
MONTHLY HIGHLIGHT REPORT



OCTOBER
2018

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report

Monthly Highlight Report – October 2018

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<530L	499.5L

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET <4 PER ANNUM

	MONTHLY RESULT	YTD RESULT
Clarity	0.04	0.34
Taste	0.04	0.08
Pressure/flow	0.33	1.08
Continuity of supply	0.42	1.38

TARGET <2 PER ANNUM

QLDC response to issues	MONTHLY RESULT	YTD RESULT
	0.04	0.08

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<60 mins	10 mins
<1440 mins	472.5 mins

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<1440 mins	754 mins
<10,080 mins	4344 mins

STORMWATER

STORMWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET	YTD RESULT
<5	3.48

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	18 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	113 mins

WASTEWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.04	0.6
Faults	0.22	1.8
Blockages	0.18	1.06

TARGET <2 PER ANNUM

QLDC response to issues	MONTHLY RESULT	YTD RESULT
	0	0

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT						
>95%	<table border="1"> <tr> <td>3 Waters</td> <td>84%</td> </tr> <tr> <td>Solid Waste</td> <td>91%</td> </tr> <tr> <td>Roading</td> <td>74%</td> </tr> </table>	3 Waters	84%	Solid Waste	91%	Roading	74%
3 Waters	84%						
Solid Waste	91%						
Roading	74%						

CAPEX

% within capital expenditure budget

TARGET	RESULT
80%-110%	95%

WASTE MANAGEMENT

WASTE DIVERTED FROM LANDFILL

Total waste diverted from landfill

TARGET	RESULT
>425t	521t

WASTE TO LANDFILL

Total waste to landfill

TARGET	RESULT
<3,333t	4052t

EXCEPTIONS

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

Requests For Service (RFS) - 3 Waters - Contractor RFS performance has slightly decreased from 90% to 84% this month. Issues have been identified with the contractor's reporting not aligning with QLDC reporting and this is being worked through by the contract managers as a priority. Internal performance remains at 83%.

Requests For Service (RFS) - Roothing - Contractor RFS has improved this month with 92% of RFS resolved on time. However internal performance has decreased from 85% to 50% and this is due to the prioritisation of capital work projects. There will be a strong focus to increase this internal result next month.

Waste To Landfill - There has been more waste to landfill than the target allows this month. Diversion actions are due to be implemented from 1 July 2019 when the new waste services contract commences.



COMMUNITY SERVICES & FACILITIES

ACTIVE PARTICIPANTS

active sport and recreation participants per capita

TARGET	RESULT
>2,553	2706

LAKE HAYES PAVILLION

% hours of community use per month

TARGET	RESULT
>23%	37.33%

LAKE WANAKA CENTRE

% hours of community use per month

TARGET	RESULT
>37%	70.97%

QUEENSTOWN EVENTS CENTRE (INDOOR)

% hours of community use per month

TARGET	RESULT
>85%	95.43%

QUEENSTOWN EVENTS CENTRE (ROOMS)

% hours of community use per month

TARGET	RESULT
>24%	100%

TRAIL USAGE

Average number of daily trail users

TARGET	RESULT
>1800	1824.48

QUEENSTOWN MEMORIAL CENTRE

% hours of community use per month

TARGET	RESULT
>27%	48.56%

ARROWTOWN ATHENAEUM HALL

% hours of community use per month

TARGET	RESULT
>23%	47.12%

ARROWTOWN COMMUNITY ROOMS

% hours of community use per month

TARGET	RESULT
>12%	24.05%

LIBRARY EVENTS

of community events held within libraries

TARGET	RESULT
>29	94

LIBRARY CIRCULATION

of items issued per month

TARGET	RESULT
>31,784	32,296

PARKS RFS

% RFS resolved within specified timeframe

TARGET	RESULT
>70%	60.92%



ENVIRONMENT

RESOURCE CONSENT TIME

% processed within the statutory timeframe

TARGET	RESULT
100%	92%



REGULATORY FUNCTIONS & SERVICES

BUILDING CONSENT TIMES


% processed within the statutory timeframe

TARGET	RESULT
100%	96%

FREEDOM CAMPING RFS

of freedom camping RFS per month

TARGET	RESULT
<26.5	16



SUPPORT

CUSTOMER CALLS

% answered within 20 seconds

TARGET	RESULT
>80%	80.5%

COMMUNITY ASSOCIATION MEETINGS

% attended by Elected Members/QLDC staff

TARGET	RESULT
>80%	42%

COMPLAINTS RESOLVED

% complaints resolved within 10 working days

TARGET	RESULT
>95%	100%

LGOIMA REQUESTS

% responded to within 20 days

TARGET	RESULT
100%	100%

COUNCILLOR ENQUIRIES

% responded to within 5 days

TARGET	RESULT
>95%	63%

INTEREST RATES

Weighted average interest rate per month

TARGET	RESULT
<6.5%	4.23%

EXCEPTIONS

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

Parks RFS - A higher number of maintenance RFS have been received due to an increase in temperature and rain, resulting in prime conditions for growth. The QLDC Parks team have also applied the Verge Policy to the district and this is generating a higher number of requests. A number of contractor RFS have exceeded the timeframe, which is being further investigated.

Resource Consent Time - The target has not been met this month, however the results show an improvement from September. It is noted that the team has managed to issue the same number of consents as applications received. This would indicate the team is making progress in catching up on the large volumes of applications received in previous months.

Community Association Meetings - 42% of Community Association meetings were attended by Elected Members or QLDC staff this month. Five of the 12 meetings were recorded as attended in October. More education is required on the use of the framework by QLDC staff and Elected Members as there has been limited acknowledged attendance. These results have recently been discussed with Elected Members and they have requested an improvement to the functionality of the form so multiple meetings can be added at the same time.

Councillor Enquiries - There were eight Councillor requests received in October. Of these, one was for Community Facilities, two for Regulatory, two for Planning and Development and three for Property and Infrastructure. Two Regulatory RFS were unable to be resolved within the five working days but have since been closed out. The other was a Parks and Reserves matter (Hansen Carpark at Arrowtown). This matter has been resolved but the response was late.



PREVENTION

Submissions per month

TYPE	RESULT
Risk Assessment	206
Near Miss	13
Hazard	21
Average % of lead indicators >15%	55.4%
Target achieved	Yes/No

BEHAVIOUR SELF ASSESSMENT

Dept. Self Safety Scores

TYPE	RESULT
A	6
B	7
C	1
Target achieved	Yes

UNSAFE EVENTS

Incidents/Accidents Across All Groups

TYPE	RESULT
Employees	4
Contractors	3
Volunteers	0
Public	26

UNSAFE EVENTS

Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<9	25.65
LTIFR**	<2	4.53

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

NOTIFICATIONS

Contact with Worksafe

EVENT TYPE	RESULT	DESCRIPTION
Death	0	NA
Injury	0	NA
Illness	0	NA
Incident	0	NA

WELLBEING ENGAGEMENT

October Wellbeing Initiative - Mental Health Awareness

To participate in Mental Health Awareness Week, staff were encouraged to get outside and into nature. Offices were given 'take a break kits' which consisted of picnic blankets, frisbee, cricket sets and jenga. Teams were also encouraged to participate in the 'Let Nature In' theme by 'pimping their pods' and making spaces calmer and more zen-like.

MONTHLY COMMENTARY

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

There was one Lost Time Injury (LTI) reported in October. An employee sustained a lumbar sprain at Church Street office after bending down to plug cables under a workstation.

Total Recordable Injury Frequency Rate (TRIFR):

The Total Recordable Injury Frequency Rate and Lost Time Injury Frequency Rate have stabilised this month, although both remain in excess of their targets.

Unsafe Events:

All public events were minor first aid events. Employee events reported one Lost Time Injury, and the rest were minor first aid injuries.

Contractor events included one lost time injury due to slipping on a wet surface.

Incident Causation Analysis Method (ICAM):

There were no ICAM investigations conducted this month.

Health & Safety Training:

- 'MySafety' - Incident & Hazard reporting system
- Manual Handling Training
- First Aid
- Online Emergency Warden Training
- Fire Extinguisher Training
- Health & Safety Representative Stage One Course

HEALTH & SAFETY COMMITTEE CHAIR

A key message from a recent Health and Safety Committee meeting was to prepare for and expect the unexpected. This was discussed following a situation where a late spring snow storm caused a number of commuting staff witness motorists coming into difficulty on the Crown Range. Fortunately the staff involved were carrying chains so could easily fit them and get off the range. However, a number of other motorists were 'caught out' not carrying chains and required assistance from roading contractors. While snow is rare in late spring it does happen and chains should be carried well into summer just in case. This is a good example of ensuring that we take the time to properly prepare for contingencies for unusual events or occurrences.

QLDC Health and Safety Objectives Review

2018

COMPLIANCE:	AS/NZS 4801
UNSAFE EVENTS:	TRIFR 9 - LTIFR 2
PREVENTION:	Lead indicators per capita per dept. 15%
IMPROVEMENT/SCALE:	100% of HSC planned projects
BEHAVIOUR:	2 x A vs C per month
WELLBEING ENGAGEMENT:	1 x Wellbeing initiative per month

KEY CAPITAL PROJECT UPDATES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Project Connect	<ul style="list-style-type: none"> - On 25 October the Council approved entry into a Memorandum of Understanding (MOU) with Ngā i Tahu Property to explore development options for the site on Stanley and Ballarat streets, including consideration of a Joint Venture for the delivery of Project Connect. 	<ul style="list-style-type: none"> - Report to Council on outcome of discussions with Ngā i Tahu Property under the MoU agreement - November 2018. 	Green
Wanaka Lakefront Development	<ul style="list-style-type: none"> - Car park project is progressing well for completion before Christmas 2018. The new implementation plan for the overall Lakefront Development Plan was recently adopted and stage 2 design is commencing now. 	<ul style="list-style-type: none"> - Completion of Stage 2 design - due December 2018. - Construction of Stage 2 programmed - March 2019 onwards. 	Green
Bath House Playground	<ul style="list-style-type: none"> - The playground was opened on Friday 5 October. QLDC have received a large amount of positive feedback from the public. - 12 months defects period in place. All parties are working together to keep a close eye on the playground to address any issues. 	<ul style="list-style-type: none"> - CCTV cameras to be installed and will be operational before Christmas 2018. 	Green
Coronet Forest Harvest	<ul style="list-style-type: none"> - Tenders for Coronet Forest Infrastructure and Maintenance and Log cartage closed on Friday 19 October. Contracts have not yet been awarded. - QLDC gained approval to implement a 'direct source' process to secure a harvesting contractor. The contractor declined as they have been offered further work from their current employer. We have another harvesting contractor looking at the site this week (30th Oct). - The Coronet Harvest Outline Plan was approved by QLDC on the 10th October. - QLDC have planted and fenced a 2.5ha trial on QLDC land beside the forest site. 	<ul style="list-style-type: none"> - Contact Laurie Forestry for comment on the Venture Forestry peer review. - Send the Venture Forestry peer review to CODC. - Send the recommended amendments to the Outline Plan approval of the forest to QLDC. 	Amber
Arrowtown Community Centre/Jack Reid Park sports field upgrade	<ul style="list-style-type: none"> - Arrowtown Community Centre building is completed and civil works will begin to seal/finish the carpark and accessway (waiting for the right season to seal). - Sportsfield upgrade works have now been completed and ongoing maintenance and growing in period is required until March. Some ancillary works, like footpaths and landscaping, will be undertaken following this. 	<ul style="list-style-type: none"> - An opening date is programmed for January 25th 2019 (TBC). - The sportsfield is expected be ready for public use in March/April 2019. 	Green

KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Housing Affordability</p> <p>- Housing Affordability Taskforce (HAT)</p>	<ul style="list-style-type: none"> - Initial work has begun on Queenstown Lakes Housing Strategy - Six monthly update report presented to Council on progress. Update included providing more land, intensification and inclusionary zoning – 25 October 2018 	<ul style="list-style-type: none"> - Options paper to be written exploring consent fees, development contributions and rates relief for qualifying affordable housing developments - first quarter 2019 - Adherence to Stakeholder Deeds being followed up after the completion of auditing – 1st quarter 2019 - Council to investigate and consider progressing a mandatory inclusionary zoning programme through the District Plan review – by 2nd quarter 2019 	<p>Green</p>
<p>Responsible Camping</p>	<ul style="list-style-type: none"> - The Responsible Camping Policy was presented and approved by Council at the Council meeting on 25 October 2018 	<ul style="list-style-type: none"> - Confirm sites for 2018/2019 camping hubs. - Implement strategy 	<p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Residential Growth - Housing Infrastructure Fund</p>	<ul style="list-style-type: none"> - Funding agreements for the three HIF projects in place and signed by the Crown. After meetings with Kingston Village Limited in October, an agreement on the Developer Agreement was reached in principle. - Meeting was held with NZTA and developer on Ladies Mile. NZTA board decision on a staged approach for full development (Transport Intervention Triggers) was discussed. 	<ul style="list-style-type: none"> - Finalising Developers Agreement with Kingston Village Limited (KVL) - November 2018. 	<p>Green</p>
<p>Water Treatment/ Compliance</p>	<ul style="list-style-type: none"> - No update for October as meeting with Small Communities representatives was rescheduled for 23 November. 	<ul style="list-style-type: none"> - Next meeting with Small Communities representatives - 23 November 2019 	<p>Green</p>
<p>Parking</p>	<ul style="list-style-type: none"> - Workshop 1 was held this month to review options for each component. 	<ul style="list-style-type: none"> - Workshop 2 to be held to shortlist/Preferred Options by component - November 2018 - Draft Parking Strategy - November 2018 	<p>Green</p>

KEY PROCESSES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Proposed District Plan (PDP)</p> <ul style="list-style-type: none"> - Stage one decision progress - Stage two decision progress - Stage three development (to be confirmed) 	<ul style="list-style-type: none"> - 101 Appeals and 1065 third party appeal points grouped into topics and scheduled for mediation and hearings. - Topic 1 – A Resilient Economy and Topic 2 – Rural Landscapes - evidence in chief filed in September and October. - Regionally significant infrastructure provisions mediated – October 2018 - Jurisdictional matters are being resolved or allocated for hearing - November 2018 <p>Hearings Stage 2 – September 2018</p> <ul style="list-style-type: none"> - Hearings on Transport, Signs, Visitor Accommodation, Open Space and Earthworks are due to be completed October 2018. <ul style="list-style-type: none"> - Stage 3 policy analysis, plan development and workshops are now underway 	<ul style="list-style-type: none"> - Topic 1 – A Resilient Economy expert conferencing - November 2018 - Topic 2 - Rural Landscapes expert conferencing in January 2019 and commencing mediation on subtopics - Environment Court for mediation on regionally significant infrastructure to be held - 15-17 October 2018. - Hearings for Topic 1 are scheduled to be held - February/March 2019 - Hearings for Topic 2 are scheduled to be held - April/ May 2019 - Agenda item on Revised Schedule for PDP Review to be considered at the next Planning and Strategy Committee. - Recommendations submissions to Stage 2 are expected in December 2018 and will be published upon receipt. - Decisions on submissions to Stage 2 due to be released - February 2019. - Appeals submissions period on Stage 2 decisions close - March 2019. - Stage 3 Work programme and timeline report to go Planning and strategy Committee - 22 November 2018 - Stage 3 Community and stakeholder engagement proposed to take place February – March 2019 - Stage 3 Notification and submissions 3rd quarter 2019 - Stage 3 Hearings - 1st quarter 2020 - Stage 3 Decisions- 3rd quarter 2020 	<p>Green</p> <p>Green</p> <p>Green</p>
<p>Annual Plan 2019/20 (AP)</p>	<ul style="list-style-type: none"> - Initial meetings with key staff members to begin preparations for Annual Plan - October 2018. 	<ul style="list-style-type: none"> - Timetable confirmed & approach to capex & opex budgets agreed with Executive Leadership Team. - Capex and Opex budgeting commences. 	<p>Green</p>

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Queenstown Centre Master Plan</p>	<ul style="list-style-type: none"> - Transport model build is in progress. - Registration of Interest tender submissions for alternative private sector-led parking buildings being technically evaluated. - WSP - Opus have been awarded the contract for Design Services for Boundary St Car Park Building. - Town Centre Transport Projects Detailed Business Case in progress. - Wakatipu Active Travel Network Single Stage Business Case in progress. 	<ul style="list-style-type: none"> - Alternative private sector led parking buildings Registration of Interest (ROI) evaluation to be completed - end of November 	<p>Green</p>
<p>Wanaka Town Centre Master Plan</p>	<ul style="list-style-type: none"> - Town Centre Masterplan and Business Case Services contract has been awarded to the team of Stantec and Jasmx. - Community Early Insights engagement results have been summarised and made available on the Wanaka Masterplan web page. - Stakeholder Reference Group members have now been confirmed. 	<ul style="list-style-type: none"> - Town Centre Vision workshop scheduled - 15 November. - Integrated Transport Programme Business Case Strategic Case and Longlist workshop scheduled - 16 November. 	<p>Green</p>
<p>Frankton Flats Master Plan</p>	<ul style="list-style-type: none"> - The Masterplan and Business Case Services contract has been awarded to the team of GHD and Boffa Miskell. - Community Early Insights engagement results have been summarised and made available on the Frankton Masterplan web page. 	<ul style="list-style-type: none"> - Network Operating Framework workshops scheduled - 28 and 29 November. - Vision workshop scheduled for 30th November. 	<p>Green</p>

Description	October 2018 Actual	October 2018 Adjusted Budget	Variance to Budget	% Of Year Completed					
				Year to date Actual	Year to date Adjusted Budget	Year to date Variance	Full Year Adjusted Budget	YTD Actuals to Full Year Budget	
33%									
REVENUE									
Operating Revenue									
Income - Rates	6,166,253	6,183,072	(16,819)	24,643,779	24,732,287	(88,508)	74,196,862	33%	
Income - Grants & Subsidies	512,952	498,364	14,588	2,147,147	1,941,644	205,503	5,372,665	40%	*1
Income - NZTA External Cost Recoveries	222,878	186,524	36,354	779,972	746,095	33,877	2,238,284	35%	
Income - Consents	1,140,883	1,174,686	(33,803)	4,642,459	4,606,488	35,971	13,358,187	35%	
Income - External Cost Recovery	67,701	182,763	(115,061)	323,252	717,314	(394,062)	2,083,262	16%	*2
Income - Regulatory	481,058	531,440	(50,383)	1,996,987	2,125,761	(128,774)	6,377,282	31%	*3
Income - Operational	2,110,114	1,867,575	242,539	13,832,638	11,855,404	1,977,234	56,989,550	24%	*4
TOTAL OPERATING REVENUE	10,701,839	10,624,423	77,416	48,366,234	46,724,993	1,641,240	160,616,092	30%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,577,118	2,660,030	82,912	9,572,480	10,521,566	949,085	30,375,378	32%	*5
Expenditure - Salaries and Wages Contract	550,785	406,827	(143,958)	2,021,871	1,606,863	(415,008)	4,718,366	43%	*6
Expenditure - Health Insurance	36,742	22,292	(14,450)	70,410	89,167	18,757	267,500	26%	
TOTAL PERSONNEL EXPENDITURE	3,164,645	3,089,148	(75,497)	11,664,761	12,217,595	552,834	35,361,245	33%	
Operating Expenditure									
Expenditure - Professional Services	218,024	420,708	202,684	1,366,508	1,691,331	324,823	5,056,990	27%	*7
Expenditure - Legal	268,803	247,811	(20,992)	889,217	991,243	102,026	2,973,730	30%	*8
Expenditure - Stationery	36,198	32,775	(3,423)	116,479	131,100	14,621	393,299	30%	
Expenditure - IT & Phones	57,514	62,749	5,234	270,672	250,994	(19,678)	752,983	36%	
Expenditure - Commercial Rent	176,866	190,083	13,217	645,264	748,213	102,949	2,244,021	29%	*9
Expenditure - Vehicle	113,507	51,775	(61,732)	217,075	207,100	(9,975)	621,300	35%	
Expenditure - Power	256,204	277,656	21,452	1,106,078	1,110,623	4,545	3,331,870	33%	
Expenditure - Insurance	60,367	60,001	(366)	243,521	240,006	(3,515)	720,017	34%	
Expenditure - Infrastructure Maintenance	2,171,884	2,093,208	(78,676)	9,211,370	8,615,211	(596,159)	25,118,496	37%	*10
Expenditure - Parks & Reserves Maintenance	651,289	650,013	(1,276)	1,979,161	2,145,048	165,887	10,369,038	19%	*11
Expense - External Cost On Chargeable	82,710	182,763	100,052	375,539	717,314	341,775	2,083,262	18%	*2
Expenditure - Grants	511,206	560,072	48,866	2,059,315	2,089,802	30,487	6,580,280	31%	
Expenditure - Other	1,610,094	1,516,364	(93,731)	4,666,793	4,534,745	(132,047)	13,016,187	36%	*12
TOTAL OPERATING EXPENDITURE	6,214,666	6,345,977	131,310	23,146,992	23,472,731	325,739	73,261,473	32%	
Interest and Depreciation									
Expenditure - Interest	476,899	774,147	297,248	1,923,147	3,096,587	1,173,440	9,289,761	21%	*13
Expenditure - Depreciation	1,895,526	1,895,526	0	7,597,116	7,597,116	0	25,148,122	30%	
TOTAL INTEREST AND DEPRECIATION	2,372,425	2,669,673	297,248	9,520,263	10,693,703	1,173,440	34,437,884	28%	
TOTAL EXPENDITURE	11,751,736	12,104,798	353,062	44,332,016	46,384,029	2,052,013	143,060,602	31%	
NET OPERATING SURPLUS/(DEFICIT)	(1,049,897)	(1,480,375)	430,478	4,034,217	340,964	3,693,253	17,555,490		

- *1 Income - Grants & Subsidies - NZTA opex subsidy income is \$242k favourable year to date due to timing of environmental maintenance work (which offsets in Infrastructure maintenance costs - See Note. 10 below) along with increased funding by NZTA towards this activity. For noting: NZTA Funding Assistant Rates (FAR) for Glenorchy and Crown Range SPRs are to stay at 100% and 90% for 2018:19 (Budgeted at 92% and 84%)
- *2 Income - External Cost Recovery - This is the income received from on-charging external consultant costs mostly in relation to consent applications. The expense matching this income is below in the expense line - external cost on chargeable is YTD favourable.
- *3 Income - Regulatory - Greater awareness of the Responsible Camping policy has seen more compliance from the public and therefore campervan infringements is down (\$112k) on budget. Parking infringements income also down on budget by (\$90k) however this is expected to be caught up over summer and with CCTV getting introduced after delays with installations due to agreements with building owners. This is partially offset by increased carpark revenue via Pay&Display machines \$81k.
- *4 Income - Operational - The Queenstown Airport final 2017:18 dividend has been received for \$5.4m which is \$430k above Full Year budget. Turnover rents totalling \$380k are favourable to budget as is net interest of \$461k. Rates penalties are up on budget by \$268k.
- *5 Expenditure - Salaries and Wages - There is currently a net vacancy of 34.2 FTE's which is the main reason for the Salary and Wage underspend which is partly offset by overspend in Contract staff.
- *6 Expenditure - Salaries and Wages Contract Staff - There is an additional \$237k of contract staff processing costs within Planning & Development to cover vacancies which is partially offset by their additional revenue within Consenting income. Property and Infrastructure and Finance have combined \$151k of unbudgeted contract staff spend to cover vacancies.
- *7 Expenditure - Professional Services - There is currently an underspend within Property and Infrastructure for \$173k which is expected to be caught up during the year. To note also \$340k of year to date HIF related costs has been transferred to Capital Work in Progress within the Balance Sheet due to the expectation that a proportion of the HIF related costs will be capitalised.
- *8 Expenditure - Legal - There was additional legal spend during October within Resource Management of \$71k for Appeals and Settlements which is reducing the YTD favourable variance.
- *9 Expenditure - Commercial Rent - This favourable variance is due to not having commenced the Frankton library lease which takes effect from December.
- *10 Expenditure - Infrastructure Maintenance - The unfavourable year to date variance of \$596k includes \$255k of emergency reinstatement costs (Funding has been requested from NZTA) along with \$290k unfavourable spend within Environmental Maintenance due to timing of expenditure (62% of annual budget spent). This is partially offset with favourable variances across a number of other activities (See Income - Grants and subsidies Note. 1).
- *11 Expenditure - Parks and Reserves Maintenance - The favourable YTD variance is predominantly due to timing of the Park's contracts expenditure (\$215k), these costs will increase over the summer months as additional unscheduled maintenance is required. This favourable variance is partially offset by additional spend on Council offices (\$103k).
- *12 Expenditure - Other - There is additional \$229k commissioner costs required within Planning & Development due to the District Plan process.
- *13 Expenditure - Interest - Interest expense is favourable due to lower than expected interest rates and timing of capex spend which is mainly within Property and Infrastructure space where the interest budget is phased straight line.

Description	October 2018 Actual	October 2018 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	1,443,798	1,353,265	90,533	4,154,957	5,413,058	(1,258,102)	16,239,175	26%	*14
Income - Vested Assets	0	0	0	0	0	0	10,733,077	0%	
Income - Grants & Subsidies Capex	248,633	865,425	(616,791)	1,162,988	2,261,698	(1,098,710)	12,785,095	9%	*15
TOTAL CAPITAL REVENUE	1,692,431	2,218,689	(526,258)	5,317,945	7,674,757	(2,356,812)	39,757,347	13%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	3,881,751	5,240,651	1,358,900	12,892,788	15,428,255	2,535,467	139,621,102	9%	*16
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	3,881,751	5,240,651	1,358,900	12,892,788	15,428,255	2,535,467	156,511,102		
NET CAPITAL FUNDING REQUIRED	2,189,320	3,021,962	1,885,158	7,574,843	7,753,498	4,892,279	116,753,755		
External Borrowing									
Loans	0						0		
Bonds	95,000,000						187,082,000		
TOTAL BORROWING	95,000,000						187,082,000		

 COMMENTARY

*14 Income - Development Contributions - 44 Development contribution invoices across the district have been generated YTD for Waste Water \$429k, Parks and Reserves \$172k, Transport \$557k, Water Supply \$232k and Storm Water \$53k.

*15 Income - Grants & Subsidies Capex - For Noting: NZTA released their initial NLTP (National Land Transport Programme) budgets for 2018:19 through to 2020:21 at the end of August which Council has reviewed. The first capex reforecast will now be in December which will include deferring some projects to Years 2 and 3 of the Long Term Plan and this subsidy line will need to be reduced to match revised timing of delivery.

*16 Project Expenditure - The full capital programme budget is now phased for 2018:19. There is a substantial re-forecast process which is now to be completed in December in line with the 3 Waters bundles revised procurement plan which will re-phase the construction of major projects to Years 2 and 3 of the Long Term Plan

The largest spends in October were:

- Water Supply Renewals Queenstown \$311k
- Knowledge Management Enterprise System \$307k
- North East Frankton Stormwater conveyance \$174k
- Jack Reid Field Improvements \$173k
- LTP Strategic Procurement Plan \$172k
- Project Shotover Disposal Field \$169k