



Memorandum of Understanding

between

Rodney District Council

and

Harbour Sport

1.0 THE PARTIES

1.1 The parties to this agreement are:

- Rodney District Council
- Harbour Sport

2.0 BACKGROUND

2.1 Rodney District Council and Harbour Sport have a long-standing relationship during which they have worked together to increase the health and wellbeing of the community through increasing sport and recreation opportunities for and sport management capability of the Rodney community. Examples of the impact of the relationship include:

- Development of the Rodney Physical Activity Strategy
- Establishment of Push-Play Neighbourhood Collectives in the District
- Rodney Active Schools Advisor
- Club capability workshops
- GRx and Active Families Community Groups
- Community Excellence Awards

3.0 STRATEGIC INTENT

3.1 This Memorandum of Understanding formalises an existing positive collaborative relationship and documents our desire to:

- 3.1.1 Work collaboratively to achieve agreed outcomes identified in Vision Rodney.
- 3.1.2 Align the strategic and business planning outcomes for each organisation.
- 3.1.3 Provide a platform from which service providers and others can work effectively and efficiently to meet local needs and priorities.
- 3.1.4 Recognise that each organisation has its own purpose, focus and priorities, and reporting processes and to identify those areas where collaboration will be most effective.
- 3.1.5 Combine the skills of people in each organisation in order to develop new ways of working.

4.0 DURATION OF THE MEMORANDUM OF UNDERSTANDING

- 4.1 The Memorandum of Understanding is intended to last for three years from the date signing. Continuation beyond the first year will be dependent on the parties' success in achieving the agreed objectives within Schedule 1 of this document.
- 4.2 Schedule 1 of the Memorandum of Understanding will be reviewed at least annually and may be changed by agreement between the parties to reflect changed organisational and community priorities. (See also Section 10 - Right of Review)
- 4.3 Annual reviews will help inform the annual planning process for both the Rodney District Council and Harbour Sport.
- 4.4 Quarterly monitoring of progress towards the achievement of work identified in Schedule 1 will ensure that progress is being made and that the relationship between the parties remains constructive and productive.

5.0 PURPOSE

- 5.1 The Memorandum of Understanding documents the commitment of Rodney District Council and Harbour Sport to working together to help achieve the social, cultural and economic outcomes identified in Vision Rodney.
- 5.2 Benefits of a Memorandum of Understanding include:
 - 5.2.1 Taking a long-term strategic focus on social and economic development in Rodney District.
 - 5.2.2 Providing a vehicle to contribute to the monitoring and reporting of progress towards the agreed community outcomes (as per Part 6 s92 LGA 2002).
 - 5.2.3 Creating a longer term relationship fits within the context of the Council's Long Term Council Community Plans and complements the Local Government electoral cycle.

6.0 VISION RODNEY

- 6.1 Vision Rodney describes the Rodney District communities' understanding of the district they would like to live in, now, and in the future. It was developed with wide consultation in the community in 2008.
- 6.2 The Community Outcomes provide the framework for the Council's 2009-2019 Long Term Council Community Plan.

6.3 The community outcomes in Vision Rodney are:

Outcome label	Outcome statement
Prosperous	We will have a growing and resilient economy based on a wide variety of businesses that fit our character
Vibrant	We will have a range of recreational and cultural facilities and events across the district and we will encourage diversity
Distinctive	We will maintain and enhance the character of our townships and rural areas through excellent urban and rural planning and the intelligent management of growth
Connected	We will have the infrastructure and services needed for our residents, business and visitors
Safe and healthy	We will continue to have a sense of community and we will provide for the emotional and physical well-being of our people
Clean and green	We will continue to value, protect and enjoy the natural environment

7.0 HARBOUR SPORT'S VISION

Harbour Sport, where too much sport is never enough

By 2015

- Children will be active from an early age and their first experiences will be fun, playful and engaging
- Young people's input into their sport will be valued
- Youth and young people will choose to stay in sport through key transitional stages of their life
- Mastering multiple skills will be priority
- Schools and communities will be working together to maximise the sport and recreation opportunities for families
- Sports organisations will be innovative and responsive to the changing needs of society
- All our clubs will have enough good volunteers
- Every team will have an effective coach
- Maori will be involved in the administration of sport at all levels
- Maori whanau, hapu and iwi will be supported by an holistic approach to sport
- Multi-sport clubs will provide a variety of sporting opportunities for the whole family
- Quality sports experiences will see more athletes fulfilling their potential
- Disabled people will be part of everyday sport
- Asian engagement will be at all levels and roles in sport and recreation
- A wide range of sports and recreation initiatives for all ages will be in every neighbourhood, driven by local communities
- The key agencies in the region will be working in alignment to maximise the use of each other's expertise and resources

- Harbour Sport will be seen as the knowledge hub and first port of call for information on sport and recreation in the region.

8.0 MONITORING

- 8.1 There will be an annual presentation to the Council along with the annual review of Schedule 1 of this Memorandum of Understanding.
- 8.2 There will be a quarterly meeting between the parties in order to share information, review the progress of projects occurring currently and those yet to be developed, and to identify future opportunities within the terms of this Memorandum of Understanding.
- 8.3 Monitoring of the Memorandum of Understanding, its objectives and attendant activity will form part of the Rodney District Council's monitoring and reporting to the community on the achievement of Vision Rodney outcomes as required by the Local Government Act 2002.

8.3.1 Local Government Act 2002 – Part 6

s92 Obligation to report against community outcomes

- (1) *A local authority must monitor and, not less than once every 3 years, report on the progress made by the community of its district or region in achieving the community outcomes for the district or region.*
- (2) *A local authority may decide for itself how it is to monitor and report under subsection (1), but the local authority must seek to secure the agreement of organisations and groups identified under section 91(3)(a) to the monitoring and reporting procedures, including the incorporation of any research, monitoring, or reporting undertaken by those organisations and groups.*

9.0 CONFLICT RESOLUTION

- 9.1 Any conflict or disagreements relating to this Memorandum of Understanding will be resolved using existing conflict resolution procedures at the lowest level possible.
- 9.2 If conflict or disagreements relating to this Memorandum of Understanding cannot be resolved, they will be referred to the Manager Strategic Partnering, Rodney District Council, and the Harbour Sport Chief Executive.
- 9.3 Any further conflict that can not be resolved through these two methods will be resolved through a mutually agreed neutral mediator. Costs will be met equally by those parties involved.

10 TERMINATION

- 10.1 Either party may terminate this Memorandum of Understanding at any time by giving one month's notice in writing to the other party.
- 10.2 Termination of this Memorandum of Understanding will not, unless agreed, terminate any other agreements regarding a matter of mutual interest, nor any joint projects or any other collaborative undertakings.

11 RIGHT OF REVIEW

- 11.1 This Memorandum of Understanding is not legally binding and does not create legal relations between the parties, but the parties have a mutual interest in the primary purpose of this Memorandum. (See 5.0.)
- 11.2 The parties agree to review Schedule 1 annually, looking to align appropriate programmes and budgets, and formally review the performance and relevance of this Memorandum of Understanding every three years.
- 11.3 The Memorandum of Understanding may be amended from time to time, at the instigation of either party. Any change or modification to the terms of this Memorandum shall only be made with the written approval of both the parties.

12 IMPLEMENTATION OF THIS MEMORANDUM OF UNDERSTANDING

- 12.1 The following people are responsible for managing and monitoring the Memorandum of Understanding.

Rodney District Council	Harbour Sport
Strategic Partnering Manager	Chief Executive
Director, Customer Services	

- 12.2 Parties primarily involved in implementation of this Memorandum of Understanding include, but are not limited to:

Rodney District	Harbour Sport
Manager, Community Development	Chief Executive
Manager, Leisure Centre	Business Development Manager
Social Policy Advisor	Active Communities Manager
Recreation Policy Planner	
Manager, Libraries	

TERMS OF THE AGREEMENT

This agreement is effective until 30 June 2012

Signed by Rodger Kerr-Newell, Chief Executive
Rodney District Council

Date:

Signed by Lloyd Barton, Director: Customer Service
Rodney District Council

Date:

Signed by
Toni-Maree Carnie
Harbour Sport Chief Executive

Date:

Signed by
Roger Hill
Board Chairman

Date:

SCHEDULE 1

AREAS OF INTEREST COMMON TO BOTH ORGANISATIONS

These areas agreed to be the priority areas we will focus on collaboratively during the current year (2009-2010), not discounting the value of all other work the two organisations focus on individually and collectively. Monitoring these actions will be monitored quarterly and reviewed annually.

Vision Rodney Outcome Label	Vision Rodney Outcome Statement	Priority Areas for Joint Work - Objectives	RDC	Harbour Sport Action Plan	Measure
Vibrant	We will have a range of recreational and cultural facilities and events across the district and we will encourage diversity	1. Establishment of a programme of information sharing and coordination of research	Regularly discuss with Harbour Sport any information needs around sport and recreation activities and facilities and involve Harbour Sport in any related research	Communicate Rodney related sport and recreation research / evaluations / project findings to the Council 6 monthly	Information is submitted 6 monthly
Safe and healthy	We will continue to have a sense of community and we will provide for the emotional and physical well-being of our people	2. Increased participation levels in organised sport and recreation (note need to establish base line participation levels and agree % or number increases)	RDC will facilitate contact between Harbour Sport and local community groups (if required) and will advocate with community groups to encourage them to take up opportunities offered by Harbour Sport	Wriggle and Rhyme implemented in a collaborative manner in 6 libraries AFL running programmes in schools Support Green Prescription clients in Rodney to become physically active 5 days/week for 30 minutes.	5 new participants per term 50% of participants attend at least 5 sessions per term 15% of participants engaged in 1 other community programme or activity 6 schools are running AFL programme Kiwi Kick in their school For Green Prescription clients 65% feel more confident about doing more activity, 48% are more active after 8 months and 75% are motivated to stay physically active.

Vision Rodney Outcome Label	Vision Rodney Outcome Statement	Priority Areas for Joint Work - Objectives	RDC	Harbour Sport Action Plan	Measure
				<p>Deliver aqua class and community green prescription group involving exercise and education in Helensville</p> <p>Football Project, Females in sport, recruiting, retaining and developing coaches for Rodney</p> <p>Active movement workshops provided in the community</p> <p>Work with 5 marae in Rodney to increase participation in sport and traditional Maori games.</p>	<p>Deliver 40 aqua classes and education sessions in Helensville for Grx clients. Aqua class delivered with 75% satisfaction rate from survey</p> <p>5 workshops are held annually in the Rodney District</p> <p>Increased opportunities for whanau to explore, learn and participate in Maori sport and traditional physical recreation. Revitalise and further develop traditional Maori Games</p>
		<p>3. Increase awareness in the community of opportunities for sport and recreation and use of open space and facilities for organised sport and recreation activities (note need to establish base line participation levels and agree % or number</p>	<p>RDC will link it's website to harbour Sport website to better assist Rodney communities in finding information about sport and recreation opportunities</p>		

Vision Rodney Outcome Label	Vision Rodney Outcome Statement	Priority Areas for Joint Work - Objectives	RDC	Harbour Sport Action Plan	Measure
		increases)			
		4. Improved relationships between schools and sports clubs (need to establish baseline and improvement targets).		Touch Project focusing on Rodney coaches, recruiting, developing and retaining them within the sport	Baseline survey on number of coaches. Coach numbers increase at the end of the project. Satisfaction level of 65% of school club links between targeted schools and clubs
		5. Participation in the review of NHPAS and in the implementation of the results of the review	RDC will participate in review as required	Complete NHPAS legacy document Rodney walkways sign posted	Legacy document completed Good consultation with a number of RDC staff 2 walkways signposted in Rodney
		6. Implement KiwiSport in Rodney District		Develop cluster projects between schools and clubs and community organisations. Rodney schools develop level 3 projects	Cluster projects developed and on track through quarterly monitoring Level 3 projects developed
		7. Support Push Play Neighbourhood Collectives in an ongoing manner	RDC will continue to encourage Push Play neighbourhoods	Support Push Play neighbourhoods by passing on useful communications / updating collectives and attending	Attendance at meetings when requested by PPN coordinators. Minimum quarterly communication with PPN coordinators

Vision Rodney Outcome Label	Vision Rodney Outcome Statement	Priority Areas for Joint Work - Objectives	RDC	Harbour Sport Action Plan	Measure
		8. Develop capability of sport and recreation sector.		<p>Provide sponsorship and grants workshops for Rodney region</p> <p>Leadership programme for North Harbour Hockey, Tennis Northern delivering within Rodney</p> <p>Club specific workshops held in Rodney (3 others available to attend)</p>	<p>Sponsorship and grants workshop provided with at least 20 participants</p> <p>80% satisfaction rate for leadership participants</p> <p>Leadership programme provided</p> <p>2 club specific workshops held with 75% satisfaction rate</p>
		9. Volunteerism coaching development retention an recruitment	RDC will continue its volunteer recognition programme	<p>Recognise and acknowledge individuals, groups and organisations involved in sport and recreation through recognition awards</p> <p>Regional volunteer and coach project implemented in Rodney</p>	<p>A quality regional acknowledgement awards are delivered annually.</p> <p>Nomination numbers increase 5%annually.</p> <p>Project implemented</p>