

**MINUTES OF A MEETING OF THE COMMUNITY SPORT FUND ALLOCATION  
SUBCOMMITTEE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA  
AVENUE, LINCOLN, WAITAKERE CITY, ON THURSDAY,  
25 NOVEMBER 2004, COMMENCING AT 7.05 PM.**

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**PRESENT:**

Councillor	JP	Lawley	(Chairperson) (until 8.17 pm)
	Mr WD	Buchanan	(New Lynn Community Board)
	Mr JG	Riddell	(Massey Community Board) (presiding from 8.17 pm)
	Ms MC	Davis	(Waitakere Community Board)
	Ms S	Hyndman	(The Community)
	Ms J	Smith	(The Community)

**ABSENT:**

	Mr I	Yukich	(Waitakere Regional Sports Trust)
	Mrs E	Taumaunu	(Te Taumata Runanga)
	Ms K	Wikiriwhi	(Te Taumata Runanga)
	Mr T	Amosa	(Pacific Island Communities)

**OBSERVERS:**

	Ms	GJ Maurice	(Massey Community Board Alternate)
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**IN ATTENDANCE:**

Director: Public Affairs  
Leisure Projects and Contracts Administrator  
Community Assistance Administrator  
Democracy Support and Sister City Liaison Officer

L Adams, General Manager, Sport Waitakere  
C Newman, Sport Development Officer, Sport Waitakere

**1 APOLOGIES**

2116/2004

MOVED by JG Riddell, seconded J Smith:

That an apology from WS Bainbridge, for absence be received and sustained.

**CARRIED**

**2 URGENT BUSINESS**

There was no Urgent Business.

**3 PRESENTATION - SPORT WAITAKERE**

Lynette Adams, General Manager for Sport Waitakere and Cathy Newman, Sport Development Officer for Sport Waitakere made a presentation to the Community Sport Fund Allocation Subcommittee on the status of Sport Waitakere.

The presentation included the changes and achievements to date, the role of Sport Waitakere and what future opportunities lie ahead.

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

2117/2004

MOVED by JG Riddell, seconded MC Davis:

That the Change to Recommended Criteria for the Allocation of Community Sport Fund, Club Development Funding report be received.

**CARRIED**

**PRECEDENCE OF BUSINESS**

2118/2004

MOVED by WS Buchanan, seconded JG Riddell:

That Item 5: Club Audit (Club Assistance and Growth) report be accorded precedence at this time.

**CARRIED**

**5 CLUB AUDIT (CLUB ASSISTANCE AND GROWTH) REPORT**

2119/2004

MOVED by WS Buchanan, seconded J Smith:

That the Club Audit (Club Assistance and Growth) report be received.

**CARRIED**

MOVED by JG Riddell, seconded Cr Lawley:

That the Community Sport Fund Allocation Subcommittee recommends to the Finance and Operational Performance Committee that the additional allocation of up to \$22,000 be released to contract a report recommending strategic options on how to address the issues raised in the report such as:

- how to address the ongoing need for training;
- what training can be provided;
- who will provide the assistance eg: Council, Unitec etc;
- how to ensure the assistance provided is sustainable;
- how to assist clubs who are experiencing difficulties currently;

- how to improve communication between clubs, sports codes, regional sports trusts, Council and national sports bodies;
- how to address issues of declining membership and how to foster club development; and/or
- how to encourage or facilitate partnerships.

**LOST**

2120/2004

MOVED by MC Davis, seconded JG Riddell:

That the additional allocation of up to \$22,000.00 to contract a report recommending strategic options on how to address issues in the Club Audit (Club Assistance and Growth) report be brought back to the Subcommittee for consideration after a workshop on the issue has been held.

**CARRIED**

The Chairperson advised the Subcommittee, that as she had to leave the meeting, the Subcommittee would need to elect a Member to preside for the remainder of the meeting.

#### **CHAIRPERSON TO PRESIDE AT THE MEETING**

2121/2004

MOVED by WS Buchanan, seconded MC Davis:

That JG Riddell, be elected to preside for the remainder of the meeting.

**CARRIED**

8.17 pm Cr Lawley vacated the Chair and left the meeting, JG Riddell assumed the Chair.

The Order of Business resumed at Item: 4 Change to Recommendation Criteria for the Allocation of Community Sport Fund, Club Development Funding.

#### **4 CHANGE TO RECOMMENDED CRITERIA FOR THE ALLOCATION OF COMMUNITY SPORT FUND, CLUB DEVELOPMENT FUNDING**

2122/2004

MOVED by J Smith, seconded MC Davis:

That it be recommended to the Arts and Events Special Committee that the following amended criteria for allocating funding for club development be adopted:

**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;
- Development of volunteer infrastructure, such as training in:
  - governance, management, administrative processes, marketing and strategic planning;

- Feasibility studies for clubs looking to amalgamate;
- Costs associated with the establishment of multi-sport clubs;
- Actual club amalgamation;
- Improving the services a regional sport organisation provides to club sport.

**CARRIED**

8.50 pm

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT A MEETING OF THE  
COMMUNITY SPORT FUND ALLOCATION  
SUBCOMMITTEE HELD ON

**DATE:**.....

**CHAIRPERSON:**.....