

Appendix 3 - CCO Establishment: Progress Checker

Task	Proposed governance of delivery CCO	
General Manager Lead	Alastair McNeil	
	Lead	Timeframe
Public consultation:		
Prepare consultation document		Completed
Report on consultation outcomes		12 Dec 2022
Establish CCO:		
Establishment of CCO structure (e.g. Trust Deed/Company Constitution etc.)	Ben J	
Determine ownership structure (i.e. TCC 100% or other partners)	N/A	
Confirm charitable status	N/A	
Divest Lot 45 reserve w/ DOC	N/A	
Development of Enduring Statement of Expectations	TBC (Anne/Ben J)	
Appointment of Trustees/ Directors	Marty/Alastair/Anne	
Establish management structure i.e. internal TCC or employees	Board/Marty to appoint CEO only*	
Establish operating activities:		
Land ownership or Lease Complete sale/lease documentation	N/A	
Other asset ownership or lease Complete sale lease documentation	N/A	
Implications of asset valuations: e.g. market value vs peppercorn etc.	N/A	
IRD registration for Income Tax & GST	Marin	
Determine accounting treatment for individual entity and TCC consolidation purposes	Marin	
Obtain tax/ legal advice on setup to ensure no fishhooks	Marin/Ben J	
Set up systems required including accounting etc. (or setup within TCC's systems)	Rebecca	
Complete accounting entries to establish entity (e.g. sales, transfers etc.)	Marin	
Ongoing operating activities:		
Complete Statement of Intent	Anne/Sanjana/Ben J	Annually
Monitor results: financial & non-financial	CCO Chief Executive	Annually
Annual Reporting	CCO Chief Executive	Annually
Annual Audit	Marin	Annually

* While contractors and employees will be directly engaged by TCC, an agreement may be needed as to the interaction with the CEO.