
MONTHLY HIGHLIGHT REPORT



APRIL
2020

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report

Monthly Highlight Report – April 2020

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<500L	403.98L

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET <4 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.04	0.12
Clarity	0	0.67
Taste	0	0.20
Pressure/flow	1.36	2.88
Continuity of supply	1.28	2.91
TARGET <2 PER ANNUM	MONTHLY RESULT	YTD RESULT
QLDC response to issues	0	0

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<60 mins	N/A
<1440 mins	1058 mins

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<1440 mins	N/A
<10,080 mins	2867 mins

STORMWATER

STORMWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
	0.11	4.3

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	11 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	26 mins

WASTEWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.04	1.12
Faults	0.12	2.95
Blockages	0.08	2.12

TARGET <2 PER ANNUM

TARGET	RESULT
QLDC response to issues	0

SERVICE & \$\$\$

REQUESTS FOR SERVICE (RFS)

% customer RFS resolved on time

TARGET	RESULT
>95%	3 Waters 95% Solid Waste 97% Roading 80%

CAPEX

% within capital expenditure budget

TARGET	RESULT
80%-110%	63%

WASTE MANAGEMENT

WASTE DIVERTED FROM LANDFILL

Total waste diverted from landfill

TARGET	RESULT
>708t	283t

WASTE TO LANDFILL

Total waste to landfill

TARGET	RESULT
<3,333t	1646t

EXCEPTIONS

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

Water Supply Faults (Urgent) - There were no urgent water supply faults reported in April.

Requests For Service (RFS) - Roading - 80% of roading RFS were resolved on time this month. The target was not achieved, however both internal and contractor performance has increased from previous months' performance.

Capex - \$30.4m spend against a year to date budget of \$48.0m. A significant number of budgets were deferred from 2019/20 to 2020/21 in the November 2019 and March 2020 re-forecasts which were adjusted for in December and April. The major reasons for the change in the timing of delivery include the transport projects awaiting NZTA approval, various stages of HIF (Housing Infrastructure Fund), Lakeview developer agreements, land agreement and consenting process for 3 waters projects and the bundled approach to 3 waters delivery. A significant delay to construction activities has also occurred during the COVID-19 lockdown in April. The largest actual spends per project for April were the recycle centre plant upgrade (\$481k), Recreation Ground new wastewater pump station (\$322k) and Shotover Country rising main (\$285k).

Waste Diverted from Landfill - 283 tonnes of waste was diverted from landfill this month. The Materials Recovery Facility (MRF) was closed heading into Alert Level 4 and remains closed. Only glass has been able to be recycled during COVID-19 lockdown, meaning diversion targets were not met.

N.B. Closure of the landfill to all but collection vehicles and essential services during Alert Level 4 has resulted in a significant drop in tonnages of waste to landfill. Restrictions were loosened a little at Alert Level 3 to also allow safe services. However volumes to landfill are well short of a pre-covid month.

ACTIVE PARTICIPANTS
active sport and recreation participants per capita

TARGET	RESULT
>2,872	0

QUEENSTOWN MEMORIAL CENTRE
% hours of community use per month

TARGET	RESULT
>57%	82.14%

RESOURCE CONSENT TIME
% processed within the statutory timeframe

TARGET	RESULT
100%	89.39%

CUSTOMER CALLS
% answered within 20 seconds

TARGET	RESULT
>80%	93.1%

LAKE HAYES PAVILION
% hours of community use per month

TARGET	RESULT
>35%	0%

ARROWTOWN ATHENAEUM HALL
% hours of community use per month

TARGET	RESULT
>38%	0%

 **REGULATORY FUNCTIONS & SERVICES**

COMMUNITY ASSOCIATION MEETINGS
% attended by Elected Members/QLDC staff

TARGET	RESULT
>80%	100%

LAKE WANAKA CENTRE
% hours of community use per month

TARGET	RESULT
>39%	0%

ARROWTOWN COMMUNITY ROOMS
% hours of community use per month

TARGET	RESULT
>20%	0%

BUILDING CONSENT TIMES
% processed within the statutory timeframe

TARGET	RESULT
100%	96.85%

COMPLAINTS RESOLVED
% complaints resolved within 10 working days

TARGET	RESULT
>95%	N/A

QUEENSTOWN EVENTS CENTRE (INDOOR)
% hours of community use per month

TARGET	RESULT
>39%	0%

LIBRARY EVENTS
of community events held within libraries

TARGET	RESULT
>80	0

FREEDOM CAMPING RFS
of freedom camping RFS per month

TARGET	RESULT
<26.5	1

LGOIMA REQUESTS
% responded to within 20 days

TARGET	RESULT
100%	89%

QUEENSTOWN EVENTS CENTRE (ROOMS)
% hours of community use per month

TARGET	RESULT
>47%	0%

LIBRARY CIRCULATION
of items issued per month

TARGET	RESULT
>33,611	7245

COUNCILLOR ENQUIRIES
% responded to within 5 days

TARGET	RESULT
>95%	100%

TRAIL USAGE
Average number of daily trail users

TARGET	RESULT
>1800	1491

PARKS RFS
% RFS resolved within specified timeframe

TARGET	RESULT
>75%	76.92%

INTEREST RATES
Weighted average interest rate per month

TARGET	RESULT
<6.5%	3.13%

EXCEPTIONS

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

Active Participants - There were zero active sport and recreation participants due to the closure of facilities due to COVID-19.

All Venues and Facilities - All venues and facilities were closed due to COVID-19 with the exception of Queenstown Memorial Centre which was used as a Community Based Assessment Centre for COVID-19 for the month of April.

Trail Usage - The average daily user numbers for trails was down to 1491 this month compared to March due to COVID-19 restrictions. This does however compare favourably to April 2019, with the average daily user numbers being 5.8% higher than the same time last year. Despite the significant decrease in visitor numbers, there was an increase in use of the trails by local users, with the Frankton Track, Kelvin Peninsula, Old Lower Shotover Track and Riverside Road Track recording the highest daily averages.

Library Events - No physical events were held in libraries during April due to the closure of all facilities.

Library Circulation - Minimal hard copy items were checked out in April due to the closure of libraries.

Resource Consent Time - 89.39% of consents were processed within the statutory timeframe. The resource consents team has continued to work throughout the COVID-19 lockdown and this is reflected by the 68 decisions that were issued in April. The percentage processed within the statutory timeframe is the highest it has been in a number of months and shows the focus of the team in continuing to process during this time. 85 consents were received in April, and while this number is down 20% on April 2019, it is still within the realms of the numbers received over recent months (77 through to 102).

Complaints Resolved - No formal complaints were received during April.

LGOIMA Requests - 10 requests were due for a decision in April. One was withdrawn and one was a Councillor request that was on hold pending refinement. Two were extended by agreement with the requester - both had legal considerations. All information was released (where appropriate) alongside the decision advice.

N.B. Only one Community Association meeting was held and recorded as attended in April. In response to the COVID-19 pandemic, and the subsequent lockdown, most of the Community Association meetings did not go ahead for April.



PREVENTION

Positive Safety Actions

TYPE	RESULT
Take 5's	100
Inspections/Audits	3
Safety & Wellbeing	14
First Aid Training	2
H&S Meetings	13

DEPT. SAFETY BEHAVIOURS

Self-assessments from monthly safety activities

TYPE	RESULT
A	1
B	11
C	1
Target achieved	No

QLDC WORKPLACE INCIDENTS

Across All Groups

TYPE	RESULT
Employees	1
Contractors	0
Volunteers	0
Public	0

WORK EVENTS

Injury Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<9	6.15
LTIFR**	<5	6.15

*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 April 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 was one pain and discomfort employee incident in April. It was not significant nor notifiable.

There was a decrease in LTIFR for the month of April due to the COVID-19 lockdown.

HEALTH & SAFETY COMMITTEE CHAIR

The Safety Plans for return to work under Alert Level 3 were received.

A return to work page was added to YODA for those members of staff returning to work under Alert Level 3. This will be updated as we move through Alert Levels.

Department Safety Scoring: 1 A, 11 B's and 1 C.

Wellbeing initiative in April - Flu Shots. Limited flu vaccination sessions were held for essential workers and workers returning to work under Alert Level 3. This will be ongoing for May.

COVID-19 is playing a big part in the operation of the business, EOC is activated and is working closely with 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"> - Planning meetings held in April to align transport related design and programming matters with other related projects. - Project Manawa included in Crown Infrastructure Partners (CIP) fund proposal process as part of wider QLDC bundle of projects. Ngai Tahu Property also included Project Manawa as part of their (separate) CIP funding proposal. 	<ul style="list-style-type: none"> - 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. - Engagement with Elected Members on the draft site development plan and progress with the Foundation Documents. 	Amber
Wanaka Lakefront Development Plan	<ul style="list-style-type: none"> - Stage 3 – detailed design of the landscape plan is now complete. - Resource consent for the works and ecological report for the area are now complete and submitted. QLDC planning recommended both reports are to be peer reviewed. - The Quantity Surveyor (QS) pricing of stage one is complete, and the plan is to discuss this with the Wanaka Community Board (WCB) on the 25 May. 	<ul style="list-style-type: none"> - Stage 2 - workshop presentation with WCB, before the stage is presented to the community for comment. - Stage 4 and 5 – completed concept Design and QS costing to be discussed at the next Wanaka Community Board workshop. 	Green
Queenstown Gardens Development Plan	<ul style="list-style-type: none"> - Pathways, signage and lighting are now at concept design stage for the Queenstown Gardens and Marine Parade. - Worked with QS to understand costings for all stages. - Workshops with internal staff on design now complete. 	<ul style="list-style-type: none"> - 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"> - Forestry started up under Alert Level 3. - Log prices have been confirmed for the next six weeks and have increased. They are now back at the same level as when the harvest started. 	<ul style="list-style-type: none"> - Continue to speak to nurseries about beech seed contracts 	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">- Lake Hayes pump station supply and installation quotation obtained.- Johns Creek Norski relocation and toilet installation quotes obtained.- Glenorchy engineers report requested and results pending.- Albert Town Exeloo installation started under Alert Level 3. <p>TIF 3</p> <ul style="list-style-type: none">- The tender evaluation has been completed and supplier recommendation sent for sign-off. Toilets located at Peter Frazer park in Hawea and Bendemeer Bay Lake Hayes	<ul style="list-style-type: none">- Lake Hays Exeloo to be installed.- Norski toilet relocations x 2- Alpine toilet installation at Johns Creek <p>TIF 3</p> <ul style="list-style-type: none">- Request for Quotation (RFQ) for the demolition and installation work is underway.	<p>Green</p> <p>Green</p>
Frankton Campground	<ul style="list-style-type: none">- Removals stalled due to COVID-19 Alert Level 4 lockdown have been reactivated, with considerations around limiting numbers in quadrants and contact tracing.- Site visits postponed until May.- Correspondence is continuing with tenderers regarding the process and queries, including how they are coping in the current climate.	<ul style="list-style-type: none">- Site visits to shortlisted tenderers existing facilities planned for Monday 26 May and Tuesday 27 May.- Extension for removals – Friday 19 June.- Looking to identify and proceed the negotiation with preferred tenderer in June.	<p>Amber</p>

KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Responsible Camping	<ul style="list-style-type: none"> - Disruption to project caused by national and regional response to COVID-19 pandemic. - Response to COVID-19 Alert Level 4 shutdown enacted during the period. - Queenstown and Wanaka Hubs closed down and de-rigged 25 April and following week. - Ambassador contracts concluded. - Responsible Camping Project Control Group (PCG) meeting held on April 30. - Critical Path developed for Responsible Camping Funding Application (for 2020/2021) based on Governors Group. 	<ul style="list-style-type: none"> - End of season MBIE report – by 15 May. - Compile data and prepare end of season report for Governance Group by end of April. - Review and update of existing Responsible Camping Memorandum of Understanding (MOU) (delayed) - by end of June based on MBIE advice. - Funding application for Responsible Camping on hold – await advice from MBIE. - End of season hui/debrief with regional neighbours, Department of Conservation (DOC), Ministry of Business, Innovation and Employment (MBIE), New Zealand Transport Agency (NZTA), and Land Information New Zealand (LINZ) – postponed from 28 May to 1 July. - Governance Meeting scheduled – 29 June 	Amber
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 30 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 2 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. Resource consent will be lodged at the end of May. - Quail Rise: Resolve zoning appeal 	Amber
Water Treatment/ Compliance	<ul style="list-style-type: none"> - On going meetings with Drinking Water Assessor 	<ul style="list-style-type: none"> - Meeting to be held with the Small Communities - scheduled for June 2020. 	Green

KEY PROCESSES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Proposed District Plan (PDP)</p> <ul style="list-style-type: none"> - Stage one appeals progress - Stage two appeals progress - Stage three hearing progress 	<ul style="list-style-type: none"> - 101 appeals and 1065 appeal points scheduled for mediation and hearings. - Mediations of Topics 18-23 completed apart from complex rezoning appeals - Hearings and appeals on complex topics rescheduled due to Alert Level 4 restrictions. - 84 appeals and 930 appeal points were received challenging Council's decisions. - Council confirming position for key appeals February/May 2020. - Council evidence on submissions on Stage 3 and 3B delivered March 2020. - Stage 3 hearings rescheduled to July/August 2020. 	<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 or Alert Level 2 mediation identified and scheduled for June. - Topics suitable for remote or Alert Level 2 mediation identified and scheduled for June/July - Currently waiting on the Court to confirm rescheduled dates. - Evidence exchange May/June 2020 - Hearing 28 July – 13 Aug 2020 - Panel recommendations Oct 2020 - Council Decisions 10 December Meeting - Appeals February 2020. 	<p>Amber</p> <p>Amber</p> <p>Green</p>
<p>Annual Plan 2020-21</p>	<ul style="list-style-type: none"> - Submissions opened on 16 March and closed on 17 April. - 214 submissions were received in total via the online submission form, email and post. The opportunity to submit over the phone was also provided as an option. 	<ul style="list-style-type: none"> - Hearings to be held on 28 and 29 May. These will be held virtually due to the COVID-19 Alert Level 2 restrictions. They will be livestreamed for the community to observe. - Annual Plan to be presented to Council for adoption at the 25 June Council meeting. 	<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. - Resource Consent application docs being prepared for the town centre streets (Brecon, Rees, Beach and Park Sts). - Resource Consent application still being processed for Boundary St Car Park. - Negotiations commenced with preferred tenderer for the Alternative Private Sector-led Car Park proposal. 	<ul style="list-style-type: none"> - Town Centre Transport Projects Detailed Business Case Stakeholder online workshop on emerging package scheduled - 5 May 2020. - Resource Consent approval for Boundary St Car Park anticipated in May 2020. - Town Centre Transport Projects Detailed Business Case Emerging Package community engagement to commence - May 2020. - Boundary St Car Park and Alternative Private Sector-led Preferred Car Park Proposal to be reviewed at June 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"> - NZTA funding approval for Network Optimisation Single Stage Business received. 	<ul style="list-style-type: none"> - Project Manager to be engaged May/June 2020. 	<p>Green</p>
<p>Frankton Flats Masterplan</p>	<ul style="list-style-type: none"> - Final draft Masterplan and Integrated Transport Programme Business Case documents completed. 	<ul style="list-style-type: none"> - Masterplan and Integrated Transport Programme Business Case proposed to go to Council in June 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"> - Work programme and timeframes being adjusted due to COVID-19. New timetables to be discussed and agreed with Central Government and Kai Tahu. Spatial Plan and QLDC Recovery Team to work closely together. - 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 has been published online that pulls together all the feedback from the community, including the comments received on the Lets Talk page. 	<ul style="list-style-type: none"> - Community consultation feedback summary posted on the Lets Talk page - early April. - Spatial Plan timeframes to be adjusted following COVID-19. New work programme and date to be agreed with Central Government and Kai Tahu. Updates will be posted on the Lets Talk page. 	Green
Climate Change Action Plan	<ul style="list-style-type: none"> - Final version adopted. 	<ul style="list-style-type: none"> - Full integration with the Recovery Action Plan. - Start to deliver the Climate Action Plan – immediate focus on developing the road map, emissions monitoring system, climate reference group and performance measures. 	Green
Housing Strategy/HAT	<ul style="list-style-type: none"> - Work programme and timeframes being adjusted due to COVID-19. - Work closely with QLDC Recovery Team. - 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"> - Updated programme delivery to be developed in conjunction with the Recovery Team. 	Green
Whaiora Framework/Community and Culture Strategy	<ul style="list-style-type: none"> - Review of strategy focus areas/actions to be undertaken with Tier 3 Managers. - Due to COVID-19 pandemic, and the significant effect this will have on the Queenstown Lakes community, re-scoping and alignment with the recovery process is required. 	<ul style="list-style-type: none"> - Draft strategy to be integrated into the Strategic Recovery Plan (in particular community recovery) - May 2020 	Green

% Of Year Completed 83%

Description	April 2020 Actual	April 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	7,031,164	6,965,653	65,511	71,099,222	71,020,844	78,378	85,136,522	84%	
Income - Grants & Subsidies	346,140	484,469	(138,329)	6,153,392	4,813,990	1,339,402	6,119,688	101%	1*
Income - NZTA External Cost Recoveries	540,536	318,423	222,112	4,083,772	3,184,231	899,541	3,821,077	105%	2*
Income - Consents	642,430	1,241,800	(599,370)	10,486,890	11,938,002	(1,451,113)	14,421,603	73%	3*
Income - External Cost Recovery	186,351	110,043	76,308	1,105,614	1,100,432	5,182	1,320,518	84%	
Income - Regulatory	(152,378)	587,056	(739,434)	4,867,564	5,779,556	(911,991)	6,860,284	71%	4*
Income - Operational	1,360,762	1,903,048	(542,285)	24,820,010	24,271,674	548,336	33,972,502	73%	5*
TOTAL OPERATING REVENUE	9,955,005	11,610,493	(1,655,487)	122,616,463	122,108,728	507,735	151,652,194	81%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,914,634	2,890,055	(24,579)	27,413,934	28,821,857	1,407,924	34,607,578	79%	6*
Expenditure - Salaries and Wages Contract	246,442	395,315	148,873	4,937,371	3,953,151	(984,220)	4,743,781	104%	7*
Expenditure - Health Insurance	28,000	30,996	2,996	280,208	309,958	29,750	371,950	75%	
TOTAL PERSONNEL EXPENDITURE	3,189,076	3,316,366	127,290	32,631,513	33,084,966	453,454	39,723,309	82%	
Operating Expenditure									
Expenditure - Professional Services	208,216	378,534	170,318	3,809,730	3,808,638	(1,092)	4,565,705	83%	
Expenditure - Legal	247,841	282,070	34,230	2,300,548	2,820,701	520,154	3,384,841	68%	8*
Expenditure - Stationery	3,762	34,524	30,762	355,611	343,240	(12,371)	412,300	86%	
Expenditure - IT & Phones	66,563	73,820	7,257	734,233	794,203	59,970	921,840	80%	
Expenditure - Commercial Rent	217,741	209,551	(8,190)	2,184,807	2,111,010	(73,797)	2,530,226	86%	
Expenditure - Vehicle	81,254	59,391	(21,863)	560,994	606,410	45,416	724,700	77%	
Expenditure - Power	190,287	277,837	87,551	2,475,651	2,779,670	304,020	3,335,353	74%	9*
Expenditure - Insurance	136,358	94,727	(41,631)	1,261,056	947,270	(313,786)	1,136,700	111%	10*
Expenditure - Infrastructure Maintenance	2,366,688	2,348,688	(18,000)	26,183,994	23,712,455	(2,471,539)	28,673,153	91%	11*
Expenditure - Parks & Reserves Maintenance	320,410	670,203	349,793	6,407,350	6,865,825	458,475	13,745,291	47%	12*
Expense - External Cost On Chargeable	154,040	107,608	(46,432)	1,126,661	1,076,077	(50,585)	1,291,292	87%	
Expenditure - Grants	483,532	517,740	34,208	5,751,513	5,736,282	(15,232)	7,657,543	75%	
Expenditure - Other	1,907,609	973,493	(934,116)	12,855,782	11,719,044	(1,136,738)	15,193,973	85%	13*
TOTAL OPERATING EXPENDITURE	6,384,301	6,028,187	(356,114)	66,007,929	63,320,823	(2,687,106)	83,572,917	79%	
Interest and Depreciation									
Expenditure - Interest	405,315	951,754	546,439	4,370,897	9,517,543	5,146,646	11,421,051	38%	14*
Expenditure - Depreciation	2,209,905	2,209,905	0	21,352,040	22,099,046	747,006	26,518,855	81%	
TOTAL INTEREST AND DEPRECIATION	2,615,220	3,161,659	546,439	25,722,937	31,616,589	5,893,652	37,939,906	68%	
TOTAL EXPENDITURE	12,188,597	12,506,212	317,615	124,362,378	128,022,378	3,660,000	161,236,132	77%	
NET OPERATING SURPLUS/(DEFICIT)	(2,233,591)	(895,719)	(1,337,872)	(1,745,915)	(5,913,650)	4,167,735	(9,583,939)		

***1 Income - Grants & Subsidies** - The year to date favourable variance of \$1.3m includes additional income of \$180k for NZTA Rooding subsidised works for maintenance activities (offsets in Infrastructure maintenance costs - See Note. 11 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 \$828k favourable year to date variance is due to additional internal time allocations to CAPEX projects of \$464k and OPEX (NZTA recoveries) of \$512k.

***3 Income - Consents** - The April variance of \$599k is due to unfavourable labour recoveries revenue within building \$346k and Resource management \$189k. This is a result of level 4 lockdown with reduced consent applications received and inspectors were not allowed on site during this time. The year to date unfavourable variance of \$1.5m is due to less than budgeted engineering labour recoveries \$302k, less than budgeted number of resource management applications received \$592k and reduced other building income \$556k.

***4 Income - Regulatory** - The \$739k unfavourable variance for April was due to level 4 lockdown where Parking and Campervan patrols were limited to complaint investigations and there was no revenue from Pay&Display Machines. April also includes a provision for doubtful debts adjustment of \$254k which is based on age of receivables. The \$912k year to date unfavourable variance includes reduced Traffic & Parking infringements of \$428k, Campervan infringements \$301k and a provision for doubtful debts of \$449k. This is offset with increased year to date carpark revenue via Pay&Display machines of \$217k.

***5 Income - Operational** - The April unfavourable variance of \$542k includes reduced lease income of \$382k and refuse revenue down by \$361k due to Transfer station closure as a result of Covid-19. Sport and Recreation income is down \$360k due to Alert level 4 restrictions which is offset with favourable net interest of \$579k. The favourable year to date variance of \$548k includes favourable net interest of \$802k and Queenstown Airport dividends for \$6.2m which is \$844k above Full Year budget. This is offset with reduced Sport & Rec income of \$874k and Venues & Facilities Income of \$143k (due to QEC Closure From roof ventilation replacement and Covid-19 restrictions) along with reduced refuse income of \$304k.

***6 Expenditure - Salaries and Wages** - There is an actual year to date saving of \$1.4m which includes an allowance for vacancies. This is offset by an increase in contractor costs.

***7 Expenditure - Salaries and Wages Contract Staff** - There is an expected \$0.7m 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.

***8 Expenditure - Legal** - Legal costs for the District Plan are tracking \$520k favourable year to date due to programming of the district plan (timing) and additional resourcing in the legal team.

***9 Expenditure - Power** - The month favourable variance is due to alert level 4 closure of Sport and recreation venues \$64k. The year to date favourable variance includes reduced electricity and gas expense from the Alpine Aqualand pool closure \$195k.

***10 Expenditure - Insurance** - The year to date unfavourable variance of \$313k is due to higher than expected insurance premiums on infrastructural assets.

***11 Expenditure - Infrastructure Maintenance** - The unfavourable year to date variance of \$2.5m includes Rooding \$1.8m, 3 Waters \$340k and Refuse \$309k increased costs. Rooding includes \$1.1m minor events and emergency reinstatement costs along with additional costs of \$197k for the street lighting contract and \$554k for internal time (Offset with additional Income of \$180k 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 in May. Additional NZTA rooding subsidy income can be reallocated towards year end from underspent rooding activities. Refuse includes additional waste and recycling collection contract costs of \$288k and Landfill costs of \$345k (due to increasing volumes of waste) offset with reduced refuse disposal costs of \$324k (carbon credits, glass to Landfill, tyres). 3 Waters includes \$171k storm water costs in April due to the December and February flooding events. There is \$132k additional costs year to date within Cardrona Wastewater due to the ongoing need to truck excess waste to Project Pure. Wanaka wastewater includes additional costs of \$85k which have been on-charged to Broad Spectrum.

***12 Expenditure - Parks & Reserves Maintenance** - The favourable April variance of \$350k is a result of level 4 lockdown and non-essential work that wasn't able to be carried out (high profile turf) as well as a labour discount passed on from the contractor due to receiving the Government wage subsidy. The year to date underspend was 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) but some of these budgets will now reflect a permanent underspend as the parks team have worked to provide operational savings as a response to covid-19 impacts.

***13 Expenditure - Other** - The unfavourable April variance of \$943k is mostly due to Covid 19 Welfare response \$1.2m and \$54k for the December Flood event offset by reduced staff expenses (training & recruitment) and maintenance cost in Sport and Recreation. The \$1.1m unfavourable year to date variance includes \$402k bad debt expenses (unbudgeted) within regulatory enforcement.

***14 Expenditure - Interest** - Interest expense is favourable by \$5.1m 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	April 2020 Actual	April 2020 Adjusted Budget	Variance to Budget	Year to date Actual	Year to date Adjusted Budget	Year to date Variance	Full Year Adjusted Budget	YTD Actuals to Full Year Budget	
CAPITAL REVENUE									
Income - Development Contributions	1,871,799	1,618,460	253,339	18,734,184	16,184,596	2,549,588	19,421,515	96%	*15
Income - Vested Assets	0	0	0	0	0	0	10,733,077	0%	
Income - Grants & Subsidies Capex	281,605	792,115	(510,510)	4,430,739	8,571,149	(4,140,410)	26,226,083	17%	*16
Income - Operational	0	0	0	0	0	0	27,800,000	0%	
TOTAL CAPITAL REVENUE	2,153,404	2,410,574	(257,170)	23,164,923	24,755,745	(1,590,822)	84,180,675	28%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	3,763,769	9,750,698	5,986,929	45,556,451	76,240,496	30,684,045	106,058,532	43%	*17
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	3,763,769	9,750,698	5,986,929	45,556,451	76,240,496	30,684,045	122,948,532		
NET CAPITAL FUNDING REQUIRED	1,610,365	7,340,124	6,244,100	22,391,528	51,484,752	32,274,867	38,767,858		
External Borrowing									
Loans	0						0		
Bonds	119,661,000						187,082,000		
TOTAL BORROWING	119,661,000						187,082,000		

 COMMENTARY

***15 Income - Development Contributions** - Development contribution invoices across 15 applications around the District were generated in April totalling \$1.87m. The largest was \$418k to Alpine Estate Ltd to undertake a 96 Lot residential subdivision at Cardrona Valley Rd - Stage 5. Totals for the year to date by programme are Water Supply \$3.3m, Waste Water \$5.6m, Storm Water \$0.6m, Transport \$4.6m, and Parks and Reserves \$4.2m. To note Development Contributions are \$2.5m above budget for this financial year.

***16 Income - Grants & Subsidies Capex** - \$4.4m has been claimed against a year to date budget of \$8.6m. 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.

***17 Projects - Capital Expenditure** - \$45.5m spend against a year to date budget of \$76.2m. A significant number of budgets were deferred from 2019/20 to 2020/21 in the November 2019 and March 2020 Reforecasts which were adjusted for in December and April. 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), Lakeview developer agreements, land agreement and consenting process for 3 waters projects and bundled approach to 3 waters delivery. A significant delay to Construction activities has also occurred during the Covid-19 lockdown in April. The largest actual spends per project for April were Recycle centre plant upgrade \$481k, Recreation Ground new WW Pump Station \$322k and Shotover Country Rising Main (Bridge) \$285k.