

## 7. SPORTS FACILITY LEASES AND CASH CONTROL AT RAWHITI GOLF COURSE

<b>General Manager responsible:</b>	General Manager Community Services, DDI 941-8534
<b>Officer responsible:</b>	Recreation and Sports Manager
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### PURPOSE OF REPORT

1. The purpose of this report is to advise the Audit and Risk Management Subcommittee of progress on the implementation of the recommendations on two internal audits regarding the leasing policy for and asset management plans for leased sports facilities, and the control of cash at Rawhiti Golf Course.

### EXECUTIVE SUMMARY

2. In December 2007 an audit, reference 08-31, on leased sporting facilities reported two issues. Firstly an apparent lack of consistency on the process of setting leases. The audit recommended the current policy be reviewed. The date for completion is July 2009. This work is currently being programmed into the 2008/09 work calendar. As there may be implications from the Council's draft Metropolitan Sports Facilities Plan it is likely that this work will be scheduled for the final quarter of 2008.
3. Secondly the audit recommended the development of an asset management plan for the Council's leased facilities and that the Council take on more asset maintenance responsibilities rather than relying on the tenant. Any changes to asset maintenance responsibilities should be reflected in the lease agreement. The date for completion is July 2009. The development of asset management plans is in progress and will be complete by July 2009. Any changes to Council and tenant responsibilities in respect of asset maintenance should be reflected in the lease agreements either at renewal date or earlier by mutual consent.
4. In March 2008 an audit, reference 08-25, on cash control at the Rawhiti Golf Course recommended that the new Infinity Cash Control System being installed is integrated with the EFT-POS system. This is to ensure that all revenues collected that are the property of the Council are correctly receipted and accounted for. The date for completion is September 2008. A course of action agreeable to the Council involving the installation of and integrated Infinity Cash Control System and EFT-POS is underway and will be completed in September 2008.

### FINANCIAL IMPLICATIONS

5. There are no financial implications from this report. Financial implications may arise when the Council considers any changes to leasing and asset management practices for leased sports facilities.

### Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

6. Provision is made in current budgets for asset management and cash control systems.

### LEGAL CONSIDERATIONS

7. There are no legal implications from this report. Legal implications may arise when the Council considers any changes to asset and leasing arrangements for leased sports facilities.

### ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. The operation of leased sports facilities and Rawhiti Golf Course is a level of service in the LTCCP on page 131.

### ALIGNMENT WITH STRATEGIES

9. The operation of leased sports facilities and Rawhiti Golf Course is consistent with Council's Physical Recreation and Sport Strategy 2002.

**CONSULTATION FULFILMENT**

10. There is no consultation requirement.

**STAFF RECOMMENDATION**

It is recommended that the Audit and Risk Management Subcommittee receive this report.