

**AGENDA FOR A MEETING OF TE TAUMATA RUNANGA TO BE HELD IN THE
CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON MONDAY, 20 FEBRUARY 2006, COMMENCING AT 5.00 PM.**

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OPENING KARAKIA

MIHIMIHI

E nga waka, e nga mana e nga karangatangamaha, tena koutou, tena koutou, tena koutou. E nga mate i tautini, he mihi aroha tenei ki a koutou, haere, haere, haere. E te hunga ora, rau rangatira ma tenei te kakano ka rua nei a morimoritia kia puawai ai. Hei aha? Hei maunga ringa ma nga whakaturupuranga, kia kaha, kia manawanui, kia u. Kia mau hoki ki te whakapono, te tumanako me te aroha.

1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes - Monday, 12 December 2005

RECOMMENDATION

That the minutes of the Meeting of Te Taumata Runanga held on Monday, 12 December 2005, as circulated, be taken as read and now be confirmed.



3 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information 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 Committee by resolution so decides; 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 and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

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



4 **PUBLIC FORUM**

For guidance of Te Taumata Runanga Members, the Council's Standing Orders have the following provisions in regard to Public Forum.

- (i) members of the public wishing to address the Committee in Public Forum shall furnish their names to the Chairperson at the beginning of the meeting; and
- (ii) the Chairperson shall determine the order of speakers, and allow five minutes for speaking time;
- (iii) questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

Section 46(7) and (7A) of the Local Government Official Information and Meetings Act 1987 provides that no resolution, decision, or recommendation may be made in respect of any specific item of business not on the agenda except to refer the items to a subsequent meeting for further discussion. Therefore, no decision may be made on matters raised in Public Forum. However, written reports on matters raised may be requested from the Chief Executive Officer.



5 **COMMITTEE MEMBERS' REPORTS**

Provision has been made on this agenda for Committee Members should they so wish to submit a report on their activities during the month in regard to matters within the scope and delegations of the Committee. However, to comply with the provisions of the Local Government Official Information and Meetings Act 1987, no decision may be made on matters raised in Committee Members' reports.

TE TAUMATA RUNANGA APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Keep Waitakere Beautiful	Rev J Cooper
West Coast Plan Liaison Group	Mihi Te Huia
Safe Waitakere Alcohol Project	Poata Northcroft
Safe Waitakere Injury Prevention Board	Poata Northcroft Mihi Te Huia
West Education Sector Trust	Awa Hudson Carol Ngawati
Waitakere Arts and Cultural Development Trust	Rev J Cooper
Child and Youth Advocate	Mihi Te Huia
COUNCIL COMMITTEES	
Community Sport Fund Allocation Subcommittee	Evelyn Taumaunu Wayne Knox




6 CHIEF EXECUTIVE OFFICER'S REPORT

Provision has been made for the Chief Executive Officer, or his nominated representative, to report on the progress of other matters considered to be of significance to Te Taumata Runanga, including organisation and representation issues.



7 COMMITTEE SECRETARY'S REPORT

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Prostitution Reform Act 2003 – Draft Strategy	14 February 2005 Resolution No: 150/2005	10 April 2006	Zoe Cuming  836 8000 Ext 8315

RECOMMENDATIONS

That the Committee Secretary's Report for 20 February 2006 be received.

Report prepared by: Ngareta Delamere, Committee Secretary.



8 DRAFT WAITAKERE CITY LEISURE FACILITY PARTNERSHIP POLICY CONSULTATION

PURPOSE OF THE REPORT

The purpose of this report is to inform Te Taumata Runanga of the contents of the draft Waitakere City Leisure Facility Partnership Policy (the Policy) and to enable the Te Taumata Runanga the opportunity to submit a submission on the proposal.

BACKGROUND

An increasing number of Councils are contemplating partnerships with community groups and schools to facilitate the development and use of recreation and leisure assets.

Waitakere City Council is often approached by community groups and schools requesting financial support for the development of a new asset and in return offering community access to the facilities. At present Council's financial support in such circumstances is on an ad hoc basis with no formal processes or criteria for Council to assess proposals to allow consistent decisions to be made.

The Long Term Council Community Plan and Annual Plan Special Committee passed the following resolution at its meeting on 25 March 2003:

“That the development of criteria and processes for assessing community facility partnership opportunities with schools is referred for consideration to the Annual Plan process.”

583/2003

This resolution was then adopted in the final 2003/2004 Annual Plan. In February 2004 a high level summary of the research to date to guide the general criteria of the Policy was presented to the City Development Committee. The following resolutions were passed:

- “1. That the City Development Committee endorses the concept of working in partnership with community organisations, schools, funding trusts and potentially other Councils through a Leisure Facility Partnership Policy.*
- 2. That the City Development Committee approves the development of a facility partnership policy to guide Council’s funding support to partnership opportunities with leisure and recreation assets, based on the draft direction outlined in the Agenda report, as part of the draft direction for the Facility Partnership Policy and incorporating the comments from the Committee.*
- 3. That the City Development Committee supports the requirement for Council to commit a set amount of capital through the Long Term Council Community Plan towards supporting projects through a Facility Partnership Policy.”*

72/2004

In November 2005 the draft Policy was presented to Council’s City Development Committee. The Committee passed the following resolution:

- 1. That the City Development Committee endorse the draft Leisure Facility Partnership Policy subject to stakeholder consultation.”*

2138/2005

Council officers are now undertaking community consultation before finalising the Policy.

STRATEGIC CONTEXT

Council’s strategic objective for leisure is to provide a comprehensive range of leisure, recreation and sports services and facilities are provided. To improve the well being of the City’s people and communities, 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. Council’s leisure facilities and activities contribute to the well being of the City’s residents by providing recreational opportunities that promote health and social cohesion. The adoption of a Leisure Facility Partnership Policy will increase the number of community facilities being provided while provide clear strategic direction for Council’s investment.

Through the 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. By developing partnerships with community groups Council can achieve this platform.

ISSUES

Research was undertaken to develop a Policy throughout 2004 and early 2005. In February 2005 a report providing a high-level summary of the research was presented to Council's City Development Committee for its comments on the issues and options that surround the development of a Leisure Facility Partnership Policy. Comments from Council's City Development Committee were incorporated and a modified version of the draft Leisure Facility Partnership Policy was represented in November 2005.

The key aims of the Policy are to:

- Standardise the process by which capital development grants are made to community organisations to ensure transparency;
- Ensure the community leisure benefits derived from every facility partnership grant are maximised;
- Utilise the Leisure Facility Partnership Policy to support the implementation of core strategic actions from Council strategies, policies and plans such as:
 - Waitakere City Council's Long Term Council Community Plan;
 - Waitakere City Council's Parks and Open Space Strategy;
 - Waitakere City Council's Leisure Strategy.
- Utilise the Leisure Facility Partnership Policy to support local, regional and national strategies and plans such as:
 - Auckland Regional Physical Activity and Sport Strategy;
 - Sports and Recreation New Zealand's (SPARC's) 'Push Play' initiative;
 - Sport Waitakere Strategic Plan.
- Improve the sustainability of community leisure organisations;
- Form lasting holistic ongoing partnerships with community organisations.

The Policy will have three distinct stages, with more detailed information being required at each stage. Each stage will then have different types of evaluation criteria to optimise the community's and Council officers' time.

It is suggested that a working group consisting of Council officers from Parks, Leisure Services and Public Affairs evaluate the proposals at each stage against the criteria before presenting them to the City Development Committee. The Leisure Projects and Contracts officer would be responsible for the administration of the Policy.

After evaluation by a Council Committee some proposals may be excluded from proceeding to the next stage. Unsuccessful organisations will be informed and provided reasons why their proposal was not successful. Council officers will work with successful organisations to assist them to provide the information required for the next stage.

Once an organisation has been successful through all three stages Council will enter into a contract which will detail the specifics of the partnership, for example, what portion of the operation must be used by the community and what is deemed a breach of the terms. It is not envisaged that Council will provide any on-going operational funding support to the projects successful in gaining Leisure Facility Partnership Policy grants.

The final policy will also incorporate details of stewardship and how Council's interests will be maintained long term. Partners will be required to assure the Council of their long term financial viability and the sustainability of the development.

After the completion of a facility Council will reserve the right to audit sites. In addition facilities will be required to submit annual reports. The Projects and Contracts officer will be responsible for reviewing the reports and accessing the maintenance of the facility ensuring the terms and conditions of the contract are carried out.

A1-A13

The Policy provides details of what level of information is required and the criteria it will be measured against. A full copy of the report is attached at pages A1 to A13.

This Policy is now being presented to sports groups, schools, local iwi and community groups for consultation. Submissions close at 5pm, 3 March 2006. This report provides the opportunity for Te Taumata Runanga to comment on the Policy.

RESOURCES

Through the Long Term Council Community Plan 2003-2013 \$500,000 has been budgeted annually for leisure facility improvements. It is proposed that the funding be utilised for the Leisure Facility Partnership Policy subject to confirmation by Council on an annual basis.

CONCLUSION

There is a need for Council to develop a Leisure Facility Partnership Policy. The Policy would guide Council in its decisions towards financial support for partnerships with community groups and schools regarding the development and utilisation of leisure and recreation assets. At present this financial support is provided on an ad hoc basis. A Leisure Facility Partnership Policy would enable Council to adopt a transparent process for assessing potential initiatives. This report presents the draft Policy for community consultation. Council officers encourage Te Taumata Runanga to compile their comments and submit a submission.

RECOMMENDATIONS

1. That the Draft Waitakere City Leisure Facility Partnership Policy Consultation report be received.
2. That Te Taumata Runanga make recommendations on the draft Waitakere City Leisure Facility Partnership Policy via written submissions by 5pm, 3 March 2005.

Report prepared by: Clare Dwyer, Leisure Planner.



9 NEXT MEETING

The next meeting of Te Taumata Runanga will be held in the Civic Centre, on Monday, 20 March 2006, commencing at 5.00 pm.

A representative is invited to present Te Taumata Runanga report at the next meeting of Council to be held in the Civic Centre, on Wednesday, 22 February 2006, commencing at 5.30 pm.

