



# **Basin Reserve Trust**

## **2019-20 Statement of Intent**



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## 1. Introduction

The iconic Basin Reserve has a rich history. The first game of cricket was played at the Basin on 11 January 1868, making it is the oldest cricket ground in New Zealand. The ground not only hosts cricket games, but sporting fixtures of every variety. It has hosted national events and competitions including VE Day celebrations, Royal Tours, exhibitions, Scout jamborees, concerts and festivals. In 1998, the Basin Reserve was listed as a Heritage Area, becoming the first sports ground to receive such a designation and further enhancing its heritage significance. The Basin is also home to the William Wakefield Memorial that was erected in 1882 and commemorates one of Wellington's founders, William Wakefield.

The Basin Reserve plays a role in assisting Wellington City Council to achieve the recreation and leisure participation aims signalled in the 2018-28 Ten Year Plan and the "Living WELL" Wellington Sport & Active Recreation Strategy. The redevelopment will reposition the Basin as New Zealand's premier cricket venue and help attract national and international events to Wellington.

The Statement of Intent outlines the activities and intentions of the BRT for the period July 2019 to June 2020. It details the BRT's approach to governance and contains financial information, including the annual budget.

## 2. Objectives

The objectives of the trust are stated in the Trust Deed as agreed between the Wellington City Council and the BRT and are highlighted below:

1. to manage, administer, plan, develop, maintain, promote and operate the Basin Reserve for recreation and leisure activities and for the playing of cricket for the benefit of the inhabitants of Wellington
2. to establish a long-term policy for the further development of the Basin Reserve as a recreational facility and as a facility for the playing of cricket, other sports and as a venue for other community-based activities;
3. to enter into management agreements and other contracts that are necessary or desirable to achieve the objects of the Trust;
4. to promote and co-ordinate the raising of funds to assist the management, administration, maintenance planning, promotion and further development of the Basin Reserve;
5. generally, to do all acts, matters and things that the Trustees consider necessary or conducive to further or attain the objects of the Trust set out above for the benefit of the public of Wellington;
6. to operate as a successful undertaking, managed on a not-for-profit basis;
7. to preserve and enhance the significant and recognised heritage value of the Basin Reserve;
8. to comply with all legislative and regulatory provisions relating to its operation and performance including statutory and general Council objectives for Council controlled organisations, and to acknowledge the Councils contribution where appropriate;

## 3. 2019-20 Activities

In-line with the objectives of the Trust Deed and in response to Wellington City Councils expectations, the BRT will focus on the following initiatives in 2019-20;



## **Redevelopment**

The BRT will continue to work with Wellington City Council on the redevelopment of the Basin Reserve and its infrastructure. The planning, design and consenting work for the restoration of the Old Pavilion (commonly known as the Museum Stand) is underway. The Old Pavilion will be seismically strengthened and refurbished so that the 1,000-seat grandstand can be returned to service in February 2020. The building will also provide a base for the New Zealand Cricket Museum and Cricket Wellington administration offices.

The BRT has engaged Philips Lighting and Musco Lighting to provide initial proposals for floodlights at the ground.

The BRT will continue to present the ground to a high standard throughout the year, driving a comprehensive maintenance programme. The trust is also committed to providing access to the ground 24 hours a day (outside of its normal operational closures).

## **Sponsorship and Fundraising**

The BRT is committed to making a contribution of \$1M towards the Museum Stand project as well as securing the funds required to install replacement floodlights.

The Trust will report on progress each quarter.

## **Events and Functions**

The Basin Reserve is New Zealand's most used international sporting venues, providing 96 event days, 100 practise days and 25 functions per annum. An overview of the wide range of events that are planned for 2019-20 are outlined below:

### Community and other Sport Events

21 community events are planned for 2019-20, key events include;

- Rugby and Football - the partnership with Wellington Rugby and Capital Football will continue. During the 2019 winter the Basin will host up to 120 games on junior rugby and girls' junior football
- Athletics – neighbouring schools cross country events and the Scottish Night of Miles will feature again in 2019-20
- Community Cricket – a wide range of community cricket events will be held including the boys and girls Primary School and Secondary School final, Governor Generals XI game and junior cricket field days
- Beers at the Basin – the popular festival that showcases Wellington's craft beer industry will continue to be a summer feature on the Basin's busy event calendar
- Music Concert – the BRT is in discussions regarding hosting a music concert on Wellington Anniversary weekend



### Functions

The BRT has contracted Black and Gold Events to manage and promote the recently refurbished Norwood Room and Long Room in the RA Vance Stand as a venue for conferences, meetings, weddings, celebrations, Christmas functions or team building workshops. In total, 25 functions are planned for 2019/20.

### Domestic Cricket

The Basin is the home of Cricket Wellington and the home ground of the Wellington Firebirds in the Plunket Shield, Ford Trophy and Men's Super Smash, as well as the Wellington Blaze in the Hallyburton Johnston Shield and Women's Super Smash. The Basin also accommodates Cricket Wellington development teams. The Basin is planning to host 50 days of cricket events, with 100 days of use planned for the practice facilities.

### International Cricket

Cricket Wellington aims to secure a blockbuster summer of international cricket matches and is holding discussions with New Zealand Cricket regarding hosting Test Matches vs England in November 2019 and India in February 2020 at the Basin Reserve.

### ICC Women's World Cup

New Zealand Cricket is hosting the ICC Women's World Cup in February 2021. With a broadcast audience in excess of 180 million people in 2017, 2021 is set to see the worldwide reach of the tournament grow even further with all matches to be broadcast live globally. The Basin Reserve aims to be a key host venue for this tournament and will work with Cricket Wellington and WREDA on a compelling bid document.

## **Cricket Wellington and The New Zealand Cricket Museum**

The Basin Reserve is the home of Cricket Wellington, the Regional Sports Organisation for cricket in Wellington and the New Zealand Cricket Museum. When the Old Pavilion reopens it will house the administration offices of Cricket Wellington, as well as a new modern Museum that records the history of cricket and tells the story of the Basin.

## **Wellington Regional Stadium Trust (WRST) Turf Services Partnership**

The BRT will continue to work in partnership with the WRST to ensure that the Basin reserve outfield, wicket blocks and practice wickets. A significant proportion of the operating grant provided to the BRT from Wellington City Council covers the costs associated with the Turf Services Agreement between the BRT and WRST.

## **William Wakefield Memorial**

The BRT will work with the William Wakefield Memorial Trust to ensure that the William Wakefield Memorial is maintained.

## **Te Taihu Te Reo Maori Policy**



The BRT will identify ways the Trust can appropriately support Wellington City Councils, Te Taihū Te Reo Māori Policy and Mana whenua.

### Harassment Policies

The BRT is committed to promoting a safe and harassment-free environment for all staff, contractors and attendees at all sporting fixtures and events. All event terms and conditions of entry to the venue outline the expected behaviours of event goers. Signs promoting a safe environment are displayed on event days and the BRT continues to work with Fiona McNamara (General Manager, Sexual Abuse Prevention Network) to ensure best practise is implemented and staff are provided with the correct training.

### Other

As a leading CCO, the BRT will work closely with Wellington City Council to support the following initiatives

- Regional Waste Management and Minimisation Plan with the goal of reducing waste to landfill by 1/3 – the BRT will develop a waste plan
- Te Atakua, the First to Zero plan – the BRT will work with WCC to identify how we can continue the goals of this plan
- We will also work with WCC to develop further strategies to manage resilience challenges

## 4. Performance Targets

In-line with Wellington City Councils 2018-28 Ten Year Plan, the BRT aims to deliver the following performance measures for 2019-20:

| Measure                        | 2018/19<br>Forecast | 2019-20<br>Q1 | 2019-20<br>Q2 | 2019-20<br>Q3 | 2019-20<br>Q4 | 2019-20 | 2020/21 | 2021/22 |
|--------------------------------|---------------------|---------------|---------------|---------------|---------------|---------|---------|---------|
| <b>Quarterly Targets</b>       |                     |               |               |               |               |         |         |         |
| Community Events Days          | 20                  |               | 5             | 15            | 1             | 21      | 21      | 21      |
| Cricket Events Days            | 44                  | 6             | 23            | 21            |               | 50      | 50      | 50      |
| Other Sports Events Days       | 20                  | 12            | 1             | 0             | 12            | 25      | 25      | 25      |
| Practice facility usage (Days) | 104                 | 15            | 45            | 40            |               | 100     | 100     | 100     |
| Functions                      | 31                  | 6             | 8             | 5             | 7             | 25      | 25      | 25      |
| <b>Annual Targets</b>          |                     |               |               |               |               |         |         |         |
| Numbers attending events       | 39,500              | --            | --            | --            | --            | 41,000  | 41,000  | 41,000  |
| Event Income (\$)              | 328,100             | --            | --            | --            | --            | 290,200 | 263,100 | 266,700 |



| Measure                                  | 2018/19<br>Forecast | 2019-20<br>Q1 | 2019-20<br>Q2 | 2019-20<br>Q3 | 2019-20<br>Q4 | 2019-20 | 2020/21 | 2021/22 |
|--|---------------------|---------------|---------------|---------------|---------------|---------|---------|---------|
| Council Operating Grant^ (\$)            | 666,900             | --            | --            | --            | --            | 672,250 | 683,750 | 692,400 |
| Cash subsidy (grant) per attendance (\$) | 16.88               | --            | --            | --            | --            | 16.50   | 16.67   | 16.89   |

^ includes turf management fee.

## 5. Governance

The Trust Deed establishes the BRT under the Charitable Trusts Act 1957 for the purposes of managing and administering the Basin Reserve. Wellington City Council has appointed the BRT to manage the Basin Reserve under a Management Deed (relating to the Basin Reserve). These two key documents set out how the BRT will govern the Basin Reserve.

The BRT is governed by a Board comprising four Trustees, two appointed by Cricket Wellington and two by Wellington City Council. The Board meet at least four times a year and appoint subcommittees as it deems appropriate to fulfil its obligations. The Trustees set the strategic direction for the BRT and approve the Statement of Intent and Annual Business Plan. The Trustees monitor the organisational performance and ensure that the Trust has appropriate policies and procedures to mitigate its risks (including compliance with the Health and Safety at Work Act 2015).

### Trust Membership

- Alan Isaac (Chair) (appointed by Wellington City Council)
- Mike Horsley (appointed by Cricket Wellington)
- Councillor Fleur Fitzsimons (appointed by Wellington City Council)
- Mr John Greenwood (appointed by Cricket Wellington)

### Performance Management

The performance of the Trust is measured in part by achievement of agreed KPI's, with regards to operational activities. The Chair of the Board will undertake an annual evaluation of Trustee performance. Further, the individual performance of Trustees is monitored by the Wellington City Council (in respect of the two Council- appointed Trustees), and Cricket Wellington (with regards to the two Cricket Wellington-appointed Trustees).

The Trust acknowledges the need for ongoing professional development opportunities for Trustees and encourages the undertaking of specialist training for identified needs. The Board will, on an annual basis, implement a programme that supports the identified needs. This may include programmes such as that offered by the NZ Institute of Directors (or similar) or specialist knowledge building from appropriate agencies.



## 6. Finance

The budget for 2019-20 has been developed on the basis of breaking even, exclusive of a \$350k capital grant for replacing the turf. The budget is generally conservative and in line with the activity outlined in this document.

### Analysis

The following are the key details and assumptions for the budget that results in a budgeted surplus of \$387,620. Note, this surplus includes receipt of a \$350k grant to renew the turf which is required in the 2020 winter. It's spend is budgeted as capital expenditure.

**Revenue - \$1,392,110**

| Revenue      | Budget 2018-19     | Forecast 2019-20   | % Change   | Comment                                       |
|--------------|--------------------|--------------------|------------|---|
| Grants       | \$702,086          | \$1,025,250        | 32%        | Includes \$350K grant to fund turf renovation |
| Ground Hire  | \$328,100          | \$290,200          | -13%       | Noodle Night markets not held in 2019-20      |
| Other        | \$34,000           | \$76,500           | 56%        | Increased signage sponsorship secured         |
| Interest     | \$160              | \$160              |            | N/A   |
| <b>Total</b> | <b>\$1,064,346</b> | <b>\$1,392,110</b> | <b>24%</b> |   |

**Expenses - \$1,004,490**

The expense side of the budget has been developed based on business as usual and a realistic estimate of the costs associated with operating the BRT.

| Expense                 | Forecast 2018-19 | Budget 2019-20     | % Change   | Comment                                      |
|-------------------------|------------------|--------------------|------------|--|
| Building Expenses       | \$41,900         | \$48,800           | -16%       | Inflation adjustments                        |
| Ground Expenses         | \$371,000        | \$391,100          | -5%        | Inflation adjustments                        |
| Occupancy Expenses      | \$133,200        | \$137,350          | -3%        | Inflation adjustments                        |
| Event Running Expenses  | \$162,500        | \$175,000          | -8%        | Reflects costs of increased community events |
| Administration Expenses | \$111,080        | \$116,500          | -5%        | N/A  |
| Other Expenses          | \$39,000         | \$7,000            | 82%        | Noodle Night Markets not budgeted            |
| Depreciation Expenses   | \$120,000        | \$128,650          | -7%        | Increased capex costs                        |
| <b>Total</b>            | <b>\$978,680</b> | <b>\$1,004,490</b> | <b>-3%</b> |  |





### **Capital Expenditure**

Capital expenditure of \$470K is included within the budget, which includes \$350K turf upgrade.

### **Cashflow**

Cashflow varies throughout the year as key revenues from grants are received quarterly.

### **Risks**

The main financial risks are as follows:

- Sponsorship / Signage income may not be secured
- An external grant for the turf renovation may not be secured
- Significantly increased repairs and maintenance are required

### **Ratio of trustee equity to total assets**

0.89 : 1.00 at 30 June 2020

### **Estimate of amount intended for distribution**

There is no intention to pay out reserves to stakeholders.

### **Acquisition procedures**

There is no intention to make any acquisitions.

### **Estimate of commercial value of stakeholder's investment**

N/A

## **7. Additional Grants**

The BRT will be seeking additional capital grants totalling \$350,000 to replace the Basin Reserve turf.



# Appendices



- Appendix 1 – 2019-20 Statement of Financial Performance