

1. Strategy and Community Engagement Group

1.1 Sustainable Transport

(a) Key results for the quarter

- A Memorandum of Understanding was executed with Palmerston North City Council for expansion of the Let's Carpool website to the Horizons region. The partnership will facilitate carpooling for regular commute trips between the Wellington and Horizons regions, particularly for commute trips between the Kapiti Coast and the Levin and Palmerston North centres.
- Successful launch of 'Spring to the Street' – a three-week sustainable transport challenge with over 1760 registrants from over 110 workplaces in the region taking part.
- A successful sustainable transport and health and wellbeing seminar, 'Getting Wellness Moving in the workplace' was held by Greater Wellington with support by ACC and CCDHB.
- Movin' Magazine, the annual publication highlighting successful regional school travel initiatives, was published and distributed to all schools in the region
- Training of nine cyclist skills trainers took place in Upper Hutt in collaboration with Upper Hutt City Council and in Masterton, increasing the capacity to deliver cyclist skills to regional schools.
- Completion of production of a pedestrian safety video campaign entitled 'A Two-Way Street' in collaboration with the victim of a pedestrian-vehicle crash that occurred on a pedestrian crossing in Hutt City and the NZ Police. The campaign's key message, which depicts actual CCTV camera footage of the crash, is 'Look Both Ways' before crossing the street and 'Safe Speeds Save Lives'.
- Construction of a boardwalk in the Muri Road Reserve to create improved pedestrian access and facilitate walking from Muri and Pukerua Bay Station (following closure of Muri Station).

(b) Looking Ahead

- The "Spring to the Street" sustainable transport challenge project will be evaluated.
- The Let's Carpool webpage will be upgraded to accommodate the Canterbury and Horizons regions. The expansion of Let's Carpool to the Auckland region will be finalised and partnership Memorandum of Understanding with Auckland Transport will be signed.

- Launch of the ‘Two-Way Street’ pedestrian safety campaign video will be launched on 26 October and promoted throughout the region using social media and email networks.
- Undertake a public transport trial in partnership with Capital and Coast DHB, Go Wellington, Valley Flyer and Snapper. The aim is to encourage the use of public transport by Wellington Hospital employees that currently drive to work. The trial is part of our on-going relationship with the CCDHB’s travel planning.
- The new Regional Cycling Maps will be distributed to cycling communities, information centres and local councils throughout the region.
- A folding bike fun run event will be held in November as part of continued promotion of folding bikes.
- Improvements to the School Travel Plan Programme will be implemented, including improvements to registration, surveying and reporting processes for schools and travel plan coordinators.

(c) Financial Summary

The net operating surplus for the Sustainable Transport department for the quarter ended 30 September was \$11,000 compared to the budgeted operating deficit of \$6,000.

(d) Financial reports

Last Year YTD Actual \$000	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Sustainable Transport Income Statement 3 months ending 30 September 2011	Last Year FY Actual \$000	Full Year Forecast \$000	Full Year Budget \$000	Full Year Variance \$000
74	74	74	-	Rates & Levies	295	297	297	-
216	190	258	(68)	Government Grants & Subsidies	896	875	890	(15)
-	-	-	-	External Revenue	1	-	-	-
-	7	6	1	Investment Revenue	24	25	25	-
1	-	-	-	Internal Revenue	6	-	-	-
291	271	338	(67)	TOTAL INCOME	1,222	1,197	1,212	(15)
				less:				
117	124	124	-	Personnel Costs	472	497	497	-
13	29	36	7	Materials, Supplies & Services	150	115	128	13
-	-	-	-	Travel & Transport Costs	1	2	-	(2)
14	-	2	2	Contractor & Consultants	46	12	7	(5)
-	-	76	76	Grants and Subsidies Expenditure	60	116	130	14
54	56	55	(1)	Internal Charges	219	222	222	-
198	209	293	84	Total Direct Expenditure	948	964	984	20
-	-	-	-	Financial Costs	-	-	-	-
-	-	-	-	Bad Debts	-	-	-	-
48	51	51	-	Corporate & Department Overheads	194	204	204	-
-	-	-	-	Depreciation	-	-	-	-
-	-	-	-	Loss(Gain) on Sale of Assets / Investments	-	-	-	-
246	260	344	84	TOTAL EXPENDITURE	1,142	1,168	1,188	20
45	11	(6)	17	OPERATING SURPLUS/(DEFICIT)	80	29	24	5
-	-	-	-	Add Back Depreciation	-	-	-	-
-	-	-	-	Other Non Cash	-	-	-	-
-	-	-	-	Net Asset Acquisitions	-	-	-	-
-	-	-	-	Net External Investment Movements	-	-	-	-
45	11	(6)	17	NET FUNDING BEFORE DEBT & RESERVE MOVEMENTS	80	29	24	5
-	-	-	-	Debt Additions / (decrease)	-	-	-	-
-	-	-	-	Debt Repaid	-	-	-	-
(45)	(11)	6	(17)	Net Reserves (Increase) / decrease	(80)	(29)	(24)	(5)
-	-	-	-	NET FUNDING SURPLUS (DEFICIT)	-	-	-	-

(e) Financial summary and variance analysis

Total direct expenditure was below budget by \$84,000 due to:

- Grants of \$65,000 were not paid for the School Travel Plan Programme. The grants in the past were paid to TAs but now schools will apply directly for this grant. The phasing of the budget was based on payments being made to TAs so the variance is due to timing. There will be a slight reduction in total grants for this programme, the forecast reduced accordingly.
- Materials and supplies are \$7,000 below budget due to a delay in updating the regional cycling map. This delay is due to the timing of data received from Terralink.

The forecast for Materials and Supplies has been reduced by \$13,000, mainly due to software licence fees (Trapeze) paid at the end of last year and not treated as a prepayment.

Total revenue is \$67,000 below budget and this is due to:

- Reduced NZTA grant revenue to date due to lower expenditure incurred for projects that are eligible for funding.

(f) Business plan performance indicators

Performance indicator	Performance to date
New travel plans will be developed by 16 schools, 4 workplaces, and all existing travel plans in schools and workplaces will be monitored/reviewed	Programmes are on track with progress reported to the Regional Transport Committee in September.
At least one community travel behaviour change project will be supported	On track with support provided to facilitate cyclist skills training.
Walking and cycling initiatives will be facilitated. The Cyclist and Walking	On track to meet performance indicators with progress reported to the Regional Transport Committee in September.

Performance indicator	Performance to date
Journey Planner will be maintained and the region's Active Transport Forum will be facilitated	
The regional road safety campaign will be supported and reported to the Regional Transport Committee	Road safety campaigns initiatives on track and reported to the Regional Transport Committee in September.
Public awareness campaigns will be carried out to promote walking, cycling and public transport, and to discourage unnecessary car trips	On track with progress reported to the Regional Transport Committee in September.

(g) Risk analysis

Risks have been reviewed and no risks have been identified.

1.2 Corporate Planning – Transport planning

(a) Key results for the quarter

- The consultant for the Wellington PT Spine Study was appointed and the study commenced. Feedback was provided to all unsuccessful tenderers.
- The hearing for the review of the Hutt Corridor Plan was held.
- Preparatory work for the development of the Regional Land Transport Programme was completed, and the prioritisation methodology endorsed by the Regional Transport Committee.
- The Port Access Strategy was completed in conjunction with NZTA, Wellington City Council, and Interislander.

- Negotiations were held with NZTA on proposed financial assistance rate (FAR) changes for regional transport activities. This included the preparation of Greater Wellington and Regional Sector Group submissions.

(b) Looking ahead

- The scoping report and the International Review for the Wellington PT Spine Study will be completed.
- The Hutt Corridor Plan will be approved by the Regional Transport Committee.
- Proposed regional transport planning activities for the Regional Transport Programme will be entered into the database.
- The initial draft Regional Land Transport Programme will be developed and a workshop held with the Regional Transport Committee.
- The review of the Western Corridor Plan will be commenced.

(c) Departmental Summary – Transport Planning

The net operating deficit of the Transport Planning department for the quarter ended 30 September was \$30,000 compared to the budgeted operating deficit of \$69,000.

(d) Financial reports

Last Year YTD Actual \$000	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Transport Planning Income Statement 3 months ending 30 September 2011	Last Year FY Actual \$000	Full Year Forecast \$000	Full Year Budget \$000	Full Year Variance \$000
96	73	73	-	Rates & Levies	382	293	293	-
246	89	209	(120)	Government Grants & Subsidies	298	888	888	-
-	-	23	(23)	External Revenue	-	94	94	-
6	12	11	1	Investment Revenue	44	43	43	-
-	-	-	-	Internal Revenue	-	-	-	-
348	174	316	(142)	TOTAL INCOME	724	1,318	1,318	-
				less:				
19	41	42	1	Personnel Costs	147	168	168	-
2	2	1	(1)	Materials, Supplies & Services	38	30	30	-
-	-	-	-	Travel & Transport Costs	-	-	-	-
1	68	249	181	Contractor & Consultants	108	1,029	1,069	40
-	-	-	-	Grants and Subsidies Expenditure	-	-	-	-
50	51	51	-	Internal Charges	199	203	203	-
72	162	343	181	Total Direct Expenditure	492	1,430	1,470	40
-	-	-	-	Financial Costs	-	-	-	-
-	-	-	-	Bad Debts	-	-	-	-
40	42	42	-	Corporate & Department Overheads	160	167	167	-
-	-	-	-	Depreciation	-	-	-	-
-	-	-	-	Loss(Gain) on Sale of Assets / Investments	-	-	-	-
112	204	385	181	TOTAL EXPENDITURE	652	1,597	1,637	40
236	(30)	(69)	39	OPERATING SURPLUS/(DEFICIT)	72	(279)	(319)	40
-	-	-	-	Add Back Depreciation	-	-	-	-
-	-	-	-	Other Non Cash	-	-	-	-
-	-	-	-	Net Asset Acquisitions	-	-	-	-
-	-	-	-	Net External Investment Movements	-	-	-	-
236	(30)	(69)	39	NET FUNDING BEFORE DEBT & RESERVE MOVEMENTS	72	(279)	(319)	40
-	-	-	-	Debt Additions / (decrease)	-	-	-	-
-	-	-	-	Debt Repaid	-	-	-	-
(236)	30	69	(39)	Net Reserves (Increase) / decrease	(72)	279	319	(40)
-	-	-	-	NET FUNDING SURPLUS (DEFICIT)	-	-	-	-

(e) Financial summary and variance analysis

Total direct expenditure was below budget by \$181,000 due to:

- RLTP – \$30,000 was budgeted for consultants in the first quarter however this work has been done internally. More resource may be required in quarter two and no change has been made to the forecast.
- Wellington PT Spine Study – \$110,000 reduced expenditure on consultants as there was a delay in commencing this study due to the procurement process taking longer than anticipated, no change to forecast.
- Hutt Corridor Study – \$38,000 reduced expenditure on consultants due to delays to the finalisation of the hearings process and NZTA confirmation of funding availability. The plan is in its final stages now and will go to Committee for approval in October. Design and publishing costs to follow however it is expected that a saving of \$40,000 will be made and the forecast has been reduced accordingly.

Total income was \$174,000 compared to a budget of \$316,000. This variance is due to:

- Lower Government grants received from NZTA due to reduced expenditure on projects entitled to this funding.

(f) Departmental business plan performance indicators

Performance indicator	Performance to date
The Regional Land Transport Programme will be approved by the Council for submission to the New Zealand Transport Committee	A Technical Working Group has been established, and a programme and prioritisation methodology has been endorsed by the Regional Transport Committee.
The Wellington Public Transport Spine Study will have made significant progress, with the first three phases complete and public consultation on the options ready to commence	The PT Spine Study has commenced, an Elected Members Group, Steering Group, Technical Working Group and Media Communications Group have been established. Work is continuing on the development of a scoping report.
A review of the Hutt Corridor Plan will be approved by the Regional Transport Committee by 30 September 2011	The hearing process has been concluded and a final plan is being prepared.

(g) Departmental risk analysis

See 2.2.14 – potential risks to the timing of the Public Transport Spine Study because of delays with the development of the public transport model.

1.3 Strategic Planning – Data and analysis

(a) Key results for the quarter

- The Annual Monitoring Report 2010/2011 for the Regional Land Transport Strategy was completed and will be presented to the October meeting of the Regional Land Transport Committee.
- Bus origin and destination surveys were completed at the beginning of September 2011 and the data has now been supplied to the modelling consultants.
- Unfortunately the 1 in 50 year storm hit during the rail origin and destination surveys which were mostly conducted during the 15th to 19th August. Additionally train breakdowns caused passengers to leave rail stations. The data was analysed and it was concluded that the rail passengers would have to be re-surveyed.

(b) Strategic Planning – Data and Analysis

- The Annual Monitoring report for the Regional Land Transport Strategy will be reported to the Regional Transport Committee.
- A re-survey of the rail passenger origin and destination surveys will be completed in October 2011.
- The Wellington Transport Models' consultants will focus on development of the 2011 base models with completion expected at the end of the 3rd quarter 2011/12. Final forecasting models will be delivered in the 4th quarter 2011/12.

(c) Financial Summary

The net operating surplus for the Data and Analysis department for the quarter ended 30 September was \$390,000 compared to the budgeted operating surplus of \$200,000.

(d) Financial reports

Last Year YTD Actual \$000	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Data and Analysis Income Statement 3 months ending 30 September 2011	Last Year FY Actual \$000	Full Year Forecast \$000	Full Year Budget \$000	Full Year Variance \$000
180	197	197	-	Rates & Levies	721	788	788	-
17	362	188	174	Government Grants & Subsidies	128	975	975	-
-	-	-	-	External Revenue	-	-	-	-
(3)	4	3	1	Investment Revenue	12	12	12	-
-	-	-	-	Internal Revenue	-	-	-	-
194	563	388	175	TOTAL INCOME	861	1,775	1,775	-
-	-	-	-	less:	-	-	-	-
92	90	99	9	Personnel Costs	326	396	396	-
3	5	3	(2)	Materials,Supplies & Services	18	26	26	-
-	-	-	-	Travel & Transport Costs	1	-	-	-
22	-	-	-	Contractor & Consultants	10	46	46	-
-	-	-	-	Grants and Subsidies Expenditure	-	-	-	-
13	15	15	-	Internal Charges	51	60	60	-
130	110	117	7	Total Direct Expenditure	406	528	528	-
-	2	3	1	Financial Costs	-	13	13	-
-	-	-	-	Bad Debts	-	-	-	-
59	61	61	-	Corporate & Department Overheads	235	243	243	-
-	-	7	7	Depreciation	-	27	27	-
-	-	-	-	Loss(Gain) on Sale of Assets / Investments	-	-	-	-
189	173	188	15	TOTAL EXPENDITURE	641	811	811	-
5	390	200	190	OPERATING SURPLUS/(DEFICIT)	220	964	964	-
-	-	7	(7)	Add Back Depreciation	-	27	27	-
-	-	-	-	Other Non Cash	-	-	-	-
-	(482)	(250)	(232)	Net Asset Acquisitions	(166)	(1,300)	(1,300)	-
-	-	-	-	Net External Investment Movements	-	-	-	-
5	(92)	(43)	(49)	NET FUNDING BEFORE DEBT & RESERVE MOVEMENTS	54	(309)	(309)	-
-	121	63	58	Debt Additions / (decrease)	42	325	325	-
-	(2)	(9)	7	Debt Repaid	(10)	(38)	(38)	-
(6)	(27)	(9)	(18)	Net Reserves (Increase) / decrease	(84)	22	22	-
(1)	-	2	(2)	NET FUNDING SURPLUS (DEFICIT)	2	-	-	-

Last Year YTD Actual \$000	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Data and Analysis Capital Expenditure Statement 3 months ending 30 September 2011	Last Year FY Actual \$000	Full Year Forecast \$000	Full Year Budget \$000	Full Year Variance \$000
-	-	-	-	Total Asset Acquisitions	-	-	-	-
-	483	250	(233)	Capital Project Expenditure	166	1,300	1,300	-
-	-	-	-	Asset Disposal Cash Proceeds	-	-	-	-
-	483	250	(233)	Net Capital Expenditure	166	1,300	1,300	-
-	-	-	-	Investments Additions	-	-	-	-
-	483	250	(233)	Net Capital and Investment Expenditure	166	1,300	1,300	-

(e) Financial summary and variance analysis

- Capital expenditure on the transport model was \$483,000 compared to the budget of \$250,000. This variance is due to survey costs incurred in the first quarter, this was initially planned for later in the year. No changes to the forecast.
- Grant revenue is \$174,000 above budget due to the increased capital expenditure on the transport model which receives funding from NZTA.

(f) **Business plan performance indicators**

Performance indicator	Performance to date
To update the strategic transport model to the 2011 base year and develop a Public Transport model	Due the requirement to re-survey rail passengers this project is now expected to be completed in May 2012 rather than march 2012.
A monitoring report on the Regional Land Transport Strategy will be approved by the Regional Transport Committee for publication by 30 September 2011	The monitoring report for 2010/ 11 has been completed and will be reported to the Regional Transport Committee in October 2011.

(g) **Risk analysis**

The delay in delivery of the Wellington Transport Models will have implications for the timeline of the Public Transport Spine Study (Corporate Planning).

1.4 Strategic Planning – Wellington Regional Strategy

(a) **Key results for the quarter**

- The Wellington Region Genuine Progress Index (GPI) website was launched and the GPI document printed and distributed to key stakeholders and interested parties.
- A presentation was given to a meeting of the Combined Wairarapa Councils on the WRS review and the GPI.
- An issues and options paper for the refresh of the WRS, including governance and funding options, was developed for discussion at 26 September meeting of the WRS Committee. No formal decision was made on the refresh timetable, and it was informally agreed that the Mayoral Forum will further discuss the issue of WRS governance.
- The Ultra Fast Broadband (UFB) deployment plan for the Wellington region was launched on 11 September.

- A workshop was held with the WRS Committee to discuss a process for providing advice to Chorus and Crown Fibre on preferred areas for deployment in the Wellington region.
- As part of the UFB, the Wellington region held the only trial for the use of shallow trenching technologies. This was held in Kelson.
- The new WRS website was launched in July.

(b) Looking ahead

- The WRS Committee will provide advice to Chorus and Crown Fibre on preferred areas for deployment from June 2012.
- A day's Urban Design training for the region's elected members will be held on 4 November.
- The WRS Projects Forum will be held early October.
- The second Open Spaces Forum for 2011 will be held at the ASB Indoor Sports Centre on 28 October.
- A meeting of the Wellington region sports agencies will be held on 31 October to discuss demand and gaps for sports fields across the region.
- The process of refreshing the WRS, including looking at governance and funding arrangements will continue.

(c) Departmental Summary

The net operating deficit for the Wellington Regional Strategy for the quarter ended 30 September was \$73,000 compared to the budgeted operating surplus of \$21,000.

(d) Financial reports

Last Year YTD Actual \$000	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Wellington Regional Strategy Income Statement 3 months ending 30 September 2011	Last Year FY Actual \$000	Full Year Forecast \$000	Full Year Budget \$000	Full Year Variance \$000
1,170	1,165	1,165	-	Rates & Levies	4,679	4,659	4,659	-
-	-	-	-	Government Grants & Subsidies	-	-	-	-
4	4	4	-	External Revenue	16	16	16	-
1	-	-	-	Investment Revenue	-	-	-	-
-	-	-	-	Internal Revenue	-	-	-	-
1,175	1,169	1,169	-	TOTAL INCOME	4,695	4,675	4,675	-
				less:				
50	47	48	1	Personnel Costs	184	193	193	-
46	18	5	(13)	Materials,Supplies & Services	93	107	107	-
-	-	1	1	Travel & Transport Costs	2	3	3	-
40	14	26	12	Contractor & Consultants	202	138	138	-
1,161	1,159	1,063	(96)	Grants and Subsidies Expenditure	4,314	4,300	4,250	(50)
4	4	5	1	Internal Charges	15	19	19	-
1,301	1,242	1,148	(94)	Total Direct Expenditure	4,810	4,760	4,710	(50)
-	-	-	-	Financial Costs	-	-	-	-
-	-	-	-	Bad Debts	-	-	-	-
-	-	-	-	Corporate & Department Overheads	-	-	-	-
-	-	-	-	Depreciation	-	-	-	-
-	-	-	-	Loss(Gain) on Sale of Assets / Investments	-	-	-	-
1,301	1,242	1,148	(94)	TOTAL EXPENDITURE	4,810	4,760	4,710	(50)
(126)	(73)	21	(94)	OPERATING SURPLUS/(DEFICIT)	(115)	(85)	(35)	(50)
-	-	-	-	Add Back Depreciation	-	-	-	-
-	-	-	-	Other Non Cash	-	-	-	-
-	-	-	-	Net Asset Acquisitions	-	-	-	-
-	-	-	-	Net External Investment Movements	-	-	-	-
(126)	(73)	21	(94)	NET FUNDING BEFORE DEBT & RESERVE MOVEMENTS	(115)	(85)	(35)	(50)
-	-	-	-	Debt Additions / (decrease)	-	-	-	-
-	-	-	-	Debt Repaid	-	-	-	-
79	131	35	96	Net Reserves (Increase) / decrease	109	35	35	-
(47)	58	56	2	NET FUNDING SURPLUS (DEFICIT)	(6)	(50)	-	(50)

(e) Financial summary and variance analysis

Total direct expenditure was \$94,000 above budget. The main reason for this variance was the timing of the grant paid to Grow Wellington. Additional funding was required in the first quarter due to:

- \$45,000 additional personnel costs due to redundancy and annual leave payments as well as costs for training and development of 8 manufacturing students.
- \$9,000 of professional fees paid earlier than was budgeted
- Reduced grant income (for Grow Wellington) of \$40,000 due to timing.

The forecast has increased by \$50,000. These are funds that were carried over from last year that will be drawn down this year.

(f) **Business plan performance indicators**

Performance indicator	Performance to date
The WRS Committee will approve the annual report of the WRS office on progress with implementation of the WRS	The annual report of the WRS Office was approved in September 2011
A summit for major stakeholders will held by 30 November 2011	The Summit was to be held as part of the WRS refresh but this has been postponed until the refresh commences
The WRS Committee will receive Grow Wellington’s annual report and agree that it reflects Grow Wellington’s SOI and contributes to the WRS by 30 April 2012	The annual report of Grow Wellington was approved in September 2011

(g) **Risk analysis**

No risks new risks identified and there is uncertainty about the nature of the Wellington Regional Strategy activity in the longer term.