
REPORT 4

**2013/14 QUARTERLY REPORT: QUARTER THREE
(1 JANUARY – 31 MARCH 2014)**

1. Purpose of report

This report outlines progress towards the delivery of the 2013/14 Annual Plan as at 31 March 2014.

2. Recommendations

Officers recommend that the Transport and Urban Development Committee:

1. *Note the information.*

3. Background

The quarterly report informs Councillors of progress against the Annual Plan, and also ensures the Annual Report does not contain any unexpected and significant variances from performance. Responsibility for the report falls within the purview of the Governance, Finance and Planning Committee. At elected members' request, the report is provided to subject-area committees for consideration of any matters that relate to their role to "monitor and [maintain] oversight of projects and programmes within area[s] of responsibility" (Terms of Reference and Delegations for the 2013/16 Triennium).

4. Discussion

2013/14 Quarterly Report: Quarter Three results

The attached Quarterly Report, with the accompanying Appendix 1, outlines the Council's progress against planned or budgeted performance for:

- Income
- Operational expenditure
- Capital expenditure
- Service Delivery (KPI performance)
- Compliance with Treasury Policy
- Key programmes.

Significant variances are explained, by activity group, in appendix 1 to the quarterly report. This quarterly report explains negative variances greater than 10%, and favourable variances of greater than 10%.

Details relating to significant projects are highlighted, by relevant committee, on pages 2-4 of the quarterly report itself.

At the request of elected members, officers have provided a greater level of detail in this report by including in the appendix to the quarterly report;

- information on a broader range of achievements in the 'highlights for this quarter' section of each activity area summary, and
- commentary on each significant variance in expenditure, rather than summarising the variances.

Officers welcome ongoing feedback and will continue to make improvements to future reports.

5. Conclusion

The attached Quarterly Report and accompanying appendix 1 outlines performance for 1 January – 31 March 2014.

This is the last quarterly report for 2013/14. The next report will be the 2013/14 Annual Report, which will report on the full year, including the last quarter from 1 April to 30 June 2014.

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SUPPORTING INFORMATION

1) Strategic fit / Strategic outcome

This report outlines progress against the planned projects, spending and service levels indicated in the Annual Plan.

2) LTP/Annual Plan reference and long term financial impact

This report outlines progress against the planned projects, spending and service levels indicated in the Annual Plan.

3) Treaty of Waitangi considerations

Not applicable

4) Decision-making

This is not a significant decision. The report provides a result and a process for delivery of the council's quarterly performance.

5) Consultation

a) General consultation

Not applicable

b) Consultation with Maori

Not applicable

6) Legal implications

Not applicable. This report outlines progress towards the Annual Plan and Annual Report, which are legislative requirements.

7) Consistency with existing policy

Not applicable