

12. COMMUNITY ADVOCATE'S UPDATE

12.1 For members' information attached are schedules of funds distributed in 2002/03 for the Discretionary Funds (following the allocation meeting on 20 February 2002) and the Community Response Assistance Fund.

12.2 For members' information a list of all Board Committees, Subcommittees and Working Parties is attached.

12.3 MANAGEMENT OF COMMUNITY CENTRES

The Annual Review of Community Centres was discussed at the Board Seminar on 2 October 2002. Both general and specific issues were raised about the management of community centres within the Burwood/Pegasus area.

Following the Seminar, Advocacy Team members have initiated action to follow up on the concerns raised:

- Team members have met to clarify and confirm individual roles and responsibilities derived from the current management guidelines, job descriptions and other allocated tasks such as the review of management guidelines.
- A check is being made of the current status of each community centre in regard to existing management agreements or leases, Annual General Meeting arrangements, auditing of accounts, and any employment arrangements.
- Team members have been allocated responsibility for following up any specific matters raised about each community centre.

The timetable for the review of the citywide management guidelines has been extended to February/March next year. This does not preclude action being taken earlier to implement processes and requirements that are likely to be contained in the revised guidelines or that are already in the existing guidelines.

In this regard, the key processes and requirements have been raised with the management committees of the Aranui Community Hall and the Wainoni/Aranui Family Centre, as opportunities arose to do so.

A meeting was held with the Aranui Community Hall Management Committee on 7 October 2002 where the respective roles and responsibilities of the Council, the Management Committee and the custodian were discussed. The committee members were also willing to invite user group representatives to join the Management Committee.

A letter was sent to the Wainoni/Aranui Family Centre Management Committee prior to its Annual General Meeting on 14 October 2002 outlining the principal management guidelines (a copy has been circulated separately to Board members). These matters are now to be discussed with the incoming Management Committee at its initial meetings with a view to developing a service agreement and management plan.

The requirements will also be raised with the Management Committee of the Ascot Community Centre in due course.

Work is continuing to be done on establishing a management committee at the Parklands Community Centre and on the management arrangements for the North New Brighton Community Centre following the building refurbishment.

Staff

Recommendation: That the Board schedule an update on the management of community centres for the Board Seminar on 4 December 2002.

Chairperson's

- Recommendations:**
1. That the abovementioned recommendation be adopted.
 2. That the Community Advocate establish interim guidelines for all community centres and separate guidelines for community cottages in the area.

12.4 PRESENTATION TO COMMUNITY OF NEW BRIGHTON TASKFORCE DRAFT MASTER PLAN

The New Brighton Revitalisation Taskforce will be presenting the draft Master Plan to a public meeting on Monday 4 November 2002 at the Seaview Christian Centre in New Brighton. An opportunity will also be provided for written feedback.

A pamphlet is being prepared with the key information from the draft Master Plan.

12.5 ROUND OF REPORTS FROM BOARD MEMBERS ON LIAISON ROLES

At the 17 June 2002 Board meeting, the Board decided that all Board members should report six monthly on their attendance at resident's associations and on any major outcomes from the meetings. It is suggested that Board members report verbally at the meeting on these liaison roles.

12.6 NORTH NEW BRIGHTON COMMUNITY CENTRE

A meeting of the North New Brighton Community Centre Working Party is to be called to discuss the refurbishment items to go out to tender and those items that will be tendered as stage 2 of the project if funds are available. At that meeting proposals for leases for the Community Connection Nga Ngaru Trust and the North Wai Boardriders will be presented. A proposal for management will also be discussed as a separate item.