

SYNOPSIS OF RESCOM PORTOLIOS

JUNE 2017

- **Governance**
All issues to do with the relationship with Evergreen Management in terms of application of the statutory regulations; the LRA's, House Rules, and such matters.
- **Security**
Keep an eye on the guards, the perimeter fencing; traffic especially speeding; general safety of the residents.
- **Environment**
Liaison and interaction with Evergreen management and the appointed service provider on the planning, implementation and maintenance of all common gardens including the Frederick Road pavements, the parkland, wetland and ponds.
- **Hospitality**
Primarily to coordinate regular activities and special events including Catering and weekly meals menus as well as Wed Social meet, greet and seat; devise and coordinate special events like themed functions; as well as outings.
- **Healthcare**
Interact with the appointed Nursing Sister. Place of contact for residents.
- **Finance**
Review of and input to Village budget; Review of village monthly financial reports; Manage and report on ResCom funds; Liaison and interaction with Evergreen Financial Management.
- **Special projects**
Various projects that crop up from time to time e.g. Street numbering and signs; traffic calming positioning; braai manoeuvrability; Dear Mr Chairman contribution box; etc.
- **Communication**
Scribe Chatter monthly; Compile appropriate Communiqué; Provide Evergreen MD with Broadacres contributions to group newsletter; Interaction with Evergreen Management.