



WELLINGTON REGIONAL
STADIUM TRUST
WATERLOO QUAY
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3 May 2002

Margaret Shields
Chairperson
Wellington Regional Council
PO Box 11-646
WELLINGTON

Kerry Prendergast
Mayor
Wellington City Council
PO Box 2199
WELLINGTON

Dear Margaret & Kerry

REVIEW OF TRUSTEES

Further to your letter of 11 April, with the exception of Ngatata Love who has since resigned, I have now had the opportunity to meet with each of the trustees and review their performance in accordance with the criteria detailed on the evaluation form. In this regard please find enclosed the completed evaluation forms in respect of the six trustees.

As you are aware the composition of the trustees has essentially been determined in a two-stage process:

- the first stage or development stage was the period to 30 June 2000 when the composition of the trust remained unchanged;
- the second stage has resulted in the staged retirement of the founder trustees coupled with the appointment of appropriate new representatives.

In my view the appointments of Dame Margaret Bazley, Mike Egan, John Hunn and Chris Parkin have all worked well and the balance and diversity of their skills and experience has been of benefit to the Trust. I was disappointed with Ngatata Love in that he only attended two meetings over the last year - the last one in October 2001. I endeavoured to make contact with him but he failed to keep an appointment and, as you are aware, subsequently resigned on 30 April.

We currently have seven trustees out of a potential ten. Current terms are:

Expiry Date:

30 June 2002	Sir Ron Scott Mike Egan
30 June 2003	Paul Collins Dame Margaret Bazley John Hunn
Council Appointees	Ian Buchanan Chris Parkin

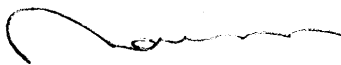
In my view it would be appropriate, given the existing term expiry dates, for the Councils to give consideration to what their likely requirements will be beyond June 2003. Consideration along these lines will assist in your determination of potential new appointees this year.

Some factors to consider include:

- strong governance skills exist within the existing trustees;
- while the Councils may appoint up to ten trustees, to date eight has been an effective number;
- a new appointee with vision, lateral thinking, entrepreneurial and marketing skills (that sounds like a tall order!) would complement existing trustees well; and
- while the Stadium is currently financially stable it still has \$32 million in external debt together with an interest bill of \$2.4 million, which requires considerable "financial vigilance". This is essentially the domain of John Hunn and myself whose terms expire next year.

I look forward to discussing these issues with you on 7 May.

Yours sincerely



Paul Collins
Chairman

Director/Trustee Performance review by Board Chairperson

LATE/Trust: WELLINGTON REGIONAL STADIUM TRUST
 Date of Review: 22 APRIL 2002

Director/Trustee Details	
Surname SCOTT	First Names SIR RON
Date appointed	19 NOVEMBER 1997
Term Expiry Date	30 JUNE 2002
Skill area on appointment. Special skills brought to the board. As previously described and in particular knowledge of sports venues, major user groups and financial dynamics for this type of facility. Institutional memory is increasingly important with effectively only two original trustees left.	
Applied skill area (eg Board Committee) Finance Committee	

Assessment of performance at meetings	
Number of board/relevant committee meetings held since date of appointment	Since May 01: 10 Finance Committee 10
Number of board/relevant committee meetings attended by Director/Trustee	10 10
Chairperson's comments on attendance at meetings Good	
How well is the Director/Trustee prepared for meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Well prepared for meetings	
What level of participation does the Director/Trustee have in meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Knowledge of all major issues enables constructive participation.	

The Chairperson's assessment of the Director/trustees

1. strategic awareness

Historic links provide foundation for understanding on all key issues.

2. knowledge of governance

High

3. independent judgement and objectivity

Extensive background, network of contacts and non-³alliance with any of shareholder allows Sir to act objectively and independently in a positive way

4. personal responsibilities within the board

Deputy Chairman

5. technical competency

Leadership and Chair Skills

Chairperson's assessment on the Board member adding value

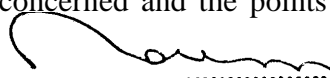
- Strongly identified with the stadium and provides a positive public face to all user groups
- Extensive background and understanding the ongoing dynamics of the stadium ensures an effective contribution

Chairperson's general comments

Provides strong support as deputy chairman

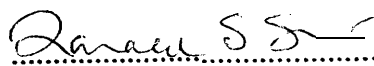
The above assessment has been discussed between the Chairperson and the Director/Trustee concerned and the points have been agreed.

Chairperson



Date 22 April 2002

Director/Trustee



Date 22 April 2002

Re-appointment

Would you re appoint this person to the Board: Yes

S. - Row is a good trustee, an effective deputy chairman and provides a good "face" for the stadium

Director/Trustee Performance review by Board Chairperson

LATE/Trust: WELLINGTON REGIONAL STADIUM TRUST
Date of Review: 22 APRIL 2002

Director/Trustee Details	
Surname Egan	First Names MICHAEL JOHN
Date appointed	1 JULY 2000
Term Expiry Date	30 JUNE 2002
Skill area on appointment. Special skills brought to the board. Hospitality Expertise	
Applied skill area (eg Board Committee) Catering Review Committee Members Committee	

Assessment of performance at meetings	
Number of board/relevant committee meetings held since date of appointment TEN	Catering 3 Members 2
Number of board/relevant committee meetings attended by Director/Trustee EIGHT	2 2
Chairperson's comments on attendance at meetings Good	
How well is the Director/Trustee prepared for meetings? Outstanding <u>Acceptable-1</u> Not Acceptable	
Chairperson's comments: Well prepared for meetings & especially in areas of expertise	
What level of participation does the Director/Trustee have in meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Contributes well particularly in specialist area of catering	

The Chairperson's assessment Of the Director/trustees

1. strategic awareness

Understands importance of catering as a major revenue earner for the stadium and importance of the stadium in the Wellington region.

2. knowledge of governance

With experience gained since appointment knowledge of governance requirements increasing.

3. independent judgement and objectivity

Totally independent judgements and business background enables him to be pragmatic and objective

4. personal responsibilities within the board

- Catering - with Spotless becoming stadium caterers this necessitated a high level of involvement to ensure the process was handled correctly.
- members

5. technical competency

High in specialise areas of catering and hospitality generally

Chairperson's assessment on the Board member adding value

A did add sign. of. cont value in deliberations on catering

Chairperson's general comments

Good Contribution

The above assessment has been discussed between the Chairperson and the Director/Trustee concerned and the points have been agreed.

Chairperson



Date 22 April 02

Director/Trustee



Date 22/4/02

Re-appointment

Would you re appoint this person to the Board: - Yes

o Significant contribution catering

o General governance good

Director/Trustee Performance review by Board Chairperson

LATE/Trust: WELLINGTON REGIONAL STADIUM TRUST
Date of Review: 23 APRIL 2002

Director/Trustee Details	
Surname BUCHANAN	First Names IAN
Date appointed NOVEMBER 2000	
Term Expiry Date REGIONAL COUNCIL ELECTIONS 2001	
Skill area on appointment. Special skills brought to the board. Public Governance and regional knowledge	
Applied skill area (eg Board Committee) Not Applicable	

Assessment of performance at meetings	
Number of board/ relevant committee meetings held since date of appointment 10 since May 2001	
Number of board/ relevant committee meetings attended by Director/Trustee 9	
Chairperson's comments on attendance at meetings Good	
How well is the Director/Trustee prepared for meetings? Outstanding <input type="radio"/> <u>Acceptable</u> <input checked="" type="radio"/> Not Acceptable <input type="radio"/>	
Chairperson's comments: Well prepared and understands issues	
What level of participation does the Director/Trustee have in meetings? Outstanding <input type="radio"/> <u>Acceptable</u> <input checked="" type="radio"/> Not Acceptable <input type="radio"/>	
Chairperson's comments: High level of participation in areas of expertise	

The Chairperson's assessment of the ~~Director~~/trustees

1. strategic awareness

Involvement is in the out side enables her to have a good understanding of all key issues and especially the significance of the station as a strategic regional asset

2. knowledge of governance

High given basic ground

3. independent judgement and objectivity

Brings own views to meetings and contributes in an impartial and objective manner to all meetings.

4. personal responsibilities within the board

None

5. technical competency

Appropriate for role

Chairperson's assessment on the Board member adding value

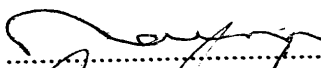
Contributes consistently on a wide range of issues

Chairperson's general comments

Ian continues to be an involved and interested trustee and wants to see the stadium to be a continuing success.

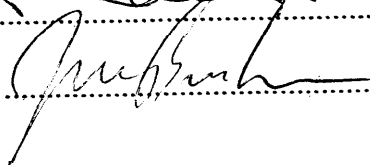
The above assessment **has** been discussed between the Chairperson and the Director/Trustee concerned and the points have been agreed.

Chairperson



Date 23 April 02

Director/Trustee



Date 23/4/02

Re-appointment

Would you re appoint this person to the Board: Yes

Ian contributes well and is a good representative for the Wellington Regional Council

Director/Trustee Performance review by Board Chairperson

LATE/Trust: WELLINGTON REGIONAL STADIUM TRUST
Date of Review: 23 APRIL 2002

Director/Trustee Details	
Surname Hunn	First Names John Murray
Date appointed 4 July 2000	
Term Expiry Da& 30 June 2003	
Skill area on appointment. Special skills brought to the board. H. sh level of financial skills and corporate governance	
Applied skill area (eg Board Committee) m-&h-+ committee (chairman) Finance committee	

Assessment of performance at meetings	
Number of board/relevant committee meetings held since date of appointment Since May 01 12 Trust Meetings 10 Finance 1 Audit	
Number of board/relevant committee meetings attended by Director/Trustee 7 " " 10 1	
Chairperson's comments on attendance at meetings Good	
How well is the Director/Trustee prepared for meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Well prepared	
What level of participation does the Director/Trustee have in meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Contributes well especially in areas of expertise	

The Chairperson's assessment of the Director/trustees

1. strategic awareness

understands the importance of the stadium
and the business reserve to the Warrington Region

2. knowledge of governance

High - as ~~expected~~ expected given background

3. independent judgement and objectivity

Exhibits good level of objectivity - - independence

4. personal responsibilities within the board

Audit

Bus. Reserve

Finance

5. technical competency

Appropriate for roles undertaken

Chairperson's assessment on the Board member adding value

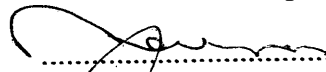
Adds significant value particularly on financial matters and wider strategic issues

Chairperson's general comments

John has added considerable value as a trustee

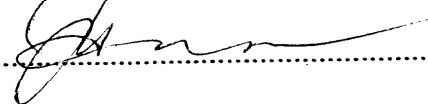
The above assessment has been discussed between the Chairperson and the Director/Trustee concerned and the points have been agreed.

Chairperson



Date 23 April 2002

Director/Trustee



Date 25.4.02

Re-appointment

Would you re appoint this person to the Board: Yes

Strong governance and financial skills ensure John continues to be a good contributor

Director/Trustee Performance review by Board Chairperson

LATE/Trust: WELLINGTON REGIONAL STADIUM TRUST
Date of Review: 30 APRIL 2002

Director/Trustee Details	
Surname BAZLEY	First Names DAME MARGARET
Date appointed 4 JULY 2000	
Term Expiry Date 4 JULY 2003	
Skill area on appointment. Special skills brought to the board. Strong experience and management skills	
Applied skill area (eg Board Committee) Membership committee - also stadium member	

Assessment of performance at meetings	
Number of board/relevant committee meetings held since date of appointment Ten meetings - 28 May 01 to 28 March 02 / 2 membership meetings	
Number of board/relevant committee meetings attended by Director/Trustee Nine Attended	2 attended
Chairperson's comments on attendance at meetings Good	
How well is the Director/Trustee prepared for meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Well informed on all issues	
What level of participation does the Director/Trustee have in meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Participates well in areas of expertise	

The Chairperson's assessment of the ~~Director~~/trustees

1. strategic awareness

Ability to see wider picture and understands the importance of a wider strategic vision for the future development of the stadium

2. knowledge of governance

Very high

3. independent judgement and objectivity

Wide range of experience coupled with an independence of any user group ensures a high level of independent judgement and objectivity

4. personal responsibilities within the board

Members Committee

5. technical competency

Appropriate for position

Chairperson's **assessment** on the Board member adding value

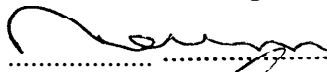
On to p of all the issues. Very supportive of key management and a good contributor overall.

Chairperson's general comments

As above

The above assessment has been discussed between the Chairperson and the Director/Trustee concerned and the points have been agreed.

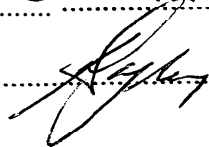
Chairperson



Date

30/4/02

Director/Trustee



Date

30/4/02

Re-appointment

Would you re appoint **this person to the Board:** Yes

Margaret has now developed a good understanding of the stadium and performs well as a trustee

Director/Trustee Performance review by Board Chairperson

LATE/Trust: WELLINGTON REGIONAL STADIUM TRUST
Date of Review: 2 MAY 2002

Director/Trustee Details	
Surname-3 MARTIN	First Names CHRIS
Date appointed November 2001	
Term Expiry Date Local Body Elections	
Skill area on appointment. Special skills brought to the board. Wellington City Council Representative	
Applied skill area (eg Board Committee) N/A	

Assessment of performance at meetings	
Number of board/relevant committee meetings held since date of appointment Five	
Number of board/relevant committee meetings attended by Director/Trustee Three	
Chairperson's comments on attendance at meetings OK - an attendance related 4 s special meetings for Rugby World Cup	
How well is the Director /Trustee prepared for meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Well prepared and getting on top of key issues	
What level of participation does the Director/Trustee have in meetings? Outstanding <u>Acceptable</u> Not Acceptable	
Chairperson's comments: Participated in areas where k-GA - can make a contribution	

The Chairperson's assessment of the Director/trustees

1. strategic awareness

Given council background, understands the relationship of and importance to the City of the Stadium.
"where would the City be without it"

2. knowledge of governance

High - appropriate given background

3. independent judgement and objectivity

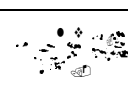
While appointed by the City acts independently and understands his role as a trustee.
Acts objectively and brings fresh approach

4. personal responsibilities within the board

N/A

5. technical competency

Food.



Chairperson's assessment on the Board member adding value

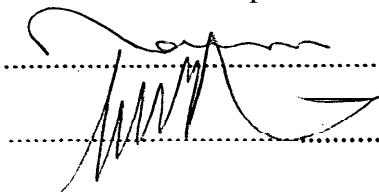
Added considerable value in a short period of time & looking at how the stadium can develop further

Chairperson's general comments

A breath of fresh air and emphasised the need to bring new ~~str~~ ideas through on a regular basis.

The above assessment **has** been discussed between the Chairperson and the ~~Director~~/Trustee concerned and the points have been agreed.

Chairperson



Date 2 May 02

~~Director~~/Trustee

Date 2 May 02

Re-appointment

Would you re appoint this person to the Board: Yes

An excellent appointment - good lateral thinker and provides some zest at meetings.