
REPORT 4
(1215/11/IM)

TERMS OF REFERENCE – GRANTS SUBCOMMITTEE: SOCIAL GRANTS – CRITERIA FOR PARTNERSHIPS TO UPGRADE SCHOOL POOLS

1. Purpose of Report

This report seeks the Council's approval of the criteria to be used by the Grants Subcommittee when considering applications for the school pools partnership fund. The recommended criteria will be in addition to the existing General Grant's criteria and requirements.

2. Executive Summary

The Strategy and Policy Committee has recommended the establishment of a Pools Partnership Fund aimed at increasing community access to school pool space and learn to swim opportunities across the city. The \$2 million fund was recommended as part of the Draft Annual Plan process. It is spread over three years with \$500k in 2010/11.

Officers have developed criteria for the Council's consideration and approval to guide the allocation of the fund by the Grants Subcommittee. The criteria have been developed to achieve:

- clear objectives: community access and uptake
- defined roles: one-off grants for capital works with all ongoing operations, cost and funding the responsibility of the schools
- flexibility: reflecting the partnership approach schools will have discretion about how to achieve the objectives
- clarity for applicants
- accountability: annual monitoring by schools to demonstrate the outcomes they have achieved.

The recommendations seek approval for the new criteria.

3. Recommendations

It is recommended that the Council:

1. *Receives the information.*

2. *Agrees the following aims and criteria be added under the Social Grants Pool for those applicants seeking funding for the upgrade of school pools (The Pools Partnership Fund):*
- (a) The Pools Partnership Fund aims to improve access to and uptake of learn to swim, aquatic education, aquatic sport and casual aquatic enjoyment by the local communities of Wellington City by increasing the total available pool capacity and aquatic programme opportunities throughout the city.*
 - (b) The project must demonstrate how it helps resolve current and forecast demand for learn to swim and aquatic education within the Wellington City boundaries.*
 - (c) The project must be strategically located to both facilitate easy access for participant schools, (a 15-20 minute walk time from neighbouring schools is appropriate.) and ensure that appropriate catchments are created across the city.*
 - (d) The applicant must facilitate use of the pool facility by other schools during the school day.*
 - (e) The applicant must make the pool facility available for wider community use outside of the school day/term.*
 - (f) The project must have the School Board of Trustees and school management written support.*
 - (g) Any trust or management arrangement for the project must be legally constituted and have adequate skills in planning, governance and management.*
 - (h) The project must have a Formal Use and Licence to Occupy Agreement in place with the Ministry of Education.*
 - (i) The project must have an appropriate business and asset management plan in place which ensures that no additional operational or capital funding would be sought from the Wellington City Council.*
 - (j) Projects will only be able to be funded once through the Pools Partnership Fund.*
 - (k) The applicant must agree to provide an annual report to the Wellington City Council on the operation, maintenance, and achievements of the pool. This report will need to be provided throughout the indicated life of the asset, as defined prior to construction, and will include statements on schools programmes, community access, and operation of the asset.*
3. *Note that wider community use referred to in 2(e) above includes:*

Use by groups, clubs and associations separate from the school, trust, or management arrangement of the facility which are based within Wellington City and whose membership is made up of predominantly Wellington City residents.

The inclusion of casual swimming sessions within the programme of operation for the project.

4. *Agree that the above criteria be reviewed by officers, with any further recommendations brought to Council for consideration following any guidance on partnership arrangements with schools, issued by Sport and Recreation New Zealand.*

4. Background

The Council has been developing a Community Facilities Policy to guide the future provision of community facilities including swimming pools within the city. The policy was consulted on concurrently with the 2010/11 Draft Annual Plan. This resulted in the Strategy and Policy Committee agreeing to establish a \$2 million Pools Partnership Fund¹ to upgrade school pools for community access. Officers were asked to report back to this Council meeting on the criteria for the funds allocation.

The schools partnership fund is part of a package of initiatives that aim to manage the demand on pool space in Wellington City. This includes \$60k for planning and feasibility work on the need for a 25 metre 10 lane deep water pool that will be undertaken in the coming year.

Officers have liaised with Sport and Recreation New Zealand (SPARC) during the development of the criteria. SPARC are currently developing some national guidance in respect of partnership development with schools to deliver community sport and recreation outcomes. While SPARC are unable to indicate when these guidelines will be issued, general discussions with them have informed the proposed criteria contained in this paper.

5. Discussion

It is recommended that the Council should establish additional grants criteria to those that already exist in order to cover the specific nature of funding for partnering with schools for school pool upgrades.

5.1 Existing criteria

The existing General Grants criteria used in the assessment of applications are:

- The project makes a positive contribution to achieving the Council's Strategic Outcomes and Points of Difference as listed in the Council's current Annual Plan.
- The project is Wellington based and primarily benefits the people of Wellington (exceptions may be made for projects based elsewhere in the region but which significantly benefit residents of Wellington City).
- The applicant is a legally constituted community group or organisation, not an individual or individuals. (can include businesses)
- The applicant group provides evidence of (or, if a new group, systems for): sound financial management, good employment practice (where applicable), clear and detailed planning, clear performance measures, demonstrated ability to report back on past funding as appropriate.

¹ See the Strategy and Policy committee meeting minutes of 1 June 2010.

- Projects will not be funded for the same purpose more than once in any financial year.²
- Failure to report adequately on past Council funding can result in a group being considered ineligible for future funding.
- The project is physically and financially accessible either by a wide range of persons or by the intended users.
- The project shows evidence of community support, collaboration and building partnerships with other organisations (e.g. letters of support from other organisations/leaders).
- The applicant must demonstrate that the project expands the capacity, range or level of similar types of services in the community and that there was user input into identifying the need for the project.
- The principal intent of the project is not for private or commercial pecuniary gain, though it may be that such gains occur as a side effect of the project.
- The application demonstrates an awareness of the Treaty of Waitangi, in particular when involving Mana Whenua and Taura Here.

Social grants are intended to help build strong communities with robust social cohesion and high levels of participation in the community.

5.2 Benefits of specific criteria.

The benefits of applying additional criteria specific to the Pools Partnership Fund will be:

- (i) Assist with the management of community expectations.
- (ii) Assist the Grants Subcommittee in making consistent and transparent decisions.

The nature of swimming pool upgrades means that applications for funding are likely to be substantial. It is vital that Council has surety that the funds will be used in a way that meets the overall objectives – the aquatic needs of the city with particular reference to learn to swim and aquatic education.

5.2.1 Proposed criteria

It is proposed that the aim of the Pools Partnership Fund be defined in the following terms:

- The Pools Partnership Fund aims to improve access to and uptake of learn to swim, aquatic education, aquatic sport and casual aquatic enjoyment by the local communities of Wellington City.

The proposed criteria to be applied against applications to the Pools Partnership Fund are:

- The project must demonstrate how it helps resolve current and forecast demand for learn to swim and aquatic education within the Wellington City boundaries.

² For the avoidance of doubt the schools pools partnership fund criteria goes further and states funding will only be provided on a one-off basis.

- The project must be strategically located to both facilitate easy access for participant schools, (a 15-20 minute walk time from neighbouring schools is appropriate.) and ensure that appropriate catchments are created across the city.
- The applicant must facilitate use of the pool facility by other schools during the school day.
- The applicant must make the pool facility available for wider community use outside of the school day/term.
- The project must have the School Board of Trustees and school management written support.
- Any trust or management arrangement for the project must be legally constituted and have adequate skills in planning, governance and management.
- The project must have a Formal Use and Licence to Occupy Agreement in place with the Ministry of Education.
- The project must have an appropriate business and asset management plan in place which ensures that no additional operational or capital funding would be sought from the Wellington City Council.
- Projects will only be able to be funded once.
- The applicant must agree to provide an annual report to the Wellington City Council on the operation, maintenance and achievements of the pool. This report will need to be provided throughout the indicated life of the asset, as defined prior to construction, and will include statements on schools programmes, community access and operation of the asset.

The issue of making facilities available for wider community use outside of the school day is a significant requirement of any potential partnership and as such it is thought prudent to give a definition of what wider community use means. To that end the following definition has been proposed:

- Use by groups, clubs and associations separate from the school, trust, or management arrangement of the facility which are based within Wellington City and whose membership is made up of predominantly Wellington City residents.
- The inclusion of casual swimming sessions within the programme of operation for the project.

In developing the proposed criteria and definition a balance has been sought to both ensure the Council funding is used appropriately while also giving sufficient opportunities to prospective applicants to develop proposals applicable to the facilities and communities in which they are based.

5.3 Consultation and Engagement

Further engagement will be undertaken with applicants and prospective applicants within the grants process as a result of this paper. Significant engagement has already taken place with Wellington Schools as part of earlier research into school partnering opportunities.

5.4 Financial Considerations

The partnership fund is recommended as part of the Annual Plan 2010/11. There are no additional financial considerations arising from this paper.

5.5 Climate Change Impacts and Considerations

There are no climate change impacts or considerations arising from this paper. Applicants will be encouraged to demonstrate any energy saving initiatives that are part of their application.

5.6 Long-Term Council Community Plan Considerations

The criteria set out in this paper are specific to the opex funding for partnerships with schools. The funding recommended for 2011/12 and 2012/13 is in principle only and will be subject to further annual and long-term plan processes.

6. Conclusion

Following the decision by the Strategy and Policy Committee to make funding available through the Social Grants Fund for partnerships with schools for school pool upgrades, officers have developed a set of proposed criteria against which the Grants Sub-Committee can evaluate applications.

The report recommends that the Council approves the proposed criteria and agree to review these subject to any guidance issued by SPARC.

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Supporting Information

1) Strategic Fit / Strategic Outcome

The proposed criteria within this paper support Council activities as a facilitator of recreation partnerships and provider of recreation services. Agreement to the criteria will contribute to Council meeting the outcome of offering a diverse range of quality recreation and leisure activities (see outcome 7.1 Recreation Opportunities).

2) LTCCP/Annual Plan reference and long term financial impact

The criteria set out in this paper are specific to the opex funding for partnerships with schools. The funding recommended for 2011/12 and 2012/13 is in principle only and will be subject to further annual and long-term plan processes.

3) Treaty of Waitangi considerations

There are no Treaty Of Waitangi considerations in respect of this paper.

4) Decision-Making

This is not a significant decision.

5) Consultation

a) General Consultation

Council is not required under legislation to consult on this matter.

b) Consultation with Maori

Consultation with Maori is not required in respect of this paper.

6) Legal Implications

There are no legal considerations in respect of this report.

7) Consistency with existing policy

This report is consistent with existing WCC policy.