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## **FORWARD PROGRAMME**

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### **1. Purpose of report**

To present the CCO Performance Subcommittee Forward Programme for 2013 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 CCO Performance Subcommittee, officers prepare a forward programme that outlines future meetings and issues to be considered. This is consistent with the practice of the Subcommittee's parent committee, the Strategy and Policy Committee.

### **4. Discussion**

The Forward Programme is presented to the CCO 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 Officers:

*Richard Hardie, Portfolio Manager, Council Controlled Organisations*

*Warwick Hayes, Portfolio Manager, Council Controlled Organisations*

*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) LTP/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.*

# APPENDIX A

## Appendix A – CCOPS Forward Programme 2013

<b>Monday 11 March 2013 (9.30am)</b>	
2 <sup>nd</sup> Quarter CCO Reports 2012/13	Review of the second quarter performance of CCOs for 2012/13
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"> <li>• PWT</li> <li>• Wellington Regional Stadium Trust</li> <li>• Wellington International Airport Ltd</li> </ul>
Draft Statements of Intent for 2013/14 – Part one	Start of presentation of draft 2013/14 Statements of Intent from CCOs for discussion and feedback to CCOs
Forward Programme	Subcommittee approval of the CCOPS Forward Programme
<b>Monday 8 April 2013 (1.00pm)</b>	
Draft Statements of Intent for 2013/14 – Part two	Completion of presentation of draft 2013/14 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"> <li>• Wellington Venues Ltd</li> <li>• Wellington Waterfront Ltd</li> </ul>
Forward Programme	Subcommittee approval of the CCOPS Forward Programme
<b>Friday 5 June 2013 (1.00pm)</b>	
3 <sup>rd</sup> Quarter CCO Reports 2012/13	Review of the third quarter performance of CCOs for 2012/13
Final Statements of Intent for 2013/14	Presentation of final 2013/14 Statements of Intent for approval and recommendation to Strategy and Policy Committee.
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"> <li>• Museums Trust / Carter</li> <li>• Karori Sanctuary Trust</li> </ul>
Forward Programme	Subcommittee approval of the CCOPS Forward Programme

## APPENDIX A

### ***Friday 27 September 2013 (1.00pm)***

Annual Review	Review of the performance of all CCOs for the year ended 30 June 2013
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"><li>• Wellington Zoo Trust</li><li>• Capacity</li></ul>
Forward Programme	Subcommittee approval of the CCOPS Forward Programme

### ***Friday 29 November 2013 (TBC)***

1 <sup>st</sup> Quarter CCO Reports 2013/14	Review of the first quarter performance of CCOs for 2013/14
Letters of Expectations 2014/15	Recommendation of key messages for Letters of Expectations preceding Statements of Intent 2014/15
CCO Discussion	One or more CCOs invited to discuss current and future issues with the Subcommittee: <ul style="list-style-type: none"><li>• Wellington Cable Car Ltd</li><li>• Basin Reserve Trust</li></ul>
Forward Programme	Subcommittee approval of the CCOPS Forward Programme