



Date: July 11, 2002

**TO: Board Members - Parks and Recreation**  
**FROM: General Manager - Parks and Recreation**  
**SUBJECT: Joint Operating Agreement Task Force Terms of Reference**

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## **RECOMMENDATION**

**THAT the Board endorse the Terms of Reference for the Joint Operating Agreement Task Force and approve the allocation of \$10,000 over a two year period to fund the work of the Task Force.**

## **BACKGROUND**

The Park Board has a long and successful history in delivering recreation services through a partnership model with local non-profit Community Association Societies. A master Joint Operating Agreement was developed and signed in 1979 which establishes the framework of our relationship with 20 Community Association Societies and the operation of 21 of our community recreation complexes. The recent Roundhouse Agreement is a modern version based on the master agreement which is customized to address the unique role this Centre provides in the area of Arts and Culture. Ray Cam and Britannia operate with different agreements and these two agreements are not included in this task force work.

In September, 2001, the Association Presidents' Group identified that the Agreement had not been revised for a long period of time and requested that a task force be established to undertake this review. The Park Board Strategic Plan identifies goals and actions regarding the strategic alliances with our partners that would support us undertaking this work.

## **DISCUSSION**

The Task Force, which consists of six Association and six Park Board staff representatives, has been meeting since November and has developed Terms of Reference to guide the work over the next two years. The membership of the Task Force is appended as Attachment I. The Terms of Reference outlines the scope of work to be undertaken and the operating principles the Task Force will use in working as a group and is appended as Attachment 2.

A few key points in the Terms of Reference include:

- Commitment to community based partnership model
- 12 member Task Force, 6 from Associations, 6 from Park Board
- Two year project costing \$20,000 to be cost shared
- Evaluate current strengths and weaknesses of the partnership
- Explore options
- Consult and seek approval by June 2003
- Implement new agreement in September 2003
- Regular communication throughout the process

The Terms of Reference were circulated to the 20 Associations with a request for endorsement and a \$500 financial commitment (\$250 per year) towards cost sharing the expenses associated with this project. The results were that 17 of the 20 Associations endorsed the Terms of Reference and 18 of 20 Associations committed to the financial contribution and the results from one Association are not confirmed as of the date of this report:

Association	Terms of Reference		Funding		
	<i>Approved</i>	<i>Not Approved</i>	<i>Approved</i>	<i>Not Approved</i>	<i>Received</i>
Mt. Pleasant	Yes		Yes		\$500.00
False Creek	Yes		Yes		\$250.00
Dunbar	Yes		Yes		
Douglas	Yes		Yes		\$250.00
Champlain	Under review		Under review		
Hastings	Yes		Yes		
Kensington		X		X	
Kerrisdale	Yes		Yes		\$500.00
Killarney		X	Yes		\$500.00
Kitsilano	Yes		Yes		
Marpole-Oakridge	Yes		Yes		\$250.00
Renfrew	Yes		Yes		\$500.00
Riley	Yes		Yes		
Roundhouse	Yes		Yes		
Strathcona	Yes		Yes		\$250.00
Sunset	Yes		Yes		\$500.00
Thunderbird	Yes		Yes		
Trout Lake	Yes		Yes		\$250.00
West End	Yes		Yes		\$500.00
West Point Grey	Yes		Yes		\$250.00

The concerns of the two Associations that did not endorse the Terms of Reference focus on the following areas:

- Membership of Task Force
- Stakeholders
- the Operating Principles of the Task Force in the areas of establishing quorum, confidentiality and experts and invited guests which the Task Force may invite to meetings

Task Force members made themselves available to discuss these concerns with the two Community Associations resulting in one (Killarney) agreeing to a financial contribution.

The Terms of Reference has also been shared with staff and union representatives and been the subject of a number of meetings with Association and staff groups.

Based on the strong endorsement received to date, the Task Force has assessed that it has a strong mandate to proceed and is requesting endorsement and funding from the Park Board. The Task Force has noted that the timetable will need to be adjusted to reflect the additional time devoted to this endorsement phase of the project.

Staff have identified that funds can be reallocated within the Corporate Services budget to provide the necessary \$5,000 contribution over each of two years for a total contribution of \$10,000 to this project.

## **SUMMARY**

The Park Board tradition and vision commit to a partnership approach in the delivery of recreation services which links the best of our resources as volunteers, staff, agencies and government in working together to maximize the benefits of recreation for everyone. The Task Force is seeking endorsement and resources to proceed with the work of renewing and revitalizing our partnership with 20 Community Association Societies through developing recommendations regarding the master Joint Operating Agreement as outlined in the Terms of Reference.

Prepared by:  
Vancouver East District