

# 11: Community Centres and Halls



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# 11 Community Centres and Halls

## 11.1 Service Description

This service currently encompasses the provision of 25 Community Centres and Halls throughout the District to meet local community needs. Note that four Community Halls were demolished primarily as a result of the 2010/11 earthquake events (Dunsandel, Greenpark, Tai Tapu and Lakeside Halls). New facilities have been constructed in Greenpark (2016) and Dunsandel (2017). The Tai Tapu Hall is being replaced with a new combined facility on Rhodes Park in 2018 and construction is planned to start on the Lakeside Hall replacement facility in 2018. A replacement facility for West Melton is also currently under construction and the existing hall will be demolished once the new building is completed.

The network of Community Centres and Halls comprises older buildings that have served the local social hub of the township or rural community for a long length of time and newer facilities built in response to more recent demands especially in the larger towns. The earthquake events of 2010/11 have also contributed to the closure of some halls and redevelopment of others.

The following facilities are specifically described in this section:

- Arthurs Pass Community Centre
- Broadfield Hall
- Brookside Hall
- Castle Hill Village Community Centre
- Darfield Recreation and Community Centre
- Doyleston Hall
- Dunsandel Hall
- Glenroy Hall
- Glentunnel Community Centre
- Greendale Community Centre
- Greenpark Memorial Community Centre
- Halkett Community Centre
- Hororata Hall
- Killinchy Community Centre
- Ladbrooks Hall
- Lake Coleridge Community Hall
- Lakeside (due to be rebuilt)
- Lincoln Events Centre
- Mead Hall
- Prebbleton Public Hall
- Rolleston Community Centre
- Sheffield Hall
- Southbridge Community Hall
- Springston Hall
- Tawera Hall
- West Melton Community Centre

Planning, provision, maintenance, development, and operation of these facilities is considered in this section.

### Facility Planning & Provision

The majority of the district's settlements and townships have been traditionally serviced by a community centre or hall. These facilities have provided a social hub for communities and have been important venues for a variety of leisure and cultural activities.

There is a high degree of variability in the usage, quality, features, activities and management approach provided across the network.

In response to this a Strategic Plan for Community Centres and Halls (the Strategic Plan) was prepared in 2013. The Strategic Plan provides guidance to Council and stakeholders on the future provision and management of these community facilities. Its primary purpose is to increase the value of the Community Centres and Halls to the communities they serve.

### Facility Management, Development & Operation

Historically the Council has tended to employ a "hands off" approach to the management of facilities whereby most Community Centres and Halls are managed by local management committees with Council providing administrative and asset management support and in most cases having ownership of the land and building. There has been a mixture of management approaches adopted that suit the individual requirements and resources available within each community.

As new facilities are completed and become operational Council will be providing additional support to ensure these new facilities are well used and managed effectively. This includes having professional management support, programme support and a centralised booking system.

Some “Keystone” facilities including the Lincoln Events Centre and Rolleston Community Centre that service the larger towns are operated by Council and local committees have an advisory role.

Details of the management responsibilities for individual facilities are identified in Section 11.7. Some halls which are located on recreation reserves are included in the “Recreation Reserves” section of this plan due to the current budget structure. This may be reviewed as future plans are reviewed and developed.

#### *11.1.1 Rationale for Council’s Involvement*

The Council recognises that Community Centres and Halls are an integral part of the social fabric for many local communities particularly those in rural areas and small townships. They fulfil an important role in providing a venue for a range of social, cultural recreational and educational uses. These venues help to reinforce a sense of social connectivity and contribute to building strong communities. In some areas there are also other providers of halls such as churches and schools however, they vary in the degree to which community access is provided.

The Council involvement in the management of halls is mainly limited to providing support to hall committees who manage use, operations and maintenance. Council does, however, provide direct management of the Lincoln Events Centre and Rolleston Community Centre.

Community Centres and Halls serve a number of functions that contribute principally to the social and cultural wellbeing of the community. These include the following:

- Provide local venues for social, cultural, recreational and educational uses
- Provide opportunities for engagement in a range of indoor sports and recreation activities and programmes
- Township community centres function as welfare centres for civil defence
- Provide a focal point for community events

## 11.2 Strategic Direction

The Council has responsibility for a network of community centres and halls across the district. These facilities have served the local rural settlements and townships for many years and have been the social hub of communities. The Council has adopted a “hands off” approach in terms of day to day management and has delegated this to local management committees. These committees that operate on a volunteer basis have provided an excellent service in looking after the halls and community centres with most of the buildings still in good condition despite their age.

The Community Centres and Halls activity is guided by the Community Centres and Halls Strategic Plan (2013), which provides a framework for strategic direction and includes a number of changes to the way this activity has been delivered in the past. Through this Plan the Selwyn District has been split into five clusters. Each cluster is intended to have a number of ‘Local Facilities’. These are facilities that perform an important role in servicing their local communities of interest. In addition, each cluster has a ‘Hub’ facility that is more focused on supporting, sharing services and linking programmes within the cluster. The third type of facility is the ‘Keystone’ facility which is intended to be a highly developed urban focused community centre. The cluster approach is aimed at enabling facilities within each cluster to share knowledge and resources and to work collaboratively to produce improved services to communities. Note that it is planned to review the Community Centres and Halls Strategic Plan in 2018/19 to reflect changes to operational and management approaches particularly with the new and rebuilt facilities coming into operation.

In addition to the Strategic Plan, the Eastern Selwyn Community Spaces Plan adopted by Council in 2016 sets guiding principles on how community space should be developed and used.

The following points provide further detail as to the key strategic direction and issues in relation to Community Centres and Halls. The focus going forward will be on:

**Programming and Bookings:** The Strategic Plan emphasised the need for supporting, sharing services and linking programmes within groups of facilities to promote greater and more efficient use. With the development and opening of a number of new facilities there is the opportunity to put this approach into practice. The Community Facilities Activity Management Plan proposes district-wide programming as well as a more centralised community facilities bookings system and processes that focus on promoting, increasing and coordinating programme delivery and bookings.

**Future Management:** The Strategic Plan recommends governance and management should be refocused to develop more innovative and surplus generating activity designed to support more community-good focussed activity and improve the overall sustainability of the facilities and services.

**Maintaining Local Halls:** The plan continues to support the upkeep and upgrading of halls that play an important function of servicing smaller and more remote communities. This is evidenced by Council recently committing to funding and undertaking seismic strengthening works at a number of halls. There may be some facilities where, because of declining use and the need for significant capital expenditure, a decision on continued investment is required. This decision will ultimately fall with the local communities.

**New Facilities:** The plan contemplates that a number of new facilities will be required over the 10 year planning period to ensure demand from growth is met and levels of service are maintained. The general approach with new community centres is to have these located on reserves to consolidate activities into a single venue and obtain advantages of shared ancillary facilities. This approach also provides an opportunity for greater utilisation of facilities where they are located alongside sports and recreation activity. Facilities that are likely to be built on or adjacent to reserves within the planning period are: Selwyn Indoor Court Complex, Prebbleton Community Centre, Hororata Community Centre and Leeston Community Centre.

**Indoor Courts Complex:** Currently there is a significant deficit in provision of indoor court space in the District. A needs assessment has been undertaken to identify the demand for indoor courts and the form and scope of a facility. At the Greater Christchurch level a study has been undertaken to gauge the current and planned sporting facilities network for the area. The Canterbury Regional Sports Facility Plan notes the proposed development of a multi-court venue at Foster Park to service the needs of Selwyn and surrounding areas and indicates that this project is of “Regional” significance and has been given a “high”

priority in the plan. It is likely that this facility will have a combination of indoor courts plus covered courts that can be opened and have a surface that will allow a number of activities beyond sports usage.

### 11.2.1 Key Issues and Challenges

There are several challenges with this activity that will need to be addressed into the future. These are summarised in Figure 11-1 below and the comments that follow. The facilities have been grouped by area served, and their use, fitness-for-purpose and location rated, providing indication of the likely future for each. A combination of downward-pointing arrows indicates a 'problem' to be addressed. The Strategic Plan provides a framework for future provision development and operational decision-making with a range of solutions. The key challenges in delivering this activity over the 10 year planning period are outlined below:

**Building Age and Condition:** The age profile indicates that many of the buildings are very old with only seven of the 25 facilities being less than 50 years old. This number is set to improve with the West Melton and Lakeside facilities currently being rebuilt and due for completion late in 2018. A further two facilities are programmed for replacement during the ten year planning period (Hororata and Prebbleton), as well as a new / upgraded facility in Leeston. There are a few remaining facilities that have some risks and / or concern over their asset condition, including failing to meet the required New Building Standards (NBS). Those halls that failed to meet the required NBS have either since had seismic strengthening works completed or programmed (Ladbrooks, Sheffield, Springston and Greendale), or been demolished and are now in the process of being replaced (Tai Tapu and West Melton). A replacement facility for Tai Tapu is currently being built at Rhodes Park as part of a joint facility with the sports pavilion (covered under Section 7 – Recreation Reserves).

Many buildings have been renovated over the years and are still in a serviceable condition. However it is likely that some will continue to deteriorate and may become uneconomic to repair or maintain. The 30 year renewal projection (section 11.5.5) indicates substantial financial input (\$8,264,170 over the next 30 years) will be required as the buildings continue to age.

**Utilisation:** Averaged out, the network of facilities operates at 43% of capacity but utilisation varies hugely from below 10% to fully utilised. With this in mind the percentages should be treated with caution as use varies across the district depending on a number of factors. It should also be noted that the halls in rural communities serve a different function to those in the more urbanised parts of the district whereby they provide a local community and social hub and, because of the lower population catchments, will never have a continued level of high use.

Population growth is increasing demand on parts of the facility network (Lincoln Events Centre, Rolleston, Prebbleton and West Melton) however most have experienced stable or declining demand.

**Quality of Facilities:** Most of the facilities are in good or very good condition but there are some that have not been modernised or upgraded and the overall quality does not meet modern standards. There is a strong correlation between the quality of the facility and the level of use. This signals the need to undertake upgrading works where it is economically sustainable or to rationalise facilities. Community feedback confirming this situation was collected through the consultation process associated in developing the Eastern Selwyn Community Spaces Plan (2016). This plan reflects Councils intentions in applying the guidelines to improve community spaces and address this issue.

**Affordability and Cost of Operations:** It is clear in some cases that maintenance works have been deferred due to non-availability of funds. Costs and, particularly building costs have risen sharply in recent years and it is becoming more and more difficult for the necessary works to be implemented.

**Funding Inequity:** The adoption of a district wide rating system for community centres and halls from 2018/19 will have alleviated prior concerns of funding inequity between facilities and that previous funding policies were not sustainable in the long term. Funding inequity was a particular concern in smaller rural communities where the cost of provision was distributed over a small number of households. A broader approach of a district wide rate will be used to create a funding pool for the purpose of providing and maintaining all community centres and halls across the network.



**Legislative Compliance:** Managing buildings has become increasingly complex with the changes to the Building Act and other regulations and standards. Keeping up with compliance requirements is often beyond the capabilities of some volunteer committees. Many buildings have not been upgraded to meet requirements and will be liable for substantial costs if this is triggered in the future.

**Impact of Canterbury Earthquakes:** These events directly affected some Council Community Centres and Halls in terms of damage. Detailed Engineering Evaluations (DEE) have been undertaken at all public buildings to ascertain their structural strength and to identify any structural issues. Three buildings (Greenpark Memorial Hall, Lakeside Memorial Hall and Dunsandel Hall) incurred substantial damage and have been subsequently demolished and replaced (or are in the process of being replaced).

The earthquake events have had a significant impact on the availability of community and recreation facilities in the greater Christchurch region. A joint plan entitled Spaces, Place and People Plan for Sport and Recreation in Greater Christchurch (2013) was developed and recently reviewed in 2017 (re-titled Canterbury Spaces and Places Plan). This plan is intended to inform and advise CERA, Councils, Sport Canterbury and other stakeholders about the long term recovery of sport and recreation and assist them in making decisions on priorities. The plan indicates a proposal to provide additional indoor sports courts as part of the Foster Park development in Rolleston. The new Rolleston College also has a full size indoor court space that has a level of wider community access.

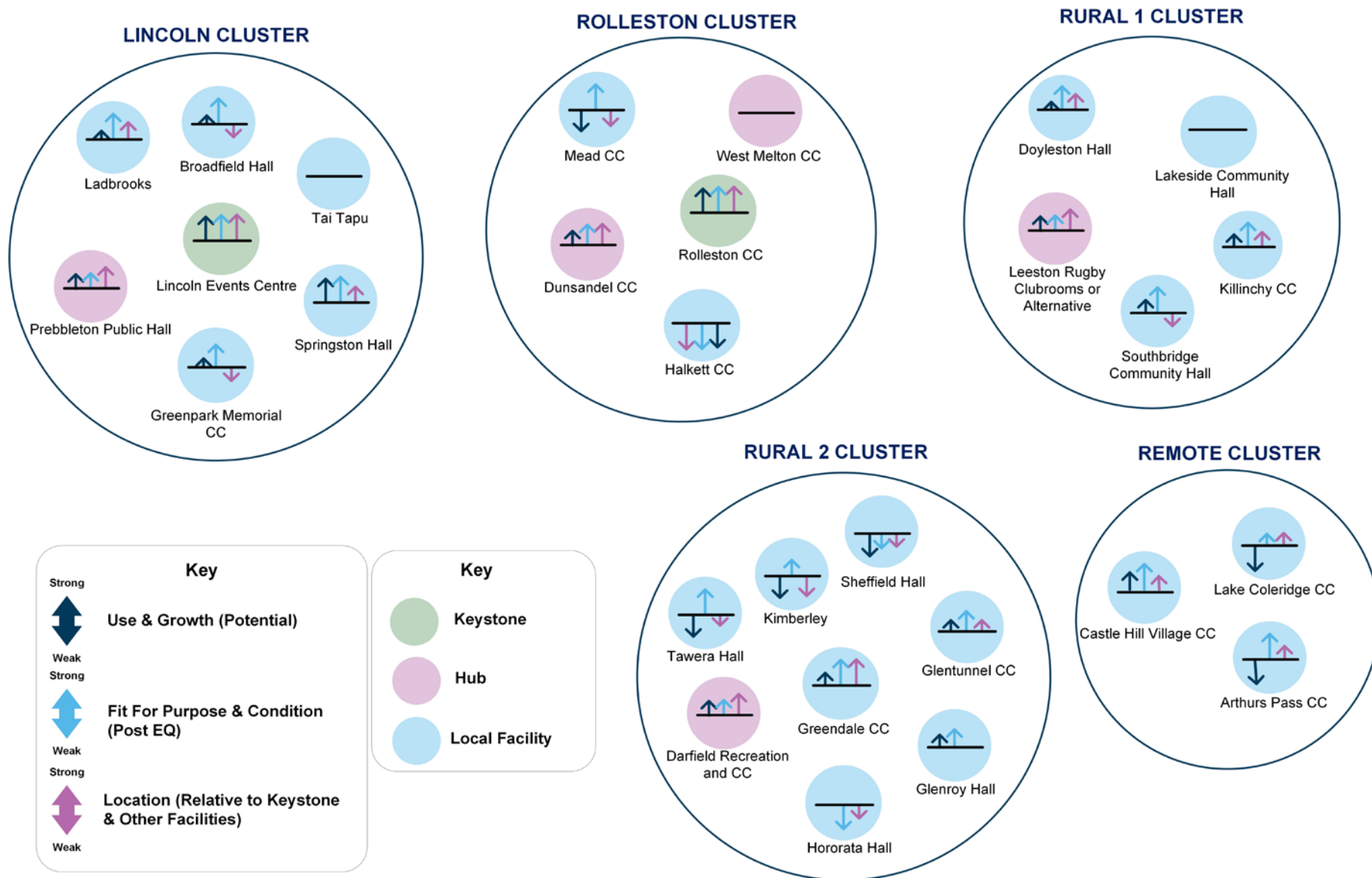


Figure 11-1: Analysis of Halls and Community Centres

**Earthquake Prone Building Policy:** The Council has undertaken an assessment of public buildings on a priority basis. Although the current policy does not require strengthening work to be undertaken until 15 to 20 years, Council's stance on this has been to progressively undertake seismic strengthening works to all buildings identified as 'earthquake prone', to make these compliant to the NBS. Public access has been excluded to buildings (or specific parts of a building) that were identified as 'earthquake prone' until the necessary remedial repairs or strengthening works have been completed.

This exercise assessed a number of Community Centres and Halls as "earthquake prone". Some of those halls have subsequently demolished as a result of earthquake damage (Dunsandel Hall, Greenpark Memorial Hall and Lakeside Memorial Hall). Other buildings initially assessed as "earthquake prone" have either since had seismic strengthening works completed or programmed (Ladbroke, Sheffield, Springston and Greendale), or been demolished and are now in the process of being replaced (Tai Tapu and West Melton). In addition, a fund of \$500,000 has been allocated over the first two years of the planning period to undertake further seismic strengthening works on other buildings where the scope of works is still to be defined. It is also possible that further strengthening will be triggered by other facility improvements e.g. where a Building Consent is required.

**Local Management Committee Approach:** This approach has worked well in the past but there is evidence of some committees struggling to look after the facilities and provide the necessary resources. With the completion of a number of new facilities there is an opportunity to review this approach and provide a model that ensures the facilities can be effectively managed. This will come with some cost as volunteer input is reduced. It may be appropriate to develop a number of models with varying Council support/input that can be applied to different situations. The Strategic Plan emphasises Council's intent to support local communities to operate the governance approach best suited to their respective individual facility needs which should be generally in accordance with the governance models applicable to the facility type.

**Demand for New or Expanded Facilities:** With the predicted population growth in the district there will be continued demand for more and better facilities in some areas. Through the Strategic Plan, Council has identified two keystone facilities being located in Rolleston and Lincoln, and a number of hub facilities being located in Darfield, Dunsandel, Leeston, Prebbleton and West Melton to address the long term community demand.

It is envisaged that future indoor sport requirements in Rolleston will be met through the new facility planned at Foster Park. The Rolleston Town Centre Master Plan identified the need for a new cultural, community and technology centre to be provided in conjunction with the proposed new library build, which is currently at a concept design stage. The existing Rolleston Library space (once vacated) will be utilised for additional community space as per the recommendations made in the Eastern Selwyn Community Spaces Plan.

Co-location of facilities to enable improved resource efficiencies also needs to be considered. Potential opportunities include the co-location of libraries, sports hubs, schools, swimming pools and SDC service centres.

**Funding New Facilities:** The plan proposes a number of new facilities and the funding of these will be a challenge. Where projects have a growth component and are associated with the use of a reserve there is potential provide some funding from reserve development contributions. Funding from the major grant funders is now scarce and local fund raising is difficult in some communities. The funding of both capital and operating costs going forward will be an issue.

## 11.3 Levels of Service

This section defines the levels of service (LOS) for Community Centres and Halls that are required to meet customer expectations. It also sets out information on performance and targets identified for each LOS to enable achievement to be measured.

### 11.3.1 Customers and Stakeholders

Customers and stakeholders with an interest in the Community Centres and Halls include the following:

- Community Centre and Hall Management/ Advisory Committees
- Community Centre & Hall Users
- Selwyn District residents
- Community Groups
- Sports and Recreation Clubs
- Church Groups
- Schools
- Department of Conservation
- Local Iwi/Ngai Tahu
- Township Advisory Committees
- Sport Canterbury

### 11.3.2 Contribution to Community Outcomes

Table 11-1 identifies the community outcomes that are relevant to Community Centres and Halls and describes how the service contributes to outcomes.

Community Outcome	How Community Centres & Halls Contribute
A Healthy Community Selwyn people have access to appropriate health, social and community services	Support community halls to allow for physical and passive recreational opportunities Provide venues for social interaction to strengthen community connectivity Provide opportunities for Selwyn residents to enjoy healthy, active lifestyles including provision of recreational open space and community facilities
A community which values its culture and heritage Our district provides a range of arts and cultural experiences and facilities Our heritage is preserved and shared	Provide venues for cultural activities and events

Table 11-1: Community Centres and Halls Contribution to Community Outcomes

The Strategic Plan and subsequent Community Centres and Halls Policy (2013) states 'the goal to provide the best possible network of community centres and halls infrastructure to meet identified needs through effective use of available funds'.



### 11.3.3 Service Drivers

The key service drivers for Community Centres and Halls primarily relate to meeting customer expectations and compliance with statutory requirements. Service objectives specific to Community Centres and Halls include the following:

- Ensure Community Centres and Halls remain relevant to community needs, that they support a connected community and encourage active participation in community activities and events that contribute to community vitality;
- Ensure Community Centres and Halls provide opportunities for a wide range of community uses;
- Ensure Community Centres and Halls are well used and valued by the communities they service;
- Ensure the facilities provide a safe environment for users;
- Ensure the communities' investment in Community Centres and Halls assets is protected;
- Ensure Community Centres and Halls remain serviceable and available for use;
- Ensure the heritage values of community centres and halls are protected;
- Provide for the sustainable management and development of community centres and halls;
- Community centres and halls remain affordable to present and future communities;
- Ensure the operation and maintenance of Community Centres and Halls complies with all legal requirements, New Zealand Standards, Selwyn District Council Policies and Bylaws.

### Legislation, Standards and Policies

Specific legislation, standards and planning documents that apply to the Community Centres and Halls service are described in Table 11-2 and Table 11-3 below. This also explains the implications for levels of service.

Plan/Policies	LOS Implications
Selwyn District Council District Plan (RMA)	Rules relating to community facilities in rural areas
Land and Water Regional Plan 2016 (RMA)	Rules on protecting ground and surface water from contamination Requirements to obtain discharge permits for septic tanks
Selwyn District Council Policy Manual	Insurances on community halls to be funded from general rates (I101) Guidelines for Public Hall and Recreation Centre Committees operations (P201) Non-rateability of halls and reserves (R109)
Community Centres & Halls Strategic Plan 2013	Sets out the strategic framework for managing and providing community centres and halls across the district Includes an accompanying policy to guide implementation of the strategy (to be reviewed in 2018/19)
Eastern Selwyn Community Spaces Plan 2016	Though focused on the Eastern Selwyn area, the plan outlines the principles of good community spaces and includes a number of improvement actions aimed at Community Centres and Halls across the district,

Table 11-2: Community Centres and Halls Plans & Policies

Legislation/Standard	LOS Implications
Building Act 2004 (and amendments)	Building standards and requirements to obtain consents for specific works.
Building Regulations	Requires a building to achieve the performance criteria set out in the New Zealand Building Code (NZBC).
Greater Christchurch Regeneration Act 2016	This Act is focused on rebuilding and Improving the environmental, economic, social, and cultural well-being, and the resilience, of communities through urban renewal and development, and restoration and enhancement

Legislation/Standard	LOS Implications
Health Act 1956	This Act places the responsibility on every territorial authority for improving, promoting and protecting public health within the authority's district. This includes the regulation of cultural and social facilities.
Heritage New Zealand Pouhere Taonga Act 2014	The purpose of this Act is to promote the identification, protection, preservation, and conservation of the historical and cultural heritage of New Zealand.
Local Government Act 2002 (and amendments)	This Act gives the Council the power to undertake any business within the district provided that the activity is consistent with the requirements of the Act, and the appropriate community consultation and engagement has been carried out.
New Zealand Building Code 2002	Sets out building performance criteria in areas in the following areas, structural stability, fire safety, access, moisture control, durability, services and facilities, and energy efficiency.
Reserves Act 1977	Under this Act SDC is required to manage parks and reserves such that different types of reserves are identified along with their designated purpose. The protection of reserves in terms of the principal or primary purpose, the scenic, historical, archaeological, biological, geological or other scientific features and indigenous flora and fauna and wildlife.
Various Fire and Building Standards	Refer to Property and Buildings - Section 13

Table 11-3: Community Centres and Halls Legislation & Standards

#### 11.3.4 Customer Expectations and Consultation

- Consultation (focus group workshops) with stakeholders undertaken subsequent to the development of the Strategic Plan
- Consultation (focus group workshops) with stakeholders undertaken as part of the development of the Strategic Plan
- Public enquiries and complaints received via Service Request System
- Feedback from elected members, hall advisory committees, community boards, township committees and general public
- Consultation via the LTP/Annual Plan process
- Consultation undertaken for specific facilities e.g. Lincoln Events Centre, Dunsandel Hall
- Satisfaction levels indicated in customer surveys (Annual Residents Survey)
- Surveys and focus groups specifically targeting Community Centres and Halls

#### Focus Group Workshop 2017

In order to more accurately determine expectations, a focus group exercise for community committee members was undertaken in April 2017. Feedback from the group informed on current levels of service; areas of deficiency; whether current expenditure was considered high, about right or too low; and improvement suggestions. Feedback was collated on "H Forms" (refer annex 11A) and the service was scored out of 10 (10 being the highest level of satisfaction). Overall, this activity scored 7.3, indicating a moderate to high level of satisfaction with current service.

A summary of opinion from the focus group was:

- Hall Committees doing a good job with support from Council
- Plenty of halls and centres available; possibly too many
- Most need upgrading
- Spending level is about right – some would support an increase

### 11.3.5 Customer Satisfaction Ratings

The Council has undertaken an annual satisfaction survey covering a number of service areas including Community Centres and Halls. This provides a reasonable perception of the level of satisfaction with this service by the district community.

It should be noted that from 2016 a revised interpretation of resident survey results has been presented whereby an apportionment of neutral responses is no longer calculated into the overall satisfaction rating. This means that performance targets have had to be reviewed and adjusted to reflect the future levels of performance anticipated to be disclosed from analysis of survey results.

The results of this survey over the period 2012 to 2018 are shown in Figure 11-2 below. Surveys generally indicate a steady level of satisfaction, following a period whereby satisfaction levels may have been affected by building demolitions and unavailability of some facilities as a result of earthquake impacts and seismic strength issues. It would be expected that the level would increase over time as new facilities are provided and upgrades occur.

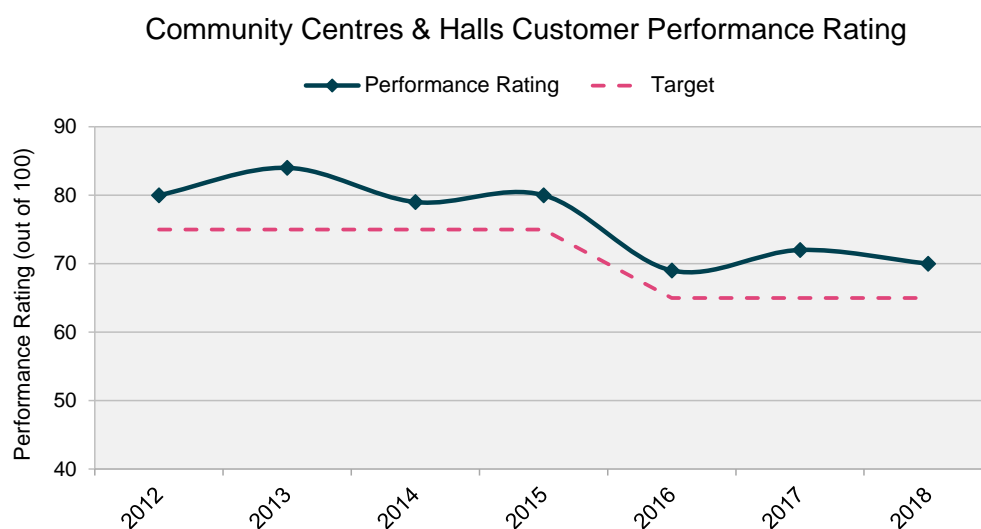


Figure 11-2: Community Centres and Halls Residents Survey Results

### 11.3.6 Present and Future Levels of Service and Performance

The Council currently supports the provision of Community Centres and Halls through hall advisory committees so that the needs of the district townships and rural areas are met. The Council intends to continue to deliver levels of service in the future that reflect the expectations of the community and wider district in terms of network provision. The levels of service and performance measures for Community Centres and Halls are outlined in Table 11-4.

With the management of community centres and halls six core customer values have been identified for these facilities which reflect key customer expectations. These are:

- Quality
- Accessibility
- Legal Compliance
- Sustainability
- Availability
- Affordability

The Council intends to measure and monitor the levels of service (detailed below) in the future and this will reflect the expectations of customers. The table below provides a performance framework that will be utilised in measuring and monitoring on-going performance. In addition, the H Form included as appendix 11A, was used to gauge satisfaction of local halls. Focus groups were established and worked through a process of completing the form for their respective hall.

### **Timeframe for Provision of Community Centres and Halls**

Community centres and halls form a critical element of community infrastructure provision and it is therefore intended that this service will be provided for the district into the foreseeable future and it will be necessary to maintain and improve the asset network to continue to support this service. Council may consider rationalisation of provision over time as demand changes.



Community Outcomes	Objectives/ Rationale	Core Value	Current LOS	Planned LOS Yrs 1-3	Indicative LOS Yrs 4-10	Performance Measures	Current Performance	Target Performance			Indicative Performance Yrs 4-10
								Yr 1	Yr 2	Yr 3	
<p>A community which values its culture and heritage Our district provides a range of arts and cultural experiences and facilities. Our heritage is preserved and shared</p> <p>A Healthy Community Selwyn people have access to appropriate health, social and community services</p>	<p>The Council has a role of supporting hall advisory committees in the provision of Community Centres and Halls</p> <p>This service helps to provide local venues for social, cultural, recreational and educational uses</p> <p>Community Centres and Halls provide opportunities for Selwyn residents to enjoy healthy, active lifestyles</p>	Primary									
		Quality	A range of facilities are provided of variable quality that meet functional requirements	The standard of community centre/hall facilities reflects the community & user expectations	The standard of community centre/hall facilities reflects the community & user expectations	<p>The % satisfaction from annual user surveys for:</p> <p>a) LEC b) RCC c) WMCC d) Indoor Courts</p>	New Measure	a) ≥90% b) ≥90% c) ≥90%	a) ≥90% b) ≥90% c) ≥90%	a) ≥90% b) ≥90% c) ≥90%	a) ≥90% b) ≥90% c) ≥90% d) ≥90%
						The proportion of residents rating the performance of community centres/halls in the Resident Survey as good or very good.	72%	c) ≥70	c) ≥70	c) ≥70	c) ≥75
		Customer									
		Accessibility	Residents living in townships or rural settlements have access to a community centre/hall	Residents living in townships or rural settlements have access to a community centre/hall	Residents living in townships or rural settlements have access to a community centre/hall	% of residents who use a community centre or hall	81%	65%	65%	65%	≥70%
		Technical									
		Sustainability	Community centres & halls are maintained to a level that ensures service availability & economic sustainability	Community centres & halls are maintained to a level that ensures service availability & economic sustainability	Community centres & halls are maintained to a level that ensures service availability & economic sustainability	Numbers of buildings in average condition or below	7.7%	<10%	<10%	<10%	<10%
		Legal Compliance	Provide safe Community Centres and Hall facilities	Provide safe Community Centres and Hall facilities	Provide safe Community Centres and Hall facilities	All buildings requiring a WOF hold a current certificate & are compliant	90%	95%	100%	100%	100%
		Affordability	Community centres & Halls are affordable to the community.	Community centres & Halls are affordable to the community.	Community centres & Halls are affordable to the community.	Revenue increases as a proportion of Operating budget	New measure	18%	20%	20%	>20%

Community Outcomes	Objectives/ Rationale	Core Value	Current LOS	Planned LOS Yrs 1-3	Indicative LOS Yrs 4-10	Performance Measures	Current Performance	Target Performance			Indicative Performance Yrs 4-10
								Yr 1	Yr 2	Yr 3	
		Utilisation	Community Centres and Halls continue to be valued venues for local community activities and events.	Community Centres and Halls continue to be valued venues for local community activities and events.	Community Centres and Halls continue to be valued venues for local community activities and events.	Participants in programme sessions per annum: a) LEC b) RCC	New measure	a) ≥16,000  b) ≥12,000	a) ≥16,000  b) ≥12,000	a) ≥16,000  b) ≥12,000	a) ≥16,000  b) ≥12,000
						Number visits per annum at LEC, RCC and WMC (combined)	New measure	150,000	≥150,000	≥150,000	>150,000

Table 11-4: Community Centres and Halls Present & Future LOS

## Community Centres and Halls Service Performance Standards

The following table sets out more detailed information on the intended future levels of service defined for Community Centres and Halls. This is used as a general guideline for the performance standards to be applied in the future but each individual facility will be developed to reflect the specific requirements of the locality.

LOS Value	Larger Townships (6,000+ population)	Mid –size Townships & Surrounding Catchments	Smaller or Remote Localities
Facility Quality & Function	Essential facilities include: indoor sports stadium; room(s) suitable for events/functions; facilities for spectator viewing; multi-use spaces for meetings, gatherings, leisure activities; stage (permanent or mobile); toilets and change facilities; large storage spaces; kitchen to commercial standard; reception area; managers office; sound system; heating & ventilation system; good quality tables/chairs; sealed car park and access paths; high quality landscape treatment. Optional: specialist indoor sports facilities, gymnasium, toilets/change facilities accessed externally May serve as post emergency welfare centre	Essential facilities include: main hall space suitable for events/functions & recreation activities, space(s) for meetings, gatherings, supper or leisure activities, toilets, adequate storage spaces, good quality kitchen facilities, comfortable tables/chairs, adequate heating system, sealed car park and access paths, some landscape treatment. Optional: specialist indoor sports or community facilities attached, stage (permanent or mobile), change facilities, sound system	Essential facilities include: main hall space suitable for events/functions & recreation activities, toilets, some storage spaces, basic kitchen facilities, comfortable tables/chairs, heating provided, gravel car park, hard surface path to access building. Optional: specialist indoor sports or community facilities attached, stage, change facilities, sound system, separate space for meetings, gatherings, supper or leisure activities, landscape treatment
Capacity & Utilisation	1,500 m <sup>2</sup> plus, holds 500+ users	400-1,000 m <sup>2</sup> , holds 200+ users	100-400 m <sup>2</sup> , holds 50+ users
	High level of usage and multitude of different uses from wide catchment	Moderate level of usage and number of different uses from local catchment	Low level of usage, limited uses from local catchment
Accessibility	All weather paths to entrance, formed & sealed car park with spaces for disability parking	All weather paths to entrance, formed & sealed car park with spaces for disability parking	Hard surface path to access building, gravel car park
	Fully compliant with Building Code requirements for disabled access	Partially compliant with Building Code requirements for disabled access & standard met as part of building upgrades	
Management	On-site manager employed by Council & advisory committee for governance	Local management committee with support from Council staff	
Safety & Security	Meets CPTED principles	May require some modifications to meet CPTED principles	
	Daily safety inspection & after use	Regular safety/security inspection & after use	
Provision & Distribution	Monitored security system & after hours security patrols	May have security alarm installed	May have security alarm installed
	To service townships/catchments with population of 6,000 plus	To service townships with population of 500-6,000	To service smaller localities of less than 500 population
Availability	Available for public use 7 days/week	Available as required via booking or by regular organised users	
Affordability	Community willingness to pay via targeted rates. May have loan rate for new building or improvements. No long term operating deficit.		Community willingness to pay via targeted rates. No long term operating deficit.
Standards & Legal Compliance	Full compliance with Building Act & Code, Fire Regulations and has a Building Warrant of Fitness	Currently compliant with Building Act & Code but may require upgrade to meet Section 112 requirements as part of Building Consent. Has a current Building warrant of Fitness if required	
	Compliance with District Plan & Land & Water Regional Plan/ NRRP requirements		

LOS Value	Larger Townships (6,000+ population)	Mid –size Townships & Surrounding Catchments	Smaller or Remote Localities
Sustainability	Co-location with other community facilities, schools or recreation areas where practicable to optimise provision		Generally stand-alone facilities
	Include green building principles & energy & water conservation where proven by cost benefit analysis	Energy & water conservation considered as part of improvements	
Health & Hygiene	Cleaning contract in place	Paid caretaker or volunteers provide cleaning service	Volunteers provide cleaning service
	Toilets cleaned daily	Toilets cleaned on regular basis and after facility use	

Table 11-5: Community Centres and Halls Service Standards

### 11.3.7 Asset Performance

The service standard provided to users is determined, to a significant extent, by the quality and location of the assets employed. This section explains these aspects of asset performance. Reliability (frequency of faults) is also a performance factor, but since it is determined by the maintenance and renewal plans, reliability is covered in the lifecycle management section under operations and maintenance, for each facility, i.e. Sections 11.7.1 to 11.7.25.

### Historical Level of Service Performance

Specific performance related to level of service targets set in earlier versions of the Activity Management Plan is disclosed in the following table.

Target LOS	Performance Measures	Target 2014/15	Actual 2014/15	Target 2015/16	Actual 2015/16	Target 2016/17	Actual 2016/17
A range of facilities are provided of variable quality that meet functional requirements	The performance rating (out of 100) for community centres/halls in the Annual Resident Survey	≥75	80	≥65	69	≥65	72
Residents living in townships or rural settlements have access to a community centre/hall	% of residents who use a community centre or hall	60%	65%	60%	64%	60%	81%
Community centres & halls are maintained to a level that ensures service availability & economic sustainability	Numbers of buildings in average condition or below	<20%	11%	<20%	10%	<10%	7%
Provide safe Community Centres and Hall facilities	All buildings requiring a WOF hold a current certificate & are compliant	95%	90%	95%	90%	95%	90%



Target LOS	Performance Measures	Target 2014/15	Actual 2014/15	Target 2015/16	Actual 2015/16	Target 2016/17	Actual 2016/17
Community centres & Halls are affordable to the community.	Number of Community Centres and Halls with a large deficit (>\$20,000).	5	2	5	2	5	6
Community Centres and Halls continue to be valued venues for local community activities and events.	% of facilities graded as having moderate or better utilisation *	50%	52%	50%	Not measured	50%	52%

Table 11-6: Community Centres and Halls LOS Historical Performance

\* A new measure has been introduced from 2018/19 as a means of assessing utilisation within the larger key stone facilities only.

### Performance Assessment

An independent performance assessment was undertaken on Community Centres and Halls in 2008 and updated in 2014 where information has changed. The following attributes were used to assess performance, with each factor being scored and a criticality weighting applied based on the significance of the attribute.

- Legal Compliance
- Accessibility
- Building Performance
- Affordability
- Heritage Conservation
- Health & Hygiene
- Safety & Security
- Availability
- Utilisation
- Seismic Strength
- Quality
- Building Functionality
- Community Participation
- Environmental Protection

Figure 11-3 below provides a summary of the results showing the level of performance against each attribute. The target level of service for all attributes is set at 5 with some factors falling below the target.

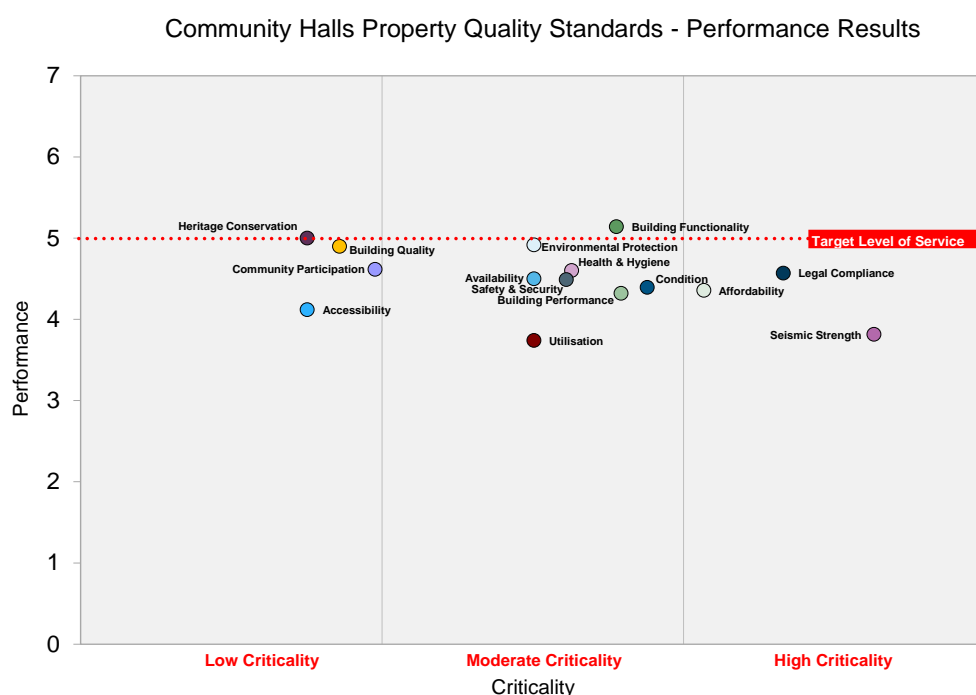


Figure 11-3: Community Centres and Halls Performance Summary by Attribute

The areas of concern are factors that have a high criticality and low performance. Factors of greatest concern are legal compliance, seismic strength, utilisation and affordability. Legal compliance measures the extent to which all legal obligations such as building code, fire safety etc. comply. Seismic strength is the percentage compliance with NBS derived from Detailed Engineering Evaluations and subsequent seismic strengthening works undertaken. Utilisation measures the extent to which the facility is used based on its capacity, availability and usage frequency, time and numbers. Affordability measures financial cost of the facility to the local community by considering the level of deficit or surplus in the operating account.

### **Summary Analysis of Performance Issues**

Issues around facility performance are discussed against each of the performance factors which have not achieved the target level of service.

**Legal Compliance** – The scores in this area may to some degree reflect the uncertainty of management committees as to the extent to which compliance is required or applicable e.g. whether a building warrant of fitness is required. Council staff have been working with the committees to ensure requirements are clearly understood. Compliance matters are also being addressed via upgrade and renewal programmes that trigger a Building Consent. Inspections undertaken in 2014 have concluded that the majority of buildings are compliant and have current Building Warrants of Fitness as required.

**Affordability** – The funding deficit varies enormously being dependent on a variety of factors such as size and quality of the facility, level of use (revenue streams), loan repayment obligations and management expertise of committees. Two facilities were recorded as having an account deficit in excess of \$20,000 as at 30 June 2014. This has reduced from the previous years but may increase again as part of planned re-building and improvement programmes. Further consideration of affordability is included in the Strategic Plan.

**Utilisation** – Utilisation is strongly related to catchment size and demographic type (e.g. large town compared with isolated rural community) and the quality of the facility. It is also dependent on the types of space available and the level of promotion to potential users. Over 35% of facilities have a usage level of low or very low. This matter is covered in the Strategic Plan.

**Accessibility** – This factor considered extent of access for disabled persons to the building, car parking and toilets. Many of the buildings are old and as such they predate the requirements for disabled access and they are only required to be provided when a building is modified. As such any deficiencies will be addressed over time and the re-build programme following the earthquakes will accelerate this process.

**Building Performance** – The frequency that building issues such as leaks, asset failures or break-downs occur is measured. Increased frequency of issues can be related to poor asset condition. The worst areas noted were leaks, plumbing and electrical issues. Closer attention to the implementation of renewals and planned maintenance programmes should lift performance in this area.

**Safety & Security** – This item measured whether facilities were alarmed and patrolled, had security lighting, vandalism levels and whether they have a health and safety plan. Vandalism levels particularly in rural areas were very low and most deficiencies recorded were related to lack of security lighting and a health and safety plan.

**Health & Hygiene** – Water and waste water disposal was considered together with the management of these functions where they were not connected to a reticulated supply. There are a number of facilities with septic tanks but only one facility where the tank was not regularly serviced. Most halls are now connected to a reticulated water supply but still a few rely on roof or bore supplies, for those in this situation most do not regularly test the supply. Regular testing is now planned to be implemented.

**Availability** – This item looked at the frequency that the facility is not available due to asset failure such as blocked toilets. Few facilities had problems in this area. Improvement in this area will incrementally occur through implementation of the renewal and rebuild programmes.

**Community Participation** – The strength of local hall committees gauged by the level of activity was measured. There are three committees who are active but struggling and one where there is no active committee (this hall is disused). The Community Centres and Halls Strategic Plan (2013) covers this issue.

**Environmental Protection** – This measure considered whether any environmental contamination had resulted from facility activity. There was only one facility that had either had an incident or didn't know. This will be followed up and there are no significant concerns in this area.

**Building Quality** – This factor measures the extent to which quality standards of facilities meet user expectations. This showed that in 17 cases, no complaints had been received from users about quality of the facilities and in 10 cases, between 1 – 5 complaints had been received. It is considered that this will be addressed by implementation of the maintenance, renewals and upgrading programmes.

**Condition** – A detailed condition inspection was undertaken in 2007 and followed up in 2014 and 2017. This indicates that two buildings are in average condition or below. Remedial work via maintenance and renewal programmes is expected to address this situation and one un-used buildings may be demolished during the plan period.

### 11.3.8 Level of Service Issues and Gaps

A number of levels of service issues are evident relating to Community Centres and Halls. The issues identified and Council's response to resolving issues or addressing gaps is described in the following table.

LOS Issues/Gaps	SDC Response	Timing
Changing population distribution and growth mean some halls are poorly used and others in high demand where peak use is not adequately met	<ul style="list-style-type: none"> <li>Apply direction from Community Centres and Halls Strategic Plan (2013) to rationalise facilities.</li> <li>Provide new or upgraded facilities in areas where demand is present</li> </ul>	<ul style="list-style-type: none"> <li>Rolleston Community centre expansion to be considered when Library relocates in 2020-21.</li> <li>New indoor / covered court facility on Foster Recreation Park in 2020-21.</li> <li>New community centre planned for Prebbleton in 2020-21. Options include extension and upgrade of the Public Hall, new facility at Prebbleton Domain, a new facility in the centre of the Township or a joint venture with Prebbleton School.</li> <li>New facility to replace the Hororata Hall in 2023-24.</li> <li>New facility for Leeston in 2026-27 with various site options considered.</li> <li>New combined facility with sports centre in West Melton, due for completion late 2018.</li> <li>Replacement facility for Lakeside Hall, due for completion late 2018.</li> </ul>
Changing community needs mean some halls have low utilisation whilst others are at full capacity	<ul style="list-style-type: none"> <li>Work with and encourage hall committees to identify unmet needs within the community.</li> <li>Partly addressed through Community Centres and Halls Strategic Plan (2013) re potential demand and hall catchments.</li> </ul>	<ul style="list-style-type: none"> <li>Organised via Community Development support.</li> <li>Options for two new facilities to service Rolleston with one oriented to sports and recreation use and the other focused on art, culture and other community uses. Further investigation of needs in Rolleston are ongoing.</li> </ul>
The quality of some facilities is below the standard expected by users and contributes to low use	<ul style="list-style-type: none"> <li>Develop improvement programmes for some facilities.</li> <li>Assist committees with finding additional funds for works</li> </ul>	<ul style="list-style-type: none"> <li>Brookside Hall and old Halkett Hall may be demolished.</li> <li>Building extension programmed for Castle Hill Community Centre in 2020-21.</li> <li>Other minor building improvements programmed for Darfield Community Centre and Glenroy, Ladbroke, Mead and Springston Halls.</li> </ul>
Level of maintenance has been variable and the cost of compliance with Building Warrant of Fitness and other standards is	<ul style="list-style-type: none"> <li>Provide technical guidance and support to hall committees on maintenance practices and compliance requirements.</li> <li>Develop a register of competent tradesmen and</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing technical support provided via Community Projects Co-ordinator position.</li> <li>Register of tradesmen available by SDC on an ongoing basis.</li> <li>Development of facilities contract planned in from 2018-20</li> </ul>

LOS Issues/Gaps	SDC Response	Timing
increasing. In addition, seismic strengthening is required at a large number of community centres and halls	<ul style="list-style-type: none"> <li>preferred rates that hall committees can use for maintenance and compliance works.</li> <li>Incorporate compliance inspections into wider facilities maintenance contract</li> <li>Undertake seismic strengthening.</li> </ul>	<ul style="list-style-type: none"> <li>Seismic strengthening works completed or programmed for facilities at Ladbrooks, Sheffield, Springston and Greendale.</li> <li>Provisional budget for further seismic strengthening 2018-20.</li> </ul>
Some halls have a large funding deficit and small population to provide funding	<ul style="list-style-type: none"> <li>Adopt the broader funding approach of a district wide rating system for community centres and halls, to create a funding pool for improvement and major renewal work across the network.</li> <li>Considered as part of the Community Centres and Halls Strategic Plan (2013) - funding review.</li> <li>Assist hall committees to identify other funding sources such as grants and sponsorship to fund improvements and upgrades.</li> </ul>	<ul style="list-style-type: none"> <li>District wide rate from 2018/19.</li> <li>Loan funding available for some facilities subject to approval of special rate (available to coincide with project timing).</li> </ul>
Voluntary committees do not have the resources or expertise to manage facilities in an increasingly complex environment	<ul style="list-style-type: none"> <li>Provide dedicated support to committees.</li> <li>Review the management model with a view to developing a series of management approaches tailored to individual facility needs.</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing technical support provided via Community Projects Co-ordinator position.</li> <li>A review of management and governance models is planned for 2018/19 as part of the strategic plan review.</li> </ul>

Table 11-7: Community Centres and Halls LOS Issues/Gaps

### 11.3.9 Changes in Levels of Service

In the future, levels of service will be defined with the 'cluster' approach to the provision of community facilities in mind. This includes provision for the appropriate 'level' of facility as it fits within the hierarchy established in the Strategic Plan - keystone, hub or local facility. This is discussed further in the Strategic Plan. The cluster approach is aimed at enabling facilities within each cluster to share knowledge and resources and to work collaboratively to produce improved services to communities

Other levels of service changes are relatively minor, and are discussed further below. This includes:

- Improvements to facilities and support processes to ensure Building Warrant of Fitness, seismic strengthening and other health and safety requirements are achieved.
- Addressing provision and capacity issues in growth areas including Rolleston, Leeston, Prebbleton and West Melton through the construction of new or extensions to existing community centres.
- Upgrading and expanding facilities in response to use demand and quality issues at Tai Tapu and Hororata.



## 11.4 Growth and Demand

This section covers the growth and demand implications for the provision of community centres and halls in the district. This includes an assessment of the demand influences and how these will impact on the future provision as well as requirements to expand the network to meet the desired level of service.

### 11.4.1 Demand Influences and Impacts

- Cluster approach to the provision of Community Centres and Halls; local facilities, hubs and keystone facilities
- On-going population growth in the district
- Increasing public expectations for higher quality facilities
- Functionality of existing facilities
- Changes in demand for recreation activities
- Affordability
- Provision by other agencies or organisations
- Effects of the 2010 and 2011 earthquake events on community facilities in greater Christchurch

These items are further described below.

### Population Growth and Demographic Change

Selwyn District's population is predicted to continually increase over the planning period, similar to that experienced over the past ten years, with concentration in growth occurring in the areas allocated growth through the Land Use Recovery Plan (LURP) and identified in the Selwyn Growth Model. Growth will be focused in Rolleston and the Eastern Selwyn area, with moderate rates elsewhere. Some more remote communities will only experience limited growth. The influencing factors of population growth are described fully in Chapter 4, Managing Growth.

The predicted (as per Selwyn Growth Model) population changes over the planning period for Selwyn's main population centres are shown in Table 11-8 below.

Population	2018/19	2021/22	2024/25	2027/28	Ave. % pa
Rolleston	17,348	22,076	24,597	26,016	4.1
Lincoln	6,946	9,091	10,473	11,474	5.1
Prebbleton	3,918	4,194	4,471	4,747	2.9
Darfield	2,828	3,056	3,284	3,512	1.9
Leeston	2,453	2,685	2,916	3,147	2.5
West Melton	1,778	1,847	1,916	1,985	1.1
Kirwee	980	1,091	1,203	1,315	3.0
Southbridge	963	991	1,019	1,047	0.8

Table 11-8: Predicted population change within main town centres

As larger population centres expand there will be increasing pressure to provide or expand community centres and halls to cater for growth needs.

The demographic of the population nationally is also changing with the general ageing of the population being the most important trend. The predicted demographic change to a higher proportion of the district population in the older age groups may cause a change in how facilities are utilised over time. It is however, likely that the populations in the higher growth areas especially Rolleston, Lincoln and Prebbleton will continue to have a generally younger population than the remainder of the district.

## **Increasing Public Expectations**

There has been an increasing level of urbanisation in parts of the District where areas such as Prebbleton, Lincoln and Rolleston have become satellite communities of the greater Christchurch area with people enjoying a rural lifestyle and commuting to the city for work. This has resulted in increased community expectations for a greater level of provision and improved levels of service.

The Strategic Plan, through the 'cluster approach' provides clarity in terms of the recommended provision of facilities in the District.

## **Functionality of Facilities**

Existing facilities are largely built around large old halls with a supper room and ancillary facilities. A number of these have added other spaces such as play centres, rifle range and meeting rooms. Facilities need to have a variety of spaces of differing sizes and functionality to enable facilities to meet the needs of a wide range of groups. A multi-use approach is required to ensure space is used efficiently and effectively.

## **Changes in Recreation Demand**

Participation in recreation and leisure pursuits can impact on asset requirements for community centres and halls. Changes in demand may be driven by demographic or societal variations that are predicted to occur, which may affect how people choose to participate in recreation activities. Recognised changes include:

- An increased focus on the benefits of physical activity to counter obesity and associated illness, and popularity of indoor fitness or group aerobic exercise type classes (e.g. Zumba, Pilates, yoga) that are able to be accommodated in the district's community centres and halls.
- A move beyond the position of solely providing the facilities for sport and recreation, to taking an active role in leading the promotion of health and wellbeing within the community. E.g. through the organising of various events, running physical activity programmes, and building relationships with other agencies.
- A move towards other forms of recreation (e.g. dance, aerobics) that are more flexible, compared with participation in organised sport, e.g. activities that cater more to an individual's preferences, or 'pay for play'.
- A preference for centralised facilities or 'sports hubbing', versus single-use facilities.
- An increasing preference and demand for sport being played indoors and away from elements of weather (e.g. netball), as well as an increase in variations on traditional sports formats that are suited to indoors and being played year round (e.g. Futsal, 3 on 3 Basketball, Fast Five Netball).

## **Affordability**

Due to the age and size of the facilities a number have become increasingly expensive to operate and maintain. The cost of maintenance and upkeep of some smaller rural facilities had become an increasing burden on a small catchment of residents who pay for the upkeep via a targeted rate. These communities also find it difficult to generate funds to undertake improvements.

Subsequently, the Council have adopted a broader funding approach of a district wide rating system for community centres and halls, to be introduced from the 2018/19 year. This approach more closely aligns costs with those who receive the benefit, and will be used to create a funding pool for improvement and major renewal work for all community centres and halls across the district.

A review of the provision of community centres and halls has been undertaken on a catchment wide basis to ensure the activity is effective and efficient. The revised model takes a network approach – considering connectivity with other nearby facilities.

## **Provision by Other Agencies**

There are many other agencies that provide halls and community facilities such as schools, churches and sports clubs that deliver a similar service. A survey undertaken in 2013 as part of the Strategic Plan development indicated that some of the school halls are currently not big enough for their school rolls. The issue will be compounded in the near future with expected school roll increases as a result of demographic projections. In some of the small communities, schools are able to utilise the local hall to offset this demand. A large number of schools hired out their school hall for community use however this is restricted to outside school hours. This coupled with security concerns often meaning that it was unfeasible to consider hireage. Six churches responded to the survey, of which three churches indicated that their church hall met their needs adequately. All church halls (of respondents) are available to the community however church activities remained the priority.

It remains important for Council to work co-operatively with other organisations to ensure all facilities available to the public are used efficiently and services are not unnecessarily duplicated.

## **Earthquake Impacts**

The earthquake events of 2010 and 2011 have had a significant impact on the Council's community centres and halls. Three buildings (Greenpark Memorial Hall, Lakeside Memorial Hall and Dunsandel Hall) were severely damaged and have been subsequently demolished and rebuilt (Lakeside due for completion late 2018). A number of other facilities incurred moderate damage and have subsequently, in most part been repaired, or where it has been considered unfeasible to repair (Tai Tapu and Hororata Halls) a decision has been made to also rebuild. There was also damage to other buildings not owned by Council including Motukarara Hall. Although these facilities were not heavily used it has meant that any users have had to find alternative venues.

Despite the earthquake occurring 7 years ago, there remain some difficult decisions to make in terms of investing in repairs or disposal. Council, in consultation with local communities, continues to work collaboratively to weigh up the costs and benefits for each option especially as DEEs have been completed.

Severe damage occurred to assets and facilities in Christchurch City with many left unusable. A joint plan titled 'Spaces, Place and People Plan for Sport and Recreation in Greater Christchurch' was prepared by Sport Canterbury, SPARC, Christchurch City Council, Waimakariri District Council and Selwyn District Council to address this issue. The plan has recently been reviewed in 2017 (re-titled Canterbury Spaces and Places Plan). The plan sets out a long term (30 year) framework to guide and inform Councils on decision making for sports and recreation facilities as part of the Canterbury earthquake recovery process. The plan indicates a proposal to provide additional indoor sports courts as part of the Foster Park development in Rolleston.

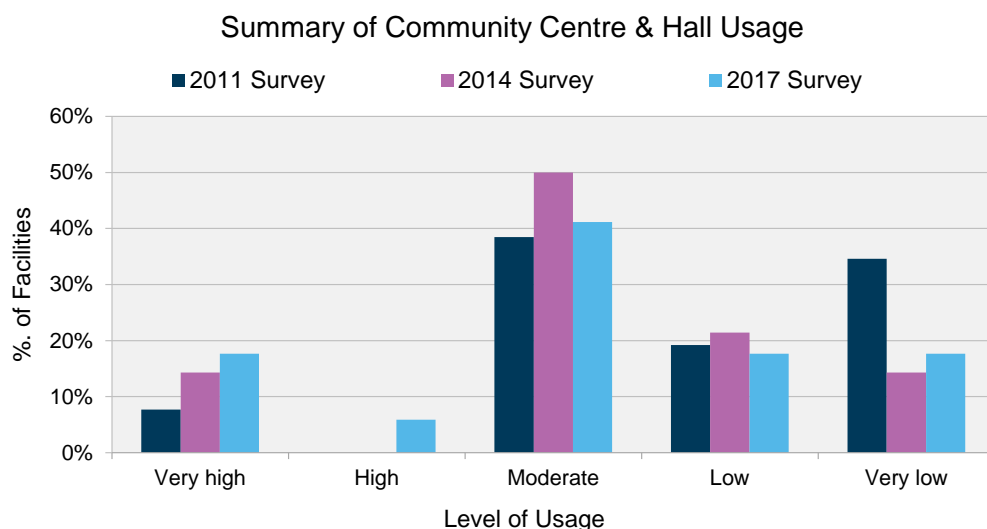
It is evident that greater use and demand for facilities in Selwyn District has resulted from users displaced from Christchurch venues. This trend is especially apparent with usage figures at the Lincoln Events Centre.

### **11.4.2 Asset Capacity**

#### **District Utilisation**

An assessment of the utilisation of individual Community Centres and Halls has been included in Section 11.7. The information below provides an overview of utilisation across the District. Figure 11-4 shows a summary of the number of facilities in each utilisation category and compares results from earlier surveys carried out in 2011 and 2014. This shows that these facilities have considerable spare capacity with few facilities achieving high or very high utilisation (>70%). The only facilities attaining a very high level of use (>70%) are Lincoln Events Centre, Rolleston Community Centre, and Springston Community Centre. 39% of halls receive high to moderate use (30% - 69% utilisation) and the remainder have less than 30% utilisation.

Trends from the three surveys undertaken indicate that utilisation of halls generally has increased over the survey period, from high numbers of very low use to increased numbers of very high to moderate use. At the time of surveying a number of older facilities were in the process of being replaced (Dunsandel, Lakeside, Tai Tapu and West Melton and it is expected that the utilisation of what will be modern, multi-purpose facilities will also improve. Generally there is a noticeable correlation between the level of use and the quality of the facilities provided. Many of the newer or upgraded facilities attain a higher level of use compared to those that are older and of poorer quality.



*Figure 11-4: Community Centres and Halls Utilisation*

Significant increases have been recorded at Lincoln, Rolleston and Prebbleton. This is partly attributed to growth as well as the installation of professional managers and programme provision at Lincoln and Rolleston. Fluctuations in the level of use are also recorded in smaller facilities where a large / regular booking is either gained or lost, for example significant increase in utilisation at Halkett (dance academy) and at Doyleston (Archery Club meet).

Council is cognisant of the danger of placing too great an emphasis on utilisation, as Community Centres and Halls provide a strong social function and provide a focal point for community activity and social interaction, particularly in local communities. They also are an efficient mechanism for meeting the needs of small clubs and groups for a meeting or activity space and avoid the proliferation of small community buildings on reserves.

### **11.4.3 Forecast Community Centre and Hall Requirements**

Community and wider public demand for Community Centres and Halls is expected to continue into the future and will be influenced by population growth (as per 11.4.1), the quality of the facility and respective governance and maintenance structures. Work undertaken through the Strategic Plan has provided a planning framework to ensure sufficient local facilities, hubs and keystone facilities are provided across the district.

Population growth is increasing demand on parts of the SDC network whilst most of the network is stable or declining demand. The Lincoln Events Centre is already heavily used. Major pressure is evident in Rolleston and is building in Prebbleton and West Melton.

As identified in Section 11.4.2 above, there is currently considerable capacity in the network with only three facilities achieving a high level of utilisation. With the Strategic Plan now in place, the cluster approach will guide future facility provision. This approach has been implemented in order to address current location and distribution of facilities, their catchment and patterns of future growth in the District.

## Assessment of Future Provision

Areas that have been identified to meet potential growth and demand requirements over the 10 year period until 2027/28 are:

Rolleston – The Rolleston Community Centre has seen usage increase exponentially as a result of population growth within the township – Rolleston now has a substantial established population of over 15,000. To gain an understanding of future needs, an in-depth study of the future sporting and cultural needs of Rolleston and the wider Selwyn area has been undertaken, including a needs analysis for indoor court space.

The Rolleston Town Centre Master Plan identified a proposal to provide a new community / cultural / technology centre in conjunction with a new library located centrally within the new town centre (covered under Section 13 - Property & Buildings). Concepts are currently being considered as to future utilisation of the existing library space that adjoins the Rolleston Community Centre (once vacated), as per the recommendations made in the Eastern Selwyn Community Spaces Plan. Funding has been programmed for the refurbishment of this space from 2019-21.

As part of a longer term solution to cater for a range of sporting needs for the township and wider district, it is proposed to build a new indoor / covered multi-sports court facility at Foster Park, within the south west growth area of the town and where it will be well located with other major community facilities. Demand for a multi-court indoor sport stadium was identified as part of the Foster Park Master Plan (2013). The Plan titled - Spaces, Place and People Plan for Sport and Recreation in Greater Christchurch (2013) and subsequent review (Draft Canterbury Spaces and Places Plan – 2017) also identified the need for an indoor multi-court venue as a 'high priority' to improve the current network of indoor sporting facilities within the Selwyn area. The Community Centre and Halls Strategic Plan (2013) identifies this proposed facility as a 'keystone' facility, that will, alongside the Lincoln Events Centre, support Council's approach of a 'partnership clustering and hub approach' to its community facilities network.

A feasibility study undertaken by Council (2017) found that a two court facility (as proposed in the Foster Park Master Plan 2013) will be inadequate in terms of servicing the needs of the Selwyn District. This recommendation was based on an analysis of; population and demographic data; trends in sport participation in New Zealand; key stake holder feedback, the Selwyn and Canterbury indoor court provision context, and the experience of other indoor court facilities in New Zealand.

The first stage - budgeted for 2018-19 (under Recreation Reserves cost centre) would include construction of the main 'hub building' to service both the existing playing fields and future indoor facilities. Facilities would include changing rooms, public toilets, storage capacity, meeting spaces and possibly a small retail space (e.g. ice cream / coffee outlet). Stage two has been programmed for 2019-20 and will include construction of a four court indoor complex with the addition of a further four courts (asphalt) that are covered, reception / management area, small kitchen facility, covered concourse. It is proposed that this facility would be co-located alongside the playing fields and near the Selwyn Aquatic Centre. The Rolleston Collage is located adjacent to Foster Recreation Park and Selwyn Aquatic Centre and also has an indoor stadium that is made available for community access.

Prebbleton – An area of significant population size and projected population growth, and the existing community hall is no longer suitable or able to cope with demand. The existing Hall is on a small site (already has maximum site coverage) and there are currently issues with a lack of on-site car parking with the facility located on a main arterial road. The Strategic Plan (2013) made a recommendation to replace this facility with a larger more flexible 'hub' facility, to cope with population growth and provide support to smaller 'local' facilities nearby (Ladbroke, Broadfield). A site for the facility has yet to be confirmed, but options include the Prebbleton Domain where it could consolidate facilities and create a community recreation hub. There is no area for future expansion of either the building or parking on the existing site. A larger facility would also assist with local school needs, who have outgrown their current hall. The project is currently planned for 2019-21 with an indicative cost of \$5.5 million.

Hororata Hall – The Hall is of considerable age, in average condition (becoming increasingly expensive to maintain), with only moderate to low use. The Hall also incurred some moderate earthquake damage and it is now known that structural upgrade costs will be very expensive. A decision on the future of the Hall has been integrated with wider community planning work being carried out by the Hororata Community Trust. The planning process has considered a number of options for the future provision of facilities to

service local need including; utilisation of alternative facilities nearby, combining some facilities with the school on adjoining land, upgrading the existing facility or building a new multi-purpose facility on the reserve or other site. A feasibility study prepared by the Trust was presented to Council in December 2017. The study identified a preferred option to build a new facility located on the Reserve, to increase the usability of the reserve and create a 'fit for purpose' community and event space. Funding has been programmed for 2023-24 pending the final outcome of this planning process.

Leeston – Leeston is the only significant town within Selwyn without a Council owned hall or community centre (although the Leeston Rugby Clubrooms, to an extent, have served this purpose in the past) and which also has a growing population (expected increase of 2.5% per year over the planning period). The provision of a dedicated community facility for Leeston was indicated within the Strategic Plan (2013), where it would be 'well located' and serve as a hub facility, further supporting local facilities within an Ellesmere 'cluster'. Options for the provision of a community facility considered by Council have included to convert and upgrade the Leeston Rugby Clubrooms into an integrated community and sports facility. However, in reviewing the economic feasibility of doing this, Council's preference is to build a new facility. A location for the new facility is still to be decided, with various options including; somewhere within the locality of the A & P showgrounds/Leeston Heritage Park/dog park, the former Catholic School site, or on the new land purchased for the extension to Leeston Park. Funding has been programmed for 2025-27 for the construction of this facility.

#### *11.4.4 Demand Management*

The Council needs to consider how it intends to manage the demand for Community Centres and Halls through other mechanisms rather than asset related solutions. In particular the Council must consider how it can deliver this activity in a manner that promotes sustainable long term management of assets. It should be noted that in most cases the level of utilisation suggests that Council and Hall committees should be looking at ways of increasing or stimulating demand in order to get a better return on investment.

Council completed the Strategic Plan in 2013 that, as discussed previously, recommends the provision of community facilities through a 'cluster' approach. Each cluster is intended to have a number of 'Local Facilities'. These are Community Centres and Halls currently servicing their local communities of interest. In addition, each cluster has a 'Hub' facility that is more focused on supporting, sharing services and linking programmes within the cluster. The third type of facility is the 'Keystone' facility which is intended to be a highly developed urban focussed community centre. The cluster approach is aimed at enabling facilities within each cluster to share knowledge and resources and to work collaboratively to produce improved services to communities. See Figure 11-1 for further description of Selwyn's community facilities network.

Alongside the 'cluster' approach a number of options are available to manage demand of Community Centres and Halls. This includes:

- Identifying opportunities for partnerships with the private sector or other agencies for Community Centre and Hall provision (schools, churches, recreational facilities, other halls) to consolidate facility provision
- Conversely Council may decide to promote Community Centres and Halls where these are under-utilised
- Applying user charge mechanisms to generate income that may also spread use more evenly and encourage use at off-peak periods and consequently reduce demand

In order to ensure that demand for additional Community Centres and Halls are managed to optimise sustainability and capital investment the following approach is taken:

- Where practicable, provide new Community Centres and Halls in combination with another activity to reduce duplication of public facilities
- In the first instance, explore opportunities for partnership with other agencies where this is viable and a genuine need has been established
- Before confirming Council provision of a new facility, genuine need must be demonstrated and all other opportunities to meet the need exhausted



- Consult with the community to confirm a willingness to pay based on a funding plan approved by Council that ensures costs are shared equitably between the current community, facility users and future beneficiaries of the facility

#### *11.4.5 Meeting Demand through Asset Growth*

Demand for additional or improved Community Centres and Halls will continue as townships and rural communities grow and there will be a need for Council to develop new, extended or refurbished facilities. Further details on actual new asset requirements resulting from growth and demand are set out in the individual sections for each facility contained in Section 11.7.

## 11.5 Managing Assets

This section explains how Community Centre and Hall assets are managed and operational service delivered. It also covers the strategies employed for managing the assets and identifies maintenance, renewal, new asset and disposal programmes.

### 11.5.1 Management Strategy

The operation and management of Community Centres and Halls has generally been delegated to either elected Hall Management or Township Committees. These groups represent the community of interest associated with each facility and the community. This creates a situation where the community has a strong stake in the facility, the way in which it is managed, operated and maintained. Rolleston Community Centre and Lincoln Events Centre are managed directly by Council and have professional managers employed to look after the day to day activities. These two facilities have an advisory committee in place that provides a governance role and ensures community input to decision making.

The Council provides strategic overview and technical support in areas such as asset management planning, project delivery and management of hall accounts.

The Strategic Plan (2013) recommends that governance and management needs to aim for more community-good focused activity and improvements to the overall sustainability of the facilities and services. This work will involve innovation in partnerships and approaches that require a new type of connected governance provision that can optimise the expertise and innovative talents of local residents. The report recommends a staircase of management types from direct Council management to independent community management to accommodate the range of communities in the District.

The role for SDC staff (particularly the Community Recreation Advisor) will be to support the development of independent self-reliant organisations charged with running community centres and halls in key locations particularly through strategic overview and technical support in areas such as asset management planning, project delivery and management of hall accounts.

Through the cluster approach it is intended that community centres and halls operating in the same cluster will work in a more co-operative and complementary way. It is planned to implement this approach incrementally as facilities are upgraded/rebuilt and as part of a wider governance review.

### 11.5.2 Community Centres and Halls Asset Summary

- |  |   |
|--|---|
| • Arthurs Pass Community Centre            | • Killinchy Community Centre                |
| • Broadfield Hall                          | • Ladbrooks Hall                            |
| • Brookside Hall                           | • Lake Coleridge Community Hall             |
| • Castle Hill Village Community Centre     | • Lakeside Soldiers Memorial Hall           |
| • Darfield Recreation and Community Centre | • Lincoln Events Centre                     |
| • Doyleston Hall                           | • Mead Hall                                 |
| • Dunsandel Community Centre               | • Prebbleton Public Hall                    |
| • Glenroy Hall                             | • Rolleston Community Centre                |
| • Glentunnel Community Centre              | • Sheffield Hall                            |
| • Greendale Community Centre               | • Southbridge Community Hall                |
| • Greenpark Memorial Community Centre      | • Springston Hall                           |
| • Halkett Community Centre                 | • Tawera Hall                               |
| • Hororata Hall                            | • West Melton Community & Recreation Centre |

In addition to the community centres and hall listed above there are a further two halls which are included in the recreation reserves section as they are managed under that cost centre. The Community Centres and Halls in this category are:

- Little Rakaia Huts Hall
- Kimberley Hall

There are also a number of community halls in the district that operate completely autonomously from Council under local management arrangements and contribute to the overall provision of this service. These include:

- Kirwee Hall
- Irwell Hall
- Springston South Soldiers Memorial Hall
- Te Pirita Hall
- Motukarara Hall
- Leeston Community Centre (Rugby Club)

### Community Centres and Halls Asset Components

Community Centres and Halls have been broken down to standard building componentisation to enable the application of standard economic lives at an appropriate level. This has been used to identify condition and define remaining useful life as an input to renewal and rehabilitation programmes. Data (quantity, RUL, condition, renewal cost) has been captured in this form for Community Centres and Halls.

Component	Element
Building Fitout	Ceiling
Building Fitout	Internal Wall Clad
Building Fitout	Internal Door
Building Fitout	Floor Covering
Building Fitout	Toilet
Building Fitout	Internal Door
Building Fitout	Toilets
Building Fitout	Heater
Building Fitout	Stove/oven
Building Fitout	Heat Pump
Building Fitout	Hand basin
Building Fitout	Sink
Building Fitout	Fitted Joinery
Building Fitout	Lighting
Building Fitout	Moveable Partitions
Building Fitout	Grab Rail
Building Fitout	Handrail/Balustrade
Building Fitout	Hot Water Unit
Building Fitout	Urinal
Building Fitout	Kitchen Bench
Building Services	Water Tank
Building Services	Switchboard/Fuse Box
Building Services	Meter Box
Building Services	Generator
Building Services	Distribution Board

Component	Element
Building Services	Air Conditioning
Fire Services	Sprinkler System
Fire Services	Smoke Detectors
Fire Services	Master Control Panel
Fire Services	Hypoxic System
Fire Services	Hose reel
Fire Services	Heat Detector
Fire Services	Fire Extinguisher
Fire Services	Fire Alarm System
Fire Services	Sounder
Building Envelope	External Walls Cladding
Building Envelope	Roof Cladding
Building Envelope	External Door
Building Envelope	Windows
Building Envelope	Spouting
Building Envelope	Downpipes
Building Envelope	Soffit
Building Envelope	Fascia
Building Envelope	Roof Structure / Frame
Building Envelope	Canopies/Sunscreens/Awnings
Building Envelope	Framed Walls
Building Envelope	Foundations
Building Envelope	Precast Walls
Building Envelope	Masonry Walls
Building Envelope	External Wall
External Assets	Septic Tank
External Assets	Drainage

Table 11-9: Community Centres and Halls Asset Components

### Community Centres and Halls Asset Valuation

A valuation conforming to IAS16 has been carried out for all Community Centres and Halls facilities for 30 June 2016. The values for individual facilities are included as part of the information included in Sections 11.7.1 to 11.7.25. Table 11-10 sets out a summary of the asset valuation from the fixed asset register at 30 June 2016 plus adjustments for 2016/17.

	Asset Replacement Value (\$)	Asset Depreciated Replacement Value (\$)
All Community Centres and Halls	18,028,955	17,345,881

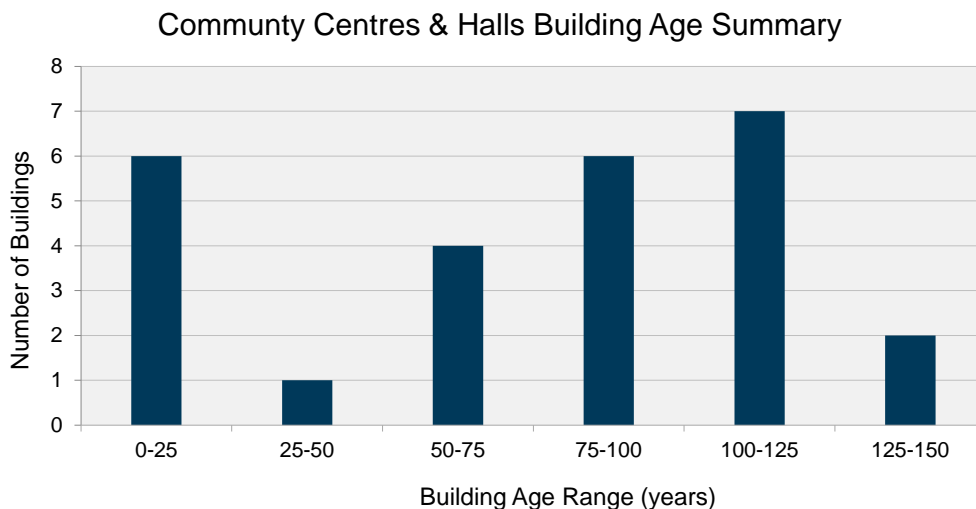
Table 11-10: Community Centres and Halls Asset Valuation

### 11.5.3 Asset Condition

Asset condition is an assessment of the structural integrity of the facility and when combined with its age provides an indicator of its position within its lifecycle. When combined with performance results, risk and economic factors, it provides the necessary information to produce a renewal and improvement programme for Community Centres and Halls.

A condition assessment of all Community Centres and Halls facilities was initially completed in April 2007 and updated in 2017.

The information presented in Figure 11-5 below illustrates that, overall, a high proportion (58%) of the districts Community Centres and Halls are significantly aged (over 75 years old). Many have had additions and alterations during their life.



*Figure 11-5: Community Centres and Halls Age Summary*

Structural condition is however reasonably good with the majority of assets recording good or very good scores. Some buildings do have seismic strength issues that have been picked up during the Detailed Engineering Evaluation (DEE) process and a programme of structural upgrades on these facilities is underway to address this, based on the directions from Central Government on the threshold and time frames for undertaking remedial strengthening work. Figure 11-6 below gives further detail of the seismic strength of buildings that have had DEE or pre-earthquake assessment.

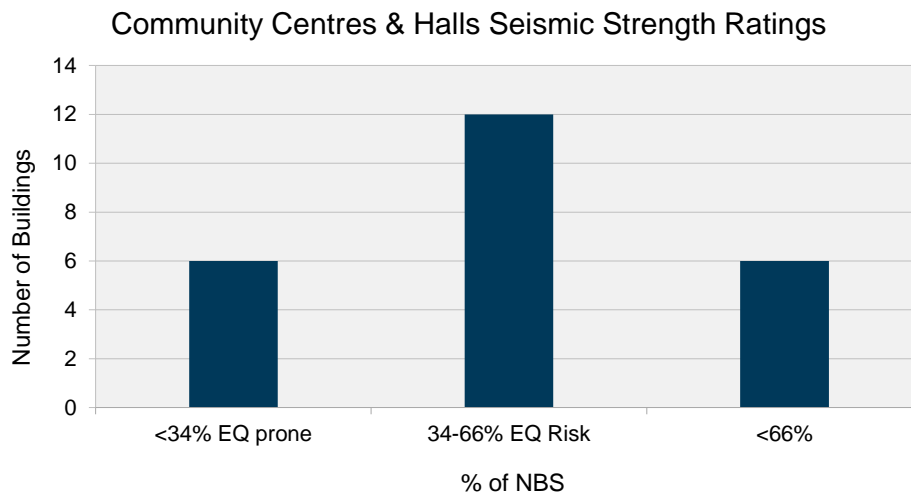


Figure 11-6: Community Centres and Halls Seismic Strength Ratings

The majority of buildings that incurred damage from the 2010 and 2011 earthquake events have now been demolished or repaired, however there are several that still require a decision on repair/replacement or disposal depending on the community preferences and ability to pay for work not covered under the Council's insurance policy. A description of damage and the current status for those buildings affected by the earthquakes is set out in Section 11.5.4.

The areas of concern relate to those buildings that are ageing and have average or worse condition grades and/or have earthquake damage and seismic strength issues. Facilities that fall into this category are Brookside, Hororata and Halkett. Each of these facilities is discussed further below:

Brookside Hall – This hall is in very poor condition. While the building is structurally sound, the building is uneconomic to restore, particularly given the moisture content evident in the building (rotten boards).

Hororata Hall – Is aging and tired but overall condition is good (based on last assessment in 2014). This building incurred some moderate earthquake damage and has temporary cladding to ensure water tightness. If the hall is repaired it will require upgrading to modern standards and to comply with the Building Code. It is questionable whether the level of investment required is warranted given the low level of use, its current location and access to other facilities in the community or nearby. Mainly reactive repairs have been undertaken recently. A needs analysis has been prepared that recommends rebuilding a new multi-purpose facility located at the Reserve.

Halkett Hall – This building is in average condition but has some repair requirements. It is currently being used for ballet dance classes. The hall building requires a programme of works to maintain it in a serviceable condition and to enable continued use. The economic feasibility of this needs to be confirmed given the building condition and level of use.

Figure 11-7 below gives a condition summary of all Community Centres and Halls as assessed in 2017, with most facilities recorded as being in 'good' condition.



## Community Centres & Halls Condition Grade Summary 2017

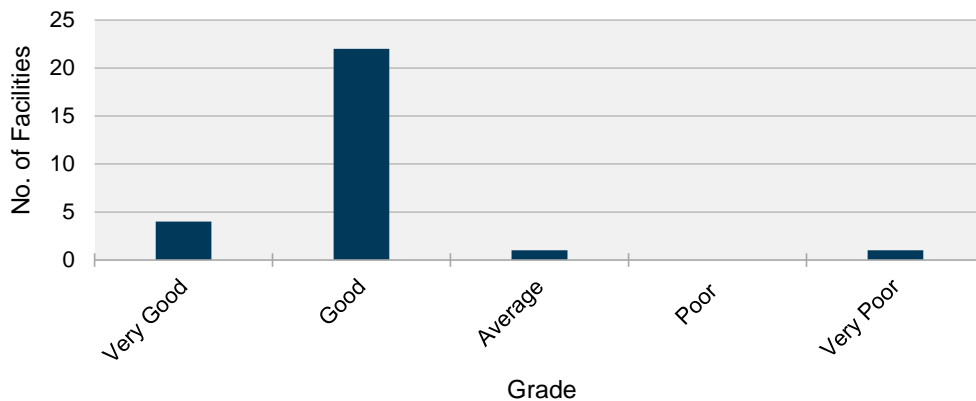


Figure 11-7: Community Centres and Halls Condition Summary

### 11.5.4 Operations and Maintenance

#### Operations

As outlined above, Community Centres and Halls are managed by Hall Management or Township Committees. Committee members are elected on a triennial basis by local residents. The exceptions to this model are Rolleston Community Centre and the Lincoln Events Centre which are managed directly by Council via professional managers who operate all aspects of the facilities on a daily basis. Building maintenance and renewal work for these two facilities is generally managed by the Council's Property and Commercial Department staff.

Where facilities are managed by committees they are responsible for the operation of the facilities including management of bookings and tenancy arrangements with clubs and groups and facility hire revenue.

Committees are responsible for ensuring that buildings are compliant with consent and other regulations such as Building Warrant of Fitness where this is required. SDC provides assistance in arranging an annual fire inspection for each facility. The area of building compliance is becoming more technical and complex and further assistance to committees to aid them in interpreting the application of regulations to their facility is required. In the future this work will be integrated into a wider contract for building and facility maintenance.

As mentioned previously however, the Strategic Plan recommends that governance and management should be re-focused to develop more community-good focused activity and improve the overall sustainability of the facilities and services. This work will involve innovation in partnerships and approaches that require a new type of connected governance provision that can optimise the expertise and innovative talents of local residents. The report recommends a staircase of management types from direct Council management to independent community management to accommodate the range of communities in the District.

#### Maintenance Strategies

Three categories of maintenance are performed on Community Centres and Halls as outlined below.

Reactive Maintenance – Repair of assets required to correct faults identified by management committee inspections or notification from hall users. This has been the predominant maintenance approach with these facilities in the past.

The management committee has responsibility for organising and in some cases completing reactive maintenance. They generally rely on local trades' people to provide support in technical areas such as plumbing and electrical repairs. In some cases volunteers with the appropriate skills may undertake the work. All contractors are required to be Health and Safety compliant / Site Wise approved before being engaged.

In the case of Rolleston Community Centre and the Lincoln Events Centre minor maintenance issues are dealt with by the managers. Where the work required is more extensive this will be reported to the Property and Commercial staff who will arrange repairs via preferred and Site Wise approved contractors.

**Routine Maintenance** - Routine maintenance predominantly relates to cleaning services and is organised by local committees. Some of the responsibility is placed back onto hirers with the balance being carried out by committee members or local persons who undertakes caretaking duties. With larger facilities such as Rolleston Community Centre and the Lincoln Events Centre work is carried out by a cleaning contractor.

**Planned Maintenance** - Also defined as preventative or programmed maintenance. Typical work includes repainting of external surfaces, repainting and redecoration of interiors, minor repairs and replacement of building components that are failing or will fail but do not require immediate repair.

The programme and priority for work is based on condition inspections and reporting to monitor asset condition, identify emerging risks, and identify the need for maintenance and repair work, both current and predicted future failure.

Undertaking the condition survey and developing the building maintenance plan is the responsibility of the Asset Manager, Open Space & Property with input from the relevant Hall Management Committee. The planned maintenance programme will be regularly reviewed and updated at least every three years based on condition inspections, maintenance trends and risks. Management committees will generally arrange planned maintenance work and may enlist support from the Assets Department. Planned maintenance activities for Rolleston Community Centre and the Lincoln Events Centre is organised by Property and Commercial staff with input from the facility managers.

The Property and Commercial Department has dedicated Facilities Officers that are available to assist with project delivery and also manage the more technical operational aspects such as BWO and IQP inspections.

### **Inspection and Reporting**

An inspection and reporting programme is a critical aspect of ensuring that hall management committees and Council managers are aware of the condition of assets and services that are provided on a reliable basis.

Four general categories of inspection and reporting apply to Community Centres and Halls:

1. Routine maintenance and service inspections by Hall Management Committees or facility managers;
2. Formal periodic condition inspections and report by Council asset management staff;
3. Building WOF and IQP inspections (where applicable)
4. Fire services inspections

Routine maintenance inspections are undertaken by the Hall Management Committee to identify any immediate issues that require rectification. With Rolleston Community Centre and the Lincoln Events Centre this is carried out on a daily basis by the duty manager.

The formal periodic condition inspections should be undertaken every three years by qualified personnel with expertise in building structures and maintenance, the development of long term maintenance programmes and an understanding of service and quality requirements.

Buildings with compliance schedules that require an annual building warrant of fitness are inspected to ensure compliance. This includes IQP inspections and reports.

Inspections of fire services equipment (fire extinguishers, hose reels) is carried out on an annual basis.

Community Centre and Halls Inspection Programme			
Inspection Type	Frequency	Inspector	Checks
Routine maintenance	As required & especially after use	Hall Management Committee or Facility Manager	Damage/breakage Vandalism/Graffiti Other failures/problems
Formal periodic condition and long term maintenance plan	Three yearly	Structural and maintenance engineer/ asset management planner	Condition grading Structural issues Quality standard Cladding/roof condition Paint surfaces Defects/problems – current Predictive failure/defects
Building WOF	Annually (where applicable)	Contractor	All items on compliance schedules Defect reports Issue of BWOFF certificates
Fire Services	Annually	Contractor	Fire extinguishers Fire Hose Reels
Detailed Engineering Evaluation (DEE)	One off	Structural Engineer	As required under the CER Act Structural report focusing on seismic strength of the building

Table 11-11: Community Centre and Halls Inspection Programme

### Asbestos

Under the Health and Safety at Work (Asbestos) Regulations 2016, Council, as a person conducting a business or undertaking (PCBU), is required to develop an asbestos management plan. The plan is to include identification of asbestos and ACM (asbestos containing materials) within all Council owned buildings, risk assessment and mitigation decisions relating to the managing of asbestos risk, detailed emergency procedures, and information, guidelines, protective equipment and health monitoring available to those required to work with asbestos on our property.

Council is carrying out presumptive investigations to identify buildings which potentially contain asbestos. This includes all Council owned buildings under the activity of Property and Buildings, Swimming Pools, Community Centres and Halls and Recreation Reserves. The initial inspections are to be completed by April 2018. The investigations can be then reviewed and assigned a risk grade based on a risk assessment matrix which will help define a programme for actual asbestos testing and remediation methods for inclusion in the Asbestos Management Plan.

### Earthquake Damage and Repairs

A number of Community Centres and Halls sustained damage during the earthquake events of 2010 and 2011. Most of the damage was of a minor nature and was economic to undertake repairs. The programme to complete repairs is almost complete with only a few facilities requiring a determination on appropriate level of repair, if any.

There are three buildings that incurred significant damage these being: Lakeside Memorial Hall, Greenpark Memorial Hall and Dunsandel Hall. All these halls have subsequently been demolished. A summary of damage and associated repairs / seismic strengthening works incurred is set out in the following Table 11-12.

Building	Specific Damage	Status
Lakeside Hall	SE wall brick skin parted SW internal rooms, significant structural damage to bricks above doors - severe structural damage	Hall demolished, with plans in place for replacement facility (due for completion 2018)
Dunsandel Community Hall	Ceiling collapse. Failure of wall between supper room and hall	Hall demolished, replacement facility built (2017)
Greenpark Memorial Hall	Severe structural damage, buttress on east side collapsed. Floor slumped	Hall demolished, replacement facility built (2016)
Killinchy Community Centre	Chimney collapse, possible deflection in roof beam to be monitored	Reinstatement work completed
Southbridge Community Hall	Chimney collapse	Reinstatement work completed
Former Lincoln Community Centre	Cracks in blocks SE & SW corners, ceilings cracked	Community Centre demolished (as replaced by Lincoln Events Centre)
Hororata Hall	Chimney collapsed above roof, cracked windows, cracks to ceilings/walls, movement in beam, block veneer collapsed, damage to supper room	Made safe for use and temporary cladding installed to ensure weather tightness. Community is planning a new facility on the reserve in 2023/24
Tai Tapu Community Centre	Cracks to block work joints & cladding; failure of lintel in toilets; floor slumped in toilets	Some reinstatement work, but subsequently demolished (2017), with plans in place for replacement facility (due for completion 2018)
West Melton Community Centre	Cracks to wall and parapet, ceiling cracks	Repair work completed to make safe for interim occupation. Scheduled to be demolished (2018) following completion of new facility
Lake Coleridge Hall	Cracks to ceiling, split roof members	Reinstatement work completed
Mead Hall	Cracks in brick pointing, cracks to wall linings	Reinstatement work completed
Darfield Community Centre	Cracks to stairwell & ceiling	Reinstatement work completed
Rolleston Community Centre	Cracks to internal wall linings & pre-cast panels	Reinstatement work completed
Springston Hall	Crack to floor in storeroom, cracks to external plaster cladding	Repairs and structural / seismic strengthening works completed (2018) to meet 67% NBS, as per DEE report
Ladbrooks Hall		Structural / seismic strengthening works completed (2018) to meet 67% NBS, as per DEE report
Greendale Community Centre		DEE report received and structural / seismic strengthening works programmed for 2018 to meet required NBS
Sheffield Hall	Chimney collapse	General repairs completed. Structural / seismic strengthening work due to be completed 2018 to meet 67% NBS, as per DEE report

Table 11-12: Summary of Community Centres and Halls Earthquake Damage and subsequent repairs status

### Operations and Maintenance Issues Identified

Specific maintenance and operating issues that have been defined and the Council's management response is set out in the following Table 11-13.

Issue	SDC Response	Timing
The age and condition of some facilities means the quality standards are below user expectation and there are recurring maintenance issues	<ul style="list-style-type: none"> <li>• Ensure maintenance and renewal programmes are fully implemented</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance &amp; renewal programmes prepared for each facility &amp; implemented from 2018/19</li> </ul>
There has been a largely reactive approach to building maintenance which has meant some assets have deteriorated to a poor condition	<ul style="list-style-type: none"> <li>• Implement a more planned approach to building maintenance works</li> <li>• Continue to develop asset maintenance plans for each building</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance plans prepared for each facility &amp; implemented from 2018/19</li> <li>• Asset plans updated for 2018-28 period</li> </ul>
There has been a lack of funding for some facilities to undertake basic maintenance which has led to work being deferred and the overall building condition deteriorating	<ul style="list-style-type: none"> <li>• Adopt the broader funding approach of a district wide rating system for community centres and halls, to create a funding pool for improvement and major renewal work across the network</li> <li>• Review funding levels (district wide rate).</li> </ul>	<ul style="list-style-type: none"> <li>• From 2018/19 year</li> </ul>
Some halls are struggling to find willing volunteers to manage and maintain the facilities	<ul style="list-style-type: none"> <li>• Provide additional support to management committees and assist with some maintenance projects</li> </ul>	<ul style="list-style-type: none"> <li>• Community Projects Co-ordinator position now in place to assist committees</li> </ul>
Committees find the building compliance requirements complex and onerous	<ul style="list-style-type: none"> <li>• Provide additional technical support</li> <li>• Consider including compliance inspections etc. in a comprehensive contract for all Council buildings</li> </ul>	<ul style="list-style-type: none"> <li>• Technical support in place via Facilities Officers</li> <li>• Work has commenced on a review of all building services provision with a view to integrating into a single or series of contracts from 2018-20</li> </ul>
Buildings are not operated in a way that ensures safety for users	<ul style="list-style-type: none"> <li>• Guidelines on safety requirements to be prepared and audits undertaken to ensure compliance</li> </ul>	<ul style="list-style-type: none"> <li>• Guidelines covering Health and Safety have been prepared and distributed to committees and training sessions organised in 2017/18</li> <li>• Sign off process for inspections after use to meet BWOFF requirements has been implemented</li> </ul>
Light fittings do not comply with regulations in terms of removal of PCBs	<ul style="list-style-type: none"> <li>• Carry out survey of all halls to determine the extent of the issue and develop remedial programme</li> </ul>	<ul style="list-style-type: none"> <li>• Survey planned for 2018 &amp; remedial work to be completed by 2019</li> </ul>
Potential for asbestos / ACM (asbestos containing materials)	<ul style="list-style-type: none"> <li>• Undertake initial identification of asbestos and ACM within all Council owned buildings.</li> <li>• Develop an asbestos management plan</li> </ul>	<ul style="list-style-type: none"> <li>• Complete initial inspections by April 2018 and assign a risk grade to help define a programme for actual asbestos testing and remediation methods for inclusion in the Asbestos Management Plan</li> </ul>
Roofs and water tightness is an issue on some buildings	<ul style="list-style-type: none"> <li>• All roofs and roof systems to be inspected and renewal/repair plans put in place</li> </ul>	<ul style="list-style-type: none"> <li>• All roofs re-inspected in 2014 with maintenance/renewal requirements completed from 2015-17. Monitor ongoing issues as a result of design faults and undertake repairs as necessary</li> </ul>
Effluent disposal systems are inadequate and non-compliant	<ul style="list-style-type: none"> <li>• Identify non-complying systems and implement upgrade programme</li> </ul>	<ul style="list-style-type: none"> <li>• Ladbrooks Hall septic tank programmed for replacement 2023/24</li> <li>• Greenpark CC system upgraded in 2016, as part of building replacement</li> </ul>

Issue	SDC Response	Timing
		<ul style="list-style-type: none"> <li>Greendale CC septic tank upgraded in 2014/15</li> <li>Tawera Hall system upgraded as part of public toilet renewal in 2014 and further work planned in 2018</li> </ul>
A number of buildings have been identified as “earthquake prone” and will need seismic strengthening work over time	<ul style="list-style-type: none"> <li>DEEs prepared for all buildings as required under the CER Act</li> <li>Buildings withdrawn from post emergency function</li> <li>Undertake seismic strengthening work as required</li> </ul>	<ul style="list-style-type: none"> <li>A number of buildings have now been withdrawn as post emergency centres</li> <li>Detailed Engineering Evaluations have been prepared on a priority basis to define strength and structural issues. These are largely complete with the remaining to be undertaken in 2017-18</li> <li>Springston, Ladbroke and Sheffield Halls are all being upgraded to 67% of NBS in 2018</li> <li>Greendale Hall work is planned for 2018/19 subject to the scope of works being confirmed</li> </ul>

Table 11-13: SDC Community Centres and Halls Operations & Maintenance Issues

### Deferred Maintenance

There is currently deferred maintenance on some facilities, the extent of this has not yet been quantified and is quite variable from facility to facility. It is also likely that some of the forecast maintenance works will be deferred. Where work is deferred Hall Management Committees will be encouraged to fully consider the long term impact on the assets, the increased level of risk and their on-going ability to provide the required levels of service. Particular regard will be given to work that is required to maintain the building in a safe condition for users, achieve Building Warrant of Fitness compliance and to ensure building weather tightness. Work at the Hororata Hall and Brookside Hall has been deferred until a decision has been made on the future of these buildings.

### Historical Operations and Maintenance Costs

A summary of historical operations and maintenance costs for Community Centres and Halls over the previous five years is presented in the graph below.

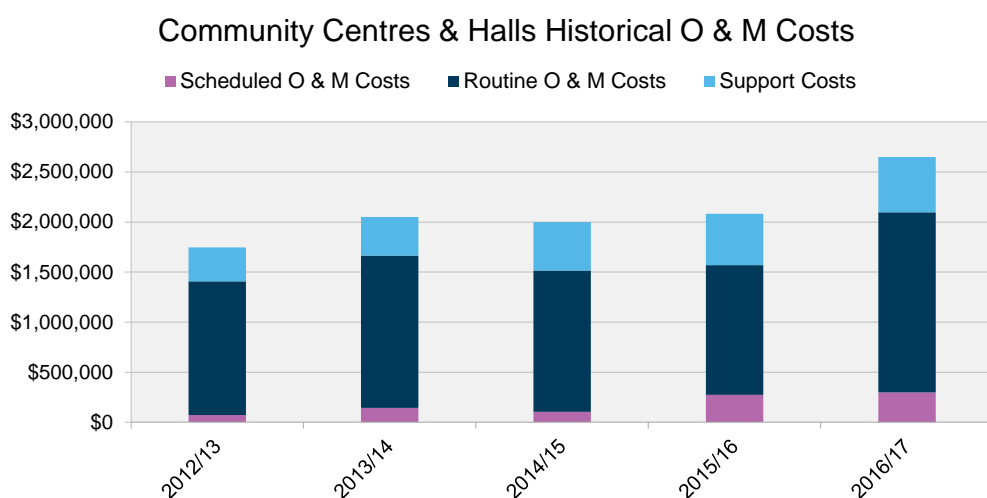


Figure 11-8: Community Centres and Halls Historical O & M Costs



The increase in operational and maintenance costs have resulted from additional servicing and staff costs, namely at Rolleston Community Centre and Lincoln Events Centre, to meet the increased demand for these facilities. The increased costs in the last year (2016/17) are due to the demolition of the old Tai Tapu Hall and the loss on sale of asset and associated demolition costs.

### Forecast Operations and Maintenance Programme

Future operations and maintenance cost projections for the 10 year planning period are summarised in Table 11-14 below. The costs shown assume no change in the method of service delivery and take no account of inflation. They are based on an analysis of historical costs, current contract rates and estimated costs for maintaining new assets resulting from growth and future capital development programmes.

The forecast also incorporates costs associated with addressing operations and maintenance issues identified in this plan.

Detailed cost estimates are prepared for each Community Centre and Hall taking into consideration specific asset and operational requirements. Scheduled maintenance work is also included that provides for works necessary to extend the life and serviceability of assets and manage them in a sustainable manner.

Programmes have been developed in consultation with the management committees.

Operations & Maintenance Expenditure	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Routine Operations &amp; Maintenance</b>											
Arthurs Pass	806	820	820	820	820	820	820	820	820	820	820
Broadfields	9,993	10,264	10,120	9,970	9,812	9,646	9,471	17,288	17,096	16,895	16,683
Brookside	86	81	81	81	81	81	81	81	81	81	81
Castle Hill	3,167	2,902	2,902	6,051	5,956	5,856	5,751	5,640	5,525	5,403	5,275
Darfield	84,239	88,700	88,715	88,731	88,748	88,765	88,783	88,802	88,822	88,843	88,865
Doyleston	2,147	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
Dunsandel	114,176	119,192	118,078	116,907	115,679	114,388	113,033	111,611	110,117	108,575	106,928
Glenroy	3,142	2,866	2,866	2,866	2,866	2,866	2,866	2,866	2,866	2,866	2,866
Glentunnel	21,415	21,687	21,687	21,687	21,687	21,687	21,687	21,687	21,687	21,687	21,687
Greendale	10,944	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424
Greenpark	6,650	6,450	6,450	7,450	6,450	6,450	6,450	6,450	7,450	6,450	6,450
Halkett	6,120	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540
Hororata	12,151	10,680	10,680	10,680	10,680	10,680	44,503	56,564	56,378	56,175	55,955
Killinchy	6,119	6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200
Ladbrooks	8,954	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Lake Coleridge	3,436	2,580	2,580	2,580	2,580	2,580	2,580	2,580	2,580	2,580	2,580
Lakeside	2,255	23,134	22,977	22,811	22,637	22,454	22,262	22,061	21,849	21,627	21,394
Leeston	0	0	0	0	0	0	0	0	0	181,219	237,189
Lincoln Events Centre	789,937	777,086	778,481	780,809	781,549	781,973	782,024	781,763	781,065	779,929	778,316
Mead	2,523	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450
Prebbleton	27,756	27,535	27,535	96,165	143,507	142,504	141,435	140,297	139,087	137,799	136,432
Rolleston CC	442,666	471,688	515,526	523,464	563,762	572,035	610,521	589,213	598,115	607,237	616,579
Rolleston Sports Centre	0	0	851,448	1,380,815	1,383,166	1,420,281	1,412,283	1,413,637	1,404,304	1,395,240	1,384,423
Sheffield	9,801	10,575	10,575	10,575	10,575	10,575	10,575	10,575	10,575	10,575	10,575
Southbridge	16,956	17,425	17,425	17,425	17,425	17,425	17,425	17,425	17,425	17,425	17,425
Springston	9,070	9,234	9,234	9,234	9,234	9,234	9,234	9,234	9,234	9,234	9,234
Tawera	12,833	12,298	12,298	12,298	12,298	12,298	12,298	12,298	12,298	12,298	12,298
West Melton	178,281	301,043	324,181	335,774	335,104	334,230	333,352	332,463	331,350	330,109	328,630
<b>Total Routine O &amp; M</b>	<b>1,785,623</b>	<b>1,954,054</b>	<b>2,872,472</b>	<b>3,495,007</b>	<b>3,582,428</b>	<b>3,624,641</b>	<b>3,685,248</b>	<b>3,681,170</b>	<b>3,676,538</b>	<b>3,850,880</b>	<b>3,898,499</b>
<b>District Wide O &amp; M</b>											
Support Costs	595,986	889,742	908,199	948,021	968,571	980,926	1,004,923	1,031,905	1,057,347	1,083,293	1,111,095
District Wide Costs	170,965	157,619	166,784	175,243	187,417	196,266	205,626	217,030	227,584	238,753	250,573
Asset Management Costs	18,046	35,500	16,350	8,750	5,500	16,550	8,750	5,500	16,550	38,750	5,500
<b>Total District Wide O &amp; M</b>	<b>784,997</b>	<b>1,082,861</b>	<b>1,091,333</b>	<b>1,132,014</b>	<b>1,161,488</b>	<b>1,193,742</b>	<b>1,219,299</b>	<b>1,254,435</b>	<b>1,301,481</b>	<b>1,360,796</b>	<b>1,367,168</b>
<b>Scheduled Operations &amp; Maintenance</b>											
All Facilities	389,545	436,623	314,900	289,100	139,280	129,400	200,950	368,562	197,650	147,350	168,100
<b>Total Scheduled O &amp; M</b>	<b>389,545</b>	<b>436,623</b>	<b>314,900</b>	<b>289,100</b>	<b>139,280</b>	<b>129,400</b>	<b>200,950</b>	<b>368,562</b>	<b>197,650</b>	<b>147,350</b>	<b>168,100</b>
<b>Total O &amp; M</b>	<b>2,960,165</b>	<b>3,473,538</b>	<b>4,278,705</b>	<b>4,916,121</b>	<b>4,883,196</b>	<b>4,947,783</b>	<b>5,105,497</b>	<b>5,304,167</b>	<b>5,175,669</b>	<b>5,359,026</b>	<b>5,433,767</b>

Table 11-14: Community Centres and Halls Operations & Maintenance Cost Projections

### 11.5.5 Asset Renewal

The identification of renewal works for Community Centres and Halls has been largely based on a detailed condition assessment undertaken in either 2014 or 2017. This exercise also identified remaining useful life (RUL) to component level for all assets. Information was analysed to provide an overall condition assessment for each facility. In addition to this a number of factors were used to develop a forecast renewal programme.

Factors used were:

- Age Profile
- Overall Condition
- On-going maintenance requirements and costs (economics)
- Performance Issues Identified
- Risks

Draft programmes derived from the condition assessment and application of other factors above were provided to each management committee for feedback and to make adjustments based on their knowledge of the various assets and life cycles.

The general tactics applied in managing renewal of Community Centres and Halls is to continue to replace asset components and undertake maintenance and refurbishment work to keep the building serviceable and extend its life. Renewal of components will also be carried out where there is a technical requirement to replace the asset and/or where performance is adversely affected (e.g. with effluent discharge systems).

The trigger for total facility renewal is where imminent failure of the structure is evident through condition reports or where the facility has reached a state where it is no longer economic to continue rehabilitation work. Replacement of some facilities has, and will be required as a result of earthquake damage where this is economically viable and supported by a continued need for the facility.

### **Earthquake Prone Building Policy**

Section 131 of the Building Act 2004 requires territorial authorities to adopt a policy on earthquake-prone buildings by 31 May 2006. SDC has prepared an Earthquake Prone, Insanitary and Dangerous Building Policy in response to this requirement. This policy reflects the Council's determination to reduce earthquake risk over time in a way that is acceptable in social and economic terms to its ratepayers. The policy was updated in 2011 with the aim of encouraging building owners to upgrade facilities to at least 67% of the required building strength standards.

Following the earthquake events the Ministry of Building, Innovation and Employment has been leading a process to review and improve earthquake prone building policy. The results and recommendations from this review have indicated that the threshold will be set at achieving 34% of NBS with variable timeframes for implementation depending on the building use. Council has been working through the preparation of Detailed Engineering Evaluations (DEE) to gain a full understanding of the relative seismic strength of all buildings that it owns. This has identified a number of buildings that are below 34% of NBS and are therefore 'earthquake prone'. These buildings have since either been removed/replaced or are in a process of undergoing structural upgrade to make compliant with the NBS. See Table 11-12 above for a detailed summary of earthquake damage to community facilities and SDC's response in terms of repairs / seismic strengthening works.

Indicative funding has been allocated within the first three years of the planning period to undertake further strengthening work where additional buildings are found to be earthquake prone, provided it is economically viable to do so or there are other reasons for the capital investment required. Strengthening may also be required when triggered by a Building Consent or future upgrading programmes. In some cases it may not be economically viable to carry out the strengthening work if it is unaffordable to the community and the facility has other building condition, performance and utilisation issues.

### **Asset Coverage**

All building components are included in capital renewal programmes. Replacement of minor fittings will generally be undertaken as part of reactive works or routine maintenance programmes.

### **Renewal Forecast**

Renewal forecasting based on the approach outlined above for the various asset components comprising Community Centres and Halls has been carried out for a 30 year horizon and is presented in the following graph (Figure 11-9).

### Community Centres & Halls 30 Year Renewal Cost Summary

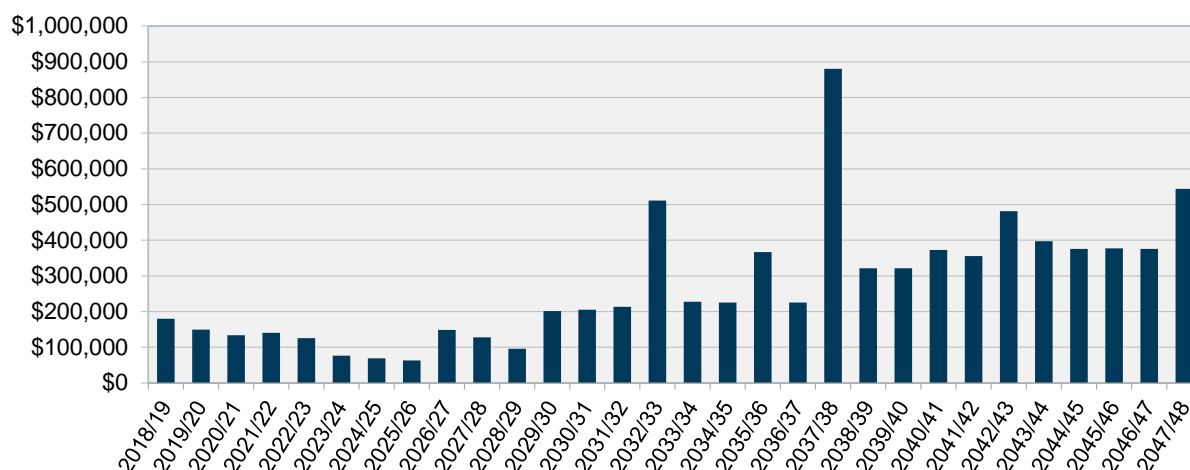


Figure 11-9: Community Centres and Halls 30 Year Renewal Forecast

### Renewal Cost Projections

Planned renewal requirements for the next 10 years have been included in the expenditure tables for each of the facilities in Section 11.7. Overall a moderate renewal expenditure programme is indicated over the next 10 years as a result of some assets reaching the end of their economic life. A number of the Community Centres and Halls are old, in a deteriorating condition and do not meet the required building standards or expected performance. The 30 year projection reflects the increasing cost likely to be incurred as buildings and components require replacement.

### Depreciation

Community Centres and Halls are depreciated on a straight line basis. The current depreciation rate applied to these assets is 3% which suggests an economic life of 33.3 years. In reality many of the halls are older than this rate may need to be altered to more closely reflect the real decline in service potential. The Council's current policy is to not fund depreciation for Community Centres and Halls.

Forecast depreciation requirements for Community Centres and Halls over the next 10 years are identified in Figure 11-10 below, based on the current valuation and projected capital programmes. Note that increases in depreciation requirements are primarily related to the construction of new community centres during the 10 year planning period.

### Community Centres & Halls 10 Year Depreciation Forecast

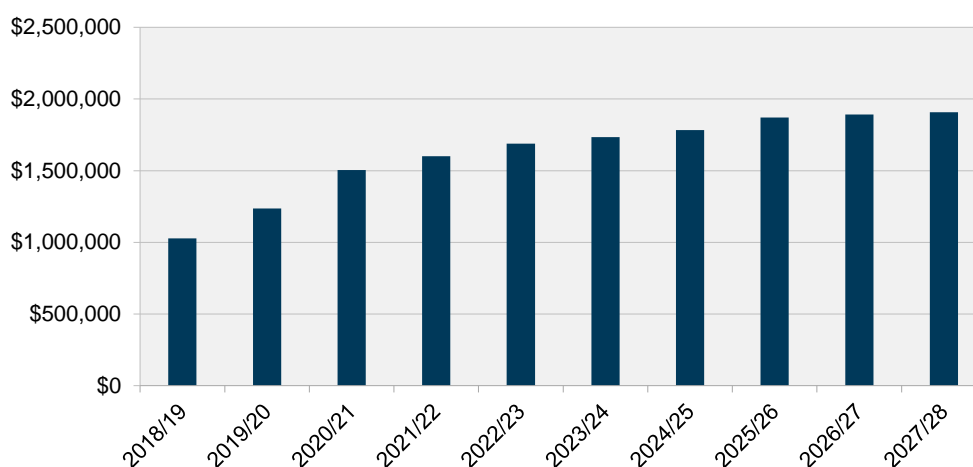


Figure 11-10: Community Centres and Halls 10 Year Depreciation Forecast

### 11.5.6 New Asset Requirements

As indicated in the Growth and Demand section there will be a requirement for Council to respond to growth in district population and the increased demand this will impose on existing facilities. In some instances it will be appropriate for Council to develop new facilities or extend and/or refurbish existing buildings. The plan contemplates that a number of new facilities will be required over the 10 year planning period to ensure demand from growth is met and levels of service are maintained.

The Strategic Plan (2013) provides a new approach for the future provision of community centres and halls in the District. This approach is based on a cluster approach whereby facilities are provided in a way that ensures compatibility with other surrounding facilities without competing for demand.

New capital assets for Community Centres and Halls may be required in response to the following:

- Addressing performance gaps in the current levels of service
- Providing for the development of additional facilities to meet demand
- Meeting increases in levels of service

Key new capital requirements relating to Community Centre and Halls assets are set out in Table 11-15:

New Assets Driver	Location	Description	Timing	\$
Gaps in Level of Service	District Wide	Provisional budget for continuation of seismic strengthening programme	2018-20	\$250k/yr for 2 yrs
Increased Level of Service / Growth & Demand	Foster Park (Rolleston)	New indoor multi-court facility	2019-20	\$17m
Gaps in Level of Service / Growth & Demand	Prebbleton	New facility	2020-21	\$5.5m
Increased Level of Service	Hororata	New facility	2022-24	\$4m
Gaps in Level of Service	Leeston	New facility	2025-27	\$4.8m

Table 11-15: Community Centres and Halls New Assets Requirements

The Rolleston Town Centre Master Plan also identified the need for a new community, cultural and technology centre to be provided in conjunction with the proposed new library build (covered under Section 13 - Property & Buildings). Options for the future use of the existing Rolleston Library (once vacated) as a community space are currently being considered (as per recommendations made in the Eastern Selwyn Community Spaces Plan). A provisional budget of \$482,000 has been allocated from 2019-21 for the refurbishment this space.

### Prioritisation and Timing

The timing of new capital works has been calculated on the basis of expected incremental increase in growth and the consequent demand. Many of the new capital projects are driven by locally assessed needs and promoted by the Township Committees and Community Centre/Hall Management Committees.

The prioritisation process used the following criteria:

- Identified demand across cluster group
- Demand information – future capacity requirements, level of use, business requirements
- Local needs analysis, surveys and community consultation
- Performance and utilisation assessments
- Timing of renewal or upgrading work
- Funding availability and community affordability
- Risk factors
- Selection and Design

## Design Standard / Process

The Council has not adopted a standard design for Community Centres and Halls and has tended to provide purpose built structures appropriate to the location and local needs. The Council generally engages the services of professional architects to prepare designs for new buildings. The project design briefs will highlight the particular requirements needed for each building. Service, functionality, price, availability, reliability, aesthetics, safety, sustainability, robustness and lifecycle requirements are assessed when consideration is given to constructing new facilities.

Council will consider the incorporation of “green” building principles where genuine benefits can be demonstrated in applying cost/benefit analysis.

The general approach with new community centres is to have these located on reserves to consolidate activities into a single venue and obtain advantages of shared ancillary facilities. This approach also provides an opportunity for greater utilisation of facilities where they are located alongside sports and recreation activity. All new facilities indicated within the 10 year planning period are likely to be built on, or adjacent to reserves.

Where larger new facilities are planned the Council's approach is to establish a “working party” to oversee the design process and to ensure the appropriate level of input from user groups and stakeholders from the outset.

## Forecast New Capital Assets Costs

A number of new capital works are planned over the 10 year planning period. These capital projects will allow Council to continue to provide Community Centre and Hall services to the desired service level standards and to meet the needs of additional capacity requirements that are forecast to occur. These projects are summarised in Table 11-16 below. Details on the individual projects are shown in the expenditure tables for each community centre/hall in Section 11.7.

New Capital Projects	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>New Capital Improved LOS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
District Wide - Seismic Strengthening	250,000	250,000	0	0	0	0	0	0	0	0
Castle Hill - Building Extension	0	0	114,500	0	0	0	0	0	0	0
Castle Hill - Kitchen Upgrade	0	0	0	0	0	0	0	0	0	5,500
Darfield - Kitchen Upgrade	0	31,550	0	0	0	0	0	5,600	0	0
Darfield - Centre Entrance Upgrade	0	0	50,000	0	0	0	0	0	0	0
Darfield - Sports Field Irrigation	0	0	0	390,000	0	0	0	0	0	0
Glenroy - Kitchen Upgrade	0	0	0	0	0	0	0	12,000	0	0
Glenroy - Wheelchair Ramp	0	0	0	8,000	0	0	0	0	0	0
Glenroy - Guard Rail	0	0	0	0	3,000	0	0	0	0	0
Glenroy - Storage Area	0	0	0	0	0	10,000	0	0	0	0
Greendale - Shed Extension	10,000	0	0	0	0	0	0	0	0	0
Greendale - Walkway/Gateway	3,500	0	0	0	0	0	0	0	0	0
Hororata - New Facility Construction	0	0	0	0	200,000	3,700,000	0	0	0	0
Hororata - Playcentre Site Development	0	0	0	0	10,000	90,000	0	0	0	0
Ladbrooks - Upgrade Kitchen	0	0	0	0	0	0	0	5,850	0	0
Ladbrooks - Lighting Upgrade	2,000	0	0	0	0	0	0	0	0	0
Lake Coleridge - Commercial Dishwasher	0	0	2,500	0	0	0	0	0	0	0
Leeston - Construction Design & Consents	0	0	0	0	0	0	0	370,000	185,500	0
Leeston - Building Works	0	0	0	0	0	0	0	1,700,000	2,577,000	0
Lincoln EC - Automatic Doors	38,400	0	0	0	0	0	0	0	0	0
Mead - Kitchen Upgrade	0	10,000	0	0	0	0	0	0	0	0
Rolleston - Oven	0	21,750	0	0	0	0	0	0	0	0
Rolleston - Library Refurbish	0	200,000	282,000	0	0	0	0	0	0	0
Rolleston - Chairs	0	8,700	0	0	0	0	0	0	0	0
Springston - Upgrade Kitchen	5,092	0	0	0	0	0	0	4,500	0	0
West Melton - Recreation Centre Development	3,197,716	0	0	0	0	0	0	0	0	0
West Melton - Recreation Equipment	37,856	0	0	27,500	0	0	10,000	0	0	10,000
<b>Total - LOS Improvement</b>	<b>3,544,564</b>	<b>522,000</b>	<b>449,000</b>	<b>425,500</b>	<b>213,000</b>	<b>3,800,000</b>	<b>10,000</b>	<b>2,097,950</b>	<b>2,762,500</b>	<b>15,500</b>
<b>New Capital Growth</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Darfield - Develop New Sports Fields	0	0	0	0	0	0	240,000	188,000	0	0
Darfield - New Toilet Facility	0	0	0	0	0	0	0	0	250,000	0
Broadfield - Develop Reserve Extension	71,185	0	0	0	0	253,000	128,570	103,500	0	0
Prebbleton - New Community Centre	0	250,000	5,292,000	0	0	0	0	0	0	0
Rolleston - Indoor Court Facility	0	17,000,000	0	0	0	0	0	0	0	0
Rolleston - Equipment Purchase	0	0	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
<b>Total - Growth</b>	<b>71,185</b>	<b>17,250,000</b>	<b>5,332,000</b>	<b>20,000</b>	<b>20,000</b>	<b>273,000</b>	<b>388,570</b>	<b>311,500</b>	<b>270,000</b>	<b>20,000</b>
<b>Total</b>	<b>3,615,749</b>	<b>17,772,000</b>	<b>5,781,000</b>	<b>445,500</b>	<b>233,000</b>	<b>4,073,000</b>	<b>398,570</b>	<b>2,409,450</b>	<b>3,032,500</b>	<b>35,500</b>

Table 11-16: Community Centres and Halls New Assets - Forecast Costs

### *11.5.7 Disposal Plan*

The Brookside Hall has been unserviceable for about 20 years and leased to neighbours for storage. The site is vested as reserve under the Reserves Act so consideration and consultation with residents on the continued need for this area for reserve purposes would be required prior to disposal.

There are historical aspects to consider as this is one of the few remaining buildings that comprised the Brookside settlement. However the state of disrepair may mean that it is uneconomic to restore the building and there are no obvious future uses for it.

The Halkett Hall is one of several buildings on the site. The former school classroom block is still in use and the old school hall building has previously been unused for some time. Currently this building is used for ballet classes and while a use remains there are no plans for disposal. Further consultation will be undertaken with the management committee around options for this building if use is discontinued and it falls into disrepair.

It is likely that the Hororata Hall may be demolished during the planning period subject to a new facility being funded and built. One of the key users of the existing hall is the local playcentre and options for relocation of this facility are being considered. This may see a new facility built next to the school on Council owned land.

It is possible that, with other halls, that require significant upgrading work and/or seismic strengthening this may be uneconomic and unaffordable for communities. A decision on this matter will evolve as further information on strengthening or upgrading requirements, cost implications and community preferences is known. At that time a definitive decision will be made on the future of these facilities taking all matters into consideration.

#### **Forecast Income/Expenditure Arising from Asset Disposal**

Any costs associated with hall disposals will be covered as part of the renewal budgets for individual facilities. In some cases there may be a minor book value that will need to be written off as part of the disposal process.

If demolition is required the cost of this work will be built into future budgets when decisions on this matter are confirmed.

Planned income from disposals (if any) is likely to be minimal as, the type of assets being disposed, have limited marketable value.

### *11.5.8 Sustainable Management*

As described in Chapter 17, Council has made a decision to integrate more sustainable management approaches in to the way it works, manages assets and delivers services. It is intended to incrementally introduce sustainable practice where this can be readily achieved as well as incorporating sustainability into decision-making processes.



Approaches to be considered in relation to Community Centres and Halls include the following:

Wellbeing	Sustainable Approach
Environmental	Installation and management of effluent discharge systems that provide good environmental outcomes
Environmental	Use sustainable planting techniques and designs with landscape treatment to reduce watering requirements
Environmental	Use of water capture and recycling systems where this is practical Use of systems (taps, valves) to conserve water use and reduce burden on the discharge system Consider sustainability and “green building” principles when planning new facilities or upgrading existing buildings where this is supported by cost/benefit analysis
Social	Continued support of community facilities provides venues for social interaction and recreational activities that enhance the feeling of connectivity in communities
Social	Management via volunteer committees engenders a sense of ownership and custodianship of facilities
Social	Community centres and halls in rural communities provide a social hub that contributes to the sustainability of settlements
Social	Continue to provide community centres and halls as venues for recreation and leisure activities that support healthy lifestyles for residents Promote additional use of facilities as places for recreation to get more people involved in physical activities
Economic	Use of local people for cleaning to reduce costs and engender community ownership
Economic	Convert, extend or refurbish existing buildings where this is economically viable
Economic	Look for opportunities to meet multiple demands to reduce the likelihood of duplication (cluster approach)
Economic	Consider overall provision of facilities and each community's ability to pay to ensure facilities are affordable and current and future demand can be met
Cultural	Ensuring heritage features are preserved to provide on-going representation of the social and cultural history of the district

Table 11-17: Community Centres and Halls Sustainable Management

### 11.5.9 Risk Management

A risk assessment has been undertaken for Community Centres and Halls and this process has identified a number of key risks. Mitigation and action measures to address risks have also been determined. Risk has been considered in the development and prioritisation of forward capital programmes. Risk mitigation measures have been built into maintenance practices and inspections as required.

Critical asset components have been defined and taken into consideration for community centres and halls.

Assets with a high level of criticality are given priority in terms of renewal programmes and maintenance inspections. This includes:

- Roof cladding (for weather tightness)
- Toilet facilities and discharge systems
- Water supply system including pumps
- Stairs and handrails
- Building systems subject to compliance schedules
- Fire systems and egress

The introduction of new legislation in the form of The Health and Safety at Work (Asbestos) Regulations (2016) has highlighted potential risk in regards to the identification of asbestos and ACM within Community Centres and Halls.

A comprehensive risk assessment for Community Centres and Halls is attached to this plan in Annex 11D. Further information on risk management is contained in Section 6 of this plan.

## 11.6 Financial Programmes Summary

This section provides a summary of financial forecasts for Community Centres and Halls over the 10 year planning horizon. Additional detail on financial forecasts and projects is contained in Annex 11B and the expenditure tables for individual facilities in Section 11.7.

### 11.6.1 Historical Financial Performance

The following graph shows the financial performance for this activity over the last three years. Exceptions noted are:

- 2014/15 capex underspend is mainly attributable to two earthquake rebuild projects not proceeding in that year due to funding, consent and design delays (Lakeside Hall rebuild and Dunsandel Community Centre)
- 2014/15 O & M underspent by 12% due to minor maintenance projects not proceeding
- 2015/16 income is above budget due to grants received for build projects
- 2015/16 O & M underspent mainly due to deferral of scheduled maintenance projects by committees
- 2015/16 capex is underspent due to continued delays to build of Lakeside, Dunsandel and West Melton Community Facilities
- 2016/17 income is above budget due to unbudgeted grants and fund raising received for community facility builds (Dunsandel, West Melton)
- 2016/17 capex is underspent mainly due to West Melton Community Centre project being delayed by funding and planning issues (contaminated land)

### Community Centres & Halls - Budget vs Actual \$

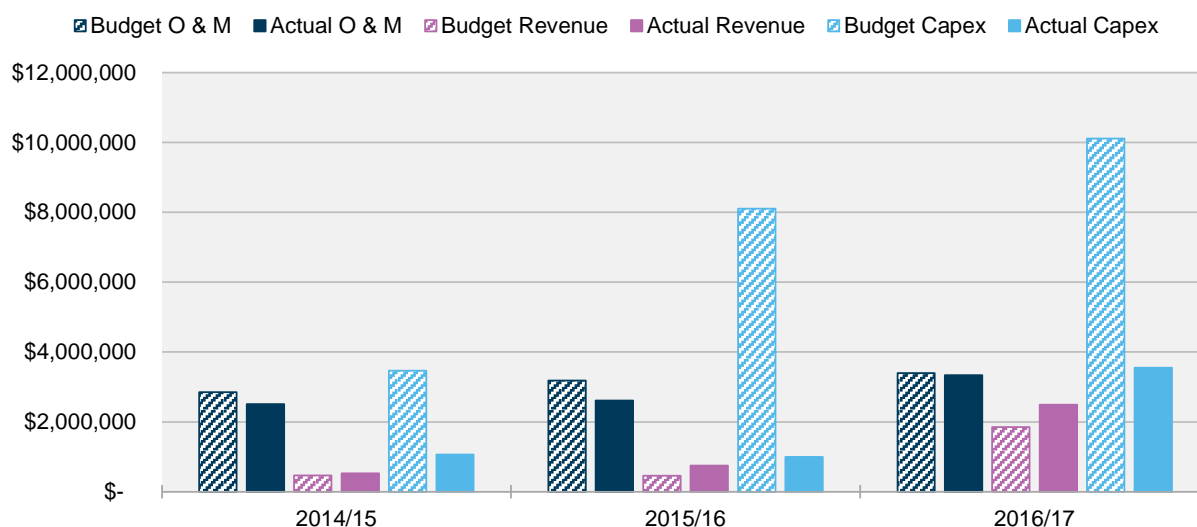


Figure 11-11: Community Centres and Halls – Budget vs Actual \$

### 11.6.2 Operations and Capital

Table 11-18 provides a summary of the total expenditure requirements for Community Centres and Halls over the 10 year planning period.

Financial Summary	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Operating</b>											
Total Operating Revenue	588,630	646,340	657,889	980,050	1,092,550	1,092,550	3,092,550	1,104,050	1,104,050	1,104,050	1,124,050
Total Opex	2,960,165	3,473,538	4,278,705	4,916,121	4,883,196	4,947,783	5,105,497	5,304,167	5,175,669	5,359,026	5,433,767
Depreciation	690,000	1,026,931	1,236,135	1,504,657	1,601,592	1,688,862	1,734,423	1,783,071	1,871,417	1,891,198	1,907,105
Operating Surplus/Deficit	-3,061,535	-3,854,129	-4,856,951	-5,440,728	-5,392,238	-5,544,095	-3,747,370	-5,983,188	-5,943,036	-6,146,174	-6,216,822
<b>Capital</b>											
Capital Renewals	892,892	179,642	149,000	133,930	140,150	125,450	76,600	69,150	62,850	148,650	127,800
New Capital - Improved LOS	9,396,973	3,869,895	560,000	449,000	425,500	213,000	3,800,000	10,000	2,097,950	2,762,500	15,500
New Capital - Growth	149,805	148,704	17,250,000	5,332,000	20,000	20,000	273,000	388,570	311,500	270,000	20,000
Total Capex	10,439,670	4,198,241	17,959,000	5,914,930	585,650	358,450	4,149,600	467,720	2,472,300	3,181,150	163,300

Table 11-18: Community Centres and Halls Financial Summary

Figure 11-12 below sets out the summary forecast for total expenditure (operations and capital) for the 10 year planning period.

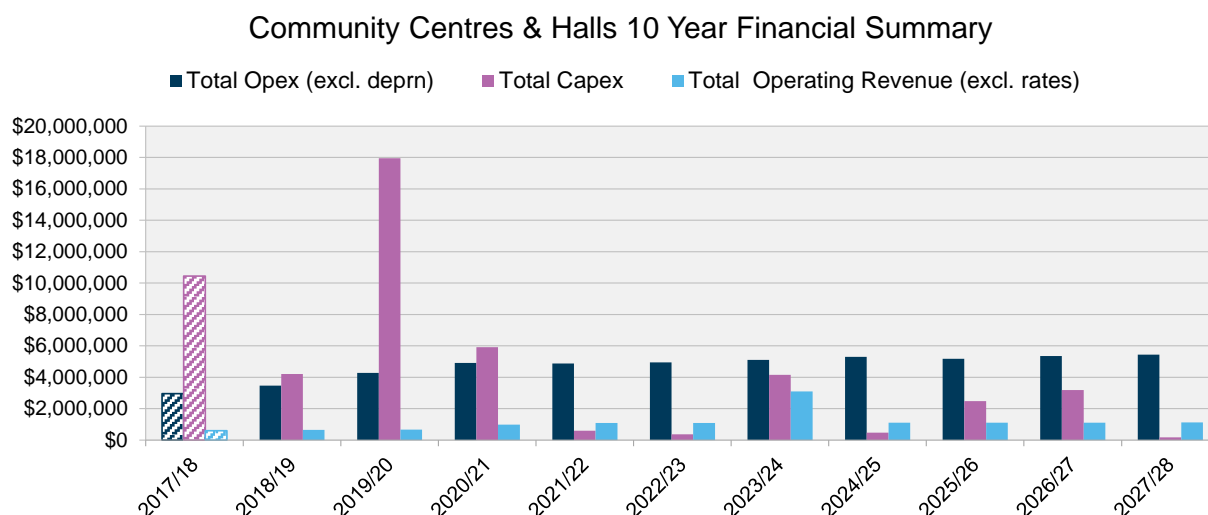


Figure 11-12: Community Centres and Halls 10 Year Expenditure Summary

### Community Centres and Halls Key Financial Projects/Programmes

Location / Facility	Project Description	Timing	\$	Comment
District Wide	Seismic Strengthening	2018 - 2019	500k	Provisional sum for continuation of programme if required
Rolleston	Extend Rolleston CC into former library space	2019 - 2020	482k	To meet demand for additional community space
Prebbleton	New Facility	2019 - 2020	5.5m	To meet growth requirements & renew aging facility
Leeston	New / Refurbished Facility	2025 - 2026	4.8m	To meet community demand – no current facility
Foster Park	Multi Indoor Court Facility	2019	17m	Based on 4 indoor courts and 4 covered courts
Hororata	New Facility	2022 - 2023	4m	New facility to be located on the reserve
Various Facilities	Facility programming and management	From 2018	Up to 191k Per year	Additional staff resources to activate and manage spaces as new facilities are completed

Table 11-19: Community Centres and Halls – Key Financial Projects/Programmes

### 11.6.3 Funding

It shall be noted that Council have adopted a broader funding approach of a district wide rating system for community centres and halls, to be introduced from the 2018/19 year. This approach more closely aligns costs with those who receive the benefit and alleviates concerns that previous funding policies were not sustainable in the long term, particularly in smaller rural communities where the cost of provision was distributed over a small number of households.

The Finance and Revenue Policy relating to Community Centres and Halls (as described in the Long Term Plan) states that costs will be funded as follows:

**Specific Area Community Centres and Halls Operating Costs** - The annual costs of operating community centres and halls are 100% funded from; a district wide targeted rate (high >80%), or user charges (low <20%), as appropriate. User charges are charged as deemed appropriate by the community committee that manages the community centre/hall, although Council may review this in future for the purpose of standardising user charges across the network.

The public good element of the activity is recognised by funding Council support services to this activity form the general rate.

**Specific Area Community Centres and Halls Capital Costs** - The capital costs of upgrading and enhancing community centres and halls across the network are funded by levying a district wide targeted rate at a level that funds the capital deemed appropriate. Cash reserves accumulated over time from this source are used to fund capital projects. Development contributions can be applied to this area for upgrades where; halls are located on or associated with the use of a designated reserve, and where these are required as a direct consequence of growth. Other possible sources of funding are borrowing and grants (where available).

**District Community Centres and Hall Management** - Both operating and capital costs are 100% funded from general rates or general funds. The rationale for the funding allocation is that the benefits of this function apply to all District residents and, because of the general public good, such costs are funded by the general rate.

Proposed indicative funding plans for each of the major projects is shown below:

Location / Facility	Capex \$	DC	CC Funds	SDC Grant	External Grants	Other Contributions	Loan for Balance
Prebbleton	\$5.5m	60%	0	10%	0	5%	25%
Leeston	\$4.8m	15%	0	10%	0	0	75%
Foster Park	\$17m	13%	0	0	1%	0	87%
Hororata	\$4m	16%	2%	10%	0	62%	10%

Table 11-20: Indicative Funding Plans for Major Community Centres and Halls Projects.

## 11.7 Service Level, Demand and Asset Management – Individual Halls

This section provides a summary of key information relating to each community facility and hall. This includes a description of each facility, asset condition and performance, utilisation, forecast maintenance and renewals and other issues.

The following facilities are described in this section:

- Arthurs Pass Community Centre
- Broadfield Hall
- Brookside Hall
- Castle Hill Village Community Centre
- Darfield Recreation and Community Centre
- Doyleston Hall
- Dunsandel Community Centre
- Glenroy Hall
- Glentunnel Community Centre
- Greendale Community Centre
- Greenpark Memorial Community Centre
- Halkett Community Centre
- Hororata Hall
- Killinchy Community Centre
- Ladbrooks Hall
- Lake Coleridge Community Hall
- Lakeside Community Hall
- Lincoln Events Centre
- Mead Hall
- Prebbleton Public Hall
- Rolleston Community Centre
- Sheffield Hall
- Southbridge Community Hall
- Springston Hall
- Tawera Hall
- West Melton Community Centre



### 11.7.1 Arthurs Pass Community Centre

#### Key Details

Address:	Arthurs Pass
Land Area:	1,326 m <sup>2</sup>
Building Area:	94m <sup>2</sup> plus 14m <sup>2</sup> storage shed
Constructed:	Circa 1922 (96 years)
DRC Valuation:	\$97,500 Land \$76,000 Improvements
Management:	Arthurs Pass Community Centre Management Committee
Cluster:	Remote
Facility Type:	Local
Condition:	Good
% NBS:	Not assessed



#### Levels of Service

The key stakeholders and customers of the Arthurs Pass Community Centre are:

- Arthurs Pass residents
- Arthurs Pass Community Centre Advisory Committee
- NZ Police (Search and Rescue)

The community centre is used for a variety of activities by local residents but this is now mainly limited to the occasional social function as a result of the small population and age strata of the village. The community centre has been assessed as having a very low level of utilisation with around 2,100 person hours of use or 12% utilisation per annum, a slight increase from 7% in 2014. Usage has remained low since previous users such as Play Group and the Department of Conservation have no longer required the building. The level of use is considered to be static.

#### Asset Description

The centre is a former railways staff house, gifted to the local community as a community hall in 1974. It has a hall (58m<sup>2</sup>) complete with kitchen (7m<sup>2</sup>) and toilets (3m<sup>2</sup>), meeting room (15m<sup>2</sup>), storage shed, grounds and parking.

The exterior cladding is timber weatherboard with corrugated iron roofing. Water supply is provided from a reticulated supply and the sanitary disposal system is a septic tank.

Figure 11-13 below gives a summary of asset condition and shows that building components are generally in good condition. The exceptions are the window sashes which require maintenance to ensure these remain operable. The carpet will need to be replaced in the next 10 years and the current incandescent lighting could do with being upgraded. The exterior cladding and roof will require a repaint in the next 10 years.

The improvement in condition is due to a significant amount of maintenance and improvement works undertaken by the committee over the last few years including internal redecoration, maintaining external paintwork, replacing the deck and repairing the floor. The “woodshed” has recently been repainted (2015).

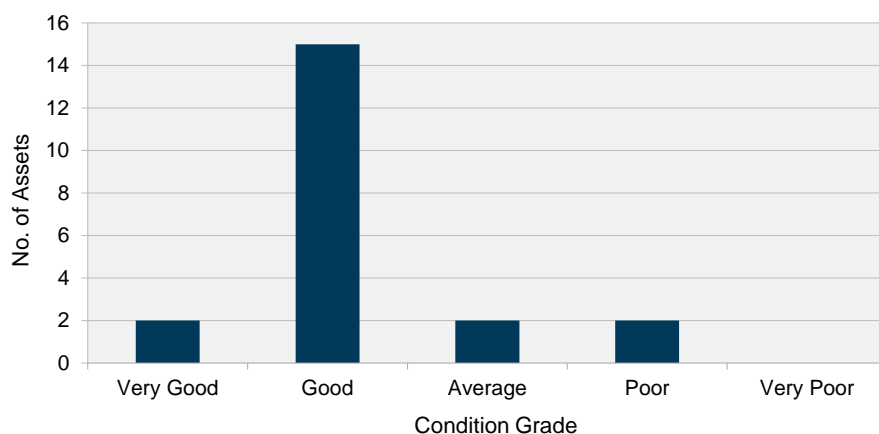


Figure 11-13: Asset Condition – Arthurs Pass Community Centre

### Operations & Maintenance

The operations and maintenance is the responsibility of the hall committee who organise working bees to carry out maintenance as required. Regular maintenance is currently hindered by lack of funds. The locality has a harsh climate with high rainfall and winter snow which results in a requirement for a high frequency of maintenance.

The more significant maintenance requirements are interior redecoration and exterior painting. Performance analysis of health and safety, quality and accessibility identified that the building does not meet accessibility standards however this would only be required at the time of building upgrade if a Building Consent requirement was triggered.

### Asset Renewal

The total renewal requirement over the 10 year period is \$17,900. The main renewal items identified are the replacement of heating, hot water cylinder and carpet, as well as replacement of existing lighting with more modern LED fittings. The heater project will be monitored over time as it may only require the replacement of the wood burner flue.

### New Capital Works

No capital development projects have been identified through the 10 year planning period.

### Funding

A district wide targeted rate is currently being levied for this centre that covers maintenance and improvement works. Some work is also funded via donations and carried out directly by the volunteer committee.

## Financial Plan

Arthurs Pass Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		0	0	0	0	0	0	0	0	0	0
<b>Routine O &amp; M</b>											
Total Routine O & M		820	820	820	820	820	820	820	820	820	820
<b>Scheduled Maintenance</b>											
External Painting	TF	0	13,000	0	0	0	0	0	13,000	0	0
Internal Redecoration	TF	10,000	0	0	0	0	0	0	0	0	0
Repaint Roof	TF	1,571	5,000	0	0	0	0	0	5,000	0	0
Replace Curtains	TF	700	0	0	0	0	0	0	0	0	700
Sash Windows	TF	2,000	0	0	0	0	0	0	0	0	0
Total Opex		14,271	18,000	0	0	0	0	0	18,000	0	700
<b>Renewals</b>											
Heaters Replacement	TF	2,200	0	0	0	5,000	0	0	0	0	0
Upgrade Lighting	TF	1,700	0	0	0	0	0	0	0	0	0
Replace Hot Water Cylinder	TF	0	0	0	0	0	0	2,000	0	0	0
Replace Carpet	TF	0	0	0	0	0	0	0	7,000	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		3,900	0	0	0	5,000	0	2,000	7,000	0	0

Table 11-21: Arthurs Pass Community Centre Cost Summary

### 11.7.2 Broadfield District Community Centre

#### Key Details

Address:	Robinsons Rd, Broadfield
Land Area:	1.6794 ha
Building Area:	88m <sup>2</sup>
Constructed:	Circa 1870 (148 years)
DRC Valuation:	\$325,000 Land \$138,000 Improvements
Management:	Broadfield District Community Centre Management Committee
Cluster:	Lincoln
Facility Type:	Local
Condition:	Good
% NBS:	34-66



#### Levels of Service

The key stakeholders and customers of the Broadfield District Community Centre are:

- Broadfield residents
- Broadfield District Community Centre Advisory Committee
- Broadfield School
- Garden Club
- Tennis & Netball Clubs
- Sewing Group
- Yoga Groups
- Rotary Club

The community centre is used for a variety of uses by local residents including meetings, weddings and other social functions and by the school as an extra room.

The community centre was assessed as having a moderate level of utilisation in 2017 with around 12,350 hours of use per annum, which equates to around 46% utilisation. The highest use is evenly distributed between tennis, netball, sewing and social events. Overall, the level of utilisation is considered to be static.

#### Asset Description

The Community Centre is the original Broadfield School built in 1870 and used as a school until the 1950's. The building has a heritage listing as a Category 2 building and the land on which it is sited is a Recreation Reserve. The centre has a main hall (68m<sup>2</sup>) and kitchen (13m<sup>2</sup>). There is also a storage shed and toilets (39m<sup>2</sup>), tennis/netball courts (1,460m<sup>2</sup>) and car park on the reserve which are all funded as part of the hall. There is an open grassed area that, because of its irregular shape, cannot be used for active sports.

The toilet building is constructed in concrete block and is in good condition.

The exterior cladding is timber weatherboards with colour steel roof. Water supply was previously sourced from the School via an informal agreement. From 2018 a new bore will be installed on the reserve to service the Community Centre and surrounding reserve. The sanitary disposal system is a septic tank.

Figure 11-14 below gives a summary of asset condition and shows that the buildings are generally in a very good to good condition and well looked after by the management committee. Although the hall did incur some damage in the 2010/11 earthquake events with the floor level slumping and deflection noted in the north wall. Repairs to the floor were completed in 2015.

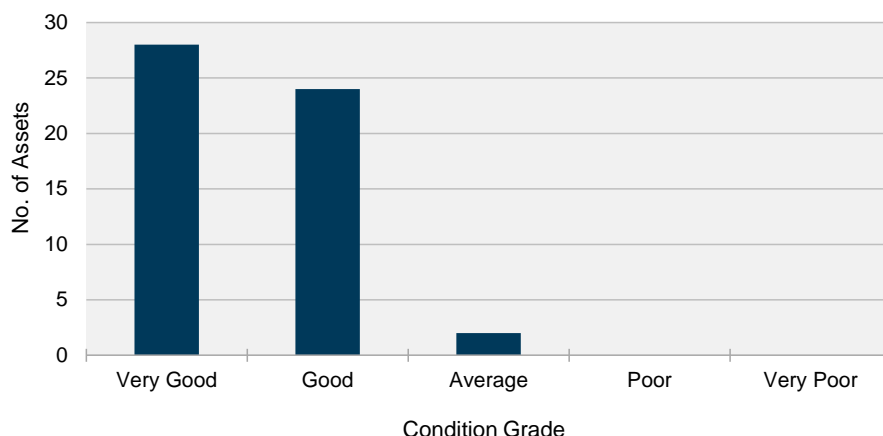


Figure 11-14: Asset Condition – Broadfield District Community Centre

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

The more significant maintenance requirements are internal redecoration and exterior painting. A replacement of the playground softfall is required every five years. The tennis courts have been re-surfaced (\$50,000) in 2014.

### Asset Renewal

The key renewal projects identified over the next 10 years includes replacement of the court lights and a renewal of playground equipment later in the planning period.

### New Capital Works

Purchase for an extension of the reserve area of approximately 2 hectares was completed in 2013/14. This was acquired to enable the reserve to be developed for active sports use to cater for increasing demand in this part of the district. Therefore budgets have been included in the 10 year plan for development of the recently purchased land, with works to be phased over the planning period in accordance with the Broadfield Reserve Management Plan and a reserve development plan that has been prepared to guide the future development of the wider site. The main development of the extension land is planned from 2023/24.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this centre. There is currently a moderate funding surplus for this facility. There is a loan serviced by rates for the for the recent land purchase.

## Financial Plan

Broadfield Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		800	800	800	800	800	800	800	800	800	800
<b>Routine O &amp; M</b>											
Total Routine O & M		10,264	10,120	9,970	9,812	9,646	9,471	17,288	17,096	16,895	16,683
<b>Scheduled Maintenance</b>											
External Painting	TF	2,200	0	15,000	0	0	0	0	0	0	0
Floor Finishes - Polyuretha	TF	0	0	0	3,500	0	0	0	0	3,500	0
Internal Painting	TF	1,400	0	12,250	0	0	0	0	0	0	0
Replace Vinyl - Kitchen	TF	0	800	0	0	0	0	0	0	0	0
Replace Toilet Cisterns	TF	0	0	0	600	0	0	0	0	0	0
Renew Tennis Court Net	TF	0	0	0	0	750	0	0	0	0	0
Replace Playground Softfall	TF	7,000	0	0	0	0	7,000	0	0	0	0
Total Opex		10,600	800	27,250	4,100	750	7,000	0	0	3,500	0
<b>Renewals</b>											
Renew Tennis Court Lights	CCF	0	0	27,750	0	0	0	0	0	0	0
Fencing Renewal	CCF	0	0	0	3,500	0	0	0	0	0	0
Playground Renewal	CCF	0	0	0	3,750	0	0	0	20,750	0	0
Replace Kitchen Appliances	CCF	0	0	0	0	0	0	4,250	0	0	0
Replace Curtains	CCF	0	0	0	0	0	0	0	0	3,000	0
Replace Picnic Tables	CCF	0	1,500	0	0	1,500	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
Develop Reserve Extension	DC	71,185	0	0	0	0	253,000	128,570	103,500	0	0
Total Capex		71,185	1,500	27,750	7,250	1,500	253,000	132,820	124,250	3,000	0

Table 11-22: Broadfield District Community Centre Cost Summary



### 11.7.3 Brookside Hall

#### Key Details

Address:	Brookside Burnham Road
Land Area:	0.2808 ha
Building Area:	202m <sup>2</sup>
Constructed:	Circa 1867s (150 years)
DRC Valuation:	\$65,000 Land \$16,000 Improvements
Management:	Selwyn District Council
Cluster:	-
Facility Type:	-
Condition:	Very Poor
% NBS:	Not assessed



#### Levels of Service

The Brookside Hall has not been used as a hall for at least 20 years and is leased to adjoining landowners. As the building is in an almost derelict condition there is no intention to restore it for use as a hall or community centre. There is no community use of this facility.

#### Asset Description

The Hall is the original Brookside Public School which opened in 1867. Brookside School consolidated with Leeston School in 1945 and on 6th March 1963 the site was gazetted as reserve and vested in the County of Ellesmere. The Hall has been leased for storage for approximately 20 years. The land is subject to a Deed of Licence for grazing purposes.

The building comprises a hall and four lean to storage buildings. The hall has an area of 116m<sup>2</sup> and the storage rooms vary in size from 6m<sup>2</sup> to 41m<sup>2</sup> with a total storage area of 86m<sup>2</sup>. The exterior cladding is timber with corrugated iron roof. There are no services currently connected to the building.

There is currently no demand for an additional hall or community centre in the area as sufficient facilities exist nearby.

The building may have some heritage value in that it is one of the few remaining buildings from the original Brookside settlement. However the current state of repair means that it would be very costly to restore and there are no potential future uses for this building. The local historic group have expressed an interest in the building and discussions will be held with this group and others in the community to determine its future.

#### Operations & Maintenance

There are no maintenance works planned for the building as it is in a rundown condition and approaching the end of its useful life. Maintenance works have been deferred. The chimney collapsed during the earthquakes and this has not been repaired.

#### Asset Renewal

No renewal works are planned for this building.

## Funding

Any works required including demolition would be funded from a district wide targeted rate. There is a small revenue stream for this asset from lease income.

## Financial Plan

Brookside Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		100	100	100	100	100	100	100	100	100	100
<b>Routine O &amp; M</b>											
Total Routine O & M	E	81	81	81	81	81	81	81	81	81	81
<b>Scheduled Maintenance</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Total Opex</b>		0	0	0	0	0	0	0	0	0	0
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Total Capex</b>		0	0	0	0	0	0	0	0	0	0

Table 11-23: Brookside Hall Cost Summary

#### 11.7.4 Castle Hill Village Community Centre

##### Key Details

Address:	Trelissick Loop, Castle Hill Village
Land Area:	520 m <sup>2</sup>
Building Area:	130m <sup>2</sup>
Constructed:	2002 (16 years)
DRC Valuation:	\$210,000 Land \$150,000 Improvements
Management:	Castle Hill Community Residents Association
Cluster:	Rural 2/Remote
Facility Type:	Local
Condition:	Good
% NBS:	Not assessed



##### Levels of Service

The key stakeholders and customers of the Castle Hill Village Community Centre are:

- Castle Hill residents
- Castle Hill Community Residents Association
- Local Schools
- Arts Group

The community centre is used for a variety of uses by local residents including social events and meetings organised by the Residents Association, weddings and other social functions, an arts group and schools.

The community centre has been assessed as having a low level of utilisation with around 5,350 hours of use per annum which equates to around 24% utilisation. The level of utilisation is considered to be decreasing.

##### Asset Description

The centre is around sixteen years old, has cedar cladding and colour steel roof. It comprises a hall of around 90m<sup>2</sup>, an upstairs meeting room (16m<sup>2</sup>) and a lean to storage area (25m<sup>2</sup>). The facility is connected to both reticulated water supply and wastewater disposal.

A summary of asset condition is shown in Figure 11-15, it shows that the hall is generally in good condition, as could be expected with a building of its age.

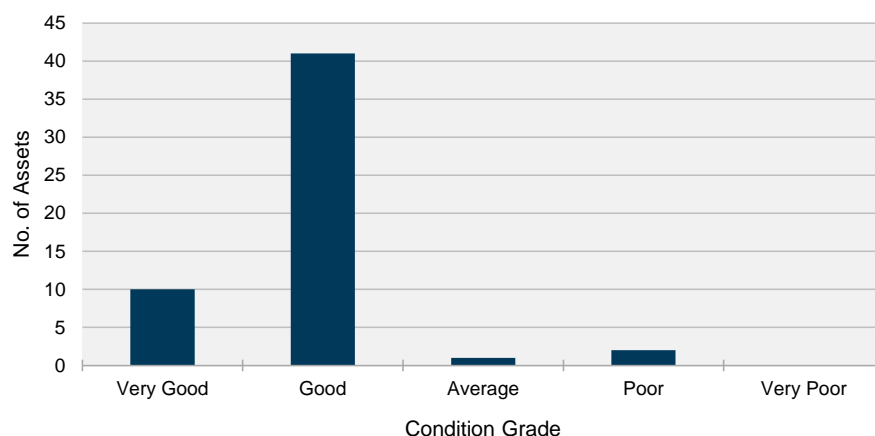


Figure 11-15: Asset Condition – Castle Hill Village Community Centre

### Operations & Maintenance

The operations and maintenance is the responsibility of the hall committee. No maintenance issues have been identified with this facility. Significant maintenance requirements over the 10 year period include interior and exterior painting, replacement of toilet cisterns and flooring, and to polyurethane floors.

Performance analysis of health and safety, quality and accessibility identified performance issues with toilets and plumbing to the extent that the facility has been unavailable for use and problems with roof leaking. These matters have now been rectified.

### Asset Renewal

Renewal works identified from the condition inspection include replacing the heating and hot water cylinder.

### New Capital Works

The management committee have previously proposed an extension for the facility to enable it to be used for a wider range of activities and accommodate increasing usage. An indicative sum of \$114,500 has been included in the 10 year programme for this work in 2020/21. The kitchen will also need an upgrade and has been programmed for late in the planning period.

### Funding

A district wide targeted rate is currently levied to fund the operation and maintenance of this centre.

## Financial Plan

Castle Hill Village Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		0	0	0	0	0	0	0	0	0	0
<b>Routine O &amp; M</b>											
Total Routine O & M		2,902	2,902	6,051	5,956	5,856	5,751	5,640	5,525	5,403	5,275
<b>Scheduled Maintenance</b>											
External Painting	TF	0	4,000	0	0	0	0	4,000	0	0	0
Internal Painting	TF	0	0	0	0	5,700	0	0	7,500	0	0
Polyurethane Floors	TF	0	2,000	0	0	0	0	0	0	2,000	0
Replace Curtains	TF	0	0	600	0	0	0	0	0	0	0
Replace Vinyl - Toilets	TF	0	0	0	0	0	0	1,000	0	0	0
Replace Toilet Cisterns	TF	0	0	0	0	0	0	3,200	0	0	0
Total Opex		0	6,000	600	0	5,700	0	8,200	7,500	2,000	0
<b>Renewals</b>											
Replace Heating	CCF	0	0	0	0	0	0	0	0	5,000	0
Replace Hot Water Cylinder	CCF	0	0	0	0	0	0	0	0	0	2,000
<b>Capital - LOS Improvement</b>											
Extend Building	CCF	0	0	114,500	0	0	0	0	0	0	0
Kitchen Upgrade	CCF	0	0	0	0	0	0	0	0	0	5,500
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	0	114,500	0	0	0	0	0	5,000	7,500

Table 11-24: Castle Hill Community Centre Cost Summary

### 11.7.5 Darfield Recreation and Community Centre and Domain

#### Key Details

Address:	North Terrace, Darfield
Land Area:	20.3716 ha (Darfield Domain)
Building Area:	Community Centre - 1,129m <sup>2</sup>
Constructed:	1980 (38 years)
DRC Valuation:	\$2,650,000 Land \$1,569,000 Improvements
Management:	Darfield Recreation Centre Management Committee
Cluster:	Rural 2
Facility Type:	Hub
Condition:	Good
% NBS:	67-100



#### Levels of Service

The key stakeholders and customers of the Darfield Recreation and Community Centre are:

- Darfield residents
- Malvern Recreation Centre Management Committee
- Rugby Club
- Squash club
- Tennis Club
- Football Club
- Other clubs and organisations

The community centre is used for a wide variety of uses by local residents including weddings and social events, concerts, shows, meetings as well as a range of recreational activities including indoor bowls and exercise classes. It also supports all the other organised sports and recreation uses on the Domain. There are squash courts attached to the building but these are owned and managed by the Squash Club. Of note however, the squash courts have been identified as being below 33% of NBS, therefore deeming this part of the facility as 'earthquake prone'.

The usage survey undertaken in 2017 indicates a moderate level of use (32%), with an increase of 8% since the previous survey (from 38,900 hours of use in 2014 to 53,500 hours of use in 2017). The committee is considering how it can encourage greater use and what improvements might be required to ensure the venue meets user needs.

The Council's adopted growth model suggests that there will be on-going growth in Darfield over the next 30 years and this will increase demand for community and recreation facilities. To meet increased demand there is adequate provision for extension of both community facilities and for the development of additional sports fields on the Domain.

In 2010 an additional area of 1.9 hectares was acquired to "future proof" the reserve to meet predicted demand from growth. A house on this site was subdivided off and sold to provide revenue for the land purchase. Activities on the Domain include rugby, cricket, hockey, soccer, netball, squash and passive recreation.



## Asset Description

The original centre is around 38 years old and there have been several extensions to the facility in the ensuing period. The facility comprises a main hall and stage (296m<sup>2</sup>), foyer and office (68m<sup>2</sup>), supper room & lounge (202m<sup>2</sup>), kitchen (36m<sup>2</sup>), toilets (47m<sup>2</sup>) and dressing rooms and a storage area (55m<sup>2</sup>). There are also three upstairs meeting rooms with a kitchen area (103m<sup>2</sup>). A new set of changing facilities were constructed in 2009 but require further work to complete. The exterior cladding is concrete block with some walls and roof galvanised steel with aluminium joinery. Water supply is connected to a reticulated supply and wastewater disposal is by a septic tank system.

The centre is located on the Darfield Domain, which is a Recreation Reserve of over 20 ha. The Domain is comprised of an 8 ha block and an additional 4 ha block purchased in 1975 which includes the caretaker house. A further 6 ha was purchased for future expansion in the 1990s. Part of this area has been developed with six tennis courts and football fields with the balance currently grazed.

The summary of asset condition depicted in Figure 11-16 shows that the centre and grounds are generally in good condition, with only a few items identified as being in average to poor condition. This signals the need to continue to undertake planned maintenance to keep the building and assets in a serviceable condition. Items that are in poor condition (heating and floor coverings) will be addressed via the renewal programme from 2018/19.

Some minor damage was incurred to the building from the earthquakes and this has been repaired.

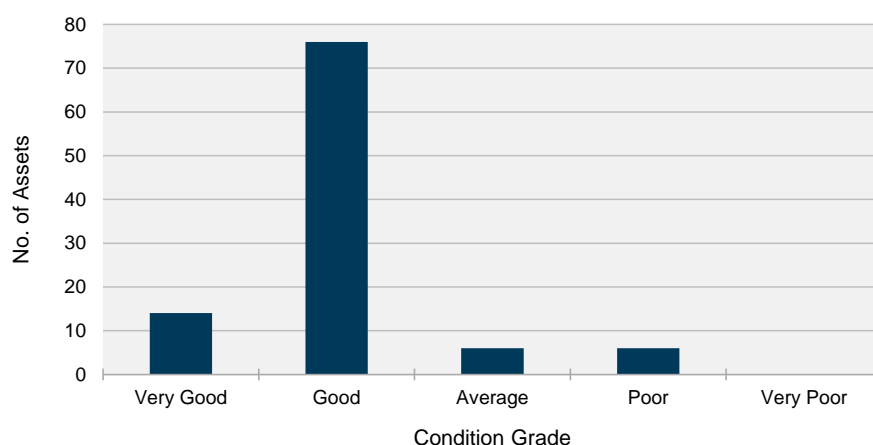


Figure 11-16: Asset Condition – Darfield Recreation and Community Centre

## Operations & Maintenance

The management committee employs a resident caretaker to clean the Centre and to undertake general maintenance of both the Centre and Reserve facilities. Apart from lawn mowing the great majority of specialised field and court maintenance is undertaken by the associated sports club. There have been some maintenance issues identified for this facility and routine maintenance generally includes interior and exterior painting and floor polyurethane at regular intervals to maintain the surface.

Use issues associated with the meeting room space in the Recreation Centre have been identified and the committee may consider re-configuration or extension of these facilities in the future. They are also considering improvements to the bar facilities.

A total of \$100, 000 of scheduled maintenance is programmed for the domain and recreation centre over the 10 year period.

## Asset Renewal

The total forecast renewal requirement for the Centre over the 10 year period is \$318,200 with the major renewals being; replacing floor coverings within the Community Centre, re-roof of the caretaker's house & implement shed, and resurfacing netball courts, cricket practice nets and carpark areas within the Reserve.

## New Capital Works

A number of capital improvement works have recently been carried out or are planned for this facility and the surrounding recreation reserve area. These works have been required to meet increased demands from clubs and users of the community centre and recreation reserve. This includes; an upgrade of the kitchen and entrance area, the development of new playing fields and automatic irrigation systems, and the development of a new toilet and storage facility to service reserve users.

## Funding

A district wide targeted rate is levied for both the Recreation Centre and the Domain. Both the Recreation Centre and Domain are managed through one budget. Additional revenue to supplement rates funding is generated from charges applied to users of the recreation centre and sports grounds. Funds are held in the Darfield Reserve Contribution Account and some of this has been allocated to projects over the next 10 years where projects are related to growth and demand.

## Financial Plan

Darfield Recreation Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		38,550	38,550	38,550	38,550	38,550	38,550	38,550	38,550	38,550	38,550
<b>Routine O &amp; M</b>											
Total Routine O & M		88,700	88,715	88,731	88,748	88,765	88,783	88,802	88,822	88,843	88,865
<b>Scheduled Maintenance</b>											
Polyurethane Floors	TF	0	0	0	13,500	0	0	0	0	13,500	0
External Painting	TF	0	0	11,000	0	0	0	0	0	0	0
Internal Painting	TF	0	0	10,000	0	0	0	11,500	0	0	0
Car Park marking	TF	0	0	0	3,000	0	0	0	0	0	3,000
Paint Domain Toilets	TF	0	0	4,500	0	0	0	0	0	0	0
Replace Cisterns - All Toilets	TF	0	0	0	0	0	0	2,500	0	0	0
Darfield rec tree removal	TF	20,000	0	0	0	0	0	0	0	0	0
Repair Deck Handrails	TF	4,500	0	0	0	0	0	0	0	0	0
Total Opex		24,500	0	25,500	16,500	0	0	14,000	0	13,500	3,000
<b>Renewals</b>											
Floor Coverings Replacement	CCF	3,400	0	0	0	30,000	0	1,500	0	0	0
Fire Extinguishers	CCF	1,400	0	0	0	0	0	0	0	0	0
Hotwater Cylinder	CCF	0	0	0	0	0	2,000	0	0	0	0
House/shed Roof Renewal	CCF	0	0	0	0	0	0	0	0	36,000	0
Heaters Renewal	CCF	1,500	0	0	0	0	15,000	0	0	0	0
Reseal Main Car Park	CCF	13,400	0	0	0	0	0	0	0	0	0
Replace Park Furniture	CCF	0	0	0	7,800	0	0	0	0	0	0
Resurface Netball Courts	CCF	0	0	0	0	0	0	0	0	0	97,600
Renew timber barriers	CCF	13,050	8,000	0	14,500	0	0	0	0	0	0
Renew Play Equipment	CCF	0	0	0	0	0	13,200	0	0	0	0
Replace Curtains	CCF	5,000	0	4,000	0	0	4,000	0	0	0	0
Replace Fridge/Chiller	CCF	0	0	0	0	0	0	7,500	0	0	0
Replace Dishwasher	CCF	0	0	0	0	0	0	7,000	0	0	0
Reseal Tennis Club Car Park	CCF	0	0	0	0	11,500	0	0	0	0	0
Cricket Nets & Surface Renewal	CCF	0	0	23,330	0	0	0	0	0	0	0
Bridge Renewal	CCF	0	0	0	0	0	0	0	12,000	0	0
Reseal Horndon St Car Park	CCF	0	0	0	12,000	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Recreation Centre Toilet Up	CCF	60,000	0	0	0	0	0	0	0	0	0
Upgrade Kitchen	CCF	0	31,550	0	0	0	0	0	5,600	0	0
Sports Field Irrigation	CCF	0	0	0	390,000	0	0	0	0	0	0
Centre Entrance Upgrade	CCF	0	0	50,000	0	0	0	0	0	0	0
Power Cable Installation	CCF	10,000	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
New Netball Toilet Faciliti	DC	64,804	0	0	0	0	0	0	0	0	0
Develop New Sports Fields	DC	0	0	0	0	0	0	240,000	188,000	0	0
New Toilet/Storage Facility	CCF	0	0	0	0	0	0	0	0	250,000	0
Total Capex		172,554	39,550	77,330	424,300	41,500	34,200	256,000	205,600	286,000	97,600

Table 11-25: Darfield Domain Cost Summary

### 11.7.6 Doyleston Community Centre

#### Key Details

Address:	Drain Road, Doyleston
Land Area:	4.0469 ha (includes Osbourne Park)
Building Area:	190m <sup>2</sup>
Constructed:	Unknown – relocated to site in 1979
DRC Valuation:	\$245,000 Land \$145,000 Improvements
Management:	Doyleston Community Committee
Cluster:	Rural 1
Facility Type:	Local
Condition:	Good
% NBS:	Not assessed



#### Levels of Service

The key customers and stakeholders of the Doyleston Hall are:

- Residents of Doyleston
- Doyleston Community Committee
- Ellesmere Tennis
- Ellesmere Archery Club
- Local user groups

The hall is used for a variety of uses by local residents including social events and meetings organised by the Community Committee, weddings and other social functions. The hall is hired out to groups, such as the local quilting and Senior Citizens Group and is also used by a playgroup on a weekly basis.

The community centre was assessed as having a moderate level of utilisation in 2017, with around 22,800 hours of use per annum, which equates to around 44% utilisation. The level of utilisation is considered to be increasing, with an increase of 21% from previous assessments.

#### Asset Description

The Hall is an older building that served as a sports pavilion for Osbourne Park. It is clad and roofed in corrugated iron. It has been extensively renovated over recent years to bring it to a standard for use as a community hall. This followed the demolition of the former Doyleston Hall located on Leeston Road that was extensively damaged by a vehicle accident.

The building comprises a main hall area, a kitchen and toilet facilities. The renovations included the installation of a disabled access toilet and all necessary improvements to meet building compliance requirements. A storage facility has also been added to the building. Water supply and wastewater disposal are both connected to a reticulated supply.

Osborne Park is adjacent to Doyleston Hall. The recreation grounds are used for recreation purposes (archery and informal recreation). Within the grounds are a BMX track and obstacle course, junior playground, tennis courts and a new older children's playground. The tennis courts were (in 2007/08) reconstructed and are used casually by township residents as well as the Ellesmere Tennis Association for competition.

Toilet facilities available for users of the park are located adjacent to the rear of the hall. The fittings have been upgraded and the building is in a tidy condition.

A car park provides parking space for reserve and hall visitors. This was upgraded to a sealed surface in 2011/12.

A summary of asset condition is shown in Figure 11-17, as expected with a building that has recently been extensively renovated, it shows that the hall is generally in good condition.

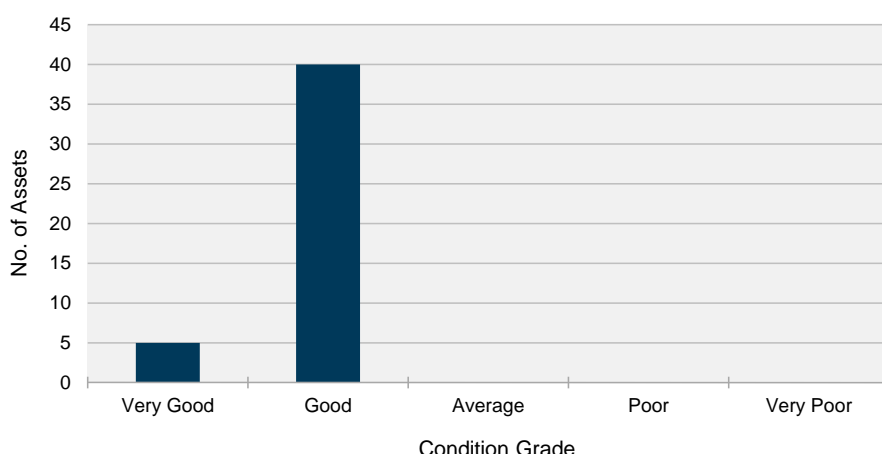


Figure 11-17: Asset Condition – Doyleston Community Centre

### Operations & Maintenance

A significant portion of the maintenance requirements for the community centre and surrounds are undertaken by local volunteers. This includes cleaning, mowing and other general maintenance activities. The maintenance works planned for the hall and reserve mainly involves internal and external painting, including the roof, and to regularly polyurethane the floors.

### Asset Renewal

The current condition of the building and other planned improvements mean that there are few renewal requirements. A number of kitchen appliances are programmed for renewal over the next 10 years.

### New Capital Works

The Community Committee has previously prepared a five year development programme to improve hall and reserve facilities. The majority of items relating to the community centre have now been carried out and there are no further new capital works planned over the next 10 years.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this centre. There is a funding deficit for this facility related to the renovation work carried out that will need to be addressed. The community centre and reserve also receive funds from the Ellesmere Reserves Board who allocate funds for maintenance or capital projects on an annual basis.

## Financial Plan

Doyleston Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		750	750	750	750	750	750	750	750	0	0
<b>Routine O &amp; M</b>											
Total Routine O & M		2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
<b>Scheduled Maintenance</b>											
External Painting	TF	0	0	5,800	0	0	0	0	0	0	0
Internal Painting	TF	0	0	0	11,500	0	0	0	0	0	0
Repaint Roof - Comm Ctr	TF	0	0	6,000	0	0	0	0	0	0	0
Polyurathane Floors - Comm Ctr	TF	0	0	3,500	0	0	0	0	3,500	0	0
Total Opex		0	0	15,300	11,500	0	0	0	3,500	0	0
<b>Renewals</b>											
Replace Stove	CCF	0	0	0	0	0	0	0	1,200	0	0
Replace Zip Water Heater	CCF	0	0	1,700	0	0	0	0	0	0	0
Replace Kitchen Appliances	CCF	0	0	650	0	0	0	0	2,800	0	0
Replace Cisterns	CCF	0	0	0	0	0	0	0	0	900	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	0	2,350	0	0	0	0	4,000	900	0

Table 11-26: Doyleston Community Centre Cost Summary

### 11.7.7 Dunsandel Community Centre

#### Key Details

Address:	Tramway Road, Dunsandel
Land Area:	
Building Area:	651 m <sup>2</sup>
Constructed:	2017
DRC Valuation:	Not valued
Management:	Dunsandel Community Committee
Cluster:	Rolleston
Facility Type:	Hub
Condition:	Very Good
% NBS:	Not assessed



#### Levels of Service

The key stakeholders and customers of the Dunsandel Community Centre are:

- Dunsandel residents
- Dunsandel School
- Dunsandel Sports Centre Committee
- Dunsandel Community Committee
- Dunsandel sports clubs (Rugby, Cricket, Netball, Touch Rugby, Tennis, Bowls, Rifle)
- Various training organisations

The previous hall located on Hororata-Dunsandel Road was severely damaged in the earthquake events of 2010/11 and has subsequently been demolished. Prior to that the community had already been exploring the idea of a modern multi-purpose facility to service the growing community. An extensive consultation process with the community indicated the requirement to develop a new purpose built facility to be located at Dunsandel Domain to supplement and complement the existing 'Sports Centre' by providing additional capacity for sports users as well as space for community uses that were present in the former hall. The existing 'Sports Centre' is one of the most well used facilities in the District being strategically located in a hub that services the surrounding rural community as well as the township. It is used for a variety of training sessions particularly focussed on the agricultural sector and is a hub for sporting activities.

#### Asset Description

The new building has a total building footprint of 651 m<sup>2</sup> and provides a variety of flexible spaces including:

- Multi—purpose hall with capacity for 300—350 persons
- Meeting and Training Rooms—flexible and dividable
- Kitchen and Bar facilities—prep and catering area
- Storage 85sqm—lockable group, archive and storage areas
- Entry/Foyer—reception zone and meeting space
- Office area—event co-ordination and admin



## Operations & Maintenance

Operations and maintenance is the responsibility of the local committee who employ a part-time caretaker. The budget allows for management staff to support the operation and use of the facility.

An indicative operations and maintenance budget has been prepared for the new facility to support its operation during the 10 year planning period.

## Asset Renewal

No renewal work has been identified at this point. A maintenance and renewal plan will be prepared for the new building.

## New Capital Works

There are no further new capital works planned over the next 10 years.

## Funding

A district wide targeted rate has been levied to fund the operation and maintenance of the Community Centre and is supplemented with user revenues. Construction of the new facility was funded via a combination of reserve development contributions, grants, special funds, Council contribution, insurance proceeds, community fund raising and a loan to be serviced by rates.

## Financial Plan

Dunsandel Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000
<b>Routine O &amp; M</b>											
Total Routine O & M		119,192	118,078	116,907	115,679	114,388	113,033	111,611	110,117	108,575	106,928
<b>Scheduled Maintenance</b>											
		0	0	0	0	0	0	0	0	0	0
Total Opex		0	0	0	0	0	0	0	0	0	0
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	0	0	0	0	0	0	0	0	0

Table 11-27: Dunsandel Community Centre Cost Summary

### 11.7.8 Glenroy Community Hall

#### Key Details

Address:	Windwhistle Road
Land Area:	0.4249 ha
Building Area:	165m <sup>2</sup>
Constructed:	1925 (93 years)
DRC Valuation:	\$52,000 Land \$102,500 Improvements
Management:	Glenroy Hall Management Committee
Cluster:	Rural 2
Facility Type:	Local
Condition:	Good
% NBS:	34-66 (pre-earthquake assessment)



#### Levels of Service

The key stakeholders and customers of the Glenroy Hall are:

- Glenroy district residents
- Glenroy Hall Management Committee
- Glenroy School
- Baptist Church
- Rural Womens Group
- Line Dancing Group

The community centre is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. It is used by the Baptist church and the school for their activities. A line dancing group also use the hall for their activities.

In recent times this facility has had a very low level of use and community interest. However, the community has rallied to support its survival and has initiated a maintenance and improvement programme to ensure it will continue to operate. The current level of use is still low (3,228 usage hours in 2017 which equates to 7% utilisation).

The committee have undertaken work to improve the quality of the facility including installation of a new kitchen and upgrading the toilets.

#### Asset Description

The Hall was opened in 1926 and held pursuant to a 1928 Declaration of Trust as a public hall for the use and benefit of the residents of the Glenroy district until 1962 when it was vested in the Council as a public hall. The centre has a main hall (92m<sup>2</sup>), supper room (27m<sup>2</sup>) and kitchen (11m<sup>2</sup>), toilets and cloakroom (27m<sup>2</sup>), foyer (7m<sup>2</sup>) and a small projector room.

The exterior cladding is timber weatherboard with a corrugated iron roof. Water supply is from two small water tanks and the sanitary disposal system is a septic tank which was upgraded in 2007.

A summary of asset condition is included as Figure 11-18 it shows that the building is in good condition overall. The building is structurally sound with only minor exterior works required.

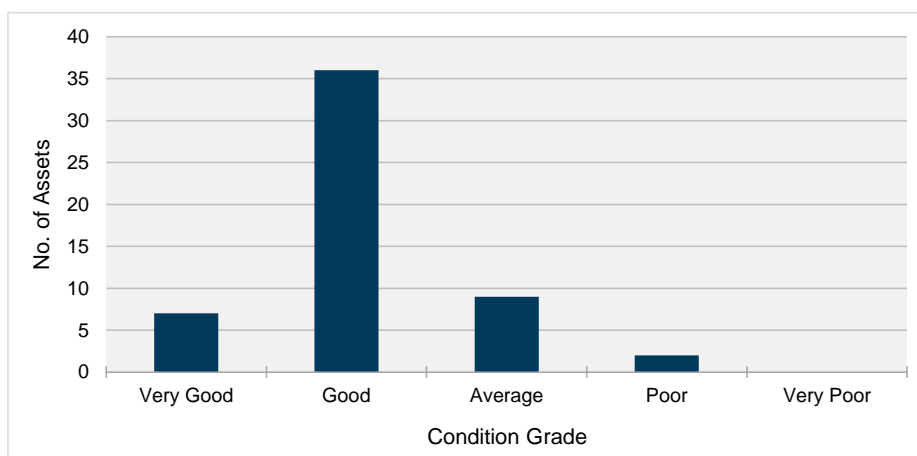


Figure 11-18: Asset Condition – Glenroy Hall

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

Planned maintenance works include; internal painting, repainting the roof, and to regularly polyurethane the timber floors.

### Asset Renewal

The committee have undertaken an upgrading programme over the last few years to improve the standard of the hall. Further renewal work is planned in the next financial year (2018/19), including; spouting/downpipes, replacing the heaters and kitchen appliances.

### New Capital

There are a few new capital improvement items identified for the hall including; a kitchen upgrade, wheelchair ramp, guard rail and storage area. The water supply has recently been upgraded (previously a roof capture system).

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this community hall. There is currently a moderate positive balance for this facility.

## Financial Plan

Glenroy Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650
<b>Routine O &amp; M</b>											
Total Routine O & M		2,866	2,866	2,866	2,866	2,866	2,866	2,866	2,866	2,866	2,866
<b>Scheduled Maintenance</b>											
Internal Painting	TF	0	0	0	0	11,400	0	8,200	0	0	0
Polyurethane Floor	TF	0	0	5,400	0	0	0	0	5,400	0	0
Repaint Roof	TF	0	0	0	0	0	0	0	0	0	7,200
Replace Toilet Cisterns	TF	0	0	0	0	0	0	550	0	0	0
Replace Hot Water Cylinder	TF	0	0	0	0	0	0	0	1,000	0	0
Replace Curtains	TF	3,000	0	0	0	0	0	0	0	0	0
Total Opex		3,000	0	5,400	0	11,400	0	8,750	6,400	0	7,200
<b>Renewals</b>											
Spouting/Downpipes Renewal	CCF	4,400	0	0	0	0	0	0	0	0	0
Replace Heaters	CCF	3,400	0	0	0	0	0	0	0	0	0
Replace Kitchen Appliances	CCF	1,050	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Upgrade Kitchen	CCF	0	0	0	0	0	0	0	12,000	0	0
Wheelchair ramp	CCF	0	0	0	8,000	0	0	0	0	0	0
Guard Rail	CCF	0	0	0	0	3,000	0	0	0	0	0
Storage Area	CCF	0	0	0	0	0	10,000	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		8,850	0	0	8,000	3,000	10,000	0	12,000	0	0

Table 11-28: Glenroy Hall Cost Summary

### 11.7.9 Glentunnel Community Centre

#### Key Details

Address:	Homebush Road
Land Area:	0.3,786 ha
Building Area:	467m <sup>2</sup>
Constructed:	2006 (12 years)
DRC Valuation:	\$120,000 Land \$935,000 Improvements
Management:	Glentunnel Community Centre Management Committee
Cluster:	Rural 2
Facility Type:	Local
Condition:	Good
% NBS:	Not assessed



#### Levels of Service

The key stakeholders and customers of the Glentunnel Community Centre are:

- Glentunnel residents
- Glentunnel Hall Community Centre Committee
- Glentunnel School
- Glentunnel Church Guild
- Recreation User Groups

The community centre is used for a variety of uses by local residents including meetings and social functions. A variety of recreational groups use the hall for activities such as Tae Kwan do, Tai Chi, indoor bowls, and line dancing. Several churches also use the hall.

The hall has been assessed as have a moderate level of utilisation with around 30, 436 people hours use per annum or 34% utilisation. Of note, the level of use has appeared to decrease from around 53,770 people hours (or 49% utilisation) recorded in 2011.

#### Asset Description

The hall completed in 2005 is the third community hall on this site. The two previous halls have both been destroyed by fire, the first in 1925 and the second in 2003. The centre has a main hall (200m<sup>2</sup>), supper room (43m<sup>2</sup>) and kitchen (20m<sup>2</sup>), foyer, toilets, store and ancillary areas (62m<sup>2</sup>).

The exterior cladding is mainly colour steel with some linear weatherboard and a colour steel roof. Water supply is from a reticulated supply and the sanitary disposal system is by septic tank. A new septic tank system was installed as part of the reconstruction project.

A summary of asset condition is included as Figure 11-19, it shows that the building is in very good condition. The building is structurally sound with only minor exterior works required. A repaint of the building interior and exterior is required within the 10 year plan period.

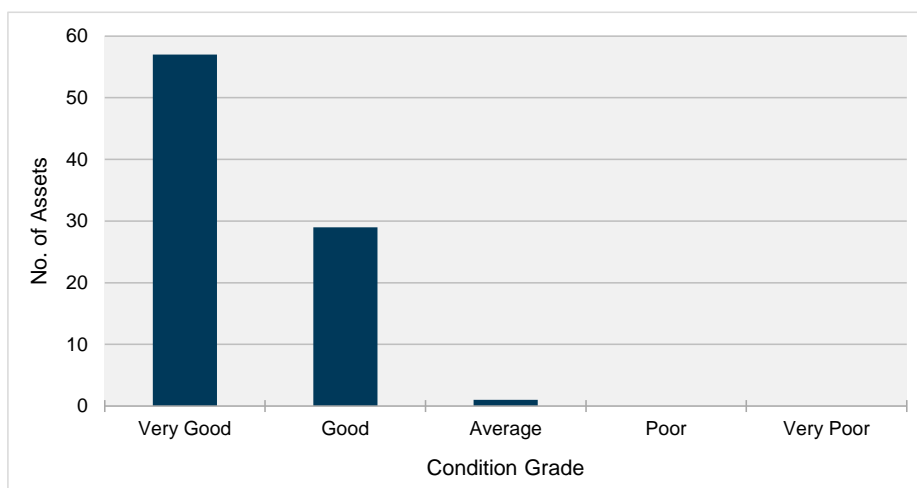


Figure 11-19: Asset Condition – Glentunnel Community Centre

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

As this is still a relatively new facility, few scheduled maintenance works are required other than to regularly polyurethane the floors and internal and external painting.

### Asset Renewal

Items scheduled for replacement include; lighting in 2019/21, carpet in 2024/25, and kitchen appliances and chillers from 2026-27. These will be periodically reviewed in consideration of condition and use information.

### New Capital Projects

There are no new capital works planned over the next 10 years. Storage space has been performance issue for this building and the committee have looked at how this could be provided. Currently there is no funding to enable storage space to be added.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this centre. This facility also generates a reasonable income (>\$5,000 per annum) from hires and charges.

## Financial Plan

Glentunnel Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250
<b>Routine O &amp; M</b>											
Total Routine O & M		21,687	21,687	21,687	21,687	21,687	21,687	21,687	21,687	21,687	21,687
<b>Scheduled Maintenance</b>											
Polyurethane Floor	TF	0	0	6,000	0	0	0	0	0	0	0
Internal painting	TF	0	0	5,000	0	0	1,500	0	0	0	0
Sign repairs	TF	200	0	0	0	0	0	0	0	0	0
Re-shingle Car Park	TF	0	0	0	0	0	0	0	0	0	9,000
Total Opex	TF	200	0	11,000	0	0	1,500	0	0	0	9,000
<b>Renewals</b>											
Replace Carpet	CCF	0	0	0	0	0	0	1,000	0	0	0
Replace Stove	CCF	0	0	0	0	1,500	0	0	0	0	0
Replace Chillers	CCF	0	0	0	0	2,000	0	0	0	0	0
Replace Lighting - Main Hall	CCF	3,000	0	0	0	0	0	0	0	0	0
Replace Kitchen Cupboards	CCF	5,000	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Storage Shed		0	38,000	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		8,000	38,000	0	0	3,500	0	1,000	0	0	0

Table 11-29: Glentunnel Community Centre Cost Summary



### 11.7.10 Greendale Hall and Reserve

#### Key Details

Address:	Greendale Road
Land Area:	3.0477 ha
Building Area:	363m <sup>2</sup>
Constructed:	1972 (46 years) & 1936 (79 years)
DRC Valuation:	\$175,000 Land \$676,000 Improvements
Management:	Greendale Recreation Reserve Management Committee
Cluster:	Rural 2
Facility Type:	Local
Condition:	Very Good
% NBS:	<34 (main hall only); 67-100 (pavilion)



#### Levels of Service

The key stakeholders and customers of the Greendale Hall are:

- Greendale residents
- Greendale Recreation Reserve Management Committee
- Greendale School
- Local churches
- Cricket club
- Tennis club
- Table Tennis Group

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. It is used by the local churches and the school for their activities. A table tennis club also use the hall for their activities. Organised activities on the reserve include tennis, cricket and caravan rallies.

The hall is well used by the local community, particularly as a venue for sports activities and social events. The hall has been assessed as have a low level of utilisation with around 21,784 people hours use per annum or 27% utilisation. Although use level is low, there has been a recorded increase of 9% since the previous survey done in 2014. The community has expanded from 174 households in 2009 to 212 (23%) which is placing some demand pressure on existing facilities.

#### Asset Description

The main hall was built circa 1972, it adjoins the original pavilion built in 1936. An exterior toilet block and implement shed was built in 1978. The tennis courts were laid down in 1946. The centre has a main hall (143m<sup>2</sup>), supper room (63m<sup>2</sup>) and kitchen (14m<sup>2</sup>), toilets and ancillary areas (58m<sup>2</sup>), pavilion (14m<sup>2</sup>) and a meeting room (16m<sup>2</sup>). The exterior cladding is concrete block, stucco with a colour steel roof. Water supply is from a water tanks and the sanitary disposal system is a septic tank.

The hall is located on a Recreation Reserve which is owned by the Department of Conservation and vested in Council for administration. The day to day management has been delegated by the Council to the Greendale Recreation Reserve Management Committee.

During 2008/09 a major renovation and improvement project was undertaken for the hall. This was aimed at upgrading kitchen, changing room, toilet and social room facilities. The cost of works was around \$320,000.

A summary of asset condition is included as Figure 11-20, it shows that the building is in good condition overall. The building is structurally sound (apart from seismic strength issues) with only minor exterior works required. A significant number of assets were renewed and/or upgraded as part of the renovation project.

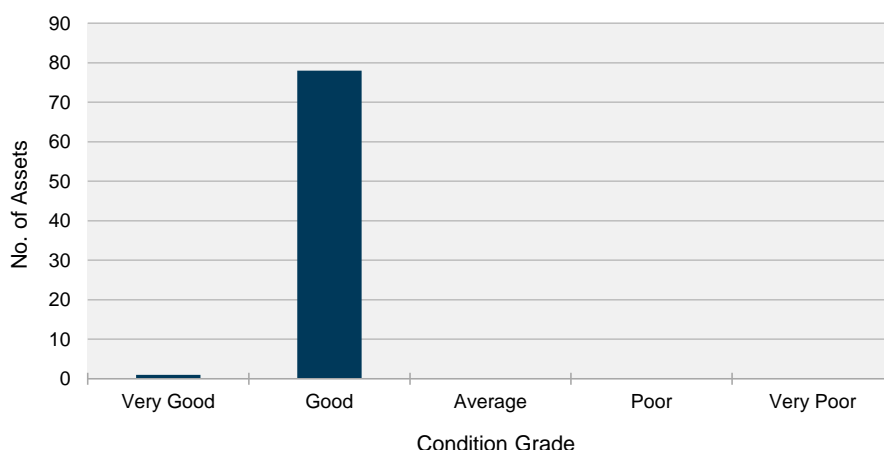


Figure 11-20: Asset Condition – Greendale Hall

Some damage was sustained to the tennis courts and volley wall from the September 2010 earthquake. Repairs including resurfacing the courts was carried out in 2014 as part of Council's insurance and earthquake rebuild programme.

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

In the next 10 years, planned maintenance works include; internal and external painting, to regularly polyurethane timber floors, and there has been an identified need to re-line the block walls in the main hall (to be completed in 2018/19). Planned maintenance within the reserve include the replacement of playground softfall only.

### Asset Renewal

Major refurbishment work was undertaken on the pavilion over the last few years as well as resurfacing of the tennis courts. Future renewals within the reserve include; seating renewal, play equipment and resealing the entrance drive. Within the Community Centre a number of renewals have been identified from 2018/19 onwards, including; the renewal of kitchen appliances, heaters, curtains and toilet hardware. The requirements for the renewal of kitchen appliances and heating will be monitored over the next few years to confirm these renewal requirements.

With the recent DEE indicating that the main hall is 25% of NBS and therefore classified as earthquake prone there will be a need to assess and define the work to bring the building up to seismic strength requirements. This may have significant cost implications and the Council has provided budgets for this eventuality with provisional sums included in the LTP for community centres and halls.

## New Capital Projects

An upgrade of the outside toilets, installation of a shower and upgrading the septic tank have been completed in 2014/15. With expansion of the cricket club new cricket practice nets have been developed in 2015/16. It is also planned to provide a basketball practice/play area in 2018. Future plans include an extension to the shed and to upgrade the walkway/gateway (both in 2018/19).

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of the hall and reserve. Reserve development contributions that may be available will be used to fund some new capital projects.

## Financial Plan

Greendale Reserve & Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
<b>Routine O &amp; M</b>											
Total Routine O & M		11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424
<b>Scheduled Maintenance</b>											
Polyurethane Floor Finish	TF	0	0	7,500	0	0	0	0	7,500	0	0
External Painting	TF	0	6,200	0	0	0	0	0	0	0	0
Internal Painting	TF	0	0	4,000	4,000	0	0	0	0	0	0
Lining Block Walls - Main Hall	TF	8,000	0	0	0	0	0	0	0	0	0
Strengthening Scope of Works	TF	10,000	0	0	0	0	0	0	0	0	0
Replace Playground Softfall	TF	0	0	0	0	0	0	0	0	10,000	0
Total Opex		18,000	6,200	11,500	4,000	0	0	0	7,500	10,000	0
<b>Renewals</b>											
Astrograss Pitch	CCF	3,300	0	0	0	0	0	0	0	0	0
Playground Equipment Renewal	CCF	15,000	0	0	0	4,500	0	0	0	4,750	0
Seat Renewal	CCF	0	0	0	0	0	0	0	3,900	0	0
Replace Kitchen Appliances	CCF	0	0	0	0	0	0	10,000	0	0	0
Replace Dishwasher	CCF	0	0	0	0	6,900	0	0	0	0	0
Replace Curtains	CCF	0	10,000	0	0	0	0	4,500	0	0	0
Replace Heating	CCF	0	0	0	0	0	0	8,000	0	0	0
Replace Toilet Hardware	CCF	5,200	0	0	0	0	0	0	0	0	0
Reseal Entrance Drive - Chipseal	CCF	10,000	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Picnic Table	CCF	3,000	0	0	0	0	0	0	0	0	0
Shed Extension	CCF	10,000	0	0	0	0	0	0	0	0	0
Walkway/Gateway	CCF	3,500	0	0	0	0	0	0	0	0	0
B Ball Hoop	CCF	5,906	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
Cricket Facility Development	DC	12715	0	0	0	0	0	0	0	0	0
Total Capex		68,621	10,000	0	0	11,400	0	22,500	3,900	4,750	0

Table 11-30: Greendale Hall & Reserve Cost Summary

## *Greenpark Memorial Hall and Park*

### **Key Details**

Address:	Greenpark Road
Land Area:	2.1281 ha (park site)
Building Area:	374m <sup>2</sup>
Constructed:	2016
DRC Valuation:	\$335,000 Land (park site) \$38,000 (park Improvements)
Management:	Greenpark Community Committee
Cluster:	Lincoln
Facility Type:	Local
Condition:	Very Good
% NBS:	Not Assessed



### **Levels of Service**

The key stakeholders and customers of the Greenpark Memorial Hall and Reserve are:

- Greenpark residents
- Greenpark Community Committee
- Tennis Club

The Greenpark Memorial Hall was extensively damaged during the 2010/11 earthquake events and, being uneconomic to repair, has subsequently been demolished. A decision was made by the community to rebuild a new facility on the park site (across the road from the original hall site). The new facility will also replace the small pavilion and toilets on the park. The previous community centre was used for a variety of uses by local residents including community events, meetings, weddings and other social functions. The new facility also provides for those uses as well as a base for current and future sport clubs.

### **Asset Description**

A new multi-purpose community facility is under construction with a total floor area of 374 m<sup>2</sup>. The building contains a main hall area for gatherings and indoor recreation activities catering for up to 150 people, meeting room, kitchen/bar, storage, entrance foyer and toilets (including one that is externally accessible).

The park area has two tennis courts with a small pavilion containing public toilets. This building was constructed in 1974 and has now been demolished to make way for the new building. The balance of the park is an open grassed area surrounded by hedge shelter. Memorial gates are located at the entrance.

### **Operations & Maintenance**

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

In the next 10 years, planned maintenance works include; internal repainting later in the 10 year period and to regularly polyurethane the timber floor. Planned maintenance works within the reserve include; replacing tennis and netball hoop nets, and a repaint of the memorial gates.

## Asset Renewal

A significant renewal requirement is the replacement of the tennis court fencing which was noted in a recent condition inspections as being in average condition. This will be monitored over the next few years to confirm renewal requirements. A sum has been allowed for the replacement of the heat pump unit, should this be near the end of its serviceable life towards the end of the 10 year planning period.

## New Capital

There are no new capital works planned over the next 10 years.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall and reserve. There is currently a funding surplus for this cost centre. The cost for building the replacement facility was funded primarily from insurance payments.

## Financial Plan

Greenpark Memorial Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600
<b>Routine O &amp; M</b>											
Total Routine O & M		6,450	6,450	7,450	6,450	6,450	6,450	6,450	7,450	6,450	6,450
<b>Scheduled Maintenance</b>											
Replace Tennis Court Nets	TF	0	0	0	750	0	0	0	0	0	0
Replace Netball Hoop	TF	850	0	0	0	0	0	0	0	0	0
Internal Painting	TF	0	0	0	0	0	0	0	13,700	0	0
Internal Painting - Reserve	TF	7,400	0	0	0	0	0	0	0	0	0
Recoat Floor	TF	0	0	0	7,600	0	0	0	0	7,600	0
Repaint Memorial Entrance Gates	TF	0	2,000	0	0	0	0	0	0	0	0
Total Opex		8,250	2,000	0	8,350	0	0	0	13,700	7,600	0
<b>Renewals</b>											
Heat Pump Renewal	CCF	0	0	0	0	0	0	0	0	0	5,700
New Tennis Court Fence	CCF	0	0	0	0	0	0	0	0	12,000	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	0	0	0	0	0	0	0	12,000	5,700

Table 11-31: Greenpark Hall & Reserve Cost Summary

### 11.7.11 *Halkett Community Centre*

#### Key Details

Address:	Halkett Road
Land Area:	0.8011 ha
Building Area:	Hall - 96m <sup>2</sup> School - 151m <sup>2</sup>
Constructed:	Hall - circa 1939 (79 years) School - Circa 1962 (56 years)
DRC Valuation:	\$260,000 Land \$162,000 Improvements
Management:	Halkett Community Centre Management Committee
Cluster:	Rolleston
Facility Type:	Local
Condition:	Good (former school building) / Average (hall)
% NBS:	37 (former school building) / 45 (hall)



#### Levels of Service

The key stakeholders and customers of the Halkett Community Centre are:

- Halkett residents
- Halkett Community Centre Management Committee
- Facility users

The community centre is used by local residents for meetings, social events, picnics and swimming.

The community centre was assessed as having a moderate level of utilisation in 2017 with around 15,900 hours of use per annum, which equates to around 46% utilisation. This is a large increase in utilisation from previous surveys where use was recorded as very low (with only 13% utilisation). This is largely the result of a Ballet Academy that has since established itself as a regular user of the hall.

General use is currently centred on the classroom block with the hall being set up and utilised primarily by the Ballet Academy. The site is also used by caravan clubs from time to time.

#### Asset Description

The Halkett Community Centre was formerly the Halkett School and comprises a number of buildings and a pool. The hall built pre 1939 was a former army barracks moved to the site in 1957-58 from Lyttelton. The classroom block which replaced an earlier building was constructed in 1961-62. A tennis court and pool were added in the mid 1960's. A caretakers shed is also located on the site. The Council purchased the site in 1999 following the closure of the school in 1996.

The hall exterior cladding is stucco with a concrete tile roof. The classroom block is concrete block with colour steel roof. The caretaker shed (40m<sup>2</sup>) is concrete block with a colour steel roof. The pool (56m<sup>2</sup>) is concrete with a 1.0-1.2m depth and sand filtration system, there is also filter shed, change areas, toilets, and semi covered picnic and barbeque area at one end of the pool enclosure.

A small modular playground, asphalt tennis court and metalled car park are located in the grounds. Water supply is from a bore with a header tank and the sanitary disposal system is a septic tank.

Asset condition information is provided separately for the hall, school classroom and the pool in the series of graphs below.

A summary of asset condition for the hall is included as Figure 11-21. It shows that the building is in mixed condition, with a number of assets in average to very poor condition. The building is structurally in average condition with missing ridge tiles on the roof and rot in window frames and fascia. A DEE has assessed this building at 45% of NBS meaning that it is an “earthquake risk”.

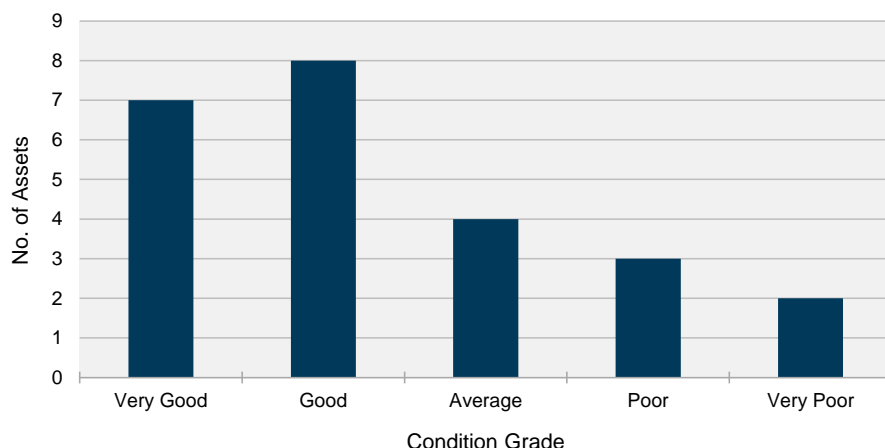


Figure 11-21: Asset Condition – Halkett Hall

It has been previously considered as to whether the hall should be removed, as was in a poor state of repair, requiring substantial maintenance work and there was no identified use for the building. However, more recently a regular user has been found in the Ballet Academy and as such there is at least some source of income to fund necessary maintenance works and ensure the building is retained, for the short term at least.

A summary of asset condition for the former school classroom block is included as Figure 11-22. It shows that the building is in good condition overall. The building is structurally sound with paintwork both internally and externally requiring attention. A DEE has assessed this building at 37% of NBS meaning that it is an “earthquake risk”.

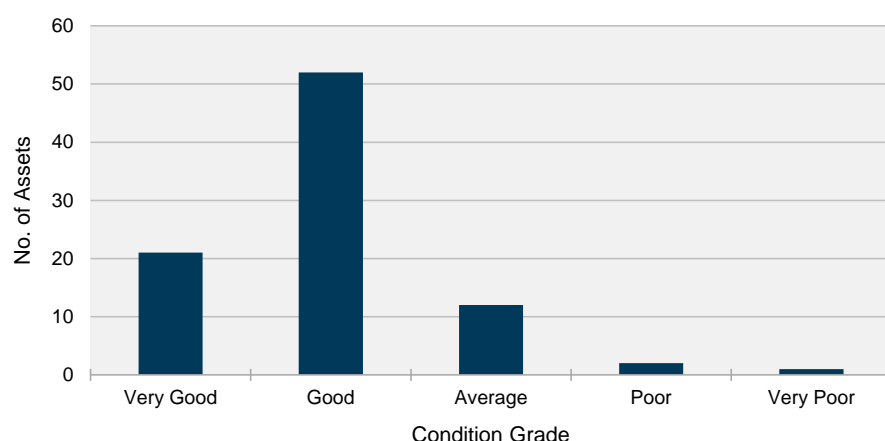


Figure 11-22: Asset Condition – Halkett School Building



A summary of asset condition for the pool is included as Figure 11-23. H<sub>2</sub>O Systems carried out a condition and performance survey in 2014 focusing on the pool tank, plant and equipment only at all outdoor pools, and this was updated in 2017 with new information captured. The assessment shows that the facility is in good condition overall. The water treatment plant being in very good condition, having been replaced in 2016. The pool tank and pipe work being assessed as in average condition, with a few small cracks evident but overall the pool tank is structurally sound.

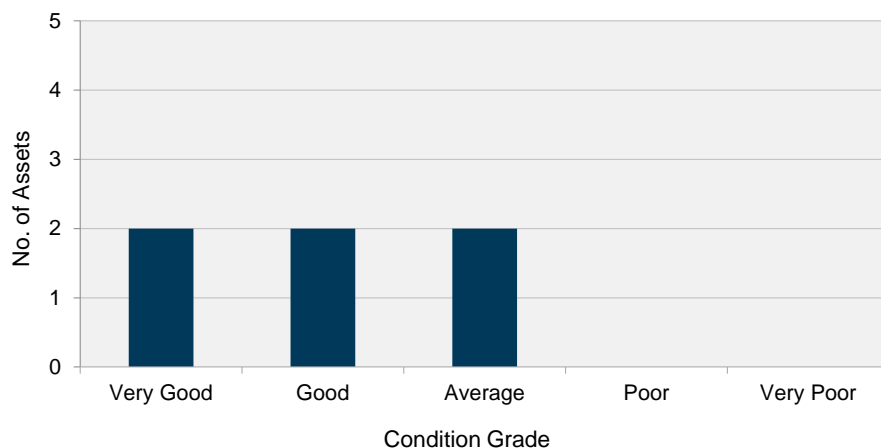


Figure 11-23: Asset Condition – Halkett Pool

The updated condition and compliance audit undertaken in 2017 by pool management and operational staff also identified some minor compliance issues, mainly related to the lack of signage to convey operational information (NOP's) and the need to replace out of date safety equipment (gloves/glasses/aprons). These issues will be addressed to ensure standards are met.

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents. This includes operating the pool to ensure it meets safe standards.

The hall requires substantial maintenance work but now that there is a regular user of this building there is at least some source of income to assist with the on-going financial investment required (by a relatively small community) to keep this facility in a serviceable condition. The long term viability of this facility may be limited unless there continues to be a regular user group to provide the needed source of income, or a different funding approach is applied.

In the next 10 years, planned maintenance works include; painting of internal and external walls and roof, painting of pool buildings and pool tank, replacing barge boards on the hall and to regularly replace the playground softfall.

A health and safety audit of Council aquatic facilities undertaken in 2016 noted that the Halkett Pool posed an “extreme risk” in a number of areas but particularly related to people behaviours, access and health and safety incidents whereby usage and behaviour is self-governed by pool users and relies on users keeping themselves safe. Council needs to be assured that the community pools can operate in a manner that protects the health and safety of users and will continue to monitor this facility and improve operational procedures. If this cannot be readily achieved Council may consider closure of the pool.

### Asset Renewal

The total forecast renewal requirement for the school and general grounds over the 10 year period is \$38,750 with the more significant renewals being the renewal of play equipment (the first stage is being undertaken in 2017/18), and resurfacing of the tennis courts and carpark.

The total renewal forecast for the pool over the 10 year period is around \$14,700 with the more significant renewals being valves, pumps and toilet fittings.

There will be a need to develop a more comprehensive maintenance and renewal programme as it is evident that some assets are deteriorating in condition and will require significant investment to rehabilitate. This includes tennis court, car park and road way surfaces, play equipment and the Community Centre fixtures/fittings. The local community will need to decide on the future assets required to meet needs and how major maintenance and renewal work will be funded.

## New Capital

No new capital projects are planned during the 10 year planning horizon.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this centre. There is currently a healthy operating surplus for this facility but there is also an outstanding loan repayment obligation from when the facility was purchased from the Ministry of Education. Some grant funding is available from Council for pool operation.

## Financial Plan

Halkett Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		0	0	0	0	0	0	0	0	0	0
<b>Routine O &amp; M</b>											
Total Routine O & M		6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540
<b>Scheduled Maintenance</b>											
Internal Painting	TF	750	0	9,500	9,280	0	0	0	0	0	0
External Painting	TF	17,500	8,700	0	0	0	0	0	0	0	0
Pool Buildings Painting	TF	1,000	0	0	0	0	0	0	0	0	0
Pool Tank Painting	TF	0	0	1,200	0	0	0	0	1,200	0	0
Playground Undersurface	TF	0	0	0	4,750	0	0	0	0	4,750	0
External Building Repairs (Hall)	TF	4,600	0	0	0	0	0	0	0	0	0
Total Opex		23,850	8,700	10,700	14,030	0	0	0	1,200	4,750	0
<b>Renewals</b>											
Renew Pool Shed Door	CCF	1,300	0	0	0	0	0	0	0	0	0
Renew Pool Pumps	CCF	0	0	0	0	0	0	0	0	1,000	0
Replace hot water cylinder	CCF	1,500	0	0	0	0	0	0	0	0	0
Pool toilet fittings	CCF	0	0	0	0	0	0	0	8,700	0	0
Pool Valves	CCF	0	0	0	0	0	0	2,200	0	0	0
Reseal Car Park	CCF	0	0	0	5,000	0	0	0	0	0	0
Playground Renewal Works	CCF	15,000	0	0	7,250	0	0	0	0	0	0
Pool Chemical Dosing System	CCF	2,000	0	0	0	0	0	0	0	0	0
Tennis Court Upgrade	CCF	0	10,000	0	0	0	0	0	0	0	0
Pool Cover	CCF	1,500	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		21,300	10,000	0	12,250	0	0	2,200	8,700	1,000	0

Table 11-32: Halkett Community Centre & Pool Cost Summary

## 11.7.12 Hororata Hall

### Key Details

Address:	Duncans Road and Hororata Road
Land Area:	0.4047 ha 4.4237 ha (grazing licence)
Building Area:	712m <sup>2</sup>
Constructed:	1894 (124 years)*
DRC Valuation:	\$110,000 Land \$232,000 Improvements
Management:	Hororata Hall Management Committee
Cluster:	Rural 2
Facility Type:	Local
Condition:	Good (as at 2014)
% NBS:	34-66



**Note:** \* Significant additions have been made to building over the last 50 years.

### Levels of Service

The key stakeholders and customers of the Hororata Hall are:

- Hororata district residents
- Hororata Hall Management Committee
- Hororata Playcentre
- Plunket
- Drama group
- Arts and crafts group
- Exercise group

The hall is used for a variety of uses by local residents including community events, meetings, weddings, funerals and other social functions. It is used by the playcentre and Plunket for their activities. Drama, art and craft and exercise groups also use the hall for their activities.

The community centre has been assessed as having a moderate level of utilisation as at the last survey returned in 2014, with around 16,085 hours of use per annum, which equates to around 36% utilisation. The level of use is considered to be static (increasing slightly from 2011 utilisation result of 33%) at the present time although the committee are looking at ways to increase use.

### Asset Description

The land and hall was gifted in 1894 by Sir John Hall. The site was vested in the Council and reserved as a War Memorial in 1954. The adjoining land comprising 4.4237 ha was also transferred to the Council in 1954 and is licensed for grazing.

The exterior cladding is mixed depending on age with the original hall being block veneer with a colour steel roof and additions being concrete block and fibre cement sheet. The hall includes a main hall (137m<sup>2</sup>) with stage and supper room (114m<sup>2</sup>).

There is a kitchen area (40m<sup>2</sup>), toilets and foyers (84m<sup>2</sup>), meeting room (38m<sup>2</sup>), Plunket rooms (25m<sup>2</sup>) a library (26m<sup>2</sup>). A playcentre (83m<sup>2</sup>) with play area and external storage is located at the rear. Water supply is from a reticulated supply with a large plastic header tank on site and the sanitary disposal system is by septic tanks.

A summary of asset condition is included as Figure 11-24, it shows that the building is in a good to average condition overall, as at the last condition assessment done in 2014.

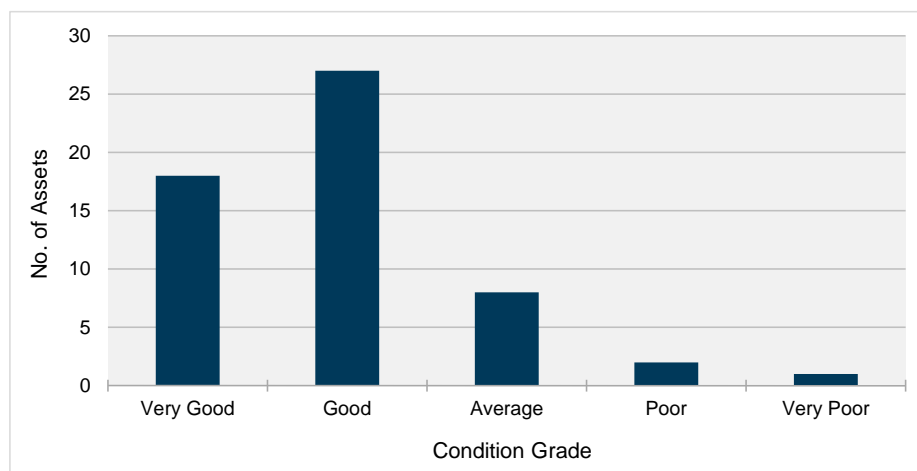


Figure 11-24: Asset Condition – Hororata Hall (2014)

The building incurred some moderate damage as a result of the earthquake events and an assessment and report have been prepared detailing repair requirements including structural strengthening. This report has conveyed that there is a significant cost required to bring the building up to a serviceable and modern standard (including fire egress and disabled access requirements to meet the Building Code). As an interim measure the building has been re-clad where block work fell off during the earthquakes.

The Hall is also of considerable age and is becoming increasingly expensive to maintain, with only moderate to low use. A decision on the future of the Hall has been integrated with wider community planning work being carried out by the Hororata Community Trust and “GO Hororata”. The planning process has considered a number of options for the future provision of facilities to service local needs. A feasibility study prepared by the Trust was presented to Council in December 2017. The study identified a preferred option to build a new facility located on the Reserve, to increase the usability of the reserve and create a ‘fit for purpose’ community and event space.

### Operations & Maintenance

The operations and maintenance is currently the responsibility of the management committee, which is elected on a triennial basis from local residents. An indicative operations and maintenance budget has been included in the 10 year plan for the proposed new facility once operational.

With the likelihood that this facility is to be replaced (2023/24), all planned maintenance works have currently been deferred.

### Asset Renewal

No renewal work has been identified at this point. A maintenance and renewal plan will be prepared for the new facility once complete.

### New Capital

An indicative budget has been included in the 10 year plan for the proposed new facility construction, which at this point in time, is subject to outcomes of the feasibility study and community consultation process.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. The grazing fees also provide a source of income. A funding plan developed for the construction of a new facility includes reserve development contributions, special funds held, grants, insurance payments, the sale of the existing hall land, and a loan serviced by rates.

There is currently a moderate surplus in the operating balance for this facility.

## Financial Plan

Hororata Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		3,700	3,700	3,700	3,700	3,700	2,003,700	13,200	13,200	13,200	13,200
<b>Routine O &amp; M</b>											
Total Routine O & M		10,680	10,680	10,680	10,680	10,680	44,503	56,564	56,378	56,175	55,955
<b>Scheduled Maintenance</b>											
Internal Painting		2,000	0	0	0	0	0	0	0	0	0
Total Opex		2,000	0	0	0	0	0	0	0	0	0
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
New Facility Construction	CCF	0	0	0	0	200,000	3,700,000	0	0	0	0
Playcentre Site Development	CCF	0	0	0	0	10,000	90,000	0	0	0	0
Heating Improvements	CCF	6,000	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		6,000	0	0	0	210,000	3,790,000	0	0	0	0

Table 11-33: Hororata Hall Cost Summary

### 11.7.13 *Killinchy Hall*

#### Key Details

Address:	Leeston Dunsandel Road
Land Area:	0.8470 ha
Building Area:	142m <sup>2</sup>
Constructed:	1900 (118 years)
DRC Valuation:	\$125,000 Land \$156,000 Improvements
Management:	Killinchy Hall Management Committee
Cluster:	Rural 1
Facility Type:	Local
Condition:	Good
% NBS:	34-66 (pre- earthquake assessment)



#### Levels of Service

The key stakeholders and customers of the Killinchy Hall are:

- Killinchy and Selwyn residents
- Killinchy Hall Management Committee
- Ellesmere Lions
- Killinchy Tennis Club

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. It has been used in the past by local churches and for after school activities. The tennis club also use the hall for their activities. A swimming pool operated by the committee is available for use by local people over the summer months.

The hall has been assessed as having a moderate level of utilisation with around 13, 017 hours of use per annum, which equates to around 41% utilisation. The level of utilisation is considered to be static at present.

#### Asset Description

The Killinchy Hall was built circa 1900 and was used as a school until 1959. In 1965 it was converted for use as a hall. There is a swimming pool associated with the hall and the tennis club has developed courts on the site. An area of 0.2023 ha occupied by the reserve is controlled by two remaining trustees of the Killinchy Town Hall and does not appear to be designated reserve. There is a desire to have this land incorporated into the land title for the hall.

The hall building comprises a main hall (94m<sup>2</sup>), kitchen, toilets and foyers (33m<sup>2</sup>). The exterior cladding is timber weatherboard with a corrugated iron roof. The pool (54m<sup>2</sup>) is concrete with a 1.0-1.5m depth. The pool was re-opened in 2008/09 and upgraded for use by local residents. There is also a plant shed (2m<sup>2</sup>) and a change area (18m<sup>2</sup>) though no toilets. Water supply is from a bore on an adjoining property and the sanitary disposal system is a septic tank.

A summary of asset condition is included as Figure 11-25, it shows that the building is in good condition overall with a few components in average or poor condition. Overall the hall building is in sound condition but some items identified during the condition survey require attention.

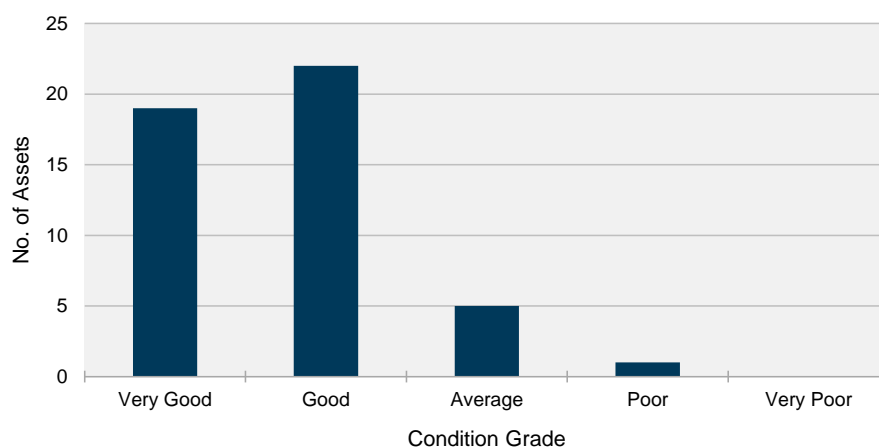


Figure 11-25: Asset Condition – Killinchy Hall

A summary of the Killinchy Pool condition is shown in Figure 11-26 below.

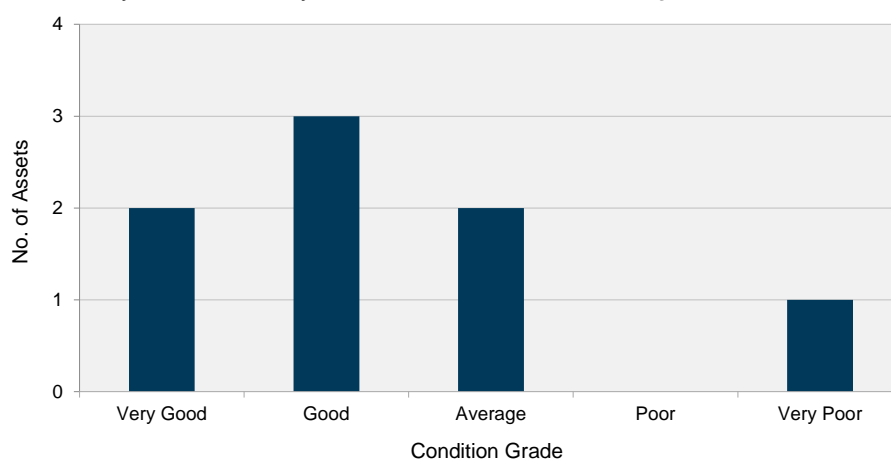


Figure 11-26: Asset Condition – Killinchy Pool

Overall the pool is in a good condition, with a new sand filter being recently installed (2017). The assessment identified a couple of issues that require rectification, being to improve chemical storage and repairing pipe work to contain water loss.

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

In the next 10 years, planned maintenance works include; painting of internal and external walls and roof, painting of pool buildings and pool tank, regular polyurethane floors, and to replace curtains and toilet cisterns.

A health and safety audit of Council aquatic facilities undertaken in 2016 noted that the Halkett Pool posed an “extreme risk” in a number of areas but particularly related to people behaviours, access and health and safety incidents whereby usage and behaviour is self-governed by pool users and relies on users keeping themselves safe. Some of the issues identified have been rectified such as signage. Council needs to be assured that the community pools can operate in a manner that protects the health and safety of users and will continue to monitor this facility and improve operational procedures. If this cannot be readily achieved Council may consider closure of the pool.



## Asset Renewal

The total forecast renewal requirement for the main building and general grounds over the 10 year period is \$58,000 for the resurfacing of the tennis courts and to replace the roof later in the planning period.

The total renewal forecast for the pool over the 10 year period is around \$7,700 for the replacement of valves and pumps.

## New Capital Projects

No capital works are planned for the 10 year planning period. The toilet facilities that had previously been identified as being of poor quality were upgraded with work completed on this project in 2012.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. There is currently a small funding surplus for this facility.

The hall committee manages the swimming pool and maintenance is funded from the hall account. A grant is available from the Council on an annual basis to support operating costs for the pool. The tennis courts and associated fixtures are generally the responsibility of the tennis club.

## Financial Plan

Killinchy Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900
<b>Routine O &amp; M</b>											
Total Routine O & M		6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200
<b>Scheduled Maintenance</b>											
Internal Painting	TF	0	15,000	0	0	0	0	0	0	0	0
External Painting	TF	20,000	0	0	0	0	0	0	0	0	0
Repaint Roof	TF	0	0	0	0	0	7,200	0	0	0	0
Repaint Pool	TF	1,500	500	500	500	500	500	500	500	500	500
Polyurathane Floors	TF	0	250	0	250	0	250	0	250	0	250
Replace Curtains	TF	0	0	0	0	900	0	0	0	0	0
Replace Cisterns - Toilets	TF	0	0	550	0	0	0	0	0	0	0
Repair Rear Door Frame	TF	4,000	0	0	0	0	0	0	0	0	0
<b>Total Opex</b>		<b>25,500</b>	<b>15,750</b>	<b>1,050</b>	<b>750</b>	<b>1,400</b>	<b>7,950</b>	<b>500</b>	<b>750</b>	<b>500</b>	<b>750</b>
<b>Renewals</b>											
Spouting/Downpipes Renewal	CCF	1,879	0	0	0	0	0	0	0	0	0
Renew Pool Pump	CCF	0	0	1,500	0	0	1,500	0	0	1,500	0
Resurface Tennis Court	CCF	0	42,000	0	0	0	0	0	0	0	0
Chemical Dosing Pump	CCF	0	1,200	0	0	0	0	0	0	0	0
Pool valves	CCF	0	0	0	0	0	0	2,000	0	0	0
Replace Roof	CCF	0	0	0	0	0	0	0	0	0	16,000
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Total Capex</b>		<b>1,879</b>	<b>43,200</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>2,000</b>	<b>0</b>	<b>1,500</b>	<b>16,000</b>

Table 11-34: Killinchy Hall Cost Summary

### 11.7.14 Ladbrooks Hall

#### Key Details

Address:	Barnes Road, Ladbrooks
Land Area:	852m <sup>2</sup>
Building Area:	428m <sup>2</sup>
Constructed:	1914 (104 years) with extensions in the 1960's
DRC Valuation:	\$87,500 Land \$207,000 Improvements
Management:	Ladbrooks Hall Management Committee
Cluster:	Lincoln
Facility Type:	Local
Condition:	Good
% NBS:	67-100



#### Levels of Service

The key stakeholders and customers of the Ladbrooks Hall are:

- Ladbrooks residents
- Ladbrooks Hall Management Committee
- Ladbrooks School
- Indoor bowls group
- Country Womens Institute
- Karate Club

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. It is used by the school for activities. An indoor bowls club, Karate club and dance school use the hall for recreational activities.

The hall has been assessed as having a moderate level of utilisation with around 44,320 hours of use per annum, which equates to around 46% utilisation. The level of utilisation is considered to have decreased slightly since 2014 (from 51% utilisation), following a period where usage had been steadily increasing.

#### Asset Description

The Ladbrooks Hall was built in 1914 and extended in the 1960s. The hall building comprises a main hall (242m<sup>2</sup>), supper room (58m<sup>2</sup>), kitchen, toilets and foyers (79m<sup>2</sup>). The exterior cladding is a combination of corrugated iron and weatherboard iron with a corrugated iron roof. Water supply is from a bore and the sanitary disposal system is a septic tank.

The committee have implemented a regular maintenance programme and undertaken upgrading work to keep the building in a sound and serviceable condition. Although an older building, work has progressively been carried out to ensure it is fully compliant with the Building Act.

A summary of asset condition is included as Figure 11-27, it shows that the building is in good condition overall. The building is structurally sound with some exterior and interior finishes needing to be painted or re-coated. A number of upgrades were recently completed (2017/18) as part of undertaking earthquake strengthening works, including electrical rewiring, upgrading heating systems and lighting, and works necessary to ensure Building Code compliance (including fire egress and disabled access. The building now has a NBS% of >67%.

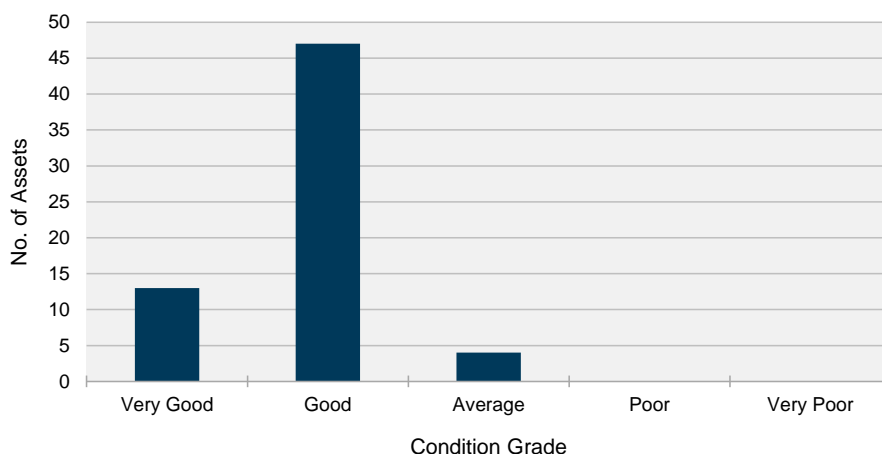


Figure 11-27: Asset Condition – Ladbrooks Hall

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

A number of maintenance projects are planned for the period of the 10 year plan. These include floor re-coats, internal and external painting, and replacement of the stage curtain and toilet cisterns.

### Asset Renewal

The total renewals forecast over the 10 year period is \$38,550 with the main renewal requirements being roof replacement, septic tank replacement (which will require further investigation) and replacement of heaters. The roof over the annex was replaced in 2015/16.

### New Capital Projects

Improvements to the kitchen are planned in 2025/26 as well as further lighting upgrades.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. There is currently a small surplus in the account for this facility.

## Financial Plan

Ladbrooks Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
<b>Routine O &amp; M</b>											
Total Routine O & M		9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
<b>Scheduled Maintenance</b>											
Floor Maintenance Coat	TF	0	0	1,800	0	6,150	0	0	1,800	0	6,150
External Painting	TF	0	0	8,100	0	0	0	0	0	0	0
Internal Painting	TF	7,000	0	9,600	0	0	0	7,500	0	0	0
Stage curtain replacement	TF	0	0	0	0	0	1,500	0	0	0	0
Replace Cisterns - Toilets	TF	0	0	0	0	0	1,100	0	0	0	0
Total Opex		7,000	0	19,500	0	6,150	2,600	7,500	1,800	0	6,150
<b>Renewals</b>											
Replace Heaters	CCF	0	0	0	0	0	5,600	0	0	0	0
Septic Tank Replacement	CCF	0	0	0	0	0	16,100	0	0	0	0
Exit signs	CCF	0	1,600	0	0	0	0	0	0	0	0
Roof Replacement	CCF	0	0	0	0	14,500	0	0	0	0	0
Replace Curtains	CCF	0	750	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Upgrade Kitchen	CCF	0	0	0	0	0	0	0	5,850	0	0
Lighting Upgrade	CCF	2,000	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		2,000	2,350	0	0	14,500	21,700	0	5,850	0	0

Table 11-35: Ladbrooks Hall Cost Summary

### 11.7.15 Lake Coleridge Community Hall

#### Key Details

Address:	Hart Place, Lake Coleridge
Land Area:	0.1015 ha
Building Area:	185m <sup>2</sup>
Constructed:	Circa 1910 (108 years)
DRC Valuation:	\$90,000 Land \$91,000 Improvements
Management:	Lake Coleridge Community Committee
Cluster:	Rural 2
Facility Type:	Local
Condition:	Good
% NBS:	Not assessed



#### Levels of Service

The key stakeholders and customers of the Lake Coleridge Community Hall are:

- Lake Coleridge residents
- Lake Coleridge Community Committee
- Hall users

The hall is used for a variety of uses by local residents including community committee meetings and other social functions.

The hall has been assessed as having a low level of utilisation (22%) with around 3,956 person hours of use per annum in the survey undertaken in 2017. The level of use has increased from a previous survey dating back to 2007 where utilisation was recorded as only 7%. The committee have undertaken upgrading works to the kitchen and other facilities to improve the quality of the building and encourage more use.

#### Asset Description

The Lake Coleridge Community Hall built around 1910 was previously owned by the Electricity Corporation and it was transferred to the Council in 1995. Previous uses include a movie theatre and playcentre.

The hall building comprises a main hall (101m<sup>2</sup>), supper room (20m<sup>2</sup>), kitchen, toilets and foyers (62m<sup>2</sup>) and a projection room (19m<sup>2</sup>) in the roof space. The exterior cladding is timber weatherboard with a corrugated iron roof. Water supply and waste disposal are both connected to a reticulated system.

A summary of asset condition is included as Figure 11-28, it shows that the building is in good condition overall. The building is structurally sound with some floor coverings and window sashes identified as being in average or poor condition.

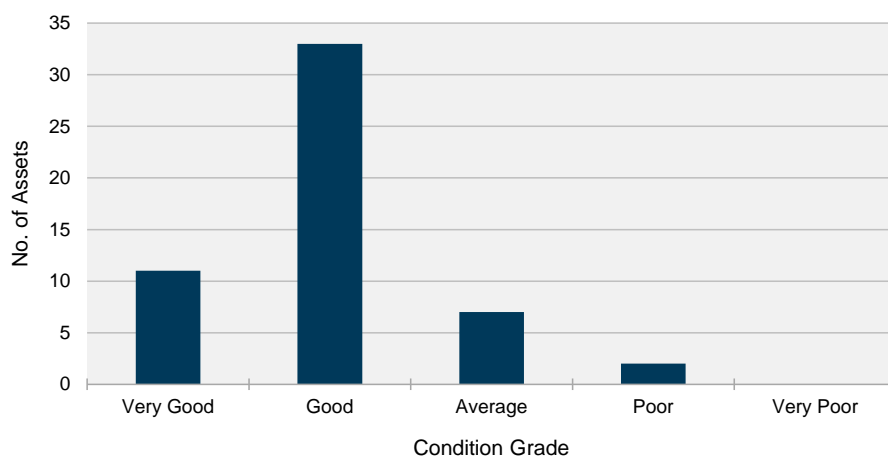


Figure 11-28: Asset Condition – Lake Coleridge Community Hall

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents. Scheduled maintenance over the next 10 years includes; repair to sash windows in 2018/19, as noted in the condition inspection; the building exterior cladding and roof is due to be repainted in 2024/25 (having last been repainted in 2014); internal repainting and polyurethaning the floor.

### Asset Renewal

A small number of renewals are identified for the 10 year planning period and include spouting and down pipe replacement, and replacing the curtains.

### New Capital Projects

Replacement of the commercial dishwasher is the only new capital works scheduled within the 10 year planning period. An upgrade of the kitchen was completed in 2010/11.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall.

### Financial Plan

Lake Coleridge Community Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
<b>Routine O &amp; M</b>											
Total Routine O & M		2,580	2,580	2,580	2,580	2,580	2,580	2,580	2,580	2,580	2,580
<b>Scheduled Maintenance</b>											
Internal Painting	TF	4,750	0	0	0	0	16,250	0	8,800	0	0
External Painting	TF	0	0	0	0	0	0	13,700	0	0	0
Repaint Roof	TF	0	0	0	0	0	0	18,500	0	0	0
Floor Finishes - Polyuretha	TF	0	8,800	0	0	13,000	0	0	0	0	13,000
Repair Sash Windows		2,000	0	0	0	0	0	0	0	0	0
Total Opex		6,750	8,800	0	0	13,000	16,250	32,200	8,800	0	13,000
<b>Renewals</b>											
Spouting/Downpipes Renewal	CCF	0	0	2,500	0	0	0	0	0	0	0
Replace Curtains	CCF	0	0	0	0	0	0	1,000	0	0	0
<b>Capital - LOS Improvement</b>											
Commercial Dishwasher	CCF	0	0	2,500	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	0	5,000	0	0	0	1,000	0	0	0

Table 11-36: Lake Coleridge Hall Cost Summary

### 11.7.16 *Lakeside Soldiers Memorial Hall*

#### Key Details

Address:	Harts Road
Land Area:	0.3735 ha
Building Area:	230m <sup>2</sup> (including veranda and courtyard)
Constructed:	Due for completion 2018
DRC Valuation:	\$55,000 Land
Management:	Lakeside Memorial Hall Management Committee
Cluster:	Rural 1
Facility Type:	Local
Condition:	
% NBS:	



#### Levels of Service

The key stakeholders and customers of the Lakeside Memorial Hall are:

- Lakeside residents
- Lakeside Memorial Hall Management Committee
- Hall users

Prior to being demolished as a result of earthquake damage, the previous hall was used for a variety of uses by local residents including community events, meetings, weddings and other social functions.

The hall was previously assessed as having a low level of utilisation and the community have considered how a new “niche” facility could operate as a flexible community space and special events venue to promote a greater level of use once re-built.

#### Asset Description

The original Lakeside Memorial Hall was built in 1917 and the supper room area added after World War II, both as war memorials. The Hall was situated on 0.2362 hectares held in fee-simple by the Council with an adjoining 0.1373 hectares gifted to the Council in 2002 by the Lakeside Tennis Club Incorporated.

Lakeside Memorial Hall suffered significant structural damage in the 2010/2011 earthquake events and has since been demolished. A re-build was favoured by the local community and the community committee have identified a source of funding and activation for the rebuilt building to be used as a wedding and specialist event venue. This aspect is key to ensure sustainable financial performance and will produce much needed revenue for ongoing maintenance and operational costs.

The proposed facility will consist of a large, multipurpose, traditionally styled hall with flexibility to be used as a venue for special events. A partially covered courtyard will be connected to the hall providing further ancillary space, along with Kitchen / bar, storage, bathrooms and service room. The floor area will be 230 m<sup>2</sup> (including courtyard) with a capacity of 140 people, which is smaller than the previous memorial hall.



## Operations & Maintenance

It is likely that the operations and maintenance of the new facility will remain the responsibility of the management committee, which is elected on a triennial basis from local residents.

An indicative operations and maintenance budget has been included in the 10 year plan for the proposed new facility once operational.

## Asset Renewal

No renewal work has been identified at this point. A maintenance and renewal plan will be prepared for the new building once operational.

## New Capital Projects

No further capital works are planned for the 10 year planning period.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. It is anticipated that revenue generated from the hiring of this facility will also assist with ongoing maintenance and operational costs. There is currently a small funding surplus for this facility due to the facility being demolished some time ago and no costs being incurred since that time. Funding to rebuild the hall is to be met from a combination of insurance, SDC grant, local fund raising and a loan to be serviced by rates.

## Financial Plan

Lakeside Community Facility	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		5,000	10,000	10,000	10,000	10,000	10,000	12,000	12,000	12,000	12,000
<b>Routine O &amp; M</b>											
Total Routine O & M		23,134	22,977	22,811	22,637	22,454	22,262	22,061	21,849	21,627	21,394
<b>Scheduled Maintenance</b>											
		0	0	0	0	0	0	0	0	0	0
Total Opex		0	0	0	0	0	0	0	0	0	0
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	0	0	0	0	0	0	0	0	0

Table 11-37: Lakeside Community Hall Cost Summary

### 11.7.17 *Lincoln Events Centre*

#### Key Details

Address:	Meijer Dr, Lincoln
Land Area:	1.7869 ha
Building Area:	2,821 m <sup>2</sup>
Constructed:	2010 (8 years)
DRC Valuation:	\$4,500,000 Land \$9,516,000 Improvements
Management:	Managed by Council & LEC Advisory Committee
Cluster:	Lincoln
Facility Type:	Keystone
Condition:	Very Good
% NBS:	67-100+



#### Levels of Service

- The key stakeholders and customers of the Lincoln Events Centre are:
- Lincoln and Selwyn residents
- Lincoln Event Centre Management Committee
- Lincoln Community Committee
- Chinese Church
- Lincoln Primary and Secondary schools
- Numerous clubs, community groups and facility users

Built in 2010 the large and modern event centre is used for a variety of uses by residents, including community events, social functions and meetings. It has a strong sports and recreation focus with uses including martial arts, indoor bowls, indoor netball, basketball, tennis, badminton, table tennis, dance groups and exercise groups. It is also used by numerous groups for meetings and club activities including Toastmasters, Probus, Historical Society, Bridge Club, Senior Citizens, Lincoln Envirotown and various trusts and committees. The facility also offers a range of community recreation programmes and after school programmes. It is managed by a professional facility manager employed by Selwyn District Council with governance provided by the Lincoln Events Centre Management Committee.

The LEC is assessed as having a very high level of utilisation and has limited capacity to accept some additional use as the community expands. The various rooms have an occupancy level of between 35-40% but during peak times (4 pm to 10 pm weekdays and Saturday and Sunday mornings) there is seldom space available and all are booked out.

A breakdown of users and income generation indicates the following:

- Corporate hires make up 37% of room hires and generate 46% of revenues
- Local Lincoln groups make up 39% of hires and generate 30% of total revenue
- Council and not for profit make up 24% of room hires and generate 24% of revenues

## Asset Description

The LEC is a large multi-use, multi-purpose facility of over 2,800 m<sup>2</sup> for meetings, indoor sports and fitness, and functions and events. This “state of the art” complex offers the following:

- High quality amenities
- Capacity for up to 1,000 people
- Parking for 200 plus vehicles
- Commercial licensed kitchen and food services
- Bar facilities, designed and presented to licensed standards
- Three Lounges and two Meeting Rooms
- Stadium designed for basketball, netball, tennis, badminton and volleyball
- Hall with elevated stage and sound system
- Toilets and change facilities that are accessible externally

The LEC is a key part of a wider recreation and community hub for Lincoln and the wider district. It adjoins Lincoln Domain which is the main centre for netball in the district and is managed in conjunction with this reserve.

Asset condition information has been captured for this facility in 2014 and updated in 2017. A summary of asset condition for LEC is shown in Figure 11-29: Asset Condition – Lincoln Events Centre, and indicates that, as expected of a relatively new building, most components are in very good condition.

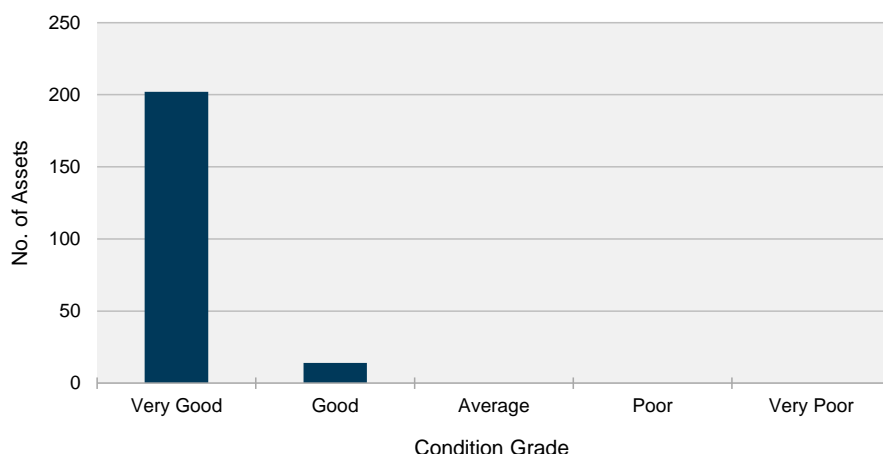


Figure 11-29: Asset Condition – Lincoln Events Centre

## Operations & Maintenance

The operations and maintenance of LEC is the responsibility of the Events Centre Manager. Additional staff are employed by Council for the event centre to cover reception, bookings, duty management and caretaking activities. The building systems inspection and maintenance is undertaken via contract arrangements. Operations and maintenance for the next 10 years will cost approximately \$780,000 per annum, however this includes a significant loan servicing cost.

Targeted maintenance is now planned in order to maintain the LEC's high quality facilities. This includes; ongoing equipment purchases, general asset maintenance, floor sanding and varnishing (various rooms), replacement of furniture, internal painting and door varnish, replacing carpet (various meeting rooms), and work on the kitchens.

## Asset Renewal

Items scheduled for renewal over the 10 year planning period includes fridges and heat pumps.

### **New Capital Requirements**

The Council growth projections indicate that Lincoln will grow by around 4,500 people over the 10 year planning period (at an annual increase of 5.1%). In order to accommodate this growth the Lincoln Event Centre has been built and has capacity to cater for growth.

It is expected that usage will progressively increase over the 10 year period in line with population growth and other demand factors. This may mean that new equipment / facilities will be required to cater for demand and different activities. It is also anticipated that the proposed indoor courts at Foster Park will help meet any expected increase in demand within the wider Eastern Selwyn area. This situation will be reviewed over time and adjusted once demands are more accurately quantified.

At this point in time, the only new capital investment programmed is to improve the function of the building by installing automatic opening doors to the front entrance.

Council has undertaken some preliminary investigation on how additional programming space could be provided if this is required in the future. The demand for this extra space will continue to be monitored and re-considered as part of future planning.

### **Funding**

A district wide targeted rate is levied to fund the operation and maintenance of the LEC. This is supplemented by revenue from hires and charges.

Although the LEC does generate significant revenue from user charges, the cost of operating this facility compared with revenues received is significant. A facility of this size and quality and particularly associated with a district sports hub has a much wider benefit than to just Lincoln residents, and is well suited to district wide funding.

## Financial Plan

Lincoln Events Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		304,950	304,950	304,950	304,950	304,950	304,950	304,950	304,950	304,950	304,950
<b>Routine O &amp; M</b>											
Total Routine O & M		777,086	778,481	780,809	781,549	781,973	782,024	781,763	781,065	779,929	778,316
<b>Scheduled Maintenance</b>											
Equipment purchases	TF	21,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Building Asset Maintenance	TF	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Replace Lounge Chairs	TF	0	0	15,000	0	0	0	0	0	0	0
Nicholas Hall Floor Varnish	TF	6,107	0	0	0	8,000	0	0	0	0	8,000
Liffey Floor sand and varnish	TF	0	0	28,000	0	0	0	0	28,000	0	0
Baylis Floor Varnish	TF	0	0	7,500	0	0	0	0	7,500	0	0
Internal Painting	TF	0	70,000	0	0	0	0	36,000	0	0	0
Green Room Carpet and paint	TF	0	0	0	0	0	0	2,000	0	0	0
Tod/Habgood carpet	TF	0	7,000	0	0	0	0	0	0	0	0
Varnish Doors	TF	0	4,000	0	0	0	0	4,000	0	0	0
Tod/Habgood Kitchens	TF	0	3,000	0	0	0	0	0	0	0	0
Baylis Kitchen/Bar	TF	0	0	0	0	0	0	3,000	0	0	0
Fitzgerald Carpet and paint	TF	0	2,800	0	0	0	0	0	0	0	0
Office Carpet/Paint	TF	0	5,500	0	0	0	0	0	0	0	0
Total Opex		57,607	128,800	87,000	36,500	44,500	36,500	81,500	72,000	36,500	44,500
<b>Renewals</b>											
Fridges	TF	0	4,500	0	0	0	0	0	0	0	0
Heat Pumps Fitz/Office	TF	0	0	0	0	0	0	0	0	9,000	0
<b>Capital - LOS Improvement</b>											
Auto Entrance Doors	TF	38,400	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		38,400	4,500	0	0	0	0	0	0	9,000	0

Table 11-38: Lincoln Events Centre Cost Summary

### 11.7.18 Mead Hall

#### Key Details

Address:	North Rakaia Road
Land Area:	2.8328 ha (total including reserve)
Building Area:	127 m <sup>2</sup>
Constructed:	1952 (66 years)
DRC Valuation:	\$37,000 Land \$135,500 Improvements
Management:	Mead Reserve Management Committee
Cluster:	Rolleston
Facility Type:	Local
Condition:	Good
% NBS:	37



#### Levels of Service

The key stakeholders and customers of the Mead Hall are:

- Mead residents
- Mead Reserve Management Committee
- Kennedys Karate

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. The hall is also used by the local karate group.

The hall has been assessed as having a very low level of utilisation with around 2,100 hours of use per annum, which equates to around 3% utilisation. The level of utilisation is considered to be static.

#### Asset Description

The Mead Hall was built and the site vested in the Council in 1952. The adjoining land is owned by the Department of Conservation and vested in the Council for administration and is currently leased for grazing as well as having an open area for community activities.

The hall building comprises a main hall (91m<sup>2</sup>), kitchen, toilets and foyers (42m<sup>2</sup>). The exterior cladding is concrete block, corrugated iron with a corrugated iron roof. Water supply was previously from roof water collected into concrete tanks but this was upgraded to a bore supply in 2012. The sanitary disposal system is a septic tank.

A summary of asset condition is included as Figure 11-30, it shows that the building is generally in good condition overall. The building is structurally sound and the block work has recently been sealed to prevent moisture intrusion. Much of the interior was repainted in 2013 as part of EQC repairs and the exterior of the building was repainted in 2008. Items identified as being in poor condition relate to interior ceilings and have been programmed for repainting in 2018/19 and heaters which were failing and have been programmed for replacement in 2017/18.

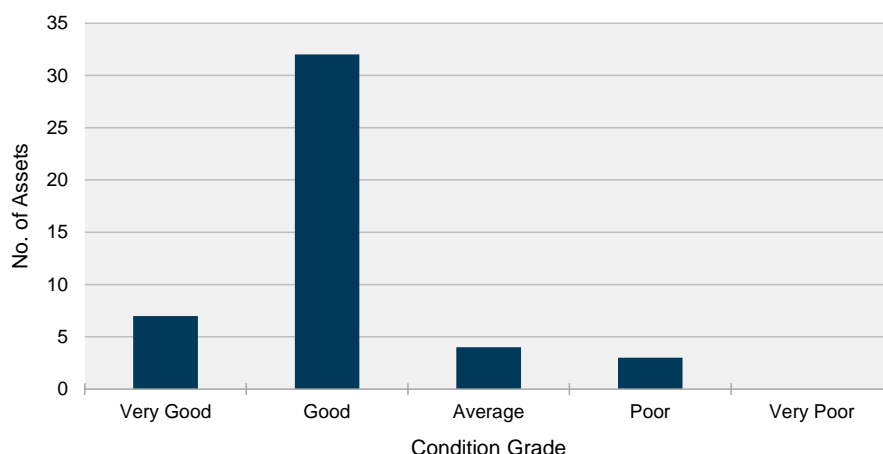


Figure 11-30: Asset Condition – Mead Hall

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

A total of \$41,962 is identified for scheduled maintenance over the 10 year planning period which includes periodic floor coating with polyurethane, internal painting, and replacing curtains and external doors. An external repaint of the building including the roof has been completed in the 2017/18 financial year and has been programmed again for 2027/28.

Performance analysis of health and safety, quality and accessibility identified lack of disabled access as a performance issue. This is only likely to be addressed as part of Building Code compliance if major upgrading work is undertaken in the future.

### Asset Renewal

The heaters were the only item identified in the condition survey as poor and have been brought forward for replacement in 2017/18. Renewals forecast over the 10 year period include an upgrade of the toilets and renewal of kitchen appliances later in the planning period.

### New Capital Requirements

The only new capital project planned for Mead hall in the next 10 years is an upgrade of the kitchen in 2019/20.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. Other funding is generated by hires and charges for use of the hall. There is currently a healthy funding surplus for this facility of >\$20,000.



## Financial Plan

Mead Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600
<b>Routine O &amp; M</b>											
Total Routine O & M		2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450
<b>Scheduled Maintenance</b>											
Polyurethane Floors	TF	5,500	0	0	0	0	0	0	5,500	0	0
Internal Painting	TF	600	0	0	0	0	7,800	0	0	0	0
External painting	TF	0	0	0	0	0	0	662	0	0	16,000
Replace Curtains	TF	0	0	0	0	0	0	0	900	0	0
Replace External Doors	TF	2,500	0	0	0	0	0	0	0	2,500	0
Total Opex		8,600	0	0	0	0	7,800	662	6,400	2,500	16,000
<b>Renewals</b>											
Renew Kitchen Appliances	CCF	0	0	0	0	0	0	0	0	1,000	0
Toilet Upgrade	CCF	0	0	0	13,000	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Kitchen Upgrade	CCF	0	10,000	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		0	10,000	0	13,000	0	0	0	0	1,000	0

Table 11-39: Mead Hall Cost Summary

### 11.7.19 *Prebbleton Hall*

#### Key Details

Address:	Springs Road
Land Area:	0.1657 ha
Building Area:	495m <sup>2</sup>
Constructed:	1914 (104 years)
DRC Valuation:	\$290,000 Land Hall not owned by SDC
Management:	Prebbleton Public Hall Society Incorporated
Cluster:	Lincoln
Facility Type:	Hub
Condition:	Good
% NBS:	34-66



#### Levels of Service

The key stakeholders and customers of the Prebbleton Hall are:

- Prebbleton residents
- Prebbleton Public Hall Society Incorporated
- Prebbleton Heritage
- Recreation and local Community Groups

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. Prebbleton Heritage has a dedicated area for their activities. The indoor bowls, pigeon club and several dance groups, Ta Chi, Zumba exercise classes also use the hall for their activities.

The hall has been assessed as having a high level of utilisation with around 112,500 hours of use per annum, which equates to around 70% utilisation. The level of utilisation is considered to be increasing (an increase from 60% utilisation in 2014).

Prebbleton is now an area of significant population size (nearly 4,000 residents) and as such the existing community hall is no longer suitable or able to cope with demand. The existing Hall is on a small site (already has maximum site coverage) and there are currently issues with a lack of on-site car parking with the facility located on a main arterial road. There is no area for future expansion of either the building or parking on the existing site. The Strategic Plan (2013) made a recommendation to replace this facility in the near future with a larger more flexible 'hub' facility, to cope with population growth and provide support to smaller 'local' facilities nearby (Ladbrooks, Broadfield).

## Asset Description

The Prebbleton Hall replaces a library which was built on the site in 1897 and later moved to the school. The hall was built in 1914 and has been modified and extended on several occasions, most recently in 1975.

The hall building comprises a main hall (287m<sup>2</sup>), kitchen and supper room (90m<sup>2</sup>), heritage area (21m<sup>2</sup>), toilets, storage and foyers (92m<sup>2</sup>). The exterior cladding is concrete block with some timber weatherboard and fibrous plaster with a corrugated iron roof. Water supply and waste water disposal are connected to reticulated systems. There is also a sealed car park area to the rear and sides of the building and war memorial on the Springs Rd frontage.

A summary of asset condition is included as Figure 11-31, it shows that the building is in a good condition overall. The building is structurally sound, with only some of the pinex ceiling tiles identified as being in average condition and needing replacement.

The building has generally been well maintained by the committee who have ensured planned maintenance work has been undertaken as required. They have also continued to improve the hall assets with the kitchen upgraded in 2013/14, and the interior and exterior recently repainted in 2017.

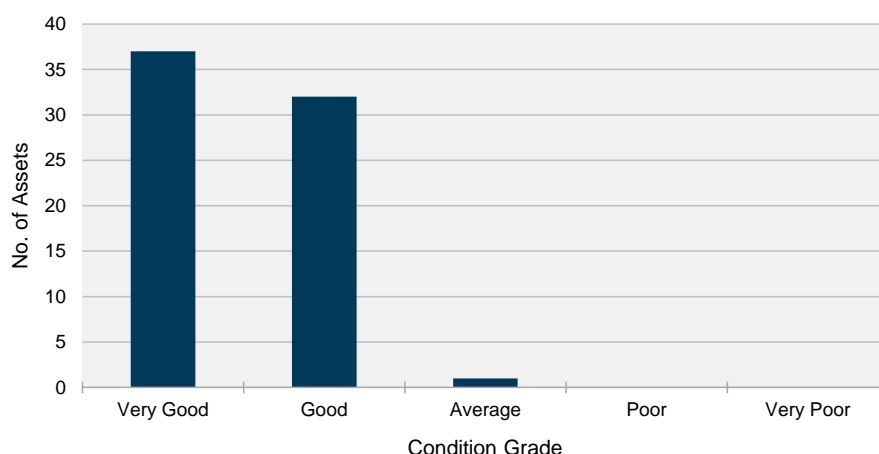


Figure 11-31: Asset Condition – Prebbleton Hall

## Operations & Maintenance

The Prebbleton Public Hall Society Inc. own, operate and maintain the Asset.

With the proposal to build a new facility, an adjusted operations and maintenance budget has been included from 2021 and includes an indicative provision made for future building maintenance from 2025/26. Maintenance works still scheduled for the old building to ensure it is fit for purpose until replaced include; polyurethane re-surface for the main hall floor continued from 2018/19, and repainting of the fascia as per recent condition inspection.

Performance analysis of health and safety, quality and accessibility identified toilets and adequacy of parking as performance issues. Improvements to the toilets have now been carried out since the performance survey was undertaken. There are no options to expand the car park area on the current site, but this will be resolved as part of building a new facility.

## Asset Renewal

Any renewal work has been deferred at this point pending the replacement of this building. A maintenance and renewal plan will be prepared for the new building once operational.

## New Capital Requirements

Prebbleton is forecast to experience on-going growth with the population projected to increase by around 829 over the next 10 years (at an annual increase of 2.9%). There will, therefore, be capacity issues particularly associated with growth and demand for a different mix of facilities to those available in the current building.

As a result, it is intended to build a new facility to replace the current one between 2019 and 2021. A sum of \$5.5 million has been set aside for this redevelopment. A site for the facility has yet to be confirmed, but options include the Prebbleton Domain where it could consolidate facilities and create a community recreation hub. There are other potential sites in Prebbleton that could be considered and a process will be initiated to determine the best future location for this facility. There is insufficient space on the current site to accommodate a larger facility and associated parking requirements.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. Currently, the account has a surplus. When the new facility is built capital costs will be met from a combination of reserve development contribution fund, an SDC grant, grants from community and charity organisations, sale of the existing property and from a loan to be serviced by rates.

## Financial Plan

Prebbleton Public Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		7,500	7,500	7,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Routine O &amp; M</b>											
Total Routine O & M		27,535	27,535	96,165	143,507	142,504	141,435	140,297	139,087	137,799	136,432
<b>Scheduled Maintenance</b>											
Exterior Painting	TF	2,500	0	0	0	0	0	0	0	0	0
Floor Finishes - Polyuretha	TF	3,750	3,750	0	0	0	0	0	0	0	0
Building Asset Maintenance	CCF	0	0	0	0	0	0	0	15,000	15,000	15,000
Total Opex		6,250	3,750	0	0	0	0	0	15,000	15,000	15,000
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
New Community Centre	CCF	0	250,000	5,292,000	0	0	0	0	0	0	0
Total Capex		0	250,000	5,292,000	0	0	0	0	0	0	0

Table 11-40: Prebbleton Hall Cost Summary

### 11.7.20 *Rolleston Community Centre and Planned Indoor Courts*

#### **Key Details**

Address:	Rolleston Drive
Land Area:	1.0296
Building Area:	1,718m <sup>2</sup>
Constructed:	1999 (19 years)
DRC Valuation:	\$1,000,000 Land \$2,910,000 Improvements
Management:	Selwyn District Council
Cluster:	Rolleston
Facility Type:	Keystone
Condition:	Very Good
% NBS:	67-100



#### **Levels of Service**

The key stakeholders and customers of the Rolleston Community Centre are:

- Rolleston residents
- Rolleston Community Centre Management Committee
- Selwyn District Council Community Services and Assets staff
- Selwyn Central Community Board
- Sports and community groups

The community centre is located in a complex which includes the current library. These areas of the complex are included in other sections of the Community Facilities Activity Management Plan. The centre is used for a variety of uses including:

#### Weekly Users

- |                                   |                  |
|-----------------------------------|------------------|
| • Recreation programmes (various) | • Netball        |
| • Scouts and Guides               | • Jujitsu        |
| • Indoor bowls                    | • Local churches |
| • Meetings                        | • Gym members    |
| • Roller Derby                    | • Badminton      |

#### Occasional and other users

- |                       |                             |
|-----------------------|-----------------------------|
| • Sports tournaments  | • Basketball                |
| • Ratepayer groups    | • Weddings/Funerals/Parties |
| • Community functions | • Indoor soccer             |
| • NZ Blood Service    | • Holiday programmes        |

The centre is managed directly by Council via a professional facilities manager. An advisory committee comprised of local representatives provides governance support.

The centre offers a range of community and recreation programmes that are well attended and usage has increased dramatically over the last six years. The community centre has been assessed as having a very high level of utilisation with around 210,343 hours of use per annum, which equates to around 93% utilisation. The Centre is operating at capacity at prime times and requests for use of the facility are being turned down on a weekly basis because no space is available.

Centre Management continues to support a mix of uses in the facility, and endeavours to balance the needs of local clubs with the demand from the community for casual recreation opportunities. This balancing act can and does lead to conflict on occasion because of the space limitations with the existing facility.

Rolleston now has a substantial established population of over 15,000, and is projected to continue growing rapidly. To gain an understanding of future needs, an in-depth study of the future sporting and cultural needs of Rolleston and the wider Selwyn area has been undertaken, including a needs analysis for indoor court space.

In order to meet demand for indoor sports requirements a new covered facility is planned to be built at Foster Recreation Park adjacent to the Selwyn Aquatic Centre from 2018-20. The first stage - budgeted for 2018-19 (under Recreation Reserves cost centre) would include construction of the main 'hub building' to service both the existing playing fields and future indoor facilities. Facilities would include changing rooms, public toilets, storage capacity, meeting spaces. Stage two has been programmed for 2019-20 and will include construction of a four court indoor complex with the addition of a further four courts (asphalt) that are covered, reception / management area, small kitchen facility, covered concourse.

Once the new indoor court facility is completed the future use of the community centre will need to be considered. The general approach, at this point, contemplates that the indoor sports activities will transfer to the new indoor court complex and the community centre will continue to provide space for a variety of community uses. The former library space will be redeveloped to provide extra space as outlined in the Eastern Selwyn Community Spaces Plan. The new Library/Community Facility will also provide space for a range of community activities and, how this works with the Rolleston Community Centre, will be a consideration at that time. Ultimately the Rolleston Town Centre Plan and Land use Recovery Plan (LURP) indicate that the existing Rolleston Community Centre site will be re-developed for commercial as part of the town centre development. This is likely to be some way off in the future given that the site is currently held as reserve under the Reserves Act and the building has a substantial remaining economic life. Therefore the facility will continue to be used for community uses and activities during the current planning horizon.

### **Asset Description**

The Rolleston Community Centre was built in 1999. A Council service centre was built as part of the original complex and in 2000 a public library was established to operate in conjunction with the service centre.

The community centre comprises a main hall with foldaway stage, storage, toilets and changing facilities, bar, kitchen and kitchenette, meeting room/supper room, fitness centre and a community room with separate toilets. There is a sealed car park which serves all the facilities in the complex.

The exterior cladding is concrete tilt slab construction with long run steel roof and aluminium joinery. Water supply and waste water disposal are connected to reticulated systems.

A summary of asset condition is included as Figure 11-32, it shows the building is in very good condition overall. Council has initiated a planned maintenance programme since taking on the management of the Centre and has resolved most of the issues identified in earlier condition assessments. Work undertaken includes floor repairs and re-coating, replacement and repairs to doors, roof repairs and interior repainting.

The roof has received considerable attention in recent years to rectify reported leaks. As a result of a design fault minor leaks are still reported during heavy rain.

The facility sustained some minor damage as a result of the earthquake events which mainly involved superficial cracks to exterior walls. All repairs have now been completed.

## Operations & Maintenance

The operations and maintenance is the responsibility of the Centre Manager. Additional staff are employed by Council for the event centre to cover reception, bookings and duty management. Recreation programmes are delivered by a combination of Council staff and professional providers.

Caretaking/cleaning and building systems inspection and maintenance are undertaken via contract arrangements.

An asset maintenance programme has been prepared for the facility and implementation of this as well as other technical support is provided by Council's Property & Commercial staff.

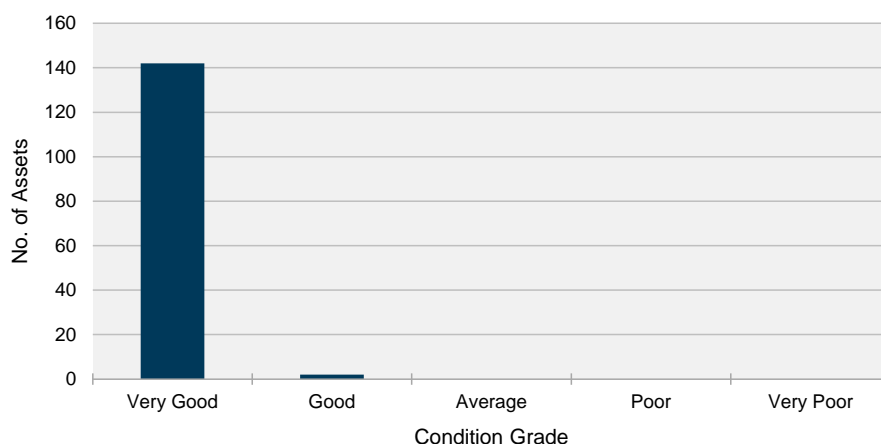


Figure 11-32: Asset Condition – Rolleston Community Centre

A total of \$473,150 is identified for scheduled maintenance over the 10 year planning period. Significant maintenance items include; repairs to external surfaces and roof, car park and paths, improvements to the stadium, polyurethane stadium floors, and painting interior linings and exterior cladding. Over the 10 year period, mechanical services and external and roof maintenance will be on-going.

An indicative operations and maintenance budget has been included in the 10 year plan for the proposed indoor courts at Foster Park.

## Asset Renewal

Planned renewals include the replacement of recreation equipment, kitchen appliances, toilet hardware and cisterns, heating, and resealing of the carpark and rear service access.

## New Capital Requirements

Growth forecasts estimate that Rolleston will see the population increase by more than 8,000 people (4.1% per annum) over the next 10 years. The existing facility is already at capacity and cannot meet demand during peak usage times. Therefore some expansion of community facilities to support the current deficit and predicted level of growth is required.

Master planning work for Foster Recreation Park identified the need for an additional indoor court facility to service Rolleston's growth. To meet demand over the next 10 years an eight court facility is initially planned. This would be located at Foster Recreation Park adjacent to the Selwyn Aquatic Centre. A total of \$21 million has been estimated for the capital cost of this facility (includes \$4m allocated within the recreation reserves cost centre for the construction of the initial hub building), with \$17m programmed for the construction of four indoor courts and four covered (asphalt) courts. Completion is planned in 2020.

Extra capacity within the existing Rolleston Community Centre may also be created by utilising the space currently occupied by the Rolleston Library for community purposes. It is planned that the library will have moved / have been rebuilt as part of a larger cultural and technology centre within the Rolleston Town Centre development. Concept plans for the area of about 270m<sup>2</sup>, once vacated, are to be developed, and an indicative budget for the refurbishment of this space has been programmed for 2019-21.



In addition to this it is planned to utilise existing space more efficiently by remodelling rooms for other uses. The Eastern Selwyn Community Spaces Plan proposed that the existing building be retained into the future for some form of community purpose and there are a number of potential future uses that can be explored.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this community centre. There is currently a small funding surplus for this facility as at 1 July 2017. Significant revenue generated from programmes and use helps to offset operating costs.

Capital costs for the construction of the proposed indoor court facility at Foster Park will be met from a combination of reserve development contribution fund, an SDC contribution, grants from community and charity organisations, and from a loan to be serviced by rates.

## Financial Plans

Rolleston Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		156,600	156,600	156,600	186,600	186,600	186,600	186,600	186,600	186,600	186,600
<b>Routine O &amp; M</b>											
Total Routine O & M		471,688	515,526	523,464	563,762	572,035	610,521	589,213	598,115	607,237	616,579
<b>Scheduled Maintenance</b>											
Internal Painting	TF	1,500	1,500	0	0	0	0	16,750	0	0	0
Paint Mezanine Floor	TF	0	0	0	0	0	0	5,000	0	0	0
Polyurethane Dance Floor	TF	0	2,750	0	0	0	2,750	0	0	0	0
Foyer and Corridor	TF	0	0	0	0	0	0	5,500	0	4,500	0
Toilets	TF	0	500	0	0	0	0	500	0	0	0
Lounge	TF	15,000	1,600	11,000	0	11,000	0	0	0	0	0
Kitchen and Bar	TF	1,000	500	1,000	500	1,000	500	2,750	0	0	0
Community Room	TF	0	5,250	0	0	0	0	8,000	0	0	0
Stadium	TF	0	30,000	0	0	0	0	20,000	0	17,500	0
External & Roof	TF	56,779	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Mechanical Services	TF	53,000	9,500	0	18,500	9,500	0	18,500	9,500	0	18,500
Car Parks & Paths	TF	5,000	0	0	8,800	0	5,500	0	0	0	0
Recoat stadium floor	TF	0	20,000	0	0	0	0	20,000	0	0	0
Fire extinguishers	TF	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300
Showers	TF	500	0	0	0	0	0	5,000	0	0	0
Paint exterior cladding	TF	0	0	0	0	0	65,000	0	0	0	0
Total Opex	TF	134,079	78,900	19,300	35,100	28,800	81,050	109,300	16,800	29,300	25,800
<b>Renewals</b>											
Kitchen Appliances	TF	23,750	0	3,250	0	0	0	0	0	0	0
Recreation Equipment	TF	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Replace toilet bowls and cisterns	TF	0	15,250	0	0	0	0	0	0	0	0
Reseal Carpark & Rear Acces	TF	0	0	7,300	42,350	0	0	0	0	0	0
Heating	TF	0	0	0	0	0	0	8,000	0	0	0
<b>Capital - LOS Improvement</b>											
Oven for Lounge Kitchen	TF	0	21,750	0	0	0	0	0	0	0	0
Refurbish Library space	TF	0	200,000	282,000	0	0	0	0	0	0	0
Community Room Chairs	TF	0	8,700	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		30,250	252,200	299,050	48,850	6,500	6,500	14,500	6,500	6,500	6,500

Table 11-41: Rolleston Community Centre Cost Summary

Rolleston Sports Ctr Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		0	0	320,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000
<b>Routine O &amp; M</b>											
Total Routine O & M		0	851,448	1,380,815	1,383,166	1,420,281	1,412,283	1,413,637	1,404,304	1,395,240	1,384,423
<b>Scheduled Maintenance</b>											
Planned Maintenance	TF	0	0	0	0	0	17,000	28,500	0	0	0
Total Opex		0	0	0	0	0	17,000	28,500	0	0	0
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
Indoor Court Facility	B	0	17,000,000	-	-	-	-	-	-	-	-
Equipment Purchase	TF	0	-	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Capex		0	17,000,000	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000

Table 11-42: Rolleston Sports & Leisure Centre Cost Summary

### 11.7.21 *Sheffield Hall*

#### Key Details

Address:	Railway Terrace East and Wrights Road
Land Area:	1,530 m <sup>2</sup>
Building Area:	475m <sup>2</sup>
Constructed:	1901 & 1967 (117 years)
DRC Valuation:	\$175,000 Land \$298,000 Improvements
Management:	Sub-Committee of the Sheffield/Waddington Community Committee
Cluster:	Rural 2
Facility Type:	Local
Condition:	Good
% NBS:	>67 (once seismic work completed)



#### Levels of Service

The key stakeholders and customers of the Sheffield Hall are:

- Sheffield residents
- Sheffield/Waddington Community Committee
- Sheffield School
- Sheffield churches
- Recreation Groups
- Community Groups

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. The toy library has a dedicated area for their activities. The school, church groups and several clubs also use the hall for their activities. Malvern Market use the hall on a monthly basis for market day. Other users include ballet and the local garden and patch work clubs. The hall has been assessed (2014) as having a moderate level of utilisation with around 39,890 hours of use per annum, which equates to around 44% utilisation. The level of utilisation has increased significantly since the last assessment in 2011 (10,940 usage hours equalling 12% utilisation).

#### Asset Description

The original hall which included the main hall, stage and meeting room was built in 1901 and purchased by the community in 1940. There have been a number of additions and alterations over the years including a new meeting room in 1967.

The Plunket building erected on the property is a separate asset not considered in this Plan.

The hall building comprises a main hall (158m<sup>2</sup>), toy library (90m<sup>2</sup>), kitchen (25m<sup>2</sup>), meeting room (69m<sup>2</sup>), toilets and foyers (73m<sup>2</sup>) and scout den (15m<sup>2</sup>). The exterior cladding is brick and roughcast concrete block with a corrugated iron roof. Water supply is connected to a reticulated system and waste water disposal are connected to a septic tank. There is also a sealed car park area to the side of the building.

A summary of asset condition is included as Figure 11-33 it shows that the building is in good condition overall. The committee have undertaken recent works to improve the condition and this includes repainting the exterior and upgrading the toilets. A number of upgrades will be undertaken (2018) as part of programmed earthquake strengthening works, including electrical rewiring, heating systems and an upgrade of the kitchen area and appliances. A continued asset maintenance and renewal programme will be required to keep this building in a serviceable condition. Items identified as being in average condition generally relate to the toilet areas and the need to replace floor coverings and repaint wall linings in these areas. These works have been programmed into the maintenance and renewal programme accordingly.

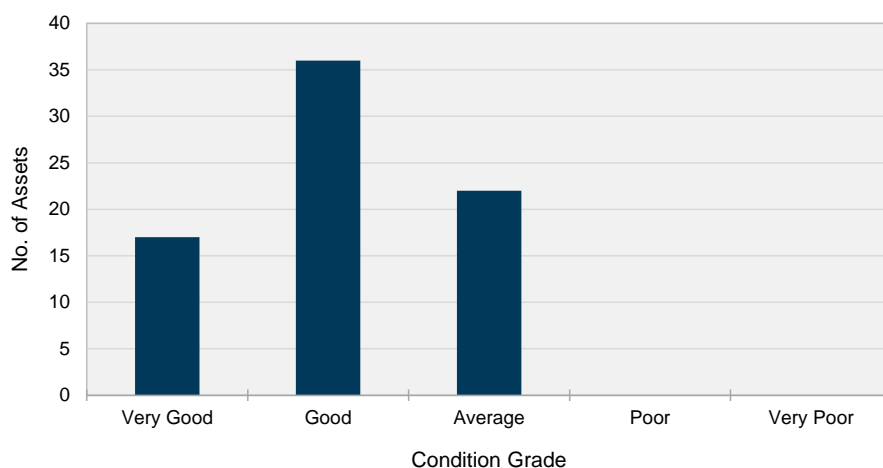


Figure 11-33: Asset Condition – Sheffield Hall

The building incurred some damage during the earthquakes with the main item being the loss of the chimney. This was disused and has been made safe and covered over. A Detailed Engineering Evaluation was carried out to determine the building's strength and identify any structural issues. This indicated the building was between 10-16% of NBS and therefore earthquake prone. The building was initially closed to public use until further investigation was carried out to ensure it was not an immediate risk to public safety. Subsequently, the Council has decided to make the capital investment required to ensure the building will meet the required NBS (>67%NBS) and the building will undergo the necessary strengthening works (to be completed in 2018).

As part of the strengthening work programme the building will also be upgraded to meet code requirements and this includes accessibility, electrical services and fire compliance. In addition the contract covers replacement of some floor coverings and upgrading the kitchen.

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

Scheduled maintenance over the 10 year period total \$46,750 and includes an internal and external repaint, repainting the roof and periodic floor coating with polyurethane.

Performance analysis of health and safety, quality and accessibility did not identify any significant performance issues.

### Asset Renewal

The total renewals forecast over the 10 year period is \$33,000, which includes replacing floor coverings, spouting the hot water cylinder, curtains and further kitchen appliances. The car park is planned for a re-seal in 2020/21.

The roof has been re-inspected to determine the expected life and this is now estimated to be 17 years, so long as it is kept painted and existing minor maintenance issues are addressed.

## New Capital Requirements

The necessary seismic strengthening works are being progressed in 2018. No new capital projects are planned for the 10 year plan period.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. There is currently a small operating surplus for this facility.

## Financial Plan

Sheffield Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
<b>Routine O &amp; M</b>											
Total Routine O & M		10,575	10,575	10,575	10,575	10,575	10,575	10,575	10,575	10,575	10,575
<b>Scheduled Maintenance</b>											
Internal Painting	TF	18,367	0	4,500	0	0	0	8,750	0	0	0
External Painting	TF	7,141	0	0	0	0	0	0	0	0	9,000
Repaint Roof	TF	1,620	0	0	0	0	0	0	0	0	7,500
Floor Finishes - Polyuretha	TF	4,500	0	0	0	0	4,500	0	0	0	0
Repaint Doors	TF	2,896	0	0	0	0	0	2,000	0	0	0
Replace Toilet Pans off Main Hall	TF	409	0	0	0	0	0	0	0	0	0
Total Opex		34,933	0	4,500	0	0	4,500	10,750	0	0	16,500
<b>Renewals</b>											
Replace Hot Water Cylinder	CCF	0	0	0	3,300	0	0	0	0	0	0
Spouting Renewal	CCF	1,414	0	0	0	0	0	0	0	0	0
Floor Coverings Renewal	CCF	6,206	0	6,250	0	0	0	0	0	0	0
Replace Kitchen Appliances	CCF	0	3,900	0	0	0	0	2,800	0	0	0
Replace Curtains	CCF	157	0	1,800	0	0	0	0	1,200	0	0
Reseal Carpark	CCF	0	0	6,000	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Kitchen Upgrade	CCF	17,391	0	0	0	0	0	0	0	0	0
Upgrade electrical services	CCF	4,141	0	0	0	0	0	0	0	0	0
Sheffield Hall EQ Strgthn Capex	GF	218,893	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		248,202	3,900	14,050	3,300	0	0	2,800	1,200	0	0

Table 11-43: Sheffield Hall Cost Summary

### 11.7.22 Southbridge Hall

#### Key Details

Address:	High Street
Land Area:	0.4881 ha (includes pool)
Building Area:	548m <sup>2</sup>
Constructed:	Circa 1929 (89 years)
DRC Valuation:	\$225,000 Land \$478,000 Improvements
Management:	Southbridge Advisory Committee
Cluster:	Rural 1
Facility Type:	Local
Condition:	Good
% NBS:	34-66



#### Levels of Service

The key stakeholders and customers of the Southbridge Hall are:

- Southbridge residents
- Southbridge Advisory Committee
- Dance group
- Indoor Bowls Club
- Hall users

The hall is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. A dance group as well as indoor bowls use the hall for their activities on a regular basis. Annually, a flower show Garden Club show is held in the hall.

The hall has been assessed as having a very low level of utilisation (2014) with around 15,080 hours of use per annum, which equates to around 11% utilisation. The level of utilisation is considered to be increasing. The committee have over the last five years undertaken an improvement programme with the objective of providing a quality facility that will promote greater use.

#### Asset Description

The Southbridge Hall was the town hall and picture theatre until the projection system was removed when the building was refurbished in the mid 1980's.

The hall building comprises a main hall and stage (268m<sup>2</sup>), supper room (97m<sup>2</sup>), kitchen (25m<sup>2</sup>), first floor lounge (74m<sup>2</sup>), toilets and foyers (75m<sup>2</sup>) and separate garage/store at rear. The exterior cladding is plastered brick with a corrugated iron roof. Water supply is connected to a reticulated system and waste water disposal are connected one to the reticulated system and the other to a septic tank. There is also a sealed car park area to the side of the building that is shared with the swimming pool.

A summary of asset condition is included as Figure 11-34 it shows that the building is in good condition overall. The building is sound with some maintenance and renewal works required to address a few items in very poor condition. This mainly relates to windows and barge boards. The interior of the building has had an extensive upgrade programme over the last few years including the kitchen, bar, supper room and toilets as well as improving the heating.

Southbridge Hall is a listed heritage building in the Selwyn District Plan.

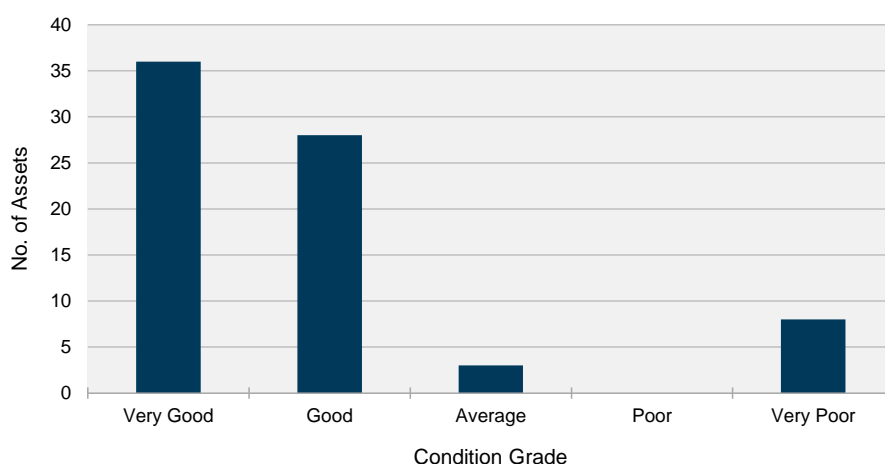


Figure 11-34: Asset Condition – Southbridge Hall

The building suffered some damage during the earthquakes with the main item being the loss of the chimney. This has not been replaced and a heat pump has been installed. The seismic strength of the building has been assessed at 58% of NBS.

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

Scheduled maintenance for this facility over the 10 year period total \$114,400 and includes internal and exterior painting, periodic floor coating with polyurethane, and the necessary repairs to barge boards as was identified in the condition inspection.

Performance analysis of health and safety, quality and accessibility identified some issues relating to the car park capacity and the quality of some facilities. The quality issues have largely since been addressed as part of upgrade and renewal programmes.

### Asset Renewal

The total renewals forecast over the 10 year period is \$137,850, which includes the replacement of the hot water cylinder, carpet, metal window frames and roofing (part), an upgrade of heating and electrical systems, and improvements to the carpark and paving to main entrance.

### New Capital Requirements

The management committee have recently carried out an extensive programme of upgrading works to the facility to improve the quality and meet customer expectations. Upgrades recently completed include provision of a disabled access toilet facility in 2013, upgrading the supper room in 2014, an upgrade to the acoustic treatment in 2016 and sound system in 2017. No new capital projects are planned for the 10 year plan period.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall.



## Financial Plan

Southbridge Community Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
<b>Routine O &amp; M</b>											
Total Routine O & M		17,425	17,425	17,425	17,425	17,425	17,425	17,425	17,425	17,425	17,425
<b>Scheduled Maintenance</b>											
Internal Painting	TF	0	0	0	12,000	14,700	0	0	0	16,000	0
External Painting	TF	0	21,700	14,000	0	0	0	0	0	0	0
Recoat Floor	TF	4,000	0	14,000	0	0	4,000	0	14,000	0	0
Total Opex		4,000	21,700	28,000	12,000	14,700	4,000	0	14,000	16,000	0
<b>Renewals</b>											
Roofing (Part)	CCF	0	0	13,000	0	0	0	0	0	0	0
Hotwater Cylinder	CCF	0	0	4,100	0	0	0	0	0	0	0
Carpet Replacement	CCF	13,636	0	0	0	0	0	2,900	0	0	0
Switchboard/Electrical Syst	CCF	11,000	0	0	0	0	0	0	0	0	0
Heating System	CCF	0	0	0	14,700	0	0	0	0	0	0
Car Park Improvements	CCF	0	0	11,400	0	0	0	0	0	0	0
Replace metal framed window	CCF	0	41,600	0	0	0	0	0	0	0	0
Entrance Paving	CCF	0	0	0	0	41,550	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Total Capex</b>		24,636	41,600	28,500	14,700	41,550	0	2,900	0	0	0

Table 11-44: Southbridge Hall Cost Summary

### 11.7.23 Springston Community Centre

#### Key Details

Address:	Leeston Road
Land Area:	0.1657 ha
Building Area:	501m <sup>2</sup>
Constructed:	1907 (111 years)
DRC Valuation:	\$275,000 Land \$435,000 Improvements
Management:	Springston Community Centre Management Committee
Cluster:	Lincoln
Facility Type:	Local
Condition:	Good
% NBS:	67-100



#### Levels of Service

The key stakeholders and customers of the Springston Community Centre are:

- Residents of the Springston Community Centre Rating District
- Springston Community Centre Management Committee
- Springston School
- Recreation, dance and sports groups
- Community Groups

The hall is used for a variety of uses by local residents including community events, meetings, weddings, funerals and other social functions. The primary school and a number of clubs and groups including dance, floral art, indoor bowls and garden clubs use the hall for their activities.

The hall has been assessed as having a very high level of utilisation with around 77,300 hours of use per annum. The main contributor to the high facility use is the dance classes as well as school use. The level of utilisation has been steady over the last three years.

In 2007 the hall celebrated its centenary and a booklet on its history was prepared (*Chronicles of the Springston Hall*).

#### Asset Description

The original hall was built in 1907 on land donated by the Blakemore family. In 1972 a concrete block addition consisting of a foyer, supper room, kitchen and toilets was completed providing an area of around 407m<sup>2</sup> and a storage area was added to the back of the main hall was added in 2005.

The complex consists of a main hall and stage (209m<sup>2</sup>), supper room (60m<sup>2</sup>), kitchen (25m<sup>2</sup>), store room (68m<sup>2</sup>), toilets and foyer (69m<sup>2</sup>) and storage area (74m<sup>2</sup>). The exterior cladding on the south side is corrugated iron, other walls are plaster over weatherboard apart from the recent extension which is concrete block. Original windows were replaced by aluminium framed ones in 1980. The supper room extension roof is painted corrugated iron and that of the main hall is colour steel having been replaced in 1989. Water supply and waste water disposal are connected to a reticulated system. There is also a car park area at the rear of the building. This was re-sealed and extended in 2008.

A summary of asset condition is included in Figure 11-35 it shows that the building is in very good condition overall. The building is structurally sound and has been well maintained by the committee. It has come through the earthquake events with little damage however the Detailed Engineering Evaluation indicated that the older part of the building was earthquake prone (below 34% of NBS). This necessitated closing that part of the building until further structural assessment was carried out. Required earthquake strengthening works were undertaken in 2017/18 and the building now meets a grade of >67% of NBS. A number of upgrades were completed as part of undertaking earthquake strengthening works, including electrical rewiring, upgrading heating systems, and works necessary to ensure Building Code compliance (including fire egress and disabled access).

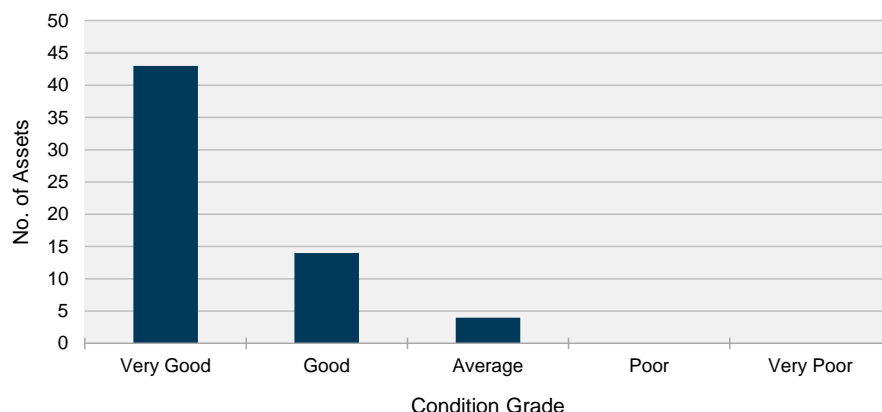


Figure 11-35: Asset Condition – Springston Hall

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

This building has been maintained in a very good condition with all required maintenance works carried out at optimum times to prevent any deterioration of the building fabric or interiors. Scheduled maintenance for this facility over the 10 year period total \$33,700 and include exterior and internal painting. Cyclical re-surfacing of the hall floor will also be required.

Performance analysis of health and safety, quality and accessibility did not identify any significant performance issues.

### Asset Renewal

Significant renewal items include replacing the vinyl floor coverings in 2018/19 and the car park is programmed for a re-seal in 2023/24.

An assessment of the roof undertaken in 2011 indicates that it has remaining life of over 20 years and will not require replacement in the near future.

### New Capital

A project to upgrade the kitchen with new appliances is planned for 2018/19 and 2025/26. No other new capital projects are planned for the 10 year plan period, now that necessary seismic strengthening works have been completed.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall and is supplemented by income and hire fees. The operating surplus for this facility has been used to offset recent seismic strengthening work costs.

## Financial Plan

Springston Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900
<b>Routine O &amp; M</b>											
Total Routine O & M		9,234	9,234	9,234	9,234	9,234	9,234	9,234	9,234	9,234	9,234
<b>Scheduled Maintenance</b>											
Internal Painting	TF	8,200	0	0	0	0	0	13,500	0	0	0
External Painting	TF	14,666	0	0	0	0	0	0	0	0	0
Floor Finishes - Polyuretha	TF	3,000	0	0	3,000	0	0	3,000	0	0	3,000
Roof painting	TF	17,417	0	0	0	0	0	0	0	0	0
Total Opex		43,283	0	0	3,000	0	0	16,500	0	0	3,000
<b>Renewals</b>											
Replace Vinyl Floor Covering	CCF	4,300	0	0	0	0	0	0	0	0	0
Reseal Carpark	CCF	0	0	0	0	0	12,700	0	0	0	0
<b>Capital - LOS Improvement</b>											
Upgrade Kitchen	CCF	5,092	0	0	0	0	0	0	4,500	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		9,392	0	0	0	0	12,700	0	4,500	0	0

Table 11-45: Springston Hall Cost Summary

### 11.7.24 Tawera Memorial Hall Community Centre

#### Key Details

Address:	State Highway 73
Land Area:	0.7398 ha
Building Area:	660m <sup>2</sup>
Constructed:	1954 (64 years)
DRC Valuation:	\$165,000 Land \$455,000 Improvements
Management:	Tawera Hall Management Committee.
Cluster:	Rural 2
Facility Type:	Local
Condition:	Good
% NBS:	34-66



#### Levels of Service

The key stakeholders and customers of the Tawera Memorial Hall Community Centre are:

- Springfield residents
- Tawera Hall Management Committee.
- Springfield School
- Springfield Fire Brigade
- Indoor Bowls
- Small Bore Rifle Club
- Exercise groups (Zumba), gym class, community groups and other hall users

The hall is used for a variety of uses by local residents including community events, meetings, weddings, funerals and other social functions. The school and a number of clubs and groups including indoor bowls, Red Cross and exercise classes use the hall for their activities. The rifle club has a range in the hall that is used on a regular basis mainly during winter.

The hall has been assessed as having a low level of utilisation with around 19,800 hours of use per annum, which equates to around 15% utilisation, up from around 9.5% in 2011. There has been an increase in use recently from activities such as dance and gym classes. The level of utilisation is considered to be static.

#### Asset Description

The hall was built in 1954 as a war memorial hall. Previous uses have included as a picture theatre and a library.

The hall building comprises a main hall and stage (281m<sup>2</sup>), supper room (44m<sup>2</sup>), kitchen (19m<sup>2</sup>), meeting room (32m<sup>2</sup>), toilets and foyers (82m<sup>2</sup>) and a rifle range (116m<sup>2</sup>). The exterior cladding is predominantly concrete block with some timber weatherboard with a corrugated iron roof. Water supply is connected to a reticulated system and waste water disposal is by septic tank. The waste water disposal system was renewed in 2014 as part of the adjacent public toilet works. There is also a sealed car park/driveway area at the front of the building.

Some work on the roof including re-fixing and painting was carried out in 2016/17 to extend its life.

A summary of asset condition is included as Figure 11-36, it shows that the building is in good condition overall and has been well maintained by the committee.

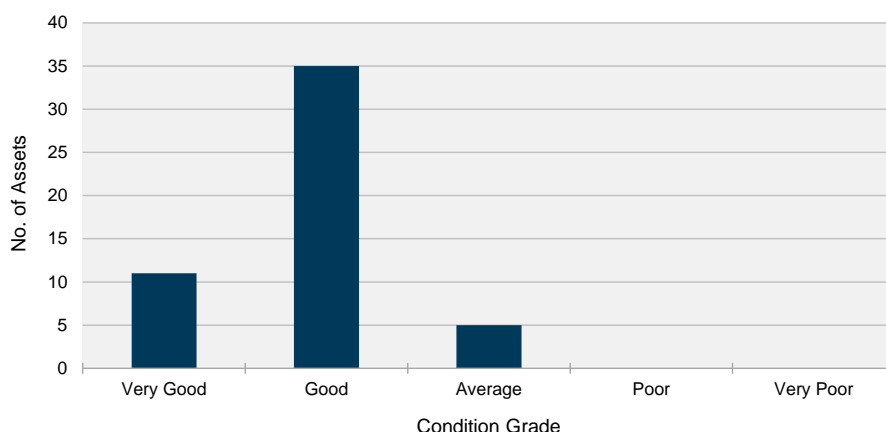


Figure 11-36: Asset Condition – Tawera Hall

The hall has been assessed of being over 34% of the building code and is therefore not considered to be “earthquake prone”. Under the legislation being developed on earthquake strengthening requirements by the Ministry of Building, Innovation and Employment there will be no immediate obligation to strengthen this building. However, if work requiring a building consent is carried out, other Building Code compliance works will need to be completed (section 112) and the cost and investment of this work will require careful consideration by the community.

### Operations & Maintenance

The operations and maintenance is the responsibility of the management committee elected on a triennial basis from local residents.

This building has generally been maintained by the committee to a good standard, although there are some items that will require work over the next few years. Scheduled maintenance for this facility over the 10 year period total \$118,200 and main expenses includes exterior and internal painting, and cyclical re-surfacing of the hall floor.

Performance analysis of health and safety, quality and accessibility did not identify any significant performance issues. However there have been no major upgrading works carried out in recent times and, although currently compliant with the Building Act, any future works will trigger all code requirements including disabled access and fire egress.

### Asset Renewal

The total renewals forecast over the 10 year period is \$95,900. The main item identified is the need to replace the roof (painted corrugated iron section) \$68,000) in 2026/27. Other work required includes replacement of vinyl floor coverings, hot water cylinder, lighting, kitchen appliances, urinals and spouting.

### New Capital

No new capital projects are planned during the 10 year period.

### Funding

A district wide targeted rate is levied to fund the operation and maintenance of this hall. There is currently a small funding surplus for this facility.

## Financial Plan

Tawera Hall Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700
<b>Routine O &amp; M</b>											
Total Routine O & M		12,298	12,298	12,298	12,298	12,298	12,298	12,298	12,298	12,298	12,298
<b>Scheduled Maintenance</b>											
Floor Maintenance Coat	TF	0	0	16,200	0	0	0	0	16,200	0	0
Internal Painting	TF	0	15,700	0	0	0	0	48,400	0	0	0
Drapes - Supper Room	TF	0	0	0	0	1,200	0	0	0	0	0
Exterior Painting	TF	3,000	0	0	0	0	13,000	0	0	0	0
Tree removal	TF	0	0	4,500	0	0	0	0	0	0	0
Total Opex		3,000	15,700	20,700	0	1,200	13,000	48,400	16,200	0	0
<b>Renewals</b>											
Replace Roof	CCF	0	0	0	0	0	0	0	0	68,000	0
Replace Vinyl Floor Covering	CCF	4,200	0	0	0	0	0	0	0	0	0
Replace spouting	CCF	0	5,000	0	0	0	0	0	0	0	0
Replace Kitchen Appliances	CCF	0	0	0	0	0	0	0	3,800	0	0
Replace Hot water Cylinder	CCF	0	0	0	2,000	0	0	0	0	0	0
Replace Urinal	CCF	0	0	1,800	0	0	0	0	0	0	0
Replace Lighting	CCF	0	0	11,100	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		4,200	5,000	12,900	2,000	0	0	0	3,800	68,000	0

Table 11-46: Tawera Hall Cost Summary



### 11.7.25 West Melton Community Centre

#### Key Details

Address:	State Highway 73
Land Area:	0.4765 ha
Building Area:	446m <sup>2</sup>
Constructed:	1930s (88 years)
DRC Valuation:	\$335,000 Land
Management:	West Melton Community Centre Management Committee
Cluster:	Rolleston
Facility Type:	Hub
Condition:	Good
% NBS:	<34



#### Levels of Service

The key stakeholders and customers of the West Melton Community Centre are:

- West Melton residents
- West Melton Community Centre Management Committee
- West Melton School
- Recreation and sports groups
- Gym Club
- West Melton Plunket

The centre is used for a variety of uses by local residents including community events, meetings, weddings and other social functions. The school and a number of clubs and groups including arts, gymnastics, arts, cards, indoor bowls and garden clubs use the centre for their activities. A number of farming industry groups also use the facility for training and meetings.

The level of utilisation at peak times is high and is considered to be increasing in line with recent growth within the West Melton Township and surrounding community. The building has some structural issues and, although being kept in a serviceable condition is out of date and does not have sufficient capacity to meet demand.

With a current population of 1,700, West Melton has been growing rapidly over the last few years and there is demand for a larger facility offering a range of different activities. A needs assessment report was completed in 2013 that demonstrated demand for a new facility and set out the functional requirements. The new facility will provide space for a wide range of activities including a full sized indoor sports court. Construction is underway on the new facility and it is expected to be completed near the end of 2018.

#### Asset Description

The existing West Melton Community Centre is an older facility that has been extended and modernised over the years to cater for use demands. The building was originally a farm barn which was donated to the community and has had a number of additions including a storage area completed in 2010.

The building comprises a main hall and stage (186m<sup>2</sup>), supper room (69m<sup>2</sup>), kitchen (21m<sup>2</sup>), meeting room (51m<sup>2</sup>), store room (23m<sup>2</sup>), Plunket room and foyer (22m<sup>2</sup>) and toilets and foyers (37m<sup>2</sup>). The exterior cladding is predominantly concrete block with a colour steel roof. Water supply is connected to a reticulated system and waste water disposal is by septic tank. There is also a sealed car park area to the side of the building. The West Melton Playcentre occupies the same site in their own building.

A summary of asset condition (as at 2014) is included as Figure 11-37, it shows that the building is in good condition overall as a result of maintenance and upgrading programmes undertaken by the committee. There have also been some recent issues discovered in terms of its condition and particularly the floor slumping in one section due to the joist packers used rotting out. Given that the building has a limited life (to be demolished in 2018) the maintenance and renewal requirements will be deferred.

Minor damage occurred during the earthquake and has been repaired as part of Council's earthquake repair/rebuild programme. The Detailed Engineering Evaluation identified some structural issues with an unreinforced masonry wall and temporary propping has been put in place to make the building safe for public occupation in the interim until the new facility is complete and this building is removed.

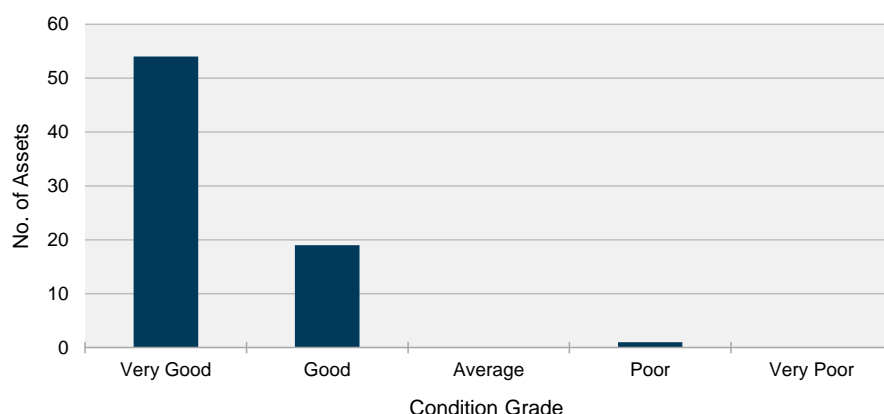


Figure 11-37: Asset Condition – West Melton Community Centre

### Operations & Maintenance

The operations and maintenance of the existing hall is currently the responsibility of the management committee elected on a triennial basis from local residents. Budget provision has been made for a 1.5 FTE to oversee day to day operation of the new facility, with the management committee likely to provide a governance support role in future.

An indicative operational budget has been included in the plan for the proposed new facility which includes loan servicing costs.

### Asset Renewal

There are no renewal works forecast during this period due to the pending replacement of this facility. A maintenance and renewal plan will be prepared for the new building once operational.

### New Capital Requirements

The new facility will be completed and operational in 2018 at a total build cost of around \$5.9 million (as shown below).



The completion of the new community centre build (2018/19) and the phased purchase of equipment to furnish the new facility are the only capital requirements identified within the 10 year planning period.

## Funding

A district wide targeted rate is levied to fund the operation and maintenance of this facility. A funding plan developed for the new facility includes reserve development contributions, grants from community and charity organisations, special funds held, insurance payment, and from a loan serviced by rates.

## Financial Plan

West Melton Community Centre Financial Summary	Funding	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Revenue</b>											
Revenue (excl. targeted rate)		64,100	64,100	64,100	64,100	64,100	64,100	64,100	64,100	64,100	64,100
<b>Routine O &amp; M</b>											
Total Routine O & M	TF	301,043	324,181	335,774	335,104	334,230	333,352	332,463	331,350	330,109	328,630
<b>Scheduled Maintenance</b>											
West Melton Scholarship	SF	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
Total Opex		1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
<b>Renewals</b>											
		0	0	0	0	0	0	0	0	0	0
<b>Capital - LOS Improvement</b>											
Sports & Leisure Centre Development	DC/B/GS/CCF	3,197,716	0	0	0	0	0	0	0	0	0
Sports & Leisure Centre Equipment	CCF	37,856	0	0	27,500	0	0	10,000	0	0	10,000
<b>Capital - Growth</b>											
		0	0	0	0	0	0	0	0	0	0
Total Capex		3,235,572	0	0	27,500	0	0	10,000	0	0	10,000

Table 11-47: West Melton Hall Cost Summary

## Annex 11A

## Focus Group “H Form” – Community Centres and Halls

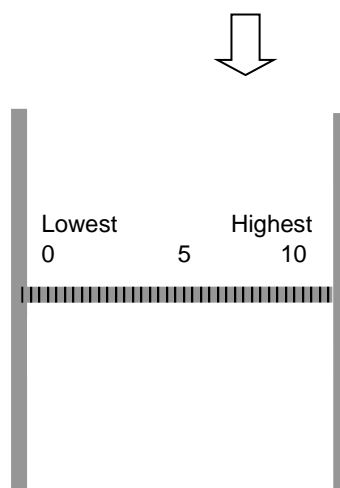
POSITIVES (why you score service high)	AVERAGE SATISFACTION SCORE (how do you rate this service on a scale of 1 to 10?)	NEGATIVES (why you score service low)

Lowest: 5

Average: 7.3

Highest: 8

- Great for community to have own identity Springston Hall important hub for the community for 100 years, provides cheaper local space
- Southbridge is a great upgraded hall
- Kirwee Community hall – worked hard to have the facility
- Good local facilities, investments by SDC in some communities
- Great volunteers
- Plenty around
- Glenroy 10/10
- (Ours is) a very appropriate SDC-supported/financed facility
- Good SDC response for our refurbishment
- (Kirwee) maintained by hall cttee & has looked after itself
- Committee doing a good job



- Need to upgrade Springston facilities (earthquake standards)
- Very high rating for Lincoln Event Centre on locals while used by people across the district.
- Most need upgrading
- The rateable cost needs to go
- Too much emphasis on larger hubs and not enough on smaller hubs
- (Ours) not big enough/ not enough rooms
- Upkeep costs
- Most too old to bother upgrading
- - too small; - poor parking
- Far too small
- Lighting system not suitable for Civil Defence
- Possibly too many

- ☐ I would support increased spending on this service to achieve a higher service level **4**
- ☐ I think the expenditure is about right **5**
- ☐ I think the service levels could be reduced to save on costs
- ☐ No comment **0**

### Suggestions for Improvement (*Group Discussion*)

- Some concern over the hub concept, in that it does not keep in mind individual townships needs.
- Civil Defence plans focus on major centres.
- In a Selwyn wide emergency the Lincoln Events Centre could not cope.
- More funding is needed for local halls in this regard.
- Makes sense to place all community facilities alongside sports facilities, if possible
- Reserves and halls are the soul of our community
- Halls should be available across district – Consultants and SDC staff need to visit district areas
- Look after the facilities and listen to communities
- Concern at cost per ratepayer for and across board rating

## Annex 11B

### Community Centres and Halls 10 Year Financial Forecast

## Community Centres and Halls 10 Year Financial Forecast

Community Centres & Halls 10 Year Financial Forecast												
	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	10 Yr Total
<b>Operating Revenue</b>												
Operating Revenue	588,630	646,340	657,889	980,050	1,092,550	1,092,550	3,092,550	1,104,050	1,104,050	1,104,050	1,124,050	12,586,759
<b>Total Operating Revenue</b>	<b>588,630</b>	<b>646,340</b>	<b>657,889</b>	<b>980,050</b>	<b>1,092,550</b>	<b>1,092,550</b>	<b>3,092,550</b>	<b>1,104,050</b>	<b>1,104,050</b>	<b>1,104,050</b>	<b>1,124,050</b>	<b>12,586,759</b>
<b>Opex</b>												
<b>Staff Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Operating Expenditure</b>												
Routine Maintenance & Operations	1,458,798	1,636,264	1,826,987	2,406,257	2,525,248	2,600,711	2,675,687	2,708,926	2,743,599	2,778,121	2,873,142	24,774,942
District Wide Operating Costs	170,965	157,619	166,784	175,243	187,417	196,266	205,626	217,030	227,584	238,753	250,573	2,022,895
Interest Costs on Loans	326,825	317,790	1,045,485	1,088,750	1,057,180	1,023,930	1,009,561	972,244	932,939	1,072,759	1,025,357	9,545,995
<b>Total Other Operating Expenditure</b>	<b>1,956,588</b>	<b>2,111,673</b>	<b>3,039,256</b>	<b>3,670,250</b>	<b>3,769,845</b>	<b>3,820,907</b>	<b>3,890,874</b>	<b>3,898,200</b>	<b>3,904,122</b>	<b>4,089,633</b>	<b>4,149,072</b>	<b>36,343,832</b>
<b>Support Costs</b>	<b>595,986</b>	<b>889,742</b>	<b>908,199</b>	<b>948,021</b>	<b>968,571</b>	<b>980,926</b>	<b>1,004,923</b>	<b>1,031,905</b>	<b>1,057,347</b>	<b>1,083,293</b>	<b>1,111,095</b>	<b>9,984,022</b>
<b>Operating Projects</b>												
Scheduled Maintenance Projects	389,545	436,623	314,900	289,100	139,280	129,400	200,950	368,562	197,650	147,350	168,100	2,391,915
Asset Management Projects	18,046	35,500	16,350	8,750	5,500	16,550	8,750	5,500	16,550	38,750	5,500	157,700
<b>Total Operating Projects</b>	<b>407,591</b>	<b>472,123</b>	<b>331,250</b>	<b>297,850</b>	<b>144,780</b>	<b>145,950</b>	<b>209,700</b>	<b>374,062</b>	<b>214,200</b>	<b>186,100</b>	<b>173,600</b>	<b>2,549,615</b>
<b>Total Opex</b>	<b>2,960,165</b>	<b>3,473,538</b>	<b>4,278,705</b>	<b>4,916,121</b>	<b>4,883,196</b>	<b>4,947,783</b>	<b>5,105,497</b>	<b>5,304,167</b>	<b>5,175,669</b>	<b>5,359,026</b>	<b>5,433,767</b>	<b>48,877,469</b>
<b>Operating Surplus/Deficit (excl. dep)</b>	<b>-2,371,535</b>	<b>-2,827,198</b>	<b>-3,620,816</b>	<b>-3,936,071</b>	<b>-3,790,646</b>	<b>-3,855,233</b>	<b>-2,012,947</b>	<b>-4,200,117</b>	<b>-4,071,619</b>	<b>-4,254,976</b>	<b>-4,309,717</b>	<b>-36,879,340</b>
<b>Depreciation</b>												
Depreciation	690,000	1,026,931	1,236,135	1,504,657	1,601,592	1,688,862	1,734,423	1,783,071	1,871,417	1,891,198	1,907,105	16,245,391
<b>Operating Surplus/Deficit (incl. dep)</b>	<b>-3,061,535</b>	<b>-3,854,129</b>	<b>-4,856,951</b>	<b>-5,440,728</b>	<b>-5,392,238</b>	<b>-5,544,095</b>	<b>-3,747,370</b>	<b>-5,983,188</b>	<b>-5,943,036</b>	<b>-6,146,174</b>	<b>-6,216,822</b>	<b>-53,124,731</b>
<b>Capex</b>												
Capital Renewals	892,892	179,642	149,000	133,930	140,150	125,450	76,600	69,150	62,850	148,650	127,800	1,213,222
New Capital - Improved LOS	9,396,973	3,869,895	560,000	449,000	425,500	213,000	3,800,000	10,000	2,097,950	2,762,500	15,500	14,203,345
New Capital - Growth	149,805	148,704	17,250,000	5,332,000	20,000	20,000	273,000	388,570	311,500	270,000	20,000	24,033,774
<b>Total Capex</b>	<b>10,439,670</b>	<b>4,198,241</b>	<b>17,959,000</b>	<b>5,914,930</b>	<b>585,650</b>	<b>358,450</b>	<b>4,149,600</b>	<b>467,720</b>	<b>2,472,300</b>	<b>3,181,150</b>	<b>163,300</b>	<b>39,450,341</b>
<b>Capital Revenue</b>												
Development Contributions	0	0	0	0	0	0	0	0	0	0	0	0
Vested Assets	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Growth Opex</b>	<b>0</b>	<b>122,762</b>	<b>874,586</b>	<b>540,960</b>	<b>47,342</b>	<b>29,500</b>	<b>0</b>	<b>8,000</b>	<b>0</b>	<b>-9,064</b>	<b>0</b>	<b>1,614,086</b>
<b>Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Annex 11C

### Community Centres and Halls by Ward

Community Centre/Hall	Ward
Arthurs Pass Community Centre	Malvern
Castle Hill Village Community Centre	Malvern
Darfield Recreation and Community Centre	Malvern
Glenroy Hall	Malvern
Glentunnel Community Centre	Malvern
Greendale Community Centre	Malvern
Hororata Hall	Malvern
Lake Coleridge Community Hall	Malvern
Sheffield Hall	Malvern
Tawera Hall	Malvern
Kimberley Hall*	Malvern
Kirwee Hall#	Malvern
Brookside Hall	Ellesmere
Doyleston Hall	Ellesmere
Dunsandel Hall	Ellesmere
Killinchy Community Centre	Ellesmere
Lakeside Community Hall (rebuilt 2018)	Ellesmere
Mead Hall	Ellesmere
Southbridge Community Hall	Ellesmere
Little Rakaia Huts Hall*	Ellesmere
Irwell Hall#	Ellesmere
Te Pirita Hall#	Ellesmere
Leeston Community Centre#	Ellesmere
Halkett Community Centre	Selwyn Central
Rolleston Community Centre	Selwyn Central
West Melton Community Centre	Selwyn Central
Broadfield Hall	Springs
Greenpark Memorial Community Centre	Springs
Ladbrooks Hall	Springs
Lincoln Events Centre	Springs
Prebbleton Public Hall	Springs
Springston Hall	Springs
Springston South Soldiers Memorial Hall#	Springs
Motukarara Hall#	Springs

\* Managed under SDC Recreation Reserves Service Area

# Managed by local committees autonomous to SDC



# Annex 11D

## Community Centres and Halls Risk Assessment

Risk Identification and Assessment For Community Centres and Halls																	Jan-18
Asset Category	Risk	Core Value	Area of Impact							Risk Rating				Current Controls	Future Control Action		
			Reputation	Health & Safety	Environmental	Legal	Loss of Service	Financial Cost	Loss of Income	Max. Consequence	Likelihood	Rating	Grade				
Asset	Damage to building from vandalism	Asset Protection	1	1	1	1	1	1	1	1	4	4	L	Building security, reactive repairs, security lighting (some)	Continue current controls, consider security cameras in problem areas		
	Damage or loss of building by fire	Asset Protection	1	1	1	1	5	5	1	5	2	10	M	Fire compliance inspections carried out regularly for most buildings as required, Compliance Schedules, IQP inspections and Building WOF for some buildings, insurance	Continue current controls. Carry out an electrical survey of older buildings with thermal imaging camera to identify problems. Audit buildings for fire hazards and rectify issues identified.		
	Break in and theft of building assets	Asset Protection	1	1	1	1	3	1	1	3	1	3	VL	Building security, reactive repairs, security lighting (some), insurance	Continue current controls		
	Building damage or loss from natural disaster e.g. earthquake or extreme weather event	Asset Protection	1	1	1	1	5	5	1	5	2	10	M	Design to Building Codes. Engineering reports for earthquake prone buildings and undertake strengthening work as part of upgrading or within required timeframe. Insurance for buildings	Continue current controls plus design to reduce impact of weather events & obtain geo-tech reports for new sites to ensure soils and foundation designs have appropriate seismic resistance qualities		
	The buildings and facilities have insufficient capacity to meet demand	Asset Protection	3	1	1	1	2	1	1	3	2	6	L	Capacity data captured and analysed to determine issues	Continue current controls and consider as part of Strategy development for Community Centres & Halls		
	The quality of assets provided does not meet the service expectations of users	Quality	2	1	1	1	1	1		2	3	6	L	Analyse quality data to identify issues and develop remedial programmes on a priority basis. Address as part of building upgrades.	Continue current controls		
	The level of utilisation of buildings and facilities is very low	Utilisation	2	1	1	1	1	1	2	2	2	4	L	Analyse utilisation data to identify issues and develop strategies to address these on a priority basis	Continue current controls and provide support to committees to promote use and run activities		
	Failure to have a building WOF	Legal Compliance	1	1	1	2	1	1	1	2	2	4	L	Compliance Schedule, IQP and WOF inspections. Work with Building Compliance staff to identify and rectify issues.	Continue current controls		
	The required resource consents have not been obtained or conditions have not been met	Legal Compliance	1	3	4	4	3	1	1	4	3	12	H	Maintain data base of consents and conditions. Advice from ECAN.	Continue current controls and ensure processes in place to monitor condition requirements		
	Building does not meet fire compliance requirements	Legal Compliance	1	1	1	4	1	1	1	4	3	12	H	IQP inspections & Building WOF for some buildings. Inspection by NZ Fire Service with recommendations actioned. Building changes are picked up via the Building Consent process and a Fire Report prepared.	Continue current controls and audit Fire Compliance and implement recommendations.		
	Building does not meet Building Act and Regulation requirements	Legal Compliance	1	1	1	4	1	1	1	4	3	12	H	Rectified as part of building consent process for upgrades and extensions after 1991. Educate committees on the need to obtain building consents.	Continue current controls		
	Building is identified as 'Earthquake Prone' under the Council's Earthquake Prone Building Policy and requires remedial work to comply	Legal Compliance	1	1	1	4	1	4	1	4	3	12	H	Earthquake prone buildings identified on a schedule. Policy provides time frame for rectification but some likely to be addressed earlier as part of upgrade or rebuilds.	Continue current controls and arrange engineering reports to ascertain extent of strengthening work required & costs.		
	Loss or degradation of heritage/cultural values through work carried out on the building or surrounds	Heritage Protection	3	1	1	4	1	1	1	4	2	8	M	Process to identify heritage listing/values prior to work commencing. Protocol in place with the Historic Places Trust and the District Plan. Consents required for work on listed buildings/structures.	Continue current controls. Prepare conservation plans if necessary.		
	Failure of facility assets from poor condition	Asset Protection	3	1	1	1	3	1	1	3	2	6	L	Prepare condition profiles and identify failure modes and develop optimised maintenance and renewal programmes as part of AM Plan	Continue current controls & review funding approach to ensure sufficient is available to carry out works		
	Failure of building/building components from poor maintenance/renewal	Asset Protection	3	2	1	1	4	2	1	4	3	12	H	Reactive repairs as required. Condition profiles prepared & maintenance and renewal programmes developed as part of AM Plan. Some maintenance deferred as a result of funding deficiencies.	Continue current controls & put in place formal inspection processes and reporting to identify issues.		
	Failure of building/building components from poor design/construction	Asset Protection	3	2	1	1	3	2	1	3	2	6	L	Provide advice to committees on design standards and building codes. Building consents and compliance	Continue current controls		

Asset Category	Risk	Core Value	Area of Impact							Risk Rating			Current Controls	Future Control Action	
			Reputation	Health & Safety	Environmental	Legal	Loss of Service	Financial Cost	Loss of Income	Max. Consequence	Likelihood	Rating			Grade
Health & Safety	Injury or loss of life from building fire	Safety & Security	4	5	1	5	1	1	1	5	1	5	L	Fire evacuation schemes, procedures, notices and signage in place. Fire evacuation guide prepared for committees and policy for safety officer to be appointed by the committees to manage fire evacuation requirements. Regular inspection of fire fighting equipment. IQP inspections, Building WOF for some. Fire reports prepared as part of Building Consents.	Continue current controls & comprehensive fire compliance monitoring required on a regular basis and process to maintain records as part of formal inspections
	Injury or loss of life from building damage/collapse caused by a natural event e.g. earthquake	Safety & Security	4	5	1	5	1	1	1	5	2	10	M	Identify buildings that are "earthquake prone" via DEE process & take advice from report on safe occupancy. All new buildings constructed to seismic strength requirements. Building evacuation schemes in place.	Continue current controls & develop programmes to strengthen buildings to required standard where this investment is warranted.
	Accident or injury to volunteers undertaking work on a hall building or site	Safety & Security	4	4	1	5	1	1	1	5	3	15	H	Health & safety advice from staff. Provide guidance document for committees setting out H & S responsibilities. Prepare site specific H & S management plan	Continue current controls
	Injury to a contractor working on the site	Safety & Security	4	4	1	5	1	1	1	5	3	15	H	Approved maintenance contractors to be used that are "SiteWise" accredited prior to engagement; Site Specific Health & Safety Plans required for project work; Provide training & guidance document for committees setting out H & S responsibilities via People & Safety Advisor.	Continue current controls.
	Injury to facility user/visitor (tripping/falling hazards etc)	Safety & Security	4	4	1	5	1	1	1	5	2	10	M	Informal inspections with remedial works carried out as required	Regular inspection programme to be implemented & issues recorded with date of remedial action.
	Injury to facility user/visitor from equipment or asset failure	Safety & Security	4	4	1	5	1	1	1	5	2	10	M	Informal inspections with remedial works carried out as required. Condition Assessments on 3 yearly cycle & implementation of planned maintenance & renewal programmes.	Continue current controls. Regular inspection programme to be implemented
	Health risk to building users from poor sanitation	Health and Hygiene	3	4	4	4	1	1	1	4	2	8	M	Regular cleaning programme and repairs undertaken where issues identified	Continue current controls Regular inspection programmes of septic tanks
	Health risk to building users from materials (asbestos, PCB's, treated timber etc)	Health and Hygiene	3	4	4	5	1	1	1	5	2	10	M	Follow Standards procedures for identification & handling (Health and Safety at Work (Asbestos) Regulations 2016)	Continue current controls.
	Health risk to users from poor maintenance practices (paint preparation etc)	Health and Hygiene	4	4	3	4	1	1	1	4	2	8	M	Approved maintenance contractors to be used that are "SiteWise" accredited prior to engagement and to follow standard procedures/guidelines	Continue current controls.
	Health risk to users from poor drinking water quality	Health and Hygiene	3	4	1	4	1	1	1	4	2	8	M	Community water supplies in place & some being upgraded. Water testing programme.	Continue current controls.
	Building and associated facilities cannot be accessed by people with disabilities	Accessibility	1	1	1	1	1	1	1	1	1	1	VL	Rectified as part of building consent process for upgrades and extensions	Continue current controls & carry out accessibility audit and upgrade access to meet standards on a priority basis
	Environmental contamination from building and site maintenance activities (herbicides & pesticides, cleaning products etc)	Environmental Protection	3	2	4	4	1	2	1	4	2	8	M	Contractors are required to be Health & Safety compliant prior to engagement and to have Grosafe certification if using agrichemicals	Continue current controls.
	Environmental contamination from building operations (effluent disposal, storm water disposal from car parks)	Environmental Protection	3	2	4	4	1	2	1	4	2	8	M	Resource consents in place & conditions monitored	Continue current controls. Review septic tank performance and upgrade with ECAN approved systems (obtain consents) or reticulated connection
Management	Prosecution of Council under the Health & Safety in Employment Act as a result of injury/death to a volunteer or contractor working on a hall building or site.	Legal Compliance	4	5	1	5	1	1	1	5	2	10	M	Insurance. Contractors are required to be Health & Safety compliant prior to engagement. Provide guidance document for committees setting out H & S responsibilities. Prepare basic H & S management plan	Continue current controls
	Committees do not carry out procedures in compliance with legislation	Legal Compliance	1	1	3	4	1	1		4	2	8	M	Advice from Council staff. Guidance document for committees	Continue current controls. On-going training sessions
	Diminishing volunteerism leads to Hall Committees ceasing to be viable	Community Participation	2	1	1	1	2	3	1	3	3	9	M	Actively support committees with dedicated staff.	Continue current controls, provide extra technical support & review management models
	Hall Committee expertise is insufficient to enable effective management of the facility and to implement assigned projects	Community Participation	1	1	1	1	2	2	1	2	3	6	L	Actively support committees with dedicated staff.	Continue current controls, provide extra technical support & training. Consider managing more complex issues such as compliance via contracts.
	The 'community management' model for halls does not provide effective asset management	Community Participation	1	1	1	2	2	3	1	3	4	12	H	Provide technical support & advice to committees	Integrate AM planning approach with hall committees through education and involvement. Initiate processes to update changes to assets. Bring key facilities under more modern management models

Asset Category	Risk	Core Value	Area of Impact							Risk Rating				Current Controls	Future Control Action
			Reputation	Health & Safety	Environmental	Legal	Loss of Service	Financial Cost	Loss of Income	Max. Consequence	Likelihood	Rating	Grade		
Financial	High cost of 'unknown' building component renewals or rehabilitation	Affordability	1	1	1	1	1	4	1	4	4	16	H	Condition profiles prepared, failure modes identified and maintenance and renewal programmes developed as part of AM Plan	Continue current controls.
	Substantial and continued labour and materials cost increases for building operation and maintenance	Affordability	1	1	1	1	1	3	1	3	4	12	H	Review prices and budgets via Rawlinsons on an annual basis	Continue current controls.
	Community hall financial operating accounts are in long term deficit	Affordability	1	1	1	1	1	3	1	3	4	12	H	Provide support (loans etc) where issues arise, increase targeted rate	Continue current controls and consider other funding mechanisms e.g. district rate for upgrades, depreciation.
	Very low return on the Council's capital investment in the building	Affordability	1	1	1	1	1	1	1	1	4	4	L	No controls in place	Calculate ROIs and set minimum target taking consideration of social and community benefits
	Significant over expenditure by Hall Committees on project/capital allocations	Affordability	1	1	1	1	1	2	1	2	3	6	L	Advice given on management of project expenditure. Some projects arranged by Council staff.	Continue current controls and provide clear documented rules for expenditure as part of Guidelines for Hall Committees
	Insufficient community funding capacity to respond to work required to comply with the Building Act and the Earthquake Prone Building Policy.	Affordability	1	1	1	1	1	4	1	4	3	12	H	Response by individual committees as issues arise with funding reliant on targeted rate, accumulated funds or loan	Consider alternative funding approach such as district wide levy for upgrades.
	Mis-appropriation or mis-use of funds by Hall Committees	Community Participation	3	1	1	1	1	2	2	3	1	3	VL	Audited as part of annual SDC audit	Continue current controls and consider further detailed audits of accounts

## Annex 11E

### Community Centres and Halls with a Post-Emergency Function

Community Centre/Hall	Area Served
Emergency Centres	
Arthurs Pass Community Centre	Arthurs Pass
Darfield Recreation and Community Centre	Malvern Ward
Rolleston Community Centre	Selwyn Central Ward
Lincoln Events Centre	Springs Ward
Leeston Rugby Club Hall	Ellesmere Ward
Emergency Welfare Centres	
Darfield Recreation and Community Centre	Malvern Ward
Lincoln Events Centre	Springs Ward
Rolleston Community Centre	Selwyn Central Ward

Note that the use of some buildings as emergency centres have been suspended until repairs/strengthening or rebuilding work is completed. Those buildings have been removed from the list above. Permanent alternative venues may be provided in some instances where the buildings are no longer suitable for this function.