

1. Audit, Risk and Assurance Committee

1.1 Communications

(a) Key results for the quarter

- Implementation of the GW communications strategy including a stronger focus on working with staff week by week to identify media opportunities. Began raising awareness of regional council activities in Wairarapa through increased media activity - possum culling in a Masterton park, dealing with a magpie that was harassing the Martinborough postie, biological control for broom, councillor McPhee's monthly column, the threat of didymo and aquatic weeds to summer recreation, etc
- Introduced media phone and media logging system
- Developed an integrated communications strategy for Hutt River issues
- Published the Annual Report
- Provided communications support for regional governance including writing opinion pieces and supporting Working Party
- Public presentation and online videos of progress towards a new regional plan
- Published Our Region in Dominion Post and Wairarapa News
- Toxic algae public awareness campaign
- Transport communications, organised and achieved publicity for
 - Finalisation of a new Wellington City bus network design
 - Introduction of a trial bus service to Riverstone Terraces in Upper Hutt
 - Greater Wellington Regional Council's winning a Road Safety Grant for cycle skills training
 - Winning a Roll on Wellington award for bike carrying facilities on the new Matangi trains
 - Announcing the latest developments in the Public Transport Spine Study
 - The introduction of all the new Matangi trains into passenger service
 - Increasing capacity on Wairarapa peak hour trains
 - Scooter safety training pilot programme
 - Develop a communications plan for integrated ticketing
- And supported a wide range of other initiatives and issues, including:
 - Boulcott/Hutt Stopbank project and other flood protection projects and events

- Initial stage of summer water conservation during the upgrade of the Stuart Macaskill lakes
 - Rimutaka Rail Tail 25th anniversary
 - Great Outdoors Summer Events 2013-01-22 Belmont Regional Park logging operation
 - RCC relocation
 - Intranet redevelopment
 - Waiohine Floodplain Management Plan
 - Wairarapa Moana Wetlands project
 - Mangatarere Restoration Society
- Significant changes to the communications team with appointment of new Communications Manager Donna Baker

(b) Looking ahead

- Ongoing comms support for regional governance
- Redevelopment of the Intranet
- RCC relocation
- Toxic algae public awareness
- Great Outdoors Summer Events 2013
- Regional Plan community engagement
- Programme of track upgrades in Belmont Regional Park
- Summer water conservation during the upgrade of the Stuart Macaskill lakes
- Boulcott/Hutt Stopbank project and other flood protection projects and events
- Regional council winning the battle against rooks
- Formal release of the inaugural Metropolitan Rail Annual Report
- Annual Plan 2013/14
- Commence new graphic design and video production programme

Communications support including media for:

- Wellington City bus network
- Hutt Valley public transport review
- Active a2b sustainable transport summer challenge
- New training courses for motorcyclists
- Progress with purchase of more Matangi trains
- Upper Wairarapa Valley Floodplain Management Plan
- Waiohine Floodplain Management Plan

- A feature on riparian and erosion zones and NZ Tree Grower magazine
- Wairarapa Moana Wetlands website
- Field horsetail - an agricultural weed threatening cropping land in Wairarapa
- Helispraying willows to enhance a wetland
- Pest control and native birds in the Porirua Scenic Reserve
- Trapping ferrets to protect Pukaha/Mt Bruce
- More awareness around didymo and aquatic weeds

(c) Departmental Summary

The net operating deficit for the Communications department for the six months ended 31 December was \$25,000 compared to the budgeted operating deficit of \$2,000.

(d) Financial reports

Communications Dept Income Statement 6 months ended 31 December 2012	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Full Year Forecast \$000	Full Year Budget \$000	Full Year Variance \$000	Last Year YTD Actual \$000	Last Year FY Actual \$000
External Revenue	-	-	-	-	-	-	-	-
Internal Revenue	-	-	-	-	-	-	-	-
TOTAL INCOME	-	-	-	-	-	-	-	-
less:								
Personnel Costs	408	405	(3)	859	809	(50)	338	694
Materials,Supplies & Services	99	123	24	246	246	-	126	257
Travel & Transport Costs	6	6	-	12	12	-	4	8
Contractor & Consultants	124	78	(46)	286	166	(120)	30	140
Grants and Subsidies Expenditure	-	-	-	-	-	-	-	-
Internal Charges	102	101	(1)	203	203	-	101	207
Total Direct Expenditure	739	713	(26)	1,606	1,436	(170)	599	1,306
Corporate & Department Overheads	(718)	(718)	-	(1,436)	(1,436)	-	(714)	(1,429)
Depreciation	4	7	3	13	13	-	4	7
Loss(Gain) on Sale of Assets / Investments	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE	25	2	(23)	183	13	(170)	(111)	(116)
OPERATING SURPLUS/(DEFICIT)	(25)	(2)	(23)	(183)	(13)	(170)	111	116
Add Back Depreciation	4	7	(3)	13	13	-	4	7
Other Non Cash	-	-	-	-	-	-	-	-
Net Asset Acquisitions	-	-	-	-	-	-	-	-
Net External Investment Movements	-	-	-	-	-	-	-	-
NET FUNDING BEFORE DEBT & RESERVE MOVEMENT	(21)	5	(26)	(170)	-	(170)	115	123
Debt Additions / (decrease)	-	-	-	-	-	-	-	-
Net Reserves (Increase) / decrease	-	-	-	-	-	-	-	-
NET FUNDING SURPLUS (DEFICIT)	(21)	5	(26)	(170)	-	(170)	115	123

(e) Departmental financial summary and variance analysis

Total direct expenditure was \$739,000 compared to the budget of \$713,000.

The main variances were related to:

- Increased expenditure on contractors and consultants. This is due to vacancies that were temporarily covered by contractors as well recruitment costs for the new manager.

Attachment 4 to Report 13.56

- There were also savings in materials and supplies due to timing of certain activities.
 - The forecast expenditure related to personnel costs and consultants has increased due to change in personnel and additional staffing requirements.
- (f) Departmental financial summary and variance analysis
Risks have been reviewed and no risks have been identified.