

# Reserves and Facilities Activity Management Plan 2021 - 2051



Photo Kiyosato Garden, Decks Reserve, Motueka

## Quality Assurance Statement

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# 1 Executive Summary

This Activity Management Plan (AMP) describes the strategies and works programmes for the Council's Reserves and Facilities activity. It outlines how the Council intends to meet the objective of delivering the required levels of service to existing and future users in an efficient and cost effective way.

## 1.1 What We Do

We provide and manage a wide variety of community facilities, parks and reserves throughout the District, and associated services to the community:

Table 1: List of Community Facilities

Community Facilities	Parks and Reserves
Five multi-use community recreation centres	829 hectares of parks and reserves in total
Seven sports facilities	150 esplanade strips
18 community halls	231 rural recreation and esplanade reserves
Two community centres	109 urban open space / amenity reserves
Three museums	55 playgrounds
Eight community housing complexes (101 individual units in total)	58 walkways
Three non-commercial campgrounds	20 sports grounds (plus Saxton Field)
Three community swimming pools <sup>1</sup>	14 special interest sites (including one Historic Reserve)
Miscellaneous community buildings	13 formal gardens
102 public toilet facilities	12 operating and two closed cemeteries

See Section 2.2 for a more detailed description of the assets included in the Reserves and Facilities activity.

We also provide a range of community partnerships activities including:

- The provision of funding and advice for community initiatives and community organisations to enable them to achieve their objectives. Grants are predominately for 'not for profit' community and voluntary groups working for the benefit of Tasman District communities.
- The promotion and celebration of our history and diverse cultures through the support of organisations that preserve and display our region's heritage.
- Delivery of community and recreation activities and events funded either through rates or external sources, to promote a pride of place and community well-being; and

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<sup>1</sup> Please note that the Richmond Aquatic Centre is covered in an individual AMP.

- Providing an awareness of environmental and sustainability opportunities through environmental education programmes, to influence community behaviours and to meet the Council's Resource Management Act obligations in this field.

## 1.2 Why we do it

The Reserves and Facilities, and Community Partnerships activities contribute to the social, cultural and environmental well-being of Tasman's communities.

We directly provide and manage community and recreational facilities, for the people of Tasman District to use. The provision of community facilities aims to promote community well-being and to meet community expectations. Community facilities are meeting points, providing indoor space for community gatherings, events, and recreational, educational and social activities. They enable community-led development, with local people working together and bringing about changes in their environment. They help build neighbourhoods and settlements with strong identities. Our facilities offer Tasman residents the opportunity to engage socially in the places they live and work.

Central Government previously granted Council subsidies and low-cost loans to meet a specific need for low-cost, community-based housing for people on low incomes. Although Government support ended in 1992, the Council has continued to provide housing for older adults to help meet this need.

We provide swimming pools to enable people to learn to swim, for physical recreation and leisure to promote community health and well-being. We also provide public toilets throughout the District to meet community, traveller and tourist needs.

The provision of open spaces and recreational facilities contributes to the development of healthy, active, functioning communities. The Council recognises that it plays a key role in creating the environment in which communities can prosper and enjoy improved health and well-being. We therefore aim to ensure that adequate parks and reserves are provided for in the community and that these are managed and maintained in a way that meets community expectations and encourages community involvement.

The Council provides cemeteries that create attractive, peaceful and respectful environments for the memorial and remembrance of the deceased. The Council is legally required to provide cemeteries to ensure the burial and cremation needs of our District are met now, and in the future. Cemeteries are also provided for public health reasons and to provide a location for bereavement within close proximity to communities.

Our community partnerships activities help to build a sense of community and pride of place in Tasman, and help to build capacity within Tasman community groups. We achieve this through engaging with community groups, providing community recreation opportunities and events, providing grant funding, and educating and facilitating partnerships between the Council and its communities.

We aim to provide:

- Community facilities that assist in meeting the community demand for indoor activities and recreation spaces.
- Community housing for older adults on low incomes that is affordable, accessible and fit for purpose.
- Outdoor swimming pools that assist in meeting the community demand for aquatic activities.
- Clean public toilet facilities to meet community and visitor needs, in appropriate locations.
- Parks, reserves and recreational facilities that promote the physical, psychological, environmental and social well-being of communities in the Tasman District and to provide amenities that meet the needs of residents and visitors.
- An attractive and peaceful environment for the burial, memorial and remembrance of the deceased; and
- Community recreation activities and events, grant funding, environmental education and community development activities to help build a sense of community and to develop capacity within Tasman's community groups.

### 1.3 Levels of Service

The Council aims to provide the following levels of service for the Reserves and Facilities activity:

An interconnected open space network and recreation facilities that provide a range of leisure opportunities and meet the needs of users and the community.

A network of public halls and community buildings (including multi-purpose community and recreation facilities in major centres and local halls) that provide reasonable access to indoor activities, and recreation space.

Accessible and affordable housing to eligible people within the community.

Public toilets at appropriate locations that meet the needs of users and are pleasant to use and maintained to a high standard of cleanliness.

Cemeteries that offer a range of burial options and adequate space for future burial demand.

Promotion and delivery of community events and recreational services.

For the duration of this AMP, the Council will focus on maintaining existing levels of service and is not planning to make significant investment in improvements. For further detail, including measures and targets for the levels of service, refer to Section 5.

### 1.4 Key Issues

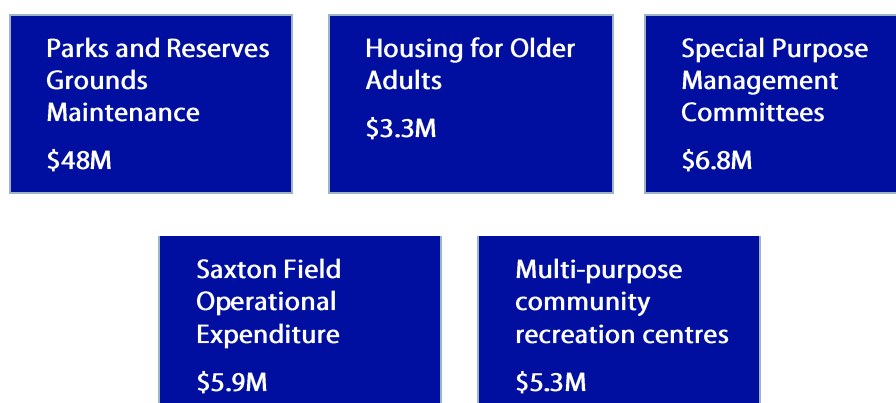
The most important issues relating to the Reserves and Facilities activity are listed in Table 2 and discussed in more detail in Section 3.7.

Table 2: Key Issue relating to Reserves and Facilities

Key Issue	Response
The need to respond to our increasing, ageing population and ensure that facilities and recreational opportunities are fit for purpose.	Look to retrofit some existing buildings to make them fit-for purpose in the longer term.
Planning for new community facilities.	New community facility planned in Brightwater and Wakefield for 2028/29 and a community pool in Motueka in 2023/2024.
Increasing demand for community housing.	Continue to provide existing 101 units. Working party of the Councillors and staff will continue to investigate future options.
Provision and maintenance of public toilets throughout the District, to meet demand and maintain levels of service.	Review provision and maintenance schedules and increase number of toilets provided and/or their standard.
Ongoing development and maintenance of Saxton Field.	Continue to work with Nelson City Council and sports codes to complete development of Saxton Field and to maintain and renew existing facilities at the complex.
Increasing expectations and demand for community support and grants for community organisations	Continue to provide community grants and support to community organisations

## 1.5 Operational Programme

The Reserves and Facilities maintenance and operational programme constitutes around \$6.7 million in annual spending. The major projects on this programme and the forecast spend for the next 10 years are shown below.



The Council’s strategy for the delivery of the operations and maintenance services is to outsource physical work, with performance-based contracts grouped into two geographic areas and tendered on the open market, to achieve the most cost-effective option possible. Grounds maintenance, minor building repairs, and the cleaning, inspections and minor maintenance of public toilets are part of the parks and reserves grounds maintenance contract. Other minor or specialist tasks are undertaken by contractors on either a fixed quote or hourly rate basis. To achieve local community involvement and autonomy, many of the community halls, swimming pools and rural community reserves are operated and maintained directly by local Special Purpose Management Committees with Council staff support.

For the duration of this Activity Management Plan (AMP), the Council will focus on maintaining existing levels of service in the community partnerships area and is not planning to make significant investment in improvements.

## 1.6 Capital Programme

Table 3 outlines the key programmes of capital and renewal expenditure for the years 2021 to 2031.

Table 3: Major Reserves and Facilities Programmes of Work (non-inflated figures)

Site	Project Description	Years 1-3 (\$)	Years 4-10 (\$)	Type
Motueka Community Pool	Development of new community pool in Motueka		\$3.0M	Growth/LOS
Cemetery land purchase	Purchase of land for new cemetery for Richmond & Moutere/Waimea ward	\$3.0M		Growth
Brightwater/Wakefield Community Facility	Development of a multi-purpose community facility to serve Brightwater & Wakefield communities		\$6.4M	Growth/LOS
Throughout District	Sports field Development	\$0.8M	\$1.2M	Growth/LOS
Throughout District	Purchase of new reserves (usually as a result of subdivision)	\$3.4M	\$10.0M	Growth/LOS
Throughout District	Provision of new playground equipment, walkways and public toilet facilities.	\$2.5M	\$4.2M	Growth/LOS



Site	Project Description	Years 1-3 (\$)	Years 4-10 (\$)	Type
Saxton Field development <sup>2</sup>	Several projects are planned for Saxton Field over the next 10 years, including: BMX track, Harakeke Green development, Lighting improvements, Media Towers and a pavilion and toilets. See Appendix B2 for further details. Note: The timing of various projects at Saxton Field is co-ordinated with Nelson City Council.	\$3.8M total spend over years 1-10		See project description

The capital development programme also includes a range of projects (generally under \$100,000) across the District for ongoing development of community facilities, parks, reserves and cemeteries, including walkways, landscaping, revegetation, sports field improvements and playgrounds. The programme also includes the upgrade of the grandstand at the Golden Bay Recreation Park during the first two years at a cost in the order of \$900,000 (including a community contribution).

The majority of the capital works programme for Reserves and Facilities is currently funded from income received through Reserve Financial Contributions, while renewals are generally funded from rates. Capital and renewal projects are required as a result of ongoing population growth, to improve the level of service provided (particularly for older reserves) or to renew existing assets due to wear and tear.

Other key projects to be undertaken in the Reserves and Facilities work programme over the next 10 years include:

- Review and re-tender or extend the Parks and Reserves Asset Management contract by July 2025.
- Work on renewals and condition assessments.
- Review community facility provision (halls, etc).
- Review community housing provision.
- Review provision of community swimming pools.
- Prepare a Public Toilet Policy.
- Develop a Concessions Policy for commercial use of reserves and facilities.
- Review and implement reserve management plans, with the aim of updating plans every ten years (priorities for 2021 and 2022 are the Moutere-Waimea Ward and Richmond Ward reserve management plans).

<sup>2</sup> Tasman District Council has budgeted to spend a total of \$3.8 million on the ongoing development of Saxton Field for the 10 year period 2021-2031 (see Appendix B2 for details). Nelson City Council (NCC), sports codes and other funders also contribute funding towards the development of Saxton Field.

## 1.7 Key Changes

This document largely follows on from the themes developed in the 2018 Activity Management Plans. Table 4 summarises the key changes for the management of the Reserves and Facilities activity since 2018.

Table 4: Key Changes

Key Change	Reason for Change
The Council is proposing a contribution towards a new Motueka Pool in the 2023/2024 year and towards the development of a new multi-use community recreation facility to service the Brightwater, Wakefield and surrounding communities (at the earliest in 2028/2029). We are also continuing with ongoing developments at Saxton Field. We propose upgrading the grandstand at the Golden Bay Recreation Park and contributing \$3 million for a new research and archives facility located adjacent to the Nelson Provincial Museum.	The Council has amended its overall capital expenditure programme in order to meet requests from groups and members of the community.
Planned introduction of a new Concessions Policy for commercial uses of parks, reserves and community facilities.	The Council are receiving an increasing number of requests from groups wanting a concession to carry out activities and events on Council land.

## 1.8 Key Risks and Assumptions

There are factors outside of Council's control that can change having an impact on Council's ability to do what it planned. Sometimes the impact can be significant. There is always uncertainty in any planning process but the key to good quality planning is to make clear assumptions to help address any related uncertainty. This section sets out the key risks and assumptions that relate to this activity.

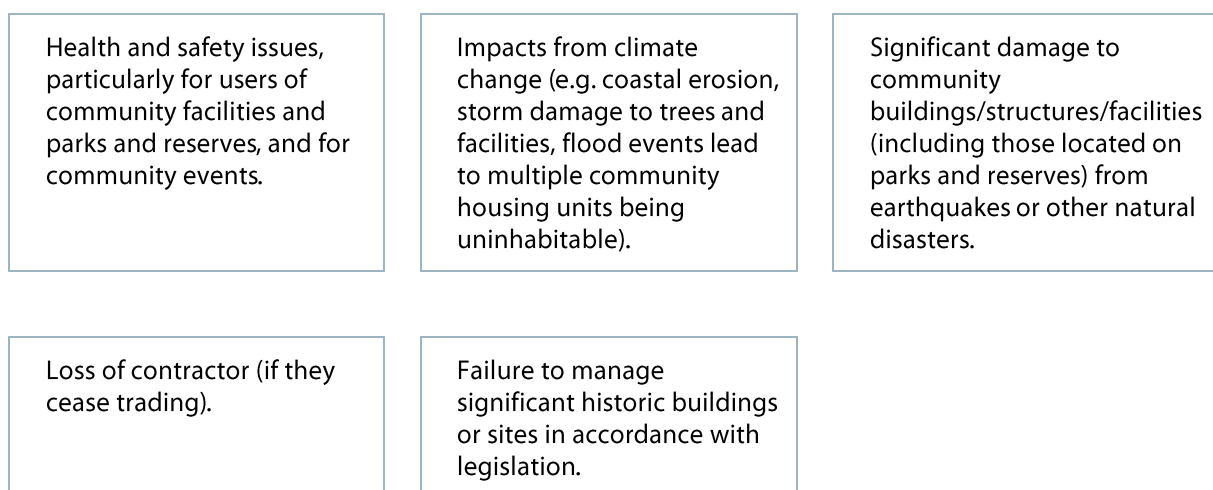


Figure 1: Key Risks

<p>The recreational needs of our community are likely to change over time.</p>	<p>All current community facilities continue to be operated with no significant changes and current operation of some public halls and community facilities by volunteer committees will continue.</p>	<p>Ongoing capital development programme is based on funding from anticipated reserve financial contributions and funding from the District and Shared Facilities Rates.</p>
<p>That the school pools will still be available for public use.</p>	<p>The Council will continue to provide community housing and it will continue to be self-funding.</p>	<p>Occupancy of community housing will continue at current levels.</p>
<p>Burial preferences between cremation and internment will continue in line with current trends.</p>	<p>Growth in the District is high for the Richmond, Wakefield, Brightwater, Māpua and Motueka and medium for the rest of the District over the next 10 years and then medium for the entire District the following 10 years.</p>	<p>Natural hazard events continue to escalate at the current rate and there is no catastrophic event during the next 10 years.</p>

Figure 2: Key Assumptions

## 2 Introduction

The purpose of this Activity Management Plan is to outline and to summarise in one place, the Council's strategic management and long-term approach for the provision and maintenance of its Reserves and Facilities activity to an agreed level of service.

### 2.1 Rationale for Council Involvement

The provision of parks, reserves and community facilities is a core service of local government and is something that the Council has always provided. The Reserves and Facilities activity provides many public benefits and it is considered necessary and beneficial to the community and to enhancing the social, cultural and environmental well-being of Tasman's communities.

### 2.2 Description of Assets and Services

#### 2.2.1 Community Partnerships

The services provided under community partnerships activities include providing community recreation opportunities and events, providing grant funding, and educating and facilitating partnerships. Our activities include:

- The provision of funding and advice for community initiatives and community organisations to enable them to achieve their objectives. Grants are predominately for 'not for profit' community and voluntary groups working for the benefit of Tasman District communities.
- The promotion and celebration of our history and diverse cultures through the support of organisations, including museums that preserve and display our region's heritage.
- Delivery of community and recreation activities and events funded either through rates or external sources, to promote a pride of place, community well-being and to encourage the use of the Council's reserves and facilities; and
- Providing an awareness of environmental and sustainability opportunities through environmental education programmes, to influence community behaviours and to meet the Council's Resource Management Act obligations in this field.

#### 2.2.2 Community Facilities

The assets covered in this Activity Management Plan (AMP) include all the buildings owned by the Council that support the Reserves and Facilities activity. Community facilities are varied in form and function and have been classified into ten categories. We provide and manage five multi-use community recreation centres, seven sports facilities, 18 community halls, two community centres, three museums, eight community housing complexes, three non-commercial campgrounds, three community swimming pools, miscellaneous community buildings and 102 public toilet facilities. The total value of our built assets is estimated at \$32.6 million. An overview of these assets is provided in Table 5 below. Details of individual assets are presented in Appendix C. We own and manage most of these facilities directly; however, management has been delegated to the relevant local management committee in some cases.

Many Council-owned community buildings and swimming pools are funded from general rates and user charges and are operated under a variety of management arrangements. These assets include community halls, community centres, non-commercial campgrounds, outdoor community pools and other miscellaneous buildings. The Council's Community housing is largely funded from rental income. The Collingwood, Motueka and Tākaka museums are funded from the Museums Rate, as is Council's contribution to the Nelson Provincial Museum. The facilities listed in Table 6 are funded from the District and Shared Facilities Rates.

Table 5: Community facilities funded from the District and Shared Facilities Rates

Facilities located on Council land	Shared facilities located on NCC land	Facilities located on private land within Tasman District
Saxton Field velodrome, Avery/Champion Green sports fields (including changing block/toilet)	Saxton Field: hockey, athletics, cricket, indoor stadium and other facilities	Māpua Hall
Multi-use recreation centres in St Arnaud, Murchison, Upper Moutere, Motueka, Golden Bay	Trafalgar Centre	
Maruia Hall (outside district)	Brook Sanctuary Fence	
Grandstand at Sportspark Motueka	Theatre Royal	
Richmond Aquatic Centre	Suter Art Gallery	
Tasman Tennis centre at Jubilee Park, Richmond	Nelson Provincial Museum	
Tasman's Great Taste Trail (part contribution)		

Table 6: Community Facility Assets Overview

Asset Type	Number	Description	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
<b>Multi-use community recreation centres</b>	5	Each of these modern, multi-purpose facilities provide for a wide range of community and recreation activities and events: Motueka Recreation Centre (built 1987) Lake Rotoiti Community Hall (built 2004) Moutere Hills Community Centre (built 2005) Murchison Sport, Recreation and Cultural Centre (built 2008) Rec Park Centre Golden Bay (built in 2017).	8,612,387 + 4,200,000 (estimated value of new Rec Park Centre Golden Bay, which has not yet been formally valued)	362,172 + 60,000 (estimated annual depreciation for Rec Park Centre Golden Bay)
<b>Sports facilities<sup>3</sup></b>	8	The Council provides sports building facilities at Saxton Field <sup>4</sup> , Golden Bay Recreation Park, Sportspark Motueka, Wakefield, Dovedale & Lower Moutere Recreation Reserves, Lord Rutherford Park and Jubilee Park. Examples of these facilities include: grandstands, pavilions, clubrooms, velodrome, toilet blocks, changing rooms, training lights, entry ticket gate and information office.	6,302,482	157,668
<b>Community halls</b>	18	These are Council-owned halls that are available for hire on a regular or casual basis for public and private meetings, programmes, or community events. Local community halls are generally highly valued by the community and many have significant history associated with them. The quality of community halls varies dependent on their age and past maintenance and improvement history. In most cases they are older facilities, maintained with the assistance of volunteer Hall Management Committees.	3,390,732	284,110

<sup>3</sup> This is the number of recreation reserves containing substantial sports buildings/improvements owned by Council. Smaller sports facilities are provided on other parks and reserves.

<sup>4</sup> The Council owns the area of Saxton Field located between Champion Road and Saxton Creek, bordered by Main Road Stoke. A new velodrome was constructed in 2017, alongside the existing Avery football fields (the latter are located on the corner of Champion Road and Main Road Stoke). The land northeast of Garin College has been grassed recently and is used as additional sports fields. The Council also provides separate funding towards the development and maintenance of other sporting facilities on the area of Saxton Field owned by Nelson City Council.

Asset Type	Number	Description	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
Community centres	2	Located in Motueka and Tākaka, these two small facilities provide opportunities for social interaction, activities, internet-based courses and meeting spaces and offices for community groups.	403,006	30,494
Museums and cultural facilities	3	The Council owns three museums in Collingwood, Motueka and Tākaka, which are operated by local community groups. The Council also makes a significant annual contribution towards the Nelson Provincial Museum. This museum is located in the Nelson CBD and is administered by the Tasman Bays Heritage Trust. Annual contributions are also made towards the Suter Art Gallery, also located in Nelson. The majority of the funds in this category go towards the Nelson Provincial Museum.	674,950	42,149
Non-commercial campgrounds	3	Low-key campground facilities are provided for campers at: McKee Recreation Reserve, Ruby Bay; Kina Beach Recreation Reserve, Tasman; and Owen River Recreation Reserve, Murchison. On-site caretakers collect fees from campers.  Management of commercial campgrounds located on other Council-owned reserves in Collingwood, Pōhara, Motueka and Murchison is covered by the separate Commercial Activity Management Plan (AMP).	6,327,831	775,969
Swimming pools	3	Two small community outdoor pools are provided at Rockville and Upper Tākaka, along with the Saltwater Baths in the coastal marine area at Motueka. Funding assistance is also provided to operate twenty school pools outside school hours for community use. The Council provides a large, modern, indoor aquatic facility at Richmond, however there is a separate AMP for this facility.	317,691	21,509

Asset Type	Number	Description	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
Miscellaneous community buildings	14	The Council owns a range of other community buildings throughout the District, including the Jubilee Park ex-Information Office, Māpua Library, Imagine Theatre, former Dovedale church, Plunket rooms, Playcentre buildings, Brownies Inn and clubrooms.	121,084	17,916
Housing for Older Adults	101	The Council provides housing units to meet a specific need for low cost, community-based housing for people on low incomes. Eligibility criteria are set out in Council's Housing for Older Adults Policy (2017). There are 101 units in 8 complexes: 34 units in Richmond, 7 units each in Brightwater and Wakefield, 45 units in Motueka and 4 units each in Tākaka and Murchison. Community housing is provided for at no cost to the ratepayers, as rental income covers the total operating costs.	955,241	68,209
Public toilet facilities	102	The Council provides and maintains public toilet facilities throughout the District to meet community and visitor needs. Currently there are a total of 102 toilet buildings located throughout the District. This includes 21 in the Golden Bay Ward, 22 in the Motueka Ward, 40 in the Moutere/Waimea Ward, 8 in the Lakes/Murchison Ward, and 11 facilities in the Richmond Ward. Most of the facilities have modern sanitary systems with a mix of reticulation, septic tank or containment systems.	1,270,000 (estimate, based on 2015 value plus estimated value of additional facilities built since 2015)	40,000 (estimate, based on 2015 value)



Asset Type	Number	Description	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
<b>Public toilet facilities</b>		<p>Public toilet facilities have been divided into three categories, as outlined in the Sanitary Services Assessment 2005:</p> <ul style="list-style-type: none"> <li>toilet facilities in townships, predominantly to serve local shoppers;</li> <li>toilet facilities in parks and reserves, predominantly to serve local users of the sport and recreational facilities; and</li> <li>toilet facilities on main visitor routes or at visitor attractions, predominantly to serve visitor groups.</li> </ul> <p>In many locations, the existing toilets appear to be meeting current demand and most are in good to excellent condition. However, toilets at tourist hotspots such as Mārahau are under pressure from increasing visitor use, particularly during the busy summer season.</p>		
<b>TOTAL</b>	259		\$32,575,404	\$1,860,196
<b>Facilities not included in the Community Facilities Activity Management Plan</b>		<ul style="list-style-type: none"> <li>Richmond Aquatic Centre (covered by a separate Activity Management Plan)</li> <li>Commercial Campgrounds (included in the Commercial Property Activity Management Plan)</li> <li>Public Library Buildings (covered in the Library Services and Property Activity Management Plans)</li> <li>Community Facilities that are located on the Council's land but are owned and managed by other organisations (e.g. Riwaka Scout Hall, Canine Obedience Clubrooms at Hope etc).</li> </ul>		

### 2.2.3 Parks and Reserves

The Council-owned parks and reserves provide a range of open spaces for sports, recreation, play and leisure activities and social opportunities for both residents and visitors. Parks and reserves have been grouped into 11 categories for budget and management effectiveness (see Table 7). These groupings each reflect a different level of service and purpose. The Council managed and maintained parks and reserves include 231 rural recreation and esplanade reserves, 109 urban open space/amenity reserves, 58 walkways, 20 sports grounds, 14 special interest sites and 13 formal gardens. Reserve locations can be viewed on the Top of the South Maps website: [www.topofthesouthmaps.co.nz](http://www.topofthesouthmaps.co.nz).

While a number of reserves are actively managed for organised sport and recreational activity, many others are 'passive reserves' – i. e. reserves that help make our District attractive and provide places for informal or impromptu recreation activities. Esplanade reserves (land located along primary waterways) help reduce risk to private property from natural hazards (such as flooding) and protect conservation values. They can also promote or improve recreational opportunities by providing access to waterways for recreational purposes (such as kayaking or fishing). A few reserves are leased for grazing, while others provide a 'land bank' that we can use for future recreation spaces if required.

The Council provides a total of 829 hectares of reserve land within the District (including 239 ha of Recreation Reserve at Moturoa/Rabbit Island), for a district population of 56,400 (2020 usually resident population). This equates to 14.68 ha per 1,000 residents, a reduction of 1.08 ha per 1,000 since 2017. A total of 55 playgrounds are provided, equating to 5.7 playgrounds per 1,000 children under 15 years of age (the national average is 4.0). Sports parks make up 143 hectares in total (this figure includes 10ha of sports fields located on Council-owned land at Saxton Field), equating to 2.5 ha per 1000 residents (the national average is 2.2).

A number of strategies and reserve management plans have been produced to guide the management and operation of parks and reserves. These include Council's Reserves General Policies (2015), Reserve Management Plans of various ages, and the Open Space Strategy 2015-2025. The latter document has identified that we have currently have a good amount of space for our communities to use as reserves. The Council works to implement the recommendations from these documents to benefit our community. An inventory of Council-administered parks and reserves is contained in Appendix 1 of Council's Reserves General Policies document.

Table 7: Park and reserve budget/management categories

Category	Description
Special Interest Sites	Areas of land provided to meet the open space and recreation needs throughout the District as well as the needs of visitors from neighbouring areas and tourists. These are often associated with a natural feature of some significance or are areas that have high recreational value.
Sportsgrounds	Reserves that are primarily used for organised sport and events. They are also used for unstructured recreation activities and provide large areas of open green space.

Category	Description
Urban Open Space and Amenity Reserves	Reserves that range in size from small neighbourhood parks to larger areas, which provide open space and amenity within the urban areas and townships. Typically used by local communities for casual recreation, play, relaxation, community activity, links to other areas, or quiet open space.
Formal Gardens	Land that is developed and maintained to provide high quality amenity open spaces. They range from large parks to small garden beautification areas.
Walkways	Reserves that are principally provided for walkway and cycle tracks. They range from urban paths that provide linkages between destinations to longer tracks in rural areas designed for recreational walking and in some cases also cater for cycling.
Rural Recreation and Esplanade Reserves	Open space that may provide for general amenity, conservation, preservation, access or casual recreation use. It is generally undeveloped with minimal facilities and low maintenance requirements.
Moturoa / Rabbit Island	Three islands (Moturoa/Rabbit Island, Rough Island and Bird Island), with a total area of 1,200 ha, located between the Waimea Inlet and Tasman Bay. Recreation Reserve areas comprise 239 ha in total. The majority of the remaining area is in plantation forest and is covered in the Commercial Activity Management Plan.
Trees, Plots & Verges	Provision and maintenance of trees on street berms and specimen trees within parks.
Asset Management	Provision of staff resources and other services to effectively manage the reserve assets and provide customer services.
Miscellaneous	Budget provision for a variety of miscellaneous activities and services that cover a range of reserve categories or are not directly related to reserve assets. These include Anzac services, Arbor Day plantings, doggy-do dispensers, war memorial maintenance and security cameras.
Cemeteries	Includes open and closed cemeteries managed by the Council.

A summary of the type and quantity of park and reserve assets provided by the Council is presented in Table 8 and Table 9.

Table 8: Proportion of land held in each park category

Park Category	Number of sites	Total land area (ha)
Formal Gardens	13	6.5
Special Interest Sites	14	84
Sportsgrounds	20	91
Urban Open Space and Amenity Reserves	109	76
Walkways	58	28

Park Category	Number of sites	Total land area (ha)
Rural Recreation and Esplanade Reserves	231	304.5
Moturoa / Rabbit Island (Recreation Reserve areas)	3 islands	239
TOTAL	448	829 ha

Table 9: Type and Quantity of other Parks and Reserves Assets

Parks and Reserves Assets	Quantity	Total area (ha)
The -owned land at Saxton Field regional sports facility (corner Champion Road and Salisbury Road). As at December 2017, 10 ha of this land is sports fields.	One site (held in three certificates of title)	17.7
Esplanade Strips	150	-
Number of operating cemeteries	12	28.1
Number of closed cemeteries	2	1.1
Number of sites containing heritage buildings / structures (8 on Council reserve land and eight on other Council-owned land)	16	-
Number of sites containing other cultural heritage assets (13 on Council reserve land and five on other Council-owned land)	18	-
Playgrounds	55	-
Public toilet facilities (at 78 locations <sup>5</sup> )	102	-

As at 30 June 2014, the total value of building improvements on reserve land (excluding the facilities covered under Community Facilities above) was \$8,159,000. Operational expenditure for the Parks and Reserves activity is funded from general rates and user charges. Other income sources include Reserve Financial Contributions (RFCs), which fund capital works.

Parks and reserves deliver a range of public good benefits, including:

- Open space within urban areas
- Beautification and amenity enhancement
- Opportunities for recreation, sport and children's play
- Protection of ecologically important areas
- Enhancement of the community's health and well-being.

<sup>5</sup> Multiple toilet facilities are provided at some locations (e.g. 10 separate facilities at Moturoa/Rabbit Island).

The Council provides a total of 858 hectares of reserve land within the District, for a population of 56,400 (2020 estimated resident population): i.e. 15. 21 ha per 1000 residents. Table 10 summarises the amount of land provided within each Ward for each park category.

Table 10: Amount and type of park and reserve land provided within each Ward

Park Category	Amount of land (ha) provided within each Ward					Total area (ha)
	Golden Bay Ward	Motueka Ward	Moutere/Waimea Ward	Lakes – Murchison Ward	Richmond Ward	
Formal Gardens	0.41	3.90	0.37	-	1.80	6.48
Special Interest Sites	0.27	6.31	38.94	38.00	0.66	84.18
Sportsgrounds	8.48	18.80	33.60	10.97	19.15	91.00
Urban Open Space & Amenity Reserves	7.50	19.70	9.60	6.14	33.06	76.00
Walkways	3.61	0.32	14.40	0.57	9.1	28.00
Rural Recreation & Esplanade Reserves	125.50	41.85	69.53	44.22	23.40	304.50
Moturoa / Rabbit Island (Recreation Reserve areas)	-	-	239.00	-	-	239.00
Cemeteries	11.70	6.19	4.17	2.10	4.99	29.15
<b>TOTAL</b>	<b>157.47</b>	<b>97.07</b>	<b>409.61</b>	<b>102.00</b>	<b>92.16</b>	<b>858.31</b>

A total of 55 playgrounds are provided, equating to 5.7 playgrounds per 1,000 children under 15 years of age.

Sports parks owned by the Council comprise 143 hectares in total, equating to 2.5 ha per 1000 residents. Note that this figure includes 10 hectares of sports fields located at Saxton Field. Saxton Field is located within Nelson City boundaries, but services Tasman residents (particularly those living in Richmond and Moutere-Waimea Wards).

Tasman's large land area and number of separate settlements is likely to be a contributing factor to our District having higher numbers of parks and playgrounds than average across New Zealand.

A total of 12 operating cemeteries are provided across the District in the following locations:

- Bainham, Collingwood
- Collingwood
- Kotinga
- Rototai, Tākaka
- Motueka
- Fletts Road, Lower Moutere
- Foxhill
- Spring Grove
- Waimea West, Brightwater
- Murchison
- Marawera, Tapawera
- Richmond

Most burial activity occurs at the main cemeteries located in Richmond, Motueka and Tākaka. The Council manages cemeteries throughout the District providing accessible and appropriate sites for burial. All these cemeteries with the exception of Richmond have a significant number of plots available and, at current burial rates can meet demand for additional land for the next 20 years. There is a need to provide land for an alternative to the existing Richmond Cemetery. The Council's intention is to purchase additional land within the short to medium term, to provide for this longer-term need.

# 3 Strategic Direction

Strategic direction provides overall guidance to the Council and involves specifying the organisation's objectives, developing policies and plans designed to achieve these objectives, and then allocating resources to implement the plans. Strategic direction for the Reserves and Facilities activity is set using a combination of District-wide and local issues and priorities and, in the case of shared facilities provided for the benefit of both Tasman and Nelson residents, cross-regional priorities.

## 3.1 Our Goal

Table 11: Activity Goal

Activity Goal
<p>We aim to provide:</p> <ul style="list-style-type: none"><li>• community facilities that assist in meeting the community demand for indoor activities and recreation spaces;</li><li>• outdoor swimming pools that assist in meeting the community demand for aquatic activities;</li><li>• community housing for older adults on low incomes that is affordable, accessible and fit for purpose;</li><li>• clean public toilet facilities to meet community and visitor needs, in appropriate locations;</li><li>• parks, reserves and recreational facilities that promote the physical, psychological, environmental and social well-being of communities in Tasman District and to also provide amenities that meet the needs of residents and visitors; and</li><li>• an attractive and peaceful environment for the burial, memorial and remembrance of the deceased; and</li><li>• community recreation activities and events, grant funding, environmental education and community development activities to help build a sense of community and to develop capacity within Tasman’s community groups.</li></ul>
<p>The vision for the Reserves and Facilities activity:</p> <ul style="list-style-type: none"><li>• increase the number of users of reserves and facilities;</li><li>• provide reserves and facilities that satisfy the needs of our community;</li><li>• improve the sustainable management of reserves and facilities;</li><li>• provide sound forward planning through good asset management;</li><li>• ensure our reserves and facilities meet the changing needs of our community; and</li><li>• provide community events, community grants and environmental education activities to enhance social, cultural and environmental well-being.</li></ul>

## 3.2 Contribution to Community Outcomes

Table 12 summarises how the Reserves and Facilities activity contributes to the achievement of the Council’s Community Outcomes.

Table 12: Community Outcomes

Community Outcomes	Does Our Activity Contribute to the Community Outcome?	Discussion
Our unique natural environment is healthy, protected and sustainably managed.	Yes	<p>We provide:</p> <ul style="list-style-type: none"> <li>• Protection of the natural environment and ecologically significant areas in Council’s parks and reserves.</li> <li>• Protection and enhancement of open space, coastal and riparian areas.</li> <li>• Vegetation enhancement and awareness.</li> <li>• Enhanced community involvement in conservation and restoration work.</li> <li>• Environmental education to teach sustainability and educate on how we can all reduce our impact on the environment.</li> <li>• These initiatives deliver environmental benefits across the broader community.</li> </ul>
Our urban and rural environments are people-friendly, well-planned, accessible and sustainably managed.	Yes	<p>We provide:</p> <ul style="list-style-type: none"> <li>• Protection and enhancement of open space and an interconnected open space network.</li> <li>• Neighbourhood and community parks within walking distance of homes.</li> <li>• In partnership with the Council’s Engineering and Environment and Planning departments, environmental, air quality and waste minimisation education to support sustainable management and lifestyles.</li> <li>• assistance to communities to create a unique sense of place through community group funding and advice.</li> </ul>
Our infrastructure is efficient, cost effective and meets current and future needs.	Yes	<p>We provide efficiently and effectively managed community infrastructure (reserves and facilities) which meets the ongoing needs of Tasman’s communities.</p>



Community Outcomes	Does Our Activity Contribute to the Community Outcome?	Discussion
Our communities are healthy, safe, inclusive and resilient.	Yes	<p>We provide:</p> <ul style="list-style-type: none"> <li>• Community facilities designed and managed to ensure users safety and to cater for the needs of the whole community.</li> <li>• Community facilities that support specific social needs.</li> <li>• Good quality affordable community housing for people who meet the criteria of Council's Policy on Housing for Older Adults.</li> <li>• Open space and recreation facilities that cater for and promote active lifestyles. This includes casual activities such as walking and cycling, and organised sports and recreation activities.</li> <li>• Reserves and facilities designed and managed to ensure users safety and cater for the needs of the whole community.</li> <li>• events and support for residents, to enable them to enjoy a good quality of life within a supportive and diverse community.</li> </ul>
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Yes	<p>We provide recreation facilities that cater for and promote healthy communities and active lifestyles through social and recreational activity.</p> <p>Cemeteries provide a location for interments and remembrance.</p> <p>We help to promote and celebrate our history and diverse cultures, by providing funding and in-kind support to organisations that preserve and display our region's heritage and culture.</p>
Our communities have access to a range of social, cultural, educational and recreational facilities and activities.	Yes	<p>We provide high quality community, recreation and cultural facilities providing a range of leisure and cultural opportunities and targeted social support.</p> <p>We provide attractive well maintained and functional toilet facilities.</p> <p>We provide high quality community, open space, recreation and cultural facilities that provide a range of leisure and cultural opportunities.</p> <p>We promote, support and deliver recreational, educational and social services and activities that reflect the diversity of our District. We provide assistance with community-led facilities, projects and initiatives, to deliver benefits across the broader community.</p>

Community Outcomes	Does Our Activity Contribute to the Community Outcome?	Discussion
Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement	Yes	<p>We provide reserves and facilities which enable community partnerships through management of our community facilities and halls by volunteers and through working with schools, businesses, community groups and others who help with planting and other activities on our reserves.</p> <p>We provide regional facilities in association with Nelson City Council (e.g. Saxton Field, Suter Art Gallery and Nelson Provisional Museum).</p> <p>By collaborating with community associations and other groups we look to build effective partnerships.</p> <p>By supporting District-wide youth clusters, we provide avenues for youth participation in Council decision-making.</p>
Our region is supported by an innovative and sustainable economy.	No	

### 3.3 Financial Strategy

The Financial Strategy outlines the Council’s financial vision for the next 10–20 years and the impacts on rates, debt, levels of service and investments. It will guide Council’s future funding decisions and, along with the Infrastructure Strategy, informs the capital and operational spending for the Long Term Plan 2021-2031.

Infrastructure expenditure forms a large proportion of the Council’s spending being 38% of operational expenditure and 79% of capital expenditure over the next 10 years. Because of this, the Infrastructure Strategy and Financial Strategy are closely linked to ensure the right balance is struck between providing the agreed levels of service within the agreed financial limits.

Over the next 10 years, forecast rate income increases and debt levels are projected to be very near the Council’s limits. The Council has had to work hard to prioritise and plan a work programme which addresses the most pressing key issues while staying within these limits. This means there is very little scope to add further work to the programme within the next five years.

### 3.4 Key Issues

The key issues for the Reserves and Facilities activity are discussed in Table 13.

Table 13: Key Issues Summary

Key Issue	Discussion
<p>The need to respond to our increasing, ageing population and ensure that facilities and recreational opportunities are fit for purpose.</p>	<p>The number of retired people is forecast to increase significantly in the next 10 years and this will result in changing use and demand for reserves and facilities. While the Council provides five modern multi-use recreation facilities across the District, we also provide many older community halls that tend to be cold and have large spaces. We expect an increase in demand for small, warm, comfortable places for people to meet, socialise and play indoor sports etc. We also anticipate an increase in demand for urban reserve land, sports parks, cycle-/walk-ways, swimming pools, community housing, libraries and other fit-for-purpose, higher quality indoor spaces. This demand needs to be managed cost effectively.</p> <p>It is expected that both walkways and cycleways will experience a significant rise in use as the population ages, given the popularity of walking and cycling as exercise for over 65s. Ongoing development of walking and cycling tracks and networks is planned at various locations to meet an increasing demand. Development of 'Tasman's Great Taste Trail' cycleway is continuing to proceed, with approximately two thirds of the loop completed to date (the Tapawera to Motueka section is yet to be built).</p> <p>By contrast, the proportion of young people as a percentage of the total population is predicted to decline significantly over time. The challenge for the Council is to retain and attract young people in Tasman. Providing a spectrum of activities and facilities for youth e.g. youth/ skate parks, sports facilities, mountain biking tracks, contributes to youth well-being and to making Tasman a more attractive place for young people to live.</p> <p>Additional reserve land will be acquired only in strategic locations throughout the District, particularly in areas where there are gaps in the provision of these lands and demand is predicted to continue to increase in the long term.</p> <p>The Council will collect utilisation data across its network of sports fields in order to monitor and understand demand. Continued Council ownership of sports fields and facilities is desirable as it increases Council's ability to manage demand and quality, to promote multiple use of sports fields and facilities where this is appropriate and to change the use of a field or facility as sporting and recreation needs change.</p>
<p>Planning for new community facilities</p>	<p>Similar to all councils in New Zealand, there are always more requests from the public for new community facilities than can be funded, including both the capital and operating costs of facilities.</p> <p>A new community facility was constructed near Tākaka in 2016/2017 (the Rec Park Centre Golden Bay). Several other potential projects have been suggested in recent years, including development of new community facilities in Richmond, and Brightwater or Wakefield. The Council is proposing to fund development of several community facilities within the next 10 years. Funding has been allocated towards development of a new facility servicing Brightwater/Wakefield and surrounds at the earliest in 2028/2029, the development of a community pool in Motueka in 2023/2024.</p>

Key Issue	Discussion
	<p>Feasibility studies will be carried out as part of the planning for the two former projects.</p> <p>The Council will seek a contribution of one third of the total cost of the project directly from the community before it will contribute money from the District Facilities rates for new, large, community, recreational, sporting or cultural projects, and their renewal. The Council may also choose to make a contribution from Reserve Financial Contributions where the facility is partially or wholly responding to growth.</p> <p>Where the community is prepared to fund two thirds or more of the cost of a new project that is not in the Council's Long Term Plan, the Council will consider the affordability of contributing the remaining costs.</p> <p>Communities must also contribute to one third of the community facilities' renewal costs, so that the Council will only fund depreciation of its share of any facilities.</p>
<p>Increasing demand for community housing</p>	<p>Local authorities have had a long standing role in providing community housing for older people which enables older people on low incomes to 'age in place' in a safe, secure and well-maintained environment.</p> <p>Like many other areas in New Zealand, the population in our District is ageing. Along with our increasing, ageing population, housing affordability is an issue across our District. We are likely to see an increased demand for housing for older people on low incomes, due to these factors.</p> <p>The Council plans to continue to provide and maintain the existing 101 housing units for older adults. A working party of Councillors and staff will continue to investigate future options for community housing during 2021/2022.</p>
<p>Ongoing development and maintenance of Saxton Field</p>	<p>The Council works together with Nelson City Council to develop and manage Saxton Field. Saxton Field is governed through the Saxton Field Committee which is a joint committee of both Councils comprising two elected members from each Council and an independent Chair.</p> <p>The Committee is responsible for:</p> <ul style="list-style-type: none"> <li>• Considering proposals for reserve development</li> <li>• Promotion and marketing of Saxton Field as a regional venue</li> <li>• Capital development of Saxton Field</li> <li>• Developing a naming and signage policy and considering requests under this policy A1342334 (NCC document reference number)</li> <li>• Considering applications for leases and licenses</li> <li>• Activities, developments and management actions provided for in the adopted Saxton Field Reserve Management Plan and associated policies</li> </ul>

Key Issue	Discussion
	<ul style="list-style-type: none"> <li>• Developing a work programme including any community consultation required.</li> </ul> <p>Powers to decide:</p> <ul style="list-style-type: none"> <li>• Matters relating to items provided for in the approved operations, capital expenditure and maintenance budgets for Saxton Field</li> <li>• Matters relating to marketing of Saxton Field, within approved budgets and policies</li> <li>• Approval of applications for concessions.</li> <li>• Approval of the draft Saxton Field Reserve Management Plan for public consultation, to undertake the public consultation process and to be the Hearing Panel to hear and deliberate on the submissions for the draft Saxton Field Reserve Management Plan.</li> </ul> <p>Powers to recommend:</p> <ul style="list-style-type: none"> <li>• The Committee has powers to recommend to the Nelson City Council, and the Tasman District Council:</li> <li>• Future capital works programmes</li> <li>• Financial contributions for the operations, maintenance and capital development of the reserve</li> <li>• Reserve policies for approval including the Saxton Field Reserve Management Plan and any Development Plan</li> <li>• Leases, licenses and easements (to the relevant Council)</li> <li>• Any other matters within the areas of responsibility noted above.</li> </ul> <p>All recommendations will carry the rider that it shall be subject to adoption by the other Council, unless for a matter specific to one Council.</p>
<p>Provision and maintenance of public toilets throughout the District, to meet demand and maintain levels of service.</p>	<p>Population growth, increasing numbers of tourists and development of new parks and reserves will require the ongoing development of public toilets to meet demand and maintain levels of service.</p> <p>The major future focus will be the implementation and review of the maintenance plan to ensure that the standard of public toilets is maintained/increased.</p> <p>The Council will review public toilet provision to address the following issues:</p> <ul style="list-style-type: none"> <li>• better defined levels of service both for development/design and servicing;</li> <li>• level of utilisation;</li> <li>• changing communities and patterns of use/demand; and</li> <li>• future development requirements.</li> </ul>

Key Issue	Discussion
Increasing expectations and demand for community support and grants for community organisations	There is an increasing demand for community support and grants to community organisations, many of whom are providing additional support within our communities following the impacts of Covid-19. The Council is proposing to continue to provide community grants and support to community organisations.

### 3.5 Prioritisation

The Council provides many services on behalf of Tasman's residents and there is often competing demands for Council's investment across and within these services. The Council needs to decide how much, and when, to invest in these services in a way that maintains affordability for customers and ratepayers.

There are multiple factors that affect the priority of individual projects or work streams. These include:

- The need to protect public health and safety
- The need to conserve and enhance the natural environment
- Statutory compliance
- Meeting the needs of tomorrow's population
- Readiness to implement works
- Co-funding opportunities
- Creating functional and attractive public places
- Benefits and risks
- District distribution; and
- Strategic fit.

The Council has applied the following principles when developing its programme of works:

- To continue to meet its fiscal prudence, sustainability and environmental sustainability obligations.
- To keep the medium to long term in focus i. e. rather than being overly diverted by the shorter term recovery from the Covid-19 pandemic.
- To understand the trade-off's or benefits across all of the community well-being domains (social, environmental, economic and cultural).
- To capitalise on the economic environment (i. e. enhanced borrowing terms, and increased labour and skills availability).
- To make the most of the enhanced opportunities of Government funding, subsidies and other incentives to advance the community outcomes.
- To right size the Council's staffing and operational expenditure.

The Council has taken all of the above into consideration in order to present a programme that is achievable and affordable. Generally, mandatory requirements such as statutory compliance take priority, and discretionary activities have been programmed second to this.

### **3.6 Tasman Climate Action Plan**

In 2019, the Council adopted the 'Tasman Climate Action Plan' (Action Plan). The Action Plan is Council's initial response to the urgent need to take action on climate change, to build climate resilience and reduce greenhouse gas emissions.

The Action Plan sets out goals, targets and actions relating to three key themes:

1. Mitigation – how we can reduce greenhouse gas emissions from Council's activities.
2. Adaptation – ways we can respond to our changing environment, including positive opportunities.
3. Leadership – how we can lead by example, advocate and encourage others to take action.

The following goals are the long-term aspirations of the Council. They represent the first step towards a cohesive package of activities that address climate change issues.

- The Council contributes to New Zealand's efforts to reduce greenhouse gas emissions (including net carbon emissions).
- Tasman District becomes more resilient to the impacts of climate change.
- The Tasman Community is informed of climate change actions and options for response.
- The Council shows clear leadership on climate change issues.

Goals will be measured against targets and achieved by implementing the actions set out in the Action Plan. Targets and actions of direct relevance to this activity are listed in Table 12. Several other actions are also relevant (e.g. those relating to information provision and leadership goals) - see the online version of the Action Plan for details: [www.tasman.govt.nz/climate-change](http://www.tasman.govt.nz/climate-change)

Table 14: Relevant targets and actions from the Tasman Climate Action Plan (2019)

Goal	Targets	Actions (short-term) 2019 - 2021	Actions (medium-term) 2021 - 2024	Actions (long-term) 2024+
<p>1 The Council contributes to New Zealand's efforts to reduce greenhouse gas emissions (including net carbon emissions).</p>	<p>1(a) Council's emissions* of methane reduce by 10% below 2017 levels by 2030 and 47% by 2050 or earlier. Council's net emissions* of all other greenhouse gases reduce to zero by 2050.</p> <p>*from Council's own activities.</p> <p>Targets are based on Zero Carbon Bill. If necessary, revise targets once enacted.</p>	<p>(vi) Continue to work with communities to plant trees (e.g. riparian margin restoration, habitat enhancement, land stability, planting in the Council's parks and reserves and within some roading corridors, expand the Council's nursery production), to sequester carbon.</p>	<p>Continue to work with communities to plant trees, to increase carbon sequestration.</p>	<p>Continue to work with communities to plant trees, to increase carbon sequestration.</p>



# 4 Key Linkages

In preparing this Activity Management Plan, we examined external national drivers that influence this activity including legislation, national policies, regulations, strategies, standards and guidelines. Local or internal drivers that influence the Activity Management Plan include Council's bylaws, polices, plans, strategies and standards.

## 4.1 Overview

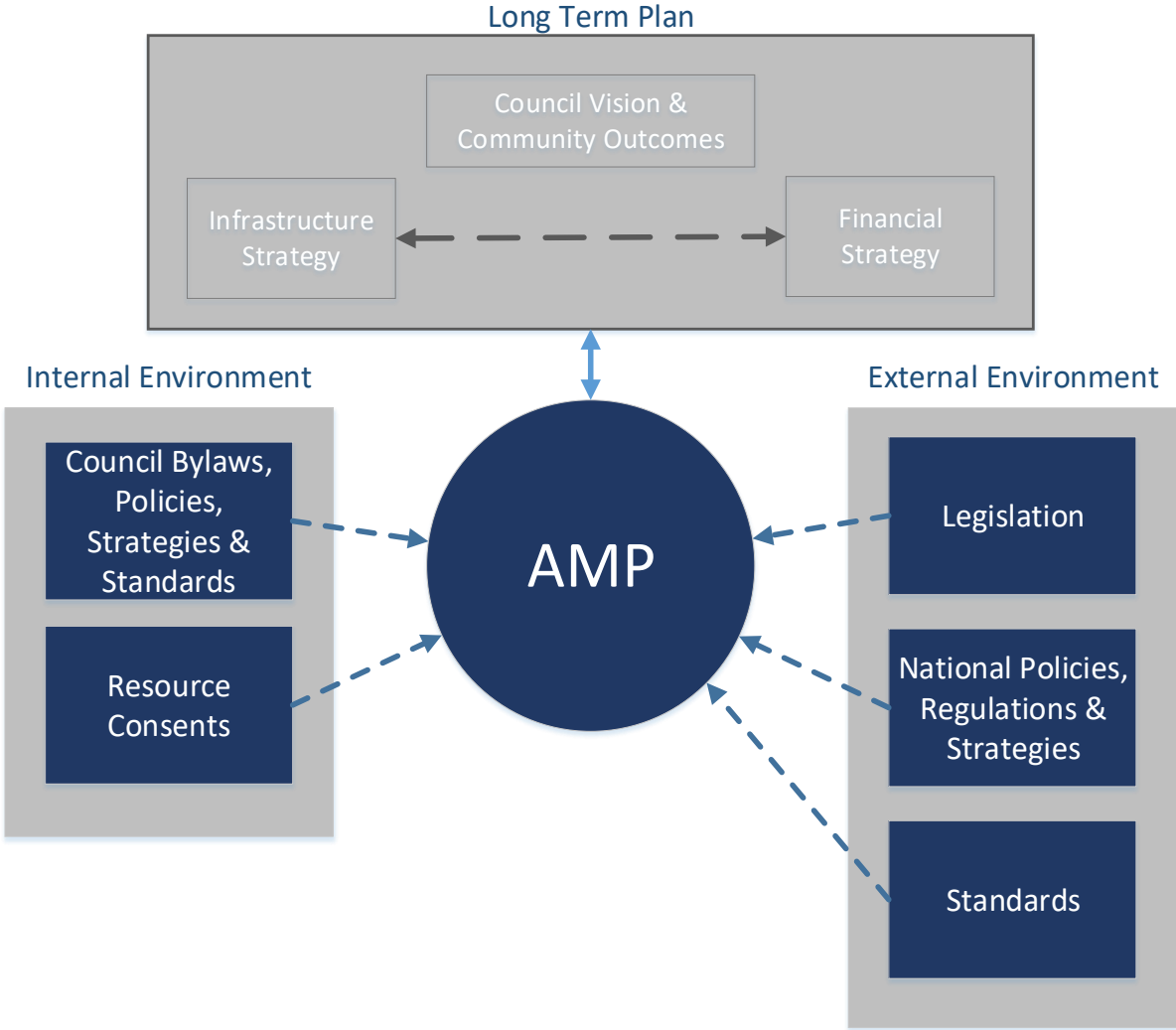


Figure 3: How the Reserves and Facilities Activity relates to other documents

- **Linkages** – the need to ensure this Activity Management Plan is consistent with all other relevant plans and policies.
- **Constraints** – the legal constraints and obligations the Council has to comply with in undertaking this activity.

The main drivers, linkages and constraints are described in the following sections.

## 4.2 Legislation

This activity is guided by a range of national legislation. The Acts are listed in Table 15 by their original title for simplicity, however all Amendment Acts shall be considered in conjunction with the original Act, these have not been detailed in this document. For the latest Act information refer to [www.legislation.govt.nz](http://www.legislation.govt.nz).

Table 15: Key legislation that influences the Reserves and Facilities Activity

Key Legislation	How it Relates to the Reserves and Facilities Activity
Biosecurity Act 1993	The Council is required to prepare a Pest Management Strategy under this Act. Pests and weeds located in parks and reserves must be managed in accordance with both the Strategy and the Act.
Building Act 2004	As the owners of community facilities and other buildings, the Council has responsibilities under this Act for ensuring that: <ul style="list-style-type: none"> <li>• building work complies with the Building Code; and</li> <li>• people who use buildings can do so safely and without endangering their health; and</li> <li>• buildings have attributes that contribute appropriately to the health, physical independence, and well-being of the people who use them; and</li> <li>• people who use a building can escape from the building if it is on fire; and</li> <li>• Buildings are designed, constructed, and able to be used in ways that promote sustainable development.</li> </ul>
Burials and Crematoriums Act 1964	Sets the requirement for the Council to establish and maintain cemeteries.
Children's Act 2014	Specifies requirements for agencies to develop and implement child protection policies and safety checking for those working with children. Also details obligations regarding information sharing and reporting of concerns about vulnerable children.
Civil Defence Emergency Management Act 2002	Sets an expectation that the Council's services will function at the fullest possible extent during and after an emergency, even though this may be at a reduced level of service.
Fencing Act 1978	This Act sets out requirements for adjoining occupiers to share fencing costs and provide adequate fences around swimming pools.
Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018	The Council, as the owner of community facilities and other buildings, must have a procedure in place (evacuation procedure) for the safe, prompt, and efficient evacuation of the building's occupants in the event of a fire emergency requiring evacuation.
Health and Safety at Work Act 2015 and associated regulations	Health and Safety legislation and associated regulations (e.g. Asbestos Regulations 2016) requires that staff and contractors are kept safe at work. Ongoing legislative changes to the Act and development of new regulations, will mean improved health and safety measures will be required.

Key Legislation	How it Relates to the Reserves and Facilities Activity
Heritage New Zealand Pouhere Taonga Act 2014	The Act defines an archaeological site as a place associated with pre-1900 human activity. Any excavation works carried out in parks and reserves, or associated with work relating to community facilities, must comply with the requirements set out in this Act.
Local Government Act 2002	<p>Sets out the obligations of Councils and Council-Controlled Organisations in regard to public services, and controls their regulatory and enforcement powers.</p> <p>Section 10 outlines the purpose of local government, which includes meeting “the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses”. Section 11A(e) outlines that libraries, museums, reserves, and other recreational facilities and community amenities are core services of local authorities. Other parts of the Act require Councils to undertake various processes, reporting requirement, etc, relating to their activities.</p>
Public Works Act 1981	The Public Works Act provides the statutory authority to acquire land for a public infrastructure.
Reserves Act 1977	Section 3 of the Act outlines its purpose which is "the preservation and management for the benefit and enjoyment of the public" areas possessing " recreational use or potential, whether active or passive; or wildlife; or indigenous flora or fauna; or environmental and landscape amenity or interest; or natural, scenic, historic, cultural, archaeological, biological, geological, scientific, educational, community, or other special features or value" and to ensure "as far as possible, the preservation of access for the public to and along the sea coast, its bays and inlets and offshore islands, lakeshores, and riverbanks, and fostering and promoting the preservation of the natural character of the coastal environment and of the margins of lakes and rivers and the protection of them from unnecessary subdivision and development. " The Act applies to reserve land gazetted under the Act.
Reserves and Other Lands Disposal Act 1959	Contains special provisions relating to the lands and buildings within the Golden Bay Recreation Park (section 18).
Resource Management Act 1991	Sets out obligations to protect New Zealand’s natural resources such as land, air, water, plants, ecology, and stream health. Resource consents draw their legal authority from the Resource Management Act 1991.
Te Tiriti o Waitangi – Treaty of Waitangi	The Treaty of Waitangi is an agreement between Māori and the Crown. However, under section 4 of the Local Government Act 2002 local authorities are required to ‘recognise and respect the Crown’s responsibility to take appropriate account of the principles of the Treaty of Waitangi and to maintain and improve opportunities for Māori to contribute to local government decision-making processes’. Further sections of the Act, particularly 77 and 81, detail the scale of requirement for local authorities to seek contributions and involvement from Māori in consultation and decision-making processes.

Key Legislation	How it Relates to the Reserves and Facilities Activity
Waimea County Council Empowering Act 1979	This Act confirmed that the Waimea County Council was the administering body of the reserves held for plantation and recreation purposes on Moturoa/Rabbit, Rough and Bird Islands. It also confirmed that the areas on Moturoa/Rabbit and Rough Island reserved for plantation purposes are vested in the Council in trust for plantation purposes subject to certain conditions contained in the said Orders in Council. This Act requires Council to apply 10% of the net profit from the sales of forest products and associated activities of the Council conducted on Moturoa/Rabbit, Bird and Rough Islands in each financial year, or such greater proportion of it as it considers necessary, for the purposes of adequate maintenance and improvement of the reserves on the three Islands for recreational purposes, or for the purposes set out in section 80 of the Reserves Act 1977. The remainder of the profits may be transferred to the general funds of the Council and used for the general purposes of the Council.

### 4.3 Key National Policies

Table 16: Key national policies that relate to the Reserves and Facilities Activity

Document	How it Relates to the Reserves and Facilities Activity
National Policy Statement for Freshwater Management 2020 (Freshwater NPS)	Provides direction to local authorities to set objectives for the state of fresh water bodies and to set limits on resource use to meet these objectives.
New Zealand Coastal Policy Statement 2010 (NZCPS)	Guides local authorities in their day-to-day management of the coastal environment. Highlights declining coastal water quality because of contamination through stormwater and wastewater discharges.

### 4.4 Key Industry Standards and Guidelines

For all New Zealand standards, refer to [www.standards.co.nz](http://www.standards.co.nz).

Industry standards and guidelines affecting the Reserves and Facilities activity include:

- NZS 5826:2010 Pool Water Quality;
- NZS 4441:2008 Swimming Pool Design Standard;
- NZRA Aquatic Facility Guidelines 2015;
- NZS 3910:2013 Conditions of Contract for Building and Civil Engineering Construction;
- NZ 4241:1999 Public Toilets (guidelines for service standards and design);
- BS 6465-4:2010 Sanitary installations. Code of practice for the provision of public toilets;
- NZS 4121:2001 Design for Access and Mobility: Buildings and Associated Facilities;
- NZS 5828:2015 Playground Equipment and Surfacing (and previous standards that applied at time of construction);

- NZS 8409:2004, Management of Agrichemicals;
- SNZ HB 8630:2004 Tracks and Outdoor Visitor Structures;
- NZS 8603:2005 Design and Application of Outdoor Recreation Symbols; and
- NZRA Territorial Authority Best Practice Tool and Guide for Sport and Recreation Departments.

## 4.5 Key Council Bylaws, Policies, Plans and Strategies

This Activity Management Plan (AMP) is a key component in the Council’s strategic planning function. Among other things, this plan supports and justifies the financial forecasts and the objectives laid out in the Long Term Plan (LTP). It also provides a guide for the preparation of each Annual Plan and other forward work programmes. Table 17 describes the key the Council plans and policies with linkages to the Reserves and Facilities AMP.

Table 17: Key Council bylaws, policies, plans and strategies

Plans, Policies and Strategies	Discussion
Activity Management Plans (AMPs)	AMPs describe the infrastructural assets and the activities undertaken by the Council and outline the financial, management and technical practices to ensure the assets are maintained and developed to meet the requirements of the community over the long term. AMPs focus on the service that is delivered as well as the planned maintenance and replacement of physical assets. Other AMPs with linkages to the Reserves and Facilities activity include the Richmond Aquatic Centre AMP and various infrastructure AMPs.
Annual Plan	A detailed action plan on the Council’s projects and finances for each financial year. The works identified in the AMP form the basis on which annual plans are prepared. With the adoption of the LTP, the Annual Plan mainly updates the budget and sources of funding for each of the years between the LTP.
Annual Report	The Annual Report identifies the prior year’s achievements against Long Term Plan/Annual Plan targets.
Annual Work Programme	The expenditure projections for the annual work programme will be taken directly from the financial forecasts in the AMP.
Contracts and agreements	The service levels, strategies and information requirements contained in the AMP are the basis for performance standards in the current Maintenance and Professional Service Contracts for commercial arrangements and in less formal “agreements” for community or voluntary groups.
Corporate information	Quality asset management is dependent on suitable information and data and the availability of sophisticated asset management systems which are fully integrated with the wider corporate information systems (e.g. financial, property, Geographic Information System, customer service, etc. ). Council’s goal is to work towards such a fully integrated system.

Plans, Policies and Strategies	Discussion
Council bylaws, standards and policies	These tools for asset creation and subsequent management are needed to support activity management tactics and delivery of service.
Concessions Policy	To be developed during 2021/2022, this policy will apply to people who wish to carry out commercial activities within parks and reserves.
Cemetery Standard Operating Procedures	The operating procedures outline the operational and management rules for the Council's cemeteries and provide the foundation for the effective running and operation of these services.
Community Grants Policy	To encourage and support the community to find ways to improve the delivery of services or infrastructure and to deliver services in a cost effective way to local communities
Dog Control Bylaw	This Bylaw includes requirements for the control of dogs in public places (including parks and reserves). There are maps indicating prohibited areas, leash control areas and dog exercise areas. The Bylaw points out the requirement to remove dog faeces, and places limitations on the number of dogs that can be kept.
Earthquake Prone, Dangerous and Insanitary Buildings Policy	Section 131 of the Building Act 2004 requires territorial authorities to adopt a policy on earthquake-prone, dangerous and insanitary buildings. This reflects the government's broader concern with the life safety of the public in buildings and, more particularly, the need to address life safety in the event of an earthquake. It is a requirement that the policy be developed in consultation with the Council's ratepayers and stakeholders in accordance with section 83 of the Local Government Act 2002.
Freedom Camping Bylaw	This Bylaw was reviewed in 2017. It specifies a number of reserves where freedom camping is prohibited, restricted or permitted in Tasman District. The Council is able to issue infringements (fines) to people who do not comply with the Bylaw. In other reserves, the Council relies on the Reserves Act provisions to deal with illegal camping.
Growth Supply and Demand Model	The Growth Model predicts the population increases for the District over the coming 20+ years. These predictions influence the likely demand on the Council activities, infrastructure and services. Outputs from the growth model are used to calculate forecast income from Reserve Financial Contributions.
Housing for Older Adults Policy (2017)	This policy outlines who is eligible to apply for a housing unit and how the units will be allocated.
Interim Policy Giving Consent to Fly Unmanned Aircraft over the Council's Land	This policy was adopted in 2015 and outlines where you can and cannot fly drones, model aircraft and other unmanned aircraft over Council land.
Control of Liquor in Public places Bylaw 2018	This Bylaw specifies the areas and times where the consumption of Liquor is banned or restricted for periods of time in the Tasman District. The Council is able to issue infringements (fines) to people who do not comply with the Bylaw.

Plans, Policies and Strategies	Discussion
Long Term Plan (LTP)	The LTP is Council's 10-year planning document. It sets out the broad strategic direction and priorities for the long-term development of the District; identifies the desired community outcomes; describes the activities the Council will undertake to support those outcomes; and outlines the means of measuring progress. The LTP includes Council's current Infrastructure and Financial Strategies.
Open Space Strategy (2014)	This strategy aims to improve the management and provision of Tasman's parks, reserves, natural areas and other types of open space.
Operational plans	Operating and maintenance guidelines to ensure that the asset operates reliably and is maintained in a condition that will maximise useful service life of assets within the network. Some Reserve Management Plans have operational plans that sit underneath them (e.g. Moturoa/Rabbit Island Reserve Management Plan).
Tasman-Nelson Regional Pest Management Plan 2019-2029	<p>There are many plants and animals in the Tasman-Nelson region (including within some Council parks and reserves) that are considered undesirable. The purpose of this Strategy is to provide a framework for efficient and effective pest management in the Tasman-Nelson region so as to:</p> <ul style="list-style-type: none"> <li>• minimise actual and potential unintended effects associated with these organisms; and</li> <li>• maximise the effectiveness of individual pest management action by way of a regionally co-ordinated response.</li> </ul>
Tasman Regional Policy Statement	A regulatory document produced under the Resource Management Act 1991 which sets the high level policy for environmental management of the region, with which Council activities have to comply.
Tasman Resource Management Plan	This plan sets objectives, policies and methods for addressing the District's resource management issues.
School Pool Swimming Policy	To support schools to allow them to open their swimming pools to the public during the summer school holiday period
Settlement Area Reports	An analysis of individual settlement areas to identify development opportunities and constraints and associated infrastructure needs.
Significance and Engagement Policy	This policy informs and determines the relationship the Council and community share with regard to engagement.
Reserves General Policies	This document sets out objectives and policies for all reserves administered by the Council.
Reserve Management Plans	These plans are required to be prepared for all reserve land with a Reserves Act classification. They may be prepared for a single reserve or a group of reserves and provide detailed information on specific reserve development and management.

Plans, Policies and Strategies	Discussion
Waimea Inlet Management Strategy and Action Plan	<p>This strategy brings together the communities of Tasman and Nelson and the many groups who have an interest in, and a commitment to, the Waimea Inlet and its sustainable future. It is an inter-agency strategy that includes the Tasman and Nelson councils, statutory agencies, non-statutory groups and organisations, businesses and residents. The Action Plan is under development, and will identify specific actions aimed at achieving the goals and objectives of the Strategy.</p>
Regional Sport and Active Recreation Spaces and Places Strategy for the Top of the South Island 2020	<p>These strategic plans have been referenced in the preparation of this plan.</p> <p>These strategies and plans need to be taken into account when planning, developing and operating reserves and community facilities.</p>
Tasman Regional Land Transport Plan 2015-2021	<p>The Regional Sport and Active Recreation Spaces and Places Strategy for the Top of the South Island 2020 has been developed to identify future priorities for sport and active recreation spaces and facilities and to provide a robust methodology for assessment and review of new opportunities.</p>



## 5 Levels of Service

A key objective of this plan is to match the levels of service provided by this activity with the agreed expectations of our customers and their willingness to pay for that level of service (LOS). These levels of service provide the basis for the life cycle management strategies and works programmes identified in this plan.

Levels of service are attributes that the Council expects of its assets to deliver the required services to stakeholders.

A key objective of this plan is to clarify and define the levels of service for the reserves and facilities assets and then identify and cost future operations, maintenance, renewal and development works required of these assets to deliver that service level. This requires converting user's needs, expectations and preferences into meaningful levels of service.

Levels of service can be strategic, tactical or operational. They should reflect the current industry standards and be based on:

- **Customer Research and Expectations:** Information gained from stakeholders on expected types and quality of service provided.
- **Statutory Requirements:** Legislation, regulations, environmental standards and the Council bylaws that impact on the way assets are managed (e.g. , resource consents, building regulations, health and safety legislation). These requirements set the minimum level of service to be provided.
- **Strategic and Corporate Goals:** Provide guidelines for the scope of current and future services offered and manner of service delivery, and define specific levels of service, which the organisation wishes to achieve.
- **Best Practices and Standards:** Specify the design and construction requirements to meet the levels of service and needs of stakeholders.

### 5.1 Our Levels of Service

Table 18 summarises the levels of service and performance measures for this activity. Shaded light blue rows are the levels of service and performance measures to be included in the Long Term Plan and reported in the Annual Plan. Unshaded white rows are technical measures that are only included in the Activity Management Plan.

Table 18: Levels of Service and Performance Measures

Levels of Service	Performance Measure	Current Performance	Future Performance Targets			
			Year 1	Year 2	Year 3	By Year 10
			2021/2022	2022/2023	2023/2024	2024 – 2031
An interconnected open space network and recreation facilities that provide a range of leisure opportunities and meet the needs of users and the community.	At least 85% of Tasman residents rate their satisfaction with recreational facilities (which include playing fields and neighbourhood reserves) as “fairly satisfied” or better in the annual residents’ surveys.	<p>Achieved</p> <p>90% of residents and 95% of users were fairly satisfied or very satisfied with our recreational facilities in 2020. 4% of residents and 4% of users were not very satisfied in 2020. These results compare to 90% of residents and 91% of users were fairly satisfied or very satisfied in 2019. 7% of residents and 7% of users were not very satisfied in 2019.</p> <p>The results indicate that we are providing the recreational amenities that our residents require.</p>	85% of Tasman residents are fairly or very satisfied with the District’s recreational facilities	85% of Tasman residents are fairly or very satisfied with the District’s recreational facilities	85% of Tasman residents are fairly or very satisfied with the District’s recreational facilities	85% of Tasman residents are fairly or very satisfied with the District’s recreational facilities
	At least 85% of properties zoned Residential are located within 500 metres of open space.	<p>Achieved</p> <p>92%</p>	85%	85%	85%	85%

Levels of Service	Performance Measure	Current Performance	Future Performance Targets			
			Year 1	Year 2	Year 3	By Year 10
			2021/2022	2022/2023	2023/2024	2024 – 2031
	The total area of parkland provided by the Council exceeds the minimum of 4ha per 1000 residents required by the Tasman Resource Management Plan.	Not Achieved The area of park land per 1000 residents in 2019/2020 is 15.21 ha. This is 1.6 ha less than in 2016/2017. Our target in 2019/2020 was 16.6 ha per 1000 residents.	15.0 ha per 1000 residents	14.5 ha per 1000 residents	14.0 ha per 1000 residents	14.0 ha per 1000 residents
	At least 90% of parks and reserves maintenance is delivered to the specified quality standards as measured through work audits.	New contract and adjusted performance measure so no base data available	90%	90%	90%	90%
	No justified complaints received about late, incomplete or poorly delivered interment services	0 complaints received in 2019/2020.	Nil complaints received	Nil complaints received	Nil complaints received	Nil complaints received

Levels of Service	Performance Measure	Current Performance	Future Performance Targets			
			Year 1	Year 2	Year 3	By Year 10
			2021/2022	2022/2023	2023/2024	2024 – 2031
Public toilets at appropriate locations that meet the needs of users and are pleasant to use and maintained to a high standard of cleanliness.	At least 70% of respondents who have used the District’s public toilets within the past year rate their satisfaction with public toilets as “fairly satisfied” or better in the annual residents’ surveys.	Achieved In 2020 81% of users were fairly satisfied or very satisfied with our public toilets. 14% of users were not very satisfied with our public toilets. These results compare with 79% of users were fairly satisfied or very satisfied in 2019. 15% of users were not very satisfied in 2019.	70% of users are fairly or very satisfied with the District’s public toilets	70% of users are fairly or very satisfied with the District’s public toilets	70% of users are fairly or very satisfied with the District’s public toilets	70% of users are fairly or very satisfied with the District’s public toilets
	Public toilets are cleaned and maintained to 90% compliance with the appropriate contract specification, as measured in the monthly sample contract audit.	New contract and adjusted performance measure so no base data available	90%	90%	90%	90%
A network of public halls and community buildings (including multi-purpose community and recreation facilities in major	A community building is available within a 15-minute drive for 95% of the population (i. e. 20km radius catchment).	Achieved A community building is available within a 15-minute drive for 99% of the population (i. e. 20km radius catchment). This remains unchanged from 2019.	A community building is available within a 15 minute drive for 95% of the population	A community building is available within a 15 minute drive for 95% of the population	A community building is available within a 15 minute drive for 95% of the population	A community building is available within a 15 minute drive for 95% of the population

Levels of Service	Performance Measure	Current Performance	Future Performance Targets			
			Year 1	Year 2	Year 3	By Year 10
			2021/2022	2022/2023	2023/2024	2024 – 2031
centres and local halls) that provide reasonable access to indoor activities, and recreation space.	At least 75% of respondents are fairly satisfied or very satisfied with public halls and community buildings provided, as measured in the annual residents' surveys.	Achieved  77% of residents were fairly or very satisfied with Council's public halls and community buildings in the May 2020 residents' survey. 75% were fairly or very satisfied in the 2019 survey.	75%	75%	75%	75%
Accessible and affordable housing to eligible people within the community.	Tenants' overall satisfaction with Council's community housing is at least 80%, as measured through a biennial survey of tenants.	Achieved  83% of tenants were satisfied with community housing as measured through a tenant survey in November 2019.  We undertook a tenant survey in November 2017 and November 2015 which reported that there was an 85% and 90% satisfaction rate with our community housing. Satisfaction rates reflected their tenancy management, the condition of the cottages, and how their enquiries were dealt with.	80% of tenants are satisfied with community housing	Not measured this year	80% of tenants are satisfied with community housing	80% of tenants are satisfied with community housing as measured biennially in 2025/26, 2027/28, 2029/30 and 2031/32.

Levels of Service	Performance Measure	Current Performance	Future Performance Targets			
			Year 1	Year 2	Year 3	By Year 10
			2021/2022	2022/2023	2023/2024	2024 – 2031
	All rentals are progressively increased up to 80% of the market rental (as measured at least three yearly by a registered valuer) by increments of \$15 per year.	On 1 July 2020, 83 of the 101 units (i.e. 83%) were paying 80% of the market rental set by a registered valuer in March 2017 <sup>6</sup> .  Two new tenants are paying 80% of the market rental set by a registered valuer in May 2020.	Not measured	Not measured	85% of the units pay 80% of the market rental	85% of the units pay 80% of the market rental.  Measured triennially.
Cemeteries that offer a range of burial options and adequate space for future burial demand.	Cemeteries are maintained to 90% compliance with the appropriate contract specification, as measured in the monthly sample contract audit.	New contract and adjusted performance measure so no base data available	90%	90%	90%	90%
Promotion and delivery of community events and recreational services.	Residents' satisfaction with a range of Council-organised community programmes and events.  As measured by the Residents' Survey.	2020:74%	75%	75%	75%	75%

<sup>6</sup> The triennial assessment of market rentals was undertaken in May 2020. The adjustment of rents for existing tenants to reflect increases which normally would have occurred on 1 July 2020 was unable to be implemented due to a Covid-19 rent freeze put in place by the Government. All new tenants will pay the market rental set in May 2020 and existing tenants will receive incremental rent adjustments on 1 July 2021 and 1 July 2022 to bring them up to the 80% of market rental set in May 2020. The next rental review will be undertaken in March 2023.

## 5.2 Levels of Service Changes

The Council reviews its levels of service every three years, as part of the Long Term Plan development. Table 19 summaries the key changes the Council has made during development of the Long Term Plan 2021–2031.

Table 19: Summary of areas where we made changes to our levels of service

Level of Service	Summary of change
An interconnected open space network and recreation facilities that provide a range of leisure opportunities and meet the needs of users and the community.	The targets for the area of parkland provided per 1000 residents have been reduced to reflect the difficulty in maintaining a very high level of provision during a period of high growth and that the decline is likely to continue over the next decade.
	A measure related to overall satisfaction with facilities in parks and reserves as measured through a triennial visitor survey has been deleted as it is very similar to a question in the annual residents' survey.
	The targets for achievement of service standards for parks and reserve maintenance has been altered to align with the measures in the performance framework in the new maintenance contract.
Public toilets at appropriate locations that meet the needs of users and are pleasant to use and maintained to a high standard of cleanliness.	The targets for achievement of service standards for public toilet cleaning and maintenance have been altered to align with the measures in the performance framework in the new maintenance contract.
Accessible and affordable housing to eligible people within the community.	The targets related to the percentage of residents paying market rentals have been adjusted to reflect the current payment statistics.
Cemeteries that offer a range of burial options and adequate space for future burial demand.	The targets for achievement of service standards for cemetery maintenance has been altered to align with the measures in the performance framework in the new maintenance contract.

## 5.3 Nelson Provincial Museum - Tasman Bays Heritage Trust Performance Targets

The Tasman Bays Heritage Trust (TBHT) is a Council Controlled Organisation, which manages the Nelson Provincial Museum and associated activities. It has separate performance targets, which are set as part of Statement of Intent, approved by both the Tasman District Council and Nelson City Council. The TBHT provides for high-quality exhibition, preservation, educational, and research facilities, emphasising the history of our region. The Nelson Provincial Museum is located in Trafalgar Street, Nelson.

During the 2021/2022 financial year, we will make a grant to the Tasman Bays Heritage Trust (TBHT) of approximately \$913,000 to assist with the operation of the Nelson Provincial Museum. We provide storage facilities at Wakatū Estate for the museums use at no cost to the TBHT, but cost us an additional \$62,000 in 2021/2022. Total loans to the TBHT from the Tasman District Council at June 2021 are \$525,000, at 0% interest. Loan repayments are budgeted at \$100,000 per annum. In 2023/2024, we propose to fund \$3 million towards a new research and archives facility, located adjacent to the Museum to replace the old and inadequate facility at Isel Park.

The purpose of the TBHT, as detailed in the 2020 – 2023 Statement of Intent is to care for, strengthen and make our taonga and heritage collections accessible; and to create unforgettable experiences that stimulate awareness, celebrate diversity, incite action and entertain.

The strategic objectives of the TBHT, as detailed in the 2020 – 2023 Statement of Intent, include to:

- Plan for, and progress, a capital works project that will safely and appropriately house and care for the Nelson Tasman Regional Heritage Collection.
- Be a highly valued visitor destination, educational facility and cultural tourist attraction.
- Actively support and collaborate with Nelson Tasman cultural heritage organisations, iwi, and other community organisations.
- Continue to develop and care for a strong Regional Collection which is relevant and valued by, and accessible to, our Nelson Tasman communities; and
- Improve our sustainability performance.



## 6 Our Partners, Customers and Stakeholders

The Council consults with the public to gain an understanding of customer expectations and preferences. This enables the Council to provide a level of service that better meets the community's needs.

### 6.1 Iwi Partners

Māori are tangata whenua of Aotearoa / New Zealand. They have a long and rich association with Te Taihū o te Waka-a-Māui (Te Taihū) / the Top of the South Island. There are eight iwi that whakapapa and have Statutory Acknowledgements to places within Te Taihū and Tasman District. They are represented by the following post settlement governance entities:

- Ngāti Apa ki te Rā Tō
- Ngāti Koata Trust
- Te Rūnanga o Ngāti Kūia Trust
- Te Rūnanga a Rangitāne O Wairau
- Te Rūnanga o Ngāti Rārua
- Ngāti Tama ki te Waipounamu Trust
- Te Ātiawa o te Waka-a-Māui
- Te Rūnanga o Toa Rangatira

Tasman District also covers the northern-western part of the Ngāi Tahu takiwā (tribal area/territory). Murchison is within the Ngāi Tahu takiwā and Ngāti Waewae are the Papatipu Rūnanga on this northwestern side.

Each iwi has their own unique history and association with places across Tasman District. These areas are not easily defined and do not match or stay entirely within the boundaries of Tasman District.

The Council expect iwi / Māori to have a strong interest in the planning and delivery of projects in coastal area and in the vicinity of documented cultural sites.

The Council staff aim to engage with iwi / Māori on matters that are of interest and importance to them. For the above projects, extra care will be taken to consider and apply the principles of the Tiriti o Waitangi / Treaty of Waitangi. The Council acknowledge that it is important to agree the appropriate level of engagement with iwi / Māori at the outset of a project. This may range from informing through to opportunities for co-governance.

More information about iwi of Te Taihū can be found on Council's website at <https://www.tasman.govt.nz/my-region/iwi/> and their own websites and social media channels.

## 6.2 Stakeholders

There are many individuals and organisations that have an interest in the management and/or operation of Council's parks, reserves and community facility assets. The Council has a Significance and Engagement Policy which is designed to guide the expectations of the relationship between the Council and the Tasman community. The Council has made a promise to seek out opportunities to ensure the communities and people it represents and provides services to have the opportunity to:

- Be fully informed
- Provide reasonable time for those participating to come to a view
- Listen to what they have to say with an open mind
- Acknowledge what we have been told; and
- Inform contributors how their input influenced the decision the Council made or is contemplating.

Engagement or consultation:

- Is about providing more than information or meeting a legal requirement
- Aids decision making
- Is about reaching a common understanding of issues
- Is about the quality of contact not the amount; and
- Is an opportunity for a fully informed community to contribute to decision-making.

The Activity Management Plan recognises stakeholder interest in ensuring legislative requirements are met and sound management and operational practices are in place. Key stakeholders include:

- Elected members (Councillors and Community Board members)
- District residents and ratepayers
- Community associations
- Community, resident and environmental groups
- Reserve and hall management committees
- Recreation centre management and committees
- Lessees and tenants of Council facilities
- Sports clubs and associations
- Neighbours
- Heritage New Zealand Pouhere Taonga
- Museums Aotearoa
- Nelson Provincial Museum and Tasman Bay Heritage Trust
- Tasman's District museums
- Sport Tasman

- Suter Art Gallery; and
- Nelson City Council.

## 6.3 Consultation

### 6.3.1 Purpose and Types of Consultation

The Council consults with the public to gain an understanding of customer expectations and preferences. This enables the Council to provide a level of service that better meets the community's needs.

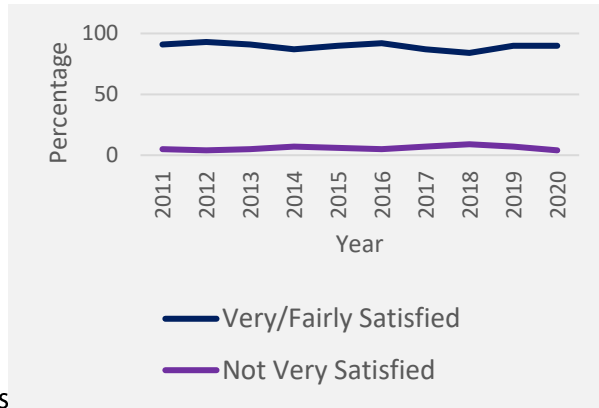
The Council's knowledge of customer expectations and preferences is based on:

- Feedback from residents surveys
- Other customer/user surveys
- Levels of service consultation on specific issues
- Feedback from staff customer contact
- Ongoing councillor and staff liaison with community organisations, user groups and individuals
- Public meetings
- feedback from elected members, advisory groups and working parties
- Analysis of customer service requests and complaints
- Consultation via the Annual Plan and Long Term Plan processes; and
- Consultation on Reserve Management Plans and other Strategies.

The Council commissions residents surveys on a regular basis to assess the levels of satisfaction with key services, including provision of community facilities, and the willingness across the community to pay to improve services. Other informal consultation is undertaken with community and stakeholder groups on an issue by issue basis, as required.

### 6.3.2 Consultation Outcomes

The most recent survey was undertaken in May 2020. This asked whether residents were satisfied with the District's recreational facilities, multi-purpose public halls and community buildings and public toilets.



Recreational facilities

Figure 4 shows that 90% of respondents are satisfied with the District’s recreational facilities (such as playing fields and neighbourhood reserves). The results are a total of the percentage of respondents who were either “very satisfied” or “fairly satisfied”. This indicates a high level of satisfaction for all categories surveyed. These results are very consistent with those from previous surveys. Results are fairly typical of similar surveys at other councils in New Zealand, where satisfaction with recreational facilities is very high. There are no notable differences between Wards and between socio-economic groups, in terms of those residents (4%) not very satisfied with recreational facilities.

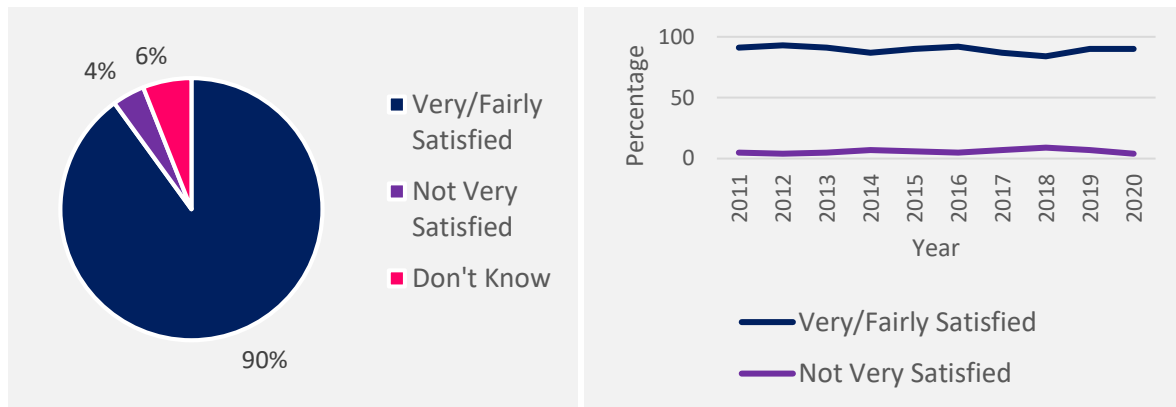


Figure 4: Satisfaction with the District’s recreational facilities

6.3.2.1 Multi-purpose public halls and community buildings

Figure 5 shows that 77% of respondents are satisfied/very satisfied with the District’s multi-purpose public halls and community buildings. This indicates a high level of satisfaction with these facilities. The percent not very satisfied (8%) is similar to the peer group and national average readings for public halls and the 2019 results.

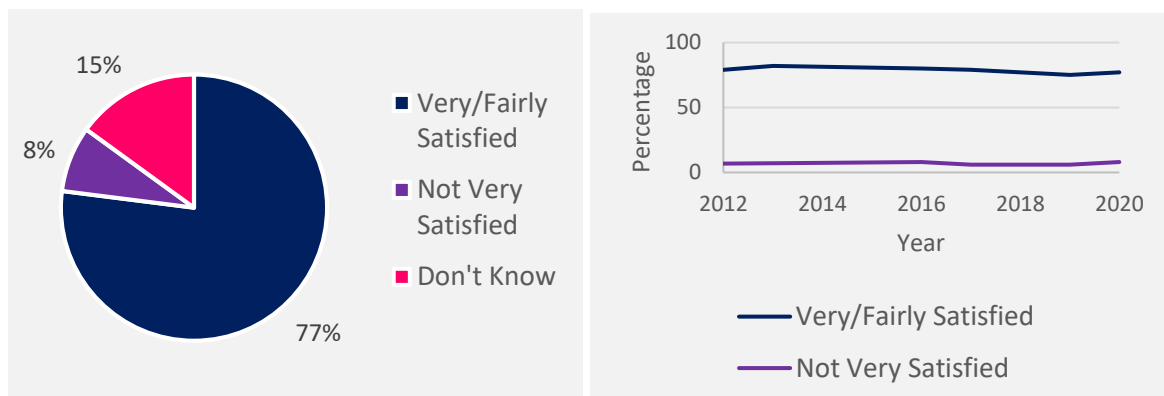


Figure 5: Satisfaction with multi-purpose public halls and community buildings

### 6.3.2.2 Public toilets

Figure 6 shows that 81% of all respondents (and 72% of respondents who used a public toilet in the previous 12 months) are satisfied/very satisfied with public toilets. The percent not very satisfied (12%) is slightly below the peer group and national averages and similar with the 2019 reading. Reasons given as to why respondents are not very satisfied with public toilets are the inadequate number of toilets provided, the cleanliness and issues with smell.

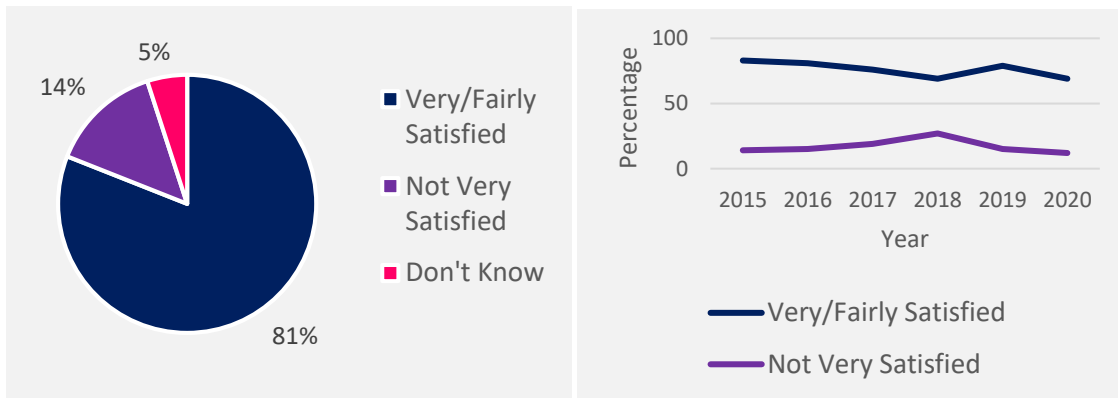


Figure 6: Satisfaction with public toilets

### 6.3.2.3 Survey of Community Housing tenant

Surveys of community housing tenants have been undertaken biennially by the Council staff since 2013, Figure 7 and Table 20 provide summaries of these results. All tenants were posted an anonymous survey to fill in. The response rates were 82% (2013), 75% (2015), 64% (2017) and 76% (2019). Overall satisfaction scores were high for all years: 92% (2013), 90% (2015) and 85% (2017) and 83% (2019).

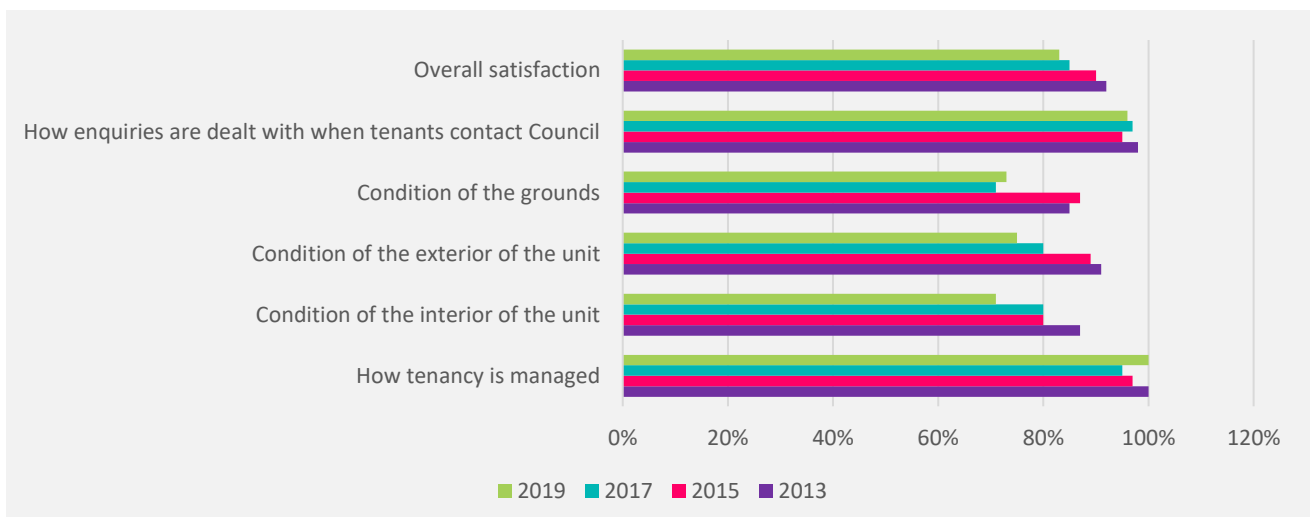


Figure 7: Tenants' satisfaction with community housing units

Table 20: Tenant survey results with community housing units

Tenants were asked whether or not they were satisfied with the following aspects of housing	Percentage of respondents who are satisfied				Percentage of respondents who are not satisfied				Not stated			
	2013	2015	2017	2019	2013	2015	2017	2019	2013	2015	2017	2019
How tenancy is managed	100	97	95	100	0	1	5	0	0	1	0	0
Condition of the interior of the unit	87	80	80	71	11	17	20	11	2	3	0	19
Condition of the exterior of the unit	91	89	80	75	1	7	7	4	8	4	13	21
Condition of the grounds	85	87	71	73	8	8	18	8	7	5	12	19
How enquiries are dealt with when tenants contact the Council	98	95	97	96	2	3	3	3	0	3	0	1
Overall satisfaction	92	90	85	83	5	7	11	5	3	3	12	12

#### 6.3.2.4 Community programmes and events

The annual residents' survey found that 74% of Tasman residents are very or fairly satisfied with our community programmes and events in our District (for example, the Positive Ageing programmes, Walk, Run and Cycle programmes, or events like Outdoor Movies, Jazz in the Park, Carols by Candlelight), (81% in 2019); 5% are not very satisfied (6% in 2019) and 21% are unable to comment (13% in 2019). A summary is shown in Figure 8.

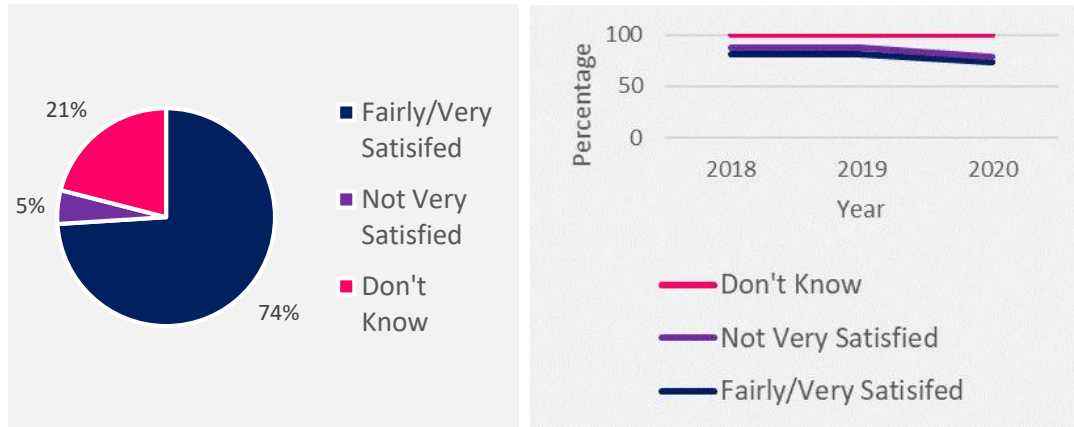


Figure 8: Residents' satisfaction with community programmes and events

# 7 Current and Future Demand

The ability to predict future demand for services enables the Council to plan ahead and identify the best way of meeting that demand. That may be through a combination of demand management and investing in improvements. This section provides an overview of key drivers of demand and what demand management measures the Council has planned to implement.

## 7.1 Demand Drivers

Demand is about who is currently using the District's parks, reserves and community facilities, and who else wants to use them. We look at current levels of use, patterns of use, the profile of use, and the desired level of use.

Key factors driving current demand for parks, reserves and community facilities include:

- The types, quantity and quality of existing reserves and facilities
- The services and activities provided
- Accessibility, including proximity (distance) of reserves and facilities from where people live
- Awareness of our reserves, facilities and services
- Time available to the community for recreation and other activities
- Affordability of our facilities; and
- Social trends towards recreation.

The future demand for the Council services will change over time in response to a wide range of influences, including:

- Local population trends
- Accuracy of predicted future populations
- Local economic trends
- Land use change
- Changing technologies
- Changing legislative requirements
- Changing regional and District planning requirements; and
- Climate change.

Key community trends likely to affect the long-term provision of reserves, facilities and recreational services include:

- Increasing public expectations for higher standards and a more diverse range of recreational opportunities and community events.
- Changing trends in recreation and sport participation, increasing casual, 'pay for play' and individual rather than organised, volunteer and group based.
- Development of new activities, often utilising new technology.



- Increasing cost of fuel (likely to increase demand for reserves, facilities and recreation opportunities that are close to home).
- The population is becoming more sophisticated and cosmopolitan.
- There are changing lifestyles among different generations.
- An increasingly sedentary lifestyle, particularly among young people.
- An increasing concern with obesity and associated health problems, resulting in initiatives to promote more active lifestyles; and
- Increasing public awareness of environmental issues may result in a greater demand to protect sensitive areas, upgrade damaged ones, preserve areas of open space and undertake environmental education activities.

## 7.2 Assessing Demand

### 7.2.1 Current Demand

Recent community surveys have not indicated that the community is seeking a change in the Council's role in the reserves and facilities activity. Satisfaction levels with the Council's provision of reserves and facilities consistently ranks highest in these surveys (compared to all other services provided by the Council). Levels of service are therefore proposed to remain largely unchanged (see Section 5 for further details).

Likewise, survey results for recreation and events have been positive with no need to adapt current programmes, however there is a recognised need to meet changing social needs. Environmental education remains a popular with schools and the wider community.

### 7.2.2 Future Demand

Demand for new or upgraded reserves or facilities or different types of community events arises from the needs of the existing population i. e. meeting the level of service standards, changing habits and population growth. To identify the future demand for parks, reserves, events and community facilities, it is important that the current demands are accurately identified so that they can be used as a baseline for the future projections. The Council primarily uses the Growth Demand and Supply Model (growth model) to determine future demand for infrastructure, services and facilities.

### 7.2.3 Demographic Change

The changing pattern of the demographics, particularly the ageing population, is likely to have an impact on use of parks, reserves and community facilities – including housing for older adults – and on the type of community events the Council organises and provides. The demand for active sports fields is likely to diminish over time. Recreation demand is likely to shift to other activities such as gardens, walking, events and sports facilities more popular with older age groups (e.g. bowls, golf) or indoor activities. There is likely to be an increased demand for indoor recreational activities. Indoor facilities have a strong role to play in the recreation and therapeutic opportunities for an ageing population.

#### 7.2.4 Demand for Sport and Recreation

A Regional Sport and Active Recreation Spaces and Places Strategy for the Top of the South Island has been developed through a collaboration between Sports Tasman and a number of councils with financial support from Sport NZ. The Strategy provides a high-level strategic overview of the current and projected facility needs. It also documents a number of facility issues and other key trends in the sport and recreation sector including:

- A growing population generating demand for more provision of active recreation and sports facilities.
- Changing age distribution with increased proportion in the 65+ age group who are active for longer and have significant free time.
- A shift in participation away from formal to casual and informal play, active recreation and social sport.
- A nation-wide focus on embedding active lifestyles in our young people through active recreation and sport, particularly in girls and young women.
- Participation in informal outdoor active recreation activities is growing while many sports report stable or declining memberships.
- Being active is now “cool” and the value activity has on our mental, physical and spiritual well-being is widely recognised; and
- Increasing awareness of the need to be multi-purpose and flexible with our built facilities, whenever possible.

#### 7.2.5 Technological Change

Technological change has the ability to impact on the demand for a service and use of assets. For example, advances in Geographic Information System mapping and GPS tools have assisted in the planning and management of reserves and facilities assets.

#### 7.2.6 Population Growth

The Long Term Plan (LTP) 2021-2031 assumes that Tasman District’s population is projected to grow by almost 20,000 between 2021 and 2051. This is based on the medium scenario of updated population projections which the Council commissioned in 2019 from Natalie Jackson Demographics Ltd.

The key demographic assumptions affecting future demand are:

- Ongoing population growth over the next 30 years with the rate of growth slowing over time.
- An ageing population, with population increases in residents aged 65 years and over.
- A decline in average household size, mainly due to the ageing population with an increasing number of people at older ages who are more likely to live in one or two person households.

The overall population of Tasman is expected to increase by 7,700 residents between 2021 and 2031, to reach 64,300 (assuming the medium scenario). Most of the overall population growth will be driven by net migration gains (more people moving to Tasman District than leaving).

Under the medium scenario, all age groups in Tasman are projected to experience growth. However, the highest growth continues to be in the 65+ age group, whose proportion is projected to increase from 21% in 2018 to 34% in 2048. The ageing population is driving a change in the average household size, projected to decrease from 2.5 residents per household in 2018, to 2.4 in 2028 and 2.3 in 2038. The number of one-person households and couple-without-children households are projected to increase.

Residential growth is measured in the number of new dwellings. The Council has estimated 4,300 new dwellings over the next ten years, and a further 7,500 dwellings between 2031 and 2051. This is based on population and household size projections. It also allows for demand for dwellings for non-residents, such as holiday houses or temporary worker accommodation.

Business growth is measured in the number of new commercial properties (retail, commercial or industrial). The Council has estimated demand for 160 new business properties over the next ten years, and a further 335 new properties between 2031 and 2051. This is based on a business land forecasting model from consultants, Property Economics, using medium population projections, national and regional economic trends, employment projections and employment to land ratios.

The potential effects of population growth on the reserves and facilities activity are:

- Increased use of reserves and facilities for recreation and leisure activities.
- Possible need for further development of walkways, playgrounds, indoor meeting spaces or other community facilities.

Generally, population growth leads to intensification of the use of existing facilities. Demand for fit-for-purpose community facilities is likely to continue to increase. Existing facilities may require modification to cater for this intensification of use. Growth related projects included in the 30 year forecast include acquisition of new reserves in strategic locations throughout the District, a new Motueka Community Pool in the 2023/2024 year, and provision of a new multi-use community recreation facility servicing Wakefield and Brightwater at the earliest in 2028/2029, to provide sufficient capacity for the projected population growth. We are also proposing to purchase land for a new cemetery in the Waimea/Richmond area.

Demand for open space and reserves is likely to continue to increase. For example:

- Increasing awareness of the environmental value of protecting wetlands, dunes and other areas of indigenous vegetation is likely to lead to greater emphasis on the acquisition and protection of natural areas in the future. However, protection of these areas can also be achieved through means other than direct Council ownership.
- Demand for sportsgrounds will continue during the next 10 years, particularly in the Moutere/Waimea ward; and
- Planning for services will need to be responsive to the recreational needs of elderly people, who will make up an increasing proportion of the population.

An analysis of all parks, reserves and community facilities has been undertaken as part of the District Growth Strategy work.

Otherwise it is business as usual, with no other major changes apart from the acquisition and development of reserves, walk and cycle connections if required when land is subdivided; and the ongoing management, maintenance, planting and development of existing reserves and facilities.

The major challenge for the District is to keep pace with population growth in terms of provision of reserves and facilities, and in particular the subsequent development of new land, while maintaining current assets at an acceptable level.

## 7.3 Demand Management

The objective of demand management (sometimes called non-asset solutions) is to actively seek to modify user demands for services in order to:

- Optimise utilisation/performance of existing assets
- Reduce or defer the need for new assets
- Meet the Council's strategic objectives
- Deliver a more sustainable service; and
- Respond to customer needs.

### 7.3.1 Council's approach to demand management

Demand for new or upgraded reserves or facilities arises from the needs of the existing population i. e. meeting the level of service standards, changing habits, and population growth. The Council intends to maintain its awareness of these issues and plans to provide parks, reserves and community facilities which meet the community's expectations. Expenditure programmes need to be planned to fund the capital works and associated ongoing operational expenditure. Alternately, it may be possible to manage demand within the existing system capacity (e.g. via booking systems, etc. ).

There are likely to be increasing conflicts between different park uses due to the diversification of leisure preferences and the trend towards informal recreation. For example:

- Sporting codes wishing to use the same land
- Youth orientated activities
- Higher demand for fit for purpose indoor recreation spaces (particularly for the prediction of an ageing population)
- Demand for 'new' activities in competition with traditional sports
- Influence of technology on recreational participation
- Active and passive users of park land
- Protection of open space for environmental values versus development for more intensive recreation activities; and
- More demand for community events suitable for people with varying interests.

Planning will need to reflect the decline in formal sports club activity and the trend for unstructured participation in an increasingly diverse range of active and passive recreational activities, particularly in the natural environment. Progressive development of new (and renewal of) public toilets will also be required, to meet increasing population and tourism demand and increasing expectations of service quality.

In relation to parks and reserves, the impact of the above trends and results of background investigations have identified the following specific actions to be undertaken during the term of this Activity Management Plan:

- Ongoing development of walking and cycling tracks and networks at various locations.
- Improved off-road walking and cycling opportunities; and
- Purchase of reserve land in new subdivisions.

## 8 Lifecycle Management

Lifecycle cost is the total cost to the Council of an asset throughout its life including, creation, operations and maintenance, renewal, and disposal. The Council aims to manage its assets in a way that optimises the balance of these costs. This section summarises how the Council plans to manage each part of the lifecycle for this activity.

### 8.1 Asset Condition and Performance

The Council needs to understand the current condition of its assets. Monitoring programmes should be tailored to consider how critical the asset is and how quickly it is likely to deteriorate. The Council engages an independent contractor to undertake building condition assessments and independent auditors to undertake condition assessments for park and reserve assets (see Section 8.1.9 for more details about the later).

The most recent condition assessment of all community facility assets was completed in 2008 by Opus Consultants. In 2016 a survey of key components was undertaken by Opus for all Community Halls including the two community centres, Moutere Hills RSA Memorial Library, all of the public toilet buildings and the Council Cottages in Golden Bay. Within the condition assessment process, assets were categorised into five groups the same groups used for the agreed valuation categories: electrical and mechanical; external features; fixtures and fittings; internal features; and building structure.

Asset condition typically deteriorates over time and is a key indicator of the amount of renewal expenditure required to maintain the asset at an acceptable level to ensure the full life of the asset is gained. Reports are generated on a quarterly basis to identify scheduled maintenance. Each building element was assessed on a 1 to 5 condition rating scale with: 1 = Excellent; 2 = Very good; 3 = Satisfactory; 4 = Poor; and 5 = Very Poor. Further details about the condition of each category of community facility (as at 2017) are specified in sections 8.1.1 to 8.1.8.

An improvement action for this Activity Management Plan is to document the data collection processes, the process for updating information and the capture of information for those assets within this plan that data is currently not available for, specifically miscellaneous community facilities.

The Council has undertaken seismic assessments of all community facilities that may potentially be classified as an earthquake-prone building, as defined by Section 122 of the Building Act (2004). The results of these seismic assessments are included in Appendix C. Most of the Council's community buildings on our parks and reserves identified as being below 34% of new building standard have been upgraded over the last few years, there are only two buildings that have been assessed as being earthquake prone that have not been upgraded, these are the Wakefield Hall and the 8 Ball Building. Seismic strengthening works, or demolition, of all earthquake-prone buildings need to be completed by various dates, depending on the building's location, seismic risk and priority category. The Wakefield Hall is due to be replaced by a new Community Facility in 2028/2029 and negotiations are continuing with the current tenant of the eight Ball Bowls building to purchase the building and undertake the strengthening work, should this negotiation fail this building will be demolished.

The Government has over recent years introduced a Healthy Homes Standard for residential tenanted properties. A summary of the work required and compliance with the Standards is provided in Section 8.1.7.

Further details about the condition of the various asset types are included in Appendices C and D.

#### 8.1.1 Condition of Multi-use Community Recreation Centres and Sports Facilities

Many of the multi-use facilities are newer and in excellent condition. The roof of the Motueka Recreation Centre has recently been replaced and the building upgraded with improved insulation. The roof of the Rotoiti Hall will be replaced in 2030/2031. An upgrade of wastewater facilities and an extension to the changing rooms at the Moutere Hills is programmed for 2024/2025.

#### 8.1.2 Condition of Community Halls and Community Centres

The quality of the community halls varies dependent on their age and past maintenance and improvement history. In many cases they are maintained to a good standard with the assistance of Hall Management Committees. Seismic strengthening work has been completed on the Motueka Memorial Hall, Riwaka Hall, Bainham Hall, Hope Hall and Richmond Town Hall. Collingwood and Wakefield Halls have their capacity numbers reduced in order to meet the seismic standards.

#### 8.1.3 Condition of Museums

The quality of most buildings is generally considered to be adequate for their purpose.

#### 8.1.4 Condition of Swimming Pools

The three Council-owned swimming pools are older, school-style outdoor pools. Their condition is deteriorating over time and the Council is unlikely to replace these assets if they fail. The plan would be to fill in these pools at the end of their useful life.

#### 8.1.5 Condition of Remote Campgrounds

Campground ablution blocks are older type facilities, although significant works were done on the wastewater pump station at McKee Campground in 2017 following tropical cyclone Fehi and new toilets were installed at Kina Reserve during 2018. The campgrounds are maintained in low key style, suitable for remote/coastal and riverside reserve areas.

#### 8.1.6 Condition of Miscellaneous Community Buildings

The quality of most buildings is generally considered to be adequate for their purpose.

### 8.1.7 Condition of Community Housing for Older Adults

The most recent comprehensive condition assessment and development of 10-year maintenance programme was completed by Opus in 2009, which included a condition rating for each building component. A high level condition assessment of the Tākaka complex was carried out in 2016 by Opus. A visual external inspection of all units was undertaken in 2019 as part of the Council's Community Housing Review, this confirmed that all units were in good condition. A comprehensive condition assessment will be undertaken in the 2012/2022 financial year. The installation and upgrading of insulation and installation of heat pumps into all units was completed over the period 2017 to 2019 in order to meet the requirements of healthy homes legislation. There have been further changes recently which now require consideration of ventilation, moisture ingress, drainage and draught stopping. WSP Opus undertook an inspection of all units in December 2020 to identify the works required to meet the standard and prepare a programme for this work. Budget is included in the Annual Plan for the upgrading which will be undertaken progressively from February 2021. There is a requirement to ensure that all units comply with the standards for any tenancy renewal after 1 July 2021 and that all units are fully compliant by 1 July 2024. An overall assessment of each of the community housing complexes is included in Table 7 of Appendix C.

### 8.1.8 Condition of Public Toilets

Most of the public toilet facilities have modern sanitary systems with a mix of reticulation, septic tank or containment systems. Existing facilities appear to be meeting current demand and most are in good to excellent condition. Condition assessments are carried out by an independent auditor on a three yearly basis. Ad hoc condition assessments are carried out by Council staff from time to time, as an interim assessment. A general assessment of the overall condition of each public toilet facility is provided in of Appendix C. A high level building condition assessment was carried out in 2016 for the purpose of developing a ten-year maintenance plan. However, a number of buildings are included in a long-term painting maintenance programme contract.

### 8.1.9 Condition of Cemeteries

There are three main cemeteries located in each of the main urban centres of Richmond, Motueka and Tākaka. The quality of these cemeteries is very good, with well-developed roading, parking and other infrastructure, together with attractively landscaped grounds. In 2017, a new entrance and gateway was constructed on Memorial Drive to provide improved access to the Motueka Cemetery. An extension to the road at the Richmond Cemetery to provide access to Otia Drive and additional sealed parking will be constructed in February 2020. The quality of the minor cemeteries tends to be lower, but this is considered adequate for their location and use.

Asset condition is generally very good, with facilities maintained to a high standard in the high-use cemeteries. The condition of individual cemeteries is outlined in Table D6 of Appendix D.



### 8.1.10 Condition of Parks and Reserves

Table 21: Frequency of condition assessments for park and reserve assets

Asset	Frequency of condition assessments
Park and reserve land	Ad hoc condition assessments are carried out by Council staff from time to time, as an interim assessment.
Sports fields	An annual renovation programme is carried out each year by Council staff, which takes into account the condition of the field surfaces.
Playgrounds	Condition assessments are carried out by a certified playground auditor on a three yearly basis. A full structural condition assessment of Council's playgrounds was undertaken in November 2018. Annual inspections are carried out by a Reserves and Facilities staff member qualified to carry out Playground Equipment Operational Audits and weekly maintenance checks are carried out by the Parks Contractor.

This section deals with the specific assets located on parks and reserves, rather than the overall reserve condition. An asset condition survey was completed in 2014 and previously in 2008. A total of 4,087 individual assets have been recorded in the Confirm Asset Management System. Of these 2,915 (71%) have been condition rated. Where condition rating is done, a 1-5 scale is used, as per the NZ Parks and Recreation Asset Condition Grading Standards Manual, as shown in Table 22. Condition of the assets is generally very good with only a small percentage recording poor or very poor grading. The breakdown of the results is as follows:

Table 22: Condition ratings of Council's park and reserve assets

Grade	Condition	General Meaning	Result 2008	Result 2014
0	Non-existent	Asset absent or no longer exists	0	0
1	Excellent	Sound physical condition. No work required	1%	27%
2	Good	Sound physical condition; minimal short term failure risk but potential for deterioration. Only minor work required (if any)	60%	39%
3	Average	Significant deterioration evident; failure unlikely in near future but further deterioration likely. Work required but asset is still serviceable	31%	23%
4	Poor	Failure likely in short term. Substantial work required in short term, asset barely serviceable	7%	7%
5	Very Poor	Failed or failure imminent/safety risk. Major work or replacement required urgently.	1%	4%

The general objective is to minimise the number of assets being in poor or very poor condition. Those identified as such will be prioritised for replacement or repair as part of the coming year's renewal programmes.

A brief description of the general understanding of the condition of each group of Parks and Reserves assets is presented below.

**Furniture:** Furniture is considered to be in reasonable condition with a programme of ongoing renewal in place.

**Signage:** A consistent sign design is used across the District and their condition is considered reasonable. The need for additional signage, particularly information signs has been identified and steady progress is being made.

**Gardens:** The condition of gardens is variable as a result of no formal renewal programme being implemented. Some gardens have gaps or are overgrown.

**Trees:** The tree asset is considered to be in reasonable condition. Work is carried out on an ad-hoc basis rather than in a cyclic programme and no formal assessment has been undertaken. Tree maintenance work is managed by Council staff and all work is undertaken by contractors using qualified arboriculture tradesmen.

**Tracks/Walkways:** These are considered to be in reasonable condition and are inspected and maintained on a regular basis.

**Playgrounds:** An assessment of the playgrounds was undertaken by an external specialist consultant in November 2018.

- The playgrounds were in good condition, with evidence of high levels of use.
- The playgrounds provided good facilities for local residences and visitors.
- A number of the older playgrounds, particularly in the rural areas, were past their useful life and need to be replaced.
- The level of maintenance was of a variable standard, there are some specific maintenance issues that directly affect compliance.
- The playground stock is ageing, asset renewals do not appear to keep up with the age and condition of the playgrounds.

A condition assessment of the individual asset components of the playgrounds produced the following results:

Table 23: Condition ratings of Council's playground assets

Playground Equipment			Playground Safety surface		
Condition	Percentage of assets		Condition	Percentage of areas of safety surface	
	Result 2014	Result 2018		Result 2014	Result 2018
Excellent	4%	11%	Excellent	3%	4%
Very Good	50%	36%	Very Good	41%	40%
Good Average	34%	42%	Good Average	52%	47%
Poor	10%	10%	Poor	4%	9%
Very Poor	2%	1%	Very Poor	0%	0%

Compliance with Safety Standards: The playgrounds were measured against the standard NZ5828 if installed prior to 1996. If installed after this date, but prior to April 2005 the playgrounds were measured against ASNZ4486 and 4422. Equipment and surfacing installed after April 2015 was measured against NZS5828: 2015.

Compliance rating: Each individual item of equipment and safety surfacing was measured. Of the 307 items of equipment and safety surfacing areas inspected at the 50 reserves, the following results were recorded.

Table 24: Compliance ratings of Council's playground assets

Equipment	Result 2014	Result 2018	Safety Surface	Result 2014	Result 2018
Items of equipment complied with ASNZ 4486.	94	75	Areas of safety surfacing complied with ASNZ4422	55	34
Items of equipment complied with NZS5828:2004.	63	44	Areas of safety surfacing complied with NZ5828	N/a	N/a
Items of equipment complied with NZS5828:2015.	N/a	35	Areas of safety surfacing complied with NZ5828:2015	20	42
Items of equipment did not comply with any standard.	54	62	Safety surface areas did not comply with any standard	13	10

Equipment	Result 2014	Result 2018	Safety Surface	Result 2014	Result 2018
Items of equipment were not audited or applicable to standards.	4	4	Safety surfaces were not audited or applicable to standards.	0	1

A compliance rate of 76% was achieved in 2018. The level of compliance is average compared to other cities throughout the country. The compliance rate compares with 78% compliance in the 2014 report. Replacement of older equipment occurs as needs are identified on an annual basis. Painting is undertaken as part of the maintenance contract as required.

#### 8.1.11 Performance of Parks and Reserves

The quality of development of the new reserves is considered to be achieving a high standard. On older reserves and even newer reserves over five or more years old, the quality is considered to be of a lower standard.

As a result of the growth of reserve land and the resultant demand to develop new land, the majority of resource has been committed to these areas. There has been lower resource allocation to renew assets and redevelop existing reserves to the standards being achieved in the newer reserves.

The performance of the contractors in the maintenance of reserves is considered to be good. The maintenance of reserves has been undertaken under contract for over 20 years which means that contract specifications, performance monitoring and control systems are well established. The contract document was reviewed, redrafted and retendered in 2019/2020, the specifications were revised to address minor issues and the reporting and performance frameworks extensively revised to enable improved visibility of the contractor's achievement of their work programme. The maintenance level of service is considered to be meeting community expectations.

## 8.2 Operations and Maintenance

### 8.2.1 Key Maintenance and Operational Themes

Key themes include: developing new reserves, catching up on deferred maintenance in our older reserves and facilities, and carrying out the recommendations from the building condition assessment.

### 8.2.2 Maintenance Contracts

#### 8.2.2.1 Community Facilities

The Council aims to maintain community facilities that are suitable for public use at the least long-term cost to ratepayers. For some facilities, the Council expects that a proportion of funds required for maintenance works are recovered from fees and charges from users of these facilities. However, charges and other income (such as leases) rarely match the total required expenditure.

The asset management contracts applicable to community facilities include electrical, fire alarm testing, fire protection, air conditioning, building maintenance (interior and exterior) and building compliance. Contracts or service agreements are in place with preferred suppliers, which ensures a consistency of approach and the opportunity to build relationships with contractors.

The community housing complexes, some public toilet buildings, Tākaka Museum, some halls and recreation centres are on individual contracts with Programmed Services for exterior painting. This involves a full exterior repaint of the buildings over the period of the contract and an annual wash and touch up at each anniversary until the expiry of the contract. Contracts vary from 6 to 8 years. There is a similar contract for a few buildings (e.g. recreation centres) to maintain the interior paintwork. Some of the major facilities buildings have contracts in place for cleaning and security services.

8.2.2.2 Parks and Reserves

The majority of the maintenance and operation service delivery is undertaken under a district wide contract. The contractors performance is monitored by Council staff and an auditor, employed under contract by the Council.

Table 25: Reserve maintenance contract

Contract Name	Contract Start Date	Contract Completion Date	Contractor
Reserves and Facilities Maintenance Contract	1 July 2020	30 June 2025	Nelmac

The works covered in the contract were retendered in 2019 and awarded to Nelmac Limited in a contract that commenced on 1 July 2020 for a five year term with the opportunity for an extension of up to 2 years subject to performance as measured against a framework of key performance indicators.

The contracts are set up and administered through the Confirm system. This includes all contract instructions, performance monitoring, variations, dayworks and payments. The tasks included in the contract include all normal activities associated with operating and maintaining park and reserves. These include:

- grass mowing
- garden maintenance
- toilet cleaning
- cemetery interments
- cemetery maintenance
- walkway maintenance
- sports field maintenance and renovation
- beach and esplanade reserve maintenance
- furniture and structure maintenance
- litter bin emptying
- loose litter and debris collection
- playground maintenance
- irrigation operation and minor maintenance
- building maintenance

The bulk of the contract involves regular tasks which are to be completed to a performance specification for a lump sum price. A number of other tasks are completed as required, or by instruction from the Council, and paid for at unit or hourly rates. Other work that is not included in the main contracts includes:

- Tree maintenance
- Irrigation pumps and pipe maintenance
- Electrical and lighting repairs
- Noxious weed and pest control; and
- Coastal fencing.

These tasks are dealt with via the issue of specific instructions and an order number, on an as required basis.

Tree maintenance work is currently carried out as required at the direction of Council staff. This work is undertaken by qualified arborist teams from local contractors listed on the Community Development Departments Supplier Panel for arboriculture work.

Council's Engineering Standards and the Land Development Manual guide the provision of trees on street berms and their maintenance standards. In new subdivisions, the developer may or not provide trees (subject to approval of Council staff). The development of a tree policy is identified in the improvement programme.

The Council is also involved in maintaining trees on private land covered by the Tasman Resource Management Plan heritage tree register. The level of work undertaken is dependent on the category of protection of each tree:

- Category A trees – cost share between the Council and the owner.
- Category B trees – cost share between the Council and the owner; and
- Category C trees – advice only is provided by the Council.

Road and car park maintenance is currently managed by the Reserves and Facilities staff and/or Engineering staff. Property transactions and leases are managed by the Property Services team, which is part of the Corporate and Governance Services Department.

Project work (new capital or major renewal projects) are undertaken using a range of contractors/solutions to suit the particular project. Competitive prices or tenders are required, as defined by the current Council Engineering Procurement Strategy. Small scale projects are usually carried out by the main maintenance contractor through a day work instruction, or else by specialist contractors through the issue of an order number or a project specific contract. All work is programmed to be completed within the financial year. Longer-term projects which will take more than 12 months to complete are budgeted over two (or more) financial years. Projects which are not completed within the financial year may be carried over into the next financial year.

A number of rural community reserves are operated directly by local management committees. The members of the committees are elected by the local community, plus an appointed Councillor. Some of these committees also operate a community hall. The management and level of involvement of the Council varies. Some committees are highly independent and operate their own financial accounts. For others, the Council operates their financial affairs. Many reserves have some of their regular maintenance (e.g. grass mowing) undertaken directly by the Council, as part of the wider area maintenance contracts.

The committees are funded dollar for dollar, based on revenue earned. However, those with limited income receive a minimum of \$1,000 per annum. Capital works and improvements are funded annually on application. Project work, such as new capital or major renewal projects, are either managed by the hall committees for smaller scale work or by Council staff for major projects. Ideally all significant capital works should be project managed by Council staff, to limit the Council risk and liability.

The cemeteries are operated directly by Council staff under the control of the Reserves and Facilities Manager. Bookings, record keeping, and other administration tasks are undertaken by customer service staff at the Council service centres where the cemeteries are located. The operation and administration of the cemetery and burial procedures is controlled by the Council's Cemetery Standard Operating Procedures (2009, updated 2018). The maintenance of the cemeteries and operation of burial services is carried out under contract as part of the reserves maintenance contract. There are also a number of small Trustee cemeteries in the District and the Council supports the operation of these through annual grants payments.

### 8.2.3 Maintenance Standards

#### 8.2.3.1 Maintenance Standards for Community Facilities

Maintenance standards vary between different community facilities. Some of the older facilities are maintained to a lesser degree, to reflect the age and use of these buildings. Newer facilities (e.g. the multi-use recreation centres at Tākaka, Motueka, Upper Moutere, Murchison and St Arnaud) are maintained to a comparatively higher standard. Buildings are inspected at least annually and maintained to the minimum standard required for the occupiers use.

As asset knowledge improves, the amount of reactive maintenance will decrease, and scheduled maintenance will increase. There is a balance between reactive and scheduled maintenance that is necessary to keep costs in check. There are very few assets or asset components in this Activity Management Plan which must be maintained to a standard that ensures they are capable of functioning at all times as might be expected in a processing activity. For this reason, there is a preference to allow components to reach the end of their life before replacement - unless the earlier replacement is considered advantageous.

No defined or formal service standards have been developed for community halls, although there is a need to ensure compliance with standards for fire evacuation and building warrant of fitness (BWoF). The hall committees set their own informal maintenance and service standards. The main service issue for community halls, other than the general building and facility condition, relates to the cleanliness of the facility. Different standards are applied to different areas, and overall standards may be adjusted in response to community preferences and budgetary circumstances. At present, it is not considered that there is a need to develop more formal service standards.

No defined or formal service standards have been developed for community housing. There have been a number of changes to the Residential Tenancies Act over the past few years aimed at ensuring that all tenanted residential properties meet specific and minimum standards for heating, insulation, ventilation, moisture and drainage, and draught stopping. These are being implemented progressively, this started with requirements for heating and insulation which came into effect July 2019 and has been fully implemented, the Council must comply with the requirements for ventilation, moisture and drainage, and draught stopping within 90 days of entering into any new or renewed tenancy after 1 July 2021 and for all tenancies from 1 July 2024.

Maintenance of the grounds surrounding the eight community housing complexes is under the Reserves and Facilities Maintenance Contract. Other maintenance and capital works, such as scheduled maintenance (e.g. exterior painting) and non-scheduled maintenance (e.g. faults, vandalism repair), are outsourced. The Council is currently developing a rolling programme of improvements needed to meet the healthy homes compliance timeframes to ensure that it can achieve compliance with these standards.

8.2.3.2 Maintenance Standards for Parks and Reserves

Specifications for reserve maintenance work are defined in the performance based maintenance contract. The maintenance contract specifies levels of service, performance criteria, work techniques and reporting requirements for:

- loose litter collection
- amenity mowing
- weed control
- gardening
- display house (plant displays)
- sports field maintenance
- sports field renovation
- furniture and structures maintenance (incl. litter bin emptying, BBQ cleaning)
- toilets, showers and change rooms cleaning and maintenance
- Motueka salt-water baths cleaning
- building maintenance
- playgrounds and recreations equipment maintenance
- sports court maintenance
- roads and carpark maintenance
- tracks, trail and pathway maintenance
- pond, lake, beach and waterway maintenance
- graffiti removal
- cemetery interments and maintenance
- security Moturoa/Rabbit Island



Generally, the standards selected are associated with one or more of the following interrelated characteristics:

- Public safety (e.g. condition of playground equipment, large tree limbs)
- National or local significance (unique environmental areas or heritage features)
- Location (high or low profile areas)
- Specialised use, such as sport
- High value due to maturity or quality of feature (e.g. tree or landscape)
- High use; and
- High capital investment.

Different standards are applied to different areas, and overall standards may be adjusted in response to community preferences and budgetary circumstances. Council's intention is to achieve a consistent standard of management for like facilities in similar locations. The following standards are in use:

- NZS 5828: 2015 Playground Equipment and Surfacing; and
- SNZ HB 8630: 2004 Tracks and Outdoor Visitor structures.

The Burial and Cremation Act 1964 also determines a number of operational requirements.

#### 8.2.4 Maintenance Strategies

Three categories of maintenance are performed on community facilities, parks and reserves: non-scheduled (reactive), scheduled/cyclic (routine) and planned maintenance.

##### 8.2.4.1 Non-scheduled (Reactive) Maintenance

Non-scheduled maintenance encompasses unplanned call outs and maintenance caused by vandalism, asset failure or user needs. It also includes repair of assets required to correct faults identified by routine inspections and notification from users of the buildings, reserves or services.

Reactive maintenance works are scheduled in accordance with the following priorities:

- Safety or health of building users, reserve users or adjacent property owners may be compromised.
- Service to the users of the building or reserve is compromised or affected.
- It is likely that the area of distress may expand or the method of repair change such that the cost of any repair may increase; and
- Subsequent work may depend upon the completion of the work.

For multi-use community recreation centres, Trusts or Incorporated Societies manage these facilities with their own contracts for service and Motueka Recreation Centre and Richmond Town Hall are managed by Sport Tasman.

For community halls, the responsibility for undertaking reactive maintenance and the scheduling of regular or service maintenance lies with the hall committees (where present), or Council staff.

For the swimming pools run by rural committees, all repairs and maintenance are either undertaken or arranged by the committee. The committees regularly test the water and treat accordingly.

For community housing, the responsibility for organising reactive maintenance is with Council staff, who arrange the necessary work with appropriate contractors.

For public toilets, the responsibility for undertaking reactive maintenance varies depending on the work required. Cleanliness, vandalism, graffiti, minor plumbing and building maintenance issues are responded to in the first instance by the cleaning contractor. If the cleaning contractor cannot resolve the issue, then it is referred to specialist trade contractors.

#### 8.2.4.2 Scheduled/Cyclic (Routine) Maintenance

The scheduling of regular or service maintenance (i.e. where business risks associated with failure to perform are low) is the responsibility of the contractors, who programme and prioritise the work to meet service standards specified in the contracts. For parks and reserves, such works include grass mowing, garden maintenance, playground inspections and maintenance, weed control, walkway maintenance, etc. Scheduled or cyclic maintenance of buildings includes regular operating costs such as:

- Heating, ventilation and air conditioning systems
- Fire protection services
- Cleaning
- Building Warrant of Fitness assessments; and
- Maintenance of painted surfaces.

#### 8.2.4.3 Planned Maintenance

Planned maintenance (also referred to as preventative or programmed maintenance) is undertaken to maintain an asset to ensure it achieves its useful life. Typical work includes: repainting of furniture, structures, buildings and external surfaces; repainting and redecoration of interiors; sanding and recoating of wooden floors; minor repairs and replacement of building components that are failing or will fail but do not require immediate repair; replacement or refurbishment of minor furniture and structures (not included in the capital renewal plan); periodic cleaning of building exteriors; replanting of shrub gardens; and tree pruning. Work is planned on a regular cyclical basis over a medium to long-term (typically five to 10 years), to ensure that assets are maintained in their optimum condition.

Maintaining building components on a regular basis extends their life and provides better knowledge of life expectancy. 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. The priority of work is based on the consequences of asset failure on levels of service, costs, safety or corporate image. The planned maintenance programme will be reviewed and updated every five years, based on condition inspections, maintenance trends and risks.

The most recent, comprehensive survey of buildings (completed in 2008) has established a detailed asset inventory to component level that is stored in the Confirm system. The 2008 survey also identified the asset condition and required maintenance work for the next ten years to 2018. An updated high level condition assessment was carried out in 2016 on all of the community halls, two community centres, Moutere Hills RSA Memorial Library, all of the public toilet buildings and the Council Cottages in Golden Bay. A new comprehensive survey of buildings was due to be undertaken in 2020 but was delayed due to Covid-19 and will now be undertaken during 2021.

The responsibility to implement the building maintenance plan lies with the Council staff. Depending on the nature of the work, tasks may be delegated to the hall committee or arranged centrally by Council staff.

The Council has not previously developed a planned maintenance work programme for the reserves. The work has been undertaken as identified and required, from general maintenance, as provisional sum work within the contracts.

#### 8.2.4.4 Inspection and Reporting

An inspection and reporting programme is a critical aspect of ensuring that managers are aware of the condition of assets and services are provided to the required standard on a reliable basis. The inspection programme requires the preparation of a detailed report confirming whether service specifications are being achieved, identify any asset defects, safety issues and suggested improvements.

Three general categories of inspection and reporting apply to community buildings, parks and reserves:

- Routine maintenance inspections and report.
- Safety systems inspections and issue of Building WOF (where required) by independent contractors.
- Formal periodic condition inspections and report.

As buildings generally do not deteriorate rapidly, other than from vandalism or storm damage, and the only service issue is likely to relate to cleanliness following use, the need for frequent or formal routine inspections is not considered necessary.

For community halls, the routine maintenance inspections are undertaken by the hall committees. Hall committees are sent a request in August each year to submit a list of maintenance requirements for the hall, the works are reviewed and prioritised by the Council staff and approved works included in the maintenance programme for the following financial year. The prioritisation will consider factors such as safety, facility usage and other issues relevant to the individual hall.

For community housing, the Council staff are responsible for inspections and responding to service requests from tenants. Each unit is visited at least once a year by staff to examine its condition and to identify any maintenance works which may be required.

Buildings with Compliance Schedules identified under their Building Warrant of Fitness require the systems to be inspected and checked monthly so that they are operating as designed, and if not, repairs must be effected. For most basic systems, such as emergency lighting and manual alarms, this can be tested by the building manager/hall committee. In addition to the monthly checks, a formal inspection by a registered Independent Qualified Person (IQP) must be undertaken and an annual Building Warrant of Fitness issued.

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

The overall inspection programme for community buildings, parks and reserves is outlined in Table 26.

Table 26: Condition Inspection Programme

Inspection Type	Frequency	Inspector	Checks
Routine maintenance	As required	Hall committees Contractor Council Staff	Damage / breakage Cleanliness Other failures/problems
Formal periodic condition and long-term maintenance plan	Annual  Five yearly	Reserves and Facilities staff  Structural and Maintenance Engineer	Structural issues Water tightness Cladding condition Paint surfaces Defects/problems – current Predictive failure/defects
Community Housing inspections (identify any internal upgrades required)	Annual	Reserves and Facilities Administrator	Contractor performance/cleanliness Damage / breakage Vandalism/Graffiti Other failures/problems

Inspection Type	Frequency	Inspector	Checks
Building Compliance inspections	Monthly/3 monthly Annual	Hall Committees/Registered Electrician Registered IQP	Compliance schedules
Public toilet inspections	Two monthly (or when in the area, as part of other tasks)	Reserves and Facilities staff or contract auditor	Contractor performance/cleanliness Damage/breakage Vandalism/Graffiti Other failures/problems
Reserves hard assets	Three yearly on a rotational basis	Contract Auditor and Reserves and Facilities staff	Condition rating of all assets based on NAMS guidelines Review of remaining life
Sports fields.	Twice per year	Reserves and Facilities staff	Turf quality, drainage, surface evenness.
Play Equipment	Three yearly Annual Weekly	Play equipment Accredited Auditor Reserves and Facilities staff qualified to carry out Playground Equipment Operational Audits Contractors staff accredited to ROSPA level 1	Compliance with Playground Equipment Standards.
Street and Park Trees	Annual	Reserves and Facilities staff	Appearance, structure, health, clearance from overhead lines and safety

The following is the planned inspection and reporting programme for the District's parks and reserves assets. The approach for routine inspections is a monthly audit of a sample of reserves by a staff member in the Reserves and Facilities team. Their role is to confirm that the contractor is meeting the specifications and required standards.

The monthly audits sample approximately 20% of all reserves. These include a mix of whole of park audits plus an audit of a particular work type which varies according to the time of year e.g. mowing and garden maintenance would be a focus during the spring and autumn growth flushes. The aim is to cover most reserves in the District over a 12-month period. The audit records are recorded in Confirm.

Any issues raised by the auditor, contractor or members of the public are also followed up by staff.

Playground inspections are undertaken weekly by the reserves contractor to check for safety, other hazards, maintenance and vandalism/graffiti. An annual inspection by a Reserves and Facilities staff member is undertaken and a three yearly audit by an accredited playground specialist is undertaken to determine compliance with the relevant NZS standard, structural integrity and to update the condition information.

For the public toilets, the reserves and facilities maintenance contractor is responsible for regular inspections as part of the cleaning and servicing schedule.

Table 27: Routine Maintenance Inspection Programme for Parks and Reserves

LOS/Reserve Group	Frequency	Inspector	Checks
High profile reserves and walkways	Two monthly	Auditor	General condition of reserves. Mowing and garden maintenance Vandalism Standard of work
Medium use reserves	At least once over a six month period	Auditor	General condition of reserves. Vandalism Standard of work
Isolated or low use reserves	At least once over a 12 month period	Auditor	General condition of reserves Standard of work
Play equipment	Weekly	Contractor	Vandalism, graffiti, damage, obstructions, safety, security.
Public toilets	As per cleaning frequency	Toilet cleaning contractor	Damage / breakage Cleanliness Other failures/problems

#### 8.2.4.5 Customer Service

Customer calls are logged as service requests by customer services staff. Requests relating to specific community facilities are logged as part of the Confirm system. Once logged and allocated, the Reserves and Facilities staff member receives an email alert that a call has been logged. Customer service staff are trained to deal with simple issues directly and may answer a number of calls on behalf of the Reserves and Facilities staff. If the relevant staff member is not available, and it is not appropriate to log the call onto the confirm system a message can be left on the voice mail answering service, an email can be sent, or the operator can refer the caller to another staff member. After hours calls are handled by a separate corporate contractor who will refer items requiring urgent action direct to the maintenance contractor who has authority to take appropriate action (within defined contract limits).

### 8.2.5 Forecast Operations and Maintenance Expenditure

The following figure shows the forecast operations and maintenance expenditure for the next 10 years (see Appendix A for more detail). The expenditure in 2028/2029 includes the renewal of hockey turf, the athletics track and sports field development at Saxton Field which is treated as an operating expense rather than a renewal or capital cost in accounting terms as the asset is owned by Nelson City Council and we pay them a grant for our share of the cost.

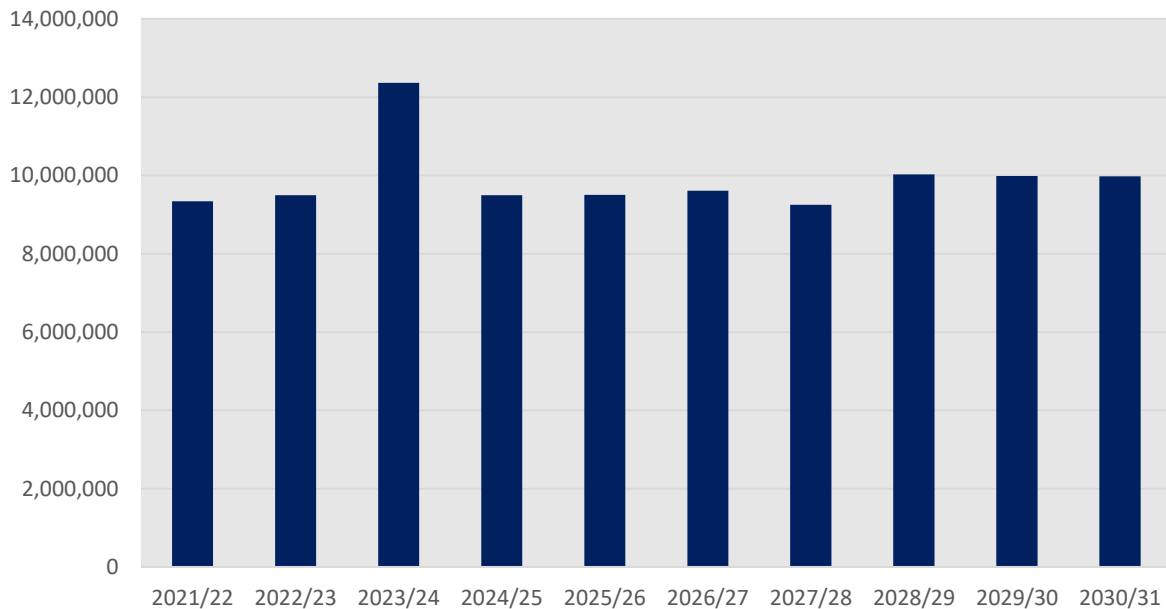


Figure 9: Reserves and Facilities forecast operations and maintenance expenditure

## 8.3 Asset Renewal/Replacement

Renewal expenditure is major work that does not increase the asset’s design capacity but restores, rehabilitates, replaces or renews an existing asset to its original capacity. Funding of work over and above restoring an asset to its original capacity is considered to be new capital works expenditure.

### 8.3.1 Key Renewal Themes

Specific key themes relevant to the development of this renewal programme include: renewal of synthetic sports field surfaces at Saxton Field (hockey and athletics), replacement of playground equipment and renewal programmes for halls, toilets, miscellaneous buildings, pensioner cottages, walkway surfaces, tennis court surfaces, boardwalks, bridges and reserve carparks.

### 8.3.2 Renewal Strategies

Assets are considered for renewal when:

- They near the end of their effective useful life.
- The cost of maintenance becomes uneconomical and the whole-of-life costs are less to renew the asset than keep up maintenance.
- The risk of failure of critical assets is unacceptable.

The renewal programme will be developed as follows:

- Taking into account asset age and remaining life predictions, calculating when the remaining life expires and converting that into a programme of replacements based on valuation replacement costs.
- Reviewing and justifying the renewals forecasts using the accumulated knowledge and experience of asset operations and asset management staff. This incorporates the knowledge gained from tracking asset failures and performance through the asset management system.

In addition to the replacement of assets due to age, wear and tear and to avoid structural failure, a significant driver for the replacement of assets is to avoid obsolescence. Play equipment needs to be kept up to date to ensure it is safe and continues to meet user expectations. Park furniture design and materials and signage design policy also change over time (e.g. the range of seats, tables and bins changes on a cyclical basis every 10-15 years). Assets in older parks need to be renewed to meet current design standards and to ensure that they are fit for purpose.

Works are prioritised and programmed using the following criteria:

- Public safety risk
- Statutory obligation
- Low customer satisfaction
- Environmental risk
- Financial risk of deferring work
- Importance of the asset function; and
- Intensity of usage.

### 8.3.3 Delivery of Renewals

The Reserves and Facilities activity is the responsibility of the Reserves and Facilities Manager, who reports to the Community Development Manager, who reports to the Chief Executive. Staff in the Reserves and Facilities team in the Richmond office manage this activity – both contracts and relationships. All physical works and services (including most renewals) are out sourced through external contracts for operations and maintenance, and in some instances, management.

Assets are considered for renewal as they near the end of their effective life or where the cost of maintenance becomes uneconomical and when the risk of failure of assets is sufficiently high. Renewal of existing community facilities, parks and reserves is undertaken to ensure that service standards are achieved consistently across the District and key assets are kept up to date and relevant to meet the needs of users.

Renewal of assets involves the removal and replacement of an asset with a modern equivalent providing a similar level of service; or a major refurbishment that restores the asset to an excellent condition and extends its life significantly.

Removal and replacement is normally undertaken for:

- Smaller assets such as park furniture, fences, signs etc.
- Playground equipment, although refurbishment may be an option for some items.



- Gardens - generally all the shrubs are removed although larger shrubs and trees may be retained if in good condition. Depending on its condition the top layer of soil may be removed or else conditioned with the addition of compost.
- Concrete or cobblestone surfacing; and
- Underground services - while refurbishment of some pipes is possible with the insertion of a liner, the general approach in parks is to install new pipes and services. This may or may not involve the removal of existing pipes and services.

Refurbishment may be undertaken for larger or more complex assets such as:

- Sports turf where the surface is fully cultivated, re-levelled and re-sown. Extra services such as irrigation and drainage may also be installed; and
- Road, carpark and path asphalt and chipseal. Generally, the sub-base is retained, and the top layer only is replaced.

For the purposes of this Activity Management Plan (AMP), an estimated figure has been used. Financial predictions are based on known asset condition, an estimate of renewal expenditure and affordability considerations. The estimated amount will be amended once an updated renewal programme has been developed. The Council intends to use the following approach in future:

Asset condition will be updated on a cyclical basis every three years, by undertaking a physical inspection of every asset using the PRAMS asset condition grading system. The remaining life of each asset will also be reassessed, to determine if its replacement is warranted with the current specified life. A desk top analysis will identify those assets that will reach the end of their lives within the next ten years. Priority for replacement is given to assets recording a condition of four (poor) or lower. Further prioritisation can be given to assets on high profile sites. To avoid significant high and low expenditure peaks, the renewal expenditure can be further adjusted to provide a more even expenditure from year to year. Once this information is loaded, the Confirm AMS can generate a report that matches the asset condition with asset life. The renewal programmes will be updated every three years, as part of the AMP review process. Each update will take account of available budget, what will be achieved in the previous (current) year and other priorities or changes, including asset deterioration that may have occurred since the programme was last reviewed.

Renewal of complete building assets is relatively rare, due to the long life of most buildings. However, public toilet buildings are the most likely to be replaced in entirety, due to their comparatively shorter lives and construction materials used.

Assets such as gardens, sports field turf and assets under the valuation threshold are not included in the Depreciated Replacement Value and are therefore not funded for depreciation. However, these assets will still be identified for replacement within the renewal programme, rather than through a separate planned maintenance programme. Funding is provided from the same source; this approach avoids unnecessary complication and confusion between renewal and planned maintenance.

As a renewal programme has not yet been fully prepared for the Reserves and Facilities activity, expenditure estimates for renewal projects have been incorporated into the Capital Expenditure budget.

8.3.4 Deferred Renewals

Deferred renewal is the shortfall in renewals required to maintain the service potential of the assets. This can include:

- Renewal work that is scheduled but not performed when it should have been, and which has been put off for a later date (this can often be due to cost and affordability reasons).
- An overall lack of investment in renewals that allows the asset to be consumed or run-down, causing increasing maintenance and replacement expenditure for future communities.

Figure 10 compares Council’s cumulative renewal expenditure and cumulative depreciation for this activity. If the renewals expenditure starts falling behind the accumulative depreciation it can indicate that the assets may not be being replaced or renewed at the rate at which they are being consumed. If this continues unchecked for too long, future communities will inherit a run-down asset, high maintenance costs and high capital costs to renew failing infrastructure.

For the first 13 years, there is an increasing gap between the accumulated depreciation and renewals expenditure, after this the gap starts to progressively close such that in 2050/2051 there is a \$4.8 million gap. Overall this shows that there are no deferred renewals for the Reserves and Facilities activity. This represents a current understanding, but further condition assessment will be undertaken over the next three years which will more accurately determine actual funding requirement.

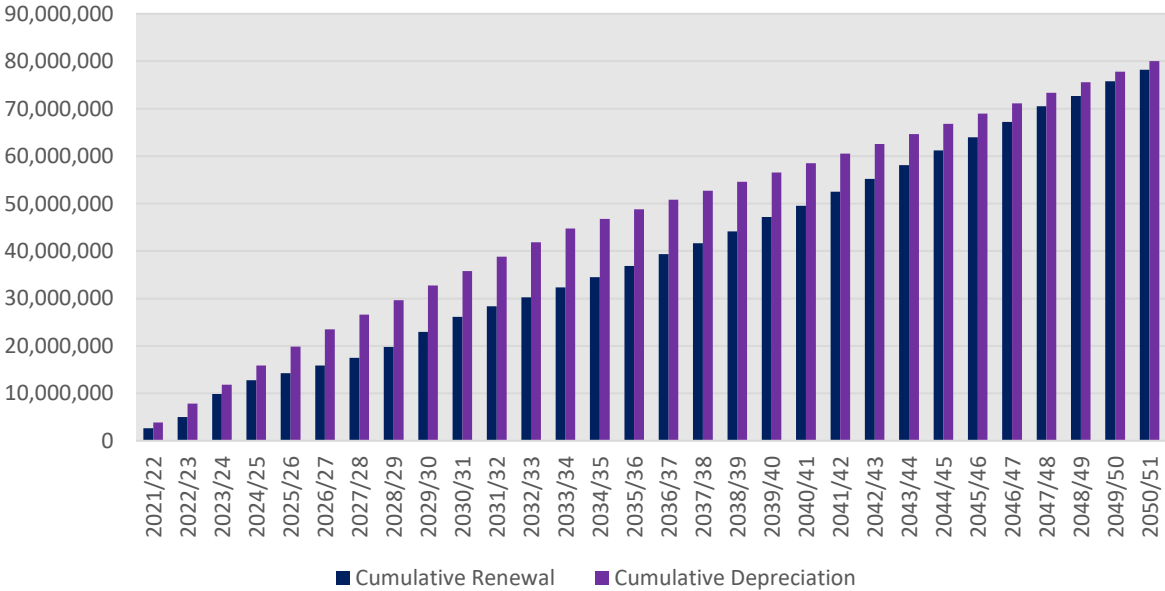


Figure 10: Comparison of Cumulative Renewal Expenditure and Cumulative Depreciation (note these figures are inflated)

### 8.3.5 Forecast Renewal Expenditure

The following figure shows the forecast renewals expenditure for the next 30 years.

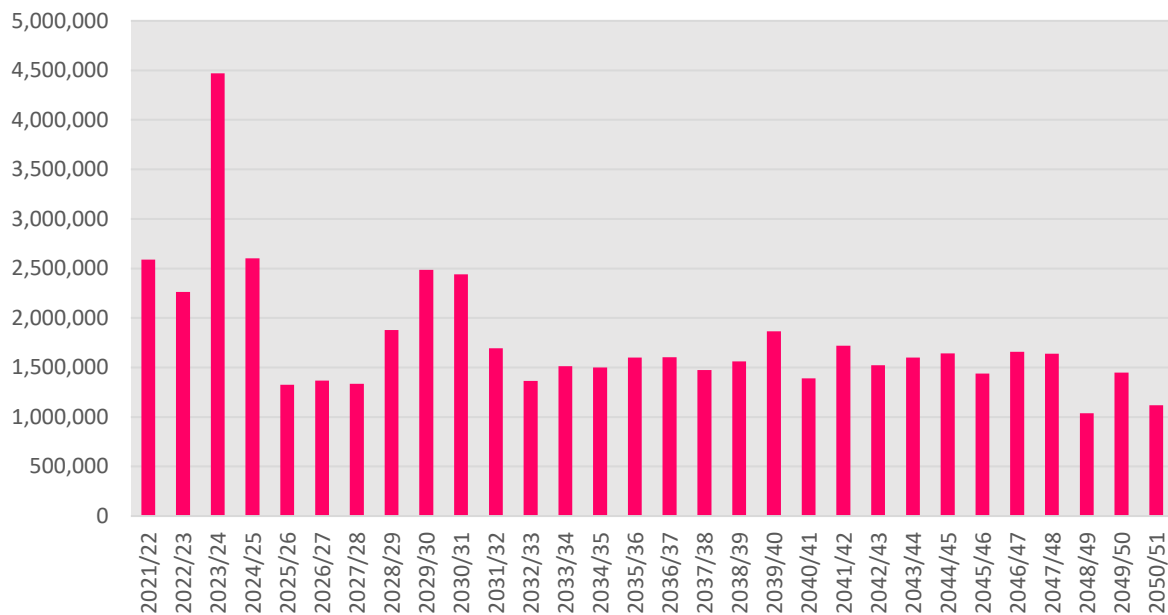


Figure 11: Reserves and Facilities Annual Renewals Expenditure Forecast

## 8.4 Asset Development

New capital expenditure is used to create new assets, expand or upgrade existing assets, or increase the capacity of existing assets beyond their original design capacity or service potential. This section summarises future new capital work requirements for this activity.

### 8.4.1 Key Asset Development Issues

The relatively high rate of population growth in the District is likely to continue at a strong rate over the next ten years, meaning the Council will obtain additional parks and reserves through subdivision and need to progressively provide new playground equipment, walkways, community facilities and public toilet facilities to retain the currently provided level of service. The growing population will also benefit from the ongoing developments planned for Saxton Field.

### 8.4.2 Key Projects to Support Increasing Levels of Service and Growth

Key projects that will support increasing LOS and growth are presented in Table 28. The capital development programme also includes a range of projects (generally under \$100,000) across the District for the ongoing development of community facilities, parks, reserves and cemeteries, including walkways, landscaping, revegetation, sports field improvements and playgrounds.

Table 28: Major Reserves and Facilities Programmes of Work

Site	Project Description	Years 1-3 (\$)	Years 4-10 (\$)	Type
Motueka Community Pool	Development of new community pool in Motueka		\$3.0M	Growth/LOS
Cemetery land purchase	Purchase of land for new cemetery for Richmond & Moutere/Waimea ward	\$3.0M		Growth
Brightwater/Wakefield Community Facility	Development of a multi-purpose community facility to serve Brightwater & Wakefield communities		\$6.4M	Growth/LOS
Throughout District	Sports field Development	\$0.8M	\$1.2M	Growth/LOS
Throughout District	Purchase of new reserves (usually as a result of subdivision)	\$3.4M	\$10.0M	Growth/LOS
Throughout District	Provision of new playground equipment, walkways and public toilet facilities.	\$2.5M	\$4.2M	Growth/LOS
Saxton Field development <sup>7</sup>	Several projects are planned for Saxton Field over the next 10 years, including: BMX track, Harakeke Green development, Lighting improvements, Media Towers and a pavilion and toilets. See Appendix B2 for further details. Note: The timing of various projects at Saxton Field is co-ordinated with Nelson City Council.	\$3.8M total spend over years 1-10		See project description

#### 8.4.3 Forecast New Capital Expenditure

The following figure shows the forecast capital expenditure for the next 10 years. The peak in Year 2023/2024 includes \$3.0 million for a new swimming pool in Motueka and the peak in 2028/2029 includes \$6.4 million for a new multi-use community recreation facility servicing the Wakefield and Brightwater communities (both of these projects require a community contribution through fundraising) and \$3.5 million for sports field land purchase in the Moutere/Waimea Ward.

<sup>7</sup> Tasman District Council has budgeted to spend a total of \$3.8 million on the ongoing development of Saxton Field for the 10 year period 2021-2031 (see Appendix B2 for details). Nelson City Council (NCC), sports codes and other funders also contribute funding towards the development of Saxton Field.

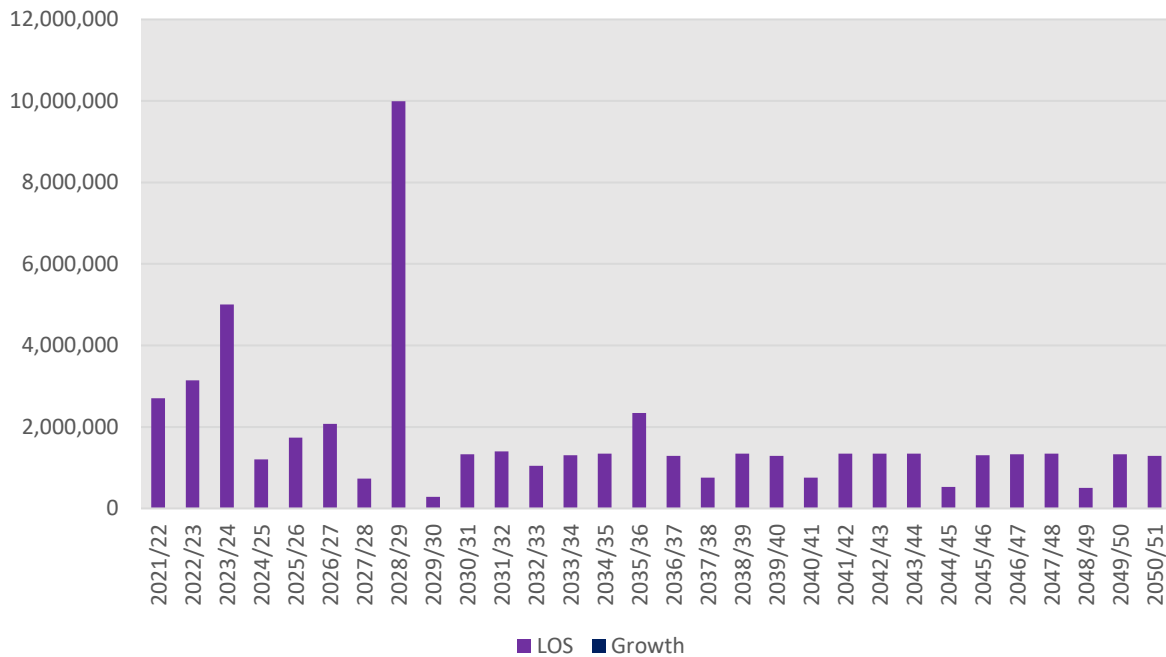


Figure 12: Reserves and Facilities New Capital Expenditure Forecast

## 8.5 Asset Disposal

### 8.5.1 Asset Disposal Strategy

The Council does not have a formal strategy on asset disposals and as such it will treat each asset individually on a case by case basis when it reaches a state that disposal needs to be considered. Asset disposal is generally a by-product of renewal or upgrade decisions that involve the replacement of assets. Assets may also become redundant for any of the following reasons:

- Underutilisation
- Obsolescence
- Provision of the asset exceeds the required level of service
- Uneconomic to upgrade or operate
- Policy change
- The service is provided by other means (e.g. private sector involvement); or
- Potential risk of ownership (financial, environmental, legal, social, vandalism).

Depending on the nature, location, condition and value of an asset it is either:

- Made safe and left in place
- Removed and disposed of
- Removed and sold; or
- Ownership transferred to other stakeholders by agreement.

In most situations assets are replaced at the end of their useful lives and are generally in poor physical condition. Consequently, the asset will be disposed of to waste upon its removal. In some situations, an asset may require removal or replacement prior to the end of its useful life. In this circumstance, the Council may hold the asset in stock for reuse elsewhere on the network. Otherwise, if this is not appropriate it could be sold off, transferred or disposed of.

When assets sales take place, the Council aims to obtain the best available return from the sale and any net income will be credited to that activity. The Council follows practices that comply with the relevant legislative requirements when selling off assets, including meeting the requirements of the Reserves Act 1977 and the Local Government Act 2002.

The Council has a policy on significance and engagement pursuant to Section 76AA of the Local Government Act 2002. This policy establishes criteria, which could be used to consider the level of significance of issues, proposals or decisions. The individual assets listed in this Activity Management Plan (AMP) are not defined as strategic assets, although a decision or proposal that affects the assets and activities within this AMP may be regarded as being highly significant if it meets certain criteria. In other cases, a decision or proposal may be considered of low or moderate significance.

#### 8.5.2 Disposal of buildings and structures

Where demand analysis identifies that a building is surplus to the Council and community requirements, disposal options may be explored. Disposal of built assets generally only occurs when they have been replaced, reached the end of their useful life and/or are not considered safe for ongoing public use and/or the cost of restoring the community facility is not cost effective. Disposal options include:

- Removal from site
- Demolition; and
- Revocation of reserve status and sale of land and building/s.

#### 8.5.3 Disposal of building elements

Where assets within buildings (i. e. appliances, fittings etc.) are identified as surplus to requirements or at end of life, the Council may explore the following disposal options:

- Sale of asset
- Reuse or recycling of asset component; and
- Destruction of asset component.

#### 8.5.4 Disposal of surplus reserve land

Due to the difficulty of disposing of reserve land, identification and disposal of surplus land is not currently a high priority. A comprehensive review to identify surplus reserve land has not been undertaken, but this is taken into consideration during the review of each of the Ward Reserve Management Plans. Where land is identified for disposal or land swap, a formal public consultative process will be undertaken. Disposal of cemetery land and assets is generally not possible; they are maintained in perpetuity by the Council. Older closed cemeteries are managed as reserve open space.

Council’s Open Space Strategy (2014) recommends that Council staff take action to identify surplus areas of open space from which resources can be redirected to priority developments. *“In some cases, existing urban reserves are providing very little amenity due to land quality, their small size and poor location. Such parcels of land were acquired by Council as a reserve contribution when subdivision occurred, often in the 1970s and 1980s when less consideration was given to the real value of the land for recreation or ecological values. The sale of these parcels may provide funds for the development of other areas of open space in the same residential area. Such options should be explored in consultation with relevant local communities.”*

The Council’s Reserves General Policies document identifies protocols for the exchange and disposal of reserve land, in accordance with sections 15, 24 and 24A of the Reserves Act 1977. Relevant policies and methods are presented in Table 29.

Table 29: Policies and methods relating to the disposal of reserve land

Policy/Method #	Policy wording (extract from Council’s Reserves General Policies document)
Policy 3.1.2.5	Reserve management plans for each ward shall identify areas managed as reserve but not protected and recommend disposal, transfer, gazettal or retaining their current legal status, in accord with the provisions of policy section 3. 2.
Expectation 3.2.1.8	The public, including mana whenua and tangata whenua iwi, are engaged in the decision-making process when reserve disposal and exchange options are considered.
Policy 3.2.2.6	The Council may revoke reserve status where it is considered that the land is no longer required for reserve purposes, or change the classification of a reserve if the primary purpose or use of the reserve has changed. In making that decision the Council will take account of the original purpose of reservation and consult with the original donor of the land if appropriate.
Policy 3.2.2.7	The Council may dispose of reserve land where it is surplus to requirements and provides no significant long-term benefit to the community or makes no significant contribution to biodiversity or cultural values.
Policy 3.2.2.11	The Council will explore the history of reserve acquisition prior to consultation over disposal options and identify and honour any legally-recognised commitments made to previous owners or interests under the Public Works Act 1981.
Policy 3.2.2.12	Public consultation shall occur where there is any proposed change of reserve status.
Method 3.2.3.3	Full exploration of reserve acquisition history for disposal considerations.
Method 3.2.3.7	Omnibus reserve management plans for each ward shall identify areas managed as reserve but not protected, and recommend disposal, transfer or gazettal.

#### 8.5.5 Forecast asset disposals

Existing community facilities to be disposed of during the term of this Activity Management Plan include the Matakītaki Hall and the old house on the Riwaka DSIR sportsground. Potential disposal of other facilities will be considered during the development of a Community Facilities Strategy (see Section 13 – Improvement Planning).

There are currently no plans to dispose of any existing parks or reserves during the term of this Activity Management Plan.



# 9 Financials

The Council has planned a prudent financial approach to managing its assets and services. This section provides a summary of the total value of the activity and the investment that the Council has planned to make over the next 20 years<sup>8</sup>.

## 9.1 Funding Policy, Fees and Charges

The Reserves and Facilities activity is currently funded through a mixture of sources:

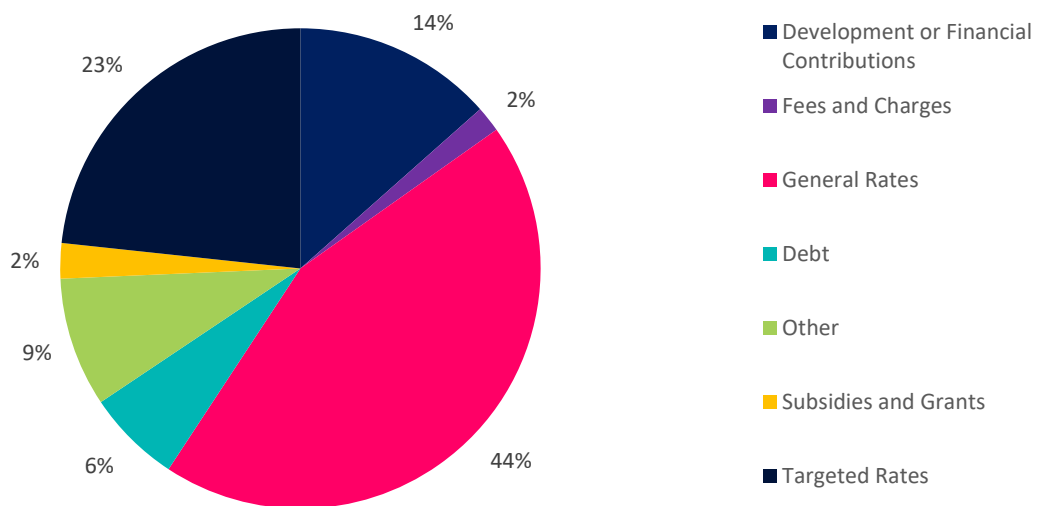


Figure 13: Funding sources for the Reserves and Facilities activity (2021-2031)

### 9.1.1 Development Contributions/Financial Contributions

#### 9.1.1.1 Development Contributions

Council’s current Development Contribution Policy can be found on our website at [www.tasman.govt.nz](http://www.tasman.govt.nz)

A revised Policy will be adopted in conjunction with Council’s Long Term Plan and will come into effect on 1 July 2021. The Policy sets out the development contributions payable by developers, how and when they are to be calculated and paid, and a summary of the methodology and rationale used in calculating the level of contributions. The key purpose of the Policy is to ensure that growth, and the cost of infrastructure to meet that growth, is funded by those who cause the need for and the benefit from the new or additional infrastructure, or infrastructure of increased capacity. Development contributions are not currently used to fund parks, reserves or community facilities in Tasman District.

<sup>8</sup> These financials include those relating to parks, reserves and community facilities but at the time of writing this document, the financials for the community partnerships areas of work (community events, grants and environmental education) were not available for inclusion. The financials for these areas will be included in the final AMP.

### 9.1.1.2 Reserve Financial Contributions - How funds are received

The Tasman Resource Management Plan (TRMP) requires that all new subdivisions, from one new lot up to hundreds of new lots, are required to pay Reserve Financial Contributions (RFCs) for reserves and other Council facilities. RFCs are based on 5.62% of the value of all new allotments, less the value of any land taken for reserves or walkways. Credits are also given, in some cases, for work that is carried out on these areas of land, over and above levelling and grassing. Examples of such credits would be children's play equipment and formation of paths. RFCs are also payable as a percentage of the cost of some large construction projects (e.g. new factories and commercial premises).

The Council holds all RFCs received in five separate accounts as follows:

- Golden Bay Ward
- Motueka Ward
- Moutere/Waimea Ward
- Lakes/Murchison Ward; and
- Richmond Ward.

Income in each of these accounts varies considerably from year to year, depending on the demand for new sections and the availability of land for development. Due to the minor nature of the Lakes/Murchison Ward account, it is managed together with the Moutere/Waimea Ward account.

### 9.1.1.3 What the Reserve Financial Contributions can be used for

Financial contributions are provided specifically for the purpose of mitigating adverse effects. Reserve Financial Contributions (RFCs) provide a significant source of funding for the acquisition of land, capital improvement on reserves and other capital works for recreation activities. The Council is currently (March/April 2021) consulting on a proposal to enable RFCs to also be used to fund major renewals projects, through its Revenue and Financing Policy review. The Council considers that renewals of infrastructure can be required earlier because of pressure put on assets due to increased population growth and associated use. It, therefore, considers that it is appropriate to contribute RFC funding towards major renewal projects and is seeking the views of the community on this proposition.

### 9.1.1.4 Allocation of Reserve Financial Contributions Funds

Each year as part of the Council's Long Term Plan review or Annual Plan process, a list of works in each of the four Reserve Financial Contributions (RFC) accounts is produced by staff. These projects are considered by the Community Boards in Golden Bay and Motueka, and the Ward Councillors for each of the four ward groupings listed previously. Recommendations are then forwarded to the Council for approval, before being included in the Long Term Plan or Annual Plan.

Reserve Financial Contributions can be used to contribute to new community facilities and to pay back loans on existing facilities.

#### 9.1.1.5 Current TRMP Provisions for collection of financial contributions

Section 16.5.2.4 of the TRMP currently reads as follows:

"The financial contribution for reserves and community services under Figure 16.5A and Figure 16.5B is assessed as follows:

- a) 5.62 percent of the total market value (at the time subdivision consent is granted) of all new allotments created by the subdivision, other than allotments exempted by Rule 16.5.2.1 from this calculation.
- b) In assessing the value of any allotment, the valuation shall be based on the area of the allotment or a notional building site on each allotment of 2500 square meters whichever is the lesser.
- c) If payment is not made within two years of granting of the resource consent, and unless the resource consent specifies otherwise, a revised valuation must be made, and the contribution recalculated. The cost of any valuation shall be paid by the subdivider unless the resource consent specifies otherwise.
- d) The financial contribution shall be adjusted to take account of any land set aside and vested for reserve purposes at the request of the Council. The market value (at the time subdivision consent is granted) of any such land shall be deducted from the Reserves and Community Services component calculated from conditions (a) and (c) for the remaining allotments.
- e) Where the value of the land being set aside exceeds the amount calculated under conditions (a) and (c) for the remaining allotments, the difference shall be credited or paid to the subdivider. Except that the foregoing provisions of this rule shall not apply in cases where any legislation enables land to be set aside compulsorily and without compensation."

#### 9.1.2 Schedule of Fees and Charges

Fees and charges are set at a level to recover some of the management costs associated with specific aspects of the Reserves and Facilities activity (e.g. use of sports grounds, leasing of community buildings, etc). The Schedule of Fees and Charges is published on the Council's website and reassessed every year. The Council is currently consulting on the Schedule of Fees and Charges for the 2021/2022 financial year.

#### 9.1.3 User Charges

Community housing is largely funded from user charges (i. e. rentals received from tenants).

#### 9.1.4 General Rates

Many Council-owned community buildings and swimming pools are funded from general rates and user charges and are operated under a variety of management arrangements. These assets include community halls, community centres, non-commercial campgrounds, outdoor community pools and other miscellaneous buildings.

#### 9.1.5 Targeted Rates

Three separate targeted rates help to fund aspects of the Reserves and Facilities activity: the museums rate, district facilities rate and shared facilities rate. Each is discussed in more detail below. A fourth targeted rate, the Community Facilities Operating Rate, which provided operational funding for a number of community facilities was discontinued in 2021, with the funding now included in either the District or Shared Facilities Rates.

#### 9.1.5.1 Museums Rate

The Nelson Provincial Museum, Collingwood, Motueka and Tākaka museums are funded from the Museums Rate.

#### 9.1.5.2 District and Shared Facilities Rates

The Council introduced the concept of a Community Facilities Rate in the 2003/2004 financial year to provide a unique funding source for a wide range of community, recreational, sporting and cultural projects that were being proposed throughout the District for the benefit of residents.

In 2005 the Council split the Community Facilities Rate into a District Facilities Rate to cover facilities located in and primarily benefiting Tasman residents and visitors and a Regional Facilities Rate to cover the wide range of projects which wider regional benefits which may be located both within the Tasman District and also in Nelson City. The Council proposes to continue with the two Facilities Rates covering both the previous District and Regional Facilities. In 2011, the Regional Facilities was renamed as the Shared Facilities Rate to recognise that most of the regional facilities are actually shared facilities that are used by many residents of both districts. As noted above, the Council has discontinued the Community Facilities Operating Rate and operating funds are proposed to be covered by the appropriate District or Shared Facilities targeted rates.

Completed projects that have been funded to date by the District and Shared Facilities Rates include:

- The Rotoiti Community Hall
- The Moutere Hills Community Centre
- The Richmond Aquatic Centre
- The Grandstand at Sportspark Motueka
- Motueka Recreation Centre upgrade
- The Murchison Sport, Recreation and Cultural Centre
- The Tasman Tennis Centre upgrades and new courts
- A contribution to the Maruia Hall
- Contributions under an agreed funding formula for ongoing developments at Saxton Field
- Contributions to the upgrade of the Theatre Royal and to the upgrade of the Trafalgar Centre
- Contributions to the upgrade of the Māpua Hall
- The Rec Park Centre Golden Bay.

Each of the rates is charged on all properties within Tasman District. For this Long Term Plan (LTP), the key projects being funded by the Shared Facilities Rate are those at Saxton Field and the Provincial Museum. The key projects that include a funding contribution from the District Facilities Rate for this LTP are the Brightwater/Wakefield Community Facility, the Motueka Community Pool and the Golden Bay Recreation Park Grandstand. The facilities listed in Table 30 are funded from the District and Shared Facilities Rates.

Table 30: Community facilities funded from the District and Shared Facilities Rates

Facilities located on Tasman District Council land	Shared facilities located on Nelson City Council land	Facilities located on private land within the Tasman District
Saxton Field velodrome, Avery/Champion Green sports fields (including changing block/toilet)	Saxton Field: hockey, athletics, cricket, indoor stadium and other facilities	Māpua Hall
Multi-use recreation centres in St Arnaud, Murchison, Upper Moutere, Motueka, Golden Bay	Trafalgar Centre	Maruia Hall (outside Tasman District)
Grandstand at Sportspark Motueka	Brook Sanctuary Fence	
Richmond Aquatic Centre (Not included in this Activity Management Plan)	Theatre Royal	
Golden Bay Grandstand	Suter Art Gallery	
Tasman Tennis centre at Jubilee Park, Richmond	Provincial Museum	
Tasman's Great Taste Trail (part contribution)		

#### 9.1.6 Subsidy from commercial forestry activity

On 7 September 1979, the 'Waimea County Council Empowering Act 1979' came into effect. This Act authorised the Waimea County Council to expend the proceeds of afforestation activities on certain reserve land and to validate certain earlier expenditure. This Act requires the Council to apply 10% of the net profit from the sales of forest products and associated activities of the Council conducted on Moturoa/Rabbit and Rough Islands in each financial year, or such greater proportion of it as it considers necessary, for the purposes of adequate maintenance and improvement of the reserves on the Islands for recreational purposes, or for the purposes set out in section 80 of the Reserves Act 1977. The remainder of the profits may be transferred to the general funds of the Council and used for the general purposes of the Council.

## 9.2 Asset Valuation and Depreciation

The Local Government Act 1974 and subsequent amendments contain a general requirement for local authorities to comply with Generally Accepted Accounting Practice ("GAAP"). The Council requires its infrastructure asset register and valuation to be updated in accordance with Financial Reporting Standards and the Activity Management Plan improvement plan. The valuations summarised below have been completed in accordance with the following standards:

- NAMS Group Infrastructure Asset Valuation Guidelines – Edition 2.0.
- New Zealand International Public Sector Accounting Standard 17; and
- Property, Plant and Equipment (PBE IPSAS 17) and PBE IPSAS 21 (Impairment of Non-Cash Generating Assets).

### 9.2.1 Latest Asset Valuation

Assets are valued every three years. The Reserves and Facilities assets were last revalued in June 2018<sup>9</sup>. Key assumptions in assessing the asset valuations are described in detail in the valuation report. The next valuation will be June 2021.

The current valuation information is based on an assessment of the reserves and facilities improvements prepared as part of the general valuation undertaken by the Council during 2018. The asset depreciated value (as at 30 June 2017) and annual depreciation applying to each group of community facility assets and parks and reserves assets is summarised in Table 31. Asset values (as at 30 June 2017) for individual community facilities and community housing complexes are presented in Table 32 and Table 33.

Economic lives and residual lives have been defined for all community facilities. As structures near the end of their theoretical lives, minimum residual lives have been adopted to reflect the remaining base value still existing prior to any renewal or upgrading. Lives used in the valuation are presented in Table 32 and Table 33.

Table 31: Community Facilities, Parks and Reserves Asset Valuation Summary (as at 30 June 2017)

Asset	Land Value (\$)	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
Multi-use community recreation centres		12,812,387	422,172
Sports facilities (excluding rugby grandstand at Golden Bay Recreation Park)		6,302,482	157,668
Community halls		3,390,732	284,110
Community centres		403,006	30,494
Museums		674,950	42,149
Community housing	3,701,060	6,327,831	775,969
Non-commercial campgrounds		317,691	21,509
Swimming pools		121,084	17,916
Miscellaneous community buildings		955,241	68,209
Public toilets		1,270,000	40,000
General parks and reserves assets and minor structures	59,800,860	8,140,321	501,587

<sup>9</sup> 'Tasman District Council Property Portfolio Asset Valuation for Financial Reporting Purposes - Valuation Report as at 30 June 2018': report prepared by QV Valuations.

Asset	Land Value (\$)	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
Cemeteries	1,284,500	126,950	10,350
TOTAL	64,786,420	40,842,675	2,372,133

Table 32: Community Facilities Asset Lives and Asset Valuation (as at 30 June 2017)

Asset	Life of structure (years)	Minimum remaining life of structure (years)	Asset Depreciated Value (\$)	Annual Depreciation Requirement (\$)
Multi-Use Community Recreation Centres				
Motueka Recreation Centre	65	52	2,536,125	153,983
Moutere Hills Community Centre	80	76	2,351,144	102,207
Murchison Sport Recreation Cultural Centre	70	61	2,832,730	82,470
Lake Rotoiti Community Hall	80	66	892,388	23,512
Rec Park Centre Golden Bay	80	80	4,200,000 (estimate only)	60,000 (estimate only)
Sports facilities				
Sportspark Motueka covered grandstand, changing rooms and ticket gate	45-80	30-72	1,222,223	54,977
Saxton Field – (note that the 2017 valuation included the new toilet block but excluded the new velodrome, as the latter was still being built)	80	78	285,294	6,041
Wakefield Recreation Reserve Soccer Clubrooms and ex Rifle Range building	65	5-28	113,807	19,193
Lord Rutherford Park - amenities building and toilet block	65	48-56	288,558	12,042
Grandstand, Golden Bay Recreation Park	25-90	14-90	4,362,918	63,197



Asset	Life of structure (years)	Minimum remaining life of structure (years)	Asset Depreciated Value (\$)	Annual Depreciation Requirement (\$)
Community Halls				
Pōhara Community Hall	80	35	148,541	11,959
Collingwood Community Hall and Squash Court	80	40-60	606,708	38,708
Lower Moutere Memorial Hall	70-80	8-16	99,295	14,305
Ngatimoti Hall	80	16	58,192	8,808
Onekaka Community Hall	90	33	60,043	5,757
Pakawau Community Hall	80	23	71,312	7,588
Riwaka Memorial Hall and storage shed	75	11	103,503	16,825
Wakefield Hall (Whitby Road)	80	34	171,870	14,330
Brightwater Hall	80	31	162,072	11,628
Hope Hall, storage shed and Maitai Lodge	80	41	376,321	26,779
Spring Grove Drill Hall	100	5	36,640	9,160
Richmond Town Hall and offices	65-80	5-23	388,379	41,621
Kotinga Community Hall	80	33	102,605	9,395
Bainham Hall	90	28	75,956	8,658
Matakitaki Hall, Murchison	80	5	10,733	2,767

Asset	Life of structure (years)	Minimum remaining life of structure (years)	Asset Depreciated Value (\$)	Annual Depreciation Requirement (\$)
Tapawera Community Hall	80	22	55,252	7,348
Waimea West Hall	100	5	106,650	8,850
Stanleybrook Hall, Motueka Valley Highway	80	13	30,759	5,841
Motueka Memorial Hall (including impairment recognised 30/6/13)	80	39	707,697	29,103
Community Centres				
Golden Bay Community Centre	90	64	236,305	15,395
Community House – Decks Reserve, Motueka	75	38	166,701	15,099
Museums				
Golden Bay Museum	90	34-45	403,832	32,998
Motueka District Museum	65	38	244,044	8,425
Collingwood Museum	90	37	27,074	726
Community Housing				
101 units (excluding land value - see Table 30 for more detail)	75-80	30-76	6,327,831	775,969
Non-commercial campground facilities				

Asset	Life of structure (years)	Minimum remaining life of structure (years)	Asset Depreciated Value (\$)	Annual Depreciation Requirement (\$)
McKee Memorial Recreation Reserve	20-65	5-56	265,249	14,451
Kina Beach Recreation Reserve	50-65	5-35	18,900	4,100
Owen River Recreation Reserve	20-60	5-43	33,542	2,958
Swimming Pools				
Saltwater Baths, Motueka	50	13	64,134	4,866
Rockville Pool	70	5	39,800	9,200
Upper Tākaka Pool	70	5	17,150	3,850
Miscellaneous community buildings				
Ex Clubhouse, Memorial Park, Motueka	65	28	76,142	6,458
Jubilee Park ex-Information Office	70	43	29,682	2,218
Bowling Club Pavilion, Brightwater Recreation Reserve	65	31	74,037	8,363
Skyline Garage/store, Brightwater Recreation Reserve	65	56	13,373	327
Hangar Shed, Brightwater Recreation Reserve	40	6	1,714	286
Māpua Library	70	55	276,277	13,523
Plunket building, Murchison (old restrooms)	65	5	13,280	3,320
Imagine Theatre, Thorps Bush	70	17	52,746	5,354

Asset	Life of structure (years)	Minimum remaining life of structure (years)	Asset Depreciated Value (\$)	Annual Depreciation Requirement (\$)
Storeroom, Thorps Bush	50	33	33,013	987
Former Dovedale Church	90	5	27,680	7,420
Brownies Inn, Golden Bay Recreation Park	65	45-48	369,059	17,691
Brightwater Playcentre, Spring Grove Recreation Reserve	?	?	?	?
Plunket Rooms, Brightwater Recreation Reserve	65	5	17,920	4,480
Wakefield Former Library Building (Hall), Edward Street.	80	5	18,720	4,680
Public Toilets				
98 public toilet facilities across Tasman District	Various	Various	1,270,000 (estimate based on 2015 value)	40,000 (estimate based on 2015 figure)
TOTAL	-	-	\$32,575,920	\$1,860,196

Table 33: Community Housing Asset Lives and Asset Valuation (as at 30 June 2017)

Community Housing Complex (number of units per complex)	Life of structure (years)	Minimum remaining life of structure (years)	Land Value as at 30 June 2017 (\$)	Value of built assets as assessed 30/06/16 (\$)	Annual Depreciation Requirement for built assets 16/17 (\$)	Book value as at 30/06/17 (\$)	Total value of land and built assets as at 30/06/17 (\$)
Aotea Flats, Richmond (24)	80	43-76	959,760	1,736,000	181,663	1,554,337	2,514,097
Maling Cottages, Croucher St, Richmond (10)	80	51	600,000	700,000	74,346	625,654	1,225,654
Hollis Hills Cottages, Brightwater (7)	75	37-48	319,200	532,800	58,784	474,016	793,216
Pearless Flats, Wakefield (7)	75	42-48	252,000	513,000	65,524	447,476	699,476
Murchison Cottages (4)	85	49	100,000	419,000	49,783	369,217	469,217
Vosper Street Cottages, Motueka (27)	80	30-2	801,900	1,560,000	188,863	1,371,137	2,173,037
Mearshaven Cottages, Greenwood St, Motueka (18)	75	43-45	538,200	1,263,000	130,325	1,132,675	1,670,875
Tākaka Cottages (4)	85	69	130,000	380,000	26,681	353,319	483,319
TOTAL (101 units)			\$3,701,060	\$6,475,800	\$775,969	\$6,327,831	\$10,028,891

Table 34: Cemeteries Asset Valuation (as at 30 June 2017)

Cemetery Name	Location	Land Value as at 30 June 2017 (\$)	Asset Depreciated Replacement Value (\$)	Annual Depreciation Requirement (\$)
Bainham Cemetery	Bainham Rd, Collingwood	60,000	4,500	500
Clifton Cemetery	Closed	Crown land	0	0
Collingwood Cemetery	Bainham Rd, Collingwood	Crown land	5,600	1,400
Kotinga Cemetery	Cemetery Rd, Kotinga	Crown land	0	0
Rototai Cemetery	Rototai Rd, Tākaka	75,000	2,850	150
Motueka Cemetery	Cemetery Rd, Motueka	258,500	65,100	5,000
Sandy Bay Cemetery	Closed	Crown land	0	0
Fletts Rd Cemetery	Fletts Rd, Lower Moutere	25,000	0	0
Foxhill Cemetery	SH6 Foxhill	73,500	4,300	200
Spring Grove Cemetery	Mt Heslington Rd	Crown land	5,500	200
Waimea West Cemetery	Waimea West, Brightwater	Crown land	0	0
Murchison Cemetery	Chalgrave St, Murchison	45,000	4,800	200
Mararewa Cemetery	Main Rd, Tapawera	Crown land	4,800	200
Richmond Cemetery	Wensley Rd, Richmond. Major cemetery in the District	747,500	34,300	2,700
TOTAL		1,284,500	126,950	10,350

## 9.2.2 Depreciation

Assets must be depreciated over their useful life. Council calculates depreciation on a straight line basis on most community facility assets at rates which will write off the cost (or valuation) of the assets to their estimated residual values, over their useful lives. The total useful lives for the Reserves and Facilities assets has been summarised in Section 9.21 above. However, land is not depreciated.

Due to the nature of parks and reserves assets, a substantial value of assets is not included in the depreciated asset value or funded for depreciation. Assets with a replacement value under \$1,000 are not included in the reported depreciated asset valuation. The following assets are also not depreciated and are excluded from current and future asset valuations (their maintenance and renewal will be dealt with from within the operational budget): grass surfaces including sports field surfaces; trees; metal and earth tracks; gardens; plus assets that Council staff consider will not be replaced when they reach the end of their useful lives.

## 9.3 Financial Summary

### 9.3.1 Project Drivers

All expenditure must be allocated against at least one of the following project drivers.

- **Operation and Maintenance:** operational activities that do not involve the renewal or upgrade of assets, or work that is necessary in order to provide on-going services at the agreed levels.
- **Renewals:** significant work that restores or replaces an existing asset towards its original size, condition or capacity.
- **Increase Level of Service:** works to create a new asset, or to upgrade or improve an existing asset, beyond its original capacity or performance.
- **Growth:** works to create a new asset, or to upgrade or improve an existing asset, beyond its original capacity or performance to provide for the anticipated demands of future growth.

This is necessary for two reasons as follows.

- Schedule 13(1) (a) and section 106 of the Local Government Act require the Council to identify the total costs it expects to have to meet relating to increased demand resulting from growth when intending to introduce a Development and Financial Contributions Policy.
- Schedule 10(2)(1)(d)(i)-(iv) of the Local Government Act requires the Council to identify the estimated costs of the provision of additional capacity and the division of these costs between changes to demand for, or consumption of, the service, and changes to service provision levels and standards.

All new works have been assessed against these project drivers. Some projects may be driven by a combination of these factors and an assessment has been made of the proportion attributed to each driver.

### 9.3.2 Total Expenditure

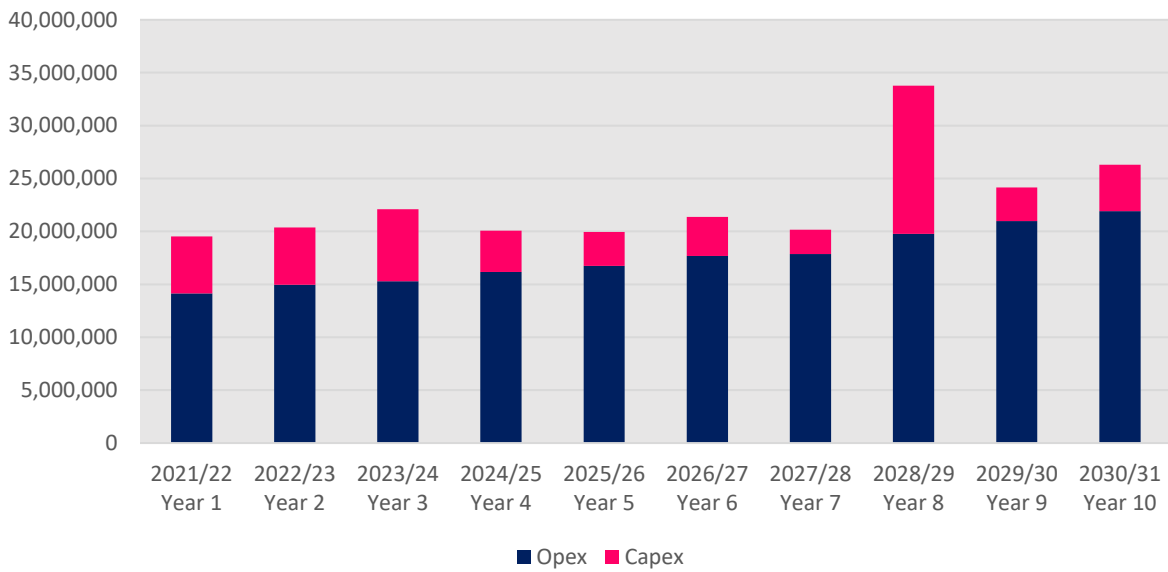


Figure 14: Total Expenditure for the Reserves and Facilities activity (2021-2031) Note these figures are inflated

### 9.3.3 Total Income

The estimated income for the Reserves and Facilities activity over the next 10 years is shown below.

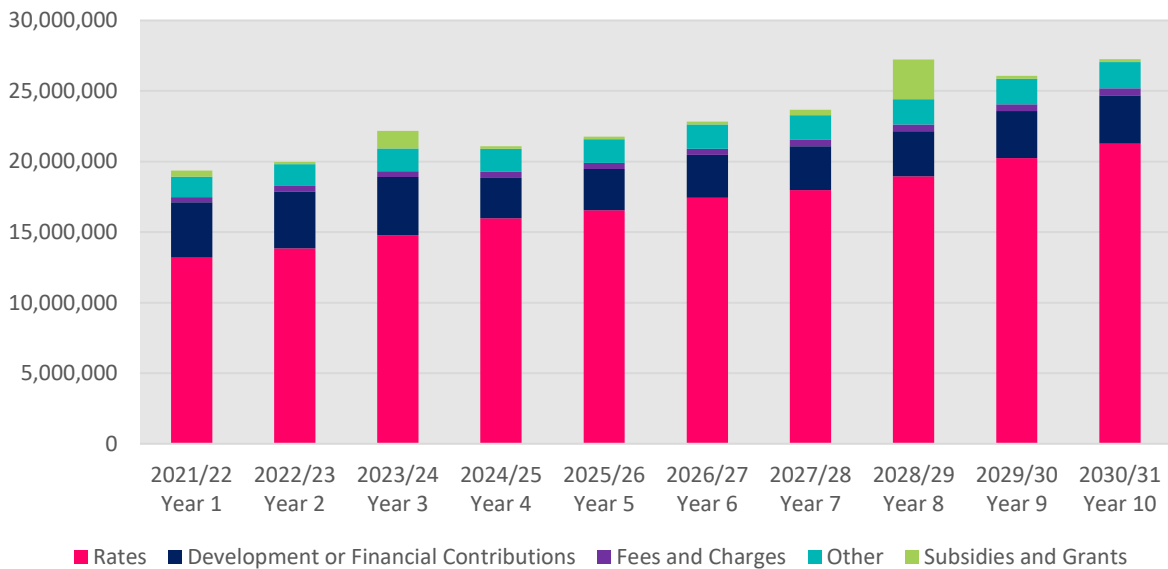


Figure 15: Total Income for the Reserves and Facilities activity (2021-2031) Note these figures are inflated

### 9.3.4 Operational Costs

The estimated operational expenditure needs for the Reserves and Facilities activity have been prepared for the next 10 years.



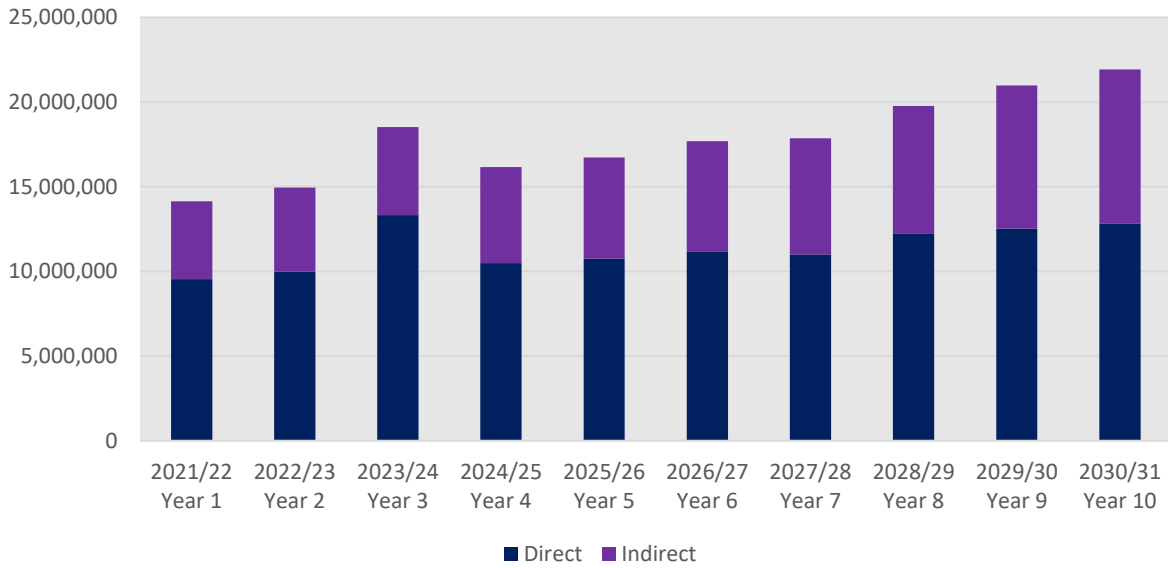


Figure 16: Total Operating Expenditure for the Reserves and Facilities activity (2021-2031) Note these figures are inflated

### 9.3.5 Capital Expenditure

The estimated capital needs for the Reserves and Facilities activity have been prepared for the next 10 years.

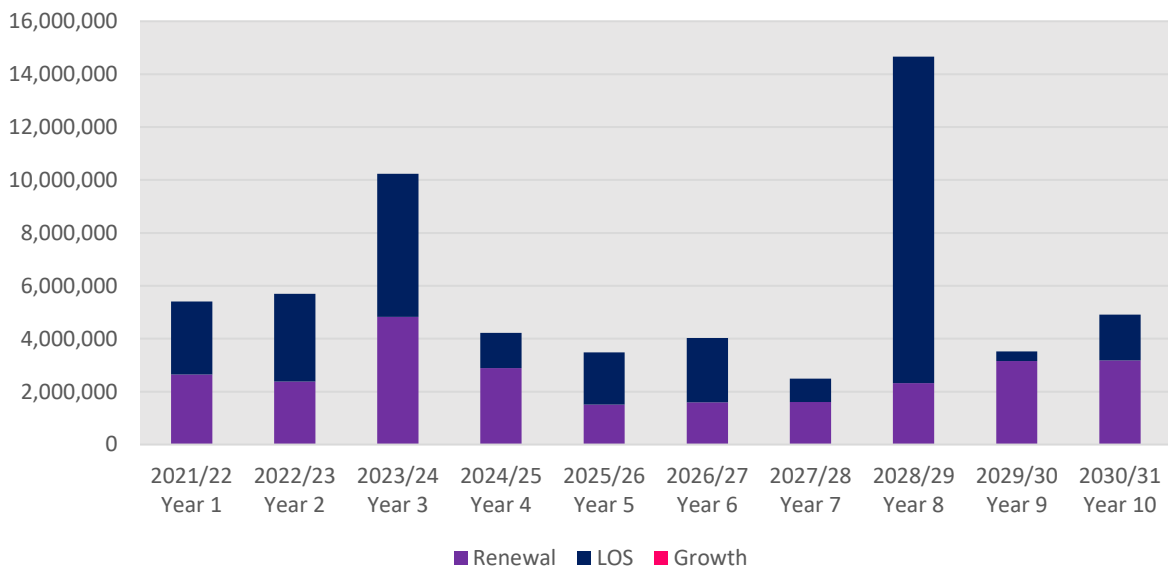


Figure 17: Total Capital Expenditure for the Reserves and Facilities activity (2021-2031) Note these figures are inflated

# 10 Environment and Sustainability

Sustainability means that we effectively balance the needs of present and future communities. From an asset management perspective, sustainability is critical, as many assets have a long lifespan and must be ‘future-proofed’. The Council has a responsibility to manage this activity in way that supports the environmental, social, cultural and economic well-being of current and future generations. This section focuses on social, cultural and environmental sustainability.

The Local Government Act 2002 requires local authorities to take a sustainable development approach while conducting their business, promoting the social, economic, environmental and cultural well-being of current and future communities.

Sustainable development is a fundamental philosophy that is embraced in the Council’s Vision, Mission and Objectives, and is reflected in the Council’s community outcomes. The levels of service and the performance measures that flow from these inherently incorporate the achievement of sustainable outcomes.

## 10.1 Negative Effects

Potential significant negative effects and the proposed mitigation measures are listed in Table 35.

Table 35: Negative Effects

Effect	Description	Mitigation Measures
The main negative effect from this activity is the cost on ratepayers associated with delivering the activity.	The District has an extensive suite of parks, reserves and community facilities, located across a large geographical area, along with a relatively small ratepayer base. Ratepayers may find meeting all the activities requested by our community is unaffordable. This may lead to some level of community dissatisfaction when we cannot afford to deliver on some community expectations.	The Council has worked hard to adjust its overall capital expenditure programme in order to keep rates and debt affordable over the long-term. However, the Council cannot afford to meet all community requests for additional infrastructure and services.
Parks and reserves may be under- or over-utilised.	Due to population growth or their location and distribution, some parks and reserves may be crowded at peak times or rarely used.	Provision of parks and reserves is guided by the Open Space Strategy 2015-2025.  The Council purchases reserves to meet growth needs on an ongoing basis. Community facilities are constructed subject to an identified need and support from the local community.

Effect	Description	Mitigation Measures
<p>A negative impact from ongoing population growth and resulting asset growth is the increasing operations and maintenance costs.</p>	<p>The Council makes strategic choices regarding the purchase/vesting of new reserves.</p>	<p>The Council has slowed the rate at which new reserves are obtained but still will achieve an adequate level of provision to satisfy community expectations.</p> <p>Playgrounds are not typically installed within subdivision development areas until the local community indicates there is a need for such assets in the newly formed reserve areas.</p>
<p>Location and design of parks, recreation facilities, playgrounds and public toilets may result in anti-social behaviour (such as vandalism, graffiti and bullying).</p> <p>Injuries arising from the use of recreational assets (e.g. sports injuries).</p>	<p>Potential for safety risks from our facilities and services.</p>	<p>The Council is able to mitigate to varying degrees most of these potential negative effects through a mix of good operational management, incorporating CPTED<sup>10</sup> principles in new and renewal works, rapid response to graffiti and vandalism, public education, the incorporation of features sympathetic to amenity demand management initiatives, etc.</p> <p>There is a regular review schedule of maintenance records and safety monitoring programmes to ensure potential issues are dealt with in a systematic manner.</p>
<p>Declining use of parks and reserves due to extreme weather events.</p>	<p>Parks, reserves and community facilities may become restricted in their use or unattractive if they are not adequately managed during extreme weather events (such as drought or ongoing rain).</p>	<p>We will try to use drought resistant species for all new and replacement plantings, and use micro-irrigation systems to minimise water wastage.</p>

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<sup>10</sup> Crime Prevention Through Environmental Design (CPTED) studies can assist Council to identify improvements that can be made to reduce anti-social behaviour and increase safety.

## 10.2 Positive Effects

Potential significant positive effects are listed in Table 36.

Table 36: Positive Effects

Effect	Description
Community value	<p>The most significant positive effects from this activity are the opportunities available for residents to enjoy Council-owned community facilities, parks and reserves, events and environmental education programmes. Open space, reserves and recreation facilities cater for, and promote, active healthy lifestyles.</p> <p>Our reserves and facilities offer Tasman residents the opportunity to engage socially in the places they live and work. They:</p> <ul style="list-style-type: none"> <li>• are meeting points, providing indoor/outdoor space for community gatherings, events, recreational, educational and social activities;</li> <li>• enable community-led development, with local people working together and bringing about changes in their environment; and</li> <li>• help build neighbourhoods and settlements with strong identities.</li> </ul> <p>Provision of a wide range of reserves and facilities also makes the District more attractive and encourages more people to visit and spend money here.</p> <p>We provide a good-quality, safe, and affordable community housing option for people who meet the criteria of our Policy on Housing for Older Adults.</p> <p>In partnership with the Engineering and Environment and Planning departments, we deliver environmental, air quality, water quality, and waste minimisation education to support sustainable management and lifestyles.</p> <p>We assist communities to create a unique sense of place through our events and the provision of community group funding and advice.</p> <p>We promote, support and deliver recreational, educational and social services and activities that reflect the diversity of our District. We provide assistance to the Nelson Provincial Museum and Tasman’s District museums to support our culture and heritage.</p> <p>We also provide assistance to various community-led facilities, projects and initiatives, to deliver benefits across our community.</p> <p>We provide funding and in-kind support to local museums within our District, to the Nelson Provincial Museum, and to organisations that promote and celebrate our history and diverse cultures.</p> <p>We assist youth councillors to participate in the Council and Community Board decision-making.</p>
Health benefits	<p>Reserves and facilities provide health benefits by providing spaces for people to play sports and participate in active recreation. Open space, reserves and recreation facilities cater for, and promote, active healthy lifestyles.</p>

Effect	Description
Protection of natural areas and resources	Maintenance and enhancement of the existing natural features and significant vegetation in our parks and reserves (including riparian margins and coastlines) helps to protect natural areas and resources.  Our community is aware and involved in conservation and restoration work.  Our environmental education initiatives help deliver environmental benefits to the broader community.
Public conveniences	Public toilet facilities are provided for the convenience of residents and visitors to the District.
Spaces for remembrance of loved ones	Cemeteries provide benefits to the community through enabling burials to occur in a safe environment which protects public health and through providing spaces for remembrance of loved ones.

### 10.3 Environmental Management

The statutory framework defining what activities require resource consent is the Resource Management Act (RMA) 1991. The RMA is administered locally by Tasman District Council, as a unitary authority, through the Tasman Resource Management Plan (TRMP). The following section discusses key consents that the Council holds in order to undertake this activity.

#### 10.3.1 Resource Consents

Examples of resource consents that may be required in association with Reserves and Facilities activities include land use consents and discharge permits. Table 33 identifies consents that require a further application on expiry of the consent.

Table 37: Schedule of Current Resource Consents Relating to the Reserves and Facilities Activity

Applicant	Location	Consent No.	Consent Type	Use	Effective Date
Tasman District Council	Tasman St, Collingwood	040564	Coastal reclaim - drain	Reclaim a small area of land behind the Collingwood Hall, coastal erosion protection.	16/03/2005 (expires 23/02/2025)
Tasman District Council	Moutere Highway, Moutere	200444	Discharge to land	To discharge secondary treated wastewater to land from the Moutere Hills Community Centre and Sports Complex at a maximum rate of 6.75m <sup>3</sup> per day and up to 15.45m <sup>3</sup> per week. Sewerage Wastewater-Effluent Discharge	15/07/2020 (expires 15/07/2025)

Applicant	Location	Consent No.	Consent Type	Use	Effective Date
Tasman District Council	Moturoa/Rabbit Island, Richmond	060788	Discharge to land	Discharge to land of secondary wastewater from Moturoa/Rabbit Island Recreation Reserve `western` toilet block	17/09/2010 (expires 17/09/2025)
Tasman District Council	Moturoa/Rabbit Island, Richmond	050777	Discharge to land	Disposal of secondary treated wastewater from toilet block at Moturoa/Rabbit Island.	17/09/2010 (expires 17/09/2025)

Resource consents will be required to allow for construction works involved with new capital or renewal projects where the scope of the project exceeds the permitted activities set out in the TRMP. A case-by-case assessment is undertaken at the beginning of each project to determine the resource consent requirements and an application is made if necessary.

### 10.3.2 Resource Consent Reporting and Monitoring

The Council aims to achieve minimum compliance with all consents and/or operating conditions. A consent database is maintained to allow for the accurate programming of all actions required by the consents, including renewal prior to consent expiry. The database is actively updated to ensure all consent conditions are complied with and that all relevant report requirements are adhered to.

# 11 Risk Management and Assumptions

This Activity Management Plan and the financial forecasts within it have been developed from information that has varying degrees of completeness and accuracy. In order to make decisions in the face of these uncertainties, assumptions have to be made. This section documents the uncertainties and assumptions that the Council considers could have a significant effect on the financial forecasts, and discusses the potential risks that this creates.

## 11.1 Our Approach to Risk Management

A risk is any event that has the potential to impact on the achievement of Council’s objectives. The potential impact of a risk is measured by a combination of the likelihood of the risk occurring, and the magnitude of its consequences on objectives if it does. The Council has adopted both a [Risk Management Policy](#) that aligns with the Australian/New Zealand Standard AS/NZ ISO 31000: 2009, and a [Risk Management Framework](#) which provides guidance and tools to apply to ensure a consistent approach to analysing and managing risks across the organisation. All risks described and managed in this Activity Management Plan comply with the principles and requirements of the policy and framework.

## 11.2 Activity Risks and Mitigation

The key risks relevant to the Reserves and Facilities activity are summarised in Table 38.

Table 38: Key Risks

Risk Event	Mitigation Measures
<p>The greatest risks associated with the reserves and facilities activity are health and safety issues, particularly for users of community facilities, parks and reserves and for people attending events and environmental education programmes.</p>	<p>These risks are mitigated through compliance with standards and regular inspections and assessment.</p> <p>The Council (or our contractors) regular undertakes safety audits of equipment and facilities (e.g. play equipment). We maintain our assets to reduce likely harm from poorly maintained assets.</p> <p>The Council puts in place health and safety plans using good health and safety practices for events and education programmes it runs.</p>
<p>Loss of contractor (if they cease trading)</p>	<p>This risk is mitigated by the existence of several contractors who have a local presence that we could temporarily engage to provide these services.</p>

Risk Event	Mitigation Measures
A major potential risk is significant damage to community buildings/structures/facilities (including those located on parks and reserves) from earthquakes.	<p>The Council mitigates this risk by meeting appropriate design standards for its buildings and facilities.</p> <p>Most buildings have been assessed for their earthquake risk and, where needed and appropriate, upgraded.</p> <p>We also have building evacuation plans in place.</p>
Impacts from climate change (e.g. coastal erosion, storm damage to trees and facilities, flood events lead to multiple community housing units being uninhabitable).	<p>During 2013 flood event, tenants were put up in motels or with family members while units were repaired.</p> <p>The Council has a policy of managed retreat for its assets subject to coastal erosion.</p>
Failure to manage significant historic buildings or sites in accordance with legislation.	<ul style="list-style-type: none"> <li>• Training.</li> <li>• Database.</li> <li>• Plaques on buildings.</li> <li>• Building inspections.</li> <li>• Consultants.</li> </ul>
National and community funding agencies may change application criteria, inhibiting funding support for community initiatives.	<ul style="list-style-type: none"> <li>• The Council maintains good working relationships with funding agencies and an awareness of their funding criteria.</li> </ul>

The specific risk mitigation measures that have been planned within the 20-year reserves and facilities programme include:

- Monitoring potential hazards in all reserves and facilities on a regular basis, and taking appropriate action to reduce possible risks by eliminating, mitigating or isolating the hazard as soon as any potential hazard is identified.
- Maintaining and ensuring compliance with up to date Health and Safety Plans for all staff and contractors and managing the contractors' response to new Health and Safety issues.
- Monitoring structures and public buildings and ensuring they are maintained in a safe and sound condition that complies with the Building Act, where required.
- Routine structural inspection.
- A preventative maintenance programme.
- An allowance for routine inspection and maintenance of structures, playgrounds, street and park trees, buildings, tracks and walkways.
- Considering options for future of community housing.
- Maintaining good working relationships with agencies who contribute funding towards the services we deliver; and
- An allowance for emergency funds.



### **11.3 Assumptions and Uncertainties**

This Activity Management Plan and the financial forecasts within it have been developed from information that has varying degrees of completeness and accuracy. In order to make decisions in the face of these uncertainties, assumptions have to be made.

Table 39: Generic Assumptions and Uncertainties documents the uncertainties and assumptions that the Council consider could have a significant effect on the financial forecasts, and discusses the potential risks that this creates.

Table 39: Generic Assumptions and Uncertainties

Type	Uncertainties	Assumption	Discussion
Financial	Unless stated it can be unclear whether financial figures include inflation or not, as well as whether GST has been included or not.	That all expenditure has been stated in 1 July 2020 dollar values and no allowance has been made for inflation and all financial projections exclude GST unless specifically stated otherwise.	The Long Term Plan (LTP) will incorporate inflation factors. This could have a significant impact on the affordability of each activity if inflation is higher than allowed for. The Council is using the best information practically available from Business and Economic Research Limited (BERL) to reduce this risk.
Asset Data Knowledge	The Council has inspection and data collection regimes in place for assets. These regimes do not allow for entire network coverage at all times. The Council's aim is to strike the right balance between adequate knowledge and what is practical.	That the Council has adequate knowledge of the assets and their condition so that planned renewal works will allow the Council to meet the levels of service.	There are several areas where the Council needs to improve its knowledge and assessments, but there is a low risk that the improved knowledge will cause a significant change to the level of expenditure required.
Growth Forecasts	Growth forecasts are inherently uncertain and involve many assumptions. The Council commissioned population projections for the LTP 2021-2031 as the basis for its growth planning. However, growth will vary depending on actual birth and death rates, as well as net migration.	That the district will grow or decline as forecast in Council's Growth Model.  The overall population of Tasman is expected to increase by 7,700 residents between 2021 and 2031, to reach 64,300. The District will experience ongoing population growth over the next 30 years but the rate of growth will slow over time.  Based on these assumptions, the Council is planning a further 4,300 dwellings and 160 new commercial or industrial buildings will be required by 2031.	Growth forecasts are used to determine infrastructure capacity and when that capacity will be required. If actual growth varies significantly from what was projected, it could have a moderate impact on the Council's plans. If growth is higher than forecast, additional infrastructure may be required quicker than anticipated. If growth is lower, the Council may be able to defer the delivery of new or additional infrastructure.

Type	Uncertainties	Assumption	Discussion
Project Timing	<p>Multiple factors affect the actual timing of projects e.g.</p> <ul style="list-style-type: none"> <li>• Consents</li> <li>• Access to and acquisition of land</li> <li>• Population growth</li> <li>• Timing of private developments</li> <li>• Funding and partnership opportunities.</li> </ul>	That projects will be undertaken when planned.	The risk of the timing of projects changing is high due to factors like resource consents, third party funding, and land acquisition and access. The Council tries to mitigate these issues by undertaking the investigation, consultation and design phases sufficiently in advance of when construction is planned. If delays occur, it could have an impact on the levels of service and the Council's financing arrangements.
Project Funding	The Council cannot be certain that it will receive the full amount of anticipated subsidy or contribution. It depends on the funder's decision making criteria and their own ability to raise funds.	That projects will receive subsidy or third party contributions at the anticipated levels.	The risk of not securing funding varies and depends on the third party involved. If the anticipated funding is not received it is likely that the project will be deferred which may impact levels of service.
Accuracy of Cost Estimates	Project scope is often uncertain until investigation and design work has been completed, even then the scope can change due to unforeseen circumstances. Even if the scope has certainty there can be changes in the actual cost of work due to market competition or resource availability.	That project cost estimates are sufficiently accurate enough to determine the required funding level.	The risk of large underestimation is low; however, the importance is moderate as the Council may not be able to afford the true cost of the project. The Council tries to reduce this risk by undertaking reviews of all estimates and including an allowance for scope risk based on the complexity of the project.
Land Access and Acquisition	Land access and acquisition is inherently uncertain. Until negotiations commence, it is difficult to predict how an owner will respond to the request for access or transfer.	That the Council will be able to secure land and/or access to enable completion of projects.	The risk of delays to projects or changes in scope is high due to the possibility of delays in obtaining access. Where possible, the Council undertakes land negotiations well in advance of construction to minimise delays and scope change. If delays do occur, they may affect the level of service that the Council provides.

Type	Uncertainties	Assumption	Discussion
Legislation Changes	Often Central Government changes legislation to respond to emerging national issues and opportunities. It is difficult to predict what changes there will be to legislation and their implications for the Council.	The Council assumes that it will be affected by changes to Government legislation. However, as the nature of these changes is not known no financial provision has been made for them except where noted elsewhere in the LTP 2021-2031 forecasting assumptions.	The risk of major changes that impact the Council is moderate. If major changes occur, it is likely to have an impact on the required expenditure. The Council has not planned expenditure to specifically mitigate this risk. It may be necessary for the Council to reprioritise planned work to respond to future legislation.
Emergency Reserves	It is impossible to accurately predict when and where a natural hazard event will occur. Using historic trends to predict the future provides an indication but is not comprehensive. The effects of climate change are likely to include more frequent emergency events.	That the level of funding reserves combined with insurance cover and access to borrowing capacity will be adequate to cover reinstatement following emergency events.	Funding levels are based on historic requirements. The risk of requiring additional funding is moderate and may have a moderate effect on planned works due to reprioritisation of funds.
Climate change	Continued greenhouse gas emissions will cause further warming and changes in all parts of the climate system. The level of continued emissions of greenhouse gases and the effectiveness of worldwide efforts to reduce them are not known. The full extent of the impacts of climate change and the timing of these impacts are uncertain.	<p>The Council uses the latest climate predictions that have been prepared by NIWA for the Tasman District.</p> <p>The Council assumes that it is not possible to reduce the mid-century warming, due to the amount of carbon dioxide already accumulated in the atmosphere – i. e. that the projections for mid-century are already 'locked in'.</p> <p>As a consequence of climate change, natural disasters will occur with increasing frequency and intensity. The weather-related and wildfire events the District has experienced in recent years are consistent with predictions of climate change impacts. For low lying coastal land there will be increasing inundation and erosion from sea level rise and storm surge. Adaptation can help reduce</p>	<p>It is likely that risk of low lying land being inundated from the sea, and damage to Council property and infrastructure from severe weather events, will increase.</p> <p>The Council will need to monitor the level of sea level rise and other impacts of climate change over time and review its budgets, programme or work and levels of service accordingly.</p> <p>The Council will continue to take actions to mitigate its own greenhouse gas emissions, to work with the community on responses to climate change and show leadership on climate change issues.</p>

Type	Uncertainties	Assumption	Discussion
		<p>our vulnerability and increase our resilience to natural hazards.</p> <p>We assume that sea levels will continue to rise and are likely to rise at an accelerated rate over time. Our plans assume a sea level rise (SLR) of up to 0.3m by 2045, 0.9m by 2090 and 1.9m to 2150 (metres above 1986-2005 baseline), in line with the Ministry for the Environment's Coastal Hazards and Climate Change Guidance (2017). For coastal subdivisions, greenfield developments and major new infrastructure, we are planning for 1.9m SLR by 2150. All sea-level rise assumptions are based on the RCP8.5H+ scenario set out in the MfE guidance (2017).</p>	

In addition to the general assumptions above the Council needs to make assumptions that are specific to the Reserves and Facilities activity. These are discussed further in Table 40.

Table 40: Reserves and Facilities Specific Assumptions and Uncertainties

Type of Uncertainty	Assumption	Discussion
<b>Accuracy of growth modelling</b>	<p>Population and death rates will continue as predicted by current statistical trends.</p> <p>Growth in the District is high for the next 10 years and then medium for the following 10 years.</p>	<p>Potential impacts of population or death rates differing from that modelled could include the requirement to provide additional or less land for cemeteries and other types of reserves, in some locations.</p>

Type of Uncertainty	Assumption	Discussion
<b>Cemetery capacity requirements</b>	Burial preferences between cremation and interment will continue in line with current trends.	Adequate land is available to mitigate any change in trends, with the exception of Richmond Cemetery. Additional land is likely to be required within 10 years if the demand for grave sites increases at a rate that is greater than expected.
<b>Community needs and preferences</b>	The recreational needs of our community are likely to change over time.	We need to monitor and plan for changes in recreational needs.
<b>Continued operation of community housing</b>	The Council will continue to provide community housing and it will continue to be self-funding.	The Council established a working group to investigate potential options for Council-provided community housing in 2019, the work was put on hold in 2020 due to workload and other pressures. A revised programme for this work will be considered by the Council in August 2021.
<b>Continued operation of existing facilities</b>	All current community facilities continue to be operated with no significant changes.	Funding levels are based on historic requirements for ongoing maintenance. However, as the buildings age and use declines some facilities may not be replaced or maintained.
<b>Continuing involvement of volunteer committees</b>	Continued current operation of some public halls and community facilities by volunteer committees.	There is a risk that these committees will go defunct over time, requiring the Council to take over management of public halls due to lack of volunteers.
<b>Environmental conditions and natural hazard events</b>	Natural hazard events continue to escalate at the current rate and there is no catastrophic event during the next 10 years.	Climate change and extreme weather events (such as drought, floods and coastal erosion) can have large physical and financial impacts our parks, reserves and community facilities. The Council is undertaking strategic planning work on natural hazards, including climate change and extreme weather events, to identify ways to reduce or mitigate potential impacts.
<b>Financial viability of community housing</b>	Community housing will continue to be self-funding.	Community housing rentals have been set at 80% of the market rental, in order for the activity to remain self-funding. Rentals will be reviewed triennially and increased incrementally on an annual basis up to the 80% threshold.
<b>Levels of service (LOS)</b>	The current services and how we provide them will continue.	No major changes are planned for reserves and facilities LOS provided or anticipated. The Council has not mitigated against the possibility of such a change.

Type of Uncertainty	Assumption	Discussion
<b>Occupancy of community housing</b>	Occupancy of community housing will continue at current levels.	As rents increase units may remain empty for longer periods, as fewer tenants may be able to afford the higher rentals. Conversely, as the population ages and demand increases for this type of housing, units may experience higher occupancy rates.
<b>Public access to school pools</b>	That the school pools will still be available for public use.	Risk is that funding will not be available when major renewal work is required, and the schools may decide to close the pools.
<b>Recreational trends</b>	The recreational needs of our community are likely to change over time.	An ageing population is likely to result in a higher demand for more passive recreational opportunities and indoor facilities etc.

## 12 Asset Management Processes and Practices

Good quality data and asset management processes are the heart of effective planning. This section outlines our approach to asset management, our processes, and provides an overview of our data management systems and strategies that underpins this activity.

### 12.1 Appropriate Practice Levels

The Office of the Auditor General has chosen to use the International Infrastructure Management Manual (IIMM) as the benchmark against which New Zealand councils measure their activity management practices. There are five maturity levels in the IIMM; Aware, Basic, Core, Intermediate and Advanced. The IIMM sets out what the requirements are for each level against each area of the activity management system.

In 2017, the Council reviewed its Activity Management Policy and adopted an updated version. The Policy sets out the Council's activity management objectives and appropriate levels of practice. The Policy sets out the Council's activity management objectives and appropriate levels of practice. For the Reserves and Facilities activity, the Council has determined that the appropriate level of practice is Core.

### 12.2 Service Delivery

#### 12.2.1 Activity and Asset Management Teams

The Council has an organisational structure and capability that supports effective asset management planning. Multiple teams across Council are responsible for the different aspects of activity and asset management. The focus of the teams ranges from a strategic focus at the Long Term Plan/Infrastructure Strategy level which involves a cross-Council team, through to detail/operational focus at the Operational team level. Within the Community Development Department, the activity/asset management planning function is managed by each relevant team.

### 12.3 Service Delivery Review

In 2014, Section 17A was inserted into the Local Government Act which requires the Council to review the cost effectiveness of its current arrangements for providing local infrastructure, services, and regulatory functions at regular intervals. Reviews must be undertaken when service levels are significantly changed, before current contracts expire, and in any case not more than six years after the last review. In addition to the regular reviews, the Act requires the Council to complete an initial review of all functions by August 2017.

Table 41 summarises the reviews that have been completed to date and when the next review is required for this activity.



Table 41: Summary of Reviews

Scope of Review	Summary of Review	Review Date	Next Review
Reserves and Facilities	<p>The review found that the most cost-effective option at the current time is to continue with a publicly tendered delivery contract, and with the Council continuing to govern and fund the services. There are two alternatives, the first would be for the Council to invest in its own contracting capability at considerable expense; and the second would be to undertake parks and reserve maintenance jointly with Nelson City Council (NCC) through a negotiated agreement with the NCC Council-controlled Trading Organisations, Nelmac.</p> <p>The review determined that:</p> <ul style="list-style-type: none"> <li>• Delivery of maintenance services for parks and reserves continues on a contract basis, and</li> <li>• The two existing contracts for Golden Bay and Tasman Bay be amalgamated into a single contract, and</li> <li>• The contract be competitively tendered in order to ensure the most cost effective provision of the services.</li> </ul>	November 2018	2023
Housing for Older Adults (Community Housing)	<p>An initial review found that the status quo is the most cost-effective option as community housing is self-financing, and because it provides a surplus (15% of net income) to Council. Staff recommended that a full s.17A review not be undertaken for the delivery of Housing for Older Adults in 2017.</p>	June 2017	2023

### 12.3.1 General

At the time of the initial review, the Council determined that it would not review the current provision of Reserves and Facilities (including Community Housing) because:

- Alternative delivery of operations and maintenance of the Parks and Reserves in-house would require a substantial capital investment in plant, machinery and staff.
- At Saxton Field, a new committee structure has recently been put into place. In addition, the funding arrangement between the Council and Nelson City Council will be reviewed on completion of the velodrome and associated roadworks.
- Existing arrangements for halls and community facilities and centres with local groups and volunteers allow them to access external funds. Alternative delivery is likely to more expensive than leveraging community involvement and funding. These arrangements also enable a sense of community ownership, pride and buy-in into the facilities and centres that these groups manage on Council's behalf.

- The status quo for Community Housing is self-financing and provides a surplus to the Council. The current model is in line with the Council's Community Outcomes around well-being, and there is public interest in retaining them.

A further review of Reserves and Facilities in November 2018 agreed that the most cost effective option for the operations and maintenance delivery was to continue with a publicly tendered delivery contract, and with the Council continuing to govern and fund the services. This was implemented in October 2019 with the tendering of a service delivery contract for a five-year term commencing on 1 July 2020. The tender process resulted in Nelmac being awarded the new contract.

### 12.3.2 Governance

The Tasman District Council comprises a Mayor and 13 Councillors, which provide governance for the Reserves and Facilities activity (including Community Housing) within the Tasman District, with the exception of Saxton Field.

#### 12.3.2.1 Saxton Field

Saxton Field is jointly owned, funded and managed by Tasman District Council and Nelson City Council. The Saxton Field Committee was established as a joint committee in December 2016. Prior to that, a working party of elected members and staff provided governance. The Saxton Field Reserve Management Plan was adopted in 2008 and this plan was reviewed in 2020. A draft reserve management plan was advertised for community input in December 2020 with the hearing of submissions in February 2021. The new management plan was adopted in May 2021 following incorporation of changes resulting from the hearing of submissions.

### 12.3.3 Funding

The Reserves and Facilities are funded through a mix of District Facilities Rates and a Shared Facilities Rates (regional), general rates, dividends from commercial campgrounds and community housing, grants from external agencies, Reserve Financial Contributions, user fees and charges, income from forestry for Moturoa/Rabbit Island and community fund-raising contributions.

#### 12.3.3.1 Saxton Field

There is a funding agreement between the Councils with Tasman District Council currently contributing 50% and Nelson City Council 50%. The two Councils reviewed the funding split in late 2017.

#### 12.3.3.2 Community Housing

Rental income is set at 80% of market rent (last reviewed in May 2020 by an independent valuer). Rental income meets all operational costs of the service. In addition, Community Housing provides a surplus of 15% net income to the Reserves and Facilities budget.

#### 12.3.4 Delivery

The Reserves and Facilities activity is the responsibility of the Reserves and Facilities Manager, who reports to the Community Development Manager, who reports to the Chief Executive. Staff in the Reserves and Facilities team in the Richmond office manage this activity – both contracts and relationships. All physical works and services are outsourced through external contracts for operations and maintenance, and in some instances, management. The Community Partnerships team (reporting to the Community Relations Manager, who reports to the Community Development Manager) delivers work relating to community grants, community events, environmental education and managing the service delivery contracts for the five major community facilities.

##### 12.3.4.1 Reserves and Facilities Maintenance contract

The District wide contract for parks and reserves operations and maintenance was publicly tendered in October 2019. The current contractor is Nelmac, a Council Controlled Trading Organisation of Nelson City Council. The scope includes litter control, maintenance of grass, vegetation control, provision of planting and irrigation of sports facilities, playground equipment, parks, and walkways, waterways and water bodies, toilet and changing facilities, grounds maintenance at community housing complexes and cemetery services.

The term of the current contract is from 1 July 2020 to 30 June 2025, with potential extension to 30 June 2027 at Council's sole discretion. Renewal is subject to performance (as defined by the contract) with the opportunity for an annual cost adjustment.

##### 12.3.4.2 Saxton Field

Nelson City Council has a management contract for the Pavilion and Oval with an external provider, Sports Tasman; Tasman District Council contributes to this financially. For Tasman District Council land within the Saxton Field complex, operations and maintenance work is covered by the Tasman Reserves and Facilities Maintenance contract.

##### 12.3.4.3 Local Management Committees

Many of the community facilities, halls and some reserves are operated by voluntary groups through local management committees; with Council support. The Committees can access other sources of funding (e.g. grants) not available to the Council.

##### 12.3.4.4 Community Housing

Reserves and Facilities staff oversee the delivery of this service (tenancy management, requests for repairs etc.). Approximately 40% of one FTE is spent managing the community housing. From investigations into outsourcing costs, this is substantially lower than delivering this service through an external contractor. Maintenance of the grounds is included in the Reserves and Facilities Maintenance Contract. Other maintenance and capital works, such as scheduled maintenance (e.g. exterior painting) and non-scheduled maintenance (e.g. faults, vandalism repair), are outsourced. The Council is undertaking a staged programme of improvements in order to meet the Government Healthy Homes Standards as required under the Residential Tenancies Act which includes improvements to ventilation, moisture ingress, drainage and draught stopping.

## 12.4 Asset Management Systems and Data

### 12.4.1 Information Systems and Tools

The Council has a variety of systems and tools that support effective operation and maintenance, record asset data, and enable that data to be analysed to support optimised life-cycle management. There is a continual push to incorporate all asset data into the core asset management systems where possible; where not possible, attempts are made to integrate or link systems so that they can be easily accessed.

Confirm (a specialised Asset Management Application) holds a database of all land, assets and building information relating to the Reserves and Facilities activity. The asset information currently records base details relating to:

- Asset type
- Measurement information – (how many and size)
- Asset creation date
- Location description
- Maintenance contract and area, if any
- Ward
- Customer responsible for asset; and
- Attribute detail about asset.

It also may record the following additional information:

- some detail relating to scanned as built plan links; and
- asset notes and description.

Confirm is used to manage all ground maintenance contract management functions. Confirm has a customer service enquiry functionality that is used to log and manage customer calls.

Plans and as built information are contained within the Council's document management system (Digital Office and Record Information System (DORIS)). This is a scanned image repository system. It is not yet a complete record of all plans. Some documents and images are also stored on the network drive and are linked to Confirm e.g. plaques and signs photos and management plans. Some plans and records are held in hard copy form.

### 12.4.2 Asset Data

Table 42 summarises the various data types, data source and how they are managed within the Council. It also provides a grading on data accuracy and completeness where appropriate.

Table 42: Data Types and Information Systems

Data Type	Information System	Management strategy	Data Accuracy	Data Completeness
As-built plans	DORIS (Digital Office and Record Information System)	As-built plans are uploaded to DORIS, allowing digital retrieval. Each plan is audited on receipt to ensure a consistent standard and quality.	2	2
Asset condition	Confirm	Condition data held in Confirm on all assets.	2	3
Asset description	Confirm	All assets are recorded in Confirm.	2	2
Asset location	Geographic Information System (GIS) (point and line data) / Confirm	Location data is recorded in GIS and Confirm.	2	2
Asset valuation	Confirm	Valuation of assets is based on data in Confirm. More information required on smaller assets.	2	2
Contract payments	Confirm	All maintenance contract payments are done through Confirm. Data on expenditure is extracted and uploaded to NCS.	N/A	N/A
Contractor performance	Confirm	Contractor performance is recorded in Confirm's Maintenance Management module.	N/A	N/A
Corporate GIS browser	ESRI	Selected datasets are made available to all the Council staff through this internal GIS browser via individual layers and associated reports.	N/A	N/A
Customer service requests	Customer Services Application / Confirm	Customer calls relating to asset maintenance are captured in the custom-made Customer Services Application and passed to Confirm's enquiry module.	N/A	N/A

Data Type	Information System	Management strategy	Data Accuracy	Data Completeness
Financial information	NCS	The Council's corporate financial system is NCS, a specialist supplier of integrated financial, regulatory and administration systems for Local Government. Contract payment summaries are reported from Confirm and imported into NCS for financial tracking of budgets.	N/A	N/A
Infrastructure Asset Register	Spreadsheet	High-level financial tracking spreadsheet for monitoring asset addition, disposals and depreciation. High-level data is checked against detail data in the Asset Management (AM) system and reconciled when a valuation is performed.	2	2
Growth and Demand Supply	Growth Model	A series of linked processes that underpin the Council's long-term planning, by predicting expected development areas, revenues and costs, and estimating income for the long-term.	2	2
Maintenance history	Confirm	Contractor work is issued via Confirm.	2	2
Photos	Network drives	Electronic photos of assets are mainly stored on the Council's network drives (historic information) and DORIS (Digital Office and Record Information System).	N/A	N/A

Data Type	Information System	Management strategy	Data Accuracy	Data Completeness
Processes and documentation	Promapp	Promapp is process management software that provides a central online repository where the Council's process diagrams and documentation is stored. It was implemented in 2014 and there is a phased uptake by business units.	2	4
Resource consents and consent compliance	NCS	Detail on Resource Consents and their compliance of conditions (e.g. sample testing) are recorded in the NCS Resource Consents module.	2	2
Reports	Confirm Reports	Many SQL based reports from Confirm are delivered through Confirm Reports. ESRI also links to this reported information to show asset information and links (to data in NCS)	N/A	N/A
Tenders	GETS	Almost all New Zealand councils use this system to advertise their tenders and to conduct the complete tendering process electronically.	N/A	N/A

Table 43: Data Accuracy and Completeness Grades

Grade	Description	% Accurate
1	Accurate	100
2	Minor Inaccuracies	+/- 5
3	50 % Estimated	+/- 20
4	Significant Data Estimated	+/- 30
5	All Data Estimated	+/- 40

Grade	Description	% Complete
1	Complete	100
2	Minor Gaps	90 – 99
3	Major Gaps	60 – 90
4	Significant Gaps	20 – 60
5	Limited Data Available	0 – 20

## 12.5 Quality Management

The Council has not implemented a formal Quality Management system across the organisation. Quality is ensured by audits, checks and reviews that are managed on a case by case basis.

Table 44 outlines the quality management approaches that support Council's asset management processes and systems.

Table 44: Quality Management Approaches

Activity	Description
Asset Creation	As-built plans are reviewed on receipt for completeness and adherence to the Engineering Standards and Policies. If anomalies are discovered during data entry, these are investigated and corrected. As-built information and accompanying documentation is required to accompany maintenance contract claims.
Asset Data Integrity	Regular reports are run to ensure data accuracy and completeness. Reserves and Facilities assets can be viewed spatially within the Confirm AM system, and viewers are encouraged to report anomalies to relevant staff.
Levels of Service	Key performance indicators are reported annually via the Council's Annual Report. This is audited by the Office of the Auditor General.
Operations	Audits of a percentage of contract maintenance works are undertaken monthly, to ensure that performance standards are maintained. Failure to comply with standards is linked to financial penalties for the contractor.
Planning	The Long Term Plan (LTP) and associated planning process are formalised across the Council. There is a LTP project team, LTP governance team, and Activity Management Plan (AMP) project team that undertakes internal reviews prior to the Council approval stages. Following completion of the AMPs, a peer review is done, and the outcomes used to update the AMP improvement plans.
Process documentation	The Council uses Promapp software to document and store process descriptions. Over time, staff are capturing organisational knowledge in an area accessible to all, to ensure business continuity and consistency. Detailed documentation, forms and templates can be linked to each activity in a process. Processes are shown in flowchart or swim lane format, and can be shared with external parties.
Programme Delivery	Large capital projects are managed using a Gate system with inbuilt checks and balances at critical points in the project management process. Projects cannot proceed until all criteria of a certain stage have been completely met and formally signed off.
Reports to the Council	All reports that are presented to the Council by staff are reviewed and approved by the Leadership Team prior to release.



# 13 Improvement Planning

Establishment of a robust, continuous improvement process ensures that the Council is making the most effective use of resources to achieve an appropriate level of asset management practice. The continuous improvement process includes:

- Identification of improvements
- Prioritisation of improvements
- Establishment of an improvement programme
- Delivery of improvements
- On-going review and monitoring of the programme.

## 13.1 Summary of Planned Improvements

A list of the planned Reserves and Facilities activity specific improvement items is provided in Table 45.

Table 45: Reserves and Facilities Improvement Items

Improvement Item	Further Information	Priority	Status	Expected Completion Date	Staff Member Responsible	Cost / Resource Type
Concessions Policy	Preparation of a concessions policy for use of the Council parks, reserves and community facilities is needed, due to increasing demand for paid activities to take place in these areas.	High	Not started	June 2022	Richard Hollier	Staff time
Community Facilities review	Preparation of a strategy is required to address a range of issues to better determine future requirements and specific levels of service and govern future use of community facilities.	High	Not started	December 2022	Richard Hollier / Jane Park	Staff time
Condition assessment	Undertake condition assessment of all buildings and structures	High	Not started	December 2021	Richard Hollier	Staff time
Community Housing review	Review the Council's provision of community housing to determine the long-term future needs and direction for the provision of this service area.	High	On hold	June 2022	Richard Hollier / Jane Park	Staff time
Public Toilet Policy	Develop a public toilet policy that will cover levels of service, design and construction standards, future toilet development needs and a renewal plan for replacement of toilets.	Medium	Not started	July 2022	Richard Hollier	Staff time
Renewals	Use updated condition assessment information to prepare a renewal programme for future years.	Medium	Not started	December 2022	Richard Hollier	Staff time
Cemetery SOP	Review and update existing Cemetery Standard Operating Procedures (SOP)	Medium	In progress	June 2021	Richard Hollier / Beryl Wilkes	Staff time

Improvement Item	Further Information	Priority	Status	Expected Completion Date	Staff Member Responsible	Cost / Resource Type
Refine data confidence table	Data confidence is included, but limited. Suggest it can be improved by stating confidence on quantity, attributes, cost life, condition and performance.	Low	Not started	December 2022	Glenn Thorn	Staff time
Asset disposal	Statements around asset disposal need to be aligned with the management strategies for halls and old pools.	Low	Not started	December 2022	Richard Hollier	Staff time
Asset valuation information	The asset valuation information should include replacement value.	Low	Not started	December 2021	Richard Hollier / Charlotte Thomas	Staff time
Future demand for facilities	Translate information about population figures into how this will affect community facilities, e.g. libraries (attendance figures), community housing (demand).	Low	Not started	December 2022	Anna Gerraty / Ros Squire / Brylee Wayman	Staff time

# Appendices

# Appendix A: Operational Budget<sup>11</sup>

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<sup>11</sup> The operational budgets do not currently contain the funding for community events, community grants and environmental education activities. This funding will be included in the final AMP figures.

ID	Name	Total Budget	Financial Year Budget (\$)										Total Budget	
		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
14012513	COMMUNITY & REC PROMOTION	340,550	11,352	11,352	11,352	11,352	11,352	11,352	11,352	11,352	11,352	11,352	113,517	113,517
14012517	COMMUNITY & REC SUNDRY EXPS	481,944	16,065	16,065	16,065	16,065	16,065	16,065	16,065	16,065	16,065	16,065	160,648	160,648
14012526	COMMUNITY ARTS PARTNERSHIP	633,582	21,119	21,119	21,119	21,119	21,119	21,119	21,119	21,119	21,119	21,119	211,194	211,194
14042203	RECREATION MURCH RESOURCE CN	360,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	120,000	120,000
14042404	RECREATION MOT REC CENTER	665,261	22,175	22,175	22,175	22,175	22,175	22,175	22,175	22,175	22,175	22,175	221,754	221,754
1404240401	RECREATION RICHMOND	443,507	14,784	14,784	14,784	14,784	14,784	14,784	14,784	14,784	14,784	14,784	147,836	147,836
1404240406	RECREATION MOUTERE	332,630	11,088	11,088	11,088	11,088	11,088	11,088	11,088	11,088	11,088	11,088	110,877	110,877
1404240407	RECREATION WAKEFIELD/TAPAWERA	240,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	80,000	80,000
1404251705	G BAY COMMUNITY WORKER CONTR	665,261	22,175	22,175	22,175	22,175	22,175	22,175	22,175	22,175	22,175	22,175	221,754	221,754
1406251201	MUDCAKES AND ROSES MAGAZINE	1,770,000	59,000	59,000	59,000	59,000	59,000	59,000	59,000	59,000	59,000	59,000	590,000	590,000
1406251205	Hummin in Tasman	222,000	7,400	7,400	7,400	7,400	7,400	7,400	7,400	7,400	7,400	7,400	74,000	74,000
14062526	RECREATION FESTIVAL EVENTS	1,860,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	620,000	620,000
1406252601	RECREATION YOUTH COUNCIL	601,903	20,063	20,063	20,063	20,063	20,063	20,063	20,063	20,063	20,063	20,063	200,634	200,634
1406252603	RECREATION DATA BASE	660,860	22,029	22,029	22,029	22,029	22,029	22,029	22,029	22,029	22,029	22,029	220,287	220,287
1406252605	RECREATION FOUND MAGAZINE	158,396	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	52,799	52,799
1406252607	Recreation Youth Strategy	158,396	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	52,799	52,799
1406252608	REC CONNECTIONS YOUTH LINK	316,791	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	105,597	105,597
1406252609	STREET AMBASSADORS	586,063	19,535	19,535	19,535	19,535	19,535	19,535	19,535	19,535	19,535	19,535	195,354	195,354
1406252612	Youth Development Projects	450,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000	150,000
14252517	POOL SUB - SECONDARY & AREA	2,032,110	67,737	67,737	67,737	67,737	67,737	67,737	67,737	67,737	67,737	67,737	677,370	677,370
1451252601	POSITIVE AGEING PROJECT	450,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000	150,000
1501220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
1512240701	Takaka Flats - Exterior Maintenance	114,520	3,817	3,817	3,817	3,817	3,817	3,817	3,817	3,817	3,817	3,817	38,173	38,173
1512240702	Takaka Flats Interior Maintenance	102,260	3,409	3,409	3,409	3,409	3,409	3,409	3,409	3,409	3,409	3,409	34,087	34,087
1512240801	Takaka Flats - Mowing & Sweeping	106,260	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	35,420	35,420
15122505	Takaka Flats - Electricity	36,000	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	12,000	12,000
15122508	Takaka Flats - Rates	132,000	4,400	4,400	4,400	4,400	4,400	4,400	4,400	4,400	4,400	4,400	44,000	44,000
1521240701	Murchison Flats - Exterior Maintenance	165,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	55,000	55,000
1521240702	Murchison Flats - Interior Maintenance	110,877	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	36,959	36,959
1521240801	Murchison Flats - Mowing & Sweeping	72,660	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	24,220	24,220
15212508	Murchison Flats - Rates	162,000	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	54,000	54,000
1521250801	Murchison Flats - Water Charges	15,839	528	528	528	528	528	528	528	528	528	528	5,280	5,280
1531240701	Hollis Hill (Bgw) Flats - Exterior Mntce	135,000	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	45,000	45,000
1531240702	Hollis Hill (Bgw) Flats - Interior Mntce	120,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	40,000	40,000
1531240801	Hollis Hill (Bgw) Flats - Mowing & Sweeping	142,350	4,745	4,745	4,745	4,745	4,745	4,745	4,745	4,745	4,745	4,745	47,450	47,450
15312505	Hollis Hill (Bgw) Flats - Electricity	6,000	200	200	200	200	200	200	200	200	200	200	2,000	2,000
15312508	Hollis Hill (Bgw) Flats - Rates	234,000	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	78,000	78,000
1531250801	Hollis Hill (Bgw) Flats -Water Chgs	30,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000	10,000

ID	Name	Total Budget	Financial Year Budget (\$)										Total Budget	
		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
1532240701	Pearless (Wkfld) Flats - Exterior Mntce	240,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	80,000	80,000
1532240702	Pearless (Wkfld) Flats - Interior Mntce	158,396	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	52,799	52,799
1532240801	Pearless (Wkfld) Flats - Mowing & Sweeping	86,100	2,870	2,870	2,870	2,870	2,870	2,870	2,870	2,870	2,870	2,870	28,700	28,700
15322508	Pearless (Wkfld) Flats - Rates	199,578	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	66,526	66,526
1532250801	Pearless (Wkfld) Flats - Water Charges	12,672	422	422	422	422	422	422	422	422	422	422	4,224	4,224
1541240701	Vosper St Exterior Maintenance	580,709	19,357	19,357	19,357	19,357	19,357	19,357	19,357	19,357	19,357	19,357	193,570	193,570
1541240702	Vosper St Flats - Interior Mntce	750,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000	250,000
1541240801	Vosper St Mowing & Sweeping	382,740	12,758	12,758	12,758	12,758	12,758	12,758	12,758	12,758	12,758	12,758	127,580	127,580
15412505	Vosper St Flats - Electricity	3,000	100	100	100	100	100	100	100	100	100	100	1,000	1,000
15412508	Vosper St Flats - Rates	715,947	23,865	23,865	23,865	23,865	23,865	23,865	23,865	23,865	23,865	23,865	238,649	238,649
1541250801	Vosper St Water Charges	76,030	2,534	2,534	2,534	2,534	2,534	2,534	2,534	2,534	2,534	2,534	25,343	25,343
1542240701	Mears-Haven External Mntce	316,791	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	105,597	105,597
1542240702	Mears-Haven - Interior Maintenance	511,237	17,041	17,041	17,041	17,041	17,041	17,041	17,041	17,041	17,041	17,041	170,412	170,412
1542240801	Mears-Haven - Mowing & Sweeping	306,150	10,205	10,205	10,205	10,205	10,205	10,205	10,205	10,205	10,205	10,205	102,050	102,050
15422508	Mears-Haven - Rates	427,668	14,256	14,256	14,256	14,256	14,256	14,256	14,256	14,256	14,256	14,256	142,556	142,556
1551240701	Aotea Flats Exterior Maintenance	601,903	20,063	20,063	20,063	20,063	20,063	20,063	20,063	20,063	20,063	20,063	200,634	200,634
1551240702	Aotea Flats Interior Maintenance	810,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	270,000	270,000
1551240801	Aotea Flats Mowing & Sweeping	411,750	13,725	13,725	13,725	13,725	13,725	13,725	13,725	13,725	13,725	13,725	137,250	137,250
15512508	Aotea Flats - Rates	523,117	17,437	17,437	17,437	17,437	17,437	17,437	17,437	17,437	17,437	17,437	174,372	174,372
1551250801	Aotea Flats - Water Charges	105,000	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000	35,000
1552240701	Maling Flats Exterior Maintenance	180,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	60,000	60,000
1552240702	Maling Flats Interior Maintenance	360,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	120,000	120,000
1552240801	Maling Flats Mowing & Sweeping	180,180	6,006	6,006	6,006	6,006	6,006	6,006	6,006	6,006	6,006	6,006	60,060	60,060
15522508	Maling Flats - Rates	304,119	10,137	10,137	10,137	10,137	10,137	10,137	10,137	10,137	10,137	10,137	101,373	101,373
1552250801	Maling Flats Water Charges	34,847	1,162	1,162	1,162	1,162	1,162	1,162	1,162	1,162	1,162	1,162	11,616	11,616
17002202	LEGAL FEES	180,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	60,000	60,000
17002203	P/R CONTRACT DOCUMENTATION	65,000	0	0	0	0	0	65,000	0	0	0	0	0	0
1700220301	GENERAL CONSULTANCY	2,425,880	80,880	85,000	95,000	80,000	80,000	85,000	80,000	80,000	80,000	80,000	800,000	800,000
1700220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
17002401105	CONTRACTOR REPORTS RICHMOND	328,800	10,960	10,960	10,960	10,960	10,960	10,960	10,960	10,960	10,960	10,960	109,600	109,600
17002404	PARKS INSPECTION SERVICES CONT	475,186	15,840	15,840	15,840	15,840	15,840	15,840	15,840	15,840	15,840	15,840	158,395	158,395
17002505	P&R Electricity	540,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	180,000	180,000
17002508	P/R RATES PAYMENT	3,679,029	122,634	122,634	122,634	122,634	122,634	122,634	122,634	122,634	122,634	122,634	1,226,343	1,226,343
1700250802	P/R Water Rates	1,050,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000	350,000
17012401	B/Esp Richmond General Maintenance	4,842,000	161,400	161,400	161,400	161,400	161,400	161,400	161,400	161,400	161,400	161,400	1,614,000	1,614,000
1701240103	B/Esp WAIMEA RIVER PARK	210,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	70,000	70,000
170124011	B/Esp Waimea/Moutere/Murch Maintenance	4,950,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	1,650,000	1,650,000
170124012	B/Esp Motueka Maintenance	4,842,000	161,400	161,400	161,400	161,400	161,400	161,400	161,400	161,400	161,400	161,400	1,614,000	1,614,000
1701240133	Beach & Esp Reserve Golden Bay	3,510,000	117,000	117,000	117,000	117,000	117,000	117,000	117,000	117,000	117,000	117,000	1,170,000	1,170,000
17022401	Cemeteries Richmond Maintenance	2,001,000	66,700	66,700	66,700	66,700	66,700	66,700	66,700	66,700	66,700	66,700	667,000	667,000

ID	Name	Total Budget	Financial Year Budget (\$)										Total Budget	
		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
170224011	Cemeteries Waimea/Moutere/Murch/Maintenance	960,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	320,000	320,000
17022401110	RICHMOND BURIALS	960,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	320,000	320,000
170224012	Cemeteries Motueka Maintenance	1,980,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	660,000	660,000
17022401210	WAIMEA/LAKES BURIALS	360,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	120,000	120,000
170224013	Cemeteries Golden Bay Maintenance	1,350,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	450,000	450,000
17022401310	MOTUEKA BURIALS	780,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	260,000	260,000
17022401410	GOLDEN BAY BURIALS	420,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	140,000	140,000
17032401	P/C Richmond Maintenance	1,950,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	650,000	650,000
170324011	P/C Waimea/Moutere/Murch Maintenance	5,700,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	1,900,000	1,900,000
170324012	P/C Motueka Maintenance	3,360,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	1,120,000	1,120,000
170324013	P/C Golden Bay Maintenance	4,059,000	135,300	135,300	135,300	135,300	135,300	135,300	135,300	135,300	135,300	135,300	1,353,000	1,353,000
17032404	P/C RENTOKIL HYGIENE	1,380,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	460,000	460,000
17042401	P/G Richmond Maintenance	7,637,490	254,583	254,583	254,583	254,583	254,583	254,583	254,583	254,583	254,583	254,583	2,545,830	2,545,830
170424011	P/G Waimea/Moutere/Murch Maintenance	6,552,000	218,400	218,400	218,400	218,400	218,400	218,400	218,400	218,400	218,400	218,400	2,184,000	2,184,000
170424012	P/G Motueka Maintenance	5,580,000	186,000	186,000	186,000	186,000	186,000	186,000	186,000	186,000	186,000	186,000	1,860,000	1,860,000
170424013	P/G Golden Bay Maintenance	3,360,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	112,000	1,120,000	1,120,000
17042401312	P/G MOTUEKA REC CENTRE MTCE	194,400	6,480	6,480	6,480	6,480	6,480	6,480	6,480	6,480	6,480	6,480	64,800	64,800
17042401582	P/G FENC/FURN/SIGNS	1,520,596	50,687	50,687	50,687	50,687	50,687	50,687	50,687	50,687	50,687	50,687	506,865	506,865
17052401180	TREES PLOTS VERGES RICHMOND	564,000	18,800	18,800	18,800	18,800	18,800	18,800	18,800	18,800	18,800	18,800	188,000	188,000
17052401280	TREES PLOTS VERGES WAIMEA	276,000	9,200	9,200	9,200	9,200	9,200	9,200	9,200	9,200	9,200	9,200	92,000	92,000
17052401380	TREES PLOTS VERGES MOTUEKA	939,000	35,300	35,300	35,300	35,300	35,300	35,300	35,300	35,300	35,300	35,300	293,000	293,000
17052401480	TREES PLOTS VERGES GOLDEN BAY	360,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	120,000	120,000
1705252601	TREES PROTECTED TREES	1,800,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	600,000	600,000
17072401	Sports Grounds Richmond Maintenance	7,590,000	253,000	253,000	253,000	253,000	253,000	253,000	253,000	253,000	253,000	253,000	2,530,000	2,530,000
170724011	Sports Grounds Waimea/Moutere/Murch Maintenance	7,323,000	244,100	244,100	244,100	244,100	244,100	244,100	244,100	244,100	244,100	244,100	2,441,000	2,441,000
170724012	Sports Grounds Motueka Maintenance	8,343,000	278,100	278,100	278,100	278,100	278,100	278,100	278,100	278,100	278,100	278,100	2,781,000	2,781,000
170724013	Sports Grounds Golden Bay Maintenance	804,000	26,800	26,800	26,800	26,800	26,800	26,800	26,800	26,800	26,800	26,800	268,000	268,000
1708240101	MISC FENCING	660,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	220,000	220,000
1708240102	MISC VANDALISIM	900,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000	300,000
17082526	MISC ANZAC DAY EXPENSES	237,593	7,920	7,920	7,920	7,920	7,920	7,920	7,920	7,920	7,920	7,920	79,198	79,198
17082526101	MISC RICHMOND MEMORIALS	285,000	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	95,000	95,000
17082526302	MISC MOTUEKA SALTWATER BATHS	31,679	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	10,560	10,560
17082526304	MISC MOTUEKA CAMERA MONITORING	180,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	60,000	60,000



ID	Name	Total Budget	Financial Year Budget (\$)										Total Budget	
		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
17092401	Moturoa/Rabbit Island Maintenance	3,923,771	130,792	130,792	130,792	130,792	130,792	130,792	130,792	130,792	130,792	130,792	1,307,924	1,307,924
1709240102	R/I TOILET BLOCK MONITORING	540,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	180,000	180,000
1709240105	R/I TREES & SHRUBS	1,267,163	42,239	42,239	42,239	42,239	42,239	42,239	42,239	42,239	42,239	42,239	422,388	422,388
1709240108	R/I HOUSING MTCE - INTERIOR	298,576	7,953	37,953	37,953	7,953	7,953	7,953	7,953	7,953	7,953	7,953	79,525	79,525
17092404	R/I ROADS & PARKS CONTRACT	9,300,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	3,100,000	3,100,000
17092504	R/I TELEPHONE	20,465	682	682	682	682	682	682	682	682	682	682	6,822	6,822
17092505	R/I ELECTRICITY	9,000	300	300	300	300	300	300	300	300	300	300	3,000	3,000
17092526	R/I EQUESTRIAN PARK	158,396	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	5,280	52,799	52,799
17102401	Walkways Richmond Maintenance	2,700,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	900,000	900,000
171024011	Walkways Waimea/Moutere Maintenance	2,910,000	97,000	97,000	97,000	97,000	97,000	97,000	97,000	97,000	97,000	97,000	970,000	970,000
171024012	Walkways Motueka Maintenance	1,485,000	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500	495,000	495,000
171024013	Walkways Golden Bay Maintenance	327,000	10,900	10,900	10,900	10,900	10,900	10,900	10,900	10,900	10,900	10,900	109,000	109,000
17112401116	FPG RICHMOND	7,191,000	239,700	239,700	239,700	239,700	239,700	239,700	239,700	239,700	239,700	239,700	2,397,000	2,397,000
17112401205	FPG MOUTERE WAIMEA	813,000	27,100	27,100	27,100	27,100	27,100	27,100	27,100	27,100	27,100	27,100	271,000	271,000
17112401304	FPG MOTUEKA	1,980,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	660,000	660,000
17112401480	FPG GOLDEN BAY	634,500	21,150	21,150	21,150	21,150	21,150	21,150	21,150	21,150	21,150	21,150	211,500	211,500
17122401286	SIS MOUTERE WAIMEA	465,000	15,500	15,500	15,500	15,500	15,500	15,500	15,500	15,500	15,500	15,500	155,000	155,000
17122401287	SIS FAULKNER BUSH/EDWARD BAIGE	1,446,000	48,200	48,200	48,200	48,200	48,200	48,200	48,200	48,200	48,200	48,200	482,000	482,000
17122401288	SIS TAPAWERA	186,300	6,210	6,210	6,210	6,210	6,210	6,210	6,210	6,210	6,210	6,210	62,100	62,100
17122401307	SIS MOTUEKA	330,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	110,000	110,000
17122401580	SIS LAKES/MURCHISON	270,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	90,000	90,000
1801252601	PHYSICAL ACTIVITIES INITIATIVE	205,914	6,864	6,864	6,864	6,864	6,864	6,864	6,864	6,864	6,864	6,864	68,638	68,638
18032534	COUNCIL GRANTS ISSUES	6,620,927	220,698	220,698	220,698	220,698	220,698	220,698	220,698	220,698	220,698	220,698	2,206,976	2,206,976
1803253401	COUNCIL ART & CULTURE POLICY E	95,037	3,168	3,168	3,168	3,168	3,168	3,168	3,168	3,168	3,168	3,168	31,679	31,679
1803253402	COMMUNITY CONSULTATION GRANTS	791,977	26,399	26,399	26,399	26,399	26,399	26,399	26,399	26,399	26,399	26,399	263,992	263,992
1803253408	WAITANGI DAY CELEBRATIONS	79,198	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	26,399	26,399
1803253414	Te Matatini	105,000	0	0	35,000	35,000	35,000	0	0	0	0	0	0	0
18052517	FRIENDLY TOWNS SUNDRY EXPENS	126,716	4,224	4,224	4,224	4,224	4,224	4,224	4,224	4,224	4,224	4,224	42,239	42,239
18062534	CREATIVE COMM GRANTS PAID	1,387,800	46,260	46,260	46,260	46,260	46,260	46,260	46,260	46,260	46,260	46,260	462,600	462,600
18082534	GRANT \$200 SHIPS	150,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	50,000	50,000
18092534	Sport NZ Rural Travel Grant Issue	643,572	21,452	21,452	21,452	21,452	21,452	21,452	21,452	21,452	21,452	21,452	214,524	214,524
1810253401	WAY 2 GO TRAILER	31,679	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	10,560	10,560
19002203	Consulting	216,000	60,000	0	52,000	0	0	52,000	0	0	52,000	0	0	0
1900220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
19002401	HALLS REPAIRS /MAINTENANCE	2,851,117	95,037	95,037	95,037	95,037	95,037	95,037	95,037	95,037	95,037	95,037	950,372	950,372
1900240101	Building Warrant of Fitness	630,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	210,000	210,000
1900250502	SPC Electricity	175,759	5,859	5,859	5,859	5,859	5,859	5,859	5,859	5,859	5,859	5,859	58,586	58,586
19002508	Special Purposes Committees - Rates	1,607,490	53,583	53,583	53,583	53,583	53,583	53,583	53,583	53,583	53,583	53,583	535,830	535,830
1900250801	WATER ON BEHALF	316,791	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	10,560	105,597	105,597
19002534	\$1 FOR \$1 SUBSIDIES	1,516,500	50,550	50,550	50,550	50,550	50,550	50,550	50,550	50,550	50,550	50,550	505,500	505,500
19032505	GB COMMUNITY CENTRE ELECTRIC	43,940	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	14,647	14,647

ID	Name	Total Budget	Financial Year Budget (\$)										Total Budget	
		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
19032509	GB COMMUNITY CENTRE CLEANING	190,075	6,336	6,336	6,336	6,336	6,336	6,336	6,336	6,336	6,336	6,336	63,358	63,358
19032517	GB COMMUNITY MATERIALS PURCH	443,507	14,784	14,784	14,784	14,784	14,784	14,784	14,784	14,784	14,784	14,784	147,836	147,836
19052505	Electricity	26,364	879	879	879	879	879	879	879	879	879	879	8,788	8,788
19052517	Materials	12,000	400	400	400	400	400	400	400	400	400	400	4,000	4,000
19062401	KOTINGA HALL REPAIRS & MAINT	15,839	528	528	528	528	528	528	528	528	528	528	5,280	5,280
19062505	KOTINGA HALL ELECTRICITY	8,261	275	275	275	275	275	275	275	275	275	275	2,754	2,754
19062517	KOTINGA HALL MATERIALS PURCH	22,144	738	738	738	738	738	738	738	738	738	738	7,381	7,381
19072505	LOWER MOUTERE HALL ELECTRICI	45,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	15,000	15,000
19072517	LOWER MOUTERE HALL MATERIALS	51,130	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	17,043	17,043
19082404	MOT MEMORIAL HALL CONTRACTS	347,646	11,588	11,588	11,588	11,588	11,588	11,588	11,588	11,588	11,588	11,588	115,882	115,882
19082505	MOT MEMORIAL HALL ELECTRICIT	270,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	90,000	90,000
19082517	MOT MEMORIAL HALL MATERIALS	540,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	180,000	180,000
19102404	NGATIMOTI HALL CONTRACTS	56,135	1,871	1,871	1,871	1,871	1,871	1,871	1,871	1,871	1,871	1,871	18,712	18,712
19102505	NGATIMOTI HALL ELECTRICITY	37,824	1,261	1,261	1,261	1,261	1,261	1,261	1,261	1,261	1,261	1,261	12,608	12,608
19112505	ONEKAKA HALL ELECTRICITY	10,862	362	362	362	362	362	362	362	362	362	362	3,621	3,621
19112517	ONEKAKA HALL MATERIALS PURCH	102,260	3,409	3,409	3,409	3,409	3,409	3,409	3,409	3,409	3,409	3,409	34,087	34,087
19122401	POHARA HALL REPAIRS/MAINTENA	49,071	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	16,357	16,357
19122504	POHARA HALL TELEPHONE	32,376	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	10,792	10,792
19122505	ELECTRICITY	75,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	25,000	25,000
19122517	POHARA HALL MATERIALS PURCHA	165,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	55,000	55,000
19132401	PAKAWAU HALL REPAIRS & MAINT	24,000	800	800	800	800	800	800	800	800	800	800	8,000	8,000
19132505	PAKAWAU HALL ELECTRICITY	19,017	634	634	634	634	634	634	634	634	634	634	6,339	6,339
19132517	PAKAWAU HALL MATERIALS PURCH	56,642	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	18,881	18,881
19142404	RICHMOND TOWN HALL CONTRACTS	791,977	26,399	26,399	26,399	26,399	26,399	26,399	26,399	26,399	26,399	26,399	263,992	263,992
19142505	RICHMOND HALL ELECTRICITY	213,250	7,108	7,108	7,108	7,108	7,108	7,108	7,108	7,108	7,108	7,108	71,083	71,083
19142517	RICHMOND HALL MATERIALS PURC	199,832	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	66,611	66,611
19152505	RIWAKA HALL ELECTRICITY	45,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	15,000	15,000
19152517	RIWAKA HALL MATERIALS PURCHA	120,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	40,000	40,000
19162408	MCKEE DOMAIN MAINTENANCE	1,140,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	380,000	380,000
19162505	MCKEE DOMAIN ELECTRICITY	52,728	1,758	1,758	1,758	1,758	1,758	1,758	1,758	1,758	1,758	1,758	17,576	17,576
19162508	McKee Domain Rates Payments	225,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	75,000	75,000
19162517	MCKEE DOMAIN MATERIALS PURCH	3,285,831	109,528	109,528	109,528	109,528	109,528	109,528	109,528	109,528	109,528	109,528	1,095,277	1,095,277
19172505	Electricity Mapua Library	54,000	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	18,000	18,000
19172517	Mapua Memorial Library Materials	79,198	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	26,399	26,399
19312404	BRIGHTWATER REC RES CONTRACT	253,433	8,448	8,448	8,448	8,448	8,448	8,448	8,448	8,448	8,448	8,448	84,478	84,478
19312505	ELECTRICITY	60,497	2,017	2,017	2,017	2,017	2,017	2,017	2,017	2,017	2,017	2,017	20,166	20,166
19312508	Brightwater rec reserve rates	153,000	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	51,000	51,000
19312517	BRIGHTWATER REC RES MATERIAL	79,198	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	26,399	26,399
19342505	EAST TAKAKA REC ELECTRICITY	9,526	318	318	318	318	318	318	318	318	318	318	3,175	3,175
19342517	EAST TAKAKA REC RES MATERIAL	34,087	1,136	1,136	1,136	1,136	1,136	1,136	1,136	1,136	1,136	1,136	11,362	11,362
19352404	GB REC RESERVE CONTRACTS	490,772	16,359	16,359	16,359	16,359	16,359	16,359	16,359	16,359	16,359	16,359	163,591	163,591
19352505	GB REC RESERVE ELECTRICITY	118,022	3,934	3,934	3,934	3,934	3,934	3,934	3,934	3,934	3,934	3,934	39,341	39,341

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		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
19352517	GB REC RESERVE MATERIALS PUR	314,098	10,470	10,470	10,470	10,470	10,470	10,470	10,470	10,470	10,470	10,470	104,699	104,699
19372505	LOWER MOUTERE REC ELECTRICIT	15,186	506	506	506	506	506	506	506	506	506	506	5,062	5,062
19372517	LOWER MOUTERE PURCHASES	18,469	616	616	616	616	616	616	616	616	616	616	6,156	6,156
19452404	TASMAN REC RES CONTRACTS	718,821	23,961	23,961	23,961	23,961	23,961	23,961	23,961	23,961	23,961	23,961	239,607	239,607
19452505	ELECTRICITY	60,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000	20,000
19452517	TASMAN REC RES MATERIALS PUR	554,384	18,479	18,479	18,479	18,479	18,479	18,479	18,479	18,479	18,479	18,479	184,795	184,795
19462401	Rec Centre Maint. Theatre	170,402	5,680	5,680	5,680	5,680	5,680	5,680	5,680	5,680	5,680	5,680	56,801	56,801
19462505	Rec Centre Electricity (Theatre)	667,884	22,263	22,263	22,263	22,263	22,263	22,263	22,263	22,263	22,263	22,263	222,628	222,628
19462508	Rec Centre Rates (Theatre only)	106,442	3,548	3,548	3,548	3,548	3,548	3,548	3,548	3,548	3,548	3,548	35,481	35,481
19472505	WAKEFIELD REC RES ELECTRICIT	75,647	2,522	2,522	2,522	2,522	2,522	2,522	2,522	2,522	2,522	2,522	25,216	25,216
19472517	WAKEFIELD REC RES MATERIALS	68,173	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	22,724	22,724
19502505	RICHMOND INF ELECTRICITY	16,860	562	562	562	562	562	562	562	562	562	562	5,620	5,620
19502517	RICHMOND INF MATERIALS PURCH	15,195	506	506	506	506	506	506	506	506	506	506	5,065	5,065
2800220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
28012203	Consulting	150,000	50,000	100,000	0	0	0	0	0	0	0	0	0	0
28012404	Operations contract	5,400,000	0	0	0	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,000,000	2,000,000
28032203	Rotoiti Consulting	3,000	3,000	0	0	0	0	0	0	0	0	0	0	0
28032401	Maintenance	253,433	8,448	8,448	8,448	8,448	8,448	8,448	8,448	8,448	8,448	8,448	84,478	84,478
28032404	Rotoiti Hall Operations contract	640,000	17,000	17,000	17,000	17,000	22,000	22,000	22,000	22,000	22,000	22,000	220,000	220,000
28032508	Rotoiti Hall Rates Payments	174,235	5,808	5,808	5,808	5,808	5,808	5,808	5,808	5,808	5,808	5,808	58,078	58,078
28062402	SF Maintenance Costs (General) (50%)	8,056,528	281,864	284,364	282,868	265,364	263,868	266,368	264,868	267,368	264,868	267,368	2,673,680	2,673,680
28062404	SF Operations Contract (Stadia) (50%)	5,906,854	196,429	201,276	200,231	196,514	214,804	195,904	195,904	195,904	195,904	195,904	1,959,040	1,959,040
28062408	Saxton Field - Grounds Maint.	4,907,040	163,568	163,568	163,568	163,568	163,568	163,568	163,568	163,568	163,568	163,568	1,635,680	1,635,680
28062505	SF Electricity	40,380	1,346	1,346	1,346	1,346	1,346	1,346	1,346	1,346	1,346	1,346	13,460	13,460
2806253402	SF Alliance Green development (50%)	10,204,150	0	0	0	150,000	0	40,000	14,150	350,000	200,000	450,000	4,500,000	4,500,000
2806253403	SF Athletics Track Resurface (50%)	203,000	18,000	0	0	0	0	0	10,000	175,000	0	0	0	0
2806253404	SF General Development (50%)	780,000	33,750	138,750	101,250	53,750	113,750	3,750	13,750	23,750	218,750	3,750	37,500	37,500
2806253407	SF Hockey (50%)	477,500	37,500	0	0	15,000	0	225,000	0	200,000	0	0	0	0
2806253408	SF Netball Courts (50%)	110,000	0	0	10,000	0	100,000	0	0	0	0	0	0	0
2806253410	SF Oval Development (50%)	385,000	10,000	185,000	0	0	0	0	0	12,500	177,500	0	0	0
2806253411	SF Saxton Stadium (50%)	140,000	10,000	0	130,000	0	0	0	0	0	0	0	0	0
2806253412	SF Saxton Pavilion (50%)	5,414,650	0	0	0	0	0	0	0	0	25,000	256,650	2,566,500	2,566,500
28072203	Consulting	5,000	5,000	0	0	0	0	0	0	0	0	0	0	0
28072401	Murch Sports Centre Maintenance	480,000	15,000	15,000	15,000	45,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000	150,000
28072404	Murch Sports Cntr - Operations Contract	1,266,000	37,000	37,000	37,000	37,000	43,000	43,000	43,000	43,000	43,000	43,000	430,000	430,000
28072508	Murch Sports Cent Rates Payments	256,600	8,553	8,553	8,553	8,553	8,553	8,553	8,553	8,553	8,553	8,553	85,533	85,533
28082203	Consulting	5,000	5,000	0	0	0	0	0	0	0	0	0	0	0
28082401	U/Moutere General Maintenance	900,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000	300,000
28082404	U/Moutere Operations Contract	1,383,507	40,127	40,127	40,127	41,127	47,000	47,000	47,000	47,000	47,000	47,000	470,000	470,000
28112203	Consulting	50,000	0	50,000	0	0	0	0	0	0	0	0	0	0

ID	Name	Total Budget	Financial Year Budget (\$)										Total Budget	
		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
28112404	B/water / Wakefield Operations Contract	1,196,000	0	0	0	0	0	0	0	52,000	52,000	52,000	520,000	520,000
28132203	Consulting	3,000	3,000	0	0	0	0	0	0	0	0	0	0	0
28132401	Maintenance	450,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000	150,000
28132404	GB Comm Fac Operations contract	1,531,202	44,801	44,801	44,801	44,801	52,000	52,000	52,000	52,000	52,000	52,000	520,000	520,000
28132508	GB Community Facility Rates	242,345	8,078	8,078	8,078	8,078	8,078	8,078	8,078	8,078	8,078	8,078	80,782	80,782
28292203	Motueka Consulting	6,000	6,000	0	0	0	0	0	0	0	0	0	0	0
28292401	General Maintenance	2,160,000	60,000	60,000	60,000	90,000	90,000	70,000	70,000	70,000	120,000	70,000	700,000	700,000
28292404	Motueka Rec Centre Operations contract	2,694,593	79,198	79,198	79,198	91,000	91,000	91,000	91,000	91,000	91,000	91,000	910,000	910,000
28292508	Mot Rec Centre Rates Payments	199,578	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	66,526	66,526
29012203	Consulting	10,000	0	10,000	0	0	0	0	0	0	0	0	0	0
29012401	Museums Maintenance	900,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000	300,000
29012508	DISTRICT MUSEUM RATES	157,716	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	52,572	52,572
29012527	Nelson Provincial Museum	26,769,780	892,326	892,326	892,326	892,326	892,326	892,326	892,326	892,326	892,326	892,326	8,923,260	8,923,260
2901252706	Museum Storage Costs	1,819,800	60,660	60,660	60,660	60,660	60,660	60,660	60,660	60,660	60,660	60,660	606,600	606,600
29012534	Research Facility Grant	3,000,000	0	0	3,000,000	0	0	0	0	0	0	0	0	0
2901253401	Local Museum Grants	4,852,800	161,760	161,760	161,760	161,760	161,760	161,760	161,760	161,760	161,760	161,760	1,617,600	1,617,600
2902253401	Suter Art Gallery Funding	2,634,390	87,813	87,813	87,813	87,813	87,813	87,813	87,813	87,813	87,813	87,813	878,130	878,130
30012203	DILS Consulting	732,780	24,426	24,426	24,426	24,426	24,426	24,426	24,426	24,426	24,426	24,426	244,260	244,260
30012534	RFC Library Funding (BOOKS)	340,800	11,360	11,360	11,360	11,360	11,360	11,360	11,360	11,360	11,360	11,360	113,600	113,600
3031220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
30312205	DILS GB VALUATION FEES	17,500	200	200	200	700	700	700	700	700	700	700	5,000	7,000
3033220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
30332205	DILS WAIMEA VALUATION FEES	233,600	2,700	2,700	2,700	3,500	3,500	3,500	3,500	3,500	3,500	3,500	119,000	82,000
3034220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
30342205	DILS MOT VALUATION FEES	262,900	5,200	5,200	5,200	7,900	7,900	7,900	7,900	7,900	7,900	7,900	102,000	90,000
30342534	Community Contribution	80,000	80,000	0	0	0	0	0	0	0	0	0	0	0
3034253409	DILS MOT KEEP MOT BEAUTIFUL	30,000	10,000	10,000	10,000	0	0	0	0	0	0	0	0	0
3034253410	DILS MOT CLOCK TOWER TRUST	21,000	7,000	7,000	7,000	0	0	0	0	0	0	0	0	0
3034253425	Te Awhina Marae	25,000	25,000	0	0	0	0	0	0	0	0	0	0	0
3035220308	Feasibility Studies	0	0	0	0	0	0	0	0	0	0	0	0	0
30352205	DILS RICHMOND VALUATION EXPENS	400,900	1,700	1,700	1,700	14,400	14,400	14,400	14,400	14,400	14,400	14,400	160,000	135,000
3035253416	Te Awhina Marae	25,000	25,000	0	0	0	0	0	0	0	0	0	0	0
36272203	Environmental Eductn Consultan	606,000	23,000	23,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000	200,000
36272517	Environmental Eductn Materials	1,412,200	28,500	28,500	48,400	48,400	48,400	48,400	48,400	48,400	48,400	48,400	484,000	484,000
36272526	Enviroschools project funding	717,000	21,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	240,000	240,000

# Appendix B1: Capital Budget

ID	Name	Project Driver %			Total Budget	Financial Year Budget (\$)											Total Budget	
		Growth	InclOS	Renewals		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
15126102	Takaka Cottages - Furn & Fittings	0	0	100	30,000	0	10,000	0	0	10,000	0	0	10,000	0	0	0	0	
15126106	Takaka Housing	0	0	100	10,000	10,000	0	0	0	0	0	0	0	0	0	0	0	
15216102	Murchison Flats - Cap Furn & Fittings	0	0	100	24,000	0	8,000	0	0	8,000	0	0	8,000	0	0	0	0	
15216106	Murchison - Cap - Bldgs	0	0	100	215,535	9,000	0	0	12,000	12,000	0	0	0	0	0	107,373	75,161	
15316102	Housing - Hollis Hill(Bgw) - C	0	0	100	256,349	0	10,000	0	10,000	0	10,000	0	10,000	0	12,019	120,194	84,136	
15316106R	HOLLIS HILL - CAPITAL WORK	0	0	100	6,010	0	0	0	0	0	6,010	0	0	0	0	0	0	
15326102	CAP PEARLESS FURN & FITTGS	0	0	100	32,000	0	8,000	0	8,000	0	8,000	0	8,000	0	0	0	0	
15326106R	PEARLESS CAP BUILDING	0	0	100	15,000	0	0	15,000	0	0	0	0	0	0	0	0	0	
15416102R	Vosper St Flats- Cap - Furn/Fttgs	0	0	100	373,976	0	25,000	0	22,548	36,059	0	12,019	37,000	25,000	12,019	120,194	84,136	
15416106	Vosper St Flats Cap - Buildings	0	0	100	138,000	38,000	0	0	0	0	0	40,000	0	60,000	0	0	0	
15426102	Mears-Haven Cap - Furn/Fttgs	0	0	100	288,019	12,019	0	0	12,000	0	0	12,000	0	0	12,000	120,000	120,000	
15426106	Mears-Haven Cap - Buildings	0	0	100	60,000	20,000	0	0	0	40,000	0	0	0	0	0	0	0	
15516102	Aotea Flats Cap - Furn/Fittings	0	0	100	12,019	0	0	12,019	0	0	0	0	0	0	0	0	0	
15516102R	Aotea Flats Cap - Furn/Fittings	0	0	100	672,605	0	25,000	0	25,000	0	25,000	0	25,000	0	25,000	322,120	225,484	
15516106	Aotea Flats Capital - Buildings	0	0	100	52,019	0	12,019	0	0	40,000	0	0	0	0	0	0	0	
15526102	Maling Flats Cap - Furn/Fttgs	0	0	100	24,000	0	0	0	12,000	12,000	0	0	0	0	0	0	0	
15526106	Maling Flats -Bldgs & Imps	0	0	100	25,000	0	0	25,000	0	0	0	0	0	0	0	0	0	
17016106	Rural Rec & Esp Res Capital	0	0	100	289,908	10,737	10,737	10,737	10,737	10,737	10,737	10,737	10,737	10,737	10,737	107,373	75,161	
17026106	Cemeteries Capital	0	0	100	144,954	5,369	5,369	5,369	5,369	5,369	5,369	5,369	5,369	5,369	5,369	53,687	37,581	
17036106	Capital - Public Conveniences	0	0	100	1,520,000	20,000	45,000	20,000	45,000	0	60,000	0	70,000	0	60,000	600,000	600,000	
17046106	P/G -Cap - Miscellaneous	0	0	100	3,675,000	50,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	1,250,000	1,250,000	
1704610602	P/G Capital	0	0	100	1,234,795	0	53,687	0	53,687	0	53,687	0	53,687	53,687	53,687	536,867	375,807	
17076106	Sportsgrounds - Capital	0	0	100	1,095,209	21,475	21,475	21,475	42,949	42,949	42,949	42,949	42,949	42,949	42,949	429,494	300,646	
17096102	R/I House - Cap - F/Fittings	0	0	100	20,000	10,000	0	10,000	0	0	0	0	0	0	0	0	0	
1710610605	W/Ways - Cap - Waimea/Moutere	0	0	100	53,949	10,737	0	10,737	0	10,737	0	10,737	0	11,000	0	0	0	

ID	Name	Project Driver %			Total Budget	Financial Year Budget (\$)											Total Budget	
		Growth	InclOS	Renewals		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
17116106	FPG Capital work	0	0	100	246,959	0	10,737	0	10,737	0	10,737	0	10,737	10,737	10,737	107,373	75,161	
17126106	SIS Capital	0	0	100	144,954	5,369	5,369	5,369	5,369	5,369	5,369	5,369	5,369	5,369	5,369	53,687	37,581	
19006102	HALL CAPITAL FURN/FITTINGS	0	0	100	257,696	10,737	0	10,737	0	10,737	0	10,737	10,737	10,737	10,737	107,373	75,161	
19006106	Hall - Cap - Buildings Dist	0	0	100	2,899,083	107,373	107,373	107,373	107,373	107,373	107,373	107,373	107,373	107,373	107,373	1,073,735	751,614	
28016106	Motueka Community Pool - We are working with the Motueka community to contribute to the building of an indoor swimming facility in 2024/2025. This work will include a feasibility study.	0	100	0	3,000,000	0	0	3,000,000	0	0	0	0	0	0	0	0	0	
2803610601	Rotoiti Hall Capital	0	0	100	3,180,000	0	0	0	0	30,000	0	0	0	0	150,000	1,500,000	1,500,000	
28066106	SF BMX Track development	0	100	0	170,000	170,000	0	0	0	0	0	0	0	0	0	0	0	
2806610602 G	Saxton Development	0	100	0	225,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	75,000	75,000	
28066200	Saxton Field Roding	0	100	0	339,000	339,000	0	0	0	0	0	0	0	0	0	0	0	
28076106	CFR - Murch Sports/Rec Center	0	0	100	368,434	20,000	0	0	30,000	0	0	0	50,000	0	0	161,060	107,373	
28086106	U/Moutere Capital Building	0	0	100	140,000	0	0	10,000	80,000	0	0	50,000	0	0	0	0	0	
28116106	Brightwater/Wakefield Facility - A new community facility to service the Brightwater, Wakefield and surrounding communities at the earliest in 2028/2029. A feasibility study will take place, and a location is still to be decided.	0	100	0	7,000,000	0	0	0	0	0	100,000	500,000	6,400,000	0	0	0	0	
28136103	GBRC Plant	0	0	100	70,000	70,000	0	0	0	0	0	0	0	0	0	0	0	
28136106l	Golden Bay Community Facility - We propose to upgrade the grandstand at Golden Bay Recreation Park	0	50	50	1,114,281	900,000	0	0	0	0	0	0	0	50,000	0	96,636	67,645	

ID	Name	Project Driver %			Total Budget	Financial Year Budget (\$)											Total Budget	
		Growth	InclOS	Renewals		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
	with contributions from the community.																	
28296106	CFR - Motueka rec Cntr - Bldg Cap	0	0	100	485,000	0	30,000	50,000	50,000	20,000	0	0	20,000	315,000	0	0	0	
2901610601	Museums Capital	0	0	100	870,000	0	0	0	0	30,000	0	0	0	0	40,000	400,000	400,000	
30316105	GB Land Purchases	0	100	0	371,500	0	0	0	0	144,000	0	227,500	0	0	0	0	0	
30316106	Walkways/Esplanades	0	0	100	327,482	16,106	16,106	16,106	16,106	16,106	16,106	16,106	10,737	10,737	10,737	107,370	75,159	
3031610602	Picnic Area/Gardens General	0	0	100	225,000	15,000	0	15,000	0	15,000	0	15,000	0	15,000	0	75,000	75,000	
3031610604	Cemeteries	0	0	100	30,000	0	0	5,000	0	0	0	0	5,000	0	0	10,000	10,000	
3031610633	Coastcare	0	0	100	600,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000	200,000	
3031610634	GB Sportsfields Upgrade	0	0	100	150,000	0	0	0	0	0	0	0	0	0	0	150,000	0	
3031610638	Playgrounds General	0	0	100	450,000	150,000	60,000	0	80,000	0	0	80,000	0	80,000	0	0	0	
3033610504	Land Purchases	0	100	0	16,133,000	1,300,000	0	1,728,000	55,000	0	1,536,000	0	3,584,000	250,000	0	3,840,000	3,840,000	
3033610603	Cemeteries	0	0	100	653,687	0	600,000	0	0	53,687	0	0	0	0	0	0	0	
3033610606	DILS - Waimea - Walkways Cap W	0	0	100	600,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000	200,000	
3033610608	Coastcare	0	0	100	300,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000	100,000	
3033610640	Playground General	0	0	100	2,580,000	150,000	70,000	70,000	70,000	70,000	150,000	70,000	70,000	70,000	70,000	860,000	860,000	
3033610643	Picnic Area/Gardens General	0	0	100	300,000	0	20,000	0	20,000	0	20,000	0	20,000	0	20,000	100,000	100,000	
3033610649	Toilets General	0	0	100	860,000	0	30,000	150,000	0	0	20,000	90,000	0	0	20,000	310,000	240,000	
3033610676 G	DILS WAIMEA WAIMEA RIVER PARK	0	0	100	320,000	20,000	0	20,000	0	20,000	0	20,000	0	40,000	0	80,000	120,000	
3033610682	Sportsfields/Tennis Courts	0	0	100	1,450,000	300,000	210,000	50,000	140,000	0	0	0	50,000	200,000	0	50,000	450,000	
30346105	Land Purchases	0	100	0	6,000,000	0	0	0	0	1,500,000	0	0	0	0	0	3,500,000	1,000,000	
3034610605	Walkways General	0	0	100	455,000	25,000	10,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000	150,000	
3034610607	Cemeteries	0	0	100	420,843	10,737	10,000	0	16,106	0	12,000	16,000	20,000	0	16,000	160,000	160,000	
3034610611	Coastcare	0	0	100	450,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000	150,000	
3034610650	DILS MOT TOILETS GENERAL	0	0	100	880,000	20,000	90,000	0	20,000	90,000	0	0	20,000	90,000	0	240,000	310,000	
3034610672I	Sportsfields General	0	0	100	1,565,000	150,000	80,000	30,000	200,000	75,000	150,000	0	0	0	50,000	400,000	430,000	
3034610673	Picnic Area/Gardens General	0	0	100	341,664	10,927	0	30,000	0	35,000	10,737	0	30,000	0	45,000	90,000	90,000	
3034610675	Playgrounds General	0	0	100	2,340,000	70,000	70,000	70,000	70,000	70,000	70,000	150,000	70,000	70,000	70,000	780,000	780,000	
30356105	Rich New Reserves	0	100	0	18,002,000	330,000	3,000,000	20,000	1,056,000	0	396,000	0	0	0	1,320,000	5,280,000	6,600,000	
3035610601	Walkways General	0	0	100	1,340,000	80,000	100,000	80,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	400,000	400,000	
3035610612	Kingsland Forest development	0	100	0	928,500	104,000	135,000	249,000	85,000	84,000	36,500	0	0	0	0	130,000	105,000	



ID	Name	Project Driver %			Total Budget	Financial Year Budget (\$)											Total Budget	
		Growth	InclOS	Renewals		2021-51	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031-41	2041-51
3035610617	Cemeteries	0	0	100	4,394,787	15,000	15,000	80,000	800,000	53,687	120,000	59,055	450,000	680,000	900,000	631,495	590,550	
3035610621	Rich Walkway Dellside Tracks	0	0	100	520,000	80,000	80,000	0	40,000	0	0	40,000	0	0	40,000	120,000	120,000	
3035610626	DILs-Rich - Washbourn Gardens	0	0	100	915,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	80,000	305,000	305,000	
3035610638	Playgrounds General	0	0	100	2,790,000	150,000	70,000	200,000	70,000	70,000	150,000	70,000	70,000	70,000	70,000	860,000	940,000	
3035610640	Toilets General	0	0	100	1,370,000	200,000	0	20,000	180,000	0	0	30,000	150,000	20,000	90,000	370,000	310,000	
3035610644	Picnic Area/Gardens General	0	0	100	1,380,000	80,000	80,000	80,000	30,000	30,000	30,000	50,000	50,000	80,000	50,000	370,000	450,000	
3035610650	Rich Waimea River Park	0	0	100	746,929	25,000	25,000	11,445	10,737	26,843	3,672	26,843	26,843	26,843	26,843	268,430	268,430	
3035610651	Sportsgrounds general	0	0	100	1,906,549	50,949	25,000	0	25,000	0	0	25,000	80,530	80,530	80,530	805,300	733,710	

# Appendix B2: Capital Budget for Saxton Field

Project	Asset Owner	Financial Year Budget (\$)										10 yr Total
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2021-31
Champion Drive link - Stage 2 construction	TDC	400,000										400,000
BMX track development	TDC	150,000										150,000
Avery Field baseball diamond investigation	TDC	20,000										20,000
Accessibility Improvements	NCC	20,000		20,000		20,000		20,000		20,000		100,000
Harakeke Green levelling, irrigation and drainage	NCC				250,000							250,000
Harakeke Green car park and paths	NCC									100,000	900,000	1,000,000
Harakeke Green cricket wickets x2 (artificial)	NCC				50,000							50,000
Harakeke Green toilets and change rooms	NCC						80,000	28,300	700,000	300,000		1,108,300
Athletics Track resurface	NCC							20,000	350,000			370,000
General development	NCC & TDC	35,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	170,000
Shared path development as per plan	NCC	5,000	200,000									205,000
Play facilities	NCC			25,000		200,000						225,000
Harrier/cross country running tracks with trestles etc	NCC								20,000			20,000
Lighting improvements	NCC								20,000	200,000		220,000
Skating track investigation	NCC									10,000		10,000
Hard surface renewals	NCC			150,000						200,000		350,000
Entrance development	NCC		50,000		100,000							150,000
Wayfinding	NCC	15,000	20,000									35,000
Hockey Turf No 1 resurface	NCC						50,000		400,000			450,000
Hockey Turf No 2 resurface	NCC				30,000		400,000					430,000
Netball surface renewal	NCC			20,000		200,000						220,000
Oval wicket block renewal	NCC									100,000		100,000
Oval cricket surface renewal	NCC	20,000	280,000									300,000

Project	Asset Owner	Financial Year Budget (\$)										10 yr Total
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2021-31
Saxton oval sand storage shed	NCC		90,000									90,000
Saxton Oval waste solution	NCC	50,000										50,000
Saxton Oval media towers	NCC								25,000	255,000		280,000
Saxton Stadium basketball hoops	NCC	20,000		260,000								280,000
Future pavilion/storage/toilet	NCC									50,000	513,000	563,300
		735,500	655,000	490,000	445,000	435,000	545,000	83,300	1,530,000	1,250,000	1,428,300	7,596,600
											TDC 50%	3,798,300
											NCC 50%	3,798,300

# Appendix C: Detailed Asset Inventory – Community Facilities

## 14.1 An Overview of the District's Community Facilities

Due to limited commercial opportunity and isolation, the private sector is unlikely to provide a comprehensive range of community facilities across the District. Community facilities are therefore provided by Council to deliver a range of public good benefits, including:

- Meeting space for community organisations
- Meeting space for community gatherings
- Indoor space for community events; and
- Indoor space for sport, recreation and arts activities.

There is an expectation that distribution and availability of community facilities should be reasonably equitable across the District, within the constraints of what is affordable.

The assets covered in this Activity Management Plan (AMP) include all the buildings owned by the Council that support the Community Facilities activity<sup>12</sup>. Community facilities are varied in form and function and have been classified into the following categories:

- Multi-use community recreation centres
- Sports facilities
- Community halls
- Community centres
- Museums and cultural facilities
- Non-commercial campgrounds
- Swimming pools
- Miscellaneous community buildings
- Community housing; and
- Public toilets.

A summary of these assets is provided in Section 2.2 of this AMP, with details of individual assets presented in this Appendix.

Table C1: Inventory of Community Facility Assets owned by the Council (Excluding Public Toilets)

Category	Valuation No.	Building Name	Address
Multi-Use Community Recreation Centre	19180-39300	Lake Rotoiti Community Hall	Main Road, St Arnaud

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<sup>12</sup> This AMP covers the provision, management and maintenance of all Council-owned community facilities with the exception of public libraries, commercial campgrounds and the Richmond Aquatic Centre, which are covered by other AMPs.

Category	Valuation No.	Building Name	Address
Multi-Use Community Recreation Centre	19550-31713	Motueka Recreation Centre	Old Wharf Rd, Motueka
Multi-Use Community Recreation Centre	19360-12500	Moutere Hills Community Centre	Moutere Highway
Multi-Use Community Recreation Centre	19150-52200	Murchison Sport, Recreation and Cultural Centre	82 Waller St, Murchison
Multi-Use Community Recreation Centre	18710-34500	Rec Park Centre Golden Bay	2032 Tākaka Valley Highway, Tākaka
Sports facility	18710-34500	Grandstand, Golden Bay Recreation Park	State Highway 60, Lower Tākaka Valley
Sports facility	19560-23500	Sportspark Motueka covered grandstand, changing rooms and ticket gate	Manoy St, Motueka
Sports facility	19620-78300	Saxton Field – Avery Oval car park	Champion Rd, Richmond
Sports facility	19370-29700	Wakefield Recreation Reserve Soccer Clubrooms and Rifle Range building	Clifford Rd, Wakefield
Sports facility	193602-8900	Dovedale Recreation Reserve pavilion	Dovedale Road, Woodstock-Wakefield
Sports facility	192803-1100	Lower Moutere Recreation Reserve pavilion	40 Ching Road, Lower Moutere
Sports facility	193904-3836	Lord Rutherford Park, Changing rooms, social room.	49A Malthouse Crescent, Brightwater
Community hall	18620-33000	Bainham Hall	James Rd, Bainham
Community hall	19390-37000	Brightwater Hall	Lord Rutherford Rd, Brightwater
Community hall	18620-09700	Collingwood Community Hall and Squash Court	Tasman St, Collingwood
Community hall	19430-37200	Hope Hall, storage shed, car park and Maitai Lodge	Main Rd, Hope

Category	Valuation No.	Building Name	Address
Community hall	18700-13501	Kotinga Community Hall	Long Plain Rd, Kotinga
Community hall	19280-30800	Lower Moutere Memorial Hall	Moutere Highway
Community hall	19150-63300	Matakitaki Hall, Murchison (closed – due for removal)	Maruia Saddle Rd, Murchison
Community hall	19560-15200	Motueka Memorial Hall	Pah St, Motueka
Community hall	19280-57600	Ngatimoti Hall	Motueka Valley Highway
Community hall	18620-46500	Onekaka Community Hall	State Highway 60, Onekaka
Community hall	18600-08200	Pakawau Community Hall	Collingwood-Puponga Rd, Pakawau
Community hall	18710-06501	Pōhara Community Hall	Abel Tasman Drive, Pōhara
Community hall	19580-39300	Richmond Town Hall and offices	Cambridge St, Richmond
Community hall	19330-46400	Riwaka Memorial Hall and storage shed	Main Rd, Riwaka
Community hall	19370-48901	Spring Grove Drill Hall	Lord Rutherford Road South, Spring Grove
Community hall	19250-07300	Stanley brook Hall, Motueka Valley Highway	Motueka Valley Highway
Community hall	19250-50200	Tapawera Community Hall	Main Rd, Tapawera
Community hall	19390-27400	Waimea West Hall / Tennis Club	Waimea West Rd
Community hall	19370-32800	Wakefield Former Library Building (Hall), Edward Street.	61 Edward St, Wakefield
Community hall	19370-35204	Wakefield Hall (Whitby Road)	10 Whitby Rd, Wakefield



Category	Valuation No.	Building Name	Address
Community Centre	19550-21500	Community House , Decks Reserve, Motueka	Greenwood St, Motueka
Community Centre	18740-20601	Golden Bay Community Centre	88 Commercial St, Tākaka
Museum	18620-08400	Collingwood Museum	Tasman St, Collingwood
Museum	18740-18301	Golden Bay Museum	73 Commercial St, Tākaka
Museum	19560-26801	Motueka District Museum	140 High St, Motueka
Non-commercial campground	19280-84700	Kina Beach Recreation Reserve	Cliff Road, Tasman
Non-commercial campground	19280-78200	McKee Memorial Recreation Reserve	Coastal Highway, Ruby Bay
Non-commercial campground	19180-10600	Owen River Recreation Reserve	Junction Buller/Owen Rivers
Swimming pool	18620-24500	Rockville Pool	Collingwood- Bainham Rd
Swimming pool	19280-48000	Saltwater Baths, Motueka	North St, Port Motueka
Swimming pool	18700-34200	Upper Tākaka Pool	Aaron Creek Rd, Upper Tākaka
Other community building	18710-34500	Brownies Inn, Golden Bay Recreation Park	State Highway 60, Lower Tākaka Valley
Other community building	18710-34500	St John's building, Golden Bay Recreation Park	State Highway 60, Lower Tākaka Valley
Other community building	19560-14900	Ex Clubhouse, Pt Memorial Park, Motueka	Pah St, Motueka
Other community building	19550-29000	Imagine Theatre and Storeroom, Thorps Bush	Woodland Ave, Motueka
Other community building	19380-38700	Māpua library building (on Moutere Hills RSA site)	cnr Aranui Rd and Toru St, Māpua

Category	Valuation No.	Building Name	Address
Other community building	19360-29000	Former Dovedale Church	Dovedale Road, Woodstock-Wakefield
Other community building	19150-49200	Plunket building, Murchison (old restrooms)	5 Hampden St, Murchison
Other community building	19390-37000	Plunket Rooms, Brightwater Recreation Reserve	Lord Rutherford Rd, Brightwater
Other community building	19390-37000	Bowling Club Pavilion, Skyline Garage/store and Hangar Shed, Brightwater Recreation Reserve	Lord Rutherford Rd, Brightwater
Other community building	19390-37000	Brightwater Playcentre, Spring Grove Recreation Reserve	Lord Rutherford Rd, Brightwater
Other community building	19570-05000	Richmond Information Centre, Jubilee Park	Gladstone Rd, Richmond
Community housing complex	19610-75000	Aotea Cottages, Richmond (24 units)	Hill St/Aotea Place, Richmond
Community housing complex	19390-35224	Hollis Hills Cottages, Brightwater (7 units)	18 Starveall St, Brightwater
Community housing complex	19580-16000	Maling Cottages, Croucher St, Richmond (10 units)	67 Croucher St, Richmond
Community housing complex	19550-25300	Mears Haven Cottages, Greenwood St, Motueka (18 units)	47 Greenwood St, Motueka
Community housing complex	19150-38800	Murchison Cottages (4 units)	101 Fairfax St, Murchison
Community housing complex	19370-32310	Pearless Cottages, Wakefield (7 units)	Pearless Place, Wakefield
Community housing complex	18740-15317	Tākaka Cottages (4 units)	189 Commercial St, Tākaka
Community housing complex	19550-9003	Vosper Street Cottages, Motueka (27 units)	30-32 Vosper St, Motueka

## 14.2 Condition of Community Facilities

The Council needs to understand the current condition of its assets. Monitoring programmes should be tailored to consider how critical the asset is and how quickly it is likely to deteriorate. The Council engages independent contractor to undertake building condition assessments and to undertake condition assessments for critical park and reserve assets (see Section 8.1.9 for more details about the latter).

The most recent condition assessment of all community facility assets was completed in 2008 by Opus Consultants. In 2016 a survey of key components was undertaken by Opus for all Community Halls including the two community centres, Moutere Hills RSA Memorial Library, all of the public toilet buildings and the Council Cottages in Golden Bay. Within the condition assessment process, assets were categorised into five groups the same groups used for the agreed valuation categories: electrical and mechanical; external features; fixtures and fittings; internal features; and building structure. Separate park buildings and toilets were assessed.

Asset condition typically deteriorates over time and is a key indicator of the amount of renewal expenditure required to maintain the asset at an acceptable level to ensure the full life of the asset is gained. Each building element was assessed on a 1 to 5 condition rating scale with: 1 = Excellent; 2 = Very good; 3 = Satisfactory; 4 = Poor; and 5 = Very Poor. Further details about the condition of each category of community facility (as at 2017) are specified in sections 8.1.1 to 8.1.11.

An improvement action for this Activity Management Plan is to document the data collection processes, the process for updating information and the capture of information for those assets within this plan that data is currently not available for, specifically miscellaneous community facilities.

## 14.3 Seismic Rating Capacity of Community Facilities

The Council commissioned Aurecon Group to undertake seismic assessments of community facilities that may potentially be classified as an earthquake-prone building, as defined by Section 122 of the Building Act (2004). The Building (Earthquake-prone Buildings) Amendment Act 2016 required that non-residential buildings be assessed by May 2021 for priority buildings or 10 years for other buildings. Seismic strengthening works, or demolition, of all earthquake-prone buildings need to be completed by various dates, depending on the building's location, seismic risk and priority category.

Several community halls were assessed between late 2012 and 2016. Initial evaluation seismic assessments (desktop studies) were undertaken for these buildings. A further detailed seismic assessment of buildings with an estimated seismic rating capacity of less than 34% has also been undertaken. The results of these seismic assessments are included in Appendix C. Most of the Council's buildings on our parks and reserves identified as being below 34% of new building standard have been upgraded over the last few years, with the Motueka Museum being the last one completed in October 2017. There are two earthquake buildings that have not been upgraded, the Wakefield Hall and the 8-ball building. Also, the numbers using the Collingwood Hall have been reduced to enable it to comply. The results of these seismic assessments are included in Table C3.

## 14.4 Multi-use Community Recreation Centres and Sports Facilities

### 14.4.1 Overview and Asset Description

Multi-use community recreation centres are provided in Murchison, St Arnaud, Motueka, Upper Moutere and Tākaka. With the exception of the Motueka Recreation Centre, all of these facilities have been built within the previous 15 years. A range of other sports facilities are provided across the District, including grandstands, pavilions, club rooms and changing rooms. An inventory and description of multi-use community recreation centres and sports facilities is presented in Table C2.

### 14.4.2 Asset Condition

Many of the multi-use facilities are newer and in excellent condition. No major upgrades are planned for the few other older buildings. During 2020/2021 we have undertaken work on the older part of the Motueka Recreation Centre to replace the roof, insulate and replace the lighting. This work has extended the life of the building and made it more fit for purpose. We received a contribution from the Government to assist with this work.

### 14.4.3 Current and Future Demand

At present, there is a medium to high demand for most community recreation centres and sports facilities. Changing demographic patterns and community expectations affect use of community facilities. The trend towards an ageing population is likely to increase demand for these higher quality indoor meeting and recreational spaces. The change from formal Saturday sports to more pay-for-play evening twilight sports is likely to result in an increasing demand for this type of facility.

### 14.4.4 Strategic Management Approach

The Council will attempt to meet these demands by continuing to work with the community in the planning and management of these facilities. The Council's intention is to continue to provide, fund and maintain these facilities to a high standard over the term of the Activity Management Plan.

Table C2: Asset Inventory and Description of Multi-Use Community Recreation Centres and Sports Facilities

Building Name	Description	Management	Condition	Demand Issues	Maintenance/Op Issues	Strategic Objectives
Rec Park Centre Golden Bay	Constructed in 2016/2017, on Golden Bay Recreation Park (near Tākaka). Multi-use: indoor gymnasium, squash courts, meeting rooms/clubrooms, changing facilities/toilets.	Incorporated Society	New build	High demand expected, existing use in old buildings and High School	Expect minimal issues	Has been designed to cater for future growth if required
Lake Rotoiti Hall	Built in 2004 to replace the old Council Hall on the school ground. It is located on the Main Rd (SH63), St Arnaud, directly opposite the school. The building has a sports hall, meeting room, commercial kitchen, toilets, storage facilities and large entrance foyer. The sports hall is a multipurpose facility, which provides a venue for a wide range of social activities including weddings and school concerts.	Local Hall Management Committee	Excellent	Steady use since it opened with a number of regular bookings. Higher winter use.	Minimal	Continue to maintain the hall but without any further development of the asset.

Building Name	Description	Management	Condition	Demand Issues	Maintenance/Op Issues	Strategic Objectives
Motueka Recreation Centre	<p>A multipurpose facility providing for a wide range of activities, including: office space, fitness lounge, cinema, stadium, games room, skating rink, netball courts and climbing wall.</p> <p>This was a former packing shed and over the years the Council has provided funds for the upgrading the roof, insulation and lighting in the older part of the building. Council received a contribution from the Government towards this work, which was undertaken in late 2020 and early 2021.</p>	<p>Operated under annual lease by Tasman Regional Sports Trust</p> <p>The cinema is operated by a business under a separate lease.</p>	<p>Average.</p> <p>Some parts were upgraded in 2011.</p> <p>A detailed seismic assessment in 2014 confirmed this facility meets the new build standard (NBS) 100%.</p>	<p>Netball, gym, aerobics, martial arts, cinema, skating rink, sports hall, basketball.</p>	<p>Older building, some ongoing maintenance required.</p> <p>Sports hall floor has recently been replaced and a lift installed to the mezzanine floor.</p>	<p>Continue to operate under lease to Trust</p> <p>Cinema to continue under current lease arrangement.</p>
Moutere Hills Community Centre	<p>Built in 2005 to replace the old Upper Moutere Hall and to provide better facilities for the Upper Moutere sports fields. The 970m2 facility comprises a 150-seat function centre including a commercial kitchen, a 40 seat meeting room, changing facilities and a general purpose sports hall with a stage. There is also a room for the local playgroup. A gymnasium was added in 2014 from community fundraising.</p>	<p>Moutere Hills Community Centre</p> <p>Incorporated manage the facility under contract to Council</p>	<p>Excellent</p>	<p>Since opening in September 2005 the facility is attracting regular bookings</p>	<p>Water supply is an issue for the centre. Extra water tanks will ease the situation but long term a water right for the complex needs to be investigated.</p>	<p>Continue to maintain the facility</p>

Building Name	Description	Management	Condition	Demand Issues	Maintenance/Op Issues	Strategic Objectives
Murchison Sport Recreation and Cultural Centre	Situated on the Murchison Recreation Reserve near the Hampden Street entrance. It is a new facility opened in 2008.	Murchison Sport Recreation Cultural Incorporated manage the facility under contract to Council	Excellent	Steady use since it opened with a number of regular bookings.	None.	Maintain the centre. The community would like to add extra facilities to the centre but are required to provide the funding for these items eg squash courts and playground.
Tākaka grandstand	The grandstand is located on Golden Bay Recreation Park, close to Tākaka township. The original part of this building was constructed in 1899, which makes it a historic building.	Reserve Committee	Poor A seismic assessment (initial evaluation) found the buildings were only 31% of the new build standard (NBS), IL 2.	Original grandstand section of building to be strengthened and retained. Other sections to be removed	Building not currently operational	Restore original grandstand to working order. Funding has been provided for this work in the LTP budget.
Covered grandstand, changing rooms and ticket gate	These facilities are located on the Sportspark Motueka grounds.	Managed by Sportspark Motueka Committee and Council staff	Excellent	High winter use.	Due to recent construction, minimal maintenance required	Continue to maintain.

Building Name	Description	Management	Condition	Demand Issues	Maintenance/ Op Issues	Strategic Objectives
Avery velodrome	Saxton Field facilities.	Council	Excellent Velodrome	High year round use	Shared operating and maintenance with NCC.	Saxton Field Management Plan (2008). Regional facility for NCC and Tasman communities.
Soccer Clubrooms and Rifle Range building	Wakefield Recreation Reserve.	Local Reserves Management Committee	Fair	Used as club rooms for local sports clubs	Older building, requires ongoing maintenance	Maintain over next 10 years, but review potential for new community facility (location yet to be determined)
Amenities building and changing rooms/toilet block	Lord Rutherford Park, Brightwater Recreation Reserve.	Management Committee	Excellent	High winter use and increasing summer use	Minimal required as buildings are new.	Continue to maintain
Dovedale Recreation Reserve cricket pavilion and tennis pavilion	Dovedale Road, Woodstock-Wakefield two small pavilions for cricket and tennis club use. The cricket pavilion is approximately 100m2 and in fair condition the tennis 35m2 and similar.	Management Committee	Fair	Low use	Minimal required. Maintenance required, painting, minor repairs to building etc.	Continue to maintain.



Building Name	Description	Management	Condition	Demand Issues	Maintenance/Op Issues	Strategic Objectives
Lower Moutere Recreation Reserve pavilion	40 Ching Road, Lower Moutere a small pavilion building with approximately 55m2 with a small gathering area/kitchen and a single toilet.	Management Committee	Fair	Low use	Minimal required Does currently require some minor maintenance and painting	Continue to maintain.
Golden Bay Recreation Park (a) Brownies Inn, Carport and shed (b) Tennis Pavilion	(a) Old shed currently used by the car club that originally housed the rugby changing rooms and bar. Has attached a carport area to house sports field equipment and a storage shed.  (b) This building is a small pavilion for the Tennis Club.	Reserve Committee	Most of the buildings on the site are very old but in fair condition. The Tennis Pavilion is a newer building made of concrete block and in good condition.	Recent interest from local community in playground and adult fitness equipment provision.	These buildings will need more maintenance as time goes on.	To continue to maintain the buildings on this site.

Building Name	Description	Management	Condition	Demand Issues	Maintenance/ Op Issues	Strategic Objectives
Various buildings on Brightwater Recreation Reserve	Several buildings are located on the reserve in addition to the Brightwater Hall, including the Wanderers Rugby Football Club rooms, the Brightwater Scout and Guide Hall, Plunket Rooms, a kindergarten, public toilets, storage sheds, an ex-bowling club pavilion and an ex-croquet clubroom. Tennis courts, skate park, children's play equipment and Brightwater Plunket Rooms are located on the Ellis Street side of the reserve. The Brightwater Kindergarten and Brightwater Scout and Guide Hall are located on the side of the reserve accessed via Charlotte Lane. The former Croquet Club buildings is currently used for storage by the Wanderers Rugby Club and the Bowling Club building is leased to the Wanderers Club for a gym.	The Brightwater Recreation Reserve Management Committee assists with the management of the reserve.  Reserve users pay an annual or monthly rental for using the reserve.	Fair	High for the ex Bowling Club building low for the Croquet and Plunket Building.	Ongoing maintenance of buildings not fully utilised.	Continue to maintain the buildings.

## 14.5 Community halls and Community Centres

### 14.5.1 Overview and Asset Description

Community halls are provided in most small settlements throughout the District. This is a result of historic development and past community needs. In most cases the halls are well used, performing an important community function and are a valued asset in the community. The Council currently provides a community hall within a 20 km drive for 99.8% of the District's population, as shown in Figure C1. Small community centres are also provided in Tākaka and Motueka. An inventory and description of community halls and community centres is presented in Table C3.

### 14.5.2 Asset Condition

The quality of the community halls varies dependent on their age and past maintenance and improvement history. In many cases they are maintained to a good standard with the assistance of Hall Management Committees. The Council engaged consultants to undertake a seismic assessment of most of the halls between 2013 and 2016 based on the standards in place at that time. Following those assessments, the Council undertook seismic strengthening work on the Motueka Memorial Hall, Riwaka Hall, Bainham Hall, Hope Hall and Richmond Town Hall. The Collingwood Hall user capacity has been reduced in order to meet the seismic standards. Wakefield Hall has had the capacity reduced and is labelled as an earthquake prone building.

### 14.5.3 Current and Future Demand

Data on the level of usage of the community halls was last collected in 2013. This data indicated that some halls were underutilised. Use rates are expected to stay similar over time, with little increased demand.

The Council is currently reliant on the Hall Committees ad-hoc reporting on usage issues. This may be through informal feedback or formal requests for additional funding to cover reducing revenue as a result of declining use or to improve facilities in an effort to attract more usage. Alternatively, high demand may be reflected by requests for building extension or other improvements/changes to cater for changing demands.

### 14.5.4 Strategic Management Approach

The future development and demand for community facility assets is linked to changing preferences for leisure and recreational activities, population growth and changes to the District's demographics. It is likely that the demand for indoor meeting spaces and recreational activities will increase. Existing facilities which meet current demands may not be able to satisfy future demands. It is likely that some existing halls, particularly those in remote areas, will not be well located to cater for growth. This Activity Management Plan recognises the need for an on-going review of provision of community facilities across the District (see Section 13 Improvement Planning).

Both community centres (in Motueka and Tākaka) are highly valued and well used by their communities, but will require major upgrades or maintenance within the next 15 years.

# Distances to Community Buildings in Tasman

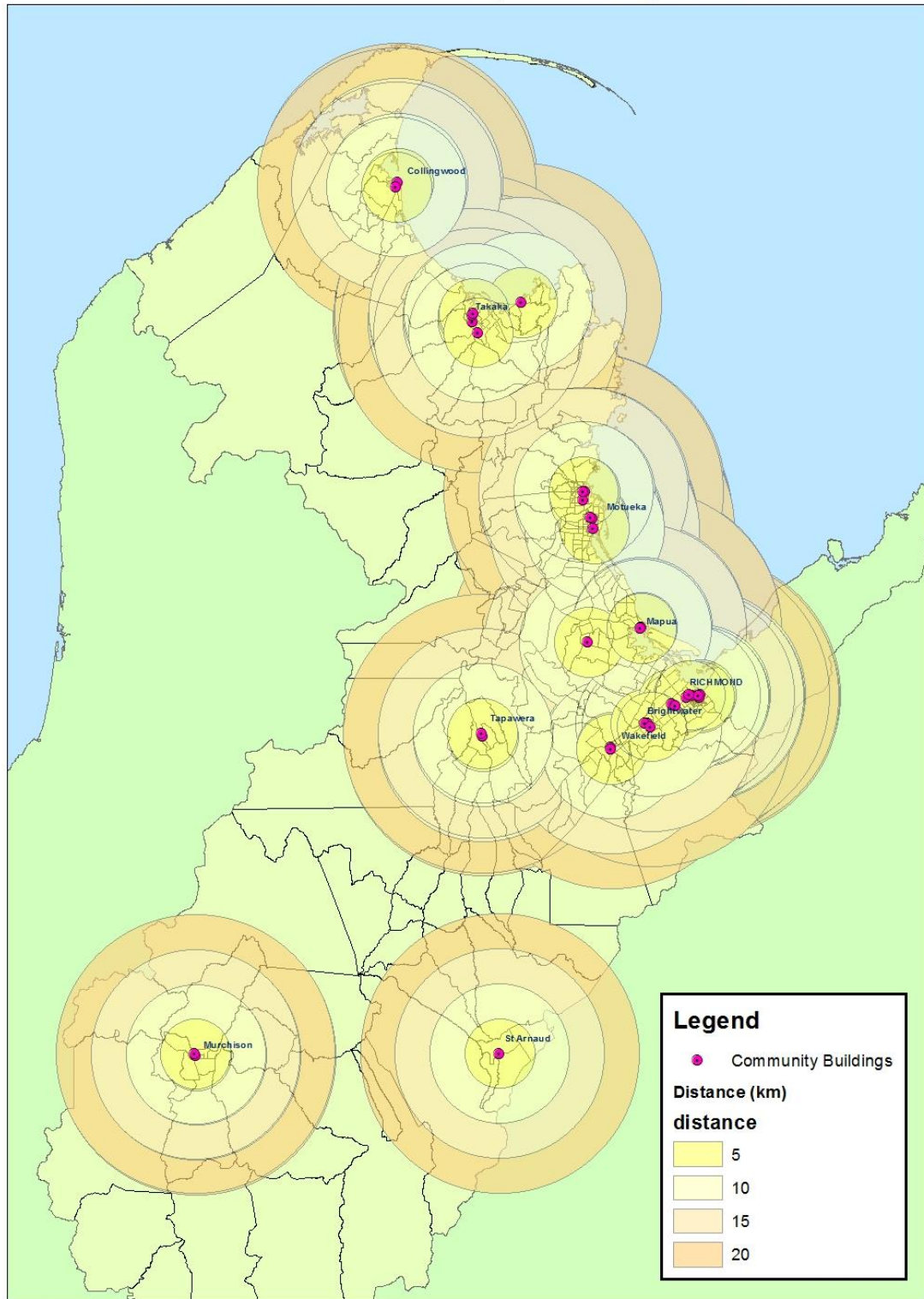


Figure C1: Distances to Community Buildings in Tasman Region

Table C3: Asset Inventory and Description of Community Halls and Community Centres

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Bainham Hall	<p>Built 1932 it has considerable historic significance to the local community, particularly because Bainham is named after two of the original owners of the allotment on which the hall is built.</p> <p>The hall is a multi-purpose facility, which has good supporting facilities within the building: domestic kitchen, raised stage, ladies rest room, and storage room and toilet facilities. The hall has a rated capacity of up to 100 persons. The hall area within the building measures about 12.2m long x 7.6m wide. In addition, at the North end of the hall there is a raised stage area about 4.9m wide x 2.75m deep.</p>	Local Hall Management Committee.	The Hall was upgraded in 1997/98 so that it was in excellent condition for the Bainham Centennial Celebrations.	<p>A detailed seismic assessment confirmed that this building had a seismic rating 18% NBS, IL 2.</p> <p>Upgrade works undertaken in 2016, current strength is 40% NBS.</p>	The Bainham Hall is in the centre of a very small remote rural community. Although minimal use is made of the hall it is a very important facility in the community.	None, seismic upgrade completed in 2016.	Continue to maintain the hall but without any further development of the asset.	<p>2016</p> <p>Seismic assessment undertaken in 2014.</p>
Brightwater Public Hall	<p>Built 1968, located in Brightwater Recreation Reserve, off Lord Rutherford Road in Brightwater.</p> <p>A multi-purpose facility, which provides for a wide range of sporting and social activities. A rated capacity for up to 590 persons. The hall has very good supporting facilities including a large domestic kitchen, supper/meeting room, large stage with changing rooms, a mezzanine viewing gallery, storage and toilet facilities. The hall area is 19.3m long and 14.3m wide.</p>	Local Hall Management Committee	Hall is well maintained and in very good condition.	<p>Built in 1968.</p> <p>A seismic assessment (initial evaluation) confirmed that this building has a seismic rating 60% NBS, IL 2.</p>	Plunket rooms, drama, church group, meetings, courses, flower shows, weddings, school	None	Continue to maintain the hall	<p>2016</p> <p>Seismic assessment undertaken in 2015</p>

<sup>13</sup> The seismic assessment includes the estimated seismic capacity rating (i.e. percentage of New Building Standard (NBS)) of each building, as assessed by an Initial Evaluation Procedure (IEP) and Detailed Seismic Assessment (DSA). Each building is assigned an Importance Level (IL) depending on its capacity.

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Collingwood Memorial Hall	<p>Built in 1972 it is the third public hall to be built in this locality in Collingwood, the previous two both having burned down. As a memorial hall the building has considerable significance to the local community, in addition to its functional uses.</p> <p>The Collingwood Memorial Hall is located on the Southwest side of Tasman Street in the centre of Collingwood township.</p> <p>The hall has good supporting facilities including a portable stage (stored on site), storeroom, foyer, kitchen, and toilet facilities. The Collingwood Squash Club clubrooms and squash court were constructed in 1996 as an addition to the southwest end of the memorial hall building. The hall area is 26. 2m long and 18. 8m wide and has a rated capacity for up to 655 persons under the New Zealand Building Code, however this has had to be restricted to below 300 persons due to its seismic rating.</p> <p>The public memorial hall is a multi-purpose facility, which is frequently used and provides a venue for a wide range of social activities.</p>	Local Hall Management Committee	Hall is in very good condition.	<p>A detailed seismic assessment confirmed that this building has a seismic rating 55% NBS IL 3.</p> <p>If capacity is restricted to below 300 persons, it will be an IL 2 building with a seismic rating of 72% NBS.</p> <p>No works are required, however a limitation must be imposed on occupancy numbers to attain a minimum seismic rating of 67% NBS.</p>	Badminton, bowls, basketball, library, wedding, funerals. More winter use than summer.	None		<p>Nov 2016</p> <p>Seismic assessment undertaken in 2014.</p>
Hope Recreation Hall	<p>Built in 1963 and located on Main Road, Hope, this multi-purpose facility provides for a wide range of sporting and social activities and has a rated capacity for 360 persons. The hall has substantial supporting facilities including two separate kitchen areas, a supper/meeting room, two storerooms and toilet facilities. The hall area is large enough to accommodate four badminton courts.</p> <p>The Maitai Lodge Building is over 100 years old and was relocated to Hope Reserve over 30 years ago from Ranzau School for use by the Scouts, Cubs, Guides and Brownies. Scouts surrendered their lease, the lodge became available to other users, the Maitai Lodge group use the building on a regular basis. The Lodge was relocated to its present site in 2010.</p>	Local Hall Management Committee.	Excellent	<p>The hall was erected in 1963, extended in 1970 and there were architectural alterations in 2005.</p> <p>A detailed seismic assessment confirmed that this building had a seismic rating 30% NBS, IL 3.</p> <p>Upgrade works undertaken in 2017, current strength is 40% NBS.</p>	Dancing. Many regular users with indoor bowls being exceptionally strong.	None Seismic strengthening carried out in 2017.	Continue to maintain the hall without any further development of the asset.	<p>2016</p> <p>Seismic assessment undertaken in 2015.</p>
Kotinga Hall	Situated in Long Plain Road, Kotinga on Local Purpose Reserve.	Local Hall Management Committee	The hall is in good condition.	<p>Single storey wooden building.</p> <p>A detailed seismic assessment confirmed that this building has a seismic rating 50% NBS, IL 2.</p>	Limited use for variety of activities	None identified	Continue to maintain the hall	2016

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Lower Moutere Memorial Hall	<p>The Hall is a large rural community hall located on the Moutere highway 5km from Motueka and has great historic significance to the local community.</p> <p>The hall is a multi-purpose facility, which provides for a wide range of sporting and social activities and has a rated capacity for up to 360 persons under the New Zealand Building Code. The hall has good supporting facilities, including a domestic kitchen, small supper/meeting room, large stage, storage and toilet facilities.</p>	Local Hall Management Committee	Hall is well maintained and in very good condition.	A detailed seismic assessment confirmed that this building meets 78% of the new building standards, hence no seismic strengthening works are required	Limited use but an important facility in the community.	None	Continue to maintain the hall without any further development of the asset	2016  Seismic assessment undertaken in 2014.
Matakitaki Hall	Murchison	Council staff	Condemned. Closed to the public. Due for removal.	NA	None identified	None	Hall to be demolished or removed from reserve.	
Motueka Memorial Hall	<p>Built in 1953 with an extension providing dressing room facilities in 1962 and a major redevelopment of the hall has recently been completed in 2002.</p> <p>The hall is located on the North Western side of the Motueka township at 12 Pah Street. The hall is within easy walking distance from the central shopping area. The Memorial Hall is located on Memorial Park which the Council jointly owns with Wakatu Incorporation along with other public buildings including the Library, Senior Citizens, Tennis Pavilion and Laura Ingram Kindergarten. The Plunket rooms are attached to the facility. The hall had a rated capacity for up to 450 persons under the New Zealand Building Code in 1996.</p> <p>It is a multipurpose facility, which provides for a wide range of activities.</p>	Council staff	Hall is well maintained and in very good condition.	<p>A detailed seismic assessment in 2013 confirmed that this building met 30% of the new building standards,</p> <p>Upgrade works undertaken in 2015, current strength is 34% NBS.</p>	The hall has been and is still today a good facility and asset to the community and is well used by the community. Church groups, bowls, school, and drama.	None, Seismic strengthening carried out in 2015.		2016  Seismic assessment undertaken in 2014.
Ngatimoti Memorial Hall	<p>Built in 1952 to commemorate the men and women from the District who served in WWII. The hall is located on the corner of the Motueka Valley Highway and Orinoco Road.</p> <p>It is a small rural community hall and has a rated capacity for up to 250 persons under the New Zealand Building Code. It has a large kitchen and supper room and good toilet facilities. There is limited storage space under the stage, which is difficult to access.</p> <p>The hall has the potential to cater for a wide range of sporting and social activities.</p>	Local Hall Management Committee	The hall is well maintained.	A seismic assessment (initial evaluation) confirmed that this building has a seismic rating 55% NBS, IL 2.	The hall is underutilised but is an important facility in this isolated rural community.		Continue to maintain the hall but without any further development of the asset.	2016  Seismic assessment undertaken in 2015.

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Onekaka Hall	<p>The existing hall building was originally built in Lower Rockville in 1911 for the Education Board and was relocated to Onekaka in 1924. The building was used as a schoolroom at Onekaka until 1947 when the school was closed. It was later taken over by the Golden Bay County Council and used as a community hall, and in 1953 the title was freed and discharged of every educational trust affecting it.</p> <p>A small accessory toilet block was built on the property near the hall in 1983. A deck was built onto two sides of the hall building in 1992, part of the deck being roofed to form a veranda and another part being partially closed-in to form a woodshed. An accessory stage structure was built on the property a short distance to the Northeast of the hall in 1993, and in 1997 was partially upgraded.</p> <p>The Onekaka Hall is located on the Northeast side of State Highway 60 between Tākaka and Collingwood, towards the Northwest end of Onekaka settlement.</p> <p>The hall area itself has supporting facilities including a small domestic kitchen, entry porch with storage cupboard, plus accessory toilet facilities and an accessory stage structure (roofed over). The hall area is 6.6m long and 5.9m wide and has a rated capacity for up to 50 persons under the New Zealand Building Code.</p> <p>The hall is a multi-purpose facility, which provides a venue for a wide range of social activities.</p>	Local Hall Management Committee	The hall is in good condition and is well maintained by the Management Committee.	<p>Single storey wooden building, constructed in 1911.</p> <p>A detailed seismic assessment confirmed that this building has a seismic rating 80% NBS, IL 2.</p>	Frequently used		Continue to maintain the hall but without any further development of the asset.	2016



Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Pakawau Memorial Hall	<p>Built on part of land owned, and donated by Charles (Charlie) Flowers and was opened on the 11th October, 1935. The more recently constructed men's toilet has been built partly on neighbouring private land currently owned by Edna Campbell-Heath.</p> <p>The Pakawau Memorial Hall is located on the Northwest corner of the junction of Pakawau Bush Road and Collingwood-Puoponga Main Road.</p> <p>The hall area itself has good supporting facilities within the building including a domestic kitchen, utility room for pool, darts, meetings, etc., a raised stage, library, storage room and toilet facilities. The hall area is 15.1m long and 8.9m wide and has a rated capacity for up to 235 persons under the New Zealand Building Code. In addition, the raised stage is 5.0m wide and 3.0m deep.</p> <p>The hall is a multi-purpose facility, which provides a venue for a wide range of social activities.</p>	Local Hall Management Committee	The hall is in good condition and is well maintained by the Management Committee.	<p>Single storey timber-framed building.</p> <p>A detailed seismic assessment confirmed that this building has a seismic rating 40% NBS, IL 2.</p>	Minimal use is made of the hall. However, it is another hall that is valued by the local rural community.	None	Continue to maintain the hall but without any further development of the asset.	2016
Pōhara Hall	<p>Built 1971. The hall was built for the Golden Bay Cement Company and is the second hall to be built on the site. The land, the hall and other buildings on the property were exchanged with the Tasman District Council in return for property development of the Pōhara Valley settlement.</p> <p>The Pōhara Hall is located on the Southeast side of Abel Tasman Drive, to the East of the Pōhara store and campground.</p> <p>The hall area itself has good supporting facilities within the building including a large raised stage, domestic kitchen, storeroom, bar, toilet facilities, men's and women's dressing rooms. The hall area is 21.6m long and 11.1m wide and has a rated capacity for up to 495 persons under the New Zealand Building Code. In addition, the raised stage is 11.1m wide and 6.9m deep.</p> <p>It is a multi-purpose facility, which provides a venue for a wide range of social activities.</p>	TDC	The hall is in average condition. It was re-roofed in 2007 and it has recently been painted inside and outside.	A detailed seismic assessment confirmed that this building has a seismic rating 36% NBS, IL 3.	Little use is made of the hall but it is valued by the growing community.	None	Continue to maintain the hall but without any further development of the asset.	<p>2016</p> <p>Seismic assessment undertaken in 2014.</p>

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Richmond Town Hall	<p>The original brick building was erected in 1922 to commemorate the men and women who lost their lives during the First World War and are now the offices used by Sport Tasman. This building was known as the YMCA War Memorial building and accommodated the Richmond Borough Council Chambers for many years. Additional offices were added to the southern end in 1967.</p> <p>The current Town Hall was built on the rear of the YMCA building in 1936. Extensions to house a new kitchen, toilets and meeting room were completed in 1975. Substantial alterations and additions were carried out to the hall in 1983 including refurbishment of the hall, a new front entrance, and addition of a combined backstage work room/dressing room.</p> <p>The Town Hall is designed to accommodate up to 300 persons and has a large stage with a good combined work room/dressing-room to the rear.</p> <p>A major renovation of the interior has been undertaken for the new recreation centre purpose. Seven offices within the building have been refurbished with the intention of leasing to other parties. A meeting room, toilets and foyer were added and the interior of the building has been renovated. A new storeroom has also been added.</p>	The hall is leased to the Tasman Regional Sports Trust (known as Sport Tasman) and is now called the Tasman Regional Coaching Centre	The hall is well maintained and has recently been repainted externally under a Programmed Maintenance Contract.	<p>A detailed seismic assessment confirmed that this building is &lt;30% NBS IL 2.</p> <p>Upgrade works undertaken in 2017, current strength is 34% NBS.</p>	Good regular use is made of the hall and meeting room.	<p>The hall lacks a second dressing room to provide single sex change facilities for mixed gender groups.</p> <p>Seismic strengthening was carried out in 2017.</p>	Continue to maintain the hall.	<p>2016</p> <p>Seismic assessment undertaken in 2014.</p>
Riwaka Memorial Hall	<p>Built in the 1950s. The hall is located on State Highway 60 on the Southern side of Riwaka township.</p> <p>The hall is an average sized multi-purpose hall facility, which provides for a wide range of sporting and social activities and has a rated capacity for up to 290 persons under the New Zealand Building Code. It has good supporting facilities including a large domestic kitchen, a raised stage area, storage and toilets.</p> <p>It is a large rural community hall that has the potential to cater for a wide range of sporting and social activities.</p>	Local Hall Management Committee	The hall is in good condition and is well maintained by the Management Committee.	<p>A detailed seismic assessment confirmed that this building was &lt;20% NBS IL2.</p> <p>Upgrade works undertaken in 2017, current strength is 40% NBS.</p>	Well utilised dancing group and gymnastics.	None, Seismic strengthening carried out in 2017.	Continue to maintain the hall but without any further development of the asset.	<p>2016</p> <p>Seismic assessment undertaken in 2014.</p>
Spring Grove Drill Hall	<p>Henry Baigent built the Spring Grove Drill Hall in 1900. The hall is located on Lord Rutherford Road (South), 4km from Brightwater.</p> <p>The large hall area has the potential to cater for sporting and social activities. The hall has good toilet facilities and a meeting room. The kitchen facilities are inadequate.</p>	Local Hall Management Committee	Requires major upgrading in order to attract the public to use the facility. Roof is being replaced in early 2021.	A seismic assessment (initial evaluation) confirmed that the hall has a seismic rating 50% NBS, IL 2.	High demand in summer months for weddings	None	Continue to maintain the hall but without any further development of the asset.	<p>Dec 2008</p> <p>2016</p> <p>Seismic assessment undertaken in 2015.</p>

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Stanley Brook Hall	The hall is located on the corner of Sunday Creek Road and the Motueka Valley Highway. Is an old school building, is small but well-loved in the community. Is on the reserve with a war memorial.	Local Hall Management Committee	Is in good conditioned and maintained by the Management Committee	Early 1900s single storey, timber-framed building.  A detailed seismic assessment confirmed that this building has a seismic rating 60% NBS, IL2.	Low use	None	Continue to maintain the hall but without any further development of the asset	2016  Seismic assessment undertaken 2017
Tapawera Memorial Hall	Situated on the main road Tapawera. Leased to Nelson Playcentre Association Inc. to be used for a Playcentre.	Local Hall Management Committee	Unknown	1960s single storey, timber-framed building (formerly a dwelling).  A detailed seismic assessment confirmed that this building has a seismic rating 100% NBS.	None identified	None identified	Continue to maintain the hall but without any further development of the asset.	2016  Seismic assessment undertaken 2017
Waimea West Hall	Originally constructed in 1884 as the local school and served this purpose until 1938. Since this time it has been used as the Waimea West Tennis Club clubrooms. The hall is located on Waimea West Road, 3km from Brightwater and 13 km from Richmond. The hall has important heritage significance and is listed in the District Plan.  The hall has a separate small kitchen, unisex toilet and library room. Under the New Zealand Building Code it is rated to accommodate up to 95 persons.	Local Hall Management Committee	Ian Bowman (architectural conservator) 2020 condition and remedial action report by and recommend on whether the hall should be listed in the District Plan.  Building structure is generally in reasonable condition considering its age but has significant damage from borer.	Built in 1900, single storey timber-framed building.  A detailed seismic assessment confirmed that this building has a seismic rating 68% NBS, IL2.	1996 report indicated that the hall is generally underutilised but adequate for the current needs of the community	None	Continue to maintain the hall in accordance with heritage conservation requirements identified in the Bowman Report but without any further development of the asset	2016

Building Name	Description	Management	Condition	Seismic assessment <sup>13</sup>	Demand Issues	Maint/Op Issues	Strategic Objectives	Date of condition assessment
Wakefield Village Hall	<p>Built in 1971 to replace the earlier hall destroyed by fire. The hall is located on Whitby Road in Wakefield.</p> <p>The Wakefield Village Hall is a multipurpose facility, which provides for a wide range of sporting and social activities. The hall has the following supporting facilities: large supper/meeting room, self-contained domestic kitchen, dressing room, small storage room, Public Conveniences and stage. The kitchen, storage and stage facilities however are not adequate and will require improving. The present hall floor area is relatively small measuring 14m x 12m. In the main hall there is a mezzanine viewing gallery, which accommodates approximately 55 persons. The hall has a rated capacity of 395 persons.</p> <p>The narrow permanent stage can be temporarily extended or retracted as required and can double its size but when this is done it reduces the effective usable hall floor area and thus restricts some activities and the number of people the hall can accommodate. The loose laid flooring panels on the extended section of the stage are noisy to walk over which is unsatisfactory during performances.</p>	Local Hall Management Committee	The hall is in good condition and is well maintained by the Management Committee.	<p>A detailed seismic assessment confirmed that the hall has a seismic rating of &lt;34% NBS, IL 3.</p> <p>Repair work is required for retro fitting roof cross bracing and internal portal frames and foundation pads.</p> <p>Notices erected to indicate earthquake prone building</p>	Regularly used and is a great asset to the community.	None, to be replaced with new Brightwater/Wakefield Community Facility	Continue to maintain the hall.	2016  Seismic assessment undertaken in 2014.
Golden Bay Community Centre	Situated off the main street in Tākaka. Leased to Golden Kids preschool and Golden Bay community workers.	Local Hall Management Committee	Unknown	<p>Single storey timber-framed building.</p> <p>A detailed seismic assessment confirmed that this building has a seismic rating 85% NBS, IL3.</p>	None identified	This centre will require ongoing maintenance. Recent work carried out on the floors etc. has resolved immediate issues however further work will be required.	Continue to maintain the centre but without any further development of the asset.	2016
Motueka Community House	Situated on Decks Reserve at the Northern side of the carpark near Greenwood Street, It was the old courthouse moved onto Decks Reserve. It houses up to 10 community groups and a meeting room.	Local Hall Management Committee	Unknown	<p>Single storey timber-framed building built in 1910.</p> <p>A detailed seismic assessment confirmed that this building has a seismic rating 85% NBS, IL 3.</p>	None identified	None identified	Continue to maintain the house but without any further development of the asset.	2016

## 14.6 Museums

The major focus for museum services is the regional facility, which is currently located in central Nelson. The Council supports the operation of the Nelson Provincial Museum through an annual grant of approximately \$913,000 and contributes approximately \$62,000 per year to pay for a storage facility for the Museum at Elm Street. The Provincial Museum was opened in October 2005 and is managed by Tasman Bays Heritage Trust.

Smaller local museums are provided in Collingwood, Tākaka and Motueka, operated by local societies. Museums are provided to deliver a high quality preservation, educational and research facility emphasising the history of the region.

An inventory, description and overall assessment of museums is presented in Table C4. The quality of most buildings is generally considered to be adequate for their purpose. Seismic strengthening works on the Motueka Museum were recently carried out, after an audit identified that the building did not meet building standards for earthquakes.

Provision of museums is based on a historic provision and no further museums in the District are planned. The museums are popular and well used facilities. The Golden Bay Museum is particularly well used during the summer holiday period. The Council will continue to maintain these facilities in the medium term.

Table C4: Asset Inventory and Description of Museums

Building Name	Size (m <sup>2</sup> )	Description	Management	Condition	Demand Issues	Maintenance/operation Issues	Strategic Objectives
Golden Bay Museum	570	The Golden Bay Museum is located in the centre of the Tākaka Township on Commercial Street and the building consists of a museum, office staff facilities, archive room and other storage rooms as well as a local craft shop that is leased out by the Museum Society. The Golden Bay Museum provides cultural, historical, educational and archival information to tourists, residents and students. A centrepiece exhibit is Abel Tasman's encounter at Wainui Bay in 1642. Other exhibits include Golden Bay's natural history, Maori Taonga, settler history, war history, industrial history as well as recent history of the area.	Leased to Incorporated Society.  Funded by a grant from the Council plus other income sources.	The building is well maintained both internally and externally. Part of the building has recently been re-roofed.  A seismic assessment (initial evaluation) carried out in 2015 confirmed that the original part of the building (built in 1899) is 60% of the New Building Standard (NBS) and the 1990 extension is >100% NBS. The museum is not earthquake prone and it is not required to be upgraded by the Building Act.	The Museum keeps records of usage.	No major issues	Continue to operate under lease to Incorporated Society.  Consider expansion or replacement which has been proposed by the Museum Society.
Motueka District Museum	400	The Motueka Museum is located in the centre of the Motueka Township on High Street and the building consists of a museum, office staff facilities and archive room as well as a café that is leased out by the Museum Society. The museum holds and displays a collection of artefacts relating to local history. In terms of its function in providing wide community benefits and outcomes, the Motueka District Museum aims to provide efficient preservation, research and display of collections, in order to share the region's unique history with visitors and community.	Incorporated Society  Funded by a grant from the Council plus other income sources.	An initial seismic assessment confirmed that this building was 27% NBS IL2.  Upgrade works undertaken in 2017, current strength is 40% NBS.	The Museum keeps records of usage.	Seismic strengthening carried out in 2017.	Continue to operate by Incorporated Society. Complete exterior restoration works.
Collingwood Museum	50	A building is owned by the Council on land it leases from the Fire Service. The Council then sub leases it to the Museum.	Museum Society	Constructed in 1901, the building is well maintained both internally and externally.  A seismic assessment (initial evaluation) carried out in 2015 confirmed that the building is 60% NBS. The building is not earthquake prone and not required to be upgraded by the Building Act.	Minimal usage information as only record is a visitor book.	No major issues	Continue to operate by Incorporated Society  No further development of the asset planned

## 14.7 Swimming pools and Remote Campgrounds

### 14.7.1.1 Overview and Asset Description

Swimming pools are provided to deliver a range of public good benefits including:

- Good quality aquatic-based recreation and sport opportunities
- Health (resulting from physical activity); and
- Learn to swim (safety).

The Council operates one major aquatic facility at Richmond (see separate Activity Management Plan (AMP) for Aquatic Centre). Two small ex-primary school pools are operated by the local reserve committees at Rockville and Upper Tākaka. Another outdoor pool is provided at Motueka (Saltwater Baths). Funding is also provided to local groups to operate twenty school pools outside school hours for community use.

Informal camping is permitted at three sites on the Council reserve land: at Tasman Recreation Reserve, McKee Memorial Recreation Reserve and Owen River Recreation Reserve. Campground caretakers are present at each of these sites. Basic camping facilities are provided for the public to use for a small fee.

An inventory and description of swimming pools and campgrounds is presented in Table C5.

### 14.7.2 Asset Condition

The swimming pools are older, school-style outdoor pools. Their condition is deteriorating over time and the Council is unlikely to replace these assets if they fail. The plan would be to fill in these pools at the end of their useful life.

Campground ablution blocks are older type facilities, although a new toilet facility has recently been installed at the McKee Memorial Reserve campground and new toilets were installed at Kina Reserve in 2019. All ablution blocks will require maintenance during the term of this AMP. The campgrounds are maintained in low key style, suitable for remote/coastal and riverside reserve areas.

### 14.7.3 Current and Future Demand

Existing demand for the outdoor community pools and Owen River campground is relatively low, and likely to remain so in future. The other two campgrounds have high summer use and medium use year round.

### 14.7.4 Strategic Management Approach

Due to the high cost of constructing and operating pools, the strategy for provision is based on providing indoor/all year facilities only in the major population centres. The current Aquatic Centre is located in Richmond and this is likely to remain as the main regional facility.

The potential future provision of a second indoor facility in Motueka was investigated by a community group in recent years; financial provision has been made for this project for 2023/2024.

The Council provides grants to schools and to local organisations to operate school pools outside school hours for public use, where the demand and local community support warrants this input.

The Council has also become owners of two ex-school pools, as a result of the schools' closure. Local committees operate these pools with some financial support from the Council to assist with maintenance costs. As the pools and the plant ages, considerable capital renewal expenditure will be needed and the justification for undertaking this will be debateable. As such there long-term viability is questionable. No financial provision for any capital renewal works have been included within the twenty-year period of this Activity Management Plan.



Table C5: Asset Inventory and Description of Swimming Pools and Campgrounds

Building Name	Size	Description	Management	Condition	Demand Issues	Maintenance/operation Issues	Strategic Objectives
Rockville Pool	350m <sup>2</sup>	An old primary school pool that was purchased by the Council when the school closed.  A 20m x 5m pool, heated outdoor pool.	Operated by local committee which manages the school reserve.	Good condition but showing its age.	Meeting current demand of the small local community.	Future maintenance/ renewal costs will be an issue.  Use is by key access - no lifeguards could be a potential liability to the Council.	Continue to maintain for the reasonable life of the asset i. e. no major expenditure will be incurred.
Saltwater Baths		The pool was installed when sharks were regularly present in the Bay. The original pool was built in 1938 with three concrete walls and a fourth wall built in 1950. The concrete floor was added to the baths in 1992, with steps at both ends and a paddling pool was included. A floodgate, childproof gates in the fence around the pool, decking on the shore side and a walkway to the beach were also added at this time. A new unit containing changing rooms and toilets was built in the adjacent reserve to replace the old facilities and night lighting installed.	The Council provided funding to 1992 upgrade of pool, matching community fundraising dollar for dollar. Volunteer work helped complete the project. Local volunteers continue to maintain pool, change water once per week etc.	Last upgraded in 1992. Minor works on the process for emptying and filling the pool carried out along with safety maintenance.	Seasonal use by local community and visitors	Future maintenance/ renewal costs will be an issue.  No lifeguards are present – could be a potential liability to the Council.	Review future of facility, including an analysis of risks and liabilities associated with continued operation.
Upper Tākaka Pool	250m <sup>2</sup>	An old primary school pool that was purchased by the Council when the school closed.  A 20m x 5m pool, unheated outdoor pool.	Operated by local committee that manages the school reserve.	Reasonable condition but showing its age.	Limited use by very small local community.	Future maintenance/ renewal costs will be an issue.  Use is by key access – no lifeguards could be a potential liability to the Council.	Continue to maintain for the reasonable life of the asset i e. no major expenditure will be incurred.
Kina Beach Recreation Reserve	2.43 ha	Basic self-contained toilets are provided at this campground.	Operated by the Council with caretaker on site.	Good	High use by locals and visitors.	Toilets require ongoing maintenance, toilets replaced in 2019.	Continue to provide a low-cost, authentic kiwi camping experience.
McKee Memorial Recreation Reserve	6.11 ha	Several toilets and shower facilities are provided, along with a playground.	Operated by the Council with caretaker on site.	Good	High use by locals and visitors.	Toilets and ablution block require ongoing maintenance.  Sewerage system was repaired after cyclone Fehi with number of campers restricted.  Toilet/Shower blocks need replacement.	Continue to provide a low-cost, authentic kiwi camping experience until the site is no longer fit for this use.
Owen River Recreation Reserve	2.41 ha	Basic showers and self-contained toilets are provided at this campground.	Operated by the Council with caretaker at the adjacent Owen River Tavern.	Good	Limited use by kayakers, families and tourists.	Toilet/shower require ongoing maintenance. Toilet/Shower need replacement and maintenance required on shelter building.	Continue to provide a low-cost, authentic kiwi camping experience.

## **14.8 Miscellaneous Community Buildings**

The Council owns a number of other community buildings that are used for various purposes that do not fall within the other categories of community facilities. These buildings have been classified as 'miscellaneous community buildings' for Activity Management Plan purposes. An inventory, description and overall assessment of miscellaneous community buildings is presented in Table C6. The quality of most buildings is generally considered to be adequate for their purpose. Provision of miscellaneous community buildings is based on a historic provision and no further buildings in the District are planned. The Council will continue to maintain these facilities in the medium term.

Table C6: Asset Inventory and Description of Miscellaneous Community Buildings

Building Name	Size (m <sup>2</sup> )	Description	Management	Condition	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Brightwater Playcentre	110	The Playcentre leases the former Spring Grove School building, located on the Spring Grove Recreation Reserve adjacent to the Spring Grove Drill Hall.	Brightwater Playcentre	Fair A seismic assessment confirmed that this building was 60% NBS IL2.	Used regularly by the Playcentre	The Brightwater Playcentre operate and maintain the building as per their lease conditions.	Continue to maintain the building.
Ex Rubber Bowling Green Clubhouse, Pt Memorial Park, Motueka	120 approx	The building was constructed in the mid 1970's as the clubrooms for the Rubber Bowling Club. This club went defunct in the mid 1990's. The clubrooms since then have been used by a variety of clubs e.g. slot cars, Motueka High School for off campus classes and as an Ambulance Cadet training room.	The Council - under lease.	Fair An initial seismic assessment confirmed that this building was 19% NBS IL2.  The building will be upgraded by the lessee or demolished.	Used by the Ambulance Cadets for training.		If the building becomes surplus with no tenants remove the building from the park to allow for extra parking spaces.
Former Dovedale Church	110 approx	This Church was constructed in 1911 to replace a simple weatherboard chapel that was the original church constructed in 1878. The current church is built of weatherboard with a corrugated iron roof. All the windows are gothic topped and of gold glass. The interior is lined with tongue and groove native timber.	Dovedale Recreation Reserve Management Committee.	Good An initial seismic assessment in 2016 confirmed that this building was 75% NBS IL2.	Low	Need to keep the building weather tight and maintained.	Continue to maintain the building.
Imagine Theatre and Skyline garage. Former Scout Building. Thorps Bush	65  35	This former Scout building is now leased to Imagine Theatre for drama productions. The Skyline garage is used for storage of props.	The Council under lease.	Good A detailed seismic assessment in 2019 confirmed that this building was 56% NBS IL2 following removal of an old chimney.	High		
Moutere Hills RSA Memorial Library known as the Māpua Community Library	80	A permanent, purpose-built shared facility was constructed in 2002 on Council land occupied by Moutere Hills RSA, on the corner of Toru Street and Aranui Road, Māpua.	Māpua Community Library volunteers.	Very good	High	None	Continue to maintain the building.
Murchison Community Rooms	50	The building was constructed in 1935 for use as public restrooms. The interior has been reconfigured, with the building now leased by Plunket and the Murchison Toy Library.	Managed by Plunket and Women's Division of Federated Farmers.	Fair A seismic assessment confirmed that this building was 67% NBS IL2.	High	Need to keep the building weather tight and maintained.	Continue to maintain the building.

Building Name	Size (m <sup>2</sup> )	Description	Management	Condition	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Wakefield Former Library Building		This building is located on Edward Street in Wakefield. It is a historic building with a C rating and was gifted to Waimea County Council in 1955 by the Wakefield Library Trustees for the purposes of a public library and currently houses the Wakefield Toy Library.	The Council Staff	Poor condition single storey timber-framed building.  A detailed seismic assessment confirmed that this building has a seismic rating 45% NBS, IL2.	Used on a regular basis by the local Toy Library.	Non identified.	Continue to maintain the hall in accordance with heritage conservation requirements.
Ex-Information Centre	65	The former Information Centre is located at Jubilee Park, Richmond.	Utilised by Rotary for Days for Girls project	Fair	Medium	Need to keep the building weather tight and maintained.	Continue to maintain

## 14.9 Community Housing for Older Adults

### 14.9.1 Overview and Asset Description

Local authorities have had a long standing role in providing community housing for older people which enables older people on low incomes to 'age in place' in a safe, secure and well-maintained environment.

The Council provides housing predominantly for older people in need of publicly-provided rental housing. A total of 101 community housing units are provided: 34 in Richmond, seven each in Brightwater and Wakefield, 45 in Motueka and four each in Tākaka and Murchison. An inventory and description of community housing assets is presented in Table C7.

Central government previously granted Council subsidies and low cost loans to meet a specific need for low-cost, community-based housing for people on low incomes. Although Government support ended in 1992, the Council has continued to provide community housing to meet this need.

### 14.9.2 Asset Condition

A comprehensive condition assessment and development of 10-year maintenance programme was completed by Opus in 2009, which included a condition rating for each building component. A high level condition assessment of the Tākaka complex was carried out in 2016 by Opus. A visual external inspection of all units was undertaken in 2019 as part of the Council's Community Housing Review, this confirmed that all units were in good condition. A comprehensive condition assessment will be undertaken in the 2022/2023 financial year. The installation and upgrading of insulation and installation of heat pumps into all units was completed over the period 2017-2019 in order to meet the requirements of healthy homes legislation. There have been further changes recently which now require consideration of ventilation, moisture ingress, drainage and draught stopping. WSP Opus undertook an inspection of all units in December 2020 to identify the works required to meet the standard and prepare a programme for this work. Budget is included in the Annual Plan for the upgrading which will be undertaken progressively from February 2021. There is a requirement to ensure that all units comply with the standards for any tenancy renewal after 1 July 2021 and that all units are fully compliant by 1 July 2024. An overall assessment of each of the community housing complexes is included in Table C7.

### 14.9.3 Current and Future Demand

Our District is seeing increasing numbers of older people living longer than ever before. At the same time and largely as a consequence of population growth, there has been a decline in the affordability of housing across our District. As a result we are likely to see an increased demand for housing for older people on low incomes.

There is currently a long waiting list for people wanting to access a unit, but without the Government subsidy or low cost loans, the Council is not able to fund significant development of new units to meet this demand.

#### 14.9.4 Strategic Management Approach

Central government's recent social housing reform includes a new income-related rent subsidies (IRRS) scheme. Under the IRRS scheme, housing providers can set rents at market levels and the Government pays them the difference between what a tenant is able to pay and the market rent. Although councils are not directly eligible for the IRRS scheme, several councils are investigating how they can work with housing providers to tap into the benefits of this scheme (options include partnering with a registered community housing provider or creating a stand-alone entity). Tasman District Council intends to consider such options during a review of this activity. The review commenced in 2019 and was put on hold in late 2020 due to workload and other pressures. A revised programme for completion of the review will be considered by the Council in August 2021.

Table C7: Asset Inventory and Description of Housing for Older Adults

Community housing complex	Location	Number of units	Condition	Maintenance/Operation Issues
Aotea Flats	Richmond	24	Very good overall, with four units built in 2011.	Older units harder to maintain due to age.
Hollis Hills Cottages	Brightwater	7	Very Good	Minimal maintenance required
Maling Cottages	Richmond	10	Very Good	Minimal maintenance required
Mears Haven Cottages	Motueka	18	Very Good	Minimal maintenance required
Murchison Cottages	Murchison	4	Fair	Older units harder to maintain due to age. Issues with getting trades people to Murchison.
Pearless Flats	Wakefield	7	Very Good.	Minimal maintenance required
Tākaka Cottages	Tākaka	4	Excellent – all built in 2000	Minimal maintenance required
Vosper Street Cottages	Motueka	27	22 cottages very good 5 in fair condition	Older units harder to maintain due to age.

## 14.10 Public Toilets

### 14.10.1 Overview and Asset Description

The Council provides public toilets throughout the District to meet community, traveller and tourist needs. This delivers a range of public good benefits including:

- Compliance with the Health Act 1956, to provide sanitary conveniences for use by the public.
- Convenience to users of parks and reserves.
- Convenience to visitors to shopping/business areas and the travelling public, and
- Support of tourist operations.

The Council provides and maintains 102 public toilet facilities throughout the District, including 21 in the Golden Bay Ward, 22 in the Motueka Ward, 40 in the Moutere/Waimea Ward, eight in the Lakes/Murchison Ward, and 11 facilities in the Richmond Ward. An inventory of these public toilet facilities is presented in Table C8. Most of the facilities have modern sanitary systems with a mix of reticulation, septic tank or containment systems. Existing facilities appear to be meeting current demand and most are in good to excellent condition.

### 14.10.2 Asset Condition

Most of the public toilet facilities have modern sanitary systems with a mix of reticulation, septic tank or containment systems. Existing facilities appear to be meeting current demand and most are in good to excellent condition. Ad-hoc condition assessments are carried out by the Council staff from time to time, as an interim assessment. A general assessment of the overall condition of each public toilet facility is provided in Appendix C Table C8. A high level building condition assessment was carried out in 2016 for the purpose of developing a ten-year maintenance plan. A number of the higher profile toilets are included in a long term painting maintenance programme contract.

### 14.10.3 Performance

Quality of public toilets is driven by three factors. One is the quality of the building, which is determined by its age, design, and level of maintenance. The overall quality of public toilets is generally considered to be adequate by staff. The second and probably major factor is cleanliness. The frequency of toilet cleaning is matched to the level of use of the toilet and balanced against the cost of cleaning more than necessary. The effectiveness of the toilet cleaning service can also be a factor. The third factor is vandalism and graffiti, which is a particular problem for public toilets. Combating vandalism occurring or reducing its impact is a combination of good design, location and rapid responsiveness to any incidents. Quality or performance from a customer perspective is measured via the annual residents' survey. The overall satisfaction of residents with public toilets appears to be increasing over time (see Section 6, Figure 6).

### 14.10.4 Current and Future Demand

The provision of public toilets has been divided into three categories in the Sanitary Services Assessment 2005. These are:

- a) Toilet facilities in townships, predominantly to serve local shoppers;
- b) Toilet facilities in parks and reserves, predominantly to serve local users of the sport and recreational facilities; and
- c) Toilet facilities on main tourist routes or at tourist attractions, predominantly to serve tourist groups.



Existing toilets appear to be meeting demand in the main townships. New public toilets will be required to meet future needs arising from development of new parks and reserves and increasing population and/or tourism activity.

#### 14.10.5 Strategic Management Approach

Council's strategy is to:

- Provide toilet facilities only where a real need can be demonstrated.
- Locate toilets strategically to give adequate coverage without undue overlap.
- Consider non-asset solutions, such as portable toilets by others to meet peak demand; and
- Minimise the risk of vandalism.

Table C8: Asset Inventory and Description of Public Toilets

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Golden Bay Ward							
Anatori	Crown Road Mangarakau	Good		Containment	Average use year round	High cost of clearing tank	No change required
Awaroa Carpark	Next to walkway to Lodge at coast	Good		Containment	High summer use	High cost of clearing tank	No change required
Bainham Hall	Cooks Road, Bainham, Golden Bay	Fair		Septic Tank	Low		No change required
Collingwood Memorial Hall	Tasman Street, Collingwood	Good	Fully Accessible	Reticulated	High		No change required
Golden Bay Recreation Park	Main Road, Tākaka	Fair/Good		Reticulated	Average	Older block due for upgrade. The Council constructed new toilets in the Rec Park Centre on this site in 2017. .	No change required
Golden Bay Recreation Park	Main Road, Tākaka	Excellent	Fully Accessible	Reticulated	High	Older block due for upgrade. The Council constructed new toilets in the Rec Park Centre on this site in 2017.	No change required
Ligar Bay Reserve	Ligar Beach, Golden Bay	Good		Reticulated	High summer use		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Miles Reserve	Parapara Road, Golden Bay	Fair		Containment	Average summer use		No change required
Milnthorpe	Kendall Street, Milnthorpe	Good	Fully Accessible	Containment	Average		No change required
Patons Rock Reserve	Patons Rock, Golden Bay	Good		Septic Tank	High summer use		No change required
Pōhara Recreation Reserve	Abel Tasman Drive, Golden Bay	Good		Reticulated	Average		No change required
Tākaka Memorial Reserve	Commercial Street, Tākaka	Good	Fully Accessible	Reticulated	High	Programme maintenance painting contract	No change required
Rockville School Reserve	Collingwood Bainham Main Road, Collingwood	Fair		Containment	Low		No change required
Rototai Cemetery	Rototai Road, Golden Bay	Fair		Containment	Low		No change required
Rototai Reserve	Nees Road, Golden Bay	Good		Containment	High Summer use	New in 2014	No change required
Salisbury Bridge Picnic area	Quartz Range Road, Bainham	Good		Containment	High summer use		No change required
Tata Beach Reserve	Tata Beach, Golden Bay	Excellent, renovated 2005		Reticulated	High summer use		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Tomatea Point Reserve	Pakawau, Golden Bay	Good		Containment	Average summer use		No change required
Uruwhenua Reserve	SH60, Golden Bay	Good		Containment	High summer use		No change required
Waitapu Bridge	Tākaka Collingwood Highway SH60	Good		Containment	High summer use		No change required
Golden Bay Information Centre toilets	Willow Street, Tākaka	Good	Fully Accessible	Reticulated	High	Programme maintenance.	No change required
Motueka Ward							
Alexander Bluff	Motueka Valley Highway	Good	Fully Accessible	Containment	High summer use	New in 2019	No change required
Alexander Bluff	Motueka Valley Highway	Good	Fully Accessible	Containment	High summer use	New in 2019	No change required
Alex Ryder Memorial Reserve	Rowling Road, Little Kaiteriteri	Good	Fully Accessible	Reticulated	High summer use		No change required
Breaker Bay	Breaker Bay	Good		Reticulated	Average summer use		No change required
Brooklyn Rec Reserve	Brooklyn Valley, Brooklyn	Good		Containment	Low		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Decks Reserve	Wallace Street, Motueka	Good	Fully Accessible	Reticulated	High demand, next to info centre		No change required
Motueka Cemetery	Old Wharf Road, Motueka	Fair			Low		No change required
Motueka Skate Park	Old Wharf Road, Motueka	Good		Containment	Average		No change required
Mārahau	Main Road, Mārahau	Good		Containment	High, use has increased	Due to be replaced 2021	No change required
Mārahau	Otuwhero Spit	New 2009		Containment	High summer use	Issues with coastal erosion the toilets may need to be relocated in the future.	No change required
Memorial Hall	Pah Street, Motueka	Good	Fully Accessible	Reticulated	High		No change required
Richards Reserve	Wildmans Road, Motueka	Good		Containment	Average		No change required
Riwaka Memorial Reserve	Main Road, Riwaka	Good		Reticulated	High		No change required
Riwaka Recreation Reserve	Main Road, Riwaka	Good		Containment	Average		No change required
Saltwater Baths	North Street, Motueka	Good	Fully Accessible	Reticulated	Average		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Split Apple Rock	Split Apple Rock	Good		Containment	Average		No change required
Kumaras Car Park	Off Staples Street, Motueka	Good		Containment	Average	Due for replacement	No change required
Stephens Bay	Anarewa Crescent	Good		Reticulated	High summer	Programme maintenance painting contract	
Tasman Recreation Reserve	Rush Lane, Tasman	Good		Containment	Low		No change required
Thorps Bush	Woodland Avenue, Motueka	Good	Fully Accessible	Reticulated	Average		No change required
Torrent Bay	Camping Ground	Good		Containment	High summer use	High cost of clearing tanks	No change required
Torrent Bay	Wharf area	Good		Containment	High summer use	High cost of clearing tanks	No change required
Moutere/Waimea Ward							
Appleby Recreation Reserve	SH 60, Appleby	Good	Standard	Septic Tank	Low	Requires maintenance and bird proofing.	No change required
Brightwater Ex-a-loo	Ellis Street, Brightwater	Good	Fully Accessible	Reticulated	Average	High maintenance required	No change required
Dovedale Recreation Reserve	Dovedale Road Woodstock Wakefield	Good		Septic Tank	Low use		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Edward Baigent Memorial Scenic Reserve	SH6 Wakefield	Good		Containment	Average		No change required
Edward Baigent Memorial Scenic Reserve	SH6 Wakefield	Good		Containment	Average		No change required
Faulkner Bush Scenic Reserve	SH6 Wakefield	Good	Fully Accessible	Reticulated	High		No change required
Hoddy Memorial Estuary Park	SH 60, Appleby	Very good	Fully Accessible	Containment	Low use		No change required
Lee Valley Recreation Reserve (ex DoC)	Lee Valley	Good		Septic tank	High in summer		No change required
Firestone Reserve	Lee Valley	Good		Containment	High summer use		No change required
Grossi Point	Tahi Street, Māpua	Good	Fully Accessible	Reticulated	Average		No change required
Meads Reserve	Lee Valley	Good		Containment	Average summer use		No change required
Brightwater Hall	Lord Rutherford Road, Brightwater	Good		Reticulated	Low use		No change required
Māpua Recreation Reserve	Aranui Road, Māpua	Good	Fully Accessible	Reticulated	Average	Programme maintenance painting contract	No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Kina Beach Recreation Reserve	Cliff Road, Tasman	Fair		Containment	High summer use	Recently replaced with new accessible toilets.	No change required
Kina Beach Recreation Reserve	Cliff Road, Tasman	Fair		Containment	High summer use	Recently replaced with new accessible toilets.	No change required
LEH Baigent Memorial Recreation Reserve	Kina Peninsula Road, Kina	Good	Fully Accessible	Containment	High summer use	New	No change required
LEH Baigent Memorial Recreation Reserve	Kina Peninsula Road, Kina	Fair		Containment	Average		No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Fair		Reticulated	High summer	<p>Following Cyclone Fehi and damage to the sewerage system, the Council has undertaken a number of repairs to the system. We now have monitoring in place and are controlling the numbers of campers to a maximum of 250 people due to the system capacity constraints.</p> <p>Older ones with showers need to be replaced over the next few years</p>	No change required



Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Fair		Reticulated	High summer	Following Cyclone Fehi and damage to the sewerage system, the Council has undertaken a number of repairs to the system. We now have monitoring in place and are controlling the numbers of campers to a maximum of 250 people due to the system capacity constraints	No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Good		Reticulated	High summer	Following Cyclone Fehi and damage to the sewerage system, the Council has undertaken a number of repairs to the system. We now have monitoring in place and are controlling the numbers of campers to a maximum of 250 people due to the system capacity constraints	No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Good		Reticulated	High summer	Following Cyclone Fehi and damage to the sewerage system, the Council has undertaken a number of repairs to the system. We now have monitoring in place and are controlling the numbers of campers to a maximum of 250 people due to the system capacity constraints	No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Very good	Fully Accessible	Reticulated	High summer	Following Cyclone Fehi and damage to the sewerage system, the Council has undertaken a number of repairs to the system. We now have monitoring in place and are controlling the numbers of campers to a maximum of 250 people due to the system capacity constraints	No change required
Pinehill Reserve	Stafford Drive, Ruby Bay	Good	Fully Accessible	Reticulated	High		No change required
Hunter Brown Longdrop	Ken Beck Drive, Appleby	Good		Containment	High weekend use		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Moturoa / Rabbit Island Western End Block	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use	Disposal fields upgraded 2010	No change required
Taj Toilet Block	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use	Disposal fields upgraded 2010	No change required
Moturoa / Rabbit Island Main Toilet Block	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use	Disposal fields upgraded 2010 Painted 2020 Programme maintenance	No change required
Moturoa / Rabbit Island Eastern End Toilets	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use	Disposal fields upgraded 2010	No change required
Moturoa / Rabbit Island Eastern End of Equestrian Park	Ken Beck Drive, Appleby	Good	Open daytime only	Containment	High use all year		No change required
Moturoa / Rabbit Island Boat Ramp Longdrop	Ken Beck Drive, Appleby	Good	Open daytime only	Containment	High weekend use		No change required
Moturoa / Rabbit Island - Greenslade Park Longdrop	Ken Beck Drive, Appleby	Good		Containment	High use all year		No change required
Moturoa / Rabbit Island Equestrian Park Dressage No 1	Ken Beck Drive, Appleby	Very good	Fully accessible	Containment	High weekend use		No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Moturoa / Rabbit Island Equestrian Dressage No2	Ken Beck Drive, Appleby	Good		Containment	High weekend use		No change required
Moturoa /Rabbit Island – Tic Toc Road cycle trail area	Tic Toc Road	Very Good	Fully accessible	Containment	High use all year	Installed 2019	No change required
Ngatimoti Recreation Reserve	Motueka Valley Highway	Good		Septic Tank	Average	Located on side of Fire Service building Cleaned by Nelmac	No change required
Upper Moutere Recreation Reserve	Moutere Highway	Good		Septic Tank	Average	Management committee cleans etc	No change required
Wai-iti Recreation Reserve	Main Road South, Wai-iti	Good		Containment	Low		No change required
Wai-iti Recreation Reserve	Main Road South, Wai-iti	Good		Containment	Low		No change required
Wakefield Ex-a-loo	Whitby Road, Wakefield	Very good	Fully accessible	Reticulated	High	High maintenance requirement	No change required
Wakefield Recreation Reserve	Whitby Road, Wakefield	Fair		Reticulated	Average		No change required
Lakes/Murchison Ward							
Murchison Public Toilets	Fairfax Street, Murchison	Excellent, new 2005	Fully Accessible	Reticulated	High	Programme maintenance continuing	No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Gowan Bridge	Gowan Bridge	Fair		Long Drop	Low	Requires upgrading	No change required
Lake Rotoiti Hall – public toilets	St Arnaud	Good	Fully Accessible	Reticulated	Average	New in 2019	
Mangles River	Mangles River	Fair		Containment	Average		No change required
Murchison Recreation Reserve Public Toilets	Waller Street, Murchison	Fair due for upgrade	Fully Accessible	Reticulated	High	Programme maintenance continuing	No change required
Owen River Recreation Reserve	Sh 6, Owen River	Fair		Septic Tank	Low	Requires upgrading replace	No change required
Tapawera Public Toilets	Main Road, Tapawera	Good	Fully Accessible	Reticulated	High	Programme maintenance continuing	No change required
Richmond Ward							
Busch Reserve	Aniseed Valley	Good	Fully Accessible	Septic Tank	High summer use		No change required
Fittal Street Toilets	Richmond	Good	Fully Accessible	Reticulated	High summer use	New 2019	No change required
Hope Hall	Hope Recreation Reserve	Good		Reticulated	High summer use	Cleaned by Nelmac	No change required
Jubilee Park	Gladstone Road, Richmond	Good	Fully Accessible	Reticulated	High use all year	Programme maintenance painting contract Floor resprayed 2021	No change required

Location	Address	Condition	Accessibility	Sewer System	Demand Issues	Maintenance/ operation Issues	Strategic Objectives
Jubilee Park (Soccer Grounds)	Gladstone Road, Richmond	Good		Reticulated	Average	Upgraded 2020 spray flooring/ new cisterns and lights etc	No change required
Twin Bridges Reserve	Aniseed Valley	Good		Septic Tank	High summer use		No change required
Richmond Public Toilets	Warring Car Park, Richmond	Good	Fully Accessible	Reticulated	High use all year	Programme maintenance painting contract Floors resprayed 2020/21	No change required
Sandeman Reserve	Sandeman Road	Average		Reticulated	High use all year		No change required
Saxton Field – Avery Toilet/Changing Block	Champion Road	Very Good	Fully Accessible	Reticulated	Average use all year	New in 2017 Cleaned by clubs	No change required
Washbourn Gardens	Oxford Street, Richmond	Very good	Fully Accessible	Reticulated	High use all year	Floors resprayed 2020	No change required
White Gate Reserve	Aniseed Valley	Good		Containment	High summer use		No change required

# Appendix D: Detailed Asset Inventory – Parks and Reserves

# 15 Detailed Inventory of Parks and Reserves

## 15.1 An Overview of the District's Parks and Reserves

The Council-owned parks and reserves provide a range of open spaces for sports, recreation, play and leisure activities and social opportunities for both residents and visitors. Parks and reserves have been grouped into 11 categories for budget and management effectiveness (see Table D5). These groupings each reflect a different level of service and purpose. The Council managed and maintained parks and reserves include 231 rural recreation and esplanade reserves, 109 urban open space/amenity reserves, 58 walkways, 20 sports grounds, 14 special interest sites and 13 formal gardens. Reserve locations can be viewed on the Top of the South Maps website: [www.topofthesouthmaps.co.nz](http://www.topofthesouthmaps.co.nz).

While a number of reserves are actively managed for organised sport and recreational activity, many others are 'passive reserves' – i. e. reserves that help make our District attractive and provide places for informal or impromptu recreation activities. Esplanade reserves (land located along primary waterways) help reduce risk to private property from natural hazards (such as flooding) and protect conservation values. They can also promote or improve recreational opportunities by providing access to waterways for recreational purposes (such as kayaking or fishing). A few reserves are leased for grazing, while others provide a 'land bank' that we can use for future recreation spaces if required.

The Council provides a total of 829 hectares of reserve land within the District (including 239 ha of Recreation Reserve at Moturoa/Rabbit Island), for a district population of 56,400 (2020 usually resident population). This equates to 14.68 ha per 1,000 residents, a reduction of 1.08 ha per 1,000 since 2017. A total of 55 playgrounds are provided, equating to 5.7 playgrounds per 1,000 children under 15 years of age (the national average is 4.0). Sports parks make up 143 hectares in total (this figure includes 10ha of sports fields located on Council-owned land at Saxton Field), equating to 2.5 ha per 1000 residents (the national average is 2.2).

A number of strategies and reserve management plans have been produced to guide the management and operation of parks and reserves. These include Council's Reserves General Policies (2015), Reserve Management Plans and the Open Space Strategy 2015-2025. The latter document has identified that we have currently have a good amount of space for our communities to use as reserves. The Council works to implement the recommendations from these documents to benefit our community. An inventory of Council-administered parks and reserves is contained in Appendix 1 of Council's Reserves General Policies document.

## 15.2 Condition of Park and Reserve Assets

The Council needs to understand the current condition of its assets. Monitoring programmes should be tailored to consider how critical the asset is, how quickly it is likely to deteriorate (utilisation), and the cost of data collection.



Table D1: Frequency of condition assessments for Council's park and reserve assets

Asset type	Frequency of condition assessments
Park and reserve land	Ad-hoc condition assessments are carried out by Council staff from time to time, as an interim assessment.
Sports fields	Ad-hoc condition assessments are carried out by Council staff from time to time, as an interim assessment. An annual maintenance programme is carried out each year by Council staff, which takes into account the condition of the field surfaces.
Playgrounds	Condition assessments are carried out by a certified playground auditor on a three yearly basis. A full structural condition assessment of Council's playgrounds was undertaken in November 2018. Annual inspections are carried out by a Reserves and Facilities staff member qualified to carry out Playground Equipment Operational Audits and weekly maintenance checks are carried out by the Parks Contractor.
Cemeteries	Ad hoc condition assessments are carried out by Council staff from time to time, as an interim assessment.

This section deals with the specific assets located on parks and reserves, rather than the overall reserve condition. An asset condition survey was completed in 2014 and previously in 2008. A total of 4,087 individual assets have been recorded in the Confirm Asset Management System. Of these 2,915 (71%) have been condition rated. Where condition rating is done, a 1-5 scale is used, as per the NZ Parks and Recreation Asset Condition Grading Standards Manual, as shown in Table D2. Condition of the assets is generally very good with only a small percentage recording poor or very poor grading. The breakdown of the results is as follows:

Table D2: Condition ratings of Council's park and reserve assets

Grade	Condition	General Meaning	Result 2008	Result 2014
0	Non-existent	Asset absent or no longer exists	0	0
1	Excellent	Sound physical condition. No work required	2%	27%
2	Good	Sound physical condition; minimal short-term failure risk but potential for deterioration. Only minor work required (if any)	59.5%	39%
3	Average	Significant deterioration evident; failure unlikely in near future but further deterioration likely. Work required but asset is still serviceable	30.5%	23%
4	Poor	Failure likely in short term. Substantial work required in short term, asset barely serviceable	7%	7%
5	Very Poor	Failed or failure imminent/safety risk. Major work or replacement required urgently.	1%	4%

The general objective is to have no assets being in poor or very poor condition. Those identified as such will be replaced or repaired as part of the coming year's renewal programmes.

A brief description of the general understanding of the condition of each group of Parks and Reserves assets is presented below.

**Furniture:** Furniture is considered to be in reasonable condition with considerable renewal having been undertaken over recent years.

**Signage:** A consistent sign design is used across the District and their condition is considered reasonable. The need for additional signage, particularly information signs has been identified and steady progress is being made.

**Gardens:** The condition of gardens is variable as a result of no formal renewal programme being implemented. Some gardens have gaps or are overgrown.

**Trees:** The tree asset is considered to be in reasonable condition. Work is carried out on an ad-hoc basis rather than in a cyclic programme and no formal assessment has been undertaken. Tree maintenance work is managed by an arboricultural consultant and all work is undertaken by contractors using qualified arboricultural tradesmen.

**Tracks/Walkways:** These are considered to be in reasonable condition and will work towards meeting the SNZ HB 8630: 2004

**Playgrounds:** An assessment of the playgrounds was undertaken by an external specialist consultant in November 2018.

- The playgrounds were in good condition, with evidence of high levels of use.
- The playgrounds provided good facilities for local residences and visitors.
- A number of the older playgrounds, particularly in the rural areas, were past their useful life and need to be replaced.
- The level of maintenance was of a variable standard, there are some specific maintenance issues that directly affect compliance.
- The playground stock is aging, asset renewals do not appear to keep up with the age and condition of the playgrounds.

A condition assessment of the individual asset components of the playgrounds produced the following results:

Table D3: Condition ratings of Council's playground assets

Playground Equipment			Playground Safety surface		
Condition	Percentage of assets		Condition	Percentage of areas of safety surface	
	Result 2014	Result 2018		Result 2014	Result 2018
Excellent	4%	11%	Excellent	3%	4%
Very Good	50%	36%	Very Good	41%	40%
Good Average	34%	42%	Good Average	52%	47%
Poor	10%	10%	Poor	4%	9%
Very Poor	2%	1%	Very Poor	0%	0%

Compliance with Safety Standards: The playgrounds were measured against the standard NZ 5828 if installed prior to 1996. If installed after this date, but prior to April 2005 the playgrounds were measured against ASNZ 4486 and 4422. Equipment and surfacing installed after April 2015 was measured against NZS 5828: 2015.

Compliance rating: Each individual item of equipment and safety surfacing was measured. Of the 307 items of equipment and safety surfacing areas inspected at the 50 reserves, the following results were recorded.

Table D4: Compliance ratings of Council's playground assets

Equipment	Result 2014	Result 2018	Safety Surface	Result 2014	Result 2018
Items of equipment complied with ASNZ 4486.	94	75	Areas of safety surfacing complied with ASNZ 4422.	55	34
Items of equipment complied with NZS 5828: 2004.	63	44	Areas of safety surfacing complied with NZ 5828.	N/A	N/A
Items of equipment complied with NZS 5828: 2015.	N/A	35	Areas of safety surfacing complied with NZ5828: 2015.	20	42
Items of equipment did not comply with any standard.	54	62	Safety surface areas did not comply with any standard.	13	10

Equipment	Result 2014	Result 2018	Safety Surface	Result 2014	Result 2018
Items of equipment were not audited or applicable to standards.	4	4			1

A compliance rate of 76% was achieved in 2018. The level of compliance is average compared to other cities throughout the country. The compliance rate compares with 78% compliance in the 2014 report. Replacement of older equipment occurs as needs are identified on an annual basis. Painting is undertaken as part of the maintenance contract as required.

### 15.3 Performance

The quality of development of the new reserves is considered to be achieving a high standard. On older reserves and even newer reserves over five or more years old, the quality is considered to be of a lower standard.

As a result of the growth of reserve land and the resultant demand to develop new land, the majority of resource has been committed to these areas. There has been lower resource allocation to renew assets and redevelop existing reserves to the standards being achieved in the newer reserves.

### 15.4 Strategic Management Approach

Key issues for reserve provision in Tasman District include:

- Continuing population growth and increases in demand for additional urban reserve land and sports parks across the District and the need for this to be managed cost effectively.
- The number of retired people is forecast to increase significantly in the next 20 years and this will increase demand for some types of Council services. By contrast, the proportion of young people as a percentage of the total population is predicted to decline significantly over time.
- The demand for both walking and cycling tracks is expected to continue to grow as Tasman's population ages.
- Coastal erosion and the impact of projected sea level rise may impact on the Council's walkways and reserves.
- There is likely to be increased expectation that the Council will undertake coastal protection works on its reserves to protect adjacent private land and to retain public access to coastal areas, which needs to be balanced against the protection of wildlife habitats, retention of natural process, and the affordability to the public of coastal protection works.
- Damage to park and reserve assets from storm and heavy rainfall events.
- The focus on catering for growth and on development of new reserves has resulted in a decline in quality of older reserves, with some variance in service levels between new and older reserves.
- Renewal of existing park facilities e.g. play equipment to maintain level of service targets.
- Long-term provision and management of cemetery reserves.

- Provision of management of public toilets throughout the District; and
- Ongoing development of walking and cycling tracks and networks at various locations to meet an increasing demand.

The 'Reserves General Policies (2013)' document and Parks and Reserves Management Plans set out the objectives and policies for all reserves administered by the Tasman District Council.

The Reserves General Policies document has been prepared to consolidate policies that apply to all reserves. This allows a consistent approach to reserve management and removes the need for policies to be repeated in omnibus or site-specific management plans. This policy document is a 'living document' setting out the policies which shall direct the use and management of the District's reserves for the next 10 years.

The purpose of the reserve management plans is to ensure that both the management and development of reserves in the District are compatible with the purposes of their reservation. The plans identify the appropriate uses for each reserve, state how conflicting uses are to be managed and outline any development proposals. Reserve management plans are reviewed on a rolling basis, as summarised in the following table.

Table D5: Reserve management plan development and review schedule

Reserve Management Plan (RMP)	Development date	Proposed review year
Abel Tasman Foreshore Scenic Reserve (joint with Department of Conservation)	2012 (partially reviewed in 2015)	Yet to be decided
Motueka Ward Reserves	2019	Yet to be decided
Saxton Field (joint with Nelson City Council)	2020/2021 (in progress)	
Memorial Park Management Plan (joint with Wakatū Incorporation)	1997, updated 2003	Yet to be decided
Moutere/Waimea Ward Reserves	2020/2021 (in progress)	
Richmond Ward Reserves	1999, with later amendments for Hope Reserve	2022/2023
Lakes/Murchison Ward Reserves	2005	2022/2023
Golden Bay Ward Reserves	2003	2023/2024
Tata Beach Reserves	1996, updated 2001 and 2007	2023/2024
Waimea River Park	2010	2021/2022
Moturoa / Rabbit Island	2016	2025/2026

A summary of strategic objectives for individual reserves is identified in a separate document on the Council's website (Reserve Management Plans section).

The Council has also prepared an Open Space Strategy (2014) to help improve the management and provision of parks, reserves, natural areas and other types of open space within the Tasman District. The Strategy is not a statutory document, but is used to advise other plans that the Council is required to develop, such as this Activity Management Plan and the LTP. The Strategy, along with the companion document '*Summary of Existing Provision - A background document for the development of a Tasman District Open Space Strategy*' (April 2014), collates all available information about the quality and quantity of Tasman's open spaces.

## 15.5 Cemeteries

### 15.5.1 Overview and Asset Description

The Council provides cemeteries that create an attractive, peaceful and respectful environment for the memorial and remembrance of the deceased. Cemeteries are also provided for the following reasons:

- Public health
- To ensure compliance with the requirements of the Burial and Cremation Act 1964; and
- To provide a location for bereavement within close proximity to communities.

The Council operates 12 cemeteries and maintains two closed cemeteries, covering a total land area of 29.7 hectares. An inventory of these cemeteries is presented in Table D6. The distribution of cemeteries is uniform across the District, with all townships within 20km of a cemetery and most within 10km.

### 15.5.2 Asset Quality and Condition

There are three main cemeteries located in each of the main urban centres of Richmond, Motueka and Tākaka. The quality of these cemeteries is very good, with well-developed roading, parking and other infrastructure, together with attractively landscaped grounds. The Motueka Cemetery car park was upgraded in 2014, along with tree plantings and other improvements. In 2017, as a result of an adjacent subdivision the entrance road to the Motueka Cemetery, Cemetery Road was closed and a new entrance and gateway was constructed on Memorial Drive. The quality of the minor cemeteries tends to be lower, but this is considered adequate for their location and use. Asset condition is generally very good, with facilities maintained to a high standard in the high-use cemeteries. The condition of individual cemeteries is outlined in Table D6.

### 15.5.3 Current and Future Demand

Most interment activity occurs at the Richmond, Motueka and Tākaka cemeteries.

The 12 cemeteries each have a significant number of plots available. The 2018 Activity Management Plan identified that Richmond Cemetery had around 20 years capacity. A Cemetery Strategy was developed jointly with Nelson City Council in 2020 to look at the extent of provision in the Richmond and Moutere/Waimea wards of the Tasman District together with the Nelson City area. It is considered that there is a significant level of cemetery capacity within the other wards in the Tasman District to provide capacity for the near future.

The 2020 Cemetery Strategy confirmed that Richmond Cemetery is likely to reach capacity within 10 years. This timeframe has reduced from the prediction in the 2018 Activity Management Plan as high groundwater levels in the lower part of the cemetery mean that burials in the remaining area can only be at single depth. Nelson City also has issues with burial capacity in its cemeteries therefore the Strategy was undertaken jointly so that the option of developing a regional cemetery could be considered.

Following completion of the strategy provision has been made in the LTP 2021-2031 for the purchase of land and development of a regional cemetery in the Moutere/Waimea Ward and within a 30 minute driving time of Richmond, the cost associated with development of a new cemetery could be shared if both Councils agree with the proposal.

#### 15.5.4 Strategic Management Approach

Council's intention is to continue to operate cemeteries without significant change. The Burial and Cremation Act 1964 is currently being reviewed, this could mean significant changes to the way in which cemeteries are managed.

Table D6: Cemetery Inventory

Cemetery Name	Size (ha)	Location	Number of interments in 2016/17		Condition	Estimated remaining life	Maintenance & operation issues	Strategic Objectives
			Graves	Ashes				
Golden Bay Ward								
Bainham Cemetery	2.3136	Bainham Rd, Collingwood	0	0	Good	50 years +	None	Continue to operate without significant change
Clifton Cemetery	0.8853	Closed	0	0	Good	Nil		
Collingwood Cemetery	6.0740	Bainham Rd, Collingwood	4	2	Good	50 years +	None	Continue to operate without significant change
Kotinga Cemetery	0.4059	Cemetery Rd, Kotinga	1	0	Good	50 years +	None	Continue to operate without significant change
Rototai Cemetery	2.0234	Rototai Rd, Tākaka	11	9	Good	50 years +	None	Continue to operate without significant change
Motueka Ward								
Motueka Cemetery	5.9685	Cemetery Rd, Motueka	24	35	Good	50 years +	None	Continue to operate without significant change



Cemetery Name	Size (ha)	Location	Number of interments in 2016/17		Condition	Estimated remaining life	Maintenance & operation issues	Strategic Objectives
			Graves	Ashes				
Sandy Bay Cemetery	0.2182	Closed	0	0	Good	Nil		
Moutere/Waimea Ward								
Fletts Rd Cemetery	0.2016	Fletts Rd, Lower Moutere	0	1	Good	50 years +	None	Continue to operate without significant change
Foxhill Cemetery	1.1446	SH6 Foxhill	1	1	Good	50 years +	None	Continue to operate without significant change
Spring Grove Cemetery	2.0234	Mt Heslington Rd	1	0	Good	50 years +	None	Continue to operate without significant change
Waimea West Cemetery	0.8006	Waimea West, Brightwater	3	0	Good	50 years +	None	Continue to operate without significant change
Lakes/Murchison Ward								
Murchison Cemetery	1.2950	Chalgrave St, Murchison	6	7	Good	50 years +	None	Continue to operate without significant change
Mararewa Cemetery	0.8041	Main Rd, Tapawera	1	0	Good	50 years +	None	Continue to operate without significant change

Cemetery Name	Size (ha)	Location	Number of interments in 2016/17		Condition	Estimated remaining life	Maintenance & operation issues	Strategic Objectives
			Graves	Ashes				
Richmond Ward								
Richmond Cemetery	4.9902	Wensley Rd, Richmond. Major cemetery in the district	29	30	Very good	10 years	None	Continue to operate without significant change Now burying at single depth only due to high water table
Total	29.2							