

**AGENDA FOR AN ORDINARY MEETING OF THE COMMUNITY SPORT FUND ALLOCATION
SUBCOMMITTEE TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE,
LINCOLN, WAITAKERE CITY, ON THURSDAY, 15 JULY 2004,
COMMENCING AT 7.00 PM.**

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) and (7A) of the Local Government Official Information Act and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Subcommittee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



3 CONFIRMATION OF MINUTES

Ordinary` - Thursday, 13 November 2003

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Community Sport Fund Allocation Subcommittee held on Thursday, 13 November 2003, as circulated, be taken as read and now be confirmed.



4 **RECOMMENDED CRITERIA FOR THE ALLOCATION OF COMMUNITY SPORT FUND CLUB DEVELOPMENT FUNDING**

PURPOSE OF THE REPORT

The purpose of the report is to present the Community Sport Fund Allocation Subcommittee with recommended criteria for allocating Community Sport Fund money for club development.

BACKGROUND

The Community Sport Fund was set up as a partnership between the Hillary Commission (which was Central Government funded) and territorial local authorities. The Community Sport Fund was the Hillary Commission's major contribution towards assisting and developing local sport, fitness and leisure activity initiatives and development.

In 2002, as a result of Central Government initiatives, the Hillary Commission, New Zealand Sports Foundation and the policy arm of the Office for Tourism and Sport were replaced with Sport and Recreation New Zealand. A decision was then made by Sport and Recreation New Zealand to cease the Community Sport Fund as of June 2002. The rationale for this decision was that, to achieve its goals, Sport and Recreation New Zealand must target its available resources towards strategic initiatives that will achieve the most value. As a result Waitakere City Council will not receive any further funding to divest to the community through the Community Sport Fund.

When Sport and Recreation New Zealand ceased the Community Sport Fund they informed councils that any loans and unallocated funds received from the Hillary Commission did not need to be returned and could continue to be loaned or used for other purposes consistent with those for which they were received. Currently there is approximately \$870,000 either in hand or out on loans of this fund. It was agreed that it was necessary to establish the options available to utilise the remaining funds, to ensure that Council made the most effective and efficient decision on the use of these funds. The following resolutions were passed by the Community Sport Fund Subcommittee in November 2003.

- “1. That the Community Sport Fund Allocation Subcommittee recommends to the Finance and Operational Performance Committee that the remaining Community Sport Fund money, after loans funding, including the interest earned, be used to fund Club Development projects and be given out in accordance with the criteria which is to be developed.
2. That the Community Sport Fund Allocation Subcommittee recommends to the Finance and Operational Performance Committee that a set of criteria be developed to allow Council to make decisions on what Club Development projects and strategic loan funding will be given priority, and that this criteria focus on the long-term strategic improvement for the sport or physical recreation aspect of a club or organisation in Waitakere City.
3. That a report on the developed criteria be brought back to the Community Sport Fund Allocation Subcommittee for approval.”

4153/2003

This report presents the recommended criteria for the allocation of club development funding.

STRATEGIC CONTEXT

Leisure facilities and activities contribute to the wellbeing of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided. To improve the wellbeing of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives.

Through its Strategic Plan Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

ISSUES

The purpose of the Club Development Fund is to provide flexibility to support the development of sports clubs in Waitakere City. The intention is that a small number of strategic grants will be made, rather than a more scattered approach allowing greater levels of support to clubs and regional organisations looking to improve the sustainability of their sports in Waitakere City into the future.

At the November 2003 Community Sport Fund Subcommittee meeting it was recommended that the remaining Community Sport Fund money, after loans funding, including the interest earned, be used to fund Club Development. Currently approximately \$870,000 is in the Community Sport Fund and \$800,000 of this has been set aside for loans. The balance together with the interest from the loans, which is expected to be approximately \$23,000 per annum, would allow the fund to be sustainable for the foreseeable future.

The decision on how the fund will be allocated will be based on research in the form of a club audit which is currently being carried out by Sport Waitakere. Applications will be called for on an annual basis in May each year.

Criteria for Allocating Club Development Fund

Following is the recommended criteria for the allocation of Community Sport Fund club development grants. This is a combination of old Hillary Commission criteria and new Waitakere City Council criteria.

Priority Funding

- Applicants must be operating as a non profit club or organisation;
- The project must take place within Waitakere City's boundaries;
- The proposed project must align with identified strategic objectives (i.e Waitakere City Council Strategic platforms, Leisure Strategy, Auckland Regional Sport Strategy);
- Applications must be for a sport, fitness and physical leisure purpose or activity;
- Applicants must be able to generate a minimum of 25% of funds towards the total cost of the project;
- Applicants must be able to account for their funds;
- The project must demonstrate specific improved changes to the club or organisation, and will be peer reviewed by Council officers; and
- Applicants need to be able to demonstrate that they have addressed issues of membership retention.

Projects will address the following areas:

- Establishment of school/club links;
- Demonstrate a commitment to increasing opportunity and accessibility;
- Development of alliances/sharing resources;
- Development of volunteer infrastructure; and
- Engage a diverse range of leisure activities.

The Club Development Fund is to be Allocated Towards Projects That Focus On

- The development of regional sport, fitness or physical leisure strategies that identify future facility and programme needs for a sport or number of sports in Waitakere City;
- Feasibility studies for clubs looking to amalgamate;
- Costs associated with the establishment of multi-sport clubs;
- Actual club amalgamation; and
- Improving the services a regional sport organisation provides to club sport.

Also the Following Criteria Will be Taken Into Account

- Activities encouraging Maori, Pacific Islands people, refugees and new migrants, children, youth and older adults to participate in sport, fitness and physical leisure activities;
- Programmes for children at risk to encourage group participation and social cohesion; and
- Programmes that encourage disabled participants to be involved in all aspects of sport and recreational activities.

Who Can Apply

Applicants do not have to be a sports group to be eligible for funding - however the grant being applied for must be for sport, fitness or physical leisure purposes.

This fund can only be paid to external organisations.

To Be Eligible Applicants Must

- Be a non-profit making organisation. (This means that if a group's income exceeds its costs it must use those funds to maintain and develop its organisation and activities. No private individual or group may receive a financial profit from the organisation, other than salaries or to cover costs associated with the group's activities);
- Applicants must have a constitutionally 'open' membership. This means that membership rules must not exclude any category of person and membership fees must be reasonable;
- Schools may apply for funding provided that the project to be funded involves co-operation, partnerships or the sharing of resources between the school and community groups and is for sport, fitness or physical leisure purposes. (The intention is for long term partnership between Schools and the Community); and
- Applicants must be legally constituted, such as an incorporated society or charitable trust.

Who Will Assess Applications

Applications will be assessed by the Community Sport Fund Allocation Subcommittee.

Application Closing Dates

Applications will close once a year in mid May. Unsuccessful applicants will be notified in writing with reason(s) why, so they are in a better position to apply for loans in the future. There will be no appeal process.

How To Apply

- Application forms and information regarding strategic platforms will be available on the internet and by calling the Call Centre on 839 0400;
- A current set of financial statements including a statement of income and expenditure or a balance sheet must be provided.

RESOURCES

Funding has been allocated from the balance of the Community Sport Fund after loan monies have been set aside. This amount together with the interest on Community Sport Fund loans will form the basis of the fund. Staff time to administer the process of the funding system decided upon will be provided through the Annual Plan.

CONCLUSION

In 2002 Sport and Recreation New Zealand made the decision to cease the Community Sport Fund as of June 2002. Sport and Recreation New Zealand informed councils that any remaining funds did not need to be returned to Sport and Recreation New Zealand and were available for councils to use for purposes consistent with those for which they were received.

Council now has approximately \$870,000 of funds, currently in hand or out on loan, remaining from the Community Sport Fund. The resolution in November 2003 stated that the remaining Community Sport Fund money, after loans funding, including the interest earned, which is expected to be approximately \$23,000 per annum (assuming an interest rate on the loans of 3%) be used to fund Club Development projects and be given out in accordance with the criteria which is to be developed. The fund would provide support to clubs and organisations for strategic initiatives that will strengthen the club and/or sport in Waitakere City.

The intention of the Club Development Fund is to allow greater levels of support to clubs and regional organisations looking to improve the sustainability of their sports into the future. Projects could include:

- The development of regional sport, fitness or physical leisure strategies that identify future facility and programme needs for a sport or number of sports in Waitakere City;
- Feasibility studies for clubs looking to amalgamate;
- Costs associated with the establishment of multi-sport clubs;
- Actual club amalgamation; and
- Improving the services a regional sport organisation provides to club sport.

The application criteria is a combination of old Hillary Commission criteria and new Waitakere City Council criteria. The full recommendations are included under 'issues' and again in the 'recommendations'.

RECOMMENDATIONS

1. That the Recommended Criteria for the Allocation of Community Sport Fund Club Development Funding report be received.
2. That the Community Sport Fund Subcommittee recommend to the Finance and Operational Performance Committee the adoption of the criteria for allocating funding for club development as set out in the agenda report.

Report prepared by: Jan Brown, Community Assistance Administrator.



5 RECOMMENDED CRITERIA FOR THE ALLOCATION OF COMMUNITY SPORT FUND LOANS

PURPOSE OF THE REPORT

The purpose of the report is to present to the Community Sport Fund Subcommittee with suggested criteria for allocating loans from the Community Sport Fund.

BACKGROUND

The Community Sport Fund was set up as a partnership between the Hillary Commission (which was Central Government funded) and territorial local authorities. The Community Sport Fund was the Hillary Commission's major contribution towards assisting and developing local sport, fitness and leisure activity initiatives and development.

In 2002, as a result of Central Government initiatives, the Hillary Commission, New Zealand Sports Foundation and the policy arm of the Office for Tourism and Sport were replaced with Sport and Recreation New Zealand. A decision was then made by Sport and Recreation New Zealand to cease the Community Sport Fund as of June 2002. The rationale for this decision was that, to achieve its goals, Sport and Recreation New Zealand must target its available resources towards strategic initiatives that will achieve the most value. As a result Waitakere City Council will not receive any further funding to divest to the community through the Community Sport Fund.

When Sport and Recreation New Zealand ceased the Community Sport Fund they informed councils that any loans and unallocated funds received from the Hillary Commission did not need to be returned and could continue to be loaned or used for other purposes consistent with those for which they were received. It was agreed that it was necessary to establish the options available to utilise these remaining funds, to ensure that Council made the most effective and efficient decision on the use of these funds.

The following resolutions were passed by the Community Sport Fund Subcommittee in November 2003:

- “1. *That the Community Sport Fund Allocation Subcommittee recommends to the Finance and Operational Performance Committee that \$800,000 of the remaining Community Sport Fund money be used to provide strategic loans funding to community clubs and organisations for sporting purposes and be given out in accordance with the criteria which is to be developed.*
2. *That the Community Sport Fund Allocation Subcommittee recommends to the Finance and Operational Performance Committee that a set of criteria be developed to allow Council to make decisions on what Club Development projects and strategic loan funding will be given priority, and that this criteria focus on the long-term strategic improvement for the sport or physical recreation aspect of a club or organisation in Waitakere City.*
3. *That a report on the developed criteria be brought back to the Community Sport Fund Allocation Subcommittee for approval.”*

4153/2003

There currently is approximately \$870,000 in the Community Sport Fund account either in hand or out on loan, \$800,000 has been set aside for strategic loans funding and the balance is to be used for club development and a club audit. A separate agenda report covers the recommended criteria for allocating club development funding. Sport Waitakere has received \$20,000 to provide a Club Audit which will form the basis of the needs assessment for allocating Club Development funding, with up to a further \$22,000 to be made available for completion of this project subject to an interim report which will be presented on the progress of the Club Audit.

This report presents the recommended criteria for the allocation of loans.

STRATEGIC CONTEXT

Leisure facilities and activities contribute to the wellbeing of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

To improve the wellbeing of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives.

Through its Strategic Plan Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

ISSUES

The purpose of the Community Sport Fund loans is to support organisations to improve or develop new or existing sport, fitness or physical leisure facilities in a strategic way that links with Waitakere City Council's strategic direction including the Leisure Strategy and Auckland Regional Sport Strategy.

There is approximately \$870,000 either in hand or out on loan of the Community Sport Fund. At the November 2003 meeting it was recommended that an amount of \$800,000 be set aside to provide strategic sport loan funding, with the interest on these loans being set aside to provide for club development. It was further recommended that a set of criteria be developed to allow Council to make decisions on what club development projects and strategic loan funding will be given priority. These criteria will be reviewed for effectiveness after 12 months.

Criteria for Loan Funding

Following is the recommended criteria for the allocation of Community Sport Fund loans. This is a combination of old Hillary Commission criteria and new Waitakere City Council criteria.

Priority Criteria

- The purpose of the loan is to improve or develop new or existing sport, fitness or physical leisure facilities;
- The project must take place within Waitakere City's boundaries;
- The proposed project must align with identified strategic objectives (i.e. Waitakere City Council Strategic Platforms, Leisure Strategy, Auckland Regional Sport Strategy);
- The maximum loan period is five years;
- Loans will not be provided for retrospective purchases;
- Loans will not be provided for repayment of debt or debt servicing; and
- Loans will not be provided for maintenance of equipment or maintenance of facilities.

Also Loans That Include Some of Following Criteria Will Be Taken Into Account

- Activities encouraging Maori, Pacific Islands people, refugees and new migrants, children, youth and older adults to participate in sport, fitness and physical leisure activities;
- Proposals involving co-operation, partnerships or the sharing of resources between two or more not for profit groups in Waitakere City;
- Programmes for children at risk to encourage group participation and social cohesion;
- Programmes that encourage disabled participants to be involved in all aspects of sport and recreational activities; and
- Proposals that are able to demonstrate that the organisation has addressed issues of ongoing membership retention and facility maintenance and have a long term strategic direction.

Financial Criteria

- The minimum amount that a loan can be applied for is \$5,000;
- The maximum amount that a loan can be applied for is \$100,000;
- Applicants must be able to generate a minimum of 25% of funds towards the total of the project;
- Waitakere City Council must be satisfied that sufficient equity is owned by the organisation to cover full repayments of the principal and interest. Projected cash flows will be required to be produced. This needs to include proof of how ongoing costs can be met;
- All repayments of principal and interest must be paid to the fund and then reallocated;
- If the committee is concerned about the organisation's ability to repay the loan, they should decline the loan application; and
- Any approved loans will be subject to assessment of loans guidelines.

Recommended Interest Rates

Given that there is \$800,000 that has been set aside for strategic loan funding and that the balance of the fund together with the interest on the loans has been set aside for club development we recommend that the interest rate be set for the loans at a fixed rate of:

- 3% per annum from year 1 to year 5.

This would bring in approximately \$23,000 per annum to boost the club development fund and make it sustainable.

Who Can Apply

Applicants do not have to be a sports group to be eligible for funding - however the loan being applied for must be for sport, fitness or physical leisure facilities.

The fund can only be used for loans to external organisations.

To be Eligible Applicants Must

- Be a non-profit making organisation. (This means that if a group's income exceeds its costs it must use those funds to maintain and develop its organisation and activities. No private individual or group may receive a financial profit from the organisation, other than salaries or to cover costs associated with the group's activities);
- Applicants must have a constitutionally 'open' membership. This means that membership rules must not exclude any category of person and membership fees must be reasonable;
- Schools may apply for funding only if the project to be funded involves co-operation, partnership and the sharing of resources between the school and community and is for sport, fitness or physical leisure facilities. The intention is for a long term partnership and access for the community outside of normal school hours; and
- Applicants must be legally constituted, such as an incorporated society or charitable trust with provision within their rules for borrowing money.

Who Will Assess Applications

- Applications will be assessed by the Community Sport Fund Allocation Subcommittee.

Application Closing Dates

Applications will close once a year in mid May. Unsuccessful applicants will be notified in writing with reason(s) why, so they are in a better position to apply for loans in the future. There will be no appeal process.

How to Apply

- Application forms and information regarding strategic platforms will be available on the internet and by calling the Call Centre on 839 0400; and
- A current set of financial statements including a statement of income and expenditure or a balance sheet must be provided.

RESOURCES

Approximately \$870,000 is still remaining in the Community Sport Fund which was provided by what was the Hillary Commission. \$800,000 has been set aside for strategic loans and the balance together with the interest from the loans has been set aside for club development and a further \$22,000 for the completion of the club audit currently being undertaken by Sport Waitakere. Staff time to administer the process of the loans, will be provided through the Annual Plan.

CONCLUSION

In 2002 Sport and Recreation New Zealand made the decision to cease the Community Sport Fund as of June 2002. Council now has approximately \$870,000 of funds, currently in hand or out on loan, remaining from the Community Sport Fund. Sport and Recreation New Zealand informed councils that any remaining funds did not need to be returned to Sport and Recreation New Zealand and were available for councils to use for purposes consistent with those for which they were received.

\$800,000 was recommended to be set aside for strategic loans funding, with the balance to be used for club development and a further \$22,000 for the Sport Waitakere club audit. Council staff were requested to develop a series of criteria for allocating this fund in a strategic way that would best meet the needs of the community.

A mixture of old Hillary Commission criteria has been recommended together with new criteria that allows for more strategic use of the funds. These exclude the fund being used for repayment of debt, or for retrospective purchases. It also includes a recommendation that schools be eligible to apply, provided that the project for which the loan was requested will be made available for community use, outside of normal school hours. The full criteria for allocating the loans are listed under issues and again in the recommendations.

RECOMMENDATIONS

1. That the Recommended Criteria for the Allocation of Community Sport Fund Loans report be received.
2. That the Community Sport Fund Subcommittee recommend to the Finance and Operational Performance Committee that the criteria for allocating loans from the Community Sport Fund as set out in the agenda report be adopted:

Report prepared by: Jan Brown, Community Assistance Administrator.



6 **SPORT WAITAKERE PRESENTATION REGARDING STATUS OF SPORT CLUB
AUDIT**

PURPOSE OF THE REPORT

The purpose of the report is to provide Sport Waitakere with an opportunity to present the work completed to date on the Club Audit and request the balance of the funding needed to finalise this project.

BACKGROUND

The Community Sport Fund was set up as a partnership between the Hillary Commission (which was Central Government funded) and territorial local authorities. The Community Sport Fund was the Hillary Commission's major contribution towards assisting and developing local sport, fitness and leisure activity initiatives and development.

In 2002, as a result of Central Government initiatives, the Hillary Commission, NZ Sports Foundation and the policy arm of the Office for Tourism and Sport were replaced with Sport and Recreation New Zealand. A decision was then made by Sport and Recreation New Zealand to cease the Community Sport Fund as of June 2002. The rationale for this decision was that, to achieve its goals, Sport and Recreation New Zealand must target its available resources towards strategic initiatives that will achieve the most value. As a result Waitakere City Council will not receive any further funding to divest to the community through the Community Sport Fund.

When Sport and Recreation New Zealand ceased the Community Sport Fund they informed councils that any loans and unallocated funds received from the Hillary Commission did not need to be returned and could continue to be loaned or used for other purposes consistent with those for which they were received. Following Sport and Recreation New Zealand's announcement the November 2002 Finance and Operational Performance Committee (upon recommendation of the Community Sport Fund Allocation Subcommittee) endorsed a further funding round of the Community Sport Fund to be held in March 2003 to be allocated from the reserve fund (3314/2002). It was agreed that it was necessary to establish the options available to utilise these remaining funds, to ensure that Council made the most effective and efficient decision on the use of these funds. The following resolutions were passed by the Community Sport Fund Subcommittee in November 2003:

"That the Community Sport Fund Allocation Subcommittee recommend to the Finance and Operational Performance Committee that \$20,000 be allocated from the Community Sport Fund to the club audit project managed by Sport Waitakere."

4154/2003

"That the Community Sport Fund Allocation Subcommittee recommends to the Finance and operational Performance Committee that an additional allocation of up to \$22,000 from the community Sport Fund be provided to the club audit project managed by Sport Waitakere, subject to an assessment of the progress results and costs to date of the initial club audits by 31 May 2004."

4155/2003

Sport Waitakere will be presenting a report to the Subcommittee on their work to date in relation to the club audit requesting the balance of the funding to continue this project.

STRATEGIC CONTEXT

Leisure facilities and activities contribute to the wellbeing of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently. Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

To improve the wellbeing of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives.

Through its Strategic Plan Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

ISSUES

Sport Waitakere Club Audit

\$20,000 was allocated by the Community Sport Fund Subcommittee to commence the club audit with a resolution that a further amount of up to \$22,000 would be made available subject to an assessment of the progress results and costs to date.

The results from this audit will be prioritised to indicate which clubs will have the greatest benefit from strategic investment or support. This will allow Council or Sport Waitakere to approach the clubs to discuss potential strategic initiatives that could be undertaken and then prioritise those proposals. A representative from Sport Waitakere will make a presentation to the meeting on 15 July 2004.

To date the progress Sport Waitakere has made on the Club Audit is disappointing, and Council have concerns the delivery of quality outputs of the contract may not be produced by Sport Waitakere. The key data collation that was expected to be produced and reported on by 31 May has not eventuated and as such is seriously compromising the progress on the Leisure Strategy which is reliant on the results of the Club Audit.

Council has been experiencing communication difficulties with Sport Waitakere during the Club Audit. Sport Waitakere have not been meeting their contractual obligations as set out in Clause 2.5 of the contract. Internal management issues within Sport Waitakere could be contributing to the communication problems and lack of progress.

A1-A4

A copy of Sport Waitakere's Club Audit progress report is attached at pages A1 to A4.

Because of the lack of progress on the Club Audit and the problems this is causing with the progress on the Leisure Strategy, Sport Waitakere have been instructed that they are to stop using Sport Research Group as their consultant and are instead to use Visitor Solutions to do the survey and consultation work with the clubs. Visitor Solutions are producing the Leisure Strategy and are very experienced in survey and consultation work. This will ensure that the information required to progress the Leisure Strategy will be guaranteed in a quality and timely manner.

Any work produced to date, by Sports Research Group, will be handed over to Visitor Solutions. The remaining \$16,300 budget from the \$20,000 will be used. Sport Waitakere will report back to the Community Sport Fund Allocation Subcommittee once the research work has been completed and provide a proposal on how to use the data to progress the Club Audit. The proposal may include request for additional funding from the \$22,000 budgeted.

RESOURCES

Approximately \$870,000 is still remaining in the Community Sport Fund which was provided by (what was) the Hillary Commission. The funding was allocated for this proposal at the November 2003 Community Sport Fund Subcommittee meeting and there are no additional financial implications.

CONCLUSION

In 2002 Sport and Recreation New Zealand made the decision to cease the Community Sport Fund as of June 2002. Council now has approximately \$870,000 of funds, currently in hand or out on loan, remaining from the Community Sport Fund. Sport and Recreation New Zealand informed councils that any remaining funds did not need to be returned to Sport and Recreation New Zealand and were available for councils to use for purposes consistent with those for which they were received.

It was agreed that it was necessary to establish the options available to utilise these remaining funds, to ensure that Council made the most effective and efficient decision on the use of these funds.

At the November 2003 Community Sport Fund Subcommittee meeting it was decided that Sport Waitakere should be contracted to provide a club audit.

The results from this audit will then be prioritised to indicate which clubs will have the greatest benefit from strategic investment or support. This will allow Council or Sport Waitakere to approach the clubs to discuss potential strategic initiatives that could be undertaken and then prioritise those proposals.

Sport Waitakere were provided with \$20,000 to commence this audit however Council are dissatisfied with the progress and quality outcomes to date. The consultant, Sports Research Group, employed by Sport Waitakere has been removed and Visitor Solutions will continue with the project and will utilise the remaining \$16,300 budget. Any work done to date has been transferred to Visitor Solutions.

Once the research data has been completed and compiled by Visitor Solutions, Sport Waitakere will report back to the Community Sport Fund Allocation Subcommittee with the results and provide a proposal on how the data will be constructively used. At that time as part of their proposal they may seek some or all of the remaining \$22,000 budget.

RECOMMENDATIONS

1. That the Sport Waitakere presentation regarding status of sport club audit report be received.
2. That the Community Sport Fund Subcommittee not approve the release of the remaining \$22,000 to Sport Waitakere until such time as Sport Waitakere provide a report on the results of the survey of clubs, as conducted by Visitor Solutions, and a proposal for the next phase of the Club Audit be presented.
3. That the Community Sport Fund Subcommittee may approve the release of the \$22,000 funding, or part thereof, upon receiving a proposal for the next phase of the Club Audit as presented by Sport Waitakere.

Report prepared by: Louis Rattray, Leisure Services Manager.

