

1. Audit, Risk and Assurance Committee

1.1 Communications

(a) Key results for the year

- A community engagement strategy was adopted.
- An in-house internal designer was recruited. The internal designer contributed significantly to the new Long Term Plan and its associated documents, and also revamped the designs for Parks brochures and interpretation boards
- An online video outlining the LTP was produced and attracted over 400 views. Other online videos were produced to promote GW projects.
- Rates News was published and circulated to all regional ratepayers.
- The Stock Access to Water Guidelines for the Wellington Region was produced, published and launched.
- Support was provided for the Chair's presentation at the Blue-Greens Conference with Wairarapa Moana's successful \$1 million bid to the Government's Fresh Start for Freshwater Clean Up Fund.
- GW's web site rose from 22nd to 17th on the Association of Local Government Information Manager's (ALGIM) annual assessment of local government web sites.
- Communications support was provided for GW events, community consultations and projects:
 - Te Marua Lakes upgrade
 - Summer Outdoors Regional Parks events programme
 - Wairarapa Moana management issues
 - Regional Plan development community engagement
 - Air, Land and Water reports published and launched
 - The launch of the 'Safety is a two-way street' video
 - The launch of the Matangi trains on the Johnsonville Line and responsiveness to horn and wheel issues with these trains on that line
 - The English Electrics' last journey and sale

- Queen Elizabeth Park Marines Memorial Day
- Spraying activities in Whitireia Park
- Hutt/Boulcott stopbank construction activities
- Establishment of the Wellington Regional Emergency Management Office (WREMO).

(b) **Looking ahead**

- Our Region will move from a quarterly in community newspapers to monthly in the region's daily newspapers.
- A significantly revamped and enhanced GW web site will go live.
- GW's organisational capability in web and social media will be expanded.
- GW's intranet "Gwennie" will be refreshed.
- Rates News will be included in TAs' second rates instalment invoices.
- The next stage of parks brochures and interpretation boards will be refreshed.
- More use will be made of online videos to highlight GW activities and promote events and consultations.
- An online citizen panel to enhance community feedback and engagement activities will be created.
- Communications support will be provided to Heather Atkinson from Wharerata Farm to engage with the Pirinoa, Lake Ferry communities to improve water quality flowing into the lower Ruamahanga River and Lake Onoke.
- Communications support will be provided to WREMO for the CDEM ShakeOut! event scheduled for 23 September 2012, as well as generating community participation through GW's communications channels externally and internally.
- Communications support will be provided for GW events, community consultations and projects:
 - Ganz Mavag refurbish or replacement consultation
 - The final stages of the Wellington City Bus Review

- The completion of the Public Transport Spine Study and consultation on the preferred option
- Public transport fares system review and its outcomes
- Summer Outdoors Regional Parks events programme
- Future water supply options (and possible deferral of new water source)
- Belmont Regional Park logging operations at Stratton Street.

(b) **Departmental Summary**

The net operating surplus for the Communications department for the year ended 30 June was \$116,000 compared to the budgeted operating surplus of \$22,000.

(c) Financial reports

Communications Dept Income Statement 12 months ended 30 June 2012	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Last Year YTD Actual \$000
External Revenue	-	-	-	52
Internal Revenue	-	-	-	-
TOTAL INCOME	-	-	-	52
less:				
Personnel Costs	694	717	23	661
Materials,Supplies & Services	257	289	32	253
Travel & Transport Costs	8	12	4	12
Contractor & Consultants	140	175	35	172
Grants and Subsidies Expenditure	-	-	-	-
Internal Charges	207	204	(3)	226
Total Direct Expenditure	1,306	1,397	91	1,324
Corporate & Department Overheads	(1,429)	(1,429)	-	(1,395)
Depreciation	7	10	3	7
Loss(Gain) on Sale of Assets / Investments	-	-	-	-
TOTAL EXPENDITURE	(116)	(22)	94	(64)
OPERATING SURPLUS/(DEFICIT)	116	22	94	116
Add Back Depreciation	7	10	(3)	7
Other Non Cash	-	-	-	-
Net Asset Acquisitions	-	(32)	32	-
Net External Investment Movements	-	-	-	-
NET FUNDING BEFORE DEBT & RESERVE MOVEMENT	123	-	123	123
Debt Additions / (decrease)	-	-	-	-
Net Reserves (Increase) / decrease	-	-	-	-
NET FUNDING SURPLUS (DEFICIT)	123	-	123	123
Communications Dept Capital Expenditure Statement 12 months ended 30 June 2012	YTD Actual \$000	YTD Budget \$000	YTD Variance \$000	Last Year YTD Actual \$000
Total Asset Acquisitions	-	32	32	-
Asset Disposal Cash Proceeds	-	-	-	-
Net Capital Expenditure	-	32	32	-

(d) Departmental financial summary and variance analysis

Total direct expenditure was \$91,000 less than budget.

The main variances were a result of:

- Savings in personnel costs as a result of a vacancy in the department.

- Reduced expenditure on consultants of \$35,000 related to an attitudes and awareness survey. The survey was completed but at a lower cost than was budgeted.
- Expenditure on materials and supplies was \$32,000 below budget. This is mainly related to savings in printing costs for Our Region totalling \$28,000.

Capital expenditure was \$32,000 below budget. It was decided that a trailer-type vehicle for promoting Greater Wellington activities would not be purchased.

(e) **Departmental risk analysis**

Risks have been reviewed and no risks have been identified.