

**Chairperson and Community Board Members**  
WAIKANAЕ COMMUNITY BOARD

2 DECEMBER 2014

Meeting Status: **Public**

Purpose of Report: For Information

**WAIKANAЕ MEMORIAL HALL - FUTURE ASSET  
MANAGEMENT OPTIONS**

**PURPOSE OF REPORT**

- 1 This report outlines the current Asset Management Plan for the Waikanae Memorial Hall, Pehi Kupa Street, Waikanae.

**SIGNIFICANCE OF DECISION**

- 2 This report does not trigger the Council's Significance Policy.

**BACKGROUND**

- 3 The Waikanae Community Board asked for a report on the Waikanae Memorial Hall, to inform the Board's consideration of its submission to the Long Term Plan (LTP). Specifically, the Board wishes to understand whether it should be proposing additional upgrades, and renewals to the hall.
- 4 The Waikanae Memorial Hall is located in the Reserve at Pehi Kupa Street, Waikanae, on land described as legal description Lots 7-9 DP 16038. The hall is one of nine community halls the Council owns and manages in the district.

**CONSIDERATIONS**

**Issues**

- 5 The Property team undertake the long term management of the Community Facilities assets using asset management principles. This ensures that property assets provide a desired level of service in the most cost effective manner for existing and future customers. These principles take into account levels of service, asset lifecycles and condition ratings of the assets, and growth and demand.
- 6 It should be noted that a renewal is defined as "works to upgrade, refurbish, rehabilitate or replace existing facilities with facilities of equivalent capacity or performance capability". An upgrade is defined as "the replacement of an asset or addition/replacement of an asset component which materially improves the original service potential of the asset".
- 7 The Waikanae Memorial Hall was rebuilt in 1981, after a fire demolished the original hall in 1978. Additions were made to the hall in 1990. The hall itself is constructed of reinforced concrete block, flat fibrolite exterior wall cladding, concrete foundation, timber floor and galvanised iron and butynol roof.

- 8 The following renewals are in the draft long term budgets and asset plan for this hall:

<b>Renewals in Community Facilities Activity Management Plan</b>	<b>Budget</b>	<b>Year</b>
Plumbing, heating and exterior painting	\$46,000	2014/15
Carpet renewal, lighting renewals, floor polyurethane	\$33,000	2015/16
Interior painting	\$12,000	2016/17
Re-roof, renewal of main hall lights	\$15,000	2017/18
Cooker/white-ware, toilet renewals	\$29,000	2018/19
Main roof replacement (renewal)	\$25,000	2019/20
Furniture, heating, renewal of drapes	\$36,000	2020/21
Re-roof small hall, mezzanine floor carpet renewal	\$45,000	2021/22
Ground floor carpet, exterior painting	\$45,000	2022/23
Polyurethane floor of small hall, sound system	\$8,000	2023/24
Gas heating renewal	\$18,000	2024/25

Current Condition ratings of the Waikanae Memorial Hall: interior

- 9 The condition ratings are based a framework from the New Zealand Asset Management Support Group (NAMS), which is an organisation at the forefront of best practice asset management in New Zealand.
- 10 The condition ratings in the Waikanae Memorial Hall are based on the following NAMS condition ratings assessment tables:

<b>NAMS condition ratings - interior</b>	<b>NAMS condition ratings - flooring</b>
1 = New (painted or replaced within last 12 months)	1 = New (clean, replaced within 12 months)
2 = Very good (sound, recently painted)	2 = Very good (sound, clean, no marks)
3 = Good (sound)	3 = Good (sound)
4 = Reasonable (sound but powdery surface)	4 = Reasonable (sound, marks)
5 = Fair (walls sound, windows/door paintwork breaking down)	5 = Fair (sound, marked, stained, faded)
6 = Poor (paintwork breaking down)	6 = Poor (worn, badly stained, marked)

- 11 These condition ratings results for the Waikanae Memorial Hall are based on condition surveys in late September 2014.

Interior	Rating	Notes
<b>Main Hall</b>		
Interior painting	3	
Carpet (ground floor)	3	
Vinyl	1	
Kitchen	2	
Toilets	3	
Main Hall floor	4	Due for resurfacing 2015/16
<b>Mezzanine</b>		
Interior painting	3	
Carpet	4/5	Due for replacement 2015/16
Vinyl	1	
Kitchen	1	
Toilets	3	
<b>Small Hall</b>		
Interior painting	3	
Floor	2	

Note: these components in poorer condition are proposed to be addressed in 2015/16.

#### Hall Customer Surveys

- 12 In 2013, Council undertook a survey of hirers. This sought hall hirer feedback on Council hall facilities, including the service provided of all Council halls by Council staff, affordability, feedback on the booking system and future needs of halls etc. The table shows results of the whole survey, specific results for Waikanae Memorial Hall are not available.

Survey question	2013 Result
In general, how would you rate the facilities in the hall? (1 poor, 5 excellent)	87.8% scored 3 or better
Overall, how would you rate the general cleanliness of the hall you use? (1 poor, 5 excellent)	75.9% rated 3 or better
How would you rate your experience when making a booking or requesting details?	92.8% rated either very good or excellent
How well does the hall that your group regularly use fit the needs of the specific activity you use it for?	82.8% rated very good or excellent

### Resident Opinion Survey 2014

- 13 Additional to the direct hall hirer survey, in the Resident Opinion Survey (June 2014), the 'availability of community halls' was noted as one of the three Council services that was least in need of new investment, as perceived by residents.
- 14 In terms of the satisfaction with the service provided, the 'availability of community halls' was rated 3.66 (mean rating, maximum 5). In terms of importance of service provided, this rated 'availability of community halls' 3.63 (mean rating, maximum 5). In terms of focus areas for Council services, these scores put 'availability of community halls' in the quadrant *Good: high satisfaction and low importance*.

### Financial Considerations

- 15 All operational and capital expenditure budgets quoted in this report are those proposed for the draft Long Term Plan.
- 16 Any proposals for other upgrades of this hall would need to be considered as part of the 2015 Long Term Plan process.

### Legal Considerations

- 17 There are no legal considerations to be considered.

### Delegation

- 18 Each of the Community Boards is delegated the following functions, duties and powers:
  - 9.4 *Make decisions about local priority ranking as they relate to the undertaking of local works and services.*

### Consultation

- 19 No consultation is required for this report.

### Policy Implications

- 20 There are no policy implications as a result of this report.

### Tāngata Whenua Considerations

- 21 There are no known Treaty of Waitangi issues to be considered as part of this report.

### Publicity Considerations

- 22 There are no publicity considerations related to this report.

## RECOMMENDATIONS

- 23 That the Board receive this report CS-14-1357, and note the Asset Management Plan for the Waikanae Memorial Hall building.

**Report prepared by:**

**Approved for submission by:**

Sean Hester  
**Property Asset Planner**

Tamsin Evans  
**Group Manager  
Community Services**

**Sharon Foss  
Acting Group Manager  
Regulatory Services**

## ATTACHMENTS:

Appendix 1: Aerial plan of Waikanae Memorial Hall