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## **CCO TEAM FORWARD WORK PROGRAMME**

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

This report is to provide the Subcommittee with a summary of the Forward Work Programme for the Council-Controlled Organisations (CCO) team.

### **2. Recommendations**

It is recommended that the Subcommittee:

- 1. Receive the information*
- 2. Note any issues for the Chair to raise with the Strategy and Policy Committee*
- 3. Note any issues for the Chair to raise with the Council-Controlled Organisations team*

### **3. Background**

The CCO Team Forward Work Programme outlines key issues to be considered, and assists officers with planning by providing guidance as to the priorities of the CCO Performance Subcommittee (CCOPS).

The CCO Team Forward Programme is designed to assist CCOPS with fulfilling its responsibility for:

- Making recommendations to the Strategy and Policy Committee (SPC) regarding the approval of business plans, strategic plans and (where applicable) the adoption of Statements of Intent (SOIs);
- Monitoring Council's interests in its CCOs and Council Organisations (COs);
- Bringing to the attention of SPC any matters that it believes are of relevance to the Committee's consideration of the financial performance or the delivery of strategic outcomes of CCOs and COs; and
- Monitoring the performance of Council appointed board members on CCOs.

## **4. CCO Team Forward Work Programme**

The CCO team's current priorities are:

- Implementing the appointments procedures for CCO Directors and Trustees for the June 2011 round of appointments;
- Working on the review of CCO back office functions within a shared services environment;
- Monitoring and following up on monthly reporting from Karori Sanctuary Trust, and responding to issues around lower-than-planned visitor numbers;
- Continuing to working through the process of implementing the "reduced status quo" resolution for Wellington Waterfront Limited and addressing questions that have come up concerning particular recommendations;
- Preparing for the Waterfront Framework review;
- Assisting the Zoo with a review of its remaining Zoo Capital Plan program and its capital renewal requirements;
- Assisting the Director of City Services and CEO of Wellington Venues Limited with finalising the Management Agreement for the new entity;
- Assisting the Director of City Services and the Trust with the wind up of the St James Theatre Charitable Trust;
- Working with staff of the St James Theatre Charitable Trust to ensure that the capex maintenance work programme on the St James Theatre and Opera House is developed and implemented ahead of year end;
- Continuing to monitor the performance of Carter Observatory now that it is part of the Wellington Museums Trust;
- Working with staff and trustees at the Basin Reserve to establish priorities for a future work programme and implement immediately some of the maintenance recommendations of the Shand Shelton report;
- Working with the Wellington Museum Trust to review the recently completed Shand Shelton Capital E building report. The Trust and officers will discuss options for how Capital E building could be developed to meet the needs of Capital E and its audiences; and
- Monitoring and following up on Council Controlled Organisations' Annual Reports.

Please also note that, as part of the letter of expectation and SOI process, each CCO was asked to outline strategies for closer co-operation in marketing, promotion and public relations to better leverage the Council's overall investment in Wellington's visitor attractions. It is likely that this will become a further stream of work for the CCO team in the future.

## **5. Conclusion**

The CCO Forward Work Programme is presented to the CCO Performance Subcommittee at each meeting. It is intended that, in addition to assisting the Subcommittee in raising strategic issues for discussion, the CCO Team Forward Work Programme will also support Council officers in programming and prioritising reports.

Contact Officers:

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*Organisations*

## **Supporting Information**

**1) Strategic Fit / Strategic Outcome**

*CCOs support the achievement of a range of outcomes across most strategic areas.*

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

*The CCO Team Forward Work Programme indicates areas for discussion that may impact on LTCCP and Annual planning.*

**3) Treaty of Waitangi considerations**

*This report raises no new treaty considerations.*

**4) Decision-Making**

*This is not a significant decision.*

**5) Consultation**

**a) General Consultation**

*No consultation required.*

**b) Consultation with Maori**

*See section 3, above.*

**6) Legal Implications**

*There are no new legal issues raised in this report.*

**7) Consistency with existing policy**

*This report is consistent with existing WCC policy.*