

Strategy & Community Engagement Group

Performance Report ended 30 September 2014



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1 RISK AND ASSURANCE

1.1 Communications

Key results for the quarter

- ▶ Integrated communications continues to be a key deliverable, with the Communications team using a variety of channels, including social media.
- ▶ Improvements continue to be made to the council's website, including monthly updates in the new online Our Region section.
- ▶ Our Region was published in community newspapers each month, with lead articles pitched at the local community.
- ▶ The Whaitua (catchment) video was released and had an excellent response. Opportunities to promote the video outside the Whaitua processes are being investigated.
- ▶ A new format was developed for Rates News which is more eye-catching and drives traffic to the website for more information. Each council area has a different version indicating how their rates are invested.
- ▶ Results from annual Residents Awareness Survey were presented to Risk and Assurance Committee.
- ▶ 79 media calls were logged and managed.
- ▶ 22 media releases were distributed which resulted in 48 articles (82% pick up, 18 media releases).
- ▶ Media monitoring and analysis of 314 articles continued (71% neutral (233 articles), 20% positive (64 articles), 9% negative (27 articles))
- ▶ Communications planning/support and design/publication for activities, projects and issues were provided, including:
 - » Transport
 - Final Public Transport Plan (media release, op-ed)
 - The Basin Reserve decision (media releases, briefing)
 - Real time Information (response to complaints about the system)
 - New Upper Hutt Station (media release & liaison)
 - Metropolitan Rail Annual Report (Chair's foreword)
 - Sustainable transport activities (media releases & social media posts for Sexy Zen Driver videos, Spring to the Street)
 - New public transport operating contracts (media release re EOI for rail contract)
 - » Regional Parks
 - Parangarahu Lakes Co-management plan joint Port Nicholson Block Settlement Trust and GWRC communication plan
 - Whitireia Pou stockade

- Whitiareia Park plan consultation
- Arbor Days and regional tree planting
- Dotterel hatching/lifting/resumption of the rahui (Pencarrow Coast and Wairarapa)
- Parangarahu Lakes consultation
- Korokoro Valley track
- Rimutaka Summit work
- Track standards and boardwalk closures
- Forests – woodpecker firewood scheme
- Our parks newsletter
- Dogs in parks communications
- Interpretive signage for parks

» Environment

- Te Awarua o Porirua Whaitua Committee establishment (radio advertising, mail drop, community presentations, brochures, flyers posters, web information, media releases)
- Hazard management strategy (review of engagement plan and development of communications plan)
- Regional Plan (ongoing collateral, media and web management)
- Fact sheet development
- Toxic algae/ ecoli (Review of communications and lead new regional approach via Summer Check campaign)
- Water quality testing (merge with Summer Check campaign)
- Stormwater discharges and prosecutions (as required)
- Wainui Stream contamination
- Dam regulation changes
- Safer Boating Week
- Pollen media release
- Take Charge programme information
- Urban rural story coordination
- Asbestos / Contaminated sites
- Compliance monitoring report cards

» Water Supply

- Water delivery integration proposal
- Water Supply Annual Report
- Water conservation campaign

- Proposed harbour pipeline
- Future water storage
- Geosmin in Stuart Macaskill Lakes and subsequent draining and refilling of Lake 2

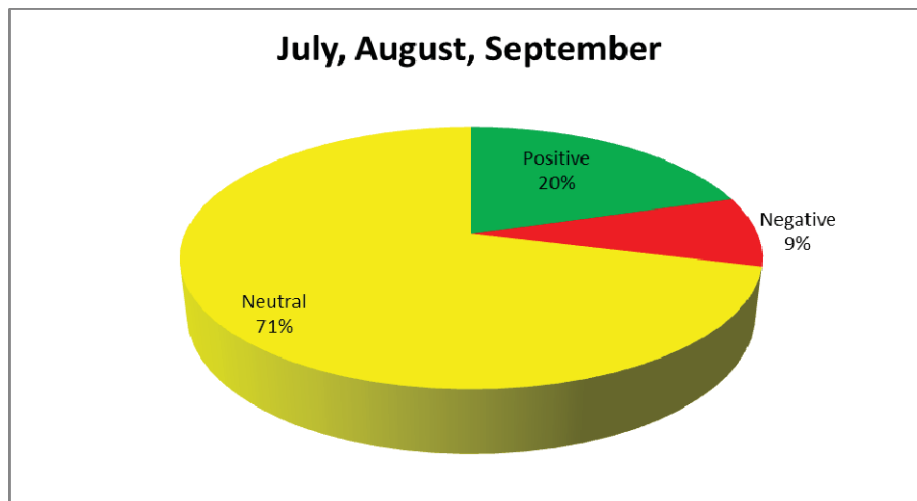
» Catchment Management

- Waiohine Flood Management Plan consultation
- Te Kauru food hazard information release, including media and community engagement
- Ruamahanga Whaitua general public awareness building
- Monthly pest plant awareness
- Kaitoke/Hutt catchment 1080 aerial drop communications
- Hutt City flood protection upgrade project consultation planning
- Jim Cook stopbank consultation planning
- NZ Association of Resource Management conference media support
- Wairarapa Moana newsletter and monthly column
- Wairarapa Moana Fresh Start for Fresh Water Clean-up Fund Field day communications support
- Akura end of season sale communications
- Enviroschools Matariki and annual hui communications
- South Wairarapa Biodiversity Group Conference support
- Biodiversity planting days communications
- Wairarapa Civil Defence PIM (Public Information Manager) training
- Pinehaven catchment communications

► General communications support was also provided for:

- » Draft Annual Plan and summary
- » Warm Greater Wellington
- » Climate Change Strategy
- » GWRC internal Sustainability Action Plan
- » GWRC internal Health and Safety Strategy
- » Wellington Regional Strategy Annual Report
- » 2014/15 rates
- » ICT shared services
- » WREMO public information

Media monitoring statistics (314 articles)



Looking ahead

Provide communications planning, support and social media for:

- ▶ Transport related projects including integrated fares and ticketing, ongoing communications for the new Upper Hutt station, improvements to railway station monitoring, developments with the Basin Reserve / PT Spine.
- ▶ Environmental activities and projects including support for Ruamahanga Whaitua Committee and establishment and support of Te Awarua o Porirua Whaitua Committee, whaitua and parks videos, Parangarahu Lakes, hazard management plan, establishment and promotion of the Summer Check site, LAWA working group, Regional Plan, Hutt River Trail, water quality.
- ▶ Catchment management related activities including: Regional Pest Management Strategy, Waiohine/Te Kauru floodplain management, Waikanae Environmental Strategy signing, Fresh Start for Fresh Water toolkit, Wairarapa Moana Visitor Strategy, Wairarapa Moana RAMSAR announcement, Dotterel signage, Seaweed, Flood Plain Management Information leaflet series.
- ▶ Long Term Plan
- ▶ Great Outdoors Summer Events
- ▶ Hutt City Flood Protection Upgrade Project
- ▶ ICT shared services
- ▶ Community engagement
- ▶ Sustainability Action Plan

The Department will also continue to:

- ▶ Manage media issues
- ▶ Produce Our Region
- ▶ Integrate communications including radio advertising, web, social media
- ▶ Develop video for the Wellington region
- ▶ Develop digital strategy
- ▶ Design collateral as requested

Departmental Summary

The net operating deficit for the Communications department for the quarter ended 30 September was \$19,000 compared to the budgeted operating result of nil.

Financial reports

Communications Dept Income Statement 3 months ended 30 September 2014	YTD			Full Year			Last Year
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000	YTD Actual \$000
External Revenue	-	-	-	-	-	-	-
Internal Revenue	-	-	-	-	-	-	-
TOTAL INCOME	-	-	-	-	-	-	-
less:							
Personnel Costs	250	220	(30)	881	881	-	188
Materials,Supplies & Services	55	52	(3)	207	207	-	41
Travel & Transport Costs	-	3	3	12	12	-	1
Contractor & Consultants	24	42	18	168	168	-	40
Grants and Subsidies Expenditure	-	-	-	-	-	-	-
Internal Charges	34	27	(7)	109	109	-	27
Total Direct Expenditure	363	344	(19)	1,377	1,377	-	297
Corporate & Department Overheads	(344)	(344)	-	(1,377)	(1,377)	-	(333)
Depreciation	-	-	-	1	1	-	2
Loss(Gain) on Sale of Assets / Investments	-	-	-	(1)	(1)	-	-
TOTAL EXPENDITURE	19	-	(19)	-	-	-	(34)
OPERATING SURPLUS/(DEFICIT)	(19)	-	(19)	-	-	-	34
Add Back Depreciation	-	-	-	1	1	-	2
Other Non Cash	-	-	-	(1)	(1)	-	-
Net Asset Acquisitions	-	-	-	(2)	(2)	-	-
Net External Investment Movements	-	-	-	-	-	-	-
NET FUNDING BEFORE DEBT & RESERVE MOVEM	(19)	-	(19)	(1)	(1)	-	36
Debt Additions / (decrease)	-	-	-	-	-	-	-
Net Reserves (Increase) / decrease	-	-	-	-	-	-	-
NET FUNDING SURPLUS (DEFICIT)	(19)	-	(19)	(1)	(1)	-	36

Departmental financial summary and variance analysis

Total direct expenditure was \$19,000 unfavourable compared with the budget. The main variances were related to:

- ▶ Personnel costs were slightly higher with a contractor brought on as cover for a short term vacancy, and has subsequently stayed on to help with communications initiatives.

Departmental financial summary and variance analysis

Risks have been reviewed and no new risks have been identified.

1.2 Corporate Planning

Key results for the quarter

- ▶ The Annual Report was adopted by Council with an unqualified audit report.
- ▶ The development of the Long Term Plan 2015-2025 was progressed. Workshops with councillors were held on:
 - » the review of the Revenue and Financing Policy;
 - » the approach to the Significance and Engagement Policy;
 - » the approach to pre-consultation;
 - » the review of the Financial Strategy; and
 - » the Infrastructure Strategy.
- ▶ With assistance from other departments work continued on the preparation of an Infrastructure Strategy and a Significance and Engagement Policy which will form part of the Long Term Plan.
- ▶ Pre-consultation on the Long Term Plan was undertaken and a report on the results completed.
- ▶ A Sustainability Action Plan was agreed.

Looking ahead

- ▶ The Long Term Plan will be further developed through Councillor workshops and LTP budgets finalised. The performance management framework will be reviewed. A draft Consultation Document will be prepared.
- ▶ The Significance and Engagement Policy will be adopted by Council.

Departmental Summary

The net operating surplus for Corporate Planning for the quarter ended 30 September was \$51,000 compared to the budgeted of \$3,000.

Financial reports

Corporate Planning Other Income Statement 3 months ended 30 September 2014	YTD			Full Year			Last Year
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000	YTD Actual \$000
Investment Revenue	-	-	-	-	-	-	-
Internal Revenue	66	66	-	262	262	-	57
TOTAL INCOME	66	66	-	262	262	-	57
less:							
Personnel Costs	132	107	(25)	428	428	-	77
Materials,Supplies & Services	-	26	26	119	119	-	(80)
Contractor & Consultants	3	51	48	200	200	-	(6)
Internal Charges	50	49	(1)	194	194	-	43
Total Direct Expenditure	185	233	48	941	941	-	35
Corporate & Department Overheads	(170)	(170)	-	(679)	(679)	-	(110)
Depreciation	-	-	-	-	-	-	-
TOTAL EXPENDITURE	15	63	48	262	262	-	(75)
OPERATING SURPLUS/(DEFICIT)	51	3	48	-	-	-	132
Add Back Depreciation	-	-	-	-	-	-	-
Net External Investment Movements	-	-	-	-	-	-	-
NET FUNDING BEFORE DEBT & RESERVE MOVEM	51	3	48	-	-	-	132
Net Reserves (Increase) / decrease	-	-	-	-	-	-	-
NET FUNDING SURPLUS (DEFICIT)	51	3	48	-	-	-	132

Financial summary and variance analysis

The reduced expenditure is related to:

- ▶ 13/14 Annual Report costs still to come in as well as timing of work undertaken by consultants. These have been slightly offset by higher personnel costs.



greater WELLINGTON

REGIONAL COUNCIL

Te Pane Matua Taiao