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**REPORT 4**  
*(1215/52/IM)*

## **QUARTERLY REPORT (JULY – SEPTEMBER 2011)**

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### **1. Purpose of Report**

The attached quarterly report is for the period 1 July 2011 to 30 September 2011. The report provides a synopsis of the Council's activities in relation to the Annual Plan 2011/12. It also contains a consolidated financial overview of the quarter.

### **2. Recommendations**

It is recommended that the Strategy and Policy Committee:

- 1. Receive the information.*

### **3. Structure of the report**

This report contains the following information:

- Progress on all the key projects outlined in the Annual Plan
- Consolidated financial overview
- Detailed information, by Strategy, of all activities within the Annual Plan
- Operational and capital expenditure for all projects
- Health and safety capital consolidated fund
- Wellington City Council property transactions.

The format used for the detailed information on activities carried out by Council has been changed.

There is now a section focussing on significant projects being progressed under each strategy. This section contains a few lines or paragraphs on any significant projects currently running, both what was achieved in the last quarter and what is expected to be achieved in next quarter.

Financial information on projects being run within activities is still available in the appendix for anyone who would like more information on specific projects.

#### **4. Process for the review of the report**

At the Strategy and Policy Committee pre meeting session, Council officers will record any Councillor questions that cannot be addressed at the meeting and provide a written answer to those questions prior to the SPC meeting on 3 November 2011. The written answers will be circulated to all Councillors. Councillors may also wish to submit questions prior to the meeting to be answered either before or during the meeting.

#### **5. Conclusion**

This first quarterly report for 2011/12 presents a consolidated financial view and outlines progress against each of the activities of the Council.

Contact Officer: *Leslie Boardman – Finance*

## **Supporting Information**

### **1) Strategic Fit / Strategic Outcome**

*The paper reports on all activities contained within the Annual Plan. It measures progress to date on all planned activity.*

### **2) LTCCP/Annual Plan reference and long term financial impact**

*This paper measures all annual plan activities as well as the financial performance of all annual plan activities. It reports actual to budget and explains significant variations.*

### **3) Treaty of Waitangi considerations**

*This is considered through activity 1.2.1 Mana Whenua Partnership.*

### **4) Decision-Making**

*This paper provides information for decision making. It provides information in terms of current and planned work, in addition to considerations for the future.*

### **5) Consultation**

#### **a) General Consultation**

*This report does not require consultation.*

#### **b) Consultation with Maori**

*This report does not require consultation.*

### **6) Legal Implications**

*There are no legal implications.*

### **7) Consistency with existing policy**

*This report does not relate to any specific policy.*