
REPORT 5
(1215/52/02/IM)

FORWARD PROGRAMME

1. Purpose of Report

To present the Council Controlled Organisation Performance Subcommittee Forward Programme for 2009 for the Committee's consideration.

2. Recommendations

It is recommended that the Subcommittee:

- 1. Receive the information*
- 2. Agree to the forward programme attached to this report*

3. Background

To assist with the planning of the Council Controlled Organisation Performance Subcommittee, officers prepare a forward programme that outlines future meetings and issues to be considered. This is consistent with the practise of the Subcommittee's parent committee, the Strategy and Policy Committee.

4. Discussion

The Forward Programme is presented to the Council Controlled Organisation Performance Subcommittee at each meeting, and outlines:

- Upcoming meeting dates
- Papers to be considered
- Issues for discussion
- A schedule of CCOs to attend and participate in Subcommittee discussions.

It is intended that, in addition to assisting the Subcommittee in preparing for future meetings, the forward programme will also support CCOs and Council officers in programming and prioritising reports.

Contact Officer: *Ian Clements, Portfolio Manager Council Controlled Organisations*

Appendix A – CCOPS Forward Programme 2009

<i>December 2009 – Date TBC</i>	
1st Quarter CCO Reports 2009/10	Analysis of the first quarter performance of CCOs for 2009/10
Letters of Expectation for 2010/11	Seeking the Subcommittee's input into the drafting of the 2010/11 Letters of Expectation to CCOs
CO Annual Reports	Review of available CO Annual Reports for 2008/09
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"> • Wellington Museums Trust • TBC
Forward Programme	Subcommittee approval of the CCOPS Forward Programme
<i>March 2010 – Date TBC</i>	
2nd Quarter CCO Reports 2009/10	Analysis of the second quarter performance of CCOs for 2009/10
CO Annual Reports	Review of available CO Annual Reports for 2008/09
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"> • St James Theatre Trust • TBC
Forward Programme	Subcommittee approval of the CCOPS Forward Programme
<i>April 2010 – Date TBC</i>	
Draft Statements of Intent for 2010/11	Presentation of draft 2010/11 Statements of Intent from CCOs for discussion and feedback to CCOs
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"> • TBC • TBC
Forward Programme	Subcommittee approval of the CCOPS Forward Programme