January was 11.49 days, this is an improvement from December which was 14 days.

Councillor Enquiries

21 enquiries were raised for January, on par with the previous month and year. Themes included enquiries regarding water leaks/pressure, sewage treatment plant consent/works, parking enforcement activities (general and freedom camping) and requests to add to parks and reserve assets. The four overdue enquiries were due to the volume of information requested and time to collate to provide a full response. In each instance, the reasons for delay have been communicated.

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

КРІ	DATA DISCLAIMER
CORE INFRASTRUCTURE AND SERVICES	
Average consumption of water per person per day	Calculation is inclusive of visitor numbers to the district. Visitor numbers are extracted from the Ministry of Business, Innovation and Employment funded Accommodation Data Programme, which is not available in time of the reporting period, so the previous year's numbers are used. The resident population is derived from our Demand Projection which can be found <u>here</u> on our website. The medium scenario is used and the percentage of projected growth over 5 years is added to calculate this year's number of 52,734.
Percentage of Material Recovery Facility (MRF) recycling contaminated	Does not include contamination of public litter bins.
Percentage of total household waste placed at kerbside diverted from landfill	Contaminated recycling and organic waste, which is subtracted from diverted household waste, is estimated.
Total waste diverted from landfill	Calculations of totals only include waste taken to QLDC landfills.
Total waste sent to landfill	Calculations of totals only include waste taken to QLDC landfills.
Total library borrowing (including books, e-books, e-audio and magazines)	The e-materials are shared between Queenstown Lakes District and Central Otago District. The result includes total checkouts of electronic items from all members across both districts.
Total number of Sport & Recreation participation visits per 1000 residents	 a) Some figures are estimated where a precise count is not possible. b) A mixture of automated and manually collected data is used. For example, pool/gym entries recorded by the gates vs. casual (free) court play or pool spectators recorded by the reception team and gym programme attendance recorded by instructors. c) The resident population is derived from our Demand Projection which can be found here on our website. The medium scenario is used and the percentage of projected growth over 5 years is added to calculate this year's number of 52,734.
Percentage of Freedom Camping RFS resolved witin 20 working days	Freedom Camping RFS are categorised between enforcement requests and signage / bylaw enquiries. The KPI result is calculated using 20 working days for all RFS, however requests for enforcement are mostly resolved within five working days.
REGULATORY FUNCTIONS & SERVICES	
Percentage of building consents processed within statutory timeframes	Quality Assurance of data for Ministry of Environment reporting can result in updated figures.
Percentage of resource consents processed within statutory timeframes	Quality Assurance of data for Ministry of Environment reporting can result in updated figures.
HEALTH & SAFETY	
TRIFR (Total Recordable Injury Rate)	The Total Recordable Injury Frequency Rate (TRIFR) KPI target was incorrectly published as <8 in the Long Term Plan 2024-2034 adopted by Council on 19 September 2024. The KPI target for TRIFR is <9. The KPI target is therefore shown as intended in these reports, with the published error clearly acknowledged.

Health & Safety Summary

PREVENTION

Positive Salety Actions	
TYPE	RESULT
Take 5's	2,030
Inspections/Audits	118
Safety & Wellbeing	37
First Aid Training	5
H&S Meetings	50

WORK EVENTS Injury Frequency Rates

in going in	loquonoy nau	
TYPE	TARGET	RESULT
TRIFR*	<9	6.85
LTIFR**	<7	6.85

*Total Recordable Injury Frequency Rate (see disclaimer pg 5)

**Lost Time Injury Frequency Rate

DEPT. SAFETY BEHAVIOURS

Self-assessments from monthly safety activities

TYPE	RESUL
A) Safety Improved	2
B) Safety Constant	10
C) Accident or Incident	0
Target Achieved	yes

Safety Objectives for 2024/2025 COMPLIANCE NOTIFIABLE EVENTS No breaches of the Health and Safety Notifiable to Worksafe at Work Act 2015. RESULT Total Recordable Injury Frequency Rate 9 or below. 0 90% of all incidents reported are

As defined under section 25

of the Healthy & Safety at Work Act 2015

EVENT TYPE

Incident Type

N/A

EVENT DETAILS

OLDC WORKPLACE INCIDENTS Across All Groups TYPI

E	RESUL
loyees	3
tractors	25
nteers	0

Public

the organisation. **IMPROVEMENT** SULT 90% of Health & Safety Committee 3 actions completed on time.

3

Volu

Emp

Cont

Behavioural self assessment – twice the amount of A scores to be reported over the year than C scores.

QLDC Health and

closed within allocated timeframe.

Representatives and department constituents to undertake an office/

review of their hazards to ensure

that they are identified, recorded,

control measures in place.

facility inspection at least every three

Each department to conduct an annual

appropriately risk assessed and have

A minimum of 18,000 Take 5's to be

H&S Improvement focus for 2025:

transitioned to My Safety.

Contractor incident reporting to be

undertaken throughout the year across

PREVENTION

months.

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

WELLBEING

BEHAVIOUR

At least 80% department participation across QLDC wellbeing activities that take place in the Upper Clutha and Queenstown area.

Each team participate in two team activities per year that are not part of the wellbeing calendar.

Monthly Commentary

QLDC Workplace Incidents

There were no notifiable events in January, and no workplace incidents were significant. No lost time injuries have been recorded this month which has seen a decrease in the total recordable incident frequency rate as well as the lost time injury frequency rate. Both measures are now within their targets after missing these for several months. This is a positive trend and shows vigilance in Health & Safety procedures.

Take5 pre task risk assessments are at good levels. This shows that our employees are proactive in their approach to risks in the workplace. Inspections and audits both of contractors and our own facilities are providing good feedback to maintain or improve safety.

Health & Safety training has included 33 First Aid Refreshers and 4 My Safety Training.

Employee incidents include two first aid and one report only. Contractor incidents include one Notifiable Event to WorkSafe. A sub-contractor arrived afterhours by themselves to deliver an excavator. As it was being offloaded it tipped on the ramp causing an oil spill. The operator was not injured. All public incident were of minor nature.

With two A scores, ten B scores and no C scores the Department Safety Behaviours target was achieved.

Key Priorities Updates

Tracking of flow of projects in/out of reporting

New inclusion Include an overview of the project as an introduction.

Continued reporting Follow commentary guidelines.



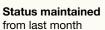
Reporting ended Triggered by practical completion (capital projects), includes close out notes, referring to webpage where applicable.

RAG Status

GREEN	AMBER	RED
The project is being delivered in alignment with the Business Case and within all set tolerances.	The project is marginally out of tolerance but there are control(s) in place to manage the project back within tolerance.	The project is significantly out of tolerance .
All project metrics* are green.	There is at least 1 amber project metric.	There is at least 1 red project metric OR There are more amber than green criteria.

*6 individual project criteria metrics and tolerances scored against schedule, costs (3), scope and quality/benefits.

Status improved from last month



Status worsened from last month

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
INFRASTRUCTURE - WAT	ER SUPPLY WASTEWATER STORMWATER TRANSPORT WASTE MI	NIMISATION AND MANAGEMENT	
Arterial Stage One (TR) <u>Town Centre Arterial</u> <u>Road Project Update</u> (qldc.govt.nz)	 Background: The project will deliver a significant upgrade to the underground services along the Arterial route, including new water, wastewater and stormwater lines for a section of Frankton Road and parts of adjoining streets, undergrounded power and wider footpaths with new street trees along Melbourne and Henry Street, intersections controlled by traffic lights, and retaining walls (some with art work designed by Mana Whenua artists) that share the stories of the Whakatipu region. Progress: The final surfacing of Henry Street road and footpath as well as the main arterial line marking have been completed. The fencing on the median island on Henry Street has been installed. The final commissioning of traffic lights on the main alignment was granted and they are now in operation. The landscape planting has largely been completed across the project. The opening ceremony was successfully held on 30 January with the main alignment being open to vehicles and pedestrians following this. The project remains Amber as it continues to face time and cost 	 April 2025 - Construction completion of Arterials Walls. May 2025 - Anticipated completion of Lower Ballarat Street Stormwater. 	Amber
Kingston Three Waters Scheme Major Projects	 pressures due to the scale and complexity of the Arterials project. Wastewater: Detailed design is nearing completion. Odour (air discharge) consent application awaiting conclusion of Kingston Village Ltd review and acceptance of affects prior to lodgement with Otago Regional Council. Water: The bulk supply main is progressing up SH6 to the Glen Nevis Station Road intersection, now into the embankment with the shoulder re-sealed. Construction of the water treatment plant is progressing as scheduled. The floor slab is poured and reservoir construction underway. Stormwater: Results from investigative works are confirming sheet piling construction methodology is the only suitable method for constructing the large diameter stormwater pipe. Contractors are working through procurement of sheet piles, completed their temporary works design and have submitted contract precommencement documentation for approval. Projectwide: Meeting held with KCA to introduce the Contractor's team and provide overview of the Oxford Street enabling works. The overall RAG status has been changed from Amber to Red due to the ongoing uncertainty related to Wastewater Treatment Plant land acquisition and easement applications with LINZ resulting in delays in the programme. 	 Wastewater - February 2025: Lodge air discharge consent. May 2025: Formal approval of Detailed Design gateway; Procurement process to commence. September 2025: Completion of easement and acquisition process expected; construction contract awarded. Water - February 2025: Bulk supply main installed to treatment plant, blockwork completed, reservoir slab prepared, and raw water supply main commenced from bore headworks. 23 October 2025: Due for completion. Stormwater - February 2025: Procure sheet piles and large diameter stormwater pipe, approval of pre-start documentation and issue acceptance of possession of site. March 2025: Site establishment; physical works start onsite with commencement of the stormwater outlet gallery at the lakefront. 11 December 2025: Due for completion. Projectwide: February 2025: Meeting scheduled with Oxford Street residents to discuss enabling works, access restrictions, etc. 	Red

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Project Shotover Stage Three Further details here: https://www.qldc. govt.nz/your-council/ major-projects/shotover- wastewater-treatment- plant-upgrade/	 Background: The delivery of the Stage Three Upgrade to the Shotover Waste Water Treatment Plant that will double the capacity of the plant, and continue to provide service through to a forecasted date of 2048. The project will provide a duplicate treatment stream to that currently in operation, and enhanced emergency flow and stormwater management through the repurposing of one of the existing oxidation ponds. Progress: Pond One has been dredged and drained. Earthworks to form the stormwater and emergency storage basins has commenced. Mechanical and electrical installation is progressing. All consents required for the work are in place. 	 April 2025 - Main construction activities are scheduled to be completed. May-November 2025 - Commissioning of the new systems will occur. December 2025 - Upgrade to be operational. 	Green
Robins Road Convey- ance Scheme	 Background: The project will provide additional wastewater capacity to the currently constrained Gorge Road and Arthurs Point catchments. The existing sewer main is undersized and runs through private properties. A new gravity sewer main is to be installed along Robins Road from the Horn Creek Bridge to a new connection point within the Recreation Ground. Progress: The detailed design package updates are in progress and are due to be completed by 11 February. The Resource Consent is under review with council. Awaiting outcome of the decision and direction from Engineering on potential notification. This is expected to be received in late February 2025. Enabling works involving transverse powerline undergrounding is underway and nearing completion. The project is Amber due to delays to construction commencement because of a dependence on arterials being open and uncertainty around potential notification of consent. It is anticipated that the project will require a notified consent which will impact the commencement date to July/August 2025. The project budget is pending confirmation through reforecast prior to the construction contract being awarded. Construction costs have increased due to technical challenges with construction in this location. As a result, additional funding (-\$1m) will be required to deliver the works. 	 11 February 2025 – Updated Detailed Design package issue. March 2025 – Contractor resubmits pricing to align with updated design. March 2025 – Decision on consent from QLDC planning team regarding notification requirements. 	Amber

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
CBD to Frankton Conveyance Scheme Further details here: https://www.qldc.govt. nz/your-council/major- projects/frankton- road-watermain- upgrades/	 Background: The existing gravity sewer main along Frankton track is nearing capacity and carries a risk of untreated wastewater overflowing to the receiving natural environment (including Lake Whakatipu) in heavy rainfall events or natural disaster. Additional wastewater conveyance capacity between Queenstown CBD and Frankton Beach Pump Station is required to maintain levels of service and support projected demand growth in the area. A new pressure sewer main to run adjacent to the existing pipeline has been identified as the preferred solution. Improvements to the track will be made as part of the wastewater pipeline installation (e.g., strategic widening, stormwater management, pause-points etc.) The project is expected to take 12 to 18 months to construction and physical works to start in 2025. The detailed design package is now substantially complete with final reviews completed. The draft detailed cost estimate has been provided and indicates that the project is likely to be delivered on budget. Following award of the construction contract there will be a clearer understanding of the costs involved. The project is Amber due to a two month delay in the design phase caused by waste water modelling outputs, onsite investigations and sampling. The detailed design drawing phase and review period took four weeks longer than scheduled. Additional scope has been added to the project to address odour and operational issues at the older Frankton Beach Pump Station A. 	 February 2025 - Approval of detailed design. Mid 2025 - Procurement for construction starts. Late 2025 - Construction starts. Mid 2027 - Construction due for completion. 	Amber
Upper Clutha Conveyance Scheme Further details here: https://www.qldc. govt.nz/your-council/ major-projects/upper- clutha-wastewater- conveyance-scheme/	 Background: This project is intended to provide a long term solution to Hāwea wastewater management needs and increase capacity and resilience in the Wānaka network. The Hāwea upgrade scope includes decommissioning the Hāwea Waste Water Treatment Plant (WWTP), construction of a new wastewater pump station on Domain Road, and a new pipeline from Hāwea to Albert Town. The Wānaka scope includes upgrade of the Riverbank Road wastewater pump station and construction of a new pipeline to the Project Pure WWTP. Progress: The project is currently on schedule with detailed design approved in early December 2024 and tender process commenced. Work is progressing towards next milestones. 	 Early 2025 - Final consent processing to be completed. May/June 2025 - Award construction contract. June 2025 - Construction to start. 	Green

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Compliance Response - UV Treatment	 Background: The UV Compliance project was initiated in response to the October 2023 Cryptosporidium outbreak in Queenstown. The project will improve the quality of key water supplies through a range of treatment measures including installation of UV water treatment plants at 6 locations, bore head upgrades, installation of compliance monitoring equipment and other related pipeworks. Progress: Fernhill UV Plant (temporary container) – Completed December 2023 Western Intake UV Plant (container) – Completed December 2023 Beacon Point UV Plant (within existing building) – Completed February 2024 Wanaka Airport (UV container, bore upgrades and compliance monitoring) – Completed December 2024 Glenorchy (UV Container, bore upgrades and compliance monitoring) – completed December 2024 Luggate: Will be upgraded by installing a containerised water treatment plant. The scope also includes construction of new bores and pipework, and pipework connecting to a new tank farm adjacent to the state highway. Expected to go to market in April/May 2025. Two Mile: Floor slab has been poured and the walls for the building have commenced. Roof construction booked for Mid February. Corbridge: The Engineering Control Group approved recommendation to include this plant as part of the Upper Clutha Conveyance Scheme. This project is Amber because it is not able to meet the original Rapid Deployment plan timeframes. However, the scope has increased and the project is on track to meet Taumata Arowai compliance timeframes with the possible exception of Corbridge which may not meet December 2025 deadline, but is expected to provide a much improved outcome. 	 February 2025 – Engineering Control Group meeting for Luggate design review. Mid February 2025: Two Mile roof construction to commence. March 2025 – Project Control Group meeting for approval to go to market. 8 April 2025 - Two Mile due for completion. (New UV Treatment Plant and Building) April/May 2025 - Luggate to market. December 2025 - Luggate due for completion 	Amber

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
COMMUNITY SERVICE	- PARKS AND RESERVES, SPORT, RECREATION, COMMUNI	TY FACILITIES AND VENUES, LIBRARIES	
Project Tohu - Coronet Revegetation pro- gramme https://www.qldc.govt. nz/your-council/ma- jor-projects/project-to- hu/	 January 2025 – Perimeter fencing installation continued. Inson track for completion in February. January 2025 - Construction began on the first mountain bit the eastern end of the site. Funding has been secured from Lakes Trust, and Tāhuna Ride and Conservation (TRAC) to the Coronet Trail network plan. 	 March 2025 – First planting at the Project Tohu site. June 2025 – Completion of mountain bike trail 	Green
Ballantyne Road Site remediation works	 Background: The Ballantyne Road project is to convert a 2 into a flat grassed area for future recreational and communineeds. Progress: Consents have been lodged for earthworks and in December 2024. Awaiting the decision and conditions fro QLDC Consents team and Otago Regional Council Consent Meetings are being arranged to discuss programme and tin consents have/haven't been granted. 	 ty facilities/ which requires three consents for this site. The parties are continuing to refine the work programme in anticipation of the consenting process completion, which enables physical works to commence. 	Green
QEC Upgrades	 Background: The Queenstown Events Centre (QEC) is the recreation & sport hub for the District. A continual plan of u and renewals is required to meet the ongoing needs of the This is delivered through a strategic programme of work ou 2024-34 Long Term Plan. Progress: Resurfacing of the 6 outdoor netball/tennis court commenced. Replacement of the indoor courts grandstand due to health issues has been procured. Replacement of Alpine Health & Fitness Centre equipment, Aqualand plant & equipment renewals has commenced. Frankton Golf Course new accessway, safety fence and car commenced. New sports field lighting on QEC 1a and 1b sports fields profested. Finalisation of the scope and costing of the QEC Multipurpolis occurring. The project is Amber as it is time delayed due to the review programme. 	pgrades Governance engagement through the Mayor and community. Councillors. tlined in the • April 2025 - A Request for Proposal is planned to go to market for a Project Manager for the QEC Indoor ts has • Courts project. Once the Project Manager has been onboarded, a design team will be procured to begin the concept design for the courts. Alpine • Alpine rpark • See Facility	Amber

ІТЕМ		COMMENTARY	NEXT KEY MILESTONES	RAG STA	TUS
ORGANISATION PERFOR	RMA	NCE			
Annual Plan 2025-26 Further info available here: https://www.qldc. govt.nz/your-council/ council-documents/ annual-plans/		 January 2025 - Further development of financial information for 2025-26 is ongoing. This is a key input into the Annual Plan. A paper to Council was developed outlining the proposed approach to not consulting on the Annual Plan 2025-26, but instead undertaking an informing campaign and welcoming informal feedback. Proposed changes to fees and charges will be formally consulted through a separate process from 21 March - 30 April. Community funding grants will also be open for applications in April-May. 	 11 Feb 2025 - Further financial information for Annual Plan 2025-2026 to be workshopped with Elected Members at a Council workshop. (workshop information here) 13 February 2025 - Council meeting to decide approach to consultation. (workshop information here) End of April 2025 - A draft Annual Plan is made available to the public. 26 June 2025 - Annual Plan 2025-2026 is to be adopted by Council at the Full Council meeting. 	Green	•
Wānaka Airport Future Review Wānaka Airport Certi- fication Queenstown Lakes District Council Wānaka Airport Future Review Queenstown Lakes District Council		 Background: Wānaka Airport has passed a threshold of activity which requires it to achieve Qualifying Status under Part 139 of the Civil Aviation Rules. To achieve this works will be undertaken to provide an improved safety environment, including airstrip widening, tree removal and new fencing. Additionally, enhancements will be undertaken to the Three Waters infrastructure servicing the airport. Wānaka Airport Future Review will be undertaken as a separate project on page 18. Progress: Request for proposals (RFP) for supplier(s) to undertake community engagement on the future of Wānaka Airport workstream has gone to market on the GETS platform. Work is ongoing to progress towards the next key milestones. 	 March 2025 – Appointment of supplier(s) to undertake community/stakeholder engagement. June 2025 - Councillor/Wānaka Upper Clutha Community Board Workshop on scenario development. 	Green	•

ITEM		COMMENTARY	NEXT KEY MILESTONES	RAG STA	TUS
STRATEGIC GROWTH -	SPA	TIAL PLAN			
Te Tapuae Southern Corridor Further updates on our website: <u>Te Tapuae</u> <u>Southern Corridor -</u> <u>QLDC</u> Also reported through: <u>Planning &</u> <u>Strategy Committee</u> <u>Queenstown Lakes</u> <u>District Council (qldc.</u> <u>govt.nz)</u>		 Te Tapuae Southern Corridor project team continued to meet regularly with consultants in January, with a specific focus on progressing the three waters and natural hazard workstreams. 21 January 2025 - Three waters long list options workshop held, waiting on cultural assessment input. The project remains Amber as it is no longer able to meet the original project milestones due to prolonged infrastructure programme and further natural hazard investigations required. The team is working on a refined programme to mitigate the effects of the delays. 	 4 February 2025 - <u>Planning & Strategy Committee meeting</u> 10 March 2025 - Grow Well Whaiora Partnership Steering Group meeting 18 March 2025 - Planning & Strategy Committee meeting 29 April 2025 - Planning & Strategy Committee meeting 	Amber	•
Spatial Plan Gen 2.0		 The Spatial Plan Gen 2.0 spatial scenarios will progress once the Housing Business Capacity Assessment (HBA) is developed enough to provide interim results on plan enabled and infrastructure ready capacities. The HBA work is in progress awaiting infrastructure capacity information to be reviewed, which was provided at the end of January 2025. A review of the districts Challenges and Opportunities is underway to inform Spatial Plan Gen 2.0. A new work programme is in the process of being developed for 2025. This project is flagged Amber due to the delay caused by the HBA. A revised work programme will be developed by mid-February 2025 confirming new dates. 	 Next scheduled milestones are subject to HBA results being available. Early/Mid February 2025 - Infrastructure capacity information provided to Formative HBA to complete the HBA model. Mid-February 2025 - Revised work programme to be completed, assuming no further delays with the HBA project. 29 May 2025 - HBA to be adopted at Full Council Meeting. 	Amber	

ITEM		COMMENTARY	NEXT KEY MILESTONES	RAG STA	TUS
ECONOMIC FUTURES					
Events Policy		 Background: The policy is being developed to clarify what the community wants from events, including economic benefits and wider considerations such as health and safety, community and environmental impact. Progress: 17 December 2024 - A workshop was held to seek initial feedback from Councillors and the Wānaka-Upper Clutha Community Board on the draft Policy and to brief them on key process improvements in events. (agenda, minutes, recording) Project work was ongoing in January to prepare for community feedback. 	 10 February to 7 March 2025 - Feedback sought from the community via <u>Let's Talk</u>. 18 - 25 February 2025 - A series of hui to seek feedback on the draft will be held in Queenstown, Wānaka and online. 	Green	•
CLIMATE ACTION Climate and Biodiversity Plan 2025-28	0	 Background: Development of the 2025-2028 Climate & Biodiversity Plan is underway, with advice and guidance from the Climate Reference Group (CRG). 	 February-April 2025 - Ongoing work on the draft with internal and external stakeholders. 	Green	New
https://climateaction. qldc.govt.nz/our-plan/		• The development process has involved an extensive review of recently released strategies, plans, reforms, guides and reviews to ensure actions align and integrate with the wide range of climate and biodiversity work progammes that are underway within Council and partner organisations. The plan will follow a similar structure to the existing Climate & Biodiversity Plan, but build on the progress already achieved, with the focus of the plan being "accelerating transformation through partnerships". An additional area of focus will be on 'Energy' (previously considered under the 'Built Environment') to support community resilience and rapid decarbonisation within the district.	 April 2025 - Public feedback sought via <u>Let's Talk</u>. 		
		 Progress: CRG feedback on the draft was received in January. 			

ITEM		COMMENTARY	NEXT KEY MILESTONES	RAG STATUS		
COMMUNITY PARTNER	RSHIP	s				
Responsible Camping Programme		 Procurement process completed to select specialist consultants to support development of a new freedom camping bylaw. The process to develop a new freedom camping bylaw continues, and community consultation is planned for the first half of 2025. Key stakeholders will be approached for pre-engagement. The QLDC Responsible Camping map has been updated to include Toitū Te Whenua Land Information New Zealand land alongside QLDC Reserves that are prohibited for Freedom Camping. Freedom camping is not permitted anywhere on LINZ land in the Queenstown Lakes region. Additional responsible camping signs for key community spaces are being developed. Enforcement of freedom camping under the Reserves Act continues, along with continued enforcement to respond to breaches of the Freedom Camping Act and other relevant legislation. In January 2025, 24 infringements were issued under the Reserves Act and 95 under the Freedom Camping Act. Summer ambassadors are working across the district (four in Upper Clutha, four in Whakatipu) delivering the responsible camping education programme, encouraging responsible behaviour from those freedom camping in the Queenstown Lakes District. Over the month of January, the team completed 861 visits to 'hot spots' and interviewed 89 campers about their behaviours and intentions while they are travelling in Queenstown Lakes. All rental vehicles must now comply with the new self-contained motor vehicle standards and display a green warrant sticker to freedom camp. 	 January/February 2025 - Expert consultants are completing a site analysis, working with subject matter experts across the organisation. 20 March 2025 - A report will be presented at a Council Meeting to provide information in relation to the negative effects of freedom camping and options to address the issue in general. December 2024-April 2025 - Enforcement continues under the Freedom Camping, Reserves Act and other relevant legislation. The responsible camping summer education campaign continues via summer ambassadors, radio, social media, CamperMate and other online platforms. Awaiting a decision from the Government on whether they will extend the freedom camping transitional period for new self-contained vehicle rules beyond 7 June 2025 for privately owned, self-contained vehicles. 	Green	•	

ITEM		COMMENTARY	NEXT KEY MILESTONES	RAG STATUS	
Welcoming Plan 2024-27 Further information here: https://www.qldc.govt. nz/community/wel- coming-communities/	0	 December 2024/January 2025 - Feedback from key stakeholders gathered on draft QLDC Newcomers Guide 2025. Connected with migrant/ethnic communities to ensure diversity of performances and ethnic food vendors at Queenstown Multicultural Festival and Wānaka Festival of Colour. Liaised with QLDC Environment Health team to translate two-page brochure on Food Safety Tips for community food vendors. Central Lakes Trust funding proposal being drafted. 	 February 2025 - Analyse feedback and incorporate revised content into subsequent Draft Newcomers Guide. 7 February 2025 - Deadline to submit Central Lakes Trust Funding proposal. March 2025 - Validate final draft of the guide with key internal staff and complete final version. April 2025 - Printing, delivery and promotion of guide. 15 March - Queenstown Multicultural Festival held. 29 March - Wānaka Festival of Colour/Community Whānau day held. 	Green	New
PARKS & RESERVES					
Blue-Green Network Plan https://www.qldc.govt. nz/your-council/major- projects/blue-green- network-plan/		 Preparation to present the plan to Council committees. 	 18 & 20 February 2025 - Workshop the Blue Green Network Plan with the Wānaka Upper Clutha Community Board (agenda) and the Community and Services Committee (agenda). 	Green	•
Mt Iron Reserve Management Plan https://www.qldc.govt. nz/your-council/major- projects/mount-iron- reserve-management- plan/		 Updates have been made to the draft Reserve Management Plan (RMP) by Parks officers to reflect the deliberations by the Hearing Panel on 10-11 December 2024. (<u>Hearing</u> 10 December, <u>Deliberations</u> 11 December) 	 March 2025 - Final RMP to be presented to the Wānaka Upper Clutha Community Board for their recommendation to adopt. 	Green	•
Ben Lomond and Queenstown Hill Reserve Management Plan		 24 January 2025 – QLDC Parks and Reserves Team held three public engagement drop-in sessions at three locations on Te Tapunui Queenstown Hill and Te Taumata-o-Hakitekura Ben Lomond Reserve. 	 January to March 2025 – QLDC Parks and Reserves Team to facilitate public and stakeholder engagement on the RMP through drop-sessions, community events and meetings. 17 March 2025 - Submission period closes. (Let's Talk) 	Green	

ITEM		COMMENTARY	NEXT KEY MILESTONES	RAG STATUS	
SPORT & RECREATION				•	
516 Ladies Mile	0	 Background: In 2019, Council purchased a 14ha site at 516 Ladies Mile for future development of open space and facilities for the community. Council approved a budget of \$6.8M in the 2024/34 Long Term Plan starting in July 2025. Pre-work is currently underway to deliver this project. Progress: Project Managers were appointed to start preplanning work around scope, timings and consequential impacts of other projects, i.e. Howards Drive Roundabout. 	 February/March 2025 – Finalisation of needs analysis for community centre. 	Green	New
		 A meeting was held with the Alliance to understand their programme/Utilities and services plan and timings to inform pre-planning. 			
PROPERTY & INFRASTI	RUCI	URE			
Wānaka Airport Safety & Renewals Further details can be found on our website: Wānaka Airport Certification Queenstown Lakes District Council Wānaka Airport Future		 Background: Wānaka Airport has passed a threshold of activity which requires it to achieve Qualifying Status under Part 139 of the Civil Aviation Rules. To achieve this works will be undertaken to provide an improved safety environment, including airstrip widening, tree removal and new fencing. Additionally, enhancements will be undertaken to the Three Waters infrastructure servicing the airport. Wānaka Airport Future Review will be undertaken as a separate project on page 13. Progress: A meeting was held on site in November 2024 with the Private User Group and Commercial Users to outline the process for achieving Qualifying status. 	 March 2025 – Finalise the management structure for Wānaka Airport to deliver the Civil Aviation Rules requirements by 1 July 2027. 	Green	•
Review Queenstown Lakes District Council		Work is progressing towards the next key milestone.			

Operating Expenditure and Revenue

Financial Management Report

% of the year completed: 58%

DESCRIPTION	January 2025 Actual	January 2025 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							I		
Operating Revenue									
Income - Rates	12,401,450	12,450,794	(49,343)	87,747,107	87,856,356	(109,250)	150,410,325	58%	*1
Income - Grants & Subsidies	669,243	679,285	(10,041)	5,073,246	4,769,966	303,280	9,358,819	54%	*2
Income - NZTA External Cost Recoveries	433,550	497,000	(63,450)	3,238,512	3,479,000	(240,488)	5,964,000	54%	*3
Income - Consents	1,200,850	1,468,733	(267,883)	9,899,356	10,281,129	(381,773)	17,624,792	56%	*4
Income - External Cost Recovery	153,953	101,192	52,761	746,371	708,341	38,030	1,214,299	61%	
Income - Regulatory	937,594	595,936	341,658	5,750,114	4,808,525	941,589	7,814,489	74%	*5
Income - Operational	2,407,958	2,720,983	(313,026)	18,986,528	17,501,950	1,484,578	32,464,332	58%	*6
Total Operating Revenue	18,204,598	18,513,923	(309,325)	131,441,234	129,405,267	2,035,968	224,851,056	58%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	4,367,480	4,730,218	362,738	31,360,077	31,914,689	554,612	53,843,411	58%	
Expenditure - Salaries and Wages Contract	344,860	502,308	157,448	2,996,789	3,216,159	219,370	5,607,701	53%	
Expenditure - Health Insurance	23,459	45,351	21,892	324,417	317,457	(6,960)	544,212	60%	
Total Personnel Expenditure	4,735,799	5,277,877	542,078	34,681,283	35,448,305	767,022	59,995,324	58%	*7
Operating Expenditure									
Expenditure - Professional Services	359,501	547,609	188,108	2,583,481	4,153,263	1,569,782	8,569,355	30%	*8
Expenditure - Legal	212,195	360,534	148,339	2,754,274	2,523,741	(230,533)	4,326,413	64%	*9
Expenditure - Stationery	68,698	32,594	(36,104)	376,417	228,159	(148,258)	391,130	96%	*10
Expenditure - IT & Phones	58,990	74,070	15,080	413,904	518,491	104,588	888,842	47%	*11
Expenditure - Commercial Rent	333,621	391,158	57,537	2,618,716	2,738,105	119,389	4,693,894	56%	*12
Expenditure - Vehicle	80,050	91,445	11,395	587,637	590,118	2,481	1,027,345	57%	
Expenditure - Power	483,558	383,318	(100,241)	3,451,634	2,881,576	(570,059)	4,893,774	71%	*13
Expenditure - Insurance	400,640	296,712	(103,928)	2,181,979	2,069,919	(112,059)	3,545,997	62%	*14

Operating Expenditure and Revenue

Financial Management Report

% of the year completed: 58%

DESCRIPTION	January 2025 Actual	January 2025 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	*
EXPENDITURE	·	·			·				
Operating Expenditure continued									
Expenditure - Infrastructure Maintenance	3,897,308	3,455,351	(441,957)	27,862,040	24,897,459	(2,964,582)	42,546,356	65%	*15
Expenditure - Parks & Reserves Maintenance	639,041	993,543	354,501	6,270,451	6,568,985	298,535	11,281,655	56%	*16
Expense - External Cost On Chargeable	116,693	101,163	(15,530)	758,466	708,143	(50,323)	1,213,960	62%	
Expenditure - Grants	649,152	662,475	13,323	5,729,400	5,893,140	163,741	9,205,516	62%	*17
Expenditure - Other	1,783,288	1,748,912	(34,377)	12,073,164	12,242,329	169,165	21,215,610	57%	*18
Total Operating Expenditure	9,082,737	9,138,884	56,147	67,661,563	66,013,429	(1,648,134)	113,799,847	59%	
Interest and Depreciation									
Expenditure - Interest	2,523,150	2,394,336	(128,814)	18,829,076	18,579,682	(249,394)	30,002,107	63%	*19
Expenditure - Depreciation	5,500,987	5,500,987	0	38,541,228	38,506,912	(34,315)	66,011,849	58%	
Total Interest and Depreciation	8,024,138	7,895,323	(128,814)	57,370,304	57,086,594	(283,710)	96,013,956	60%	
TOTAL EXPENDITURE	21,842,675	22,312,085	469,410	159,713,150	158,548,328	(1,164,822)	269,809,126	59%	
NET OPERATING SURPLUS (DEFECIT)	(3,638,076)	(3,798,162)	160,086	(28,271,916)	(29,143,062)	871,146	(44,958,070)		

*Commentary

*1 Income - Rates- \$0.1m unfavourable

The variance mainly relates to rates corrections on properties for current and prior year rates adjustments.

*2 Income - Grants & Subsidies - \$0.3m favourable The variance relates to Landfill Levy received from MBIE which is offset by spend on waste management education.

*3 Income - NZTA External Cost Recoveries - \$0.2m unfavourable Unfavourable variance relates to charging of internal time to capital projects due to vacancies.

*4 Income - Consents - \$0.4m unfavourable Unfavourable variance in labour recoveries due to lower level of activity during the holiday shutdown period.

*5 Income - Regulatory - \$0.9m favourable

Favourable variance in Traffic & Parking Infringements of \$540k YTD (net of doubtful debts). Whilst number of infringements issued are decreasing, revenue is higher due to increased unit prices; \$266k favourable variance relates to parking meters, due to increased volume over the summer period, and new parking available at Stanley Street carpark.

Operating Expenditure and Revenue

Financial Management Report

% of the year completed: 58%

*Commentary

*6 Income - Operational - \$1.5m favourable

Lease income \$0.8m favourable due to higher than anticipated revenue sharing with Parks & Reserves turnover leases & due to timing of receipt of annual outdoor dining fee charges; favourable variance of \$0.3m re Community Services activites, mainly due to increase in volume of swimming lessons delivered; \$0.1m re an unbudgeted Paper Road sale: \$0.2m in Other Income re reimbursement for weather events.

*7 Expenditure - Personnel Expenditure - \$0.8m underspent Favourable variance represent vacancies across the organisation

*8 Expenditure - Professional Services - \$1.6m underspent

\$1.0m favourable variance in Other Consultants which is expected to remain favourable at year end due to some expenditure being deferred to next financial year; \$0.5m favourable variance in Network Investigations, which is expected to remain underspent at year end.

*9 Expenditure - Legal Fees - \$0.2m overspent Overspend relates to spend on settlement costs relating to weather tightness cases. Legal fees are forecast to remain overspent by year end.

*10 Expenditure - Stationery \$0.1m overspent The overspend relates to postage costs due to the LTP consultation documents being posted for all ratepayers.

*11 Expenditure - IT & Phones \$0.1m underspent The variance is in IT support services which have not been required to date.

*12 Expenditure - Commercial Rent \$0.1m underspent The variance relates to a change in provider for laptop leases, but is expected to be fully spent by year end.

*13 Expenditure - Power - \$0.6m overspent Overspend is mainly on electricity due to new assets this year not included in budget such as new wastewater treatment plants. Some existing water plants are also seeing increased usage vs prior year. This will remain overspent at year end.

*14 Expenditure - Insurance \$0.1m overspend Year to date true up based on receipt of actual invoices.

*15 Expenditure - Infrastructure Maintenance - \$3.0m overspent

Roading is overspent by \$0.9m of which \$0.7m relates to roading emergency work from heavy rainfall events; \$0.2m relates to streetlight power. Three waters is overspent by \$0.4m, due to Frankton Road mains burst, September rain event and Shotover WWTP remedial work. Waste management is \$0.7m overspent due to increases in contract management costs & emissions trading costs. Landfill Costs are \$0.9m overspent due to dewatering processing equipment at Shotover WWTP, and increasing costs of sludge cartage along with additional volume. Infrastructure Maintenance overspend is a permanent variance & will remain overspent at year end.

*16 Expenditure - Parks & Reserves Maintenance - \$0.3m underspent

Parks & Reserves Maintenance favourable due to lower levels of spend on activities over the holiday shutdown period.

*17 Expenditure - Grants - \$0.2m underspent Underspend mainly in Community Grants due to timing of spend. Due to its nature, the timing of this spend is difficult to estimate.

*18 Expenditure - Other - \$0.2m underspent

\$0.4M relates to Commissioner cost underspend relating to District Plan. Hearing & appeals will be next financial year and budget underspend will be carried forward. Overspend in Cleaning of \$0.2m due to increased provider costs.

*19 Expenditure - Interest - \$0.2m overspent

The average interest rate is now within that budgeted in the Long Term Plan. Interest expense is expected to reduce throughout the remainder of the year and be back within budget by the end of the year.

*20 Income - Development Contributions - \$10.3m unfavourable

Due to its nature, the timing of this income is difficult to estimate. Higher contribution rates commenced on 1 October 2024, but there is still a risk of an unfavourable variance at year end.

Capital Expenditure and Revenue

Financial Management Report

DESCRIPTION	January 2025 Actual	January 2025 Adjusted Budget	Variance to Budget		Year to date Adjusted Budget	Year to Date Variance	Full Year Adjusted Budget	YTD Actuals to Full Year Budget	*
Capital Revenue									
Income - Development Contributions	1,699,944	3,276,204	(1,576,260)	11,078,805	22,933,425	-11,854,620	39,314,442	28%	*20
Income - Vested Assets	0	0	0	0	0	0	30,235,437	0%	
Income - Grants & Subsidies Capex	1,200,350	1,119,813	80,537	7,921,312	7,838,689	82,623	13,437,752	59%	*21
Income - Dividends received	0	0	0	10,682,174	10,737,000	-54,826	10,737,000	99%	
Income - Gain/(loss) on diposal of property, plant & equipment	0	0	0	-410,607	0	-410,607	0	0%	*22
Total Capital Revenue	2,900,294	4,396,016	(1,495,722)	29,271,684	41,509,113	(12,237,429)	93,724,631	31%	
Capital Expenditure									
Projects/Asset Purchases	10,604,977	12,247,095	1,642,118	71,271,946	82,241,489	10,969,544	152,509,508	47%	*23
Total Capital Expenditure	10,604,977	12,247,095	1,642,118	71,271,946	82,241,489	10,969,544	152,509,508		
NET CAPITAL FUNDING REQUIRED	7,704,683	7,851,079	3,137,841	42,000,261	40,732,376	23,206,973	58,784,877		
External Borrowing									
Loans	5,000,000			695,131,000			661,380,000		
Total Borrowing	5,000,000			695,131,000			661,380,000		

*Commentary

*21 Income - Grants & Subsidies Capex \$0.1m favourable

\$7.9m year to date funding received vs budget of \$7.8m. \$2.4m unfavourable for NZTA/Waka Kotahi Capex subsidy (late timing of approved NZTA/NLTP subsidised projects along with reduced funding and in some cases no funding approved for LTP projects anticipated) offset with \$1.8m favourable for CIP projects due to timing of subsidised roading construction works and \$0.7m received for other capital grants.

*22 Gain/Loss on Sale of Property, Plant & Equipment - \$0.4m unfavourable

\$0.8m favourable for NZTA contribution to land at SH6/GA Intersections offset with asset disposal costs of \$0.2m for street sweepers and \$0.6m for storm water assets; \$0.3m loss related to disposal of Elderly Housing (passed on to the Queenstown Lakes Community Housing Trust).

*23 Expenditure - Capital Projects \$11m underspent

\$71.3m spend vs YTD budget of \$82.2m (87%). Main project spend this month includes \$Main project spend this month includes \$2.4m for Qtn Town Centre Arterials - Stage 1, \$1.6m for Project Shotover Wastewater Treatment Plant Upgrade, \$1.0M for Compliance Response UV Treatment, \$0.5M for Water Supply Renewals Queenstown, \$0.4M for Project Pure Aeration Grid Renewal, \$0.4M for Sealed Road Resurfacing Wakatipu, \$0.4M for Sealed Rd Rehabs Wanaka and \$0.3M for Kingston new Water Supply Scheme and Quail Rise Reservoir.