

COUNCIL POLICY

Community Facilities Partnerships	Document No:	CPL295.10
	Approval Date:	11 April 2006
	Approved By:	Council
	Review Date:	11 April 2009
Responsible Officer: General Manager Community & Recreation	Version No:	00
Authorising Officer:		Chief Executive Officer

1. PURPOSE

This policy details the benefits to Council and the community of partnerships in the development of shared community facilities and identifies criteria to be utilised in the consideration of such proposals.

Council will consider supporting partnerships in regards to shared community facilities either in principle or financially when:

- the proposal fits within the Council's strategic plan
- the proposal increases access to facilities for the community
- when each of the parties have a clear understanding of their rights and responsibilities.

2. SCOPE

This policy relates to approaches by schools and community organisations to the City for in principle or financial partnerships in the establishment of community facilities. In the early stages of consideration Council will represent the community however participation from local community groups in the planning and development is a core component of future community ownership of any project.

3. REFERENCES

- Recreational and Cultural Strategy 1995
- Study of Open Space Networks 2001
- Community Development Policy 1995
- Neighbourhood House Policy 2004
- Schools as Community Facilities - DET Policy Framework and Guidelines 2005
- CoGG Grants Sponsorship and Donations Procedures Manual

4. DEFINITIONS

- A shared community facility is any facility that is available for agencies and community use.
- Partnerships are relationships between Council and a partner that involves an ongoing financial or in kind commitment detailed in an agreement signed by both parties.
- Partners can be schools, other government agencies, churches or welfare agencies. This policy has been initially developed in response to Department of Education creation of a policy framework, *Schools as Community Facilities* but the themes in this policy could be implemented for projects from other organizations that are presented to Council for consideration.

5. COUNCIL POLICY

Council recognises that partnerships between schools, agencies and local councils can assist in building stronger communities through:

- the effective use of infrastructure
- access for the community to premises such as community halls and meeting spaces, art and sporting facilities
- maximising the financial resources of Council and partners

A variety of government and non-government agencies have come to Council from time to time with requests for funding to assist in the development of facilities that have potential for community use. Examples include schools, churches and welfare agencies.

Over the past two years other levels of Government including the State Government Departments of Education and Department for Victorian Communities have developed policy frameworks that encourage shared usage of facilities and co-location of services and there are funding opportunities for projects that meet these criteria. Contained within these policies is an expectation of funding from local government.

- In the context of this policy partnerships relate to ongoing agreements and may require ongoing funding from Council as well as the initial capital costs of construction

Council encourages partnerships that enhance services and facilities for their communities and will consider participating in partnerships with other groups in the development and management of community facilities when the following criteria is met:

Strategically aligned with Council and community vision

- The concept aligns with Council's priorities and plans strategically and an identified need in the local community can be demonstrated
- Any financial commitment is considered through Council's budgetary process.
- The proposed facility does not compete with an existing local community service

- The proposal will increase access for communities to facilities

Clearly defined roles and responsibilities of partners

- An agreement between stakeholders is developed and monitored that is both strategic and operational and includes responsibilities for the establishment phase as well as ongoing responsibilities and expectations of partners.

Sustainability, open management and utilisation

- An agreement that details the roles and responsibilities of all parties in the long term is developed and signed, ensuring and enhancing community access to the facility.
- Communication processes are implemented to communicate the community users rights and responsibilities on an ongoing basis.
- Peak usage times of the proposed partners are complimentary

Ability to review

- Any agreement or proposal will be considered in the broader context of Council’s and the partner organization’s current policy framework. Any agreement developed should take into consideration the possibility of a change in strategic direction of the partners and should allow the ability to review.

6. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location

7. ATTACHMENTS