



# **Basin Reserve Trust**

## **2020-21 Statement of Intent**

(COVID-19 IMPACT)



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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 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 2020 to June 2021. 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. COVID-19 Impact

COVID-19 will disrupt the BRT's well-established event calendar in the 2020/21 reporting cycle. Applying the Statement of Intent planning parameters set by Wellington City Council, the number of



event and function days will be reduced resulting in decreased revenue from events and functions. Key activities that have been removed from the pre-COVID Statement of Intent are as follows

- Beers at the Basin – November 2020
- Blackcaps v Pakistan Test Match – December 2020
- Women’s Cricket World Cup – February 2021
- Blackcaps v Bangladesh ODI – March 2021
- Night Noodle Markets – April 2021

The key risk for the BRT is the financial impact from lost events that generate a large proportion of the BRT’s event revenue. The strained economic climate will also significantly effect the BRT’s ability to secure a naming rights partner. The forecasted pre and post COVID-19 impact is tabled below:

|               | 2020-21 Pre-COVID | 2020-21 Post-COVID | Variance   |
|---------------|-------------------|--------------------|------------|
| Profit / loss | -\$4,670          | -\$136,561         | -\$131,891 |
| Cash position | \$166,397         | \$34,506           | -\$131,891 |

The BRT’s fundraising ability for the ground redevelopment will also be impacted. Due to COVID-19, the BRT had \$175K of funding from class 4 trusts cancelled before it was paid out. As class 4 trusts (and most other funding agencies) do not apply funding retrospectively the BRT will need to work with WCC to review funding expectations for the redevelopment.

#### **4. 2019-20 Activities**

In-line with the objectives of the Trust Deed and in response to Wellington City Councils COVID-19 revised expectations, the BRT will focus on the following initiatives in 2020-21;

##### **Events and Functions**

The event and function calendar will have a domestic and community focus for the 2020/11 reporting cycle. The Basin will aim to deliver 71 event days, 100 practise days and 15 functions.

An overview of the wide range of events that are planned for 2020/21 are outlined below:

##### Community and other Sport Events

20 community event days and 20 other sports event days are planned for 2020-21, key events include;

- Rugby and Football – partnerships with Wellington Rugby and Capital Football and now well established with the Basin a serving to provide these two codes with three well used junior rugby and girls’ junior football fields. Dur to a major turf renovation commencing in April 2020, during the 2020 winter unfortunately the fields will be unavailable for quarter one of this SOI cycle. The fields will be available for use in quarter four, facilitating up to 18 games of junior rugby and girls’ junior football from April 2021.
- Athletics – neighbouring schools cross country events will feature again in 2020-21.



- 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

### 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, 15 functions are planned for 2020/21. Due to COVID-19 this number is significantly reduced from recent years.

### 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 38 days of cricket events, with 100 days of use planned for the practice facilities.

### International Cricket

The BRT is holding discussions with New Zealand Cricket regarding opportunities to host any international games that may be arranged with Australia during quarter four. As there is currently no arrangements in place, no international cricket is forecasted for the 2020/21 reporting cycle.

### **Redevelopment**

With the Old Pavilion (commonly known as the Museum Stand) set to be completed in the 2019-20 SOI reporting year, the BRT is committed to working with Wellington City Council on the continual redevelopment of the Basin Reserve and its infrastructure.

Key projects that the BRT would like to see prioritised as next steps are as follows

- Changing room upgrades so that the facilities are gender neutral for the Women's World Cup
- Picket fence upgrade - refer attachment
- Permanent camera stands and sightscreens upgrades
- Electrical master plan
- Playground
- Embankment toilet upgrade
- Perimeter fence and gate upgrades
- Additional groundsman storage (between practice cage and Old Pavilion)
- Floodlights
- Toilets and marquee base between Old Pavilion and RA Vance Stand
- RA Vance carpark / broadcast compound

The BRT hopes to agree the schedule of development works and commence planning for these works during 2020-21.



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 once acceptable and safe levels of lighting have been installed (outside of its normal operational closures).

### **Sponsorship and Fundraising**

The BRT remains committed to assisting with fundraising and sponsorship including funding for the installation of replacement floodlights.

The Trust will report on progress each quarter.

### **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 national Cricket Museum that records the history of cricket and tells the story of the Basin. The New Zealand Cricket Museum is likely to reopen in February 2021.

### **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 which are costs that continues to increase year on year.

### **William Wakefield Memorial**

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

### **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. In 2019-20 the BRT conducted a review of the event terms and conditions and have not had any incidents reported during the 2019-20 SOI period. The BRT will continue to adopt best practise in this area.

### **Other**

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



- The BRT will identify ways the Trust can appropriately support Wellington City Councils, Te Taihū Te Reo Māori Policy and Mana whenua.
- The BRT will ensure that the Te Māpahi Maurea Naming Policy is adhered to at all times
- The BRT was awarded the Toitu Carbon Zero status on 19 December 2019. The Trust will ensure that we remain a carbon zero footprint venue
- The BRT will continue to support the Accessible Wellington, The Accessible Journey Action Plan 2019

## 5. Performance Targets

In-line with Wellington City Councils 2018-28 Ten Year Plan, the BRT aims to deliver the following performance measures for 2020/21:

| Measure                                   | 2019/20<br>Forecast | 2020-21<br>Q1 | 2020-21<br>Q2 | 2020-21<br>Q3 | 2020-21<br>Q4 | 2020-21 | 2021-22   | 2022/23   |
|---|---------------------|---------------|---------------|---------------|---------------|---------|-----------|-----------|
| <b>Quarterly Targets</b>                  |                     |               |               |               |               |         |           |           |
| Community Events Days                     | 8                   |               |               | 3             | 17            | 20      | 21        | 21        |
| Cricket Events Days                       | 49                  | 4             | 19            | 10            |               | 33      | 50        | 50        |
| Other Sports Events Days                  | 10                  |               |               |               | 20            | 20      | 25        | 25        |
| Practice facility usage (Days)            | 73                  | 15            | 45            | 40            |               | 100     | 100       | 100       |
| Functions                                 | 67                  |               | 5             | 5             | 5             | 15      | 25        | 25        |
| <b>Annual Targets</b>                     |                     |               |               |               |               |         |           |           |
| Numbers attending events                  | 41,132              | --            | --            | --            | --            | 15,000  | 41,000    | 41,000    |
| Event Income (\$)                         | 190,637             | --            | --            | --            | --            | 79,100  | 206,000   | 206,000   |
| Council Operating Grant <sup>^</sup> (\$) | 680,438             | --            | --            | --            | --            | 694,659 | \$709,525 | \$724,992 |
| Cash subsidy (grant) per attendance (\$)  | 16.54               | --            | --            | --            | --            | 46.30   | \$17.30   | \$17.70   |

<sup>^</sup>includes turf management fee

## 6. 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 Sean Rush (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.

## 7. Finance

#### Analysis

The post COVID-19 budget reflects reduced operating income that results in a forecasted loss of \$136,561

**Revenue - \$812,719**

| Revenue                           | Pre-COVID Forecast 2020-21 | Post-COVID Forecast 2020-21 | % Change | Comment   |
|-----------------------------------|----------------------------|-----------------------------|----------|---|
| <b>Council Funding</b>            | 694,659                    | 694,659                     | N/A      | N/A   |
| <b>Sale of goods and services</b> | 1,047,091                  | 117,700                     | 89%      | Significant revenue generating events not proceeding due to COVID-19, including the CWC21 |
| <b>Interest</b>                   | 360                        | 360                         |          | N/A   |
| <b>Total</b>                      | 1,742,110                  | 812,719                     |          |   |





Expenses - \$949,280

| Revenue  | Pre-COVID Forecast 2020-21 | Post-COVID Forecast 2020-21 | % Change | Comment  |
|--|----------------------------|-----------------------------|----------|--|
| Depreciation                                   | 118,000                    | 118,000                     | N/A      | N/A  |
| Costs relating to providing goods and services | 1,481,700                  | 684,200                     | 90%      | Costs saving due to events not proceeding because of COVID-19, including the CWC21 |
| Other expenses                                 | 147,080                    | 147,080                     |          | N/A  |
| <b>Total</b>                                   | <b>949,280</b>             | <b>949,280</b>              |          |  |

### Capital Expenditure

Capital expenditure of \$118K is included within the budget

### Cashflow

Cashflow varies throughout the year as key revenues from grants are received quarterly. The forecasted financial year-end cashflow is \$34,506

### Risks

The main financial risks are as follows:

- The concession agreement with Black and Gold is terminated
- The domestic cricket season doesn't proceed as planned
- Increased repairs and maintenance are required

### 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



## Appendix 1 - 2020-21 Statement of Financial Performance