

**5. REPORT OF THE COMMUNITY, POLICY AND FINANCE COMMITTEE – 17 JULY 2002**

<b>Officer responsible</b> Community Advocate	<b>Author</b> Gina Clarke, Community Secretary, DDI 941-6615
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The purpose of this report is to submit the following report and recommendations for the Board’s consideration.

**Report of the Community, Policy and Finance Committee meeting held on Wednesday, 17 July 2002 at 9.00am in the Boardroom, Linwood Service Centre.**

**Present:** Linda Rutland (Chairperson), Bob Todd, Yani Johanson, Rod Cameron and David Cox.

Apologies for lateness were accepted from Rod Cameron and Yani Johanson.

**5.1 LINWOOD PARK UPDATE**

The Community Advocate presented a draft report of the recent Linwood Park Consultation Process. (Refer clause 8.) This report presents recommendations to meet community needs in relation to Linwood Park.

**5.2 COMMUNITY EVENTS AND SPECIAL DAYS FUND – ADMINISTRATION ISSUES**

At its meeting on 3 July 2002, the Board allocated \$15,000 from its 2002/03 discretionary fund to a Community Events and Special Days Fund. The Committee formulated the following draft guidelines for distributing the Community Events and Special Days Fund:

Arbour Day Plantings	\$2,000
Clean Up the World	1,500
Neighbourhood Celebrations/Activities	500
Friends of Edmonds Factory – two events, Christmas Carols and Musical Afternoon	450
Sumner-Redcliffs-Lyttelton Union Parish – Christmas Carol Event	200
Bromley Carnival	1,000
Linwood Community Arts Centre Multi Cultural Day	1,000
Richmond Community Day	1,000
Linwood Community Arts Centre – Christmas Event	200
Older Adults’ Events	<u>1,000</u>
	Total \$8,850
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It was noted that other possible uses of the Community Events and Special Days Fund could include funding events/days for Avebury, Woolston Park and/or Linwood Park. The Committee also noted that in the 2001/02 financial year it allocated \$1,000 to the Mt Pleasant Community Centre Day and \$1,000 to the Phillipstown Community Centre Day. Both of these events were rained out and the money was held over until the 2002/03 year. The Committee therefore decided not to allocate additional funding to these two days in the 2002/03 financial year, but wanted to note this historical allocation for future years.

The Committee agreed that the remainder of the 2002/03 Community Events and Special Days Fund should be held for allocation during the year as required.

The Committee also requested that a template be drafted requesting a report on each Community Event and Special Day funded by the Board. This template should incorporate requests for the following information:

- What was the event known as?
- Who ran the event?
- Where was the event held?
- What was the date of the event?
- What time did the event start and finish?
- What were the attendance numbers?
- What was the weather – good, average, poor?
- What was the amount of Council funding?
- Was there any other funding? If so how much?
- How many paid personnel hours were used?
- How many volunteer personnel hours were used?
- What contributed to the event's success?
- What did not work and why?

The Committee noted that this template should be kept as simple as possible, and event co-ordinators should be required to complete the template and forward it to the appropriate Council staff member.

The Committee requested a collage of photos of events be prepared at the end of each year.

- Recommendations:**
1. That the Board receive the information.
  2. That the Board approve the guidelines set out in this report for administering the Community Events and Special Days Fund in the 2002/03 financial year.

**Chairman's**

**Recommendation:** That the recommendations be adopted.

**5.3. COMMUNITY SERVICE AWARDS**

At its May 2002 meeting the Board allocated up to \$4,000 from its 2002/03 Discretionary Fund for Community Board Awards.

The Committee considered past funding for Community Awards, and asked for a breakdown of costs incurred in the past in relation to Community Service Awards, Housing and Commercial Awards, Heritage Awards and Community Pride Garden Awards.

The Committee agreed that \$2,500 should be allocated to the Community Service Awards in the 2002/03 year. The Committee asked for a report on a breakdown of costs for alternative functions to present the awards. (This report has been prepared by the Community Technical Advisor and circulated separately to Board members.)

The Committee agreed that \$1,500 should be allocated to the Housing and Commercial Awards and the Community Pride Garden Awards.

The Committee also considered a Community Service Award Nomination received by the Community Technical Advisor. The Committee considered that given the metropolitan nature of the community service specified in this nomination, it would be more appropriate for the nominee to be nominated for a Civic Award for Community Service.

- Recommendations:**
1. That the Board receive the information.
  2. That the Board approve the allocation of \$2,500 to the Community Service Awards in the 2002/03 financial year.
  3. That the Board approve the allocation of \$1,500 to the Housing and Commercial Awards, and Community Pride Garden Awards in the 2002/03 financial year.

4. That the Board forward the Community Service Award Nomination for consideration as a Civic Award for Community Service.

**Chairman's**

**Recommendation:** That the recommendations be adopted.

**5.4 SWIMMING POOL FOR FERRYMEAD**

The Committee discussed conducting research to assess the need for a swimming pool in the Ferrymead Ward. The Committee requested that Peter Walls, Assets and Business Adviser and Alan Bywater, Team Leader Leisure Planning address the Board at its 31 July meeting regarding follow up to the pools report that went to the Council's Community and Leisure Committee in April, and the major facilities review that is currently being conducted.

**Staff**

**Recommendation:** That the information be received.

**Chairman's**

**Recommendation:** That the information be received.