

---

**REPORT 3**  
*(1215/52/03IM)*

## **COUNCIL CONTROLLED ORGANISATIONS TEAM FORWARD WORK PROGRAMME**

---

### **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:

- Working with each CCO to ensure they are cognisant of the Council's 2012 long term plan process and that asset management or budget concerns are addressed as part of that broader process;
- Working with staff at Wellington Zoo Trust to update its asset management plan which will feed into the long term plan;
- Implementing the appointments procedures for CCO directors and trustees for the December 2011 round of appointments;
- Undertaking a review of the format of reports to CCOPS and seeking feedback from CCOPS members as to how to further improve reporting to the Subcommittee from officers;
- Working on completing the reviews of CCO back office functions and the implementation of shared services for Wellington Waterfront Ltd;
- Monitoring the performance of Karori Sanctuary Trust, given lower than planned visitor numbers, and the Trustees' response to the potential funding issues arising as a consequence;
- Assisting in the finalisation of the Management Agreement for Wellington Venues Ltd and the wind up of the St James Theatre Charitable Trust;
- Continuing to monitor the performance of Carter Observatory and City Gallery within Wellington Museums Trust, given lower than planned visitor numbers;
- Working with staff and trustees at the Basin Reserve to establish priorities for a future work programme with respect to the deferred maintenance issues at the Basin Reserve and address how the programme will be funded;
- Working with the Wellington Museums Trust around options for how the 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' Quarter One reports as they arrive.

While each CCO has been 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, this work stream is still at a very early stage and progress towards this will be monitored.

## **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: *Richard Hardie, Portfolio Manager, Council Controlled Organisations, Maree Henwood, Portfolio Manager, Council Controlled Organisations and Natasha Petkovic-Jeremic, Portfolio Manager, Council Controlled 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 LTP 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.*