



**PAPAIOEA**  
PALMERSTON  
NORTH  
CITY

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# **PALMERSTON NORTH CITY COUNCIL**

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AGENDA

## **PLAY, RECREATION & SPORT COMMITTEE**

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1PM, WEDNESDAY 20 OCTOBER 2021

COUNCIL CHAMBER, FIRST FLOOR,  
CIVIC ADMINISTRATION BUILDING,  
32 THE SQUARE, PALMERSTON NORTH

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# MEMBERS

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**Billy Meehan (Chairperson)**

**Leonie Hapeta (Deputy Chairperson)**

**Grant Smith (The Mayor)**

**Brent Barrett**

**Patrick Handcock**

**ONZM**

**Zulfiqar Butt**

**Karen Naylor**

**Vaughan Dennison**

**Bruno Petrenas**

**Low Findlay QSM**

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

[pncc.govt.nz](http://pncc.govt.nz) | Civic Administration Building, 32 The Square

City Library | Ashhurst Community Library | Linton Library

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**Heather Shotter**

**Chief Executive | PALMERSTON NORTH CITY COUNCIL**

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# PLAY, RECREATION & SPORT COMMITTEE MEETING

20 October 2021

## ORDER OF BUSINESS

### 1. Apologies

### 2. Notification of Additional Items

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

### 3. Declarations of Interest (if any)

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

### 4. Public Comment

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made in accordance with clause 2 above.)

- 5. **Presentation - Sport New Zealand** Page 7
  
- 6. **Confirmation of Minutes** Page 9  
 "That the minutes of the Play, Recreation & Sport Committee meeting of 14 April 2021 Part I Public be confirmed as a true and correct record."
  
- 7. **Update on Manawatū GymSports Incorporated's Proposal for a New Gymnastics Facility** Page 13  
 Memorandum, presented by Julie Macdonald - Strategy & Policy Manager.
  
- 8. **Sport Manawatū - Annual Report 2020/21** Page 23  
 Memorandum, presented by Julie Macdonald - Strategy & Policy Manager.
  
- 9. **Sports Event Partnership Fund Review and Sports Events Retention and Attraction Plans** Page 125  
 Memorandum, presented by Julie Macdonald - Strategy & Policy Manager.
  
- 10. **Committee Work Schedule** Page 149
  
- 11. **Exclusion of Public**

To be moved:

"That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

*[Add Third Parties]*, because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].



## **PRESENTATION**

**TO:** Play, Recreation & Sport Committee

**MEETING DATE:** 20 October 2021

**TITLE:** Presentation - Sport New Zealand

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### **RECOMMENDATION(S) TO PLAY, RECREATION & SPORT COMMITTEE**

- 1. That the Play, Recreation & Sport Committee receive the presentation for information.**
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### **SUMMARY**

Mr Colin Stone, Regional Partnerships Manager – Central for Sport New Zealand will make a presentation about their priorities, investment and partnership with Sport Manawatū.

### **ATTACHMENTS**

NIL





# PALMERSTON NORTH CITY COUNCIL

## Minutes of the Play, Recreation & Sport Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 14 April 2021, commencing at 9.00am

**Members Present:** Councillors Billy Meehan (in the Chair), Leonie Hapeta, Brent Barrett, Zulfiqar Butt, Vaughan Dennison, Lew Findlay QSM, Patrick Handcock ONZM, Karen Naylor and Bruno Petrenas.

**Non Members:** Councillors Susan Baty, Rachel Bowen, Renee Dingwall, Lorna Johnson, Orphée Mickalad and Aleisha Rutherford.

**Apologies:** The Mayor (Grant Smith).

Councillor Vaughan Dennison left the meeting at 9.31am during consideration of clause 10. He entered the meeting again at 9.38am during consideration of clause 12. He was not present for clauses 10 and 11 inclusive.

### 9-21 Apologies

Moved Billy Meehan, seconded Leonie Hapeta.

#### The COMMITTEE RESOLVED

1. That the Committee receive the apologies.

Clause 9-21 above was carried 15 votes to 0, the voting being as follows:

#### For:

Councillors Billy Meehan, Leonie Hapeta, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

### 10-21 Presentation - Manawatu GymSports Incorporated

Mrs Kim Fenn, Club Manager, made a presentation about Manawatu GymSports Incorporated, its history until establishing the gym at 93 Malden Street in February 2018, how the facilities were upgraded, the services currently provided and its achievements and challenges.

GymSports offers 75 recreational classes per week. The club also offers competitive gymnastics for boys and girls, running 44 sessions per week.

Mrs Fenn expressed that the club focused on allowing everybody to take part and worked hard to keep fees low and engage with the community. The club has achieved substantial growth during the last years, from 292 gymnasts in 2015 to 890 in 2021. It is now the fourth largest club in New Zealand.

Mrs Fenn pointed out that GymSports was facing constraints in relation to

occupancy and its carpark. Having a bigger building of 2,000m<sup>2</sup> with additional carparks, as suggested by Gymnastics New Zealand, will allow the club to further improve its services and cater for the increasing demand. GymSports is seeking help from the Council with land in order to be able to move forward with developing a building project.

In discussion, Elected Members requested that the Chief Executive engage with Manawatu GymSports and report back to this Committee.

Councillor Vaughan Dennison left the meeting at 9.31am.

Moved Billy Meehan, seconded Leonie Hapeta.

#### The **COMMITTEE RESOLVED**

1. That the Play, Recreation & Sport Committee receive the presentation for information.

Clause 10-21 above was carried 14 votes to 0, the voting being as follows:

**For:**

Councillors Billy Meehan, Leonie Hapeta, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Moved Rachel Bowen, seconded Billy Meehan.

2. That the Chief Executive engage with Manawatu GymSports to discuss their future needs and report back to the Play, Recreation & Sport Committee.

Clause 10-21 above was carried 12 votes to 2, the voting being as follows:

**For:**

Councillors Billy Meehan, Brent Barrett, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillors Leonie Hapeta and Susan Baty.

## **11-21**

### **Confirmation of Minutes**

Moved Billy Meehan, seconded Karen Naylor.

#### The **COMMITTEE RESOLVED**

1. That the minutes of the Play, Recreation & Sport Committee meeting of 24 February 2021 Part I Public be confirmed as a true and correct record.

Clause 11-21 above was carried 13 votes to 0, with 1 abstention, the voting being as follows:

**For:**

Councillors Billy Meehan, Leonie Hapeta, Brent Barrett, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Abstained:**

Councillor Susan Baty.

**12-21 Draft Play Policy 2021 (Rēhia Papaioea! Play Palmy, Play!) - deliberations and adoption**

Memorandum, presented by Julie Macdonald - Strategy & Policy Manager.

Councillor Vaughan Dennison entered the meeting again at 9.38am.

In discussion, Elected Members requested a report on recent shade audit information and findings, as well as that the Play Policy annual implementation monitoring report includes specific information on amenity in play spaces, both with particular attention to distribution across neighbourhoods.

Moved Billy Meehan, seconded Karen Naylor.

The **COMMITTEE RECOMMENDS**

1. That Council adopts the Play Policy 2021 (Rēhia Papaioea! Play Palmy, Play!), included as attachment 1 to the memorandum titled 'Draft Play Policy 2021 (Rēhia Papaioea! Play Palmy, Play!) – deliberations and adoption' presented to the Play, Recreation & Sport Committee on 14 April 2021.

Clause 12-21 above was carried 15 votes to 0, the voting being as follows:

**For:**

Councillors Billy Meehan, Leonie Hapeta, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Moved Brent Barrett, seconded Patrick Handcock ONZM.

2. That with reference to the Sun Protection Policy 2010, the Chief Executive report to the Play, Recreation & Sport Committee on recent shade audit information and findings, with particular attention to neighbourhood-level availability of shade in public places.
3. That the Play Policy annual implementation monitoring report includes specific information on amenity in play spaces, with particular emphasis on equitable distribution among neighbourhoods.

Clauses 12-21 and 12.2-21 above were carried 15 votes to 0, the voting being as follows:

**For:**

Councillors Billy Meehan, Leonie Hapeta, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**13-21 Committee Work Schedule - April 2021**

Moved Aleisha Rutherford, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Play, Recreation & Sport Committee receive its Work Schedule dated April 2021.

Clause 13-21 above was carried 15 votes to 0, the voting being as follows:

**For:**

Councillors Billy Meehan, Leonie Hapeta, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

The meeting finished at 10.02am

Confirmed 20 October 2021

**Chairperson**

## **MEMORANDUM**

**TO:** Play, Recreation & Sport Committee

**MEETING DATE:** 20 October 2021

**TITLE:** Update on Manawatū GymSports Incorporated's Proposal for a New Gymnastics Facility

**PRESENTED BY:** Julie Macdonald - Strategy & Policy Manager

**APPROVED BY:** David Murphy, Chief Planning Officer

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### **RECOMMENDATION(S) TO PLAY, RECREATION & SPORT COMMITTEE**

- 1. That the report titled 'Update on Manawatū GymSports Incorporated's proposal for a new gymnastics facility' presented to the Play, Recreation and Sport Committee on 20 October 2021 be received for information.**
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#### **1. ISSUE**

Manawatū GymSports Incorporated (MGI) made a presentation to the April meeting of the Play, Sport and Recreation Committee outlining its achievements and current challenges.

To better cater for the increasing demand for gymnastics, MGI is planning to purpose-build a new 2000m<sup>2</sup> gymnastics facility and require a site, potentially on Council land, for this proposal.

Following the presentation, the Chief Executive was instructed to report back to the Committee on MGI's future needs.

#### **2. BACKGROUND**

Founded in 1976, MGI has operated out of several locations and, since 2018, has been based in an industrial building located on Malden Street. This building is 1190m<sup>2</sup> and is leased by MGI.

MGI offers a full range of gymnastics activities ranging from pre-school to competitive level. Numbers have grown 31% since 2020 and provide sessions for nearly 17,500 people a year.

At the April presentation, MGI identified that the Malden Street building has several constraints that limit occupancy and the ability to host major gymnastics competitions, including insufficient carparking.

Sport Manawatū and Council staff met with MGI's manager to discuss the proposal further. Staff also provided guidance on Council processes regarding sports facility planning and community occupancy/leasing.

### 3. MANAWATŪ-WHANGANUI REGIONAL SPORTS FACILITY PLAN

A key consideration in the development of any new sports facility is the direction provided in the Manawatū-Whanganui Regional Sports Facility Plan (RSFP). The recommended approach is to 'explore developing a sub-regional facility in either Whanganui or Palmerston North'. It is noted that within the RSFP gymnastics facilities are categorised as 'specialised facilities' due to their unique requirements, such as permanent/ fixed equipment and building height.

Integral to the implementation of the RSFP is the application of the investment decision-making process that guides facility proponents, and decision-makers such as Council, to consider the merits of the proposal against a range of criteria. A critical part of this process is establishing a demand-based case for the facility as well as considering how the proposal aligns with national, regional and local plans and strategies.

The facility investment process can be summarised as:

1. **Facility Concept Outline:** summary of the proposed project/key facts by Council and/or sports code/community (PROCEED/STOP)
2. **Preliminary Feasibility Assessment:** high level assessment of test needs and viability of the facility concept (PROCEED/STOP)
3. **Detailed Feasibility Assessment:** examines all areas of the potential facility development (PROCEED/STOP)
4. **Memorandum of Understanding:** sets out stakeholders/partners' expectations.
5. **Detailed Business Case:** financial implications of the proposed development in greater detail (PROCEED/STOP)
6. **Partner and Funding agreements:** negotiation between parties to the facility development

The PROCEED/STOP commentary shows there is a key decision point at the end of each process step.

Sport Manawatū plays a key co-ordinating role in the implementation of the RSFP and this role is included within the funding agreement with Council. Proponents with proposals for sports facilities serving a regional, sub-regional or national/international role are guided through this decision-making process by Sport Manawatū staff. Council staff play a supporting role in the process as moving through the process steps may require Council decision-making about the level of investment or support requested by the proponent group. Higher level sports facilities will serve district and local needs, and therefore Council is involved at all stages of discussion.

#### **4. FACILITY CONCEPT OUTLINE**

The first stage of the investment decision-making process is the preparation of a Facility Concept Outline (FCO). This briefly describes the proposal and outlines the key facts such as indicative capital and operational costs, and possible locations. A key part of the FCO is to outline the perceived need for the facility and how it aligns with the strategic direction of regional and national sports organisations and with Council's own priorities.

MGI has prepared an initial FCO (attached). Key features of this are:

- Provision of specialised equipment in a fit-for-purpose facility to cater for competitive gymnastics in a safe manner
- A proactive committee and management team that has already secured \$200,000 towards the building project
- Strong club growth and now being the fourth largest club in the country
- Attraction of gymnasts from a wide geographic catchment
- An openness to accommodate other compatible uses whilst also acknowledging the need for specialist equipment that can't be shifted and therefore limits shared use options (other than common areas such as administration and toilets/changing facilities)
- An explanation of the current constraints of the layout and how a new purpose-built facility would overcome these
- Specific building heights to cater for competitive gymnastics and trampolining
- An indicative building cost of \$3.4 million based on Gymnastics NZ guidance for a regional hub facility
- Potential to host more events that provide an economic benefit to the City
- A keenness to be considered in Arena Manawatū development opportunities
- Seeking Council land to build on and lease to give assurances about proceeding with the building project
- A plan to fundraise for the balance of the capital build costs

MGI hopes to have a new facility plan confirmed within the next five years.

The criteria for assessing the FCO are:

- Degree of alignment the facility proposal has with national, regional and local plans and strategies (including the RSFP)

- Degree to which projected needs are met
- Track record of the proponent organisation

More work is required by Council and Sport Manawatū to assess the FCO against these criteria.

**5. OTHER FACTORS TO CONSIDER ALONGSIDE MANAWATŪ GYMSPORT'S PROPOSAL**

Council is shortly to review the Arena Master Plan to confirm the remaining projects. The redevelopment of Arena 5 (replacement of the Bell and Barber Halls) is a potential opportunity for a new gymnastics facility to be considered.

Through the 10-year plan two programmes were approved that will inform MGI's proposal as it progresses through the initial phases of the investment decision-making process. These are:

- The review of the Palmerston North parts of the RSFP (to occur in year 1) followed by an overall review of the RSFP in year 2;
- An indoor courts/sports needs assessment (to occur in years 3/4).

Council is also about to consult on the draft Support and Funding Policy that includes processes for determining new community occupancies on Council property. As MGI has requested Council land for the building project then further discussion on land requirements will be required alongside the RSFP process.

**6. NEXT STEPS**

Sport Manawatū and Council staff will continue to work with MGI on the initial FCO submitted to provide advice and seek any clarification needed.

Staff propose to report back to the Committee in early 2022 with further advice on progressing the proposal following the RSFP process (by applying the assessment criteria outlined above to this first stage of work in the decision-making process) and to further consider suitable Council land or facility development projects as part of this proposal.

**7. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual 167.2	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>



Is there funding in the current Annual Plan for these actions?		<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?		<b>No</b>
The recommendations contribute to Goal 2: A Creative and Exciting City		
The recommendations contribute to the achievement of action/actions in Active Communities		
The action is: Contribute to pre-feasibility or needs assessment work (as required by Council's commitment to the Regional Sports Facilities Plan)		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The RSFP was endorsed by Council in 2018 and the investment - decision-making process has guided a number of proposals. Applying this process consistently ensures that the Council's strategic direction is a key consideration and that there is a linkage made to social well-being.	

**ATTACHMENTS**

1. Manawatū Gymsports facility outline [↓](#) 











## MEMORANDUM

**TO:** Play, Recreation & Sport Committee

**MEETING DATE:** 20 October 2021

**TITLE:** Sport Manawatū - Annual Report 2020/21

**PRESENTED BY:** Julie Macdonald - Strategy & Policy Manager

**APPROVED BY:** David Murphy, Chief Planning Officer

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### RECOMMENDATION(S) TO PLAY, RECREATION & SPORT COMMITTEE

1. That the report titled 'Sport Manawatū - Annual Report 2020/21' presented to the Play, Recreation and Sport Committee on 20 October 2021 be received for information.
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#### 1. ISSUE

In July 2019 a new three-year funding agreement was entered between Sport Manawatū and the Council. A strategic partnership plan forms part of this agreement and includes outcomes aligned to Council's strategic direction, particularly as expressed in the Active Community, Active and Public Transport, Events and Festivals, and Economic Development Plans.

Six and twelve-month reports are required under the agreement. The six-month progress report, to the end of December 2020, for year two of the agreement was presented to Committee February 2021.

Attachment 1 is Sport Manawatū's annual report to the Council for the period from 1 July 2020 to 30 June 2021. Attachment 2 is Sport Manawatū's audited accounts.

Attachment 3 provides an analysis of the measures of success for outcomes relevant to the funding agreement and an assessment of how Sport Manawatū is tracking against these. This analysis is also briefly summarised in section 3 of this report).

Attachment 4 provides an analysis of the relevant Council Plan measures that relate to the outcomes in the funding agreement.

#### 2. BACKGROUND

Sport Manawatū is an independent charitable trust and receives multiple and diverse sources of funding, including from Ihi Aotearoa - Sport New Zealand, the Palmerston North City Council, other councils in the region, the MidCentral District Health Board, and community trusts. Sport Manawatū works towards meeting

several different investment outcomes through its activities and, therefore, this report includes activities that aren't solely funded through Council's funding agreement.

Council has funded Sport Manawatū since the early 1990s. Over time the grant has increased as services were added, including strategic plan implementation, event support, and active transport promotion. Changes in the level of grant funding has reflected organisational changes by Council (such as fluctuations in in-house versus outsourced delivery models) as well as Council policy changes (including changes to community outcomes and the Community Funding Policy).

The funding agreement outcomes, based on Council's 2018 strategic direction are:

1. *Palmerston North has the most active community in New Zealand.*
2. *People have the skills to safely and confidently cycle, and walk, on our active transport network and system (roads, footpaths, shared paths, cycleways).*
3. *Everyone is encouraged to be active by playing and being active in sport and recreation facilities (places and spaces) across our City.*
4. *Sports and community sport events create social and participation opportunities as well as economic benefits.*

These outcomes guide Sport Manawatū's reporting. Some of the activities and priorities that were in the previous fee for service contract have been incorporated into the outcomes within the current 2019-22 funding agreement.

**3. ANNUAL REPORT 2020/21 – YEAR TWO PROGRESS TOWARDS OUTCOMES**

The degree to which Sport Manawatū's success measures have been met for each outcome area is summarised in the table below and expanded on in attachment 3. This assessment has been developed as an outcome of ongoing discussion with Sport Manawatū. The work of Sport Manawatū over the past very challenging months is particularly acknowledged.

<b>Outcome 1: Palmerston North has the most active community in NZ</b>		
<b>Success measure</b>	<b>Summary comment</b>	<b>Conclusion</b>
1. Proof of up-skilling and innovation in the sector through training initiatives, opportunities and activities	Evidence of the provision of training initiatives, activities and opportunities is provided, and this measure has been met.	Met
2. Establishment of the Active Community Forum	This forum was not established although there is evidence of other similar activities including the Play, Recreation and Sport sector conference and the 'See Her Be her' women and girls' events. More evidence of the impact on community wellbeing/social connectivity is required to fully meet this	Partially met



	measure of success.	
3. Track levels of physical activity and compare these to other regions	The data provided by Sport Manawatū is useful and improvements to data presentation will enable clearer interpretation.	Partially met
4. Evidence of a community activity plan for identified suburbs	More evidence of an implementation plan/approach and key results are required to fully satisfy this success measure. Insights obtained from data will also help understand what suburbs are least inactive and need targeted support.	Partially met
5. Documented evidence of programme uptake and benefits	This measure was partially met as evidence was not consistently reported across all programmes. In future reporting, measures should record the benefits as well as the uptake e.g. participant numbers.	Partially met
6. Documented evidence of the application of funds and benefits to recipients	Evidence of the application of the Active Communities Fund is provided in the report. A fund recipient story documents the types of benefits received through this funding and therefore partially meets the success measure. More evidence of the fund's benefits could be provided in future reporting.	Partially met
7. Evidence that insights/research is influencing decisions on Council's places and places	Sport Manawatū has shown an increased emphasis on the value of evidence and research to inform decisions and has been involved in several Council decision-making processes.	Partially met
8. Distribution to the sector of relevant information and research leading to good decisions	Like the measure above, it is hard to definitively link the distribution of information to good decision-making. There is a range of information distributed by Sport Manawatū through various means not been covered in the report.	Partially met
9. Track participation in sport and active recreation activities and events	While the sports code data presented in the report provides a useful year-on-year comparison and broadly shows what sports are experiencing growth, stability or decline, the reliability of this data is uncertain. Sport Manawatū provides no analysis of this data in its report nor reports on any events (apart from those supported by the Sports Event Partnership Fund). While some tracking of participation is evidenced in the report, improvements could be made.	Partially met

10. Evidence that the community is easily accessing the information and resources they need to be active	This measure has been partially met based on the reported information.	Partially met
11. Demonstration or examples of the implementation of the RSFP recommendations	The comprehensive information and examples reported demonstrates that this measure has been met.	Met
12. Create a tool to help determine future sport facility provision needs	While it is acknowledged that some tools have been developed, these require more refinement. An iterative approach has been taken as sports facility work is dynamic and involves many different elements to determine needs e.g. data and demographic analysis. This measure is partly met and requires further work.	Partially met
<b>Outcome 2: People have the skills to safely and confidently cycle, and walk, on our active transport network and system (roads, footpaths, shared paths, cycleways)</b>		
13. Evidence that people's (particularly children's) cycle skills are improving through evaluation of the relevant programmes	This measure is being met based on the reported information.	Met
<b>Outcome 3: Everyone is encouraged to be active by playing and being active in sport and recreation facilities (places and spaces) across our city</b>		
1. Evidence that communities (children and adults) prioritise outdoor play in the home, community, school and club	This measure is difficult to meet without a bespoke measurement tool and this has not been provided in the report. Design of a survey (or similar) will be further discussed with Sport Manawatū to further contribute to meeting this measure.	Not met
<b>Outcome 4: Sports and community sport events create social and participation opportunities as well as economic benefits</b>		
1. Retention of North Island and national secondary school sports events.	While this measure was partially met, it is understandable in the current Covid-19 impacted environment that not all events were retained. It is noted that some school-aged events were supported through the SEPF but not at the national or North Island level of competition normally retained by the City.	Partially met
2. Increase in economic benefits from sporting events supported by Sport	There was demonstration of an increase in the economic benefit accruing from SEPF-supported events compared to the previous	Met

Manawatū/Council (through the allocation of the Sports Event Partnership Fund	2019/20 annual report.	
3. Monitor the social benefits of other community-based events supported by Sport Manawatū i.e. Ethkick, Pasifika Volleyball.	While there is some capture of the social benefits in the report, it is understood through discussion with Sport Manawatū that monitoring each of these opportunities happens informally rather than through the routine capture of data. More discussion on how these benefits can be better measured is required and could include a requirement for event organisers to provide an assessment in their funding applications or post-event reports.	Partially met
<p><b>Overall assessment of performance for 2020/21:</b></p> <p>Sport Manawatū has demonstrated good progress towards meeting the success measures in the funding agreement. There is a wide range of activities and priority areas described in the annual report with the success measures providing clarity for performance monitoring. In many cases Sport Manawatū has provided good quantitative data but there are opportunities to improve the way this information is presented, and analysed, to better demonstrate the impact of its work. Additionally, there could be improvements made to the collection of qualitative data to enable better fulfilment of the success measures. Staff will work with Sport Manawatū to clarify reporting expectations and any improvements that need to be made. This may involve re-visiting the success measures so they are easier to report against.</p>		

#### 4. COUNCIL'S PLAN MEASURES

The funding agreement between Sport Manawatū and the Council requires the Council to report back on the high-level measures in Plans that relate to the outcomes. The rationale for this is to see evidence of behaviour change that both Sport Manawatū and the Council have contributed to. Attachment 4 provides an analysis of the relevant Council Plan measures that relate to the outcomes in the funding agreement.

#### 5. OTHER MATTERS

There are some other matters that Sport Manawatū has not reported on but are worth noting for the 2020/21 year:

- Sport Manawatū commissioned consultants Third Bearing to prepare reports using unspent SEPF funds from 2019/20: one reviewed the administration of the SEPF and developed attraction and retention plans for sports events; the other was a bid document aiming to secure the 2022 National Touch Tournament. Council approved this funding in October 2020.

- A Regional Sports Facility Plan roadshow took place in December 2020 organised by Sport Manawatū at Fitzherbert Park, to provide an opportunity for the sports sector to understand more about the respective roles Council and Sport Manawatū have in navigating through the decision-making process outlined in the RSFP.
- Sport Manawatū hosted a sector forum for consultation on the Council's 10-year plan Palmy 2021-31 in April 2021.
- Sport Manawatū shifted office in April 2021 to a more high-profile city centre location and re-branded shortly afterwards.

**6. NEXT STEPS**

Council and Sport Manawatū staff continue to work closely together on the wide - ranging activities and initiatives covered by the funding agreement and to reach agreement on priorities.





Negotiations on a new funding agreement and partnership plan will also commence early in 2022. Sport Manawatū will present its next report to Council for the six months ending in December 2021 in 2022.

**7. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual 167.2	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the achievement of action/actions in Active Communities The action is: Carry out regular monitoring and reporting with Sport Manawatū	
Contribution to strategic direction and to social, economic,	A strong working relationship with Sport Manawatū is essential in meeting a range of strategic outcomes sought by the Council. The delivery of actions, priorities and outcomes in the Active Community Plan requires close collaboration with Sport Manawatū who are well-positioned in the community to deliver

environmental and cultural well-being	relevant services. The funding agreement and strategic partnership plan guides services and activities delivered to the community.
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**ATTACHMENTS**

1. Sport Manawatū - Annual report to Palmerston North City Council (June 2020 - July 2021) [↓](#) 
2. Sport Manawatū Annual Audited Accounts for 2020/21 [↓](#) 
3. Sport Manawatū Annual report - officer assessment of success measures 2020/21 [↓](#) 
4. Council Plan measures - 2020/21 [↓](#) 























































































































































































































## MEMORANDUM

**TO:** Play, Recreation & Sport Committee

**MEETING DATE:** 20 October 2021

**TITLE:** Sports Event Partnership Fund Review and Sports Events Retention and Attraction Plans

**PRESENTED BY:** Julie Macdonald - Strategy & Policy Manager

**APPROVED BY:** David Murphy, Chief Planning Officer

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### RECOMMENDATION(S) TO PLAY, RECREATION & SPORT COMMITTEE

1. That the report titled 'Sports Event Partnership Fund Review and Sports Events Retention and Attraction Plans' including the 'Sports Event Partnership Fund Review – prepared for Sport Manawatū (June 2021) by Third Bearing Ltd' presented to the Play, Recreation & Sport Committee on 20 October 2021 be received for information.
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#### 1. ISSUE

The purpose of this report is to share the findings of the report 'Sports Event Partnership Fund Review – prepared for Sport Manawatū (June 2021) by Third Bearing Ltd' (attachment 1).

The report findings will be used to inform future decisions on how the Sports Event Partnership Fund (SEPF) will be administered. Council's funding agreement with Sport Manawatū, which has responsibility for administering the fund, is in the last year of a three-year term. It is therefore timely to consider any impacts of the report's recommendations in upcoming negotiations for a new agreement.

The report will also guide decisions on which organisation is best placed to lead the sports events attraction and retention activities recommended in the report.

#### 2. BACKGROUND

The administration of the SEPF is currently outsourced to Sport Manawatū through its funding agreement with Council. In October 2020 the Council approved a request from Sport Manawatū to commission a report on the Sports Event Partnership Fund using carried-forward funds from 2019/20. Local consultants, Third Bearing, were employed to prepare the report that focused on:

- Preparing an attraction and retention plan for secondary school and other events, and

- Reviewing the administrative aspects of the Sports Event Partnership Fund

One of the outcomes sought from this work was to clarify organisational roles and responsibilities for sports event attraction and retention activities. Sports event attraction and retention activities (related to the SEPF) are currently determined by the resources available within Council and Sport Manawatū at any given time.

It is noted that the SEPF is a contestable fund within the draft Support and Funding Policy currently being prepared for public consultation. Feedback on the SEPF through this policy process will potentially further shape the fund's priorities and guide administrative aspects at a high level. However, more detailed fund administrative matters are the responsibility of the decision-making panel made up of Sport Manawatū, Council and the Central Economic Development Agency (CEDA) staff operating under a Terms of Reference.

### 3. REPORT RECOMMENDATIONS

The report (attachment 1) identified four key recommendations with more detailed recommendations included within the body of the report:

1. *The SEPF should shift from the current administrative focus to one that includes a more strategic focus.*
2. *There needs to be a clearer split in the fund between high-value sports events and those of less priority.*
3. *Some way needs to be found to provide additional funds to attract additional sports events.*
4. *Wider players need to be included on the panel, helping to reinforce 're-cycling' and create more representation by those who benefit.*

It is noted that (with respect to the third recommendation) an additional \$40,000 for the SEPF was agreed through the 10-year plan (programme 2114) from 2021/22. This takes the total annual amount of funding in the SEPF to \$260,000.

### 4. CONSIDERATIONS FOR FUTURE FUND ADMINISTRATION AND IMPLEMENTATION OF THE ATTRACTION AND RETENTION PLANS

With the findings of the report now available, Sport Manawatū and Council staff have begun discussing potential options for the funding agreement negotiations. As part of this options exercise, the following matters are being considered:

- Whether the current outsourcing model is the best way to administer the fund given its multiple purposes, priorities and alignment to different strategic and organisational goals;
- Whether the SEPF panel's responsibilities should be expanded through its Terms of Reference to take a more strategic function and work on the implementation of the attraction and retention plans (as recommended in the report);

- The resourcing impacts on the respective organisations involved in the SEPF to implement the attraction and retention plans. For example, can this work be accommodated within the new funding agreement with Sport Manawatū or are more resources required;
- Upcoming feedback on the SEPF's role and priorities received through the consultation and deliberations process on the draft Support and Funding Policy.
- Whether changes are made to the structure and administration of the SEPF to better reflect Council's strategic intent (through funding agreement negotiations, where appropriate).

**5. NEXT STEPS**

Decision-making on the policy direction for the SEPF through the draft Support and Funding Policy will coincide with the beginning of negotiations on a new funding agreement with Sport Manawatū.

Sport Manawatū and Council staff will continue to assess the advantages and disadvantages of the options under consideration. Further analysis is required, along with confirmation of the policy context for the SEPF, before a preferred option is taken into funding agreement negotiations next year. Resourcing implications will also be considered alongside the selected option and reported back to Council for further decision-making if necessary.

**6. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual 167.2	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to Goal 1: An Innovative and Growing City	
The recommendations contribute to the achievement of action/actions in Economic Development	
The action is: Attract, fund and manage events which bring significant economic benefit to the city (through the Major Events Fund, Art Event Fund and Sports Event	

Partnership Fund)	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The Sports Event Partnership Fund supports operational costs for sports events hosted in Palmerston North that have an economic benefit and enhance community connectedness and health outcomes (goals 1 and 2). The findings of the report on the fund will inform future decisions on how it should be administered to deliver on Council's strategic intent.

**ATTACHMENTS**

1. Sports Event Partnership Fund Review - prepared for Sport Manawatū (June 2021) [↓](#) 















































## **COMMITTEE WORK SCHEDULE**

**TO:** Play, Recreation & Sport Committee

**MEETING DATE:** 20 October 2021

**TITLE:** Committee Work Schedule

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### **RECOMMENDATION(S) TO PLAY, RECREATION & SPORT COMMITTEE**

1. That the Play, Recreation & Sport Committee receive its Work Schedule dated October 2021.

### **ATTACHMENTS**

1. Play, Recreation & Sport Work Schedule - October 2021  

