Minutes – Executive Policy Committee – July 19, 2006

REPORTS

Minute No. 520 General Council of Winnipeg Community Centres – Management Agreement for Operation of Community Centres
File PR-2

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the administrative recommendation and recommends to Council:

1. That the general terms and conditions for a Management Agreement between the City of Winnipeg and the General Council of Winnipeg Community Centres, as contained in Appendix A as contained in the report dated July 4, 2006 from the Acting Director of Community Services, be approved. (The Management Agreement was developed in accordance with the policy direction by the Recreation, Leisure and Libraries Facilities Policy adopted by Council on May 18, 2005.)

2. That the Proper Officers of the City be authorized to do all things necessary to implement the foregoing, including the execution of documents, including any ancillary or collateral agreements, as required.

DECISION MAKING HISTORY:

Moved by Councillor O'Shaughnessy,
That the administrative recommendation be concurred in and forwarded to Council.

Carried

RE: Management Agreement between the City of Winnipeg and General Council of Winnipeg Community Centres (GCWCC) in regard to the Operation of Community Centres in the City of Winnipeg

FOR SUBMISSION TO: Executive Policy Committee

ORIGINAL REPORT SIGNED BY: Clive Wightman
Acting Director
Community Services Department

REPORT DATE: July 4, 2006

RECOMMENDATION:

1. That Council approve Appendix A of this report which outlines general terms and conditions for a Management Agreement between the City of Winnipeg and the General Council of Winnipeg Community Centres. This Management Agreement has been developed in accordance with the policy direction provided by the Recreation, Leisure and Library Facilities Policy, adopted by Council on May 18, 2005.
2. That the Proper Officers of the City be authorized to do all things necessary to implement the foregoing and execute such documents, including any ancillary or collateral agreements, as required.

Report Summary

Key Issues:

- The Recreation, Leisure and Libraries Facility Policy (RLALF) as adopted by Council on May 18, 2005 identified that the General Council of Winnipeg Community Centres (GCWCC) would assume an enhanced governance role in order to strengthen and optimize the community centre model in Winnipeg including areas involving capital investment, operations and programming.

- Appendix A to this report outlines the general terms and conditions of a Management Agreement between the City of Winnipeg and the General Council of Winnipeg Community Centres. The following components have been addressed in the proposed responsibilities contained in Appendix A:
    1. A facilities hierarchy that provides general guidance around the provision of facilities, including facility to population ratios.
    2. Direction for existing facilities and for the introduction of new facility types.
    3. A stronger leadership mandate for the GCWCC to optimize the community centre model in Winnipeg. In support of this role $150,000 in annualized

funding was provided to GCWCC, conditional upon Council approval of a GCWCC business plan.

4. A commitment to sustaining existing, programmable recreation and leisure square footage while encouraging a reconfiguration of facilities over time
5. A commitment to consultation.
6. A commitment to “managed care” level of maintenance for new facilities and where possible for existing facilities
7. A reinvestment strategy

- A Steering Committee was struck, including representation from the General Council of Winnipeg Community Centres, in order to develop the general terms and conditions of this Management Agreement.

- The roles and responsibilities of GCWCC were approved by the Board of GCWCC .

Implications of the Recommendation(s):

General Implications

( ) None

(X) For the organization overall and/or for other departments

(X) For the community and/or organizations external to the City

( ) Involves a multi-year contract

Comment(s):

- The role of the GCWCC relative to governance is provided in the report.
- This Management Agreement formalizes a relationship between the City of Winnipeg and the General Council of Winnipeg Community Centres (GCWCC) providing GCWCC with greater responsibility in coordinating community-based discussions and recommendations for those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.

Policy Implications

(X) No

( ) Yes

Comment(s): The proposed Management Agreement between the City of Winnipeg and General Council of Winnipeg Community Centres (GCWCC) in regard to the operation of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC meets the intent of the Recreation, Leisure and Libraries Facility Policy Adopted by Council on May 18, 2005.

Regulatory Implications

(X) None

( ) Eliminates or reduces regulatory impact

( ) Proposes regulatory impact

Comment(s):

Environmental Implications

( ) No

(X) Yes

Comment(s): The proposed Management Agreement being recommended by the GCWCC and the Administration promotes sustainable practices by maintaining the current square footage of recreation and leisure space. Furthermore, by encouraging a reconfiguration of facilities, energy consumption should improve with newer, more energy efficient equipment and energy sources. There is also the potential for recycling older buildings.

Human Resources Implications

(X) No

( ) Yes

Comment(s): There are no human resource implications associated with this report.

Financial Implications

(X) Within approved current and/or capital budget

( ) Current and/or capital budget adjustment required

Comment(s): There are no financial implications associated with this report.

Report

REASON FOR THE REPORT:

Council approval is required to implement the proposed GCWCC responsibilities that will be contained in a Management Agreement between GCWCC and the City of Winnipeg as related to City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.

HISTORY:

Plan Winnipeg 2020 Vision – Section 5D-02 Provide Leisure Facilities – promotes the RLALF Policy through the following statement: "The City shall provide leisure facilities for the use of residents and visitors by: iii) developing a strategic leisure facilities master plan with public participation to maximize the use of existing facilities including converting or consolidating leisure facilities to meet emerging community needs and minimize operating costs.

On **April 17, 2002** Executive Policy Committee approved the following mandate for the administration: "to develop a long-term sustainable strategy and fiscally sound business case for managing the City of Winnipeg's Public Use Facilities that supports an appropriate level of community-based service."

In **May 2003** the Public Use Facilities Study (PUFS) was launched when the Chief Financial Officer approved the Award of Professional Consulting Services to the consultant team of ERA (Chicago) / ND LEA (Winnipeg) / Number 10 Architects (Winnipeg) with the final deliverable of a Strategic Framework and Business Case due in May 2004.

On **January 28, 2004** City Council adopted the A.C.T.I.V.E. Policy Framework for the City of Winnipeg Public Use Facilities, a set of guiding principles for the long-term provision of recreation, leisure, and library facilities in Winnipeg, acknowledging that the current situation is unsustainable.

On **May 3, 2004** the Standing Policy Committee on Protection and Community Services received the Community Centre Review Task Force Report and referred the recommendations of that review to the Public Use Facilities Study process.

On **July 16, 2004** Executive Policy Committee received the Public Use Facilities Study (PUFS) as information.

On **May 18, 2005** City Council Adopted the Recreation, Leisure and Library Facilities Policy (RLALF). There are seven components to the RLALF policy:

1. A facilities hierarchy that provides general guidance around the provision of facilities, including facility to population ratios.
2. Direction for existing facilities and for the introduction of new facility types.
3. A stronger leadership mandate for the GCWCC to optimize the community centre model in Winnipeg. In support of this role $150,000 in annualized funding was provided to GCWCC, conditional upon Council approval of a GCWCC business plan.
4. A commitment to sustaining existing, programmable recreation and leisure square footage while encouraging a reconfiguration of facilities over time
5. A commitment to consultation.
6. A commitment to "managed care" level of maintenance for new facilities and where possible for existing facilities
7. A reinvestment strategy

DISCUSSION:

The Recreation, Leisure and Libraries Facility Policy (RLALF) as adopted by Council on May 18, 2005 identified that the General Council of Winnipeg Community Centres (GCWCC) would assume an enhanced governance role in order to strengthen and optimize the community centre model in Winnipeg including areas involving capital investment, operations and programming.

Further, the RLALF policy called for a Management Agreement between the City of Winnipeg and the GCWCC to be developed based upon the following parameters:

Governance:

- GCWCC will have a leadership mandate to strengthen and optimize the community centre model in Winnipeg
- GCWCC will operate through district boundaries that match the City's Community Committee boundaries.
- GCWCC will report to Council through Executive Policy Committee
- GCWCC will be governed by a Board representing community centres and the Board will include 2 City appointed community representatives that will ensure financial, asset management and legal expertise.

- GCWCC will provide an annual 3 year business plan and audited financial statements
- GCWCC will be authorized to run those Neighbourhood Community Clubs and Community Recreation and Leisure Centres, in high need areas and within their mandate, where it is not possible to sustain a volunteer board and programming.
- GCWCC will work in close collaboration with the City to ensure that efforts in terms of programming and facilities are complementary.

Capital Investments:

- GCWCC will facilitate consultation processes with respect to opportunities to reconfigure and optimize centres within the existing square footage of community centre space. GCWCC will consult to identify and prioritize capital investments within their mandate, considering the needs of the local community, the district, the city overall and the parameters of this policy.
- GCWCC will keep Councillors informed as to consultation activities and project proposals in their respective wards.
- GCWC will make recommendations for new capital projects to EPC once a year as part of their annual business plan.
- GCWCC will advise on and coordinate infrastructure grant applications.

Operations:

- GCWCC will play a role in providing day-to-day administrative support to community centres and will collaborate with the City to optimize the support provided to community centres.

Programming

- GCWCC will facilitate the coordination of community centre programming to maximize coverage and minimize duplication in efforts.

As such, an enhanced role for the General Council of Winnipeg Community Centres is recommended through Council adoption of the Attached Management Agreement (Appendix A). Additional resources have been identified for the GCWCC to assume these new responsibilities. To this end, Council has approved through the adoption of the 2006 Operating Budget, an increase of $150,000 to the GCWCC's annual operating grant.

By introducing new facility types and by encouraging communities to reconfigure their recreation, leisure, and library space over time, this policy will facilitate the provision of a more contemporary set of facilities for Winnipeggers. Furthermore, by placing limitations on the manner by which recreation, leisure, and library facilities will evolve in the future, by establishing a mechanism for accountability in decision-making, and by providing a means for re-investment into the system, the policy will move, over time,

toward a more financially sustainable model for Winnipeg. It should be noted that no community centre would be required to close without the support of the Community Centre Board and GCWCC.

It should also be noted that the City of Winnipeg Audit Department in the document "Review of Community Centres 2003" recommended that the City of Winnipeg and GCWCC enter into a management agreement in order to support the operation of the City of Winnipeg Community Centres.

The mandates of the GCWCC and the City of Winnipeg, as described in the Management Agreement, have been approved by the GCWCC Board and the City of Winnipeg Administration. Background information for each mandate is attached in Appendix B where warranted.

The proposed responsibilities of GCWCC are contained in Appendix A and have been approved by the GCWCC Board and the City of Winnipeg Administration.

Financial Impact Statement **Date: July 4, 2006**

Project Name: Management Agreement between the City of Winnipeg and General Council of Winnipeg Community Centres (GCWCC) in regard to the Operation of Community Centres in the City of Winnipeg

COMMENTS:
There are no Financial Implications associated with this report

Cindy Fernandes

Acting Manager of Finance & Administration

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IN PREPARING THIS REPORT THERE WAS:

Internal Consultation With and Concurrence By:

GCWCC Management Agreement Steering Committee

- Community Services Department
- General Council of Winnipeg Community Centres
- Public Works Department
- Corporate Finance – Risk Management Branch
- Audit Department
- Planning Property and Development Department – Real Estate Division
- Corporate Services - Legal Services Division

External Consultation With:

General Council of Winnipeg Community Centres Board

THIS REPORT SUBMITTED BY:

Department:	City of Winnipeg Community Services Department
	General Council of Winnipeg Community Centres
Division	
Prepared by:	Clive Wightman, Acting Director, Community Services Department
File No.	

Appendix A:

Management Agreement between the City of Winnipeg and GCWCC for governing the operation of City of Winnipeg community centres

General:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
	The City of Winnipeg reserves the right to Audit all records of GCWCC and the records of City of Winnipeg Neighbourhood Community Clubs and Community Recreation and Leisure Centres that are governed by the GCWCC.
GCWCC agree to work to find amicable solutions to currently identified issues and future unresolved issues.	The City of Winnipeg agrees to work to find amicable solutions to currently identified issues and future unresolved issues.
GCWCC agrees that the term of the Management Agreement is for five years with a five-year renewal option. Changes to mandates, where both parties agree, will be submitted to Council on an annual basis.	The City of Winnipeg agrees that the term of the Management Agreement is for five years with a five-year renewal option. Changes to mandates, where both parties agree, will be submitted to Council on an annual basis
GCWCC agree that all Community Centre Buildings, contents, parking lots, the land upon which the aforementioned infrastructure is located and all surrounding lands/fields are owned by the City of Winnipeg.	
GCWCC may terminate the Management Agreement by providing one year notice to the affected party.	The City of Winnipeg may terminate the Management Agreement by providing one year notice to the affected party.

Governing Legislation, Bylaws, Policy and Administrative Directives:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC agrees to inform all community centres as to the intent of all applicable Federal and Provincial legislation as well as all relevant City of Winnipeg by-laws, policy and administrative directives related to the operation of City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.	The City of Winnipeg agrees to act in an advisory capacity to ensure that GCWCC is aware of with all applicable Federal and Provincial legislation as well as all relevant City of Winnipeg by-laws, policy and administrative directives related to the operation of City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.

Governance:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC will have a leadership mandate to strengthen and optimize the Community Centre model in Winnipeg.	City of Winnipeg will continue to provide administrative support to GCWCC through existing resources, when available.
GCWCC will operate through district boundaries that match the City's Community Committee boundaries.	
GCWCC will be governed by a Board representing Community Centres and the Board will include EPC appointed community representatives that will ensure financial, asset management, and legal expertise.	

GCWCC will report to Council through Executive Policy Committee (EPC). The Board of the GCWCC shall be made up of the following representation: • appointed representatives of the five District Boards • The duly elected President, first Vice-President, Second Vice President and Past President and Executive Director of GCWCC • No more than three EPC appointed community representatives that will ensure financial, asset management, and legal expertise. • Executive members are elected for a two year term • Community Services Liaison (ex-officio)	The City of Winnipeg Community Services Department shall appoint a Community Centre Liaison (ex-officio) to the GCWCC Board.
GCWCC will provide to Council an annual 3- year business plan and annual audited financial statements within 120 days of GCWCC's fiscal year end.	
GCWCC will work in close collaboration with the City to ensure that efforts regarding programming and facility operations are complementary.	The City of Winnipeg will work in close collaboration with the GCWCC to ensure that efforts regarding programming and facility operations are complementary.

Financial Performance:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC agrees to the terms and conditions contained in the Community Centres Standardized Financial Accountability Manual.	The City of Winnipeg agrees to the terms and conditions contained in the Community Centres Standardized Financial Accountability Manual.

Process for Failing Community Centres:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC will be authorized to manage those Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are within its mandate where it is not possible to sustain a volunteer board and programming. GCWCC shall follow the Community Centre Constitution as it relates to Board membership and implications of such. GCWCC will, utilizing Community Centre financial resources, GCWCC resources, if available, and UFF funding, temporarily hire a contract position to meet the programming needs of the community. If after one year no volunteer base can be found to deliver programming, a decision to either find a more permanent solution to address community need or potentially rationalize the facility will be evaluated as part of the overall District Plan.	

Insurance:

Responsibility of GCWCC	Responsibility of the City of Winnipeg
GCWCC shall ensure that City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC purchase Workers Compensation coverage for all of their paid employees.	Insurance policies currently purchased on behalf of the City of Winnipeg for those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC will continue.

District Planning Process:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
The District Planning process is to be led by the GCWCC Board/Executive. Each District will develop a long term District Plan that is subject to annual revision, where required. The District Plan will propose the type of infrastructure required to support programming as defined in RLALF, make recommendations on potential rationalization of City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC as well as required retrofit/renovation. The District Plan should also identify programming needs/opportunities relative to demographic trends and propose the programming and infrastructure required to respond.	The City of Winnipeg will make available, when possible, required facility development expertise.
GCWCC will ensure that any increases to net square footage to those City of Winnipeg Neighbourhood Community	

Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC are supported by a sustainable business case with all partner contributions confirmed.	
District Plans will be forwarded to GCWCC for approval and then submitted to EPC for Council approval.	

Operations:

Responsibilities of GCWCC	**Responsibilities of the City of Winnipeg**
GCWCC will continue to assist in providing day-to-day administrative/operational support to City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC and will collaborate with the City to optimize the support provided to Community Centres.	The City of Winnipeg will continue to provide administrative/operational support to City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.
GCWCC will continue to ensure that the terms and conditions of the GCWCC Accountability Manual and Volunteer Orientation Manual are met by those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.	The City of Winnipeg will continue to ensure that the terms and conditions of the GCWCC Accountability Manual and Volunteer Orientation Manual are met by those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.

Community Centre Investment Fund:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC will facilitate consultation processes regarding opportunities to reconfigure and optimize centres within the limitation of maintaining existing square footage of Community Centre space as set out in section 4 of the RLALF policy. GCWCC will consult with City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC to identify and prioritize capital investments, considering the needs of the local community, the district, the City of Winnipeg overall, and in keeping with their mandate and the parameters of this policy.	The City shall ensure open communication with GCWCC regarding proposed leisure projects related to City operated facilities in order to ensure that potential impacts on District plans can be considered.
	The City shall manage the $10 million capital investment fund and be responsible for distributing such funds based upon a cashflow approved by Council, and the Provincial and Federal Governments, where and if required.
GCWCC will keep Councillors informed as to consultation activities and project proposals in their respective wards.	The City shall only distribute funds once Council has approved a specific project and the administration has signed off relative to due diligence.
GCWCC will make recommendations for new capital projects once a year, or as required, reporting to Council through EPC. All approved projects are to be consistent with the previously Council approved District Plan.	

Grant Funding Opportunities:

GCWCC shall share with the City of Winnipeg all relevant information regarding funding applications to Federal, Provincial, City of Winnipeg and other organizations by City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.	The City of Winnipeg shall share with GCWCC all relevant information regarding funding applications to Federal, Provincial, City of Winnipeg and other organizations by City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.
GCWCC will advise on, and coordinate, infrastructure grant applications.	The City of Winnipeg will strive to keep GCWCC abreast of all funding opportunities available for those Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.

Reinvestment Strategy:

Responsibilities of GCWCC	**Responsibilities of the City of Winnipeg**
GCWCC, in cooperation with the City of Winnipeg, will establish the criteria for the reserve fund that will be created for net funds from community centre property disposition.	The City agrees that the total Universal Funding Formula grant will not be reduced if there are Community Centre mergers and that net proceeds from property sales that may arise as a result of Community Centre mergers will be reinvested in the Community Centre system. A reserve fund will be established for such proceeds.
GCWCC agrees that with	The City of Winnipeg agrees

respect to capital funds and within the parameters of RLALF, the following are some of the criteria that will be considered in priority-setting: • Consider areas of greatest need. • Consider opportunities to move toward a more sustainable and more contemporary mix of facilities (i.e. investments that will facilitate the rationalization of facilities, etc.). • Consider community driven solutions and readiness for change. • Consider the degree to which other funds and efforts can be leveraged. • Consider the condition of facilities and immediate risks.	that with respect to capital funds and within the parameters of this policy, the following are some of the criteria that will be considered in priority-setting: • Consider areas of greatest need. • Consider opportunities to move toward a more sustainable and more contemporary mix of facilities (i.e. investments that will facilitate the rationalization of facilities, etc.). • Consider community driven solutions and readiness for change. • Consider the degree to which other funds and efforts can be leveraged. • Consider the condition of facilities and immediate risks.

Programming Roles and Responsibilities:

Responsibilities of GCWCC	**Responsibilities of the City of Winnipeg**
GCWCC will facilitate the coordination of Community Centre programming to maximize coverage and minimize duplication in efforts.	
GCWCC agrees to transition existing City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres governed by GCWCC toward a more sustainable mix of Community	The City of Winnipeg agrees to assist, with available resources, GCWCC in the transition of existing City of Winnipeg Neighbourhood Community Clubs (Centres) and

Centre facilities over time.	Community Recreation and Leisure Centres governed by GCWCC toward a more sustainable mix of Community Centre facilities over time.

Commitment to Community Consultation:

Responsibilities of GCWCC	**Responsibilities of City of Winnipeg**
GCWCC agrees that moving toward more contemporary and sustainable facilities is a challenge shared by the community and the City. Ideas and opportunities generated by the community will be key to finding workable solutions.	The City of Winnipeg agrees that moving toward more contemporary and sustainable facilities is a challenge shared by the community and the City. Ideas and opportunities generated by the community will be key to finding workable solutions.
GCWCC agrees that there will be consultation when decisions on City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC are needed (an expansion or merger, a new facility, priorities, options, and trade-offs).	The City of Winnipeg agrees that there will be consultation when decisions on City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC are needed (an expansion or merger, a new facility, priorities, options, and trade-offs).
GCWCC agrees that while the process for consultation will vary depending on the needs of a community and the issue at hand, the goal is always to seek meaningful, timely input from the full range of people that may be affected by a decision.	The City of Winnipeg agrees that while the process for consultation will vary depending on the needs of a community and the issue at hand, the goal is always to seek meaningful, timely input from the full range of people that may be affected by a decision.
GCWCC agrees that consultation processes will be designed to provide stakeholders with the information they	The City of Winnipeg agrees that consultation processes will be designed to provide stakeholders with

need to participate in a meaningful way and will provide decision-makers with the information they need to make balanced, informed decisions.	the information they need to participate in a meaningful way and will provide decision-makers with the information they need to make balanced, informed decisions.
GCWCC agrees that consultation processes involving the reconfiguring and optimizing of Community Centre space will be part of the leadership mandate of the GCWCC.	The City of Winnipeg agrees that consultation processes involving the reconfiguring and optimizing of Community Centre space will be part of the leadership mandate of the GCWCC.
GCWCC agrees that communities will be encouraged to be proactive in identifying opportunities and possible solutions.	The City of Winnipeg agrees that communities will be encouraged to be proactive in identifying opportunities and possible solutions.

GCWCC Accountability Manual:

Responsibilities of GCWCC	**Responsibilities of the City of Winnipeg**
GCWCC agrees to the terms, conditions, principles and guidelines contained in the GCWCC accountability manual as adopted by Council.	The City of Winnipeg agrees to the terms, conditions, principles and guidelines contained in the GCWCC accountability manual as adopted by Council.
GCWCC will incorporate the Community Centres Standardized Financial Accountability Manual and the Volunteer Training Manual into the GCWCC Accountability Manual within one year of the execution of the Management Agreement.	The City of Winnipeg agrees to pay for the printing costs associated with the original publishing run of the consolidated document

Third Party Occupancy:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC will advise the City of Winnipeg when requests for third party occupancy are being contemplated in those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC.	The City of Winnipeg will ensure that appropriately authorized agreements are in place for all third party occupancy.

Public Information and Privacy of Electronic Data Act (PIPEDA) Requests:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC agrees to respond to PIPEDA requests related to those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC where such requests are related to programming and facility/grounds where the Neighbourhood Community Clubs and Community Recreation and Leisure Centres is the service provider.	

GCWCC Management Agreement with Community Centres:

Responsibilities of GCWCC	Responsibilities of the City of Winnipeg
GCWCC agrees to enter into individual management agreements with all existing community centres. These Management Agreements are to be in	

effect no later than one year after Management Agreement between the City of Winnipeg and GCWCC has been executed.	
GCWCC agrees that none of the principles, guidelines, terms and conditions contained in the management agreement between GCWCC and with those City of Winnipeg Neighbourhood Community Clubs (Centres) and Community Recreation and Leisure Centres that are governed by the GCWCC shall be inconsistent with those responsibilities assigned in the management agreement.	

Dispute Resolution:

Responsibilities of GCWCC	**Responsibilities of the City of Winnipeg**
Any disputed issues that cannot be resolved between both parties to mutual satisfaction shall be forwarded to EPC for consideration.	Any disputed issues that cannot be resolved between both parties to mutual satisfaction shall be forwarded to EPC for consideration.