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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;
- Monitoring the performance of Council appointed board members on CCOs; and
- Ensuring that the activities of the CCOs are aligned to the Council's strategic direction.

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

In addition to business as usual work, the CCO team's current priorities are:

- Assisting the Shed 6 project steering group in monitoring the seismic and fit out work, and dealing with any contract and payment issues as they arise;
- Implementing the agreed outcomes as required from the CCO structure review;
- Supporting Capacity, our asset planning team and the other Councils in developing the draft documentation for Capacity to include extra shareholders;
- Working with the Council's Earthquake Resilience team on the report outlining recommendations for the future of the Museum Stand at the Basin Reserve;
- Working with the Museums Trust on building and operational options in respect to Capital E;
- Assessing the review by Positively Wellington Venues of the Performing Arts Foundation (PAF);
- Working with the Basin Reserve Trust and the Council's Project Management Office to develop an asset management plan and work programme to address deferred and operational maintenance work at the ground;
- Finalising the integration of payroll shared services with ZEALANDIA;
- Working with the Museums Trust to renew the Management Agreement with respect to the Carter Observatory;
- Work on the June 2013 round of appointments for CCO directors and trustees; and
- The 2013/14 Annual Plan process.

#### **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, Warwick Hayes, Portfolio Manager, Council Controlled Organisations and Maree Henwood, 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.*