

## 12. NORTH NEW BRIGHTON WAR MEMORIAL COMMUNITY CENTRE USE

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The purpose of this report is to update the Board on developments with the staff investigation into the proposed “exclusive” future use of the first floor kitchen area of the North New Brighton War Memorial Community Centre, and to seek support for a Request For Proposals document that will invite proposals for the operation of a community café in the community centre.

This course of action may require the previous recommendation adopted by the Board to be revoked in order for Board and community wishes for the community centre to be progressed. The Request For Proposals document is to be referred to the Property and Major Projects Committee for approval.

### BACKGROUND

At the Board meeting on 17 November 2003, the Board made the following resolution (as one of three resolutions):

1. That the Board support the concept and intent of the Community Connection Nga Ngaru Trust proposal for the North New Brighton Community Centre and the Trust having the exclusive use of the first floor kitchen of the Centre to enable the community cafe proposal to proceed, subject to:
  - The Trust providing a business plan to be approved by the Community Board.
  - The business plan including community utilisation of the first floor.
  - Further consultation with the community following receipt of the business plan.

Following on from this resolution, staff looked further into the proposition for “exclusive use” of the kitchen space in the community centre. The original proposal for use of the facility by the Community Connection Nga Ngaru Trust was believed to have been as a regular user group. This meant a licence would be the most appropriate form of agreement to enter into. After clarification from the group and with Board support for exclusive use of the first floor kitchen of the centre, a lease is now the appropriate agreement to enter into.

Current Council property process on sale or relinquishment of “property rights” requires that all options for use of a building or space be considered. This is achieved through a Request For Proposal process.

Staff from the Facility Assets and Community and Recreation Units have developed a Request For Proposals for the operation of a community café in the community centre. (The draft document has been circulated separately to Board members.) The guidelines and expectations in the Request For Proposals are based on available information regarding community and Board visions for the community centre and standard Council property practices.

The Requests For Proposals identifies the vision for the centre, current user group information (type of activity and times they operate), proposed activities to be encouraged, community outcomes and the fact that any cafe proposal (if accepted) will trigger a resource consent process. Given the nature of the project the contact person in the first instance for the proposal is the Community Development Adviser.

The Requests For Proposals invites proposers to present solutions to issues previously raised by staff, the community, user groups and Board members alike by:

- Offering proposers the opportunity to present and explore ways that a community café may be provided for the community.
- Ensuring that everyone has the opportunity to make a proposal for the space and to get the best use of it for benefit of the community.
- Providing a process that is transparent and which may mitigate any opposition that can be raised when dealing unilaterally with one party.
- Allowing the proposed community cafe use to be considered in light of the interests of commercial businesses/lessees; for example, the café in the New Brighton Pier/Library building.

- Putting the onus on the proposer to provide information and finances for any upgrades to any space beyond the tender plans.
- Allowing open and impartial evaluation of all proposals received.
- Allowing evaluation to take into consideration benefits and effects on the local and wider community, current and future user groups and the role of the facility in the community.

In seeking Requests For Proposals it is envisaged that a proposal that best fits in with the vision for the community centre, with the least disruption to current user groups, giving the best result for the entire community (locally and citywide) will have the opportunity to be presented and be progressed.

Ideally the Request For Proposals document would be released once the tender for refurbishment has been awarded and work has been scheduled to proceed. Negotiations and subsequent decisions around the tender contract may impact on the Requests For Proposals process. If tenders are over budget the project may be deferred, staged or reduced in the quality or scope of work that is able to go ahead. Further Council funding is not believed to be an option. A report on this aspect of the project is being completed and this aspect needs to be given thought when considering a release date for the document.

The City Solutions Manager will be in attendance to present some options for prioritising expenditure for the tender work.

#### **Staff**

- Recommendations:**
1. That the Board's resolution of 17 November 2003 concerning the Community Connection Nga Ngaru Trust's proposal for exclusive use of part of the North New Brighton War Memorial Community Centre be revoked pursuant to Standing Order 2.18.17.
  2. That the Board recommend to the Property and Major Projects Committee that the Request For Proposals document be approved as being appropriate for seeking proposals to operate a community café in the refurbished North New Brighton War Memorial Community Centre.
  3. That the Board recommend to the Property and Major Projects Committee that the Request For Proposals document be released following the award of a building contract to refurbish the North New Brighton War Memorial Community Centre.

#### **Chairperson's**

- Recommendations:**
1. That the abovementioned recommendations be adopted.
  2. That the Board recommend to the Property and Major Projects Committee that the tenders for the refurbishment be let and work proceed as soon as possible on priority work up to the budget provision.