

8. COMMUNITY FACILITIES: HAGLEY AND FERRYMEAD

Officer responsible
Community Advocate

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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 Council's financial year from 1 July 2002 to 30 June 2003.

SUMMARY

The Council, through the Community Relations Unit, now administers 12 community facilities in the Hagley and Ferrymead wards. Management committees who are responsible for the day to day running of the facilities manage all the facilities. In previous years the Community Relations Unit also administered the Woolston Community Pool but the Council's Leisure Unit has assumed that role in 2003.

During the year the Council's Property Unit dealt with any alterations or major building repairs at the facilities, while the Community Relations Unit (through the Hagley/Ferrymead Advocacy Team) maintained a small budget for each centre for internal maintenance and support. A major change is planned for the 2003/04 financial year when the Community Relations Unit maintenance budget will be transferred to the Property Unit which will undertake all maintenance on the buildings both external and internal.

The following information regarding 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 broken windows, graffiti removal and small repairs.

BUDGET

The following table lists the 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 and is undertaken as an internal transfer of costs. The Community Relations Unit also budgets for Operational Support Funding, which includes the internal maintenance costs, grounds maintenance and security costs for the facilities.

The figures below for the 2002/03 financial year represent the actual amounts funded as well as the amount budgeted for during that year. The second column from the left gives the 2001/02 funding figures for comparison. Figures shown for 2003/04 represent the amount budgeted for the current financial year.

Name Of Facility	Actual Funding 2001/2002	Actual Rent: 2002/03	Actual Support Funding 2002/03	Actual Funding 2002/03	Budgeted Funding 2002/03		Budgeted Funding 2003/04
Avebury House	2,104	0	627	627	52,000		51,600
Bromley Community Centre	17,401	13,200	7,916	21,116	18,200		19,200
Heathcote Community Centre	37,799	34,800	3,350	38,150	37,800		34,800
Linwood Community Arts Centre	37,047	33,600	690	34,290	35,800		37,200
Linwood Community Resource Centre	20,509	18,000	2,383	20,383	21,500		20,400
Linwood Community Toy Library	Rental costs and maintenance budget is covered within the Linwood Resource Centre						0
Linwood Community Child Care Centre	38,400	38,400	1,929	40,329	40,900		43,300
Phillipstown Community Centre	25,570	24,000	16 (100 refund)	23,916	25,900		26,400

Richmond Neighbourhood Cottage	9,326	8,400	2132	10,532	10,400		12,000
Sumner Community Centre	43,493	38,400	3,026	41,426	40,900		43,200
Woolston Community Centre	16,101	14,400	663	15,063	15,800		15,600
Woolston Community Pool	2,500	0	0	0	2,500		0
Woolston Community Child Care Centre	37,640	36,000	215	36,215	39,700		44,500
Subtotal	287,890	Subtotal		282,047	341,400	Subtotal	348,200
Grants & costs for non-Council owned facilities	9,470			11,712	10,712		10,712
Total for 2001/02	297,360	Totals for 2002/03		293,759	352,112	Total for 2003/04	358,012

METHODOLOGY

A questionnaire was distributed to all facility management committees seeking information about the facilities. The main topics covered in the questionnaire were:

1. Usage rates.
2. Rental charges.
3. Income and expenditure.
4. Community research and communication.
5. Management including recycling, health and safety.
6. Feedback.

FACILITY REPORT

An individual report on each facility is detailed below.

AVEBURY HOUSE

Outline

Avebury House is a large old family house situated at 9 Eveleyn Couzins Avenue in Richmond. The house was previously used as a youth hostel, but was unused and empty for some years. After lobbying by various groups and the Board, extensive renovations were carried out and completed in 2002. Avebury House opened in September 2002 as a community facility.

Use

The Avebury office is open seven days a week between 7.00am and 12.00pm and outside of those hours by request. Avebury provides numerous rooms for use by a wide variety of people and groups. Most users are community groups and regular groups include a women's refuge, a pre school music group, a meditation group and an embroidery group. There are five regular weekly groups and six regular monthly groups. Private businesses and government agencies also regularly hire Avebury, and there have been 329 bookings between September 2002 and 30 June 2003. The Avebury Community Worker has set up a number of in-house groups that use the facilities, for example, a parent support group, and the Centre also publishes a community newspaper. Avebury is widely and regularly used by the community and others and has shown to be a very successful Centre in the time that it has been open.

Current user charges are:

Community groups hourly rate	\$6.00 per room + GST
Social groups hourly rate	\$10.00 per room + GST
Commercial groups/government departments	\$10.00 per room + GST
Bond	Social Event 25% of hire fee

The hire charges may vary depending on the circumstances of the hire. For example fledgling groups are charged \$8.00 per room, per hour + GST

A bond is charged for all day and weekend booking, for example, wedding receptions and seminars.

Management

A nine person Management Committee manages Avebury House and is a non profit Community Trust (Avebury House Community Trust). The Centre employs a Community Development Worker/co-coordinator for 30 hours per week, and a part time cleaner for five hours per week. There is a current Management Plan in operation, but no maintenance plan as asset planning for this building is now carried out by Council. Promotion is by way of community newspapers, posters, open days, *City Scene*, word of mouth and also the CINCH database. As previously mentioned, a local newsletter/newspaper is also produced by the Centre. Part of the Centre co-ordinator's work entails carrying out ongoing community consultation and research into community needs.

Health and Safety

A new Health and Safety Plan is presently in the process of being developed. Avebury's kitchen has a current food and hygiene licence. There have been no reported serious accidents or incidents at Avebury.

Recycling

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

Maintenance

Because the building has only recently been renovated minimal maintenance has been necessary.

BROMLEY COMMUNITY CENTRE

Outline

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 set on reserve land known as "Old Bromley School Reserve."

Use

The Centre is not open at specific times but opens as and when hirers require.

Use of the Centre has remained static over the last year. Regular users of the facility include an Out of School Programme between 2.45pm and 5.30pm Monday to Thursday, a playgroup, two church groups, dancing clubs and a jazz band. A puppy training group also uses one of the old prefab buildings. During some school holidays the Centre was used by the Council's Leisure Unit as a base for Holiday Programmes. Individual hires included birthday and reception type social events, which helped offset the costs of the community hires. The usage of the Centre is on the higher end of the scale compared to other facilities of its type which do not have workers based at the facilities. However it can be seen that most users apart from the Out of School Programme are not community based.

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

Charges may 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.

Promotion of the Centre is undertaken in the local Residents' Association's Bromley Bulletin and also in local community newspapers.

This Centre is quite old, having been the former Bromley School and was acquired by the Council in approximately 1980. Little to upgrade the facility has been carried out since that time and the facility is now starting to show its age. As a consequence of research undertaken by the Community Development Adviser, an upgrade and refurbishment of the Centre is to be carried out during the latter months of 2003. A Community Development Worker who will work from the Centre has recently been employed to coordinate Centre usage and carry out research into community needs in the Bromley area.

Problems with vandalism in the form of broken windows, wilful damage and graffiti have always proven to be a problem at Bromley. This is exacerbated by the Centre's isolated setting and the fact that it backs onto an industrial area. While extensive exterior security lighting has helped stem some misbehaviour it will still be necessary to upgrade the Centre's alarm system in the near future.

Cleaning is undertaken once a week by a paid commercial cleaner. Facility users are expected to clean up after their own use of the Centre and may be charged for any cleaning if it is required.

Health and Safety

The Centre has a current Health and Safety Plan and the only Health and Safety issues reported during the year related to vandalism of fire extinguishers.

Recycling

The Centre does not provide any recycling facilities for users at present.

Maintenance

During the year a separate telephone line was installed for use of the Out of School Programme. Building maintenance related mainly to graffiti removal and the repair of numerous broken windows.

HEATHCOTE COMMUNITY CENTRE

Outline

The Heathcote Community Centre is on the Heathcote Domain at its frontage onto Bridle Path Road. 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, a building used by the local Heathcote Cricket Club as a clubrooms and pavilion. At the north end of the Centre there is a fenced outside play area used by the playcentre group.

Use

The Centre opens as required by users but is open for the playcentre group between 9.00am and 12.30pm Monday to Friday. Other than the playcentre group and another weekly group meeting the Centre has few other users. A community Christmas lunch is hosted at the end of each year.

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 user charges are:

Community groups	Committee Room: \$10.00 per session
	Main Hall: \$30.00 per session
Social events	\$40.00 - \$120.00
Bond	\$125.00

The playcentre is licensed for 20 children per session and usually has a waiting list of children wanting to use the facility. 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

Management of the Centre is carried out through the playcentre's Management Committee. This committee is a registered incorporated society under the umbrella of the Canterbury playcentre Association. Trained teachers and parents' cooperative run the playcentre, handling bookings and overseeing day to day activities at the Centre. The Management Committee currently has no Management Plan for the facility. No promotion of the Centre is undertaken except by word of mouth and no research into community needs has been undertaken by the playcentre group.

For some time the underutilisation of this Centre by the community has been recognised by the Council. Recent research undertaken in 2001/02 has shown that for several reasons better utilisation of the hall as a community Centre may not be viable or indeed possible. This matter will be part of a discussion brought to the Board at a future time.

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.

Recycling

Recycling is carried out through the Council's "Green Bin" system.

Maintenance

During the year a major clean of the interior of the facility was carried out along with the repair or replacement of some minor interior fittings. It was also necessary to replace several large windows along the Domain frontage because of cracks caused by cricket balls

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 long period before being converted into the existing Centre during the mid 1990's. The building is listed in the Christchurch City Plan as a 'Heritage Building'. The Linwood Community Arts Centre has a main gallery, a number of workshop and activity areas, a kitchen, office area and internal toilets.

Use

General hours for the Arts Centre are between 9.00am and 4.00pm on Monday through Wednesday and Friday, 9.00am and 6.00pm on Thursdays, and 10.00am and 2.00pm on Saturdays. The Arts Centre opens at other times to meet its users' needs.

Over the past year the Arts Centre was again in great demand and has been in use seven days a week. There are five regular weekly users and four regular monthly users, incorporating a number of workshops including dance, arts and weaving. Numerous exhibitions were also held in the main gallery. The workshops and dark rooms have also been in constant demand, and the office is often used for meetings or by small activity groups. The Arts Centre rates in a high use category and is well used by both the local and wider communities.

Current user charges are:

All users	Per hour: \$5.00
Gallery Hire	Per week \$60.00 50% deposit for art show

Management

A six person Management Committee manages the Arts Centre through the Te Whare Roimata Trust. The Committee is a registered trust. The Arts Centre employs two onsite coordinators for a total of 50 hours per week and also a gallery attendant for 30 hours per week. There are also many volunteer workers who give their time at the Arts Centre.

A 12 month Management Plan is in place for the Arts Centre and research is gathered from people involved with the Arts Centre, including tutors, exhibitors and participants. The Arts Centre has been promoted through flyers, newspaper advertisements and on radio and television and has also utilised regular press releases, newsletters and letterbox drops.

Lack of storage space had become a major concern at Arts Centre and finally this year a storage area has been added to the rear of the building.

Health and Safety

The Arts Centre has a current Health and Safety Plan and an audit of the building produced only one minor Health and Safety issue. An upgrade to the darkroom entrance has now remedied that problem. No other Health and safety issues have been reported during the year.

Recycling

The Arts Centre carries out recycling through the Council's "Green Bin" system. Separate bins are used for different types of materials.

Maintenance

Maintenance this year has included an upgrade of the darkroom entrance complete with new curtains to meet the standards of fire safety and the Health and Safety Act. Skope heaters in the main gallery have also proven to be inadequate and problematic and one required replacement. It is planned to investigate replacement heaters and some spotlighting in the main gallery within the next financial year.

LINWOOD COMMUNITY RESOURCE CENTRE TE WHARE TAONGA O NGĀ IWI KATOĀ

Outline

The Linwood Community Resource Centre is at 332 Linwood Avenue. The building was formerly a dwelling used by the Council's Parks Unit and 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 at the rear of the premises.

Use

The Resource Centre is open between 9.00am and 5.00pm Monday through Thursday and 9.00am to 4.00pm on Friday.

The Centre was again well utilised during the year, hosting numerous meetings and events for a variety of community groups. Approximately 100 people a week use the Centre. There were 10 regular weekly and three regular monthly users, as well as numerous one-off users using the Centre during the year. Numerous local people are also involved in maintaining the community garden.

Current user charges are:

Community Groups	Per half day: \$20.00
Other Groups	Per half day: \$20.00

Management

A nine 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 an operative Management Plan.

The day to day administration of the Centre is overseen by a Community Development worker employed by Anglican Care. Three workers are also employed by the Centre. They are a Practical Resource Co-ordinator (employed for 35 hours per week), a Maori Community Support Worker (30 hours per week) and a computer tutor (on contract for 16 hours per term, three 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 research projects have been undertaken by the Centre in the last year. One was in conjunction with Te Whare Roimata into the "Needs of older women (+55)" and the other in regards to "Loneliness (Christchurch East area)".

Health and Safety

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

Recycling

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

Maintenance

Only minimal building and ground maintenance was necessary during the year

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 on the grounds of the Linwood Community Resource Centre.

Use

The Toy Library is open fortnightly on Wednesdays between the hours of 6.00pm and 7.30pm and Saturdays between the hours of 10.00am and Noon.

The Toy Library is the sole user of this building and is one of 42 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

An eight person Management Committee manages the Toy Library and is a registered incorporated society. All of the Committee members are volunteers. Funding for the toy library is received from 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. Any research is carried out by survey.

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

Maintenance

No maintenance issues were raised during the year.

LINWOOD COMMUNITY CHILD CARE CENTRE NEW BEGINNINGS PRE-SCHOOL

Outline

The Linwood Community Childcare Centre is at 136 Aldwins Road. It is a purpose built child care facility with various areas designated for the children's differing ages and activities. Within the last year the Centre has undergone a change of name and is now known as "New Beginnings Pre-School".

Use

The Centre is open Monday between 8.30am and 4.30pm and Tuesday to Friday between 8.30am and 3.30pm. The Centre is open five days per week for 11 months of the year.

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.

The Centre employs a Head Teacher, six teaching staff, an Art Teacher, an Administrator, an Assistant Supervisor, and a support staff member. The Centre also employs a commercial cleaner to clean the premises. There is a Management Plan and a Maintenance Plan.

The Centre is currently involved in a research project through to June 2006 which looks at "strengthening relationships within our community of learners (child, teacher, parent) of the pre-school and how this may link with the community of Linwood".

No promotion of the Centre is carried out other than by word of mouth.

Health and Safety

The Centre has a current operational Health and Safety Plan. No health and safety issues have been reported in the last year. The Centre is also subject to conditions imposed by the Education Review Office.

Recycling

The Centre does not provide recycling facilities.

Maintenance

Only minor repairs and maintenance have been necessary over the past year.

PHILLIPSTOWN COMMUNITY CENTRE

Outline

The Phillipstown Community Centre is at 21A Nursery Road in part of the Phillipstown School grounds. The Centre 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 5.30pm, and also opens at other hours to accommodate its many users.

The majority of the groups that use the Centre are community based and are from the surrounding local community. The user groups include a week-day After School Programme, Early Bird Programme, five regular weekly groups and four other regular groups on a monthly basis. The Centre also caters for numerous other casual groups and people who use the Centre when it is not being used by the community groups. The Phillipstown Community Centre also runs Holiday Programmes during school holidays for children and youths.

Current user charges are:

Community group hire	Per hour: \$5.00
Social group hire	Per hour: \$5.00
Children	Per session: \$2.50
Holiday Programmes	Per day: \$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 the user groups and the community.

The Centre, which operates from a Management Plan, employ a full time community worker, an After School Programme and Holiday Programme Supervisor for up to 36 hours per week and 2 After School/Holiday Programme assistants for up to 36 hrs per week each. A cleaner is also employed to clean the Centre for two hours per week.

Storage is becoming a problem at the facility and the Centre Management have requested extra storage room be built over some of the existing veranda area. The Council's Property Unit is presently looking at the feasibility of the extra storage space.

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

Health and Safety

The Centre has a current operational Health and Safety Plan. There was one reported accident which required the person to have a week on ACC for recovery. The accident was of the type that required no remedial action under the plan.

Recycling

While no recycling programme is presently in place, the Centre has shown interest in being involved in recycling. Staff from the Recovered Materials Foundation will be asked to provide assistance.

Maintenance

Only minor repairs and maintenance have been necessary over the past year.

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: Monday 8.00am to 3.00pm, Tuesday 10.00am to noon, Wednesday 8.30am to 12.30pm, Thursday 8.00am to noon and Friday 8.00am to 3.30pm. The Centre also opens as user groups require.

Unfortunately the number of users of this facility has decreased during the 2002/03 year and there are now only three groups who regularly use the Cottage. These groups include a Crèche and Plunket who occupy the facility each week day and a men's group who use the cottage once per week on Thursday evenings. Because the Cottage is quite small, it is unsuitable for many of the type of hires that are normally associated with other larger community facilities such as Avebury House which is within the same area. The majority of other hires of the cottage are usually for small meeting groups or children's birthdays.

Current User Charges are:

Hire of facilities	Per hour: \$5.00
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Management

A 10 person Management Committee, manages the Cottage. The Committee, the Richmond Neighbourhood Cottage Inc. is a registered incorporated society, and its members are local community representatives and are the local Residents' Association.

The Committee does not employ any workers but one of the committee members is reimbursed for their time in cleaning the facility.

The Committee reports that the Cottage's small size causes a problem with hires, restricting it to children's groups and small meetings. Council staff have been made aware of the shortcomings of the cottage and the falling numbers its users. The cottage will also form part of the group of facilities which will be bought to the Board for discussion at a future time

The Centre uses a Maintenance Plan but 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 local community notice board, 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.

Maintenance

Only minor repairs and maintenance have been necessary over the past year.

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' The building also houses the Sumner Museum and the Sumner Plunket Rooms.

Use

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

Over the past year, the Centre has again been well utilised by numerous groups on both a regular and individual basis. Many activities including community based activities, are held at the Centre on a daily basis. These activities include indoor bowls, badminton, dance classes, exercise and aerobics, theatre group and kick boxing. The Theatrical Group, has staged a theatrical production annually for some years. Numerous casual hires for wedding receptions, birthdays, films, seminars, art exhibitions and other events have also been held in the Centre. The greatest percentage of users of the Centre 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 and is managed by the Sumner-Redcliffs Historical Society.

The Plunket Rooms are situated in the North-East corner of the building adjacent to the Sumner Library. The Plunket Nurse attends the rooms on Mondays between 8.30am and Noon.

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 eight 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 is reviewed on an annual basis.

A cleaner is employed for six hours per week but all other tasks and duties are undertaken on a voluntary basis.

No local community research is undertaken by the Committee and the Centre is promoted through advertising in the local community newspapers.

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's green recycling bins.

Maintenance

During the year the main hall and stage floors were sanded and refinished. As the cost of the work was outside the Council's budget the cost was shared between the Council and Centre Management. Some work was also carried out on flying scaffold above the stage area. All this work, permits and engineers reports were funded by the Centre Management.

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 Monday to Thursday between 9.00am and 12 Noon and Friday between 9.00am and 3.00pm. The Centre opens at other times as required by users.

Over the last year, a number of regular groups have used the Centre. Two playgroups operate from the Centre on two days each week and a crafts group and Weight Watchers group make up the regular weekly users. A Holiday Program is run during school holidays three times a year. Other users include various women's groups, the aged and other community groups who hold activity and committee meetings at the Centre. Most of the groups who use the Centre are community based and from the local area.

Current user charges are:

Community groups	Per hour: \$5.00
Social groups	First 5 hours: \$60.00 then \$10.00 per hour
Weekly 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 free use of the Centre. Social groups are charged a bond where considered necessary by the Management.

Management

An eight 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 but all other tasks and functions are carried out by volunteers.

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

The Centre's Management Committee's main concerns relate to the small size of the building, the lack of available storage space and parking and they have also requested that Council staff attend their monthly meetings.

The Woolston Community Centre is quite small and unable to house many of the larger functions that take place at other community centres. This may result in lower numbers of casual hires of the Centre. Further research in the Woolston area could result in better utilisation of the Centre by the community. The Woolston Community Centre will also form part of the group of facilities which will be bought to the Board for discussion at a future time.

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 at the Centre.

Maintenance

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

WOOLSTON COMMUNITY CHILDCARE CENTRE WOOLSTON PRESCHOOL

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. The Centre is now more usually referred to as the Woolston Preschool.

Use

The Centre is open each weekday between 8.30am and 3.30pm and is used by up to 100 families per week and up to 39 children daily. The Preschool is the only user of the facilities.

Current user charges are:

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

An eight person Management Committee which is a registered incorporated society, manages the Centre. Day to day running of the Centre is undertaken by a supervisor and the Centre also employs a total of seven teachers. A commercial cleaning firm is employed for daily cleaning of the premises.

The Committee has an operational Management Plan, an annual plan and also a three year Strategic Plan.

Research into community needs is carried out by surveying the parents/users of the Centre.

No outright promotion is carried out by the Centre although signage, participation in social events and word of mouth does promote the Centre to some extent.

The Centre Management feel that a better outlook for this Council owned facility would be obtained by upgrading the gardens in the car parking area at the rear of the Ferry Road shops.

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.

Maintenance

Some repairs and maintenance have been necessary at the Centre over the past year. Most repairs have been minor and relate to plumbing, lights and gate repairs.

SUMMARY

Development and success of the Phillipstown and Avebury Centres in the Board's area have shown the advantages that a well managed and unique facility can add to the community. Unfortunately several other facilities have shown decreased usage over the year. These facilities will be the subject of discussions with the Board in the future regarding how the facilities may be better utilised. Major renovations to the Bromley Community Centre and the addition of an on site Community Development Worker will no doubt add new user groups and create better utilisation of that Centre.

The survey results show that where Centres are run with trained staff, in general community usage of the facility is higher.

Staff

Recommendation: That the information be received.

Chairperson's

Recommendation: That the information be received and John Dunphy be thanked for his report.