

Council Briefing Supplementary Agenda

Date: Thursday, 3 December, 2020
Time: 1:00 pm
Location: Council Chamber
Forum North, Rust Avenue
Whangarei
Elected Members: Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Gavin Benney
Cr Vince Cocurullo
Cr Nicholas Connop
Cr Ken Couper
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Jayne Golightly
Cr Phil Halse
Cr Greg Innes
Cr Greg Martin
Cr Anna Murphy
Cr Carol Peters
Cr Simon Reid

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

2. Reports

2.1. Update on the establishment of a new trust for the Northland Event Centre

2.1.1. *Update on the establishment of a New Trust - Replacement Attachment*

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2.1.1. Update on the establishment of a New Trust – Replacement Attachment

Meeting: Council Briefing
Date of meeting: 03 December
Reporting officer: Phil Halse – NECT Chair
Dominic Kula – General Manager Strategy and Democracy

1 Purpose

Subsequent to the agenda being circulated, changes were made to attachment 1. Replacement attachment 1 is attached.

2 Attachment

NECT Transition timeline.

Stage	Timeframe
1. Foundation documents <ul style="list-style-type: none"> Review trust deed and any associated governance arrangements Work through proposed changes and reach agreement Joint session between councillors and trustees to work through proposed approach and expectations for the new trust (based on BAU at transition, building on the model going forward, the proposed new trust deed, process/timelines etc A formal item to Council Dec providing an outline of the process, a copy of the draft trust deed for a new Trust (there would be no approval at that point as the amendments only relate to the existing deed) and expectations for endorsement 	Dec 2020
2. Review process <ul style="list-style-type: none"> Determine operating model and scale required for a standalone business unit (based on BAU events programme + expected revenue streams) Work through staffing requirements and back office functions for a standalone business unit Determine systems and processes required Confirm asset ownership and asset management responsibilities between Council and new Trust 	Dec 2020 – March 2021
3. Decision making and recruitment <ul style="list-style-type: none"> Confirm the roles/responsibilities and resourcing of each entity Work through Council and external funding Change management processes (Council) and recruitment of staff and manager (Trust) 	March – April 2021
4. Establishment of a new CCO <ul style="list-style-type: none"> Consultation on the establishment of a new CCO Council decision on new CCO 28 days notice from NECT of intent to wind up Special resolution of NECT, effective 30 June 2021 (may need a transition period) 	March – May 2021
5. Business plan development <ul style="list-style-type: none"> Develop one year Business Plan based on the outcomes of stages 2 and 3 (Trust led, 3 year plan to be developed by new trust once established) 	April 2021
6. Statement of Intent <ul style="list-style-type: none"> Development of statement of intent covering expectations, outcomes, strategic drivers, impacts, performance measures etc (Trust led) Informal stakeholder review, feedback, and agreement (where possible) Formal Council feedback on draft SOI 	TBC – not required until July 2022 if establishing a new trust
Transition <ul style="list-style-type: none"> Trustee recruitment based on skills, expertise and competencies required to implement new trust and build on the model going forward (skills will be determined through the above stages) Transition to new Trust including; <ul style="list-style-type: none"> Implementing new trust structure (Trust) Implementing back office functions, systems and processes for a standalone entity (including financial systems) (Trust) Transfer of assets and liabilities (i.e. NECT assets and leases) Council budget allocated through LTP (Council) External revenue streams secured (Trust) 	April 2021 May – June 2021 (tasks and timings yet to be agreed and allocated)

Key deliverable: Go live for a standalone trust!	01 July 2021
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