
MONTHLY HIGHLIGHT REPORT



FEBRUARY
2020

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report

Monthly Highlight Report – February 2020

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<500L	723.97L

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET <4 PER ANNUM	MONTHLY RESULT	YTD RESULT	
Odour	0	0.08	
Clarity	0	0.63	
Taste	0	0.20	
Pressure/flow	0.15	1.25	
Continuity of supply	0.15	1.55	
TARGET <2 PER ANNUM	QLDC response to issues	0	0

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<60 mins	60 mins
<1440 mins	1225 mins

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<1440 mins	2148 mins
<10,080 mins	4645 mins

STORMWATER

STORMWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
	0.46	3.73

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	2 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	80 mins

WASTEWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.2	0.96
Faults	0.2	2.48
Blockages	0.2	2.0

TARGET <2 PER ANNUM

TARGET	RESULT	
QLDC response to issues	0	0

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
>95%	3 Waters 68% Solid Waste 96% Roading 63%

CAPEX

% within capital expenditure budget

TARGET	RESULT
80%-110%	47%

WASTE MANAGEMENT

WASTE DIVERTED FROM LANDFILL

Total waste diverted from landfill

TARGET	RESULT
>708t	674t

WASTE TO LANDFILL

Total waste to landfill

TARGET	RESULT
<3,333t	3564t

EXCEPTIONS

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

Water Consumption - On average, 723.97 litres of water were consumed per person per month in February. This can be attributed to seasonal fluctuations, however the year to date remains within target.

Water Supply Faults - (Urgent Resolution) - The median resolution time for urgent RFS in February was 2148 minutes. This did not achieve the target set and can be attributed to two complex leak repairs.

Requests For Service (RFS) - 3 Waters - 68% of 3 Waters RFS were resolved on time in February. The integration project with VAMS and TechOne is still not complete. This is having adverse affects on TechOne's KPI reporting.

Requests For Service (RFS) - Roading - 63% of roading RFS were resolved on time this month. Integration with RAMM and TechOne is creating issues with the current target dates. The team are working together with IT and Downer to resolve the issues created in RAMM. Next month should show an increase in external performance to see these result's improve.

Capex - \$24.0m spend against a year to date budget of \$52.1m. A significant number of budgets were deferred from 2019/20 to 2020/21 in the November 2019 re-forecast which were adjusted for in December. The major reasons for change in timing of delivery include transport projects awaiting NZTA approval, various stages of Housing Infrastructure Fund and Lakeview developer agreements, and the bundled approach to 3 waters delivery. Further deferrals are expected in the March re-forecast. The largest actual spends per project for February were Wakatipu Sealed Road Resurfacing \$1.0m, Wanaka Sealed Road Resurfacing \$552k and Wanaka Minor Improvements \$196k.

Waste to Landfill - 3564 tonnes of waste went to landfill this month. The volumes to landfill continue to be higher than target.

COMMUNITY SERVICES & FACILITIES

ACTIVE PARTICIPANTS

active sport and recreation participants per capita

TARGET	RESULT
>2,872	2,552

LAKE HAYES PAVILION

% hours of community use per month

TARGET	RESULT
>35%	25.9%

LAKE WANAKA CENTRE

% hours of community use per month

TARGET	RESULT
>39%	22.7%

QUEENSTOWN EVENTS CENTRE (INDOOR)

% hours of community use per month

TARGET	RESULT
>39%	37.3%

QUEENSTOWN EVENTS CENTRE (ROOMS)

% hours of community use per month

TARGET	RESULT
>47%	41.4%

TRAIL USAGE

Average number of daily trail users

TARGET	RESULT
>1800	2900

QUEENSTOWN MEMORIAL CENTRE

% hours of community use per month

TARGET	RESULT
>57%	52.3%

ARROWTOWN ATHENAEUM HALL

% hours of community use per month

TARGET	RESULT
>38%	23.9%

ARROWTOWN COMMUNITY ROOMS

% hours of community use per month

TARGET	RESULT
>20%	15.8%

LIBRARY EVENTS

of community events held within libraries

TARGET	RESULT
>80	200

LIBRARY CIRCULATION

of items issued per month

TARGET	RESULT
>33,611	33,871

PARKS RFS

% RFS resolved within specified timeframe

TARGET	RESULT
>75%	82.4%

ENVIRONMENT

RESOURCE CONSENT TIME

% processed within the statutory timeframe

TARGET	RESULT
100%	72%

REGULATORY FUNCTIONS & SERVICES

BUILDING CONSENT TIMES

% processed within the statutory timeframe

TARGET	RESULT
100%	94.9%

FREEDOM CAMPING RFS

of freedom camping RFS per month

TARGET	RESULT
<26.5	11

SUPPORT

CUSTOMER CALLS

% answered within 20 seconds

TARGET	RESULT
>80%	84.4%

COMMUNITY ASSOCIATION MEETINGS

% attended by Elected Members/QLDC staff

TARGET	RESULT
>80%	58%

COMPLAINTS RESOLVED

% complaints resolved within 10 working days

TARGET	RESULT
>95%	N/A

LGOIMA REQUESTS

% responded to within 20 days

TARGET	RESULT
100%	100%

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 February. The pools will be re-opening on the 16 March.

Lake Hayes Pavillion - There was a 25.9% occupancy rate in February. In addition to the regular bookings there were three weddings and three one off bookings. The target was not met this month, with 13 days where the facility was not booked at all.

Lake Wanaka Centre - Target not achieved. The centre had no bookings for 7 days of the month and some of the bookings for the month were for a short duration.

QEC (Rooms) - 41.4% occupancy rate was recorded this month. This was just below the target set.

Queenstown Memorial Centre - 52.3% occupancy rate was recorded this month. This did not quite achieve the target set.

Arrowtown Athenaeum Hall - 23.9% occupancy rate was recorded this month. The centre had no bookings for 20 days of this month. All of the regular bookings that used to take place in the facility have moved to the new Arrowtown Community Centre and this has affected occupancy rates.

Resource Consent Time - 72% of resource consents were processed within the statutory timeframe this month. This did not achieve the target set and results have decreased from the previous month. Key reasons for this include resourcing constraints at decision making level delaying the issue of decisions and delays in receiving development engineering reports due to a number of new staff coming on board. Ongoing weekly monitoring of time frames by Team Leaders is occurring.

Building Consent Times - 94.87% of consents were processed within statutory timeframes in February.

The reason for the target not being met was due to the large volume of consents received in December/January /February. Largest volume of consents received in those 3 months since at least 2014.

Community Association Meetings - Seven of 12 meetings were recorded as attended in February 2020. This did not achieve the target set. Elected Members will continue to be reminded of the importance of recording their attendance at these community meetings.

Complaints Resolved - There were no complaints received in February 2020.



PREVENTION

Positive Safety Actions

TYPE	RESULT
Take 5's	383
Inspections/Audits	21
Safety & Wellbeing	45
First Aid Training	6
H&S Meetings	17

DEPT. SAFETY BEHAVIOURS

Self-assessments from monthly safety activities

TYPE	RESULT
A	4
B	8
C	1
Target achieved	Yes

QLDC WORKPLACE INCIDENTS

Across All Groups

TYPE	RESULT
Employees	5
Contractors	60
Volunteers	0
Public	3

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 February 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 60 contractor incidents in February. This consisted of 57 of their own reported incidents, and three were reported by QLDC personnel. There were no significant or notifiable events to report for contractors.

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

- There were three public incidents (involving QLDC work place) in the month of February 2020. None of these were deemed significant or notifiable.

HEALTH & SAFETY COMMITTEE CHAIR

A slight rise in TRIFR and LTIFR for February 2020 due to one Lost Time Injury.

A highlight this month is the good amount of people who have completed the Health and Safety re-inductions.

Department Safety Scoring: 3 A's, 10 B's and 1 C.

Ongoing initiative on wellbeing with strong focus on mental health and exercise e.g. The Aotearoa Bike Challenge.

The coronavirus has been recently in the news and subsequently the Emergency Operations Centre (EOC) is activated and is working closely with the national NEMA and regional with CDEM Otago and Southern District Health Board (SDHB). Clear procedures have been established.

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 February. - 2020 – 21 Annual Plan (Project Manawa) commentary prepared. - Work continues for the project team, who are working with Ngai Tahu Property (under the Partnering Agreement) in developing the Foundation Documents for Council approval. 	<ul style="list-style-type: none"> - Planning meetings scheduled in March to align transport related matters with other related projects. 	Amber
Wanaka Lakefront Development Plan	<ul style="list-style-type: none"> - Stage 3 – the landscape plan is progressing to detailed design. - Resource consent for the works and ecological report for the area are currently being drafted. - Working with the Quantity Surveyor to understand the full budget for the project and areas that may have to be refined. 	<ul style="list-style-type: none"> - Stage 2 - The Parks team will present to the Wanaka Community Board on Monday 30th March Stage 2 options for the Millennium Path and Parking. A recommendation for community involvement process will be discussed. - Stage 4 and 5 – Design and Costing for TYP to be discussed at mentioned workshop. 	Green
Queenstown Gardens Development Plan	<ul style="list-style-type: none"> - Pathways, signage and lighting are now at concept design stage for the QT Gardens and Marine Parade. - Worked with QS to understand costings for all stages. 	<ul style="list-style-type: none"> - Workshops with internal staff on design. - Confirm exact stages that can be completed within current budgets. - Continue to look into the design of the interpretative signage package and start looking at detailed lighting options 	Green
Coronet Forest Harvest	<ul style="list-style-type: none"> - The log uplift from Coronet has been just over 110 m3 per day on average with the crew forming the internal forest road. Current production is four trucks leaving the forest a day. Currently sitting at a profit of \$20,252 from the sale of 3,238.41 tonne (at the end of Feb 2020) - Log prices will be reassessed at the end of the lockdown period. The contract contains a clause where we can suspend the harvest due to a drop in log prices if required. 	<ul style="list-style-type: none"> - The Coronet Harvest will stop 25th March for the four-week period COVID 19 lock down. - Reassess log prices - at the end of the four weeks lockdown period. 	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"> - The toilets at Glenorchy, Luggate and Kingston are now all installed and operational. - Johns Creek and Willow Bay toilet location investigation is underway. - Norski relocation to Widgeon Place planning underway. Glenorchy second site location and DOC style toilet investigations is underway. <p>TIF 3</p> <ul style="list-style-type: none"> - The tender is under evaluation 	<ul style="list-style-type: none"> - The Albert town toilet and Lakes Hays toilet will be installed and operation within the next 4-8 weeks. <p>TIF 3</p> <ul style="list-style-type: none"> - Tender will be awarded in the next week 	<p style="color: orange;">Amber</p> <p style="color: green;">Green</p>
Frankton Campground	<ul style="list-style-type: none"> - Meeting with NZTA active travel manager revealed that the preferred option initially identified was not the preferred option. - Several options presented from Active Travel team around what sort of space requirements would be required and associated costs. - Initial identified option of a lane would incur significant cost to Council as Active Travel have identified that there is only the need of a pedestrian route connection through to lower Stewart St. - Revised map boundaries established. 	<ul style="list-style-type: none"> - On-going Tender evaluation sessions. - Site visits for preferred tenderers current operations sites - 25/3/2020 and 2/4/2020. On hold for the COVID 19 lock down period - COVID-19 Period will push out removal windows and procurement timeline. - COVID-19 could impact tenderers depending on organisational resilience. 	<p style="color: orange;">Amber</p>

KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Responsible Camping	<ul style="list-style-type: none"> - Submitted Mid-Season Responsible Camping Progress report to MBIE (Project Status report and Impact of Initiatives) - February 14 - Community & Services Committee workshop: presented to on 27 February. - Responsible Camping Funding Application (for 2020/2021) approved by Governors Group for submission to MBIE 	<ul style="list-style-type: none"> - End of season MBIE report – by end of May. - March Newsletter to stakeholders. - Review and update of existing Responsible Camping MOU- by end of March. - Regional neighbours, DoC, MBIE, NZTA, LINZ – end of season hui / debrief – 28 May - Governance Meeting scheduled – 29 June 	<p style="color: green; font-weight: bold;">Green</p>
Growth - Housing Infrastructure Fund	<ul style="list-style-type: none"> - Kingston: Resource consent for development planned to be released by the developer. Design of the water supply scheme and wastewater scheme underway. Developer committed to proceed with the project. - Ladies Mile: Council decided on the 30th May 2019 to proceed with a council led plan change. Work on masterplan underway. - Quail Rise: Wastewater and water supply work along State Highway finished. Zoning for site still under mediation. Mediation scheduled for 2nd of March. Environment Court decision expected late April beginning of May. 	<ul style="list-style-type: none"> - Kingston: Lodging first resource consent application for wastewater disposal field in February. Peer review for disposal field is holding off the lodging resource consent. - Quail Rise: Resolve zoning appeal 	<p style="color: orange; font-weight: bold;">Amber</p>
Water Treatment/ Compliance	<ul style="list-style-type: none"> - On going meetings with Drinking Water Assessor - Meeting was held with the Small Communities on *** February. These are held quarterly. 	<ul style="list-style-type: none"> - Next meeting with Small Communities scheduled for April 2020. 	<p style="color: green; font-weight: bold;">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 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. - Mediations of Topics 18-23 (Rural, Ski Areas, Rural Lifestyle, Commercial Airports, Rural rezonings) substantially completed. Hearings and appeals on remaining topics on hold due to Level 4 restrictions. - 84 appeals and 930 appeal points received challenging Council's decisions. - Council confirming position for key appeals February/April 2019. - Council evidence on submissions on Stage 3 and 3B delivered March 2020. - Stage 3 hearings and evidence exchange currently on hold due to Level 4 restrictions. 	<ul style="list-style-type: none"> - Court and Council developing process and programme for remote mediations and hearing of remaining appeals. - Topics suitable for remote mediation to continue following the lifting of level 4 restrictions - third quarter 2020. - Topics suitable for remote mediation to continue following the lifting of level 4 restrictions - third and fourth quarter 2020. - Process for remote hearings to be scheduled following the lifting of level 4 restrictions – third and fourth quarter 2020. - Stage 3 Decisions – 1st quarter 2021 	<p>Amber</p> <p>Amber</p> <p>Amber</p>
<p>Annual Plan 2020-21</p>	<ul style="list-style-type: none"> - The Consultation Document and Draft Annual Plan have been signed off by senior management and submitted for agenda inclusion 	<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 Stakeholder Feedback on emerging options to be packaged for online delivery. - Request For Tender issued 24 February for design services for the first package of Wakatipu Active Travel Network routes. - Detailed design for the town centre streets (Brecon, Rees, Beach and Park Sts) completed and Resource Consent application docs being prepared. - Resource Consent application still 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 close 26 March 2020. - Negotiations with preferred tenderer for the Resource Consent approval for Boundary St Car Park anticipated in April 2020. - Alternative Private Sector-led Car Park to commence late March. - Town Centre Transport Projects Detailed Business Case Emerging Options Stakeholder material to be completed - April 2020. - Boundary St Car Park and Alternative Private Sector-led Preferred Car Park Proposal to be reviewed at May Council meeting (TBC). - 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 Network Optimisation Single Stage Business Case completed. 	<ul style="list-style-type: none"> - NZTA funding approval for Network Optimisation Single Stage Business Case to be anticipated in April 2020. 	<p>Green</p>
<p>Frankton Flats Masterplan</p>	<ul style="list-style-type: none"> - Final draft Masterplan & Integrated Transport Programme Business Case documents completed. 	<ul style="list-style-type: none"> - Masterplan and Integrated Transport Programme Business Case proposed to go to Council in April 2020 (TBC). 	<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 under construction. - Draft work stream and scenario reports being peer reviewed and updated. Quality of Life data being integrated into all of these workstreams. - 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 to be published on the Lets Talk page and is due to be released in early April. 	<ul style="list-style-type: none"> - Community consultation feedback summary to be posted on the Lets Talk page - early April. - First draft to be presented to Council - Autumn 2020. This is to be followed by formal community consultation. 	Green
Climate Change Action Plan	<ul style="list-style-type: none"> - Public engagement and feedback process ended 31 August - Submissions analysed and feedback report completed - Revisions to Action Plan completed - ELT and councillor workshops completed. - Final design work underway. 	<ul style="list-style-type: none"> - Adopt final version in March 2020. 	Green
Housing Strategy/HAT	<ul style="list-style-type: none"> - Draft discussion document produced to be presented to the new councillors - Internal and external working groups currently under formation - Housing Needs Assessment completed - Strawman of strategy being drafted - Regular working group meetings set 	<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"> - Overview of key strategy concepts tested at Executive Leadership Team Strategy Day on 6 March 2020. Direction of strategy has been broadly approved. 	<ul style="list-style-type: none"> - Review focus areas and actions with internal reference group (T3 managers and key staff) - April 2020 - Present draft strategy, including refined list of focus areas/actions to ELT - April 2020 	Green

% Of Year Completed 67%

Description	February 2020 Actual	February 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	7,013,987	7,109,100	(95,114)	56,940,632	56,943,277	(2,645)	85,136,522	67%	
Income - Grants & Subsidies	368,068	435,780	(67,712)	5,382,285	3,881,316	1,500,969	6,119,688	88%	1*
Income - NZTA External Cost Recoveries	397,678	318,423	79,255	3,075,421	2,547,385	528,036	3,821,077	80%	2*
Income - Consents	1,003,294	1,241,800	(238,507)	8,683,949	9,454,402	(770,453)	14,421,603	60%	3*
Income - External Cost Recovery	128,825	110,043	18,781	748,193	880,345	(132,152)	1,320,518	57%	4*
Income - Regulatory	270,864	650,998	(380,134)	4,482,849	4,608,001	(125,152)	6,860,284	65%	5*
Income - Operational	3,044,486	1,892,107	1,152,379	22,653,651	20,460,509	2,193,142	33,972,502	67%	6*
TOTAL OPERATING REVENUE	12,227,201	11,758,252	468,949	101,966,980	98,775,235	3,191,745	151,652,194	67%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,518,619	2,613,960	95,342	21,631,058	23,055,845	1,424,787	34,607,578	63%	7*
Expenditure - Salaries and Wages Contract	513,500	395,315	(118,185)	4,224,035	3,162,521	(1,061,515)	4,743,781	89%	8*
Expenditure - Health Insurance	31,617	30,996	(622)	228,332	247,967	19,635	371,950	61%	
TOTAL PERSONNEL EXPENDITURE	3,063,736	3,040,271	(23,464)	26,083,426	26,466,333	382,907	39,723,309	66%	
Operating Expenditure									
Expenditure - Professional Services	416,984	378,534	(38,450)	3,150,528	3,051,570	(98,958)	4,565,705	69%	
Expenditure - Legal	221,897	282,070	60,173	1,798,076	2,256,561	458,485	3,384,841	53%	9*
Expenditure - Stationery	13,906	34,524	20,618	296,159	274,192	(21,967)	412,300	72%	
Expenditure - IT & Phones	64,749	73,820	9,072	604,721	646,563	41,842	921,840	66%	
Expenditure - Commercial Rent	69,987	209,551	139,564	1,681,888	1,691,908	10,020	2,530,226	66%	10*
Expenditure - Vehicle	20,068	59,391	39,323	418,226	487,628	69,402	724,700	58%	
Expenditure - Power	250,734	278,043	27,310	2,029,620	2,223,887	194,268	3,335,353	61%	11*
Expenditure - Insurance	136,358	94,727	(41,631)	988,339	757,816	(230,523)	1,136,700	87%	12*
Expenditure - Infrastructure Maintenance	2,480,374	2,321,058	(159,317)	21,164,728	19,055,300	(2,109,428)	28,673,153	74%	13*
Expenditure - Parks & Reserves Maintenance	557,036	639,903	82,867	5,221,873	5,381,276	159,403	13,745,291	38%	14*
Expense - External Cost On Chargeable	142,860	107,608	(35,252)	811,876	860,861	48,986	1,291,292	63%	
Expenditure - Grants	612,606	534,504	(78,102)	4,733,199	4,701,301	(31,898)	7,657,543	62%	
Expenditure - Other	966,253	1,001,411	35,158	9,860,427	9,726,547	(133,880)	15,193,973	65%	15*
TOTAL OPERATING EXPENDITURE	5,953,811	6,015,144	61,333	52,759,657	51,115,410	(1,644,248)	83,572,917	63%	
Interest and Depreciation									
Expenditure - Interest	540,116	951,754	411,638	3,796,817	7,614,034	3,817,217	11,421,051	33%	16*
Expenditure - Depreciation	2,209,905	2,209,905	0	17,679,237	17,679,237	0	26,518,855	67%	
TOTAL INTEREST AND DEPRECIATION	2,750,021	3,161,659	411,638	21,476,053	25,293,271	3,817,217	37,939,906	57%	
TOTAL EXPENDITURE	11,767,568	12,217,074	449,506	100,319,136	102,875,013	2,555,877	161,236,132	62%	
NET OPERATING SURPLUS/(DEFICIT)	459,634	(458,822)	918,456	1,647,843	(4,099,778)	5,747,621	(9,583,939)		

- *1 Income - Grants & Subsidies** - The year to date favourable variance of \$1.5m includes additional income of \$338k for NZTA Rooding subsidised works for maintenance activities (offsets in Infrastructure maintenance costs - See Note. 13 below) and payments totalling \$1.1m from MBIE for TIF (Tourism Infrastructure Fund) funded toilets in the district received in September and November.
- *2 Income - NZTA External Cost Recoveries** - The \$528k favourable year to date variance is due to additional internal time allocations to CAPEX projects of \$211k and OPEX (NZTA recoveries) of \$317k.
- *3 Income - Consents** - The unfavourable YTD variance of \$770k is due to less than budgeted engineering labour recoveries \$261k, number of resource management applications received \$344k and other building income \$192k.
- *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** - The February unfavourable variance of \$380k includes a provision for doubtful debts adjustment of \$273k. Traffic & Parking infringements are down \$58k for the month along with Campervan infringements of \$75k. The \$125k year to date unfavourable variance includes reduced Traffic & Parking infringements of \$83k, Campervan infringements \$192k and a provision for doubtful debts of \$371k. This is offset with increased year to date carpark revenue via Pay&Display machines of \$428k.
- *6 Income - Operational** - February includes \$750k for interim 2019/20 dividends from Queenstown Airport and net interest of \$444k. The favourable year to date variance of \$2.2m includes \$357k favourable Turnover rents, favourable net interest of \$950k and Queenstown Airport dividends for \$6.2m which is \$0.8m 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 \$111k additional non-chargeable disbursements costs within P&D.
- *9 Expenditure - Legal** - Legal costs for the District Plan are tracking \$317k favourable year to date due to programming of the district plan (timing) and additional resourcing in the legal team.
- *10 Expenditure - Commercial Rent** - The \$140k favourable variance in Feb is due to a correction of year to date Rates costs.
- *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 (\$172k favourable).
- *12 Expenditure - Insurance** - The year to date unfavourable variance of \$231k is due to higher than expected insurance premiums on infrastructural assets.
- *13 Expenditure - Infrastructure Maintenance** - The unfavourable year to date variance of \$2.1m includes Rooding \$1.6m and Refuse \$465k increased costs. Rooding includes \$824k minor events and emergency reinstatement costs along with additional costs of \$181k for the street lighting contract and \$350k for internal time (Offset with additional Income of \$338k per Grants and subsidies Note. 1 and \$43k 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 rooding subsidy income can be reallocated towards year end from underspent rooding activities. Refuse includes additional waste/recycling collection contract costs of \$283k and Landfill costs of \$386k (due to increasing volumes of waste) offset with reduced refuse disposal costs of \$204k (carbon credits, glass to Landfill, tyres).
- *14 Expenditure - Parks & Reserves Maintenance** - Underspend expected to be caught up by year-end with noxious spraying at Matakauri park, Wakatipu sports fields renovations and goat pest control planned in the coming months. (timing)
- *15 Expenditure - Other** - The \$134k unfavourable year to date variance includes \$340k bad debt expenses (unbudgeted) within regulatory enforcement offset by \$148k cost savings within Alpine Aqualand.
- *16 Expenditure - Interest** - Interest expense is favourable by \$3.8m due to lower than expected interest rates and timing of capex spend which is mainly within the Property & Infrastructure space where the interest budget is phased straight line and has not been adjusted for projects deferred timing of delivery.

Description	February 2020 Actual	February 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	2,110,181	1,618,460	491,721	14,979,536	12,947,676	2,031,859	19,421,515	77%	*17
Income - Vested Assets	0	0	0	0	0	0	10,733,077	0%	
Income - Grants & Subsidies Capex	1,865,797	792,115	1,073,682	3,734,103	6,986,919	(3,252,816)	26,226,083	14%	*18
Income - Operational	0	0	0	0	0	0	27,800,000	0%	
TOTAL CAPITAL REVENUE	3,975,977	2,410,574	1,565,403	18,713,639	19,934,596	(1,220,957)	84,180,675	22%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	4,592,976	13,844,559	9,251,583	35,822,567	70,570,573	34,748,006	136,888,759	26%	*19
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	4,592,976	13,844,559	9,251,583	35,822,567	70,570,573	34,748,006	153,778,759		
NET CAPITAL FUNDING REQUIRED	616,999	11,433,985	7,686,180	17,108,928	50,635,977	35,968,963	69,598,084		
External Borrowing									
Loans	0						0		
Bonds	119,077,000						187,082,000		
TOTAL BORROWING	119,077,000						187,082,000		

 COMMENTARY

***17 Income - Development Contributions** - Development contribution invoices across 48 applications around the District were generated in February totalling \$2.1m. The largest was \$1.0m to Pro-Invest NZ Property 1 Ltd in relation to the building consent for the Sydney/Stanley Street Hotel. Totals for the year to date by programme are Water Supply \$2.7m, Waste Water \$4.7m, Storm Water \$0.5m, Transport \$4.1m, Community Facilities \$1.6m and Parks and Reserves \$1.4m. To note Development Contributions are \$2.0m above budget for this financial year.

***18 Income - Grants & Subsidies Capex** - \$3.7m has been claimed against a year to date budget of \$7.0m. February includes \$843k for Wakatipu Active Travel and \$809k for Sealed Road Resurfacing. 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 partly delivered and funded directly by NZTA.

***19 Projects - Capital Expenditure** - \$35.8m spend against a year to date budget of \$70.6m. 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 February were Wakatipu Sealed Road Resurfacing (\$1.0m), Wanaka Sealed Road Resurfacing (\$552k), and Wanaka Minor Improvements (\$196k)