

16. COMMUNITY FACILITIES – HAGLEY/FERRYMEAD

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The purpose of this report is to provide an overview of the operation of the Council's community facilities in the Board's area in the 2001/02 year.

SUMMARY

The Council, through the Community Relations Unit, administers thirteen community facilities within the Hagley/Ferrymead wards. These facilities are managed by 'Management Committees', responsible for the day to day running of the facilities.

The Council's Property Unit deals with major building repairs and alterations, while the Community Relations Unit (through the Hagley/Ferrymead Advocacy Team) maintains a small budget for internal maintenance and support.

The following information about the facilities has been provided primarily by the facility management groups through a survey questionnaire. Where minor maintenance is identified as having been carried out, it refers to such things as broken windows, graffiti removal and small repairs.

BUDGET

The following table lists Council-owned facilities for which the Community Relations Unit (Hagley/Ferrymead Advocacy Team) pays a capital rent cost to the Property Unit. This payment is made through the Council's budgetary process. The Community Relations Unit also budgets for Operational Support Funding, which includes such things as internal maintenance items and security.

At present, these figures are not built into the returns from the facilities, nor are the facility rentals adjusted to meet this expenditure.

The figures shown below for the 2001/02 financial year represent the actual amount funded as at 30 June 2002. Figures shown for 2002/03 represent the amount budgeted for that financial year.

Name Of Facility	Actual Rent: Property Unit 2001/02	Actual Support Funding 2001/02	Actual Funding 2001/02	Budget Rent: Property Unit 2002/03	Budget Support Funding 2002/03	Budget Funding 2002/03
Avebury House	0	2,104	2,104	50,000	2,000	52,000
Bromley Community Centre	13,200	4,401	17,401	13,200	5,000	18,200
Heathcote Community Centre	34,800	2,999	37,799	34,800	3,000	37,800
Linwood Community Arts Centre	33,600	3,447	37,047	33,600	2,200	35,800
Linwood Community Resource Centre	18,000	2,509	20,509	18,000	2,500	21,500
Linwood Community Toy Library	Covered By Linwood Community Resource Centre					

Linwood Community Child Care Centre	38,400	0	38,400	38,400	2,500	40,900
Phillipstown Community Centre	24,000	1,570	25,570	24,000	1,900	25,900
Richmond Neighbourhood Cottage	8,400	926	9,326	8,400	2,000	10,400
Sumner Community Centre	38,400	5,093	43,493	38,400	2,500	40,900
Woolston Community Centre	14,400	1,701	16,101	14,400	1,400	15,800
Woolston Community Pool	0	2,500	2,500	0	2,500	2,500
Woolston Community Child Care Centre	36,000	1,640	37,640	36,000	3,700	39,700
Subtotal			173,030			176,100
Grants and Costs for Non-Council Owned Facilities			9,470			10,237
Total for 2001/2002		Actual	\$182,500		Total for 2002/03	\$186,337

METHODOLOGY

A questionnaire was distributed to all facility Management Committees late last year seeking information about the facilities. The main topics covered in this questionnaire were:

1. usage rates;
2. rental charges;
3. income and expenditure;
4. community research and communication;
5. management including recycling, health and safety; and
6. feedback.

FACILITY REPORT

A report on each facility is detailed below.

AVEBURY HOUSE

Outline

Avebury House (*Avebury*) is large old family house situated in Eveleyn Couzins Avenue in Richmond. Avebury had previous use as a Youth Hostel, but was unused and empty for some years. Renovations were completed and Avebury opened in September 2002 as a community facility.

Use

The Avebury office is presently open on weekdays between 10.00am and 4.00pm. A wide variety of people and groups use Avebury. Most users are community groups such as women's refuge and neighbourhood watch. Private businesses and government agencies also regularly hire Avebury, and there have been a number of private one-off functions. Avebury has also set up in-house groups (for example, parent support, community newspaper) that use the facilities. Avebury appears to be widely and regularly used by the community.

Current user charges are:

Community groups hourly rate	\$6.00 per room
Social groups hourly rate	\$8.00 per room
Commercial groups/government departments	\$10.00 per room
Bond	Social Event 50% hire fee

These charges do vary, depending on the circumstances of the hire. A bond is charged dependent on the type of function and group. A hire agreement is used.

Management

An eight person Management Committee manages Avebury. The Committee is a non profit Charitable Trust. A centre co-ordinator was employed in April 2002 for 30 hours per week, and a part time cleaner is also used. There is a Management Plan in operation, but no maintenance plan. Promotion is by way of community newspapers, *City Scene*, word of mouth and CINCH database. A local newspaper is also produced. Part of the work of the centre co-ordinator is to research community needs.

Health and Safety

A Health and Safety Plan is in the process of being developed. There have been no reports of any serious accidents or incidents at Avebury.

Recycling

Recycling facilities are provided at Avebury. Food scraps are recycled into the garden and all rubbish sorted into separate bins.

BROMLEY COMMUNITY CENTRE

Outline

The Bromley Community Centre is at the corner of Bromley and Maces Roads. The Centre consists of a main hall, kitchen and toilet block and two external prefab type buildings. The Centre is set on reserve land known as "Old Bromley School Reserve."

Use

The Centre is not open at any specific time but opens when hirers require.

Use of the Centre has increased over the last year. Weekly regular users include an Out of School Program, a playgroup, two churches, dancing clubs and an art group. A Martial Arts group uses one of the prefab buildings. During some school holidays the Centre was used by the Council's Leisure Unit as a base for Holiday Programs. Individual hires included birthday and reception social events, which helped offset the costs of community hires. The usage of the Centre is on the higher end of the scale compared to other facilities which do not have workers based at the facilities.

Current user charges are:

Community groups hourly rate	\$5.00
Casual hire hourly rate	\$15.00
Social function	\$100.00
Bond	Social Event \$200.00

These charges do vary, depending on the circumstances of the hire. A bond is charged dependent on the type of function and group. A hire agreement is used.

Management

The Centre is managed by a Management Committee which is a registered Incorporated Society. The Committee is made up of seven people who are representatives of the Centre's users. Promotion of the Centre is undertaken in the Bromley Bulletin and local newspapers.

This Centre is quite old, being the former Bromley School. An upgrade of the Centre is planned within the next 18 months, and planning for this upgrade is underway.

Problems with vandalism in the form of broken windows, wilful damage and graffiti have once again proven to be a problem with this Centre.

Cleaning is undertaken once a week by a Council provided cleaner, with users asked to clean up after themselves.

Health and Safety

The Centre has a current Health and Safety Plan; no Health and Safety issues were reported during the year.

Recycling

The Centre does not provide any recycling facilities for users. Whether these facilities could be offered in the future depends on responsibility for recycled goods collection/pick up.

HEATHCOTE COMMUNITY CENTRE

Outline

The Heathcote Community Centre is on the Bridle Path Road frontage of the Heathcote Domain. The Centre has a large main hall, a kitchen, meeting room and internal toilet block and is attached to, but separated by a wall from, another building used by the local cricket club as a clubrooms and pavilion. There is also a fenced outside play area used by a Playcentre group.

Use

The Centre opens as required by users and is open for the Playcentre group from 8.00am to Noon on Monday to Wednesday and Friday. Other than the Playcentre group and the Cricket Club, the Centre has few users.

Current Centre user charges vary depending on the type of group, the timing of the hire and the areas hired. A bond is charged.

Current Centre charges are:

Community groups	From \$10.00
Social events	\$80.00 - \$120.00

The Playcentre is licensed for 20 children per session, with a waiting list. Some families attend the Playcentre every day, others are weekly users, and some attend for a few days each week.

Current Playcentre charges are:

Per family/per term	\$20.00
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Management

The Management Committee appears to be in recess at present. A parents' co-operative runs the Playcentre, handling bookings and overseeing day to day operation of the Centre.

Health and Safety

The Centre has a current Health and Safety Plan. No Health and Safety issues were reported during the year. Because of its use as a Playcentre, the Centre is also subject to conditions set out by the Education Review Office.

LINWOOD COMMUNITY ARTS CENTRE

Outline

The Linwood Community Arts Centre is at the corner of Worcester Street and Stanmore Road. The Centre is the former Linwood Borough Council Building, and was used as the Linwood Library for a lengthy period. It is listed in the Christchurch City Plan as a 'Heritage Building'. The Arts Centre has a main gallery, a number of activity areas, a kitchen, office area and internal toilets.

Use

General hours for the Arts Centre are between 10.00am and 4.00pm on Monday through Wednesday and Friday, 10.00am and 6.00pm on Thursdays, and 10.30am and 1.00pm on Saturdays. The Arts Centre opens at other times to meet its users' needs.

Over the past year the Arts Centre was in great demand and was used seven days a week. In addition to the five weekly and 2 monthly users, 10 workshops and 20 concerts were run by the Arts Centre. Twenty two exhibitions were also held. The workshops and dark rooms are in constant demand, and the office is often used for meetings or by small groups. A weekly Gold Coin Café regularly hosts 40-45 diners.

Current user charges are:

All users	Per hour: \$5.00
Gallery Hire	Per week \$60.00

Management

A six person Management Committee manages the Arts Centre through Te Whare Roimata. The Committee is a registered Incorporated Society. The Centre also has an onsite manager. A Maori Community Arts Development Worker and Gallery Events Assistant are also employed.

A 12 month Management Plan is in place and a Maintenance Plan is being developed. Research has been gathered from people involved in the Arts Centre, including tutors, exhibitors and participants. The Arts Centre has been promoted through flyers, newspaper advertisements and on radio and television. The Centre has also utilised regular press releases. As was the case last year, lack of storage space is still a major concern at the Arts Centre. Funding for a storage shed at the premises has been approved.

Health and Safety

The Arts Centre has a current Health and Safety Plan; no Health and Safety issues were reported during the year.

Recycling

The Arts Centre does not recycle at present, but is interested in setting up a recycling programme.

TE WHARE TAONGA O NGA IWI KATOA LINWOOD COMMUNITY RESOURCE CENTRE

Outline

The Linwood Community Resource Centre is at 332 Linwood Avenue.

The building was formerly a dwelling used by the Council's Parks Unit. It has nine rooms. The Centre operates on a community development model to encourage local initiatives and community development. Community Development workers at the Centre offer support and advice to a variety of groups and individuals. The Centre is also utilised as a 'drop in centre' where anyone off the street is welcome to visit. The Centre also operates a large community garden.

Use

The Resource Centre is normally open between 10.00am and 4.00pm on Monday through to Friday.

The Centre was well utilised during the year, hosting numerous meetings and events for a variety of community groups. There are nine regular weekly and four monthly users, as well as a number of one-off users. Numerous local people are also involved in maintaining the Community Garden.

Community Groups	Per half day: \$20.00
Other Groups	Per half day: \$20.00
Children	Per session: \$2.00

Management

A 7 person Management Committee manages the Centre. The Committee is a registered Charitable Trust, and is representative of the groups that use the Centre.

The Centre has a Management Plan and a Maintenance Plan.

Two workers are employed at the Centre. These workers are a Practical Resource Co-ordinator (employed for 35 hours per week) and a computer tutor (on contract for 16 hours per term, four times a year).

The Centre is promoted by advertising in local newspapers, the local library, local public noticeboards and letterbox drops. Community awareness is also raised through participation in community events, community networking meetings and open days.

Two students from Anglican Care recently researched the needs of local people in the Centre's area, including researching how their needs can be met. The Centre is investigating actioning those findings.

Only minor internal maintenance has been required during the year. The Centre would like a petanque court installed and hand rails installed at the back door.

Health and Safety

The Centre has a current Health and Safety Plan, with one reported incident involving a barbecue.

Recycling

Recycling facilities are provided at the Centre. As well as providing scrap buckets for composting, the Centre accepts unsprayed greens for composting.

LINWOOD COMMUNITY TOY LIBRARY

Outline

The Linwood Community Toy Library is at 332 Linwood Avenue and is housed in a small relocatable (garage type) building in the Linwood Community Resource Centre grounds.

Use

The Toy Library is open fortnightly on Wednesdays between the hours of 6.00pm and 7.00pm and Saturdays between the hours of 10.00am and Noon.

The Toy Library is the only user of this building and is one of forty-two toy libraries in Christchurch. It is a member of the Toy Library Federation of New Zealand. Approximately 100 families use the Library.

Current user charges are:

Membership joining fee	\$25.00
Hire of toys per fortnight	50¢ - \$5.00

Management

A six person Management Committee manages the Toy Library. All of the Committee members are volunteers. Funding is received through the Toy Library Federation of New Zealand, membership fees, grants and hires.

The Toy Library is promoted by letterbox drops, newspaper advertisements and pamphlets available at kindergartens, schools and doctors' rooms.

Only minor maintenance issues arose during the year. The Toy Library does not have a Maintenance Plan in operation.

Lack of toy storage space is still a concern. The Toy Library would like to extend its building.

Health and Safety

The Toy Library has a current Health and Safety Plan. No Health and Safety issues were reported during the year.

Recycling

Recycling facilities are not provided at the Toy Library.

LINWOOD COMMUNITY CHILD CARE CENTRE

Outline

The Linwood Community Childcare Centre is at 136 Aldwins Road. It is a purpose built facility with various areas for children's differing ages and activities.

Use

The Centre is open weekdays between 8.45am and 3.30pm, and on Saturdays from 10.00am until noon.

The Centre is open five days per week for eleven months of the year. CYPS also uses the Centre on Saturday morning for supervised access visits.

Current user charges are:

Child care fees	Per hour: \$2.65
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Management

An eight person Management Committee manages the Centre. The Committee is a registered Incorporated Society. Day to day running of the Centre is carried out by the supervisor. An assistant supervisor, domestic worker and an administrator are also employed. The Centre also employs a cleaner for approximately 14 hours per week, and a grounds maintenance person for two hours per week.

The Centre has a Management Plan and a Maintenance Plan.

No promotion is carried out other than the combined community childcare advertisement in the Yellow Pages.

Through the Committee's good management, only minor repairs and maintenance have been necessary over the past year.

Health and Safety

The Centre has a current operational Health and Safety Plan. Two accidents last year resulted in broken legs; these were deemed freak accidents. The Centre is also subject to conditions imposed by the Education Review Office.

Recycling

The Centre does not provide recycling facilities.

PHILLIPSTOWN COMMUNITY CENTRE

Outline

The Phillipstown Community Centre is at 21A Nursery Road in the Phillipstown School grounds. It opened in 1998, and is a purpose designed and built community facility. The Centre has three meeting rooms, two offices, a kitchen and toilet facilities.

Use

The Centre is open weekdays between 9.00am and 6.00pm, and also opens at other hours to accommodate users.

The groups that use the Centre are community based and come from the surrounding community. These groups include a week-day After School Programme, and Holiday Programmes run during school holidays. There are seven other weekly users and 4 monthly users. Other casual users may use the facilities when they are not being used by the community groups. A social worker in schools is also based at the Community Centre.

Current user charges are:

Community group hire	Per hour: \$5.00
Social group hire	Per hour: \$5.00 - \$10.00
Children	Per hour: \$5.00
Bond for social groups	\$50.00

Management

A five person Management Committee operates the Centre. The Committee is a registered Charitable Trust, and its members represent user groups and the community.

The Centre, which operates from a Management Plan, employs a full time community worker, a community assistant for 10 hours per week, three After School Programme staff for 47 hours per week and a cleaner for 2 hours per week.

Research is carried out by way of feedback from groups. Youth research for the proposed youth programme has been completed.

The Centre is promoted through letterbox drops and flyers, and also by participation in local events and forums, and networking.

Health and Safety

The Centre has a current operational Health and Safety Plan. No Health and Safety issues were reported during the year.

Recycling

The Centre provides recycling bins for plastics and glass. Paper is recycled where appropriate for the After School programme.

RICHMOND COMMUNITY COTTAGE

Outline

The Richmond Community Cottage is at the corner of London and Pavitt Streets, adjacent to the Richmond Village Green.

Use

The Cottage opens as user groups require.

Eleven groups have regularly used the Cottage over the past year. These groups includes a Crèche and Plunket, who occupy the facility four days per week. Because the Cottage is quite small, it is unsuitable for many of the type of hires that are normally associated with community facilities. The majority of facility users are child support groups.

Current User Charges are:

Hire of facilities	Per hour: \$5.00
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Management

A 12 person Management Committee manages the Cottage. The Committee is a registered Incorporated Society, and its members are local community representatives.

The Committee employs a cleaner for 4 hours per week.

The Committee reports that the Cottage's small size causes a problem with hires, restricting it to children's groups and small meetings.

The Centre has a Health and Safety Plan and a Maintenance Plan. There are no Management or Operational Plans, and no research is carried out by the Committee as to community needs. The Cottage is promoted by way of a notice board in the grounds, in local shops and on the CINCH database.

Health and Safety Management

The Cottage has a current operational Health and Safety Plan. No Health and Safety issues were reported during the year.

Recycling

No recycling facilities are provided by the Cottage.

SUMNER COMMUNITY CENTRE

Outline

The Sumner Community Centre is at the corner of Wakefield Avenue and Nayland Street. The Centre is the former Sumner Borough Council building, and is a listed 'Heritage Building.' It also houses the Sumner Museum.

Use

The Centre opens as user groups require. Usually volunteers are present on Monday and Friday mornings.

Over the past year, the Centre has been well used by numerous groups on both a regular and individual basis. Many activities are held at the Centre, including community based activities. These activities include a Theatrical Group, which has staged an annual theatrical production for some years. Numerous casual hires for wedding receptions, birthdays, seminars and other events have also been arranged. The greatest percentage of users are from the local Sumner area.

The Sumner Museum is housed in the front of the building on the Wakefield Avenue frontage. This Museum operates separately from the Centre.

The Centre is extremely well utilised, given its voluntary management.

Current user charges are:

Main hall hire	Per hour: \$8.00
Meeting room hire	Per evening: \$8.00
Bond for social groups	\$150.00

Management

An 11 person Management Committee operates the Centre. The Committee is a registered Incorporated Society, and its members are representatives of user groups and the local community.

The Centre has an operational Management Plan and Maintenance Plan.

A cleaner is employed for 6 hours per week. All other tasks and duties are undertaken on a voluntary basis.

No local community research is undertaken by the Committee.

The Centre is usually promoted through advertising in the local newspaper.

Health and Safety

The Centre has an operational Health and Safety Plan; no Health and Safety issues were reported during the year.

Recycling

Recycling is carried out using Council recycling bins.

WOOLSTON COMMUNITY CENTRE

Outline

The Woolston Community Centre is in Woolston Park, Ferry Road, and was built specifically as a Community Centre. It has one main meeting room, a kitchen, an office and toilets.

Use

The Centre is open weekdays between 9.00am and 12 Noon. The Centre opens at other times as required by users.

Over the last year, a number of groups have used the Centre on a permanent basis. A playgroup operates from the Centre on two days each week, and a Holiday Program runs during school holidays. Other users include various women's groups, the aged and other community groups who hold committee meetings at the Centre. With the exception of one group, all of the groups who used the Centre this year were community based and from the local area. This Centre could be better utilised within the community.

Current user charges are:

Community meetings	Per hour: \$10.00
Holiday Programmes	Per day: \$3.80
Social groups	Per hour: \$10.00
Social groups' bond	\$100.00

The Management Committee has discretion to charge less than the full amount of the user charges, and some groups have had free use of the Centre. Social groups are charged a bond when alcohol is consumed at a function.

Management

A seven member Management Committee manages the Centre. The Committee is a registered Incorporated Society, and its members are volunteer representatives of the local community.

The Centre employs an on site co-ordinator for 15 hours per week, and all other tasks and functions are carried out by volunteers.

Some research into local community needs is carried out, usually in brochure form. Centre promotion is usually carried out by newspaper advertisement, posters, a newsletter and use of the school notice and local public notice board.

As the Centre is quite small, it is unable to house many of the functions that take place at other community centres. This probably results in a lower number of casual Centre hires.

The Centre's main concerns relate to the small size of the building and the lack of available storage space and parking.

Only minor internal maintenance has been required over the last year, although vandalism causes continuing problems.

Health and Safety

The Centre has an operational Health and Safety Plan. No Health and Safety issues were reported during the year.

Recycling

Recycling facilities are not provided due to a lack of space for bins, however cardboard milk cartons are saved for Trees for Canterbury and plastic cartons for home recycling.

WOOLSTON COMMUNITY POOL

Outline

The Woolston Community Pool is at the rear of the Woolston Community Centre in Woolston Park, adjacent to Woolston School. The Pool is a very old facility having been built in the early part of the last century and would need major attention to bring it up to the standard of other Council pools.

Use

The Pool is open from the beginning of December through to the first week in March.

Up to 17,000 people use the Pool during its open season. The main user group is the Woolston School, which uses it daily. Other local schools also use it for swimming sports. As well as general community use, the Pool is used for School Holiday Programmes and After School Programmes. In the past it has been utilised for Community Fun Days and Dragon Boat practice.

Current user charges are:

Swimmers	Per session: \$1.00
Pre-schoolers and spectators	Free
Private Hire *	\$50.00
* plus lifeguard per hour	\$10.56

Management

A nine person volunteer committee runs the Pool under the umbrella of the Woolston Community Centre Association. Three lifeguards are employed for up to 25 hours per week and are usually employed for longer periods during the Christmas Holiday period. Lifeguards are required at all public swim sessions as well as at school sessions.

The general problems with the Pool are its age and the need to keep it to a safe standard. Maintenance is continual.

The Pool Committee receives fees from Pool users and Council maintenance grants. The Council also operates a maintenance plan for Pool upkeep.

The amount of continual damage to the Pool and associated buildings from vandalism also causes concern

Health and Safety

The Pool has an operational Health and Safety Plan. Minor Health and Safety issues were reported during the year. These consisted of cuts, abrasions and bee stings.

WOOLSTON COMMUNITY CHILDCARE CENTRE

Outline

The Woolston Community Child Care Centre is situated at 52 Glenroy Street. Like the Linwood Centre, it is a purpose built facility with various inside areas set aside for various children's ages and activities.

Use

The Centre is open each weekday between 8.45am and 3.00pm and is used by up to 100 families per week and up to 39 children daily. The Child Care Centre is the only user of the facilities.

Current user charges are:

Child care fees	Per 3hour session: \$10.00
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Management

An eight person Management Committee manages the Centre. The Committee is a registered Incorporated Society.

Day to day running of the Centre is undertaken by a supervisor. The Centre also employs an assistant supervisor and six teachers.

The Committee has an operational Management Plan and Maintenance Plan. The Centre also has an annual plan and is working on a strategic plan.

Research into needs is carried out through a suggestion box and parent/user questionnaires.

The Centre is promoted through signage, participation in social events and by word of mouth.

Some repairs and maintenance have been necessary at the Centre over the past year. Most repairs have been minor.

Health and Safety

The Centre has an operational Health and Safety Plan. No Health and Safety issues were reported during the year. The Centre is also subject to conditions imposed by the Education Review Office.

Recycling

Recycling facilities are not provided at the Centre.

Staff

Recommendation: That the information be received

Chairperson's

Recommendation: That the information be received and Marie Byrne be thanked for her report.