
MONTHLY HIGHLIGHT REPORT



OCTOBER
2019

Key Performance Indicators – Traffic light status report

Health & Safety Summary

Key Priorities Update

Financial Management Report

Monthly Highlight Report – October 2019

CORE INFRASTRUCTURE & SERVICES

Key Performance Indicators

WATER SUPPLY

WATER CONSUMPTION

Amount consumed per person per day

TARGET	RESULT
<500L	533L

WATER SUPPLY COMPLAINTS

No. of complaints per 1000 connections

TARGET <4 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.04	0.04
Clarity	0.12	0.39
Taste	0.08	0.12
Pressure/flow	0.31	0.74
Continuity of supply	0.27	0.97

TARGET <2 PER ANNUM

TARGET	RESULT
QLDC response to issues	0

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<60 mins	9 mins
<1440 mins	86 mins

WATER SUPPLY FAULTS

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

TARGETS	RESULTS
<1440 mins	114 mins
<10,080 mins	1374 mins

STORMWATER

STORMWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
	0	0

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	29 mins

WASTEWATER OVERFLOWS

Median response time to resolve problem

TARGET	RESULT
<240 mins	227 mins

WASTEWATER COMPLAINTS

No. of complaints per 1000 connections

TARGET <5 PER ANNUM	MONTHLY RESULT	YTD RESULT
Odour	0.08	0.32
Faults	0.03	1.23
Blockages	0.12	0.64

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 92% Solid Waste 80% 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	766t

WASTE TO LANDFILL

Total waste to landfill

TARGET	RESULT
<3,333t	4,108t

EXCEPTIONS

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

Water Consumption - The average amount of water consumed per person per day was 533 litres. This is above the target set.

Requests For Service (RFS) - Solid Waste - 80% of customer RFS were resolved on time this month. There has been a slight decrease with contractor performance results, and this will be a focus for next month. There has been a 12% internal team performance increase and the team will focus on keeping the momentum going to bring the overall percentage up for next month.

Requests For Service (RFS) - Roading - 80% of customer RFS were resolved on time this month. This represents a 10% combined performance increase compared to the previous month. Particularly, there has been a strong internal team focus to lift results from 68% in September to 89% in October.

Capex - There has been a \$15.7m spend against a year to date budget of \$26.1m. Delays were encountered to North East Frankton Stormwater completion due to issues with proposed under road tunnelling equipment. A significant number of budgets were deferred from 2018/19 to 2019/20 but will again need to be partly deferred. Reasons for this include transport projects awaiting NZTA approval, joint venture agreement for Civic Heart and Project Connect, various stages of HIF and Lakeview developer agreements and bundled approach to 3 waters delivery. The largest actual spends per project for October were the North East Frankton Stormwater conveyance (\$493k) and the wastewater renewals for Queenstown (\$242k).

Waste to Landfill - 4,108 tonnes of waste was sent to landfill in October. Waste to landfill amounts continues to increase and this is largely attributed to the districts growth and the amount of construction and demolition work that is occurring.

ACTIVE PARTICIPANTS

active sport and recreation participants per capita

TARGET	RESULT
>2,872	2,244

LAKE HAYES PAVILION

% hours of community use per month

TARGET	RESULT
>35%	33.4%

LAKE WANAKA CENTRE

% hours of community use per month

TARGET	RESULT
>39%	40.9%

QUEENSTOWN EVENTS CENTRE (INDOOR)

% hours of community use per month

TARGET	RESULT
>39%	43.0%

QUEENSTOWN EVENTS CENTRE (ROOMS)

% hours of community use per month

TARGET	RESULT
>24%	55.7%

TRAIL USAGE

Average number of daily trail users

TARGET	RESULT
>1800	1787

QUEENSTOWN MEMORIAL CENTRE

% hours of community use per month

TARGET	RESULT
>57%	56.9%

ARROWTOWN ATHENAEUM HALL

% hours of community use per month

TARGET	RESULT
>38%	56.5%

ARROWTOWN COMMUNITY ROOMS

% hours of community use per month

TARGET	RESULT
>12%	20.7%

LIBRARY EVENTS

of community events held within libraries

TARGET	RESULT
>80	117

LIBRARY CIRCULATION

of items issued per month

TARGET	RESULT
>33,611	39,092

PARKS RFS

% RFS resolved within specified timeframe

TARGET	RESULT
>75%	77.8%

RESOURCE CONSENT TIME

% processed within the statutory timeframe

TARGET	RESULT
100%	80.3%


REGULATORY FUNCTIONS & SERVICES
BUILDING CONSENT TIMES

% processed within the statutory timeframe

TARGET	RESULT
100%	97%

FREEDOM CAMPING RFS

of freedom camping RFS per month

TARGET	RESULT
<26.5	5

CUSTOMER CALLS

% answered within 20 seconds

TARGET	RESULT
>80%	76.3%

COMMUNITY ASSOCIATION MEETINGS

% attended by Elected Members/QLDC staff

TARGET	RESULT
>80%	62%

COMPLAINTS RESOLVED

% complaints resolved within 10 working days

TARGET	RESULT
>95%	50%

LGOIMA REQUESTS

% responded to within 20 days

TARGET	RESULT
100%	100%

COUNCILLOR ENQUIRIES

% responded to within 5 days

TARGET	RESULT
>95%	83%

INTEREST RATES

Weighted average interest rate per month

TARGET	RESULT
<6.5%	3.41%

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

Active Participants - Active sport and recreation participant numbers have decreased this month and did not meet the target set. This is due to the pool currently being closed and it is likely to affect numbers until the pool reopens in March.

Resource Consent Time - 80.3% of resource consents were issued on time. The primary reason the target was not met is because there was a high level of consents lodged in September, the highest so far this financial year. This spike led to a high number of decisions being issued in October and it is noted a high number were within timeframes. There are still a number of vacancies within the team. Consultants are being utilised to help with the overflow to help achieve greater compliance.

Community Association Meetings - Eight of 13 community association meetings were recorded as attended in October 2019 by elected members and staff. This is the same as the number of meetings recorded last month. It should be noted that the Local Authority Elections were held on 12 October 2019 which may have affected results.

Complaints Resolved - Four complaints were received in October. Two of these were resolved and met the resolution timeframes, however two remain outstanding. Of these two, one is sitting with Property and Infrastructure and there has been multiple communications with the customer, however no resolution and the other RFS is with Community Services with no resolution.

Councillor Enquiries - Six Councillor enquiries were recorded for the month of October. These consisted of one for Corporate Services, two for Planning and Development, and three for Property and Infrastructure. The one overdue RFS was for Planning and Development and was due to requiring an investigation from staff that were on leave.



PREVENTION

Submissions per month

TYPE	RESULT
Risk Assessment	358
Near Miss	0
Hazard	0

BEHAVIOUR SELF ASSESSMENT

Dept. Self Safety Scores

TYPE	RESULT
A	5
B	10
C	0
Target achieved	Yes

UNSAFE EVENTS

Incidents/Accidents Across All Groups

TYPE	RESULT
Employees	4
Contractors	6
Volunteers	0
Public	2

UNSAFE EVENTS

Frequency Rates

TYPE	TARGET	RESULT
TRIFR*	<9	11.48
LTIFR**	<5	11.48

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

NOTIFICATIONS

Contact with Worksafe

EVENT TYPE	RESULT
Death	0
Injury	0
Illness	0
Incident	0

QLDC Health and Safety Objectives Review

2019/20	
COMPLIANCE:	Health & Safety internal audit by each department to be conducted utilising the WSMP standard
UNSAFE 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

MONTHLY COMMENTARY

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

There was one LTI recorded this month. It was well reported and handled effectively, with the team leader making an active effort to find suitable alternate duties.

Total Recordable Injury Frequency Rate (TRIFR):

The TRIFR has decreased this month and the trend continues downwards towards target.

Unsafe Events:

There were 4 employee incidents in the month of October - 1 x Lost Time, 1 x Pain and Discomfort, 2 x Vehicle Incident.

There were 6 Contractor Incidents in the month of October - 1 x Reported by QLDC Personnel, 5 x Contractor Own Incidents.

There were 0 Volunteer Incidents in the month of October.

There were 2 Public incidents (involving QLDC work place) in the month of October - 2 x Incidents.

Health & Safety Training:

- Warrant and Enforcement Training
- EAP services held on-site sessions across the organisation
- Cultivating a grounded and relaxed presence at work - Wellbeing sessions for the Building Support Team.
- Resilience Training - Learning and Practicing to Thrive

HEALTH & SAFETY COMMITTEE CHAIR

TRIFR and LTIFR is continuing its downward trend. There was one LTI this month.

Department Safety Scoring: Great scoring with 5 A's, 10 B's and 0 C's. This highlights a positive trend to ensure health and safety stays at the forefront of our business.

There has been an ongoing initiative on wellbeing in October with breathing workshops, EAP service visits and personal resilience training.

Responsible camping in the region is a hot topic again and our ambassadors are well trained to manage the upcoming challenges coming within their role to ensure they staff safe.

KEY CAPITAL PROJECT UPDATES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Project Manawa	<ul style="list-style-type: none"> - A Project Manawa Delivery Team meeting took place on 10 October. - A Project Manawa update was provided to the ELT on 16 October. - A Project Manawa Workshop was held on 24 October. 	<ul style="list-style-type: none"> - Project Manawa Workshop to be held - 25 November. - Project Manawa to go to Council Workshop - 16 December. 	Green
Wanaka Lakefront Development Plan	<ul style="list-style-type: none"> - Progressing with developed design with Landscape Architect 	<ul style="list-style-type: none"> - Construction to start late summer/early autumn 2020 	Green
Queenstown Gardens	<ul style="list-style-type: none"> - Concept design for implementation of stage one of the QT Gardens development plan and Marine Parade underway (Pathways, signage and lighting). - Working with stakeholders and Iwi to reach detailed design stage in Feb 2020. - Working with Quantity Surveyor to understand budgets. 	<ul style="list-style-type: none"> - Detailed design to be provided in early 2020. 	Green
Coronet Forest Harvest	<ul style="list-style-type: none"> - Contract for harvest and upgrade of Alan Reid road to be signed. - Two contracts prepared by RCP and Simpson Grierson: <ul style="list-style-type: none"> - Logging agreement for harvesting, cartage and marketing activities - NZS 3910:2013 - Coronet Forest Infrastructure Construction & Maintenance Contract Alan Reid's Road, Arrowtown - An additional 1,000 trees were planted in the trial site beside the forest. - 40kg of beech seed has been collected and negotiations with south island nurseries has been initiated to understand the cost of growing on for 2-6 years. - All neighbours have been notified. 	<ul style="list-style-type: none"> - Confirmation on exact start date, 2nd December 2019. - Tree felling will occur as Alan Reid Road is being upgraded. 	Green
Frankton Campground	<ul style="list-style-type: none"> - Tender clarification and evaluation period began on 1 October 2019. - Enquiries received by Council relating to appropriateness of bonds for removal works. 	<ul style="list-style-type: none"> - Tender Evaluation Team to finalise the RFP process to choose the new lessee to undertake the development of the new Frankton Camp. - Answering questions and assisting Camp residents - Deadline for Camp residents to move off the camp site is 31 January 2020. 	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"> - As per MBIE contract, TIF 2 toilets were to be completed by 31 January 2020. However only three of the nine toilets will be installed by the 31 January 2020. - First toilet installed in Glenorchy near the skate park. Working with the community on the location of the second site. The initial location was rejected by the community due to siting. Their proposed site has a high-risk factor due to high water table and liquefaction, however options are being worked thorough and will report on the associated risk before a decision is made. - SH6 Isthmus Peak Carpark toilet has now been moved to replace a Norski toilet at Craigburn down the road, has been delayed due to approval from NZTA as to the location on SH6. This is on LINZ land, consent has been given. - Bennetts Bluff, Glenorchy toilet is on hold due to DOC consenting issues. <p>TIF 3</p> <ul style="list-style-type: none"> - The TIF three projects were to be completed by February 2020 and the contract for the TIF 3 funding was signed in mid-September. However, there is a 16 week wait for production of toilets from some of the factories. - Marine Parade Feasibility study – Boffa Miskall are working on this in conjunction with the Queenstown Gardens. Working with stakeholders and lwi to reach detailed design stage in February 2020. - Replacement of toilet at Peter Fraser Park in Hawea – in planning phase, will go out for tender in the new year. To be installed late 2020. - Replacement of toilet at Bendemeer Bay, Lake Hayes – in planning phase, will go out for tender in the new year. To be installed late 2020. <p>TIF 4</p> <ul style="list-style-type: none"> - Application has been submitted for TIF 4 and now awaiting decision on the funding from MBIE. 	<ul style="list-style-type: none"> - Bennett's Bluff, Craigburn LINZ Norski replacement and Glenorchy toilets will be installed by the end of March 2020. The delay was due to the availability of subcontractors to carry out landscaping and installation of the toilets for the Auckland based Exeloo. - Luggate Red Bridge toilet to be installed - 16 December 2019 - Kingston Reserve new toilet to be installed - 16 December 2019 - SH6 Kingston to Frankton toilet to be installed - 10 February 2020 - Albert Town new toilet to be installed - 24 February 2020 - Lake Hayes rowing club toilet to be installed - 9 March 2020 <ul style="list-style-type: none"> - Plan is to go out to tender for the toilets in early 2020 year and install late 2020. <ul style="list-style-type: none"> - Waiting for application decision from MBIE 	<p>Amber</p>

KEY COMMUNITY ISSUES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Responsible Camping	<ul style="list-style-type: none"> - Weekly Responsible Camping Meeting – season operational implementation. - Meeting and briefing with Aukaha representatives held on 17 October. - PCG Workshop was held on 29 October to agree on priorities. - Draft Risk Register was reviewed on 29 October. - Communication Plan FAQ's finalised on 30 October - QLDC Responsible Camping Survey questions were shared with PCG members, TNZ and regional neighbours on 22 October - Site Visit to Queenstown Responsible Camping Hub and briefing to Peeni Henare (Associate Minister of Tourism) – 30 October. 	<ul style="list-style-type: none"> - Digital Information Packs shared with stakeholders (all signage designs, leaflets, survey questions) - Induction of Responsible Camping Ambassadors - Monday 4 November 2019 - Development and finalisation of Stakeholder Relationship Plan for Implementation. - Finalisation of Risk Register – input to draft from PCG - Scoping / Briefs for Site Assessment project (STA-10,13, MTA-6) - TIA Responsible Camping Forum Video - Thursday 7 November - Service Hubs go live- Sunday 10 November 2019 - All Staff Meeting - Monday 18 November 2019 	Green
Growth - Housing Infrastructure Fund	<ul style="list-style-type: none"> - Kingston: Developer Agreement is signed. Resource consent for development still voluntarily on hold. Design of the water supply scheme and wastewater scheme underway. - Ladies Mile: Council decided on the 30 May to proceed with a council led plan change. Letter to MBIE was sent in August 2019 and currently awaiting official feedback. Investigative work is underway to establish the options for the future of Ladies Mile to be reported back to Council in the New Year. - Quail Rise: Wastewater and water supply work along State Highway finished. Zoning for site is still under mediation. - Delays on all projects 	<ul style="list-style-type: none"> - Kingston: Resource Consent voluntarily put on hold by developer to resolve issue with access to site from State Highway 6. - Lodge resource consent application for wastewater treatment plant after developer has received subdivision resource consent. - Ladies Mile - Investigative work to be reported back to Council early 2020. - Quail Rise - Resolve zoning appeal. 	Amber
Water Treatment/ Compliance	<ul style="list-style-type: none"> - Small Communities meeting was held on 14 November. These meetings are held quarterly and the Community Associations are invited to attend these. - Regular meetings continue with the Drinking Water Assessor. 	<ul style="list-style-type: none"> - The next Small Communities meeting is scheduled for February 2020. 	Green
Parking	<ul style="list-style-type: none"> - The Parking Strategy has now been completed 	<ul style="list-style-type: none"> - Project completed. Implementation will be reported via the Masterplan project updates. 	Green

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
<p>Queenstown Centre Masterplan</p>	<ul style="list-style-type: none"> - Town Centre Transport Projects Detailed Business Case technical analysis of shortlisted options progressing with preferred options workshop deferred until early 2020 due to integration work required with Frankton. - Scope for the design of the first package of Wakatipu Active Travel Network routes being defined. - Site investigations to finalise the Detailed design for the town centre streets (Brecon, Rees, Beach and Park Sts) due to commence in November. - Resource Consent application being processed for Boundary St Car Park. 	<ul style="list-style-type: none"> - Council workshop for Alternative Private Sector-led Preferred Parking Proposal scheduled for December 2019 - Detailed Design for the town centre streets due to be completed- December 2019. - Town Centre Transport Projects Detailed Business Case Preferred Option Stakeholder workshop scheduled - early 2020. - Town Centre Transport Projects Detailed Business Case due to be completed - April 2020. 	<p>Green</p>
<p>Wanaka Town Centre Masterplan</p>	<ul style="list-style-type: none"> - Integrated Transport Programme Business Case documents finalised. 	<ul style="list-style-type: none"> - Final Integrated Transport Programme Business Case (incl. Draft Masterplan) to be presented to the Wanaka Community Board - 21 November 2019. 	<p>Green</p>
<p>Frankton Flats Masterplan</p>	<ul style="list-style-type: none"> - Final draft Masterplan & Integrated Transport Programme Business Case under review by investment partners and alignment with associated business cases being checked. 	<ul style="list-style-type: none"> - Masterplan & Integrated Transport Programme Business Case due to be completed - December 2019. - Masterplan & Integrated Transport Programme Business Case proposed to go to Council in early 2020. 	<p>Green</p>

KEY STRATEGIC POLICIES

ITEM	COMMENTARY	NEXT KEY MILESTONES	RAG STATUS
Future Development Strategy/Spatial Plan	<ul style="list-style-type: none"> - The mapping for the spatial plan is under construction. - Draft work stream reports are being prepared. - The Future Development Strategy forms part of the Spatial Plans broader work programme, as per agreement with Central Government. - Community pre-consultation has taken place in Queenstown, Frankton, Kingston and Glenorchy. Feedback from these sessions is fed into developing draft Spatial Plan. - Stakeholder meetings were held in Queenstown and Wanaka on the 19 and 20 November. Boffa Miskell is compiling the information from these sessions, which will inform the Spatial Plan. 	<ul style="list-style-type: none"> - Community pre-consultation is underway, with only Hawea and Luggate sessions left. hawea session to be held on 25 November and Luggate session on 27 November. - Lets Talk page closes on the 1 Dec. - First draft to be presented to Council - March 2020. This to be followed by formal community consultation. 	Green
Climate Change Strategy	<ul style="list-style-type: none"> - Public engagement and feedback process ended on 31 August. - Submissions analysed and feedback report completed. - Revisions to Action Plan completed. 	<ul style="list-style-type: none"> - ELT 4 Dec Strategy Day to discuss revised Action Plan in detail - Councillor Workshop to discuss feedback and revisions - mid December - Aim to adopt final version in early 2020. 	Green
Housing Strategy	<ul style="list-style-type: none"> - Draft discussion document produced to be presented to the new councillors. - Internal and external working groups currently under formation. 	<ul style="list-style-type: none"> - Discussion document to be released - December 2020 	Green
Well Being Strategy	<ul style="list-style-type: none"> - Three Investment Logic Map (ILM) workshops were held on the 8, 15 and 31 October to further define scope. - Consultant contract has been signed and the consultant has commenced literature review. - Overview of the Whaiora Framework (previously called Wellbeing Framework) and the Community and Culture Headline Strategy was presented to ELT on 20 November 2019. - Consultants (GLG) completed cross-strategy interviews, including Facilities, Library, Engagement, Economic Development, Organisational Development, Quality of Life, and Events and Arts on 19 and 20 November. 	<ul style="list-style-type: none"> - Interview with Aukaha - end November - Consultants to provide draft outline of strategy - end of November - Meeting with Chief Executive - 3 December - Review of grants and community funding. Work in progress - fourth quarter - Strategy to be endorsed by Council - April 2020 	Green

% Of Year Completed 33%

Description	October 2019 Actual	October 2019 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	7,191,106	7,240,868	(49,761)	28,584,954	28,584,335	618	85,136,522	34%	
Income - Grants & Subsidies	648,769	475,177	173,592	3,519,325	2,132,347	1,386,978	6,119,688	58%	1*
Income - NZTA External Cost Recoveries	394,352	318,423	75,928	1,605,674	1,273,692	331,982	3,821,077	42%	2*
Income - Consents	1,295,882	1,201,800	94,082	4,694,022	4,807,201	(113,179)	14,421,603	33%	3*
Income - External Cost Recovery	119,480	110,043	9,437	414,617	440,173	(25,555)	1,320,518	31%	
Income - Regulatory	594,031	476,798	117,234	2,508,283	2,068,782	439,501	6,860,284	37%	4*
Income - Operational	1,500,290	1,901,331	(401,041)	13,364,690	12,889,527	475,163	33,972,502	39%	5*
TOTAL OPERATING REVENUE	11,743,910	11,724,439	19,470	54,691,565	52,196,057	2,495,507	151,652,194	36%	
EXPENDITURE									
Personnel Expenditure									
Expenditure - Salaries and Wages	2,828,564	3,040,216	211,652	10,998,136	11,701,493	703,357	34,607,578	32%	6*
Expenditure - Salaries and Wages Contract	710,062	395,315	(314,747)	2,214,259	1,581,260	(632,998)	4,743,781	47%	7*
Expenditure - Health Insurance	52,189	30,996	(21,193)	81,214	123,983	42,770	371,950	22%	
TOTAL PERSONNEL EXPENDITURE	3,590,814	3,466,527	(124,287)	13,293,609	13,406,737	113,128	39,723,309	33%	
Operating Expenditure									
Expenditure - Professional Services	526,023	380,475	(145,547)	1,680,366	1,521,902	(158,464)	4,565,705	37%	8*
Expenditure - Legal	232,345	282,070	49,725	940,104	1,128,280	188,176	3,384,841	28%	9*
Expenditure - Stationery	54,335	34,524	(19,811)	157,707	136,096	(21,611)	412,300	38%	
Expenditure - IT & Phones	106,524	73,820	(32,703)	388,853	331,281	(57,572)	921,840	42%	
Expenditure - Commercial Rent	248,487	210,593	(37,894)	973,231	845,371	(127,861)	2,530,226	38%	10*
Expenditure - Vehicle	52,298	57,891	5,593	200,831	231,564	30,733	694,700	29%	
Expenditure - Power	254,464	277,945	23,481	1,048,141	1,111,458	63,317	3,335,353	31%	
Expenditure - Insurance	158,724	94,727	(63,997)	490,902	378,908	(111,994)	1,136,700	43%	11*
Expenditure - Infrastructure Maintenance	2,682,827	2,359,503	(323,324)	10,124,688	9,769,211	(355,477)	28,592,033	35%	12*
Expenditure - Parks & Reserves Maintenance	598,044	622,053	24,009	2,107,220	2,185,713	78,493	13,745,291	15%	
Expense - External Cost On Chargeable	136,119	107,608	(28,511)	455,649	430,431	(25,219)	1,291,292	35%	
Expenditure - Grants	675,187	684,520	9,334	2,493,278	2,511,406	18,128	7,657,543	33%	
Expenditure - Other	2,112,218	1,817,960	(294,258)	5,529,423	4,986,195	(543,228)	15,304,593	36%	13*
TOTAL OPERATING EXPENDITURE	7,837,594	7,003,690	(833,905)	26,590,394	25,567,815	(1,022,579)	83,572,417	32%	
Interest and Depreciation									
Expenditure - Interest	448,539	951,754	503,215	1,891,331	3,807,017	1,915,686	11,421,051	17%	14*
Expenditure - Depreciation	2,209,905	2,209,905	0	8,839,618	8,839,618	0	26,518,855	33%	
TOTAL INTEREST AND DEPRECIATION	2,658,444	3,161,659	503,215	10,730,950	12,646,635	1,915,686	37,939,906	28%	
TOTAL EXPENDITURE	14,086,853	13,631,876	(454,977)	50,614,952	51,621,187	1,006,235	161,235,632	31%	
NET OPERATING SURPLUS/(DEFICIT)	14,086,853	13,631,876	(454,977)	50,614,952	51,621,187	1,006,235	161,235,632	31%	

- *1 Income - Grants & Subsidies** - The year to date favourable variance of \$1.4m includes additional income of \$345k for NZTA Rooding subsidised works for maintenance activities (offsets in Infrastructure maintenance costs - See Note. 12 below) and a 3rd payment for \$1.06m from MBIE for TIF 2 Toilets (Tourism Infrastructure Fund) received in September.
- *2 Income - NZTA External Cost Recoveries** - The \$332k favourable year to date variance is due to additional internal time allocations to CAPEX projects of \$238k and OPEX (NZTA recoveries) of \$84k.
- *3 Income - Consents** - The unfavourable variance of \$113k is due to reduced engineering and environmental health labour recoveries.
- *4 Income - Regulatory** - Favourable variance of \$440k due to increased carpark revenue via Pay&Display machines of \$251k along with additional traffic & parking infringements of \$154k.
- *5 Income - Operational** - October includes \$563k unfavourable net interest due to interest payments made. Favourable year to date variance of \$475k includes \$387k favourable Turnover rents, Queenstown Airport final 2018:19 dividend for \$5.5m which is \$94k above Full Year budget, \$118k additional revenue across Sport & Rec and net interest \$224k favourable due to timing of capital spend.
- *6 Expenditure - Salaries and Wages** - The year to date favourable variance of \$703k is due to carrying vacancies including \$343k for Planning and Development, \$227k in Community Services and \$70k in Infrastructure. The overall favourable year to date variance is partially offset with additional contract staff costs to fill vacancies.
- *7 Expenditure - Salaries and Wages Contract Staff** - The \$634k unfavourable year to date variance includes an additional \$315k of contract staff processing costs within Planning & Development to cover vacancies for building and resource management. Property & Infrastructure have \$256k of unbudgeted contract staff spend to cover vacancies which also gets partially offset with additional CAPEX recoveries.
- *8 Expenditure - Professional Services** - October overspend includes additional network investigation and other consultant costs \$127k within Rooding.
- *9 Expenditure - Legal** - Legal costs for the District Plan are tracking \$173k favourable YTD due to programming of the district plan (timing).
- *10 Expenditure - Commercial Rent** - The year to date unfavourable variance is due to \$125k additional QLDC rates relating to the re-zoning of the Lakeview Site Lynch Block and Cemetery Road future development area.
- *11 Expenditure - Insurance** - The October and YTD unfavourable variance is due to higher than expected insurance premiums for 3 waters assets.
- *12 Expenditure - Infrastructure Maintenance** - October includes additional Rooding maintenance costs which are now tracking \$661k unfavourable YTD offset by YTD underspends for 3 waters maintenance costs \$180k due to timing.
- *13 Expenditure - Other** - The \$543k unfavourable year to date variance includes \$256k bad debt expenses within regulatory enforcement.
- *14 Expenditure - Interest** - Interest expense is favourable by \$1.9m 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	October 2019 Actual	October 2019 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	2,870,484	1,618,460	1,252,025	6,811,509	6,473,838	337,671	19,421,515	35%	*15
Income - Vested Assets	0	0	0	0	0	0	10,733,077	0%	
Income - Grants & Subsidies Capex	135,032	877,115	(742,083)	1,137,890	3,608,460	(2,470,570)	26,226,083	4%	*16
Income - Operational	0	0	0	0	0	0	27,800,000	0%	
TOTAL CAPITAL REVENUE	3,005,516	2,495,574	509,942	7,949,399	10,082,298	(2,132,899)	84,180,675	9%	
CAPITAL EXPENDITURE									
Projects/Asset Purchases	4,087,982	8,708,149	4,620,167	15,702,100	26,059,981	10,357,881	210,465,688	7%	*17
Debt Repayment	0	0	0	0	0	0	16,890,000		
TOTAL CAPITAL EXPENDITURE	4,087,982	8,708,149	4,620,167	15,702,100	26,059,981	10,357,881	227,355,688		
NET CAPITAL FUNDING REQUIRED	1,082,466	6,212,575	4,110,225	7,752,701	15,977,683	12,490,780	143,175,013		
External Borrowing									
Loans	0						0		
Bonds	116,034,000						187,082,000		
TOTAL BORROWING	116,034,000						187,082,000		

 COMMENTARY

***15 Income - Development Contributions** - Development contribution invoices across 64 applications around the District were generated in October totalling \$2.9m. The largest was \$1.3m for RCL Henley Downs for 170 lots at Hanley's Farm. Totals for the year to date by programme are Waste Water \$2.1m, Transport \$1.6m, Water Supply \$1.3m, Community Facilities \$0.9m, Parks and Reserves \$0.7m and Storm Water \$0.2m. To note Development Contributions are \$338k above budget for this financial year.

***16 Income - Grants & Subsidies Capex** - \$1.1m has been claimed against a year to date budget of \$3.6m. A number of NZTA budgets are still awaiting approval including Arterials (\$5.7m), Wakatipu Active Travel (\$8.4m), 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.

***17 Projects - Capital Expenditure** - \$15.7m spend against a year to date budget of \$26.1m. Delays were encountered to North East Frankton Stormwater completion due to issues with proposed under road tunnelling equipment. A significant number of budgets were deferred from 2018/19 to 2019/20 but will again need to be partly deferred for reasons including transport projects awaiting NZTA approval, joint venture agreement for Civic heart and Project connect, various stages of HIF and Lakeview developer agreements and bundled approach to 3 waters delivery. The largest actual spends per project for October were N East Frankton Stormwater conveyance \$493k and Wastewater renewals Queenstown \$242k.