

Officer responsible Parks Manager	Author John Allen, Team Leader Consents
Corporate Plan Output: Plans and Policy Statements 9.4.39	

The purpose of this report is to make changes to the Council policy concerning “Conditions For Triathlon Usage Of Scarborough Park” to reflect the changes in Council delegation and Job Titles since the initial policy was ratified in 1995. There is also a need to clarify and strengthen the policy in areas found to be difficult to work with since it was originally ratified.

Please find attached a copy of the proposed upgrade of the policy, proposed changes being highlighted in italics.

The changes are as follows:

1. All park bookings are now undertaken through the Customer Call Centre, Leisure and Parks Unit (see condition 2).
2. The Council has delegated the closure of streets in the city to the Council Secretary-Committee Secretariat since the adoption of the original policy (see Condition 7).
3. The Leisure and Community Services Manager has been re-titled the Leisure Unit Manager (see condition 3, 5, 7, 10 and 11).
4. Condition 6 is a new condition which clarifies the responsibility for who decides to close the park. In the original policy the onus was upon the event organiser to decide because of the size of the event, if the park should be closed or not. This has led to some confusion between the organiser and the Council as to whether the park should be closed or not, this being complicated by the fact that if the park is closed there is a requirement under the Reserves Act for the park closure to be advertised, the cost for which is charged to the applicant. Officers are firmly of the view that the Parks Manager should make this judgement call based upon their experience of the parks usage. This new condition therefore changes the responsibility to the Parks Manager from the applicant.
5. The new sentence at the end of Condition 8 clarifies that the Council will place the advertisements in the paper in accordance with the requirements of the Reserves Act, and Council policy, the cost for which will be paid for by the event organiser. The change in unit name is to reflect the changes that have taken place within the Council organisation.
6. The words “at the event organizer’s expense” have been added to the first sentence of clause 16, to ensure that the event organiser is under no misapprehension that the responsibility for the cost to clean up the site is the event organiser’s not the Council’s.

CONCLUSION

The adoption of this upgraded policy will ensure that event organisers are in no doubt as to their responsibilities for the costs involved in running triathlon events from Scarborough Park. Officers recommend that the Board recommend to the Parks and Recreation Committee that the changes proposed to the policy for conditions of triathlon usage of Scarborough Park be adopted.

Recommendation: The Board recommend to the Parks and Recreation Committee that the changes proposed to the “Conditions For Triathlon Usage of Scarborough Park” be adopted as Council Policy.

**Chairman’s
Recommendation:** For discussion.