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**REPORT 2**  
(1215/52//02/IM)

## **COUNCIL CONTROLLED ORGANISATION 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**

Officers recommend that the Council Controlled Organisation 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 corporate intent.
- 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.

#### **4. Council Controlled Organisation Team Forward Work Programme**

The CCO team's current priorities are:

- Designing robust appointments procedures for Directors and Trustees, in conjunction with the HR team and the Appointments Group;
- Working through a process of addressing the potential to consolidate a range of CCO back office functions within a shared services environment;
- Monitoring and following up on monthly reporting from Karori Sanctuary Trust management, now that the Visitor Centre is open;
- Working through the process of implementing the “reduced status quo” resolution for Wellington Waterfront Limited;
- Assisting with the review of the Waterfront Development Plan and preparing for the Framework review;
- Reviewing the Zoo Capital Plan over its remaining term with the Zoo Trust's management team;
- 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 with the wind up of the St James Theatre Charitable Trust;
- Continuing to monitor the performance of Carter Observatory now that it is part of the Wellington Museums Trust; and
- To review the Asset Assessment of the Basin Reserve Trust and to develop a process for working through the recommendations.

Please also note that, as part of the letter of expectation process, 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. It is likely that this will become a further stream of work for the CCO team in the future, following the review of Statements of Intent.

#### **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 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.*