
REPORT 5
1215/52/IM

QUARTERLY REPORT (JANUARY - MARCH 2005)

1. Purpose of report

This report provides an update on progress made on delivering the initiatives and activities contained in the Annual Plan 2004/05. It also contains a consolidated financial overview of the third quarter of 2004/05.

2. Recommendations

It is recommended that the Committee:

- 1. Receive the information.*

3. Structure of the report

This report contains the following information:

- Progress on all the new initiatives outlined in the Annual Plan
- Consolidated financial overview
- Detailed information, by Key Achievement Area, 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
- Feedback form

4. Review of the report

At the Strategy and Policy briefing, officers from the Planning, Performance and Research unit will record any questions that Management Team members cannot answer, and to provide a written answer to those questions within five working days. These written answers will be circulated to all Councillors. In this way, officers from operational business units can reduce their need to attend the meeting whilst still providing detailed answers to Councillors questions. Councillors may also wish to submit questions prior to the meeting that can be answered at the meeting or in writing.

5. Feedback form

On the last page of the report you will find a feedback form. We would appreciate your feedback on the Quarterly Report to help us improve the quality of our reporting information. Please complete and return to the Planning, Performance and Research team.

6. Conclusion

This report is a synopsis of all Council activity relating to the Annual Plan 2004/05. This report is published for the first three quarters of each financial year, with the fourth quarter being the Annual Report.

Officers are continuously improving the report by responding to the changing needs and requests from Councillors. The results from the feedback form will also assist in this process.

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