



AMENDED NOTICE OF SPECIAL MEETING

**COMMUNITY SPORT FUND ALLOCATION
SUBCOMMITTEE**

I hereby give notice that a Special Meeting of the Community Sport Fund Allocation Subcommittee will be held on:-

DATE: Wednesday, 20 February 2002 TIME: 7.00 pm

VENUE: Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City

to consider the business as set out herein and to take any necessary action connected therewith.

19 February 2002

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Councillor	BA	Brady, JP (Chairperson)	
Mr	BJ	Peters	(New Lynn Community Board)
Mr	WW	Flaunty, JP	(Massey Community Board)
Mr	DG	Hallett	(Waitakere Community Board)
Mr	WJM	Postlewaight	(Henderson Community Board)
Mr	T	Nu'uali'itia	(Waitakere Sports Trust)
Mrs	E	Taumaunu	(Maori Community)
Ms	A	Nicholson	(Maori Community)
Mr	T	Amosa	(Pacific Island Communities)
Ms	S	Hyndman	(The Community)
Ms	J	Smith	(The Community)

(Quorum 6 members)

(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A SPECIAL MEETING OF THE COMMUNITY SPORT FUND
ALLOCATION SUBCOMMITTEE TO BE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON WEDNESDAY, 20 FEBRUARY 2002
COMMENCING AT 7.00 PM.**

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1 APOLOGIES



2 COMMUNITY SPORT FUND ALLOCATION 2002

PURPOSE OF THE REPORT

The purpose of this report is to:

- provide new Subcommittee members with relevant information;
- outline the current local criteria for the Subcommittee's consideration;
- outline the Community Sport Fund's current account status for 2002;
- propose the continuation of the Coach & Volunteer Development Fund.

BACKGROUND

The Community Sport Fund is a partnership between the Hillary Commission (which is central government funded) and Waitakere City Council. The Community Sport Fund is the Hillary Commission's major contribution towards assisting and developing local sport, fitness and leisure activity initiatives and development.

Funding is provided by the Hillary Commission nationally to help local communities to develop their sport, fitness and physical leisure organisations and activities. The Hillary Commission requires prioritisation of applications that support the development of junior sport, i.e. applications that directly benefit five to nineteen year olds, and in particular, to encourage links between schools and community-based sports clubs.

The Hillary Commission Guidelines for the 2002 funding round has been circulated to members. The guidelines contain the rules regarding eligibility and priorities for 2002.

An opportunity was also provided for Committee members to attend a training seminar (11 February 2002), hosted by the Hillary Commission, covering the running of the Community Sport Fund for 2002.

STANDING ORDERS

Standing Orders were adopted at the meeting of Waitakere City Council on Wednesday, 31 October 2001 and apply to all meetings of this Local Authority including this Subcommittee. These orders cover the conduct of proceedings at meetings of the Local Authority. A copy of these orders is available upon request.

It is suggested to members when any matter is raised on which they directly or indirectly have an interest, apart from any interest in common with the public, they fully declare any such interest to the meeting and withdraw from the meeting. This disclosure and the subsequent withdrawal of such member from voting on the item will be recorded in the minutes.

LOCAL CRITERIA

In addition to the Hillary Commission criteria, every Council can set its own criteria and priorities for funding. It is important that this Subcommittee set priorities that suit this community. The Hillary Commission requires that these local priorities are included in the information sent to applicant organisations with their application form.

The local priorities as set through the Community Assistance Policy and by the Subcommittee for the 2001 rounds are as follows:

- i. Activities encouraging Maori, Pacific Islands people, women and children to participate in sport, fitness and physical leisure activities;
- ii. Organisations and activities within Waitakere City, unless the facility is not available in the City and is used by local residents;
- iii. Programmes designed to reach non-participants;
- iv. Programmes that promote safe playing practices;
- v. Proposals involving co-operation, partnerships or the sharing of resources between two or more not for profit groups in Waitakere City;
- vi. Proposals that are well planned, with clear aims and objectives that the group intends monitoring;
- vii. Programmes for children at risk to encourage group participation and social cohesion;
- viii. Programmes that encourage disabled participants to be involved in all aspects of sport and recreational activities.

This meeting is the opportunity for the Allocation Subcommittee to consider whether these priorities are still appropriate, and also consider the weighting for differing parameters.

CURRENT ACCOUNT STATUS

The current account status of the Waitakere City Community Sport Fund is set out as follows:

Waitakere City's Community Sport Fund balance as at 1 July 2001	1,344,788
Plus	
Loans repaid	90,903
Interest on Loans	6,040
Interest on Funds	18,300
Less	
Loans Issued	185,000
Grants Issued	127,841
Expenses	1,537
Balance as at 31 December 2001	1,145,653

This balance has been built up over time as a result of loans being repaid. This breakdown does not include two loans (Massey Rugby Club and Sport Waitakere) that total \$930,000 approved by Council, but have as yet not been drawn down.

PER CAPITA FUNDING LEVEL

Due to budget restraints of the Hillary Commission, the per capita allocation for the Community Sport Fund has been slightly reduced. In 2002 the Hillary Commission will pay each council \$1.07 per capita for the Community Sport Fund. This means that the allocation for Waitakere City is as outlined below.

Grant from Hillary Commission for 2002	186,287.00
Less 5% for promotion, publicity and evaluation	<u>9,314.35</u>
Total amount available for allocation in 2002	<u>\$176,972.65</u>

It is proposed that funds for any approved loan applications be sourced directly from the loan account.

COACH AND VOLUNTEER DEVELOPMENT FUND

At its meeting on 1 February 2001, the Hillary Commission Allocation Subcommittee resolved to continue the availability of the Coach and Volunteer Development Fund with certain conditions. A review of this fund was also to be undertaken and reported back in 2002.

Since the fund was established in 1998 to financially assist groups undertaking coach or volunteer training outside the formal funding round(s) of the Community Sport Fund the following has been achieved:

Number of Applications	40
Number of eligible applications	36
Number of groups assisted	17
Total amount reimbursed	\$6,571.24

Although the amount is comparably low, the feedback received from the groups who have taken up the opportunity has been positive. This service supports not only the Hillary Commission's priority one for the Community Sport Fund but also their Coaches Count campaign and may encourage groups who miss the opportunity to apply in the formal funding round to continue training their volunteers with the knowledge that they are still eligible for financial assistance.

The administration involved in providing this service is minimal and the Hillary Commission supports the concept. It is the proposed that the service continues to be made available.

RECOMMENDATIONS

1. That the information be received.
2. That the current local criteria be reviewed and be amended as required.
3. That it be recommended to the Finance and Operational Committee that the allocation breakdown for 2002 be adopted as set out below:
 - (a) Amount available for subsidies for 2002 \$176,972.65
 - (b) Amount for promotion, publicity & evaluation \$9,314.35
 - (c) Loans to be sourced from accumulated loan fund.
4. That the Coach & Volunteer Development Fund continue on the following basis:
 - (a) That the mechanism for processing remain the same:
 - i) That the funds be dispersed as a reimbursement.
 - ii) Criteria in line with Priority One of the Hillary Commission Guidelines for the Community Sport Fund.

- iii) Maximum 50% of total cost.
- iv) That the ceiling limit is \$500 per club per year.
- v) Available from June through to February.
- (b) That no further funds be tagged to the fund for 2002.
- (c) That promotion of the fund continues with advertisements, flyers and posters (with messages in Maori, Pacific Islands and Asian languages).

Report prepared by: Joanna Connolly, Community Assistance Administrator.

