

# APPENDIX ONE: NOTES ON ASSESSMENT CRITERIA

## **Strategic Fit**

Criteria 1: Is the group or organisation's activities consistent with the Council's strategic direction?

This is more about strength of fit than about the number of matches. A strong fit with a large number is obviously better than a low fit with few. However a strong fit with one significant objective (such as a point of difference) would also be important.

This assessment should look at the Council's most up-to-date strategic statements (such as those within the Council's *Strategic Directions 2001* document) and relevant strategies (such as the Social, Arts and Culture or Recreation Strategies).

## **Activity sustainability**

Criteria 2: Will the group be sustainable in terms of membership or users of the service and its financial position for the period of the lease?

In order to get the best use out of lease facilities a judgement is needed as to how sustainable the group or activity is for both the short and medium term. This has both a membership or usage, and a financial component. Historical information will be of assistance in establishing this. Groups may have modest income levels but be in a strong financial position because of their focus on volunteer labour. Groups may have increasing or decreasing membership or numbers using the service.

It should also be recognised that the demand for some activities is cyclical in nature (for example, membership may rise and fall periodically).

## **Optimal use of Resources**

Criteria 3: At what level is it intended that the resource (land and/or buildings) will be used?

For example, within a lease if two or more groups were running activities for more than 50 hours a week could be considered to be a high use of the resource. A lease that operated only in the weekends might be considered to be low. Historical trends and future planning may be useful.

Recognition should be given to any circumstances where other factors may limit the ability to expand use (such as parking restraints, resource consent conditions or community concerns).

### **Environmental Impact**

Criteria 4: Does the activity have the potential to adversely effect open space values or other legitimate activities?

Land that is subject to leases is first and foremost for the use of the public. It is therefore important to assess the level of impact that the activity will have on the public use of the land. Where activities are already in place, the criteria looks at whether there are increasing impacts. Noise and parking are potential areas of conflict with other uses, particularly where a lease is near a residential area. Mitigation measures may need to be included in the terms and conditions of the lease.

For land rather than buildings, the degree of exclusion for other activities may be important (such as fenced areas of open space).

### **Demonstrated Need and Support from the Community**

Criteria 5: Is there demonstrated support and need within the community for the activity?

The level of support for the activity should be established. Preference will be given to activities that provide services or attract users from **across** the community rather than those that have a narrow user group profile are likely to provide more community benefit.

Consideration should be given to whether other similar activities are available in the vicinity or can be accessed easily. Generally an activity that duplicates an existing one will have a lesser priority than one that provides a new service. Similar activities may be supported where an established demand is not being met.

### **Need for a Lease**

Criteria 6: Are other options available instead of a lease of open space land?

Important questions here are:

- Is WCC support needed for the activity to occur?
- Is open space/public land required?
- Is a lease the best option?

Public land should not be seen as a source of cheap leases but should be viewed more as a last resort. There are a number of other options that should be considered by groups including seeking funding to purchase their own buildings and land, seeking Council grants, looking for other facilities or sharing existing leased facilities. These questions are of particular relevance when a new lease is being considered.

If it is believed that other options do exist then discussions should be held with the applicant to look at alternative courses of action.