



Parks and Reserves

Activity Management Plan

2015 - 2025

Draft

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Quality Assurance Statement

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For full Quality Assurance Statement, Refer Appendix Z

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EXECUTIVE SUMMARY / INTRODUCTION

This activity management plan (AMP) describes the strategies and works programmes for the Parks and Reserves Activity so as to meet the objective of delivering the required level of service to existing and future users in an efficient and cost effective way. It reflects the improvements that have been made to the Council's planning processes since the 2012 AMP.

This AMP informs the Council's Long Term Plan (LTP) and contributes to the goals and objectives Council aims to achieve in order to achieve community outcomes. The AMP covers:

- A description of the activity, including the rationale for Council involvement and any significant negative effects of the activity.
- The strategic environment (Council's vision and goals and future demand drivers) for the activity, the key activity management policies and strategies adopted within this environment and the main risk issues identified for the activity.
- A statement of the intended levels of service and performance targets.
- Information on the scope of assets involved in delivering services, and statements on:
 - the estimated cost for achieving and maintaining the target levels of service;
 - how Council will assess and manage the implications of demand and service levels and standards, the estimated costs of the provision of additional asset capacity and how these costs will be met;
 - how the maintenance, renewal and replacement of assets will be undertaken, and how they will be funded; and
 - how expenses will be met and the estimated revenue levels and other source of funds.

1 ACTIVITY DESCRIPTION

What We Do

Parks and Reserves

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. Council managed and maintained parks and reserves include 13 formal gardens, 14 special interest sites, 20 sportsgrounds, 94 urban open space/amenity reserves, 41 walkways and 210 rural recreation and esplanade reserves.

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 804 hectares of reserve land within the District, including 240ha at Moturoa/Rabbit Island, for a district population of 47,154 (2013 usually resident population). This equates to 17.03 ha per 1000 residents (the national average is 15.9). A total of 52 playgrounds are provided, equating to 5 playgrounds per 1,000 children under 15 years of age (the national average is 3.9). Sports parks make up 55 hectares in total, equating to 1.19 ha per 1000 residents (the national average is 2.31).

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 (2013) 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.

Cemeteries

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

- Bainham, Collingwood
- Collingwood
- Kotinga
- Rototai, Takaka
- 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 Takaka. The Council manages cemeteries throughout the District providing accessible and appropriate sites for burial. All these cemeteries have a significant number of plots available and, at current burial rates, there is no demand for additional land within the next 20 years. Longer term there is a requirement to provide land for an alternative to the existing Richmond Cemetery.

Public toilets

The Council provides and maintains public toilet facilities throughout the District to meet community and visitor needs. Currently there are a total of 91 toilet buildings located throughout the district. This includes 20 in the Golden Bay Ward, 23 in the Motueka Ward, 34 in the Moutere/Waimea Ward, 7 in the Lakes/Murchison Ward, and 7 facilities in the Richmond Ward. Most of the facilities have modern sanitary systems with a mix of reticulation, septic tank or containment systems.

Public toilet facilities have been divided into three categories, as outlined in the Sanitary Services Assessment 2005:

- toilet facilities in townships, predominantly to serve local shoppers;
- toilet facilities in parks and reserves, predominantly to serve local users of the sport and recreational facilities; and
- toilet facilities on main visitor routes or at visitor attractions, predominantly to serve visitor groups.

Existing toilets appear to be meeting current demand and most are in good to excellent condition.

A complete description of the assets included in the Parks and Reserves activity is in Appendix B.

Why We Do It

Parks and Reserves

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 wellbeing. The Council therefore aims to ensure that adequate parks and reserves are provided for the community and that these are managed and maintained in a way that meets community expectations and encourages community involvement.

Cemeteries

Council provides cemeteries that create an attractive, peaceful and respectful environment 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;
- 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.

Public toilets

The Council provides public toilets throughout the District to meet community, traveller and tourist needs. The toilets deliver 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;
- convenience to travelling public; and
- support of tourist operations.

2 COMMUNITY OUTCOMES AND OUR GOAL

The community outcomes that the Parks and Reserves activity contributes to most are shown in Table 2-1.

Table 2-1: Community Outcomes

Community Outcomes	How Our Activity Contributes to the Community Outcome
Our unique natural environment is healthy and protected.	Protection of the natural environment and ecologically significant areas. Provision and enhancement of open space. Vegetation enhancement and awareness. Enhanced community involvement in conservation and restoration work. Protection and enhancement of coastal and riparian areas.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	Provision and enhancement of open space and an interconnected open space network. Provision of neighbourhood and community parks within walking distance of homes.
Our communities are healthy, safe, inclusive and resilient.	We provide 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. Reserves and facilities are designed and managed to ensure users safety and cater for the needs of the whole community.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Cemeteries provide a location for interments and remembrance.
Our communities have access to a range of social, educational and recreational facilities and activities.	We provide high quality community, open space, recreation and cultural facilities that provide a range of leisure and cultural opportunities. We provide attractive well maintained and functional toilet facilities.

Our Goal

Parks and Reserves: We aim to provide parks, reserves and recreational facilities that promote the physical, psychological, environmental and social wellbeing of communities in Tasman District and to also provide amenities that meet the needs of residents and visitors.

Cemeteries: We aim to provide an attractive and peaceful environment for the burial, memorial and remembrance of the deceased.

Public toilets: We aim to provide clean public toilet facilities to meet community and visitor needs, in appropriate locations.

Council's vision for the Parks and Reserves activity:

2015-2018 * Increase the number of users of parks and reserves;

- Provide parks and reserves that satisfy the needs of our community;
- Improve the sustainable management of parks and reserves;
- Provide sound forward planning through good asset management.

2019-2025 and beyond * Ensure our parks and reserves meet the changing needs of our community.

3 KEY ISSUES FOR THE PARKS AND RESERVES ACTIVITY

The most important issues relating to the Parks and Reserves activity are shown below in Table 3-1.

Table 3-1: Key Issues for the Parks and Reserves Activity

Key Issue	Discussion
<p>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.</p>	<p>Additional reserve land is acquired only in strategic locations throughout the district, 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 sportsfields in order to monitor and understand demand. Continued Council ownership of sportsfields and facilities is desirable as it increases the 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>Council will also continue to support Sportsville multi code clubs throughout the district, e.g. Moutere Hills facility.</p>
<p>The number of retired people is forecast to increase significantly in the next 25 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.</p>	<p>It is expected that walkways will be one of the public amenities that experiences a significant rise in use as the population ages, given the popularity of walking as exercise for over 65s.</p> <p>The challenge for 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 wellbeing and to making Tasman a more attractive place for young people to live.</p>
<p>The demand for both walking and cycling tracks is expected to continue to grow as Tasman's population ages.</p>	<p>Ongoing development of walking and cycling tracks and networks 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 Wakefield to Woodstock section is yet to be built).</p>
<p>Coastal erosion and the impact of projected sea level rise may impact on Council walkways and reserves.</p> <p>There is likely to be increased expectation that 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.</p>	<p>There is increasing demand for coastal structures that enhance recreational access to coastal areas. The Council is planning to maintain existing Council-owned coastal protection works and recreational assets, but will not provide any increased levels of protection to properties or new recreational assets. The Council is also developing resource management policies to manage growth in coastal hazard areas to reduce the likelihood of further areas being developed that could be at risk from inundation from the sea and the need for coastal protection works for these areas. Modelling of the Tasman coastline is occurring and a full review of coastal polices is expected in the next three years. In the meantime, an interim coastal policy has been developed explaining the Council's priorities for maintenance of existing coastal structures.</p> <p>In areas known to be affected by coastal erosion, Council's preference is to take esplanade strips rather than esplanade reserves during subdivision developments etc. For existing reserves and walkways potentially affected by coastal erosion/inundation, Council's policy is generally to allow natural processes to occur, even if this means the asset is eventually reclaimed by the sea. In situations where assets disappear due to such natural processes, Council would (where feasible) attempt to obtain alternative public access along the coastline.</p>

Damage to Parks and Reserves assets from storm and heavy rainfall events.	From 2015/2016 onwards a separate annual budget of \$70,000 has been set aside to pay for damage from such weather 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.	The long-term objective is to continue to improve the levels and quality of service provided for older reserves, particularly rural community reserves. Due to the reasonably long life of some assets, this will take some time - assets will only be replaced on an as-required basis, at the end of their useful life.
Renewal of existing park facilities e.g. play equipment to maintain level of service targets.	The quantity of Tasman's provision of playgrounds is high compared to the national average and the proportion of children in our community is trending downwards. One area with potential to reduce costs is the use of more landscape play features and less reliance on equipment. This also has the potential to address criticism of homogeneity among our playgrounds by giving each playground a more unique feel and greater individuality for all ages.
Long-term provision and management of cemetery reserves.	While there is sufficient space to meet current and medium term (15-20 years) demand, planning needs to be undertaken to assess future cemetery development options, particularly in the Richmond area. Council intends to develop a Cemetery Strategy to address the following issues: <ul style="list-style-type: none"> · assessment of long term space requirements; · assessment of options for meeting future needs; · better define levels of service for the different standard of cemeteries across the District; · development plans for individual cemeteries; · provision for natural burials.
Provision of management of public toilets throughout the District.	The major future focus will be the implementation of the maintenance plan to ensure that the standard of public toilets is maintained. Population growth and development of new parks will require the ongoing development of public toilets to meet demand and maintain levels of service. Council will undertake a review of public toilets to address the following issues: <ul style="list-style-type: none"> · better defined levels of service both for development/design and servicing; · level of utilisation; · changing communities and patterns of use/demand; and · future development requirements.

4 OPERATIONS, MAINTENANCE AND RENEWALS STRATEGY

Operations and Maintenance

The Council's strategy for the delivery of the operations and maintenance service is to outsource all physical work, with performance-based contracts grouped into three geographic areas and tendered on the open market, to achieve the most cost-effective option possible. Minor and specialist tasks are undertaken by specialist contractors on either fixed quote or hourly rate basis. The cleaning, inspections and minor maintenance of public toilets is contracted long term as part of the parks and reserves grounds maintenance contract, with repairs and maintenance work undertaken by specialist contractors as required. To achieve local community involvement and autonomy, a number of rural community reserves are operated and

maintained directly by local Management Committees. Operation and maintenance is discussed in detail in Appendix E.

Renewals

Renewal expenditure is work that does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original capacity. Work over and above restoring an asset to original capacity is considered to be new capital works expenditure and it is likely to lead to an improved level of service.

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

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 parks assets is to avoid obsolescence, particularly for public toilets. Play equipment needs to be kept up to date to continue to meet user expectations and health and safety requirements. 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 they are fit for purpose.

Council's inventory of parks and reserve assets includes an analysis of the remaining economic life and condition of each asset; the latter determines when assets are due for replacement. A condition survey and estimate of remaining life was previously completed in 2008. A contractor is currently updating this assessment (to be completed during 2015).

As a renewal programme has not yet been fully prepared, expenditure estimates for renewal projects have been incorporated into the Capital Expenditure budget. Renewals are discussed in detail in Appendix I.

5 EFFECTS OF GROWTH, DEMAND AND SUSTAINABILITY

Population Growth and Demographic Change

A comprehensive Growth Demand and Supply Model (GDSM or growth model) has been developed for Tasman District. The growth model is a long term planning tool, providing population and economic projections district wide. The supply potential is assessed as well as demand, and a development rollout for each settlement is then examined. The development rollout from the Growth Model informs capital budgets (new growth causes a demand for network services) which feed into the AMPs and in turn underpin the Long Term Plan and supporting policies e.g. Development Contributions Policy. The 2014 growth model is a fourth generation growth model with previous versions being completed in 2005, 2008 and 2011.

The link between population growth and the demand for parks and reserves is not as direct as it is for say water supply or transportation; hence the Growth Demand and Supply Model outputs are not directly relevant to this activity. At present, capacity generally exceeds current demand in most activity areas. However, population growth generally leads to intensification of the use of existing facilities. The potential effects of this on the parks and reserves activity are:

- increased use of parks and reserves for recreation and leisure activities; and
- possible need for further development of walkways, playgrounds or other facilities within reserves.

For the Parks and Reserves activity, the key drivers influencing growth and the demand are:

- community expectations (levels of service); and
- an increasing and ageing population.

The changing pattern of the demographics, particularly the ageing population, along with community expectations will impact on use of parks and reserves. The demand for active sports fields is likely to diminish over time, as the proportion of people who participate in field sports (such as soccer and rugby) declines. In parallel, the trend towards an ageing population is likely to increase demand for passive

neighbourhood reserves. Recreation demand is likely to shift to other activities such as gardens, walking, sports facilities more popular with older age groups (e.g. bowls, golf) or indoor activities. The Council will attempt to meet these demands by continuing to work with the community in the planning and management of parks and reserves. Requirements for any reserves now and in the future are identified in more detail in the Open Spaces Strategy 2015-2025.

Growth related projects included in the 20 year forecast include acquisition of new reserves in strategic locations throughout the District, to provide sufficient capacity for the projected population growth.

Implications of Legislative Change

Council aims to meet all of the relevant legislative standards when managing parks and reserves. Increased expenditure may be required to ensure compliance with the health and safety legislation and if the Government's proposed changes to the Burial and Cremation Act are enacted.

Changes to Parks and Reserves activity policies may be driven from a number of directions. They could be internally driven – greater emphasis on the objective of self supporting, or externally e.g. changes driven by central government.

Growth and demand for the Parks and Reserves activity is discussed in detail in Appendix F.

Sustainability

The Local Government Act 2002 requires local authorities to take a sustainable development approach while conducting its business, taking into account the current and future needs of communities for good-quality local infrastructure, and the efficient and effective delivery of services.

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

Many of the Council's cross-organisational initiatives are shaped around the community well-being (economic, social, cultural and environmental) and take into consideration the well-being of future generations. This is demonstrated in:

- Council's Integrated Risk Management approach which analyses risks and particularly risk consequences in terms of community well-being;
- Council's Growth Demand and Supply Model which seeks to forecast how and where urban growth should occur taking into account opportunities and risks associated with community well-being;
- Council adopting a 20 year forecast in the Activity Management Plans and the 30 year plus Infrastructure Strategy, to ensure the long term financial implications of decisions made now are considered; and
- the adoption of a Strategic Challenges framework and work programme that includes consideration of natural hazards, financial sustainability and growth in the District.

At the Parks and Reserves activity level, a sustainable development approach is demonstrated by the following:

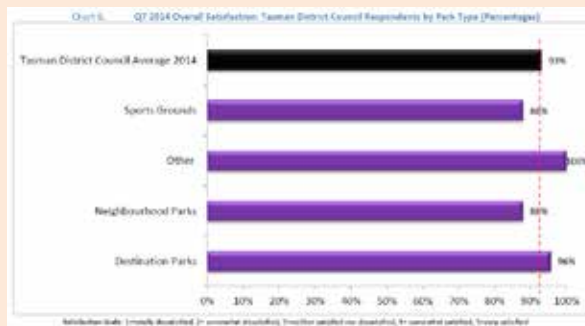
- continuing to provide parks for the health and wellbeing of our community;
- maintaining parks and reserves to a high standard to attract people to the District and encourage tourism;
- maintaining reserves to protect natural flora and fauna;
- ensuring minimal impact on the environment by the activity; and
- ensuring that the District's likely future Parks and Reserves requirements are identified at an early stage and that they, and the financial risks and shocks, are competently managed over the long term without the Council having to resort to disruptive revenue or expenditure measures.

6 LEVEL OF SERVICE AND PERFORMANCE MEASURES

The following table summarises the customer-focused levels of service and performance measures for the Parks and Reserves activity. Both customer-focused and technical levels of service are discussed in more detail in Appendix R. Shaded rows are the levels of service and performance measures to be included in the Long Term Plan.

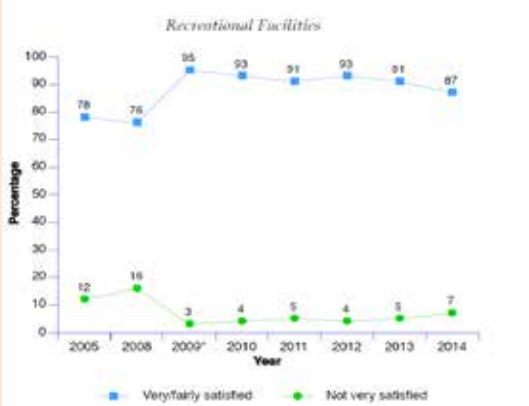
Table 6-1: Levels of Service

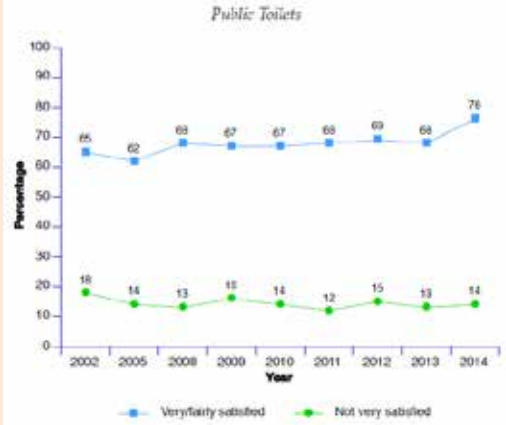
ID	Levels of Service (We provide...)	Performance Measure (We will know we are meeting the level of service if...)	Current Performance (as at end of year 2013/14)	Future Performance			
				Year 1	Year 2	Year 3	By Year 10
1	An interconnected open space network and recreation facilities that provide a range of leisure opportunities and meet the needs of users and the community.	The total area of park land ¹ provided by Council exceeds the industry average, as measured by Yardstick Parkcheck.	In 2014, the total area of park land provided was 17.0 hectares per 1000 residents (the industry average was 15.9 hectares per 1000 residents).	17.0 ha per 1000 residents	16.9 ha per 1000 residents	16.8 ha per 1000 residents	16.0 ha per 1000 residents
2		The area of natural park land ² provided by Council exceeds the industry average, as measured by Yardstick Parkcheck.	In 2014, the area of natural park land provided was 11.2 hectares per 1000 residents (the industry average was 8.4 hectares per 1000 residents).	11.2 ha per 1000 residents	11.2 ha per 1000 residents	11.2 ha per 1000 residents	11.2 ha per 1000 residents
3		At least 85% of properties zoned Residential are located within 500 metres of open space.	85%	85%	85%	85%	90%
4		Overall customer satisfaction with the facilities in parks and reserves exceeds 85%, as measured by the triennial Yardstick ParkCheck Visitor Measures Survey.	The 2014 Yardstick ParkCheck Visitor Measures Survey shows an overall satisfaction level of 93% (vs. 90% in 2010). Nine local authorities participated in the 2014 survey; the average satisfaction level across all councils was 92%.	<i>Not measured</i>	<i>Not measured</i>	>85% overall satisfaction with Tasman's parks and reserves	>85% overall satisfaction with Tasman's parks and reserves (measured in years 2020 and 2023)



¹ Includes all park and reserve land provided by Tasman District Council, but excludes esplanade strips.

² Rural recreation/esplanade reserves provided by Tasman District Council, including reserve land at Moturoa / Rabbit Island.

5		At least 85% of respondents rate their satisfaction with recreational facilities (which include playing fields and neighbourhood reserves) as "fairly satisfied" or better in the annual residents' surveys.	<p>The 2014 residents' phone survey shows that 87% of respondents, and 91% of users, are satisfied with the District's recreational facilities.</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
6		At least 85% of parks and reserves service standards are met each year (based on exception reporting). The value is obtained through an independent auditor, who conducts a bi-monthly, routine maintenance inspection of a sample of assets.	The 2014 measure of combined wards is 90.2%.	85%	85%	85%	85%
7		No greater than 10 customer complaints received per year regarding burial services (grave and ash interments)	<10 complaints received	<10 complaints received	<10 complaints received	<10 complaints received	<10 complaints received
8	Cemeteries that offer a range of burial options and adequate space for future burial demand.	At least 90% of cemeteries service standards are met each year (based on exception reporting). The value is obtained through an independent auditor, who conducts a bi-monthly, routine maintenance inspection of a sample of assets.	<p>During 2014, 95% of cemeteries contract service standards were met.</p> <p><i>Note that this measure is reliant upon the contractor updating the status of jobs in Council's Confirm Asset Management system. New contracts emphasise the requirement that Confirm is updated at the time of completion.</i></p>	90%	90%	90%	90%

10	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 rate their satisfaction with public toilets as "fairly satisfied" or better in the annual residents' surveys.	<p>The 2014 residents' phone survey shows that 76% of residents, and 84% of users, are satisfied with the District's public toilets.</p>  <table border="1"> <caption>Public Toilets Satisfaction Data</caption> <thead> <tr> <th>Year</th> <th>Very fairly satisfied (%)</th> <th>Not very satisfied (%)</th> </tr> </thead> <tbody> <tr><td>2002</td><td>65</td><td>18</td></tr> <tr><td>2005</td><td>62</td><td>14</td></tr> <tr><td>2008</td><td>68</td><td>13</td></tr> <tr><td>2010</td><td>67</td><td>15</td></tr> <tr><td>2011</td><td>67</td><td>12</td></tr> <tr><td>2012</td><td>69</td><td>15</td></tr> <tr><td>2013</td><td>68</td><td>13</td></tr> <tr><td>2014</td><td>76</td><td>14</td></tr> </tbody> </table>	Year	Very fairly satisfied (%)	Not very satisfied (%)	2002	65	18	2005	62	14	2008	68	13	2010	67	15	2011	67	12	2012	69	15	2013	68	13	2014	76	14	70% of Tasman residents are fairly or very satisfied with the District's public toilets	70% of Tasman residents are fairly or very satisfied with the District's public toilets	70% of Tasman residents are fairly or very satisfied with the District's public toilets	70% of Tasman residents are fairly or very satisfied with the District's public toilets
Year	Very fairly satisfied (%)	Not very satisfied (%)																																
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2012	69	15																																
2013	68	13																																
2014	76	14																																
11		Public toilets are cleaned and maintained to 90% compliance with the appropriate contract specification, as measured in the bi-monthly sample contract audit.	92% compliance with the appropriate contract specification for cleaning and maintaining public toilets was achieved in 2014 (vs. 84% in 2013), as measured in the bi-monthly sample contract audit. All issues were rectified.	90%	90%	90%	90%																											

7 CHANGES MADE TO ACTIVITY OR SERVICE

There are no key changes from the 2012 AMP proposed for the management of the Parks and Reserves activity. There are two minor changes which are outlined in the table 7-1.

Table 7-1: Key Changes

Key Change	Reason for Change
Transferral of the budget for management of public toilet facilities from the Community Facilities AMP into the Parks and Reserves AMP.	Most of the public toilet facilities are located on parks and reserves, therefore, the assets are most appropriately contained within this AMP.
Allocation of funding for projects from the Reserve Financial Contributions (RFCs) Ward accounts has changed.	RFCs are collected when land is subdivided to provide for the purchase and development of reserves. In the past Council estimated the income it was expecting to receive in a given year and also allocated that funding towards projects to be undertaken during that year. Council now collects the money in one year and then allocates the funding towards projects in the following year. This approach reduces the risk that projects will be undertaken and then the expected funding for them is not realised if subdivision of land does not proceed as quickly as anticipated. Council has also decided that it will not allocate all the funding that is received the previous year towards new projects. Some of the funding will be set aside to pay back more quickly loans that were taken out for large projects in previous years. This approach will reduce Council's overall debt levels. Council has also decided that some of the funding will be retained in the account so that major projects that occur in the Ward that the funding was collected from can be at least part funded from RFCs. An example of this is that approximately \$400,000 has been set aside in the Motueka RFC account to contribute to the proposed upgrade of the Motueka Library.
Introduction of an interim position on coastal works	<p>An increasing number of storm events in the district have caused considerable damage and erosion along parts of the Tasman coastline. Community expectations for the Council to protect private property is unaffordable, so an interim position statement was developed while further modelling and investigation work into the effects of climate change and sea level rise on the Tasman district are assessed. The interim position statement is:</p> <p>A. The Council will maintain or repair only existing Council-owned coastal protection structures (subject to a review of economic benefit and affordability and compliance with NZCPS and TRMP).</p> <p>B. The Council will consider new investment in coastal protection works only where there are substantial Council-owned capital works, assets or infrastructure at risk and it is impracticable to relocate Council assets (subject to compliance with the NZCPS and the TRMP)</p> <p>C. The Council will not invest in or maintain any new Council-owned coastal structures or works to protect private property, nor will it accept responsibility for repair or maintenance of existing private coastal works.</p> <p>D. The Council will only give consideration to allow any privately funded construction of shoreline protection structures on Council-owned land, for the purposes of protecting Council-owned land or</p>

	private property, where a proposal is substantially compliant with the objectives and policies of the NZCPS and objectives, policies and rules of the TRMP, and Council's Reserves General Policies document. In any event the Council retains complete discretion regarding authorisation of private structures on Council-owned land.
--	---

8 KEY PROJECTS

Table 8-1 details the key capital and renewal work programmed for years 2015 to 2025. A full list of capital and renewal projects for the 20 year period is included in Appendix F and I respectively.

Table 8-1: Significant Projects

Site	Project Description	Year 1 (\$)	Year 2 (\$)	Year 3 (\$)	Year 4-10 (\$)
Throughout District	Purchase of new reserves (usually as a result of subdivision)	500,000	350,000	650,000	2,000,000
Ben Cooper Park	Construction of new public toilet and changing facilities		200,000		
Motueka Library	RFC contribution towards redevelopment/new library				400,000
Richmond Cemetery	Roading extensions and purchase of new land			50,000	360,000

The capital development programme includes a range of projects generally under \$100,000 across the district for the ongoing development of parks, reserves and cemeteries including walkways, landscaping, revegetation, sportsfield improvements and playgrounds.

The majority of the capital works programme for Parks and Reserves is funded from income received through Reserve Financial Contributions, while renewals are 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 Parks and Reserves work programme over the next 10 years include:

- review and implement reserve management plans, with the aim of updating plans every ten years. Priorities are the Moturoa / Rabbit Island and Motueka Ward reserve management plans;
- review and re-tender or extend the Parks and Reserves Asset Management contract by July 2018.
- development of a cemetery strategy.
- investigate and consider opportunities for the purchase of land for a new cemetery in Richmond.

9 MANAGEMENT OF THE ACTIVITY

Management

The activity is managed by the Council's Reserves and Facilities team based at the Richmond office. All physical works and services are outsourced to contractors. The majority of the regular work

involving grounds maintenance and associated services is split into three contract areas: Tasman Bay, Golden Bay and Murchison. Cleaning of public toilets is carried out under contract as part of the main reserves maintenance contract. Other specialist services such as arboriculture, building maintenance services are engaged on an as-required basis. All capital works are managed and supervised by Council staff, with support of engineering or design consultants as required for the major or more technical projects. A number of the rural community parks are managed by local volunteer committees, who organise maintenance and minor repair works directly themselves. Funds are paid to these committees annually, to enable them to operate semi-autonomously from Council. The majority of capital works programme is funded from income received through the Reserve Financial Contributions.

Service Delivery Review

Section 17A of the Local Government Act 2002 requires all local authorities to review the cost-effectiveness of its current arrangements for delivering good quality local infrastructure, local public services, and performance of regulatory functions at least every six years.

The Council reviewed its delivery of services provided by its Community Development Department in 2013. The review recommended a re-organisation of the department, which was implemented during 2014. The reorganisation has provided cost savings to the Council.

In addition to this review, the Council reviews how it procures and delivers its Parks and Reserves services at the time of renewing individual asset management contracts. These reviews include consideration of the maintenance specification and how work is packaged together (e.g. the size and shape of contact areas).

Significant Effects

The significant negative and significant positive effects are listed below in Table 9-1 and Table 9-2 respectively.

Table 9-1: Significant Negative Effects

Effect	Council's Mitigation Measure
Parks may be under or over utilised due to their location and distribution.	Provision of parks and reserves is guided by the Open Space Strategy 2015-2025.
A negative impact from ongoing population growth and resulting growth in park and reserve assets is the increasing operations and maintenance cost.	The Council makes strategic choices regarding the purchase/vesting of new reserves. The amount of reserve land currently available exceeds the national average by an additional 1 ha per 1,000 residents. Hence Council intends to slow the rate at which new reserves are obtained over time, with the aim of matching the national average by 2025. 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.
Location and design of parks, playgrounds and public toilets may result in anti-social behaviour (such as vandalism, graffiti and bullying).	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.
Parks may become restricted in their use or unattractive if they are not adequately managed during extreme weather events (such as drought or ongoing rain).	We will try to use drought resistant species for all new and replacement plantings, use micro-irrigation systems to minimise water wastage, and alter the water restriction rules to allow for some level of watering during less severe drought conditions if necessary.

Table 9-2: Significant Positive Effects

Effect	Council's Maintenance Measures
Parks and reserves provide health benefits by providing spaces for people to play sports and participate in active recreation.	Maintain the range of parks and reserves throughout the District, in accordance with the findings of the Open Spaces Strategy.
Parks and reserves help protect natural areas and resources.	Maintain and enhance the existing natural features and significant vegetation in our parks and reserves, including riparian margins and coastlines.
Parks and reserves provide areas for community events and social interaction.	Provide parks in each town that are available for community events (ensure that these are identified in the reserve management plans).
A more attractive District will encourage more people to visit and spend money in the District.	Continue to maintain parks and reserves.
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.	Continue to maintain cemeteries.
Public toilets are provided for the convenience of residents and visitors to the District.	Continue to maintain public toilets.

Assumptions

The Council has made a number of assumptions in preparing the Activity Management Plan. These are discussed in detail in Appendix Q. Table 9-3 lists the most significant assumptions and uncertainties that underline the approach taken for this activity.

Table 9-3: Major Assumptions

Assumption Type	Assumption	Discussion
Financial assumptions.	That all expenditure has been stated in 1 July 2014 dollar values and no allowance has been made for inflation and all financial projections are GST exclusive.	The LTP will incorporate inflation factors. This could have a significant impact on the affordability of the plans if inflation is higher than allowed for, but the Council is using the best information practically available from Business and Economic Research Limited (BERL). The bitumen cost index is subject to high fluctuations and is difficult to predict and manage.
Asset data knowledge.	That the Council has adequate knowledge of the assets and their condition so that the planned renewal works will allow the Council to meet the proposed 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.

Assumption Type	Assumption	Discussion
Funding increasing operational costs	The reserves operating cost projections provide for an average annual growth increase of 0.8% per annum over the 10 year planning period.	The risk of large under-estimation is low; however the significance is moderate as Council may not be able to afford the true cost of operational works.
Timing of capital projects.	That capital projects will be undertaken when planned.	The risk of the timing of projects changing is high due to factors like resource consents, funding and land purchase. The Council tries to mitigate these issues by undertaking the consultation, investigation and design phases sufficiently in advance of the construction phase. If delays are to occur, it could have significant effects on the level of service.
Funding of capital projects.	Ongoing capital development programme is based on funding from reserve financial contributions as anticipated.	The growth assumptions underpin our capital works programme. If the projected growth does not occur there could be implications for our income streams, as this will impact on our ability to deliver the capital expenditure programme. The risk of Council not funding capital projects is moderate due to community and user affordability issues. If funding is not secured, it may have moderate effect on the levels of service as projects may be deferred. The risk is managed by consulting with the affected community/users.
Accuracy of capital project cost estimates	That the capital project cost estimates are sufficiently accurate enough to determine the required funding level.	The risk of large under estimation is low; however the importance is moderate as the Council may not be able to afford the true cost of the projects.
Changes in legislation and policy, and financial assistance.	That there will be no major changes in legislation or policy.	The risk of major change is high due to the changing nature of the government and politics. If major changes occur it is likely to have an impact on the required expenditure. The Council has not mitigated the effect of this.
Resource consents.	That there will be no material change in the need to secure consents for construction activities and that consent costs for future projects will be broadly in line with the cost of consents in the past.	The risk of material change in the resource consent process is low.
Emergency funding.	That the level of funding in these budgets and held in Council's disaster fund reserves 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.

Assumption Type	Assumption	Discussion
Levels of service (LOS).	The current services and how we provide them will continue.	No major changes are planned for the Parks and Reserves activity or LOS provided or anticipated. Council has not mitigated against the possibility of such a change.
Accuracy of growth modelling.	Population and death rates will continue as predicted by current statistical trends.	Potential impacts of population or death rates differing from that modelled could include the requirement to provide additional land for cemeteries and other types of reserves in some locations.
Cemetery capacity requirements.	Burial preferences between cremation and internment 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 may be required within 20 years if the demand for grave sites increases at a rate that is greater than expected.
Environmental conditions.	Climate change and extreme weather events (such as drought, floods and coastal erosion) can significantly impact our parks, reserves and gardens.	Changing environmental conditions can have large physical and financial impacts on parks and reserves and their assets. 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.
Recreational trends.	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.

The major capital projects and their potential uncertainties are listed in Appendix Q.

Risk Management

The Council's risk management approach is described in detail in Appendix Q.

The risk assessment framework was developed in 2011 to be consistent with *AS/NZS IS 4360:2004 Risk Management*. It assesses risk exposure by considering the consequence and likelihood of each risk event. Risk exposure is managed at three levels within the Council organisation:

- Level 1 – Corporate Risks
- Level 2 – Activity Risks
- Level 3 – Operational Risks.

At an activity level (Level 2), the Council has identified key risks to the activity. These are listed in Table 9-4.

Table 9-4: Key Parks and Reserves Risks

Risk Event	Mitigation Measures
Failure to manage historical contamination.	<p><i>Current</i></p> <ul style="list-style-type: none"> · Water quality monitoring. · All known sites on hazard register. <p><i>Proposed</i></p> <ul style="list-style-type: none"> · Develop Management Plan. · Increased monitoring.
Earthquake (1:400) causes significant damage to buildings/structures located on park and reserve lands.	<p><i>Current</i></p> <ul style="list-style-type: none"> · Design Standards. · Seismic testing and strengthening. · Business Continuity Planning (BCP). · Evacuation plans.

	<p><i>Proposed</i></p> <ul style="list-style-type: none"> Develop and review BCP
Ineffective stakeholder engagement e.g. iwi, Historic Places Trust, community groups	<p><i>Current</i></p> <ul style="list-style-type: none"> The Council holds regular hui with iwi. The Council's GIS software includes layers identifying cultural heritage sites and precincts. Council staff apply for Historic Places Trust authorities when these known sites are at risk of damage or destruction. LGA requirements, project management processes and Council's consultation guidelines are followed. <p><i>Proposed</i></p> <ul style="list-style-type: none"> Need to adopt communications plans for major projects to ensure iwi and stakeholders are engaged in our processes.
Failure of utilities servicing parks and reserves.	<ul style="list-style-type: none"> No current or proposed mitigation measures.
Failure to manage significant historic buildings or sites in accordance with legislation.	<p><i>Current</i></p> <ul style="list-style-type: none"> Training. Database. Plaques on buildings. Building inspections. Consultants.

Risks associated with users of the parks and reserves are mitigated through compliance with standards and regular inspections and assessment. The specific risk mitigation measures that have been planned within the 20 year parks and reserves programme include:

- an allowance for emergency funds;
- an allowance for routine inspection and maintenance of playgrounds, street and park trees, buildings, tracks and walkways;
- monitoring potential hazards in all reserves on a regular basis, and to take 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 & Safety issues; and
- monitoring structures and public buildings so that they are maintained in a safe and sound condition that complies with the Building Act where required.

Council has also identified and assessed critical assets (Level 3), the physical risks to these assets and the measures in place to address the risks to the asset. There are no specific risk management related projects planned for cemeteries (the only type of park and reserve assets that are classified as critical assets).

Improvement Plan

This Activity Management Plan document was subject to a peer review in its Draft format by Waugh Infrastructure Management Ltd in February 2015. The document was reviewed for compliance with the requirements of the LGA 2002. The findings and suggestions were assessed and prioritised by the asset management team and either implemented for the final version of the document or added to the Improvement Plan.

Development of the improvement plan is discussed in Appendix V. It includes a table (Table V-3) of planned improvements that are still to be implemented and information on how they have been budgeted. It is a snapshot of the improvement plan as at February 2015 and includes It is intended that the Improvement Plan is continually updated and monitored as a live document.

Version (#) of this document and the Improvement Plan was then reviewed a final time by ... in (date 2015). The report produced has been included in Appendix V along with key improvements that have been achieved since the 2012 AMP.

10 SUMMARY OF COST FOR ACTIVITY

The 10-year financial forecast for all Parks and Reserves activities in the District include the following:

Operations and Maintenance:

- Income (fees and charges and Reserve Financial Contributions);
- Operating Expenditure (maintenance, service contracts, electricity etc);

Capital: New works; Growth; and Renewals.

Projections are shown in un-inflated dollar values, current as at 1 July 2015.

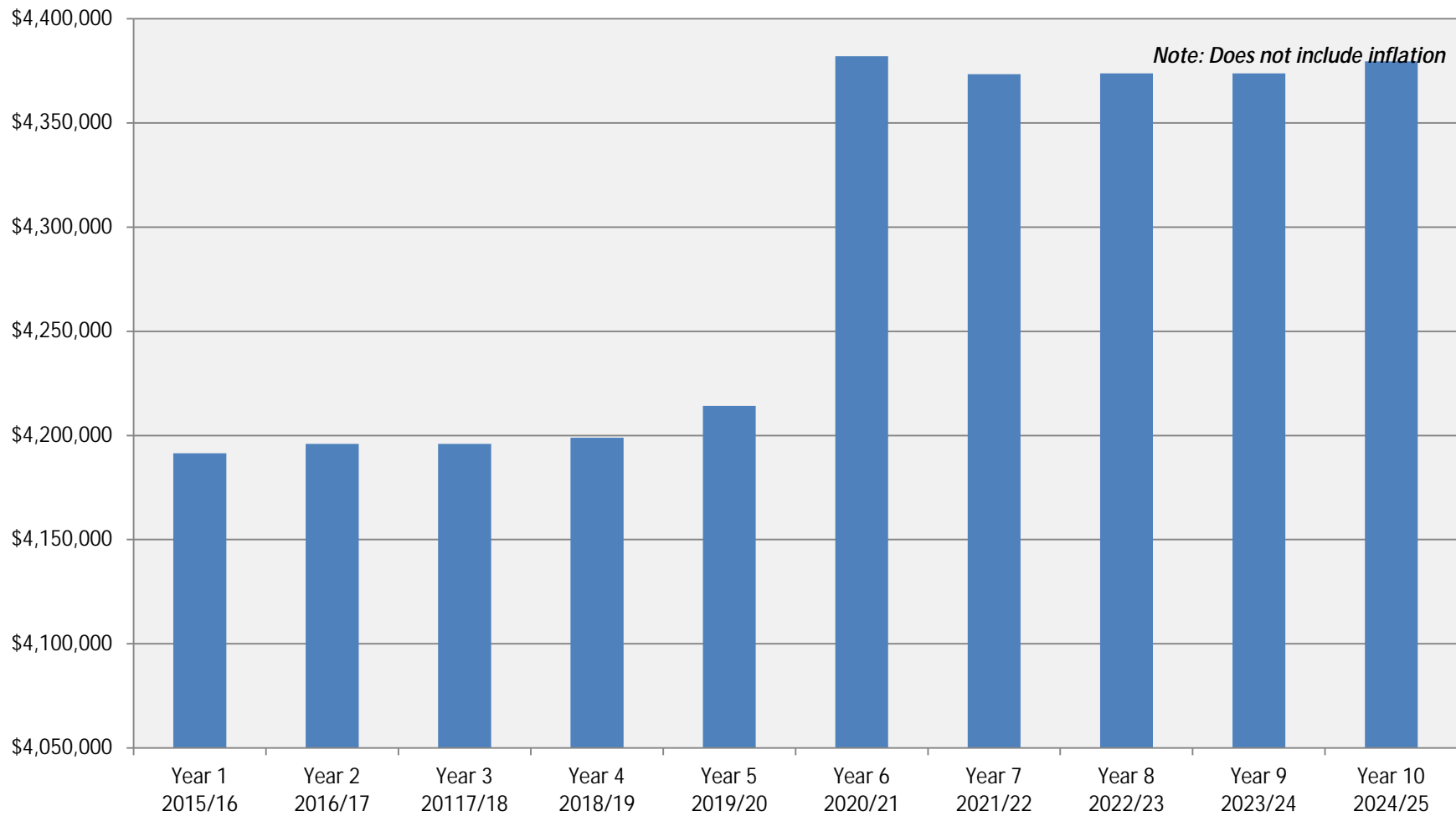


Figure 10-1: Total Expenditure – Parks and Reserves activity

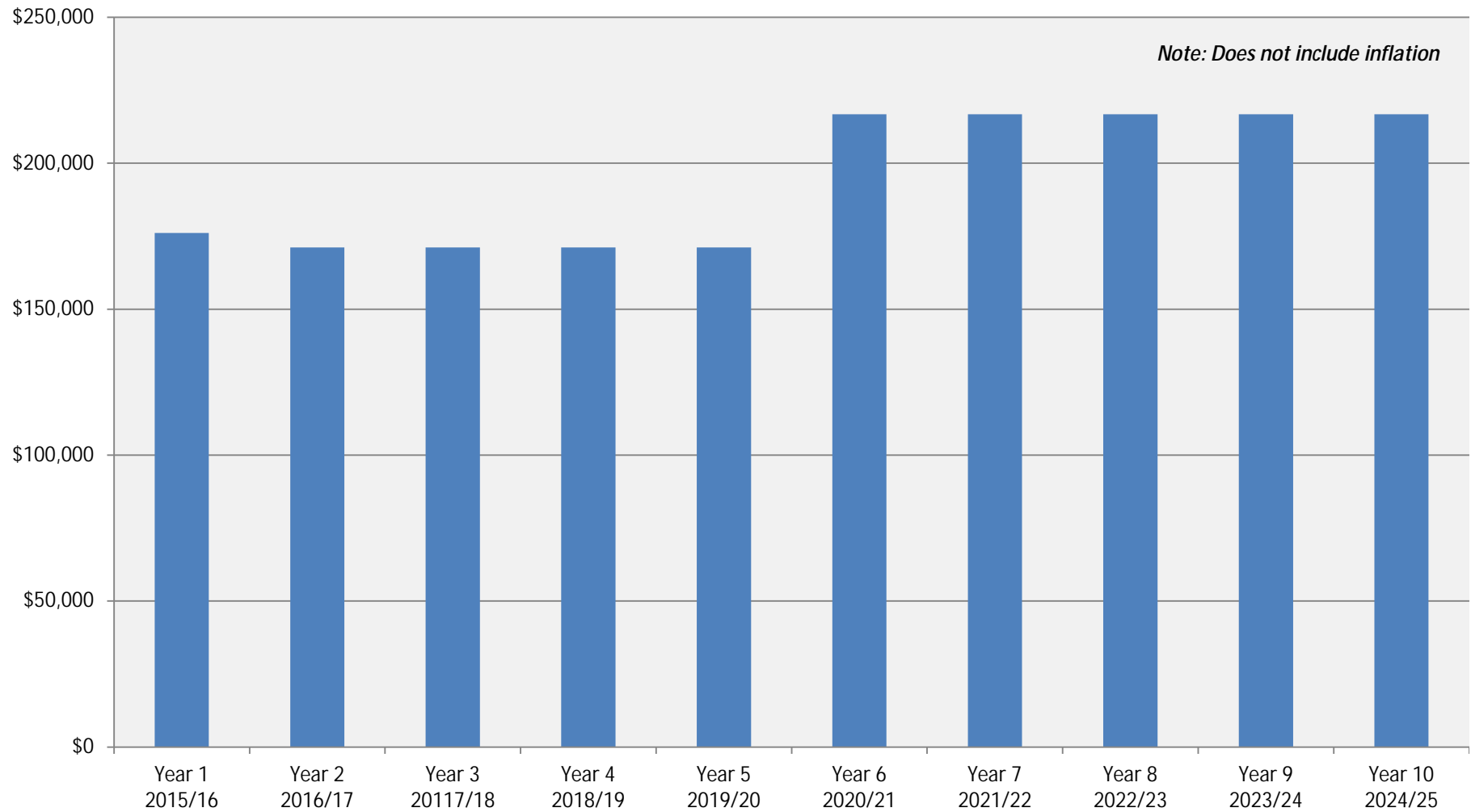


Figure 10-2: Total Income from fees collected – Parks and Reserves activity

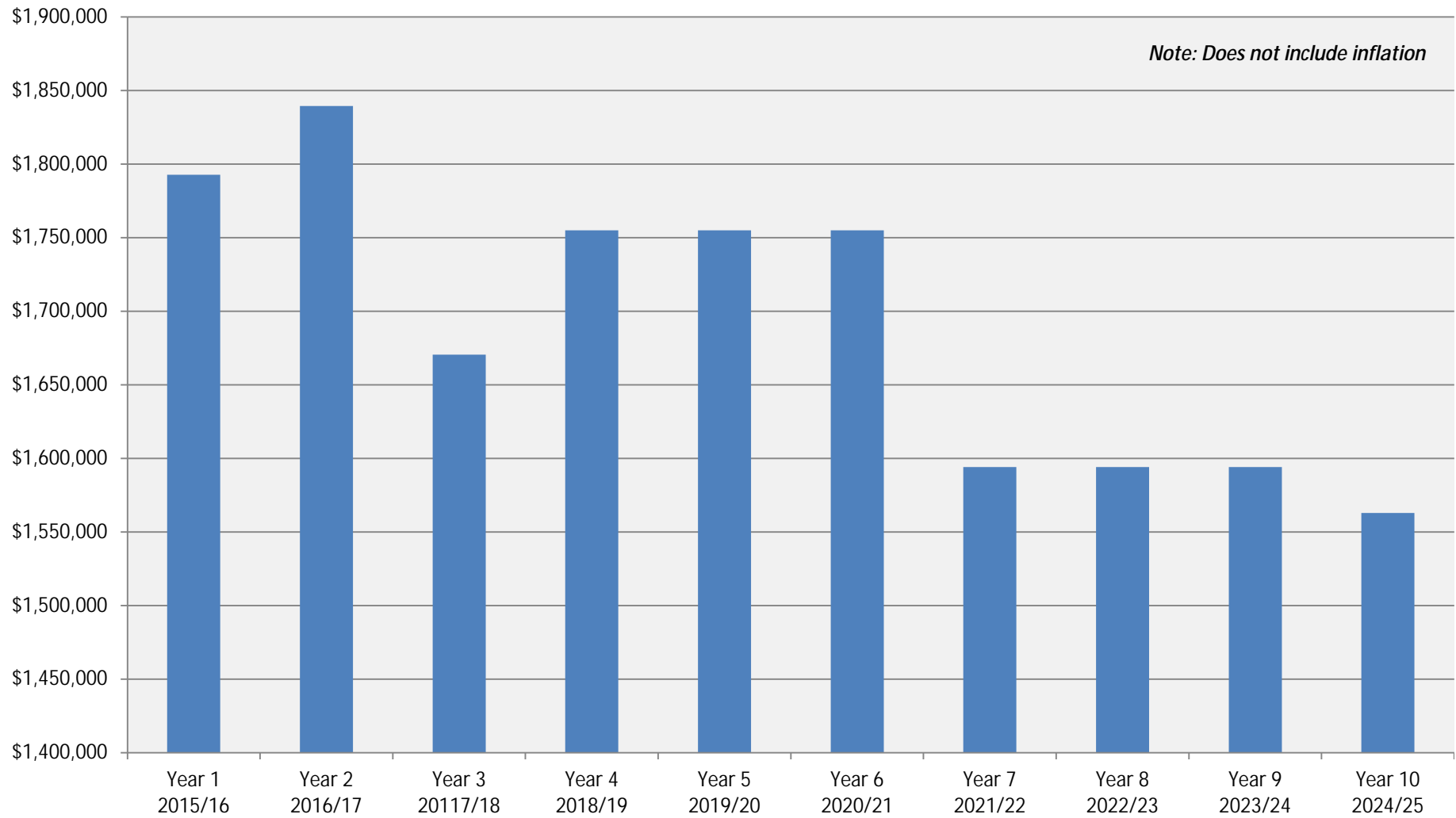


Figure 10-3: Total Income from Reserve Financial Contributions

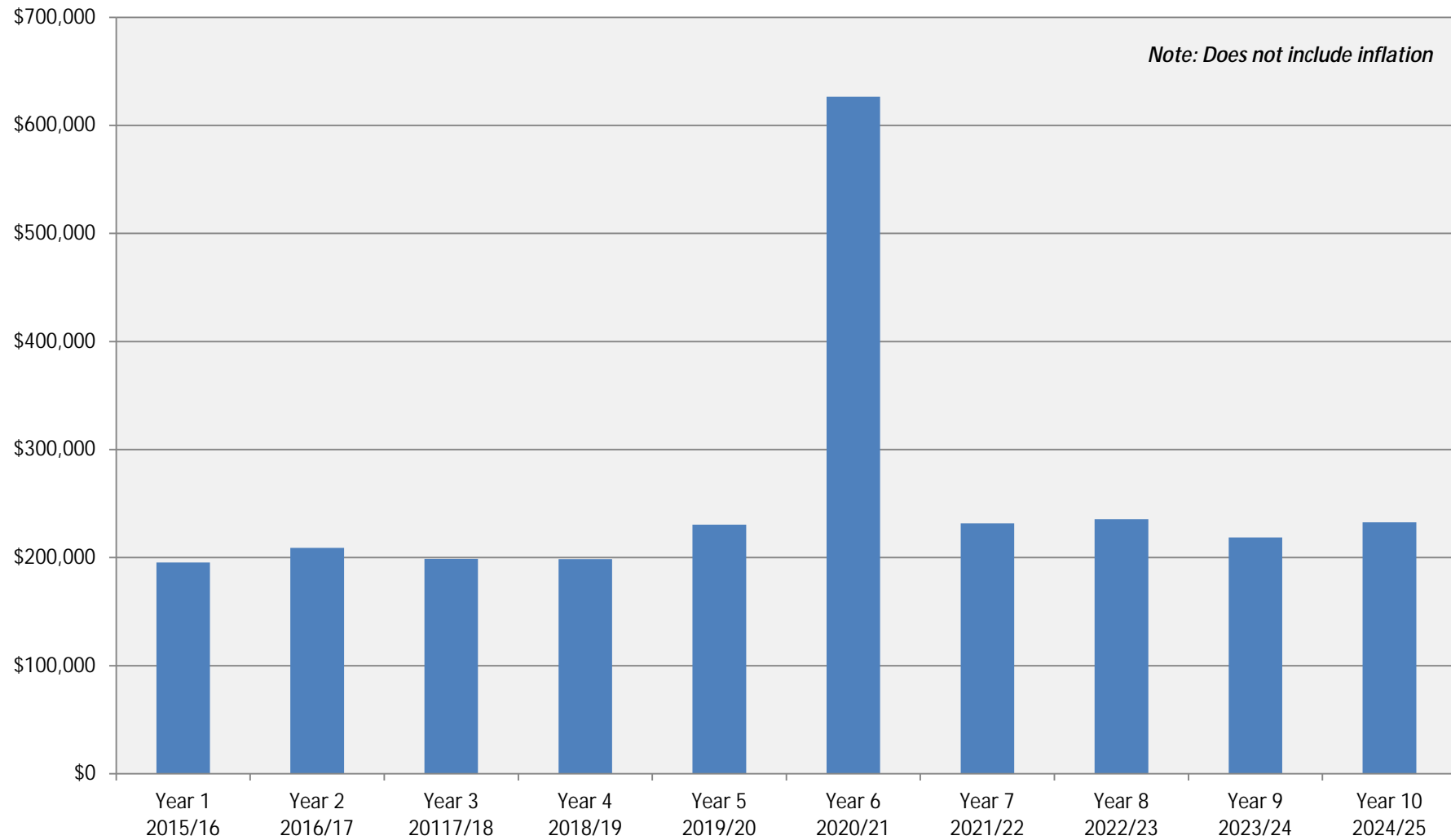


Figure 10-4: Total Operational Expenditure from Reserve Financial Contributions

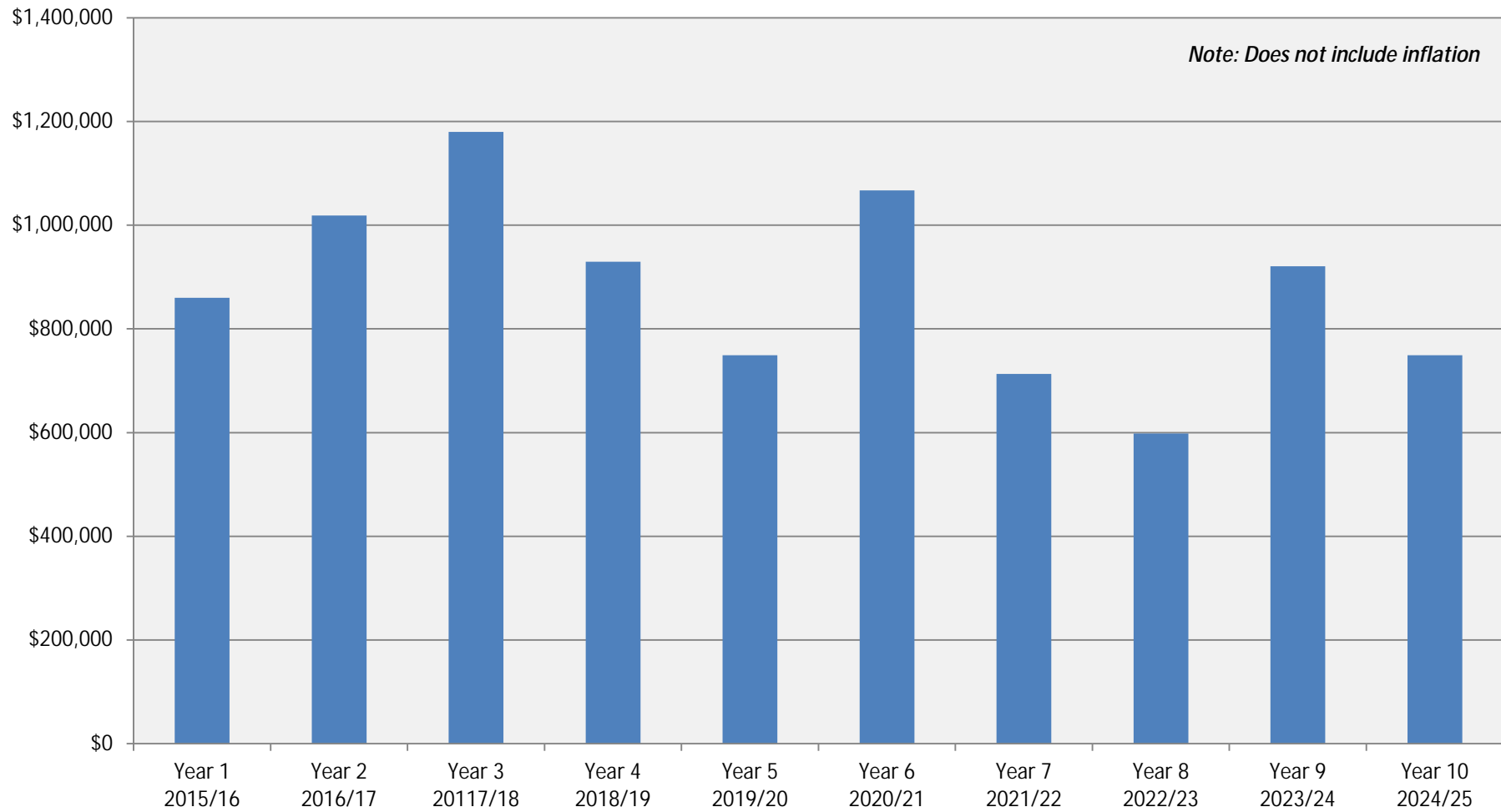


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APPENDIX A. LEGISLATIVE AND OTHER REQUIREMENTS AND RELATIONSHIPS WITH OTHER PLANNING DOCUMENTS

A.1 Introduction

The purpose of this Activity Management Plan (AMP) is to outline the Council's strategic long-term approach to the provision and maintenance of its parks and reserves.

The AMP demonstrates responsible management of the District's parks and reserves on behalf of customers and stakeholders. It assists with the achievement of strategic goals and statutory compliance and ensures that the levels of service required by customers are provided in an efficient and cost effective way.

The target audience of the front section of this AMP document is Council staff, Councillors and the community. The appendices provide more in-depth information for the management of the activity and are therefore targeted at the Activity Managers. The entire document is available within the public domain.

In preparing this AMP the project team has taken account of:

- national drivers – for example the drivers for improving AMPs through the Local Government Act 2002;
- regional and local drivers – community desire for increased level of service balanced against the affordability;
- linkages – the need to ensure this AMP is consistent with all other relevant plans and policies; and
- constraints – the legal constraints and obligations Council has to comply with in undertaking this activity.

Key activity drivers include the following factors:

- legal requirements - provision of cemeteries, management of reserves according to Reserve Act requirements;
- recreation and leisure demand;
- population growth;
- ageing population;
- sports demand;
- physical activity and health benefits; and
- increasing interest in the value of environmental protection.

A.2 Key Legislation and Industry Standards

Key legislation relating to the management of parks and reserves:

- Biosecurity Act 1993;
- Building Act 2004;
- Burials and Crematoriums Act 1964;
- Bylaws Act 1910;
- Civil Defence and Emergency Management Act 2002;
- Climate Change Response Act;
- Crematorium Regulations Act 1973;
- Conservation Act 1987;
- Fencing Act 1978;
- Fire Safety and Evacuation of Buildings Regulations 1992;
- Fire Service Act 1975;
- Health and Safety in Employment Act 1992;
- Historic Places Act 1993;
- Land Drainage Act 1908;

- Local Government Act 2002;
- Local Government Official Information and Meetings Act 1987;
- Occupiers Liability Act 1962;
- Public Body Leases Act 1969;
- Public Works Act 1981;
- Reserves Act 1977; and
- Resource Management Act 1991.

Industry standards and guidelines affecting this activity:

- NZS 8409:2004, Management of Agrichemicals;
- NZS 5828:2004 Playground Equipment and Surfacing (and previous standards that applied at time of construction);
- SNZ HB 8630:2004 Tracks and outdoor Visitor Structures;
- NZS 3910:2003 Conditions of Contract for Building and Civil Engineering Construction;
- NZS 8603:2005 Design and Application of Outdoor Recreation Symbols; and
- NZ 4241:1999 Public Toilets guidelines for service standards and design.

A.3 Links with Strategic Plans and Policies

This 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 LTP. It also provides a guide for the preparation of each Annual Plan and other forward work programmes. Table A-1 describes the key Council plans and policies with linkages to the Parks and Reserves activity.

Table A-1: Council plans and policies affecting the Parks and Reserves AMP

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.
Activity Management Plans (AMPs)	AMPs describe the infrastructural assets and the activities undertaken by 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 parks and reserves activity include the Community Facilities 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.
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.

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 (eg. financial, property, GIS, customer service, etc). Council's goal is to work towards such a fully integrated system.
Council bylaws, standards and policies	These tools for asset creation and subsequent management are needed to support activity management tactics and delivery of service.
Growth Supply and Demand Model	The Growth Supply and Demand Model predicts the population increases for the district over the coming 20+ years. These predictions influence the likely demand on Council activities, infrastructure and services.
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.
Significance and Engagement Policy	This policy informs and determines the relationship the Council and community share with regard to engagement.
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.
Reserves General Policies (2013)	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.
Settlement Area Reports	An analysis of individual settlement areas to identify development opportunities and constraints and associated infrastructure needs.
Regional Land Transport Strategy 2010	These strategic plans have been developed by the Council and have been referenced in the preparation of this plan. These strategies and plans need to be taken into account when planning, developing and operating parks and reserves.
Physical Activity Plan 2008	The Physical Activity Plan was a joint initiative between Tasman District Council and Nelson City Council to identify the role and scope of physical activity and to identify how to maximise the benefits of physical activity for residents.

The following figure depicts the relationship between the various processes and levels of planning within the Council required to deliver on Council's vision and goals.

Figure A-1: Relationship between corporate planning processes and AMPs

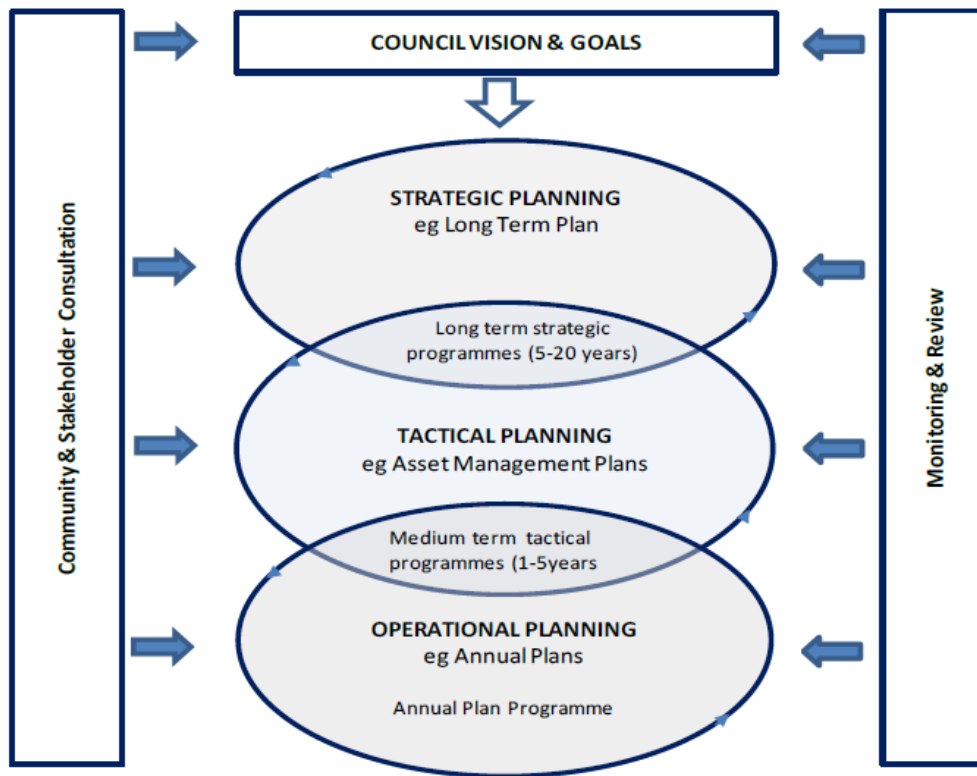
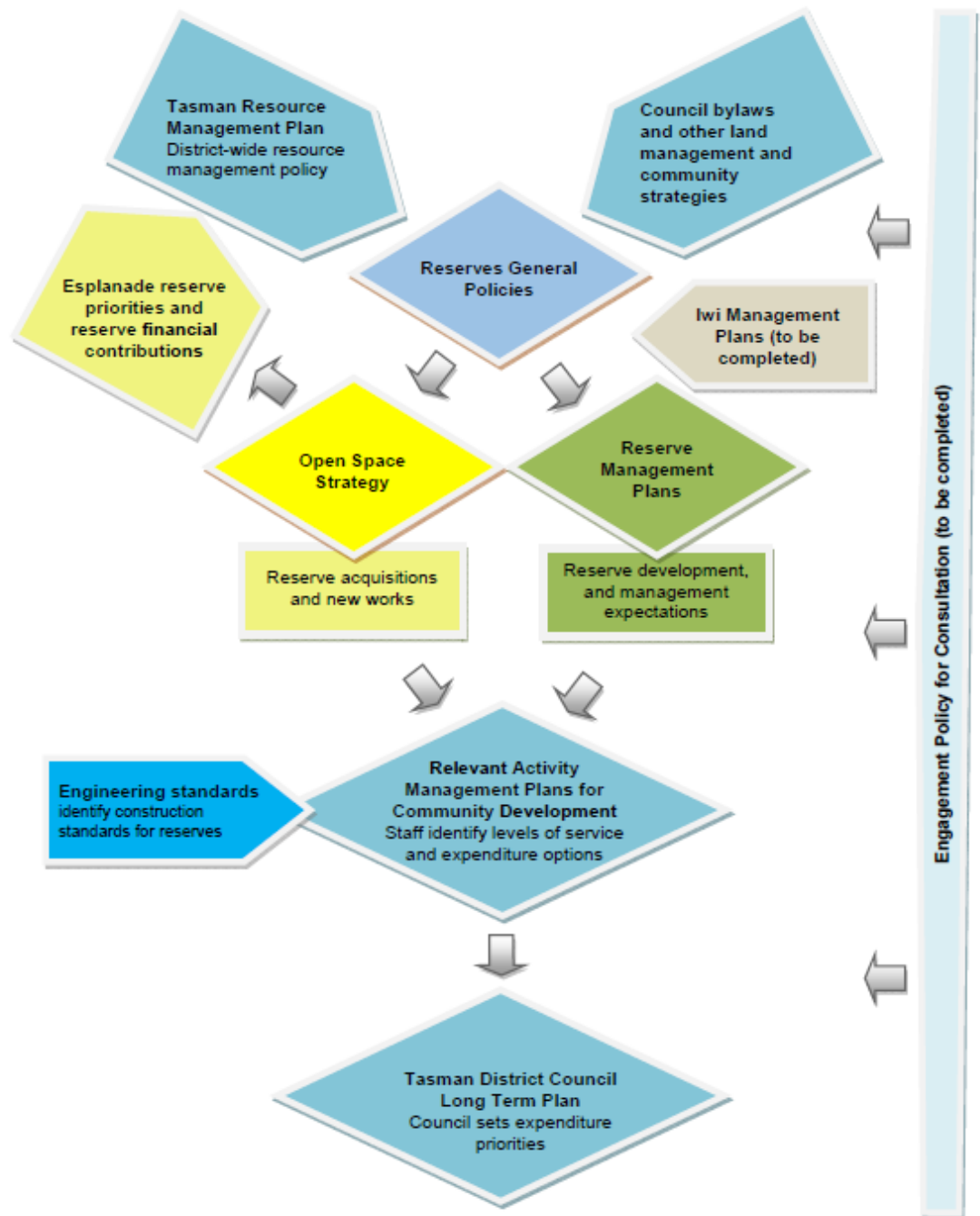


Figure A-2: Relationship between Parks and Reserves AMP and key planning documents



A.4 How Parks and Reserves contribute the Community Outcomes

Table A-2 summarises how the Parks and Reserves activity contributes to the achievement of the Council's Community Outcomes.

Table A-2: How the Parks and Reserves activity contributes to Community Outcomes

Community Outcomes	How Our Activity Contributes to the Community Outcome
Our unique natural environment is healthy and protected.	Protection of the natural environment and ecologically significant areas. Provision and enhancement of open space. Vegetation enhancement and awareness. Enhanced community involvement in conservation and restoration work. Protection and enhancement of coastal and riparian areas.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	Provision and enhancement of open space and an interconnected open space network. Provision of neighbourhood and community parks within walking distance of homes.
Our communities are healthy, safe, inclusive and resilient.	We provide 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. Reserves and facilities are designed and managed to ensure users safety and cater for the needs of the whole community.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Cemeteries provide a location for interments and remembrance.
Our communities have access to a range of social, educational and recreational facilities and activities.	We provide high quality community, open space, recreation and cultural facilities that provide a range of leisure and cultural opportunities. We provide attractive well maintained and functional toilet facilities.

APPENDIX B. AN OVERVIEW OF PARKS & RESERVE ASSETS IN THE DISTRICT

B.1 Introduction

The Parks and Reserves AMP covers Council-owned land managed as park/reserve and most of the assets located on this land, including playgrounds, sportsfields, public toilets and cemeteries. The larger community buildings located on park and reserve land are covered by the Community Facilities AMP (e.g. grandstands, velodrome, clubrooms, changing rooms, Saxton Field, etc).

The Parks and Reserves activity has been grouped into 11 categories for budget and management effectiveness (see Table B-1). These groupings each reflect a different level of service and purpose.

Table B-1: 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.
Urban Open Space & 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 & 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	A large reserve located within the upper reaches of Tasman Bay.
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 street banners, Christmas decorations, Anzac services, Arbor Day plantings, doggy-do dispensers, war memorial maintenance and security cameras.
Cemeteries	Includes open and closed cemeteries managed by Council.

A summary of the type and quantity of park and reserve assets provided by Council is presented in Tables B-2 and B-3.

Table B-2: 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	84.2
Sportsgrounds	20	83.1
Urban Open Space & Amenity Reserves	94	74.6
Walkways	41	25.4
Rural Recreation & Esplanade Reserves	210	290.2
Moturoa / Rabbit Island	2	240.3
TOTAL	394	804.2

Table B-3: Type and quantity of other Parks and Reserves assets

Parks and Reserves Assets	Quantity	Total area (ha)
Council-owned land at Saxton Field regional sports facility (cnr Champion Rd and Salisbury Rd)	One site (held in three certificates of title)	17.7
Land vested as Esplanade Strip	multiple sites	108
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 8 on other Council-owned land)	16	-
Number of sites containing other cultural heritage assets (13 on Council reserve land and 5 on other Council-owned land)	18	-
Playgrounds	52	-
Public toilet facilities (at 69 locations ¹)	91	-

As at 30 June 2014, the total value of reserve land was \$50,452,000 and the total value of building improvements on those lands (excluding the facilities covered in the Community Facilities AMP) 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.

B.2 Parks and Reserves

B2.1 Overview and Asset Description

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 wellbeing.

Council provides a total of 804 hectares of reserve land within the District, for a population of 47,154 (2013 usually resident population): i.e. 17.03 ha per 1000 residents. The Yardstick national average is 15.9 ha per 1000 residents. Table B-4 summarises the amount of land provided within each Ward for each park category. An inventory of all reserve sites in Tasman District, grouped by Ward location and category of park land, is provided in Table Y-1 (see Appendix Y).

¹ Multiple toilet facilities are provided at some locations (e.g. 10 separate facilities at Rabbit Island).

Table B-4: 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	3.9	0.37	-	1.8	6.5
Special Interest Sites	0.27	6.31	38.94	38	0.66	84.2
Sportsgrounds	8.48	18.8	25.71	10.97	19.15	83.1
Urban Open Space & Amenity Reserves	7.35	19.6	9.42	6.14	32.05	74.6
Walkways	3.41	0.05	12.83	0.57	8.51	25.4
Rural Recreation & Esplanade Reserves	118.58	40.62	64.21	44.22	22.55	290.2
Moturoa / Rabbit Island	-	-	240.29	-	-	240.3
TOTAL	138.5	89.3	391.8	99.9	84.7	804.2
Cemeteries	11.7	6.19	4.17	2.1	4.99	29.2
Esplanade Strips	17.48	5.35	35.74	46.3	3.53	108

A total of 52 playgrounds are provided, equating to 5 playgrounds per 1,000 children under 15 years of age. This is higher than the Yardstick national average of 3.9 playgrounds per 1,000 children under 15.

Sports parks (as defined by Yardstick) make up 55 hectares in total, equating to 1.19 ha per 1000 residents. The Yardstick national average is 2.31 hectares of sports parks per 1000 residents.

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, playgrounds and sports fields than average across New Zealand.

B2.2 Asset Condition Will be updated with results of assessment report during March 2015

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 1,837 individual assets have been recorded in the Confirm AMS. Of these 1,609 (88%) have been condition rated. 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 B-5: Condition ratings of Council's park and reserve assets

Condition Grade	Description	Result 2008	Result 2014
Non-existent	Asset absent or no longer exists	0	%
Excellent	Asset in sound physical condition designed to meet current standard. No work required.	2%	%
Good	Acceptable physical condition but not designed to current standards or showing signs of wear. Wear has minimal impact on asset performance. Only minor work required.	60%	%

Average	Functionally sound but showing some wear with minor failures and some deterioration in performance. Minor components or isolated sections need repair or replacement.	31%	%
Poor	Asset functioning but requiring a high level of maintenance to remain operational. Likely to cause a marked deterioration in performance in short term. Substantial work required.	7%	%
Very Poor	Failed or failure imminent. Asset life effectively exceeded and excessive maintenance costs incurred. Major work or replacement required urgently.	1%	%

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 December 2014 [update following info once report is available]. The summary comments from this assessment were as follows:

- The majority of the playgrounds were in good condition.
- Many of the sites had obvious signs of regular and high levels of use.
- The level of compliance to the playground safety standards was at a medium to low level; this is reflected in the number of playgrounds with insufficient safety surface depth for compliance.
- The improvement of loosefill depths to the minimum requirement would significantly impact on levels of compliance to safety standards.
- The majority of the playgrounds were old and nearing the end of their asset life. This makes maintaining the playgrounds to a high level of compliance difficult.
- The level of maintenance was of a good standard.
- There were no urgent action reports generated from the inspection.

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

Table B-6: Condition ratings of Council's playground assets

Playground Equipment			Playground Safety Surface		
Condition	Percentage of assets		Condition	Percentage of areas of safety surface	
	Result 2008	Result 2014		Result 2008	Result 2014
Excellent	7%	%	Excellent	4%	%
Good	28%	%	Good	20%	%
Average	47%	%	Average	48%	%
Poor	16%	%	Poor	22%	%
Very Poor	2%	%	Very Poor	6%	%

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 & 4422. Equipment and surfacing installed after April 2005 was measured against NZS 5828:2004.

Compliance rating: Each individual item of equipment and safety surfacing was measured. Of the 278 items of equipment and safety surfacing areas inspected at the 47 reserves, the following results were recorded.

Table B-7: Compliance ratings of Council's playground assets

Equipment	Result 2008	Result 2014	Safety Surface	Result 2008	Result 2014
Items of equipment complied with ASNZ 4486.	12	?	Areas of safety surfacing complied with ASNZ 4422	0	?
Items of equipment complied with NZS 5828:1986.	44	?	Areas of safety surfacing complied with NZ 5828	17	?
Items of equipment complied with NZS 5828:2004.	30	?	Areas of safety surfacing complied with NZ5828:2004	9	?
Items of equipment did not comply with any standard.	107	?	Safety surface areas did not comply with any standard	56	?
Items of equipment were not audited or applicable to standards.	3	?			

A compliance rate of 42% was achieved in 2008. The level of compliance is average compared to other cities throughout the country. Replacement of older equipment occurs as needs are identified on an annual basis. Painting is undertaken as part of the maintenance contract as required.

B2.3 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.

The performance of the contractors in regard to the maintenance of reserves is considered to be good. The maintenance of reserves has been undertaken under contract for the last 17 years which means that contractors ability, contract specifications, performance monitoring and control systems are well established and performing well. The maintenance level of service is considered to be meeting community expectations, as there are few examples of complaint in this regard.

Table B-8 below describes the results from the Yardstick Parkcheck Management Measures survey over recent years. This information is collected at a broad level and covers a wide range of circumstances. As such, the results are considered to provide a reasonable indicator of comparative levels of service. However, further investigation should be undertaken before cost information is used to compare service efficiency. A comparison with a group of Councils of similar demographic size to Tasman could also be undertaken, which would provide a more accurate comparator than with the national average. This comparison has not been undertaken.

Table B-8: Yardstick Parkcheck Management Measures Survey Results (2008-2013)

Activity	Measure	Year of Survey	National Average or Median	Tasman District	Comparison
Park Land Provision	Total area of park land per 1,000 residents	2012 2013	15.7 ha 15.9 ha	13.0 ha 13.18 ha	Low
Actively Maintained Park Land Provision	Total area of actively maintained park land per 1,000 residents	2012 2013	7.6 ha 8.05 ha	10.1 ha 10.26 ha	High
Operating Cost	Cost per hectare	2011 2012 2013	\$6,038 \$4,993 \$5,017	\$9,982 \$8,333 \$8,321	High
Operating Cost	Cost per hectare of actively maintained reserve	2011 2012 2013	\$11,863 \$4,711 \$8,846	\$11,832 \$1,863 \$10,475	Variable
Operating Cost	Total direct annual operation cost per 1,000 residents	2011 2012 2013	\$105,719 \$84,445 \$81,409	\$125,980 \$108,304 \$109,629	High
Operating Cost	Park operation budget as percentage of total Council budget	2012 2013	5.1% 5.3%	5.0% Not stated	Consistent
Capital Cost	Annual capital expenditure per hectare	2012 2013	\$1,894 \$2,082	\$1,446 \$3,316	Variable
Capital Cost	Annual capital expenditure per 1,000 residents	2012 2013	\$28,191 \$37,381	\$18,787 \$43,695	Variable

Activity	Measure	Year of Survey	National Average or Median	Tasman District	Comparison
Grass Sportsfield Provision	Provision per 1,000 residents	2010 2012 2013	1.15 ha 1.9 ha 2.31 ha	1.19 ha 1.8 ha 1.82 ha	Consistent
Grass Sportsfield Maintenance Cost	Maintenance cost per hectare of grass sportsfield	2010 2012 2013	\$10,533 \$7,716 \$9,142	\$9,762 \$5,775 \$9,717	Consistent
Grass Sportsfield Maintenance Cost	Maintenance budget per 1,000 residents	2010 2012 2013	\$10,339 \$7,106 \$9,762	\$11,593 \$5,824 \$10,016	Consistent
Playground Provision	No. of playgrounds per 1,000 children	2011 2012 2013	4.3 3.8 3.9	4.9 5.1 5.0	High
Playground Maintenance	Maintenance cost per playground	2011 2012 2013	\$2,262 \$1,352 \$1,367	\$991 \$943 Not stated	Low
Playground Expenditure	Playground maintenance budget per 1000 children	2011 2012 2013	\$8,967 \$5,384 \$5,384	\$4,848 \$4,812 Not stated	Low
Youth Facilities Provision	Number of youth facilities per 1000 residents	2011 2012 2013	0.13 0.71 1.44	0.18 0.83 2.60	Consistent
Planted Bed Provision	Square metres of planted beds per resident	2009 2012 2013	2.41 m ² 2.38 m ² 2.14m ²	2.38m ² 2.93m ² 3.21m ²	Consistent
Planted Bed Maintenance	Maintenance cost per square metre of garden	2009 2012 2013	\$3.61 \$3.70 \$3.78	\$3.61 \$2.80 Not stated	Consistent
Planted Bed Expenditure	Planted bed maintenance expenditure cost per 1,000 residents	2009 2012 2013	\$8,379 \$6,629 \$5,384	\$8,586 \$8,085 Not stated	Variable
Grass Maint. Cost	Parks grass maintenance cost per hectare	2011 2012 2013	\$2,221 \$2,989 \$2,772	\$2,506 \$2,702 Not stated	Consistent
Track Cost	Maintenance cost per kilometre of track/path	2010 2012 2013	\$1,786 \$1,222 \$1,212	\$4,509 \$1,029 Not stated	Variable
Street Tree Provision	Number of street trees provided per 1,000 residents	2012 2013	124 114	11 Not stated	Very Low
Tree Maintenance Cost	Total tree maintenance budget per 1,000 residents	2009 2012 2013	\$4,466 \$4,798 \$3,245	\$77 \$3,900 \$1,277	Low
	Street tree maintenance budget per tree	2012 2013	\$31 \$47	\$117 Not stated	Very High
Park Furniture Provision -	Total number of seats and	2012 2013	242 334	239 271	Consistent

Activity	Measure	Year of Survey	National Average or Median	Tasman District	Comparison
seats	benches provided				
Park Furniture Provision - seats	Number of seats per hectare of reserve	2008 2012 2013	0.53 0.8 0.8	0.51 0.5 0.6	Consistent
Park Furniture Provision - tables	Total number of tables provided	2012 2013	117 109	380 391	Very High
Park Furniture Provision - tables	Number of tables per hectare of reserve	2008 2012 2013	0.23 0.37 0.36	0.83 0.84 0.9	Very High
Park Furniture Provision - BBQs	Total number of barbeques provided	2012 2013	6 6	61 63	Very high
Park Furniture Provision - BBQs	Number of barbeques per hectare of reserve	2012 2013	0.02 0.02	0.14 0.14	Very High
Park Furniture Provision - bins	Total number of rubbish bins provided	2012 2013	251 244	470 531	High
Park Furniture Provision - bins	Number of rubbish bins per hectare of reserve	2009 2012 2013	0.7 0.7 0.6	1.05 1.0 1.2	High
Park Furniture Provision - signs	Total number of signs	2012 2013	510 559	520 515	Consistent
Park Furniture Provision - signs	Number of signs per hectare of reserve	2008 2012 2013	0.58 1.4 1.1	0.87 1.2 1.1	Consistent
Carparks and Road Cost	Total operating costs per m ²	2011	\$0.21	\$0.15	Consistent

The above results indicate that Tasman Council operating costs are overall higher than average. Additional demographic peer group comparison and investigation is required to determine whether these results are outside the “normal” range for similar organisations, with large land areas and dispersed populations, and the possible reasons for the higher than average result.

Asset provision tends to be consistent or higher than average.

An assessment of asset and other management and planning practices can be compared nationally using the Yardstick KPI Management score. Tasman District generally scores favourably in this regard.

Table B-9: Comparison of Yardstick KPI overall management scores

Year	National average score	Tasman District score	Comparison
2011	63%	73%	High
2012	60%	52%	Low
2013	59%	63%	High

B2.4 Current and Future Demand

A detailed analysis of parks and reserves has been undertaken as part of the District Growth Strategy work and the following issues have been identified in relation to parks and reserves provision:

Table B-10: Parks and reserves provision in each of the District's settlement areas

Brightwater Settlement Area

The Brightwater community is currently serviced by a range of parks and reserves.

The development of Tasman's Great Taste Trail through the settlement is popular and has added to the existing levels of service for cycleways.

The community is serviced by the Richmond Cemetery, 1.5 kilometres of walkways, 1.25 hectares of smaller neighbourhood reserves, three playgrounds within reserves and one at the school has provision near the District average for most asset groups.

The projected increase in population by 2035 of approximately 570 additional residents coupled with the Brightwater community continuing to have a younger median age than most of the District has implications for recreation and sport provision and may require Council to invest in further facilities to service this area.

Collingwood Settlement Area

The Collingwood community is serviced by a range of parks and reserves.

There are sportsfields provided by the Collingwood Recreation Ground Association and Collingwood Area School. The recreation needs of the community are also served in part by the Takaka High School and the Golden Bay Recreation Park. The community is serviced by the District cemetery at Rototai, as well as the Collingwood and Bainham Cemeteries.

Public open space and recreation areas are provided at the Collingwood Camping Ground, Ruataniwha Reserve and the Collingwood Memorial Reserve. There are two playgrounds one on a site leased by Council from the Fire Brigade and one at Collingwood Area School, and four public toilets.

Council is exceeding LOS for community facilities often used by visitors, this is due to the need to provide facilities for high seasonal visitor numbers and the isolated nature of the settlement. An assessment shows the existing levels of service for open space reserves in Collingwood. At this level of assessment, there are no gaps in the level of service.

Council projects planned for the Collingwood area include funding for new playgrounds as reserves are developed and replacement of ageing play equipment and the continued support for the Coastcare projects running at Collingwood and Pakawau.

Kaiteriteri Settlement Area

Much of the open space within the Kaiteriteri settlement area is owned by the Department of Conservation. Council administers the Alex Ryder Reserve and esplanade reserves at Stephens Bay, Tapu Bay and Little Kaiteriteri.

The settlement is serviced by a cemetery in Motueka and the various sportsfields and neighbourhood parks. There are two playgrounds at the Kaiteriteri Recreation Reserve. There are seven toilets on existing reserves. The development of Tasman's Great Taste Trail to Kaiteriteri and the development of the Bike Park by the Department of Conservation have added to the existing levels of service for cycleways.

Council exceeds levels of service for visitor facilities at Kaiteriteri, other local community needs are provided by the facilities in Motueka. An assessment shows the existing level of service for open space reserves in Kaiteriteri. The map appears to show a significant gap in the levels of service. However, the Kaiteriteri Recreation Reserve, Kaka Point Reserve and Kaiteriteri Beach provide a significant level of service that is not directly accounted for in this assessment.

Projects planned for Kaiteriteri up to 2025 include the upgrade of walkways in the Tapu Bay/Stephens Bay area, the upgrade of picnic area facilities in Tapu Bay Reserve and continued support for the Coastcare projects at Little Kaiteriteri and Stephens Bay.

Mapua-Ruby Bay Settlement Area

The Mapua community is currently serviced by a range of parks and reserves.

Mapua Recreation Reserve provides four tennis courts, two junior and one senior football pitches, cricket nets, a half basketball court, artificial cricket wicket, BMX track, playground, skate park, sea scouts, bowling club, public toilets and a play centre. The community is serviced by the Richmond, Motueka, Flett Road and Gardeners Valley (Trustee) cemeteries.

There are over 6.7 kilometres of walkways within the settlement area and over 6.4 hectares of neighbourhood reserves. There are two playgrounds provided by Council and a play ground at Mapua School. There are eight toilets within existing reserves and there is a toilet provided at Mapua Village Mall. The development of Tasman's Great Taste Trail through the settlement is popular and has added to the existing levels of service for cycleways.

Many areas have convenient access to the coast which continues to assist in providing for their open space and recreational opportunities. Council will acquire an additional reserve in the residential development on the western side of Mapua Drive. There are also future opportunities for Council to acquire additional land adjoining the Mapua Recreation Reserve and in the mid Seaton Valley area. Council will also continue to acquire esplanade reserves as subdivisions occur adjoining Seaton Valley Stream, Ruby Bay and the Waimea Estuary.

The significant increase in the average age of residents from 45 years to 55 years by 2035 would indicate emphasis on provision of additional capacity in services appropriate the recreation and sport needs of older adults.

Marahau Settlement Area

Most of the non-visitor community facilities for the Marahau community are provided in Motueka and Riwaka including cemeteries and sports grounds. The community is serviced locally by reserves within the residential area and esplanade reserves adjoining the coast.

The levels of service for facilities used by visitors to the area are exceeded. The levels of service for other facilities, including cemeteries and sports facilities, are provided by the facilities in Motueka. An assessment shows the existing levels of service for open space reserves in Marahau. At this level of assessment, there are no gaps in the levels of service.

Projects planned for Marahau to 2025 include the acquisition and development of reserves including the provision of a playground in the Newhaven Crescent, walk and cycle connections if required when land is subdivided.

Motueka Settlement Area

The Motueka community is serviced by a range of parks and reserves:

Goodman Recreation Reserve is predominantly used for winter junior sport and summer junior touch with seven fields in total. Motueka Memorial Sportsgrounds has four tennis courts and a pavilion, cricket blocks, cricket nets and two senior football pitches with a club and changing rooms, a grass athletic track, long jump, kindergarten, bowling greens with pavilion. Sportspark Motueka provides two rugby grounds and a grandstand with changing facilities and toilets. Motueka High School provides a rugby field and cricket pitch.

There are sufficient burial plots at Motueka Cemetery for a further 75 years (Uptake is currently at 30 burials per year).

There are over five kilometres of walkways within the settlement area and over 17 hectares of neighbourhood reserves. The development of Tasman's Great Taste Trail through the township and extending to Riwaka and Kaiteriteri is popular and has added to the existing levels of service for cycleways. Some residential areas have convenient access to the coast which assists in providing for their local accessible open space and recreational opportunities.

There was funding in the previous LTP for the purchase of land adjoining Sportspark Motueka, this purchase is still being negotiated.

Murchison Settlement Area

The Murchison community is serviced by a range of parks and reserves.

There two playgrounds located within existing reserves and one at Murchison School. There are eight visitor toilets and one toilet on Council reserves.

The desired levels of service for community facilities is generally exceeded. Although the settlement does not have many neighbourhood reserves or walkways this is partly due to the low density nature of the settlement and corresponding lesser demand for connectivity within the settlement. Many residences are within an easy walking distance to the Buller and Matakita Rivers and the Murchison Recreation Reserve which assists in providing for their walkway and recreation needs.

The Recreation Reserve Development Plan completed in 2009 listed a number of recommendations regarding further developments. The most significant projects were the future extensions to Murchison Recreation Reserve and a small playground there. However, these developments are contingent on community fundraising.

Pohara, Ligar Bay, Tata Settlement Area

Many of the non-visitor community facilities for the Pohara/Ligar Bay/Tata community are provided in Takaka, including a cemetery, neighbourhood reserves and sports grounds. The community is serviced locally by reserves within the residential area and esplanade reserves adjoining the coast.

The Settlement Area contains Pohara Beach Top Ten Holiday Park and Pohara Recreation Reserve including the Pohara Hall, Bowling Club, Tennis Courts, half basketball court and toilets. Larger neighbourhood reserves have been created in recent subdivisions (Bay Vista Recreation Reserve, Nyhane Drive Reserve) and there are extensive esplanade reserves at Tata Beach, with the reserve extending onto the elevated headland. Clifton Recreation Reserve (Takaka Golf Course) is located at the western edge of the Settlement Area.

An assessment shows the existing levels of service for open space reserves in Pohara/Ligar Bay. At this level of assessment there is a gap in the level of service at Tata Beach. However, open space is provided by road reserve which is developed and used as esplanade reserve adjoining the beach.

Projects Planned for the settlement area to 2025 include the development of reserves, walk and cycle connections if required when land is subdivided. .

Richmond Settlement Area

The Richmond community is currently serviced by a range of parks and reserves:

Ben Cooper Park provides for junior football (five fields) and cricket. Hope Recreation Reserve provides ten tennis courts, a petanque area and dog agility area. Jubilee Park

provides twelve tennis courts, a skate park, cricket block, beach volleyball and rugby and touch fields. There are additional sports fields at Henley School, Waimea Intermediate and Waimea College.

There are over 13 kilometres of walkways within the settlement area and over nine hectares of neighbourhood reserves. There are 14 playgrounds on existing reserves and additional playgrounds at Henley, St Paul's and Waimea Intermediate Schools. There are 15 toilets provided at the Richmond Mall and seven toilets within existing reserves.

The development of Tasman's Great Taste Trail adjoining the western boundary of the settlement is popular and has also added to the existing levels of service for cycleways.

The target level of service for cemeteries is to provide sufficient plots to last a minimum of 20 years. Richmond Cemetery only has a sufficient number of plots for the next 20 years so the level of service is not currently being met.

Neighbourhood Reserve provision is measured by the distance from households. This considers equity of access. A gap in the existing level of service provision for open space (using a 500 metre direct line from the centre of neighbourhood reserves in Richmond) is evident in the vicinity of Roeske Street. Consultation with the Ministry of Education undertaken as part of the development of the Open Space Strategy indicated that the playing fields at both Waimea Intermediate and Secondary School are available (and encouraged) to be used by the Waimea Community for recreational use.

Major Projects Planned for the Richmond Settlement Area in the 2015 – 2025 period include the ongoing development of parks and reserves walkways/cycleways, including the Estuary walkway and the purchase of land for a new cemetery in the 2018/2019 year. Council's forward planning through to 2035 needs to cover the provision of additional public toilets on reserves these could be provided from funding from Reserve Financial Contributions received from subdivision development.

Significant developments are planned for the Saxton Field complex within the 2015 – 2025 period including further development of new playing fields, walkways, car parks and roads, and renewal of an existing hockey turf and the athletics track. Tasman and Nelson City Council have, reduced much of the other expenditure that was previously planned at the complex. The cycling velodrome is to commence construction early in the 2015 calendar year and will be completed within 12 months of that date.

Riwaka Settlement Area

Most of the non-visitor facilities for Riwaka are provided in Motueka. The community itself is serviced by two tennis courts, two croquet greens, public toilets and tennis pavilion at the Riwaka Memorial Reserve. There is also a network of esplanade reserves and strips adjoining the coastline near the residential areas.

Council exceeds the desired level of service for all community assets except walk/cycleways and toilets. However, the development of Tasman's Great Taste Trail through the settlement is popular and has added to the existing levels of service for cycleways.

Provision of additional neighbourhood reserves will occur as subdivision occurs and forward budget planning in the LTP is not required.

An assessment shows the existing levels of service for open space reserves in Riwaka. At this level of assessment, there are no gaps in the levels of service.

Projects Planned for Riwaka in the period 2015-2025 include the upgrading of Wharf Road esplanade reserve.

St Arnaud Settlement Area

Much of the open space surrounding the settlement is within the Nelson Lakes National Park which is administered by the Department of Conservation. Council owns only one neighbourhood reserve.

The community relies on regional facilities for many of its more formal recreation needs.

An assessment shows the existing levels of service for open space reserves in St Arnaud. At this level of assessment there appears to be a gap in the LOS in the vicinity of View, Baxter and Cotterill Road. However, no account is taken of the open space provided by the Department of Conservation estate which provides ample LOS.

Takaka Settlement Area

The Takaka community is currently serviced by a range of parks and reserves:

Many of the residences within the township are located within the desired distance from a reserve. Some residences have direct access to Te Kakau Stream and Lake Killarney Recreation Reserve which assists in providing for their local accessible open space and recreational opportunities.

There are 4.8 hectares of neighbourhood reserves but very limited walkways within the Settlement Area. The LOS for walkways and cycleways is low, this reflects the small scale of the settlement area and lower demand for connectivity. There are 2 playgrounds on existing reserves and additional playgrounds at Golden Bay High and Takaka Primary Schools. There are ten visitors' toilets within existing reserves and seven visitor's toilets within the settlement.

Golden Bay Recreation Park provides four tennis courts, two rugby pitches, two football pitch, rugby clubrooms, a squash court and changing room and grandstand. Many of these facilities will be removed as a consequence of the development of the Golden Bay multi-use community facility. Golden Bay High and Takaka Primary Schools provide for senior and junior soccer, hockey and cricket during the weekend. There are sufficient burial plots at Rotoiti Cemetery for a further 50 years (uptake is currently at ten burials per year).

Council is close to meeting the desired levels of service for most facilities in Takaka, except for walkways.

Tapawera Settlement Area

Generally Council is exceeding the desired levels of service due to the historic development of the town and its isolated nature. Regional facilities provide part of the level of service for some facilities but require a commute.

The Tapawera community is serviced by a range of parks and reserves there are 12 ha of sports grounds provided at the Tapawera Recreation Reserve. There are 105 plots available at the cemetery at Mararewa (uptake is currently at three burials per year). There are three kilometres of walkways, two playgrounds, a skate park and six toilets provided within the settlement area.

Council has strong provision of almost all asset types in Tapawera. The only exception is the provision of sports grounds. However Tapawera Area School provides significant recreation and sport assets that are extensively used by the community, particularly the outdoor seasonal swimming pool tennis and netball courts which supplement Council's facilities.

The levels of service at 2035 indicate the need to address a shortfall in cemetery space in the future. An assessment shows the levels of service for open space reserves in Tapawera.

There are no significant projects planned for Tapawera in the LTP.

Tasman Settlement Area

The Tasman community is principally serviced by facilities in Motueka including cemeteries and sports grounds. Residents can also access the community facilities at Mapua and the Moutere Hills Community Centre. There is a large open space reserve provided at the Tasman Memorial Recreation Reserve. The community is also serviced by one playground and one public toilet.

The Tasman settlement has good access to many local community facilities including sports grounds, neighbourhood reserves, playgrounds and toilets on reserves and access to coastal areas for beach activities. The development of Tasman's Great Taste Trail is popular and has added to the existing levels of service for cycleways. The levels of service remain strong for most facilities.

There are no specific projects funded for in the LTP.

Upper Moutere Settlement Area

The Moutere community is principally serviced by the Moutere Hills Community Centre which is located 1 kilometre from the settlement. The Centre provides services to Mapua, Tasman and Motueka communities as well. The Centre provides playgrounds, sports fields, a community room, fitness gym, kitchen, toilets and tennis courts. There is also a public toilet attached to the Centre.

Council provides a subsidy to assist with the maintenance of the pool at Upper Moutere School. The community is serviced by libraries in Mapua, Motueka and Richmond.

Some residents also use recreation and sport services provided by facilities in Richmond such as the Aquatic Centre, as well as indoor and outdoor courts at Saxton Field or the Motueka Recreation Centre.

The levels of service for community facilities including sports fields, playgrounds and recreation centres are exceeded at Upper Moutere by virtue of the facilities provided at the Community Centre.

The community is continuing to work with landowners towards providing safer access from the school to the Community Centre.

There are no major projects for the settlement of Upper Moutere in the LTP. However, the Moutere Hills Community Centre Board has expressed an interest in purchasing additional land for sports fields to enhance the Community Centre as a sports hub for the immediate (and wider) area. The future expansion of the site is dependent on a water right being obtained for both the Centre and irrigation of the sports fields.

Wakefield Settlement Area

The Wakefield community is serviced by a range of parks and reserves.

Faulkners Bush and Wakefield Recreation Reserve provide the main open spaces within the settlement. Sports fields are provided at Lord Rutherford Park in Brightwater, at the Wakefield Recreation Reserve and at Saxton Field. There are four kilometres of walkways within the settlement area and 17 ha of neighbourhood reserves in and around the village. The development of Tasman's Great Taste Trail through the settlement is popular and has added to the existing levels of service for cycleways. There are three playgrounds on Council reserves and one at Wakefield School. There is one toilet provided for visitors and eight on existing reserves. The Wakefield community is serviced by the Richmond and Spring Grove Cemeteries.

The Wakefield Recreation Reserve has facilities for tennis, football, cricket and shooting. The site is constrained by SH6 and the Wai-iti River and would be difficult to enlarge in the future.

Major Projects Planned for the Wakefield Settlement Area in the LTP include funding for new play equipment as reserves are developed and for the replacement of ageing equipment.

Otherwise it is business as usual, with no other major changes proposed 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 Tasman District is to keep pace with population growth in terms of reserve provision, and in particular the subsequent development of this new land, while maintaining current assets at an acceptable level.

B2.5 Strategic Approach

Key issues for reserve provision in Tasman District:

- 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 25 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 Council walkways and reserves.
- There is likely to be increased expectation that 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 Parks and Reserves 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.
- 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 exist for each the following areas:

- Tata Beach Reserves
- Golden Bay Ward
- Motueka Ward
- Moutere/Waimea Ward
- Lakes/Murchison Ward
- Richmond Ward
- Memorial Park
- Waimea River Park
- Moturoa / Rabbit Island
- Saxton Field (joint with NCC)
- Abel Tasman Foreshore Scenic Reserve (joint with DoC)

These reserve management plans are reviewed on a rolling basis. 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 AMP 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.

B.3 Cemeteries

B3.1 Overview and Asset Description

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
- 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 B-10 below. The distribution of cemeteries is fairly uniform across the District, with all townships within 20km of a cemetery and most within 10km.

B3.2 Asset Quality and Condition

There are three main cemeteries located in each of the main urban centres of Richmond, Motueka and Takaka. 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. 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 B-10 below.

B3.3 Current and Future Demand

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

The 12 cemeteries each have a significant number of plots available. At current burial rates there is no demand for additional land within the next 20 years. Longer term there is a requirement to provide land for an alternative to the existing Richmond Cemetery. There is sufficient capacity at the existing Spring Grove Cemetery to meet this future requirement, if other land closer to Richmond is not identified and purchased.

B3.4 Strategic Management Approach

Council's intention is to continue to operate cemeteries without significant change. A cemetery strategy will be developed for the District, to address issues such as the need to provide additional land for the Richmond Cemetery in the long term.

Table B-10: Cemetery Asset Inventory and Description

Cemetery Name	Size (ha)	Location	Number of interments in 2013/14		Condition	Estimated remaining life	Maint./ 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	0	0	Good	50 years +	None	Continue to operate without significant change
Rototai Cemetery	2.0234	Rototai Rd, Takaka	9	1	Good	50 years +	None	Continue to operate without significant change
Motueka Ward								
Motueka Cemetery	5.9685	Cemetery Rd, Motueka	27	23	Good	50 years +	None	Continue to operate without significant change
Sandy Bay Cemetery	0.2182	Closed	0	0	Good	Nil		
Moutere/Waimea Ward								
Fletts Rd Cemetery	0.2016	Fletts Rd, Lower Moutere	3	0	Good	50 years +	None	Continue to operate without significant change
Foxhill Cemetery	1.1446	SH6 Foxhill	1	0	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	0	0	Good	50 years +	None	Continue to operate without significant change
Lakes/Murchison Ward								
Murchison Cemetery	1.2950	Chalgrave St, Murchison	8	7	Good	50 years +	None	Continue to operate without significant change
Mararewa Cemetery	0.8041	Main Rd , Tapawera	2	0	Good	50 years +	None	Continue to operate without significant change
Richmond Ward								
Richmond Cemetery	4.9902	Wensley Rd, Richmond. Major cemetery in the district	27	27	Very good	20 years	None	Continue to operate without significant change
Total	29.2							

B.4 Public toilets

B4.1 Overview and Asset Description

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;
- convenience to travelling public, and
- support of tourist operations.

Council provides and maintains 91 public toilet facilities throughout the District, including 20 in the Golden Bay Ward, 23 in the Motueka Ward, 34 in the Moutere/Waimea Ward, 7 in the Lakes/Murchison Ward, and 7 facilities in the Richmond Ward. An inventory of these public toilet facilities is presented in Table B-11 below. 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.

B4.2 Asset Condition

A general assessment of the overall condition of each public toilet facility is provided in Table B-11 below. A detailed building condition assessment for the purpose of developing a ten-year maintenance plan has not been undertaken. However a number of buildings are included in a long term painting maintenance programme contract.

B4.3 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, as outlined in Table B-12.

Table B-12: Overall satisfaction of residents with public toilets

Year	Percentage of residents who are very/fairly satisfied with public toilets in the District	Percentage of residents who are not very satisfied with public toilets in the District
2010	67%	14%
2011	68%	12%
2012	69%	15%
2013	68%	13%
2014	76%	14%

Table B-11: Asset Inventory and Description of Public Toilets

Location	91 facilities in total	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, Takaka	Fair/Good		Reticulated	Average	Older block due for upgrade.	No change required
Golden Bay Recreation Park	Main Road, Takaka	Fair/Good		Reticulated	Average	Older block due for upgrade.	No change required
Ligar Bay Reserve	Ligar Beach, Golden Bay	Good		Reticulated	High summer use		No change required
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
Pohara Recreation Reserve	Abel Tasman Drive, Golden Bay	Good		Reticulated	Average		No change required
Rose Garden	Commercial Street, Takaka	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
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
Tomatea Point Reserve	Pakawau, Golden Bay	Good		Containment	Average summer use		No change required
Uruwhenua Reserve	SH60, Golden Bay	Good		Containment	Low		No change required
Waitapu Bridge	Takaka Collingwood Highway SH60	Good		Containment	High summer use		No change required
Golden Bay Information Centre toilets	Willow Street, Takaka	Good	Fully Accessible	Reticulated	High	Programme maintenance.	No change required

Location	91 facilities in total	Condition	Accessibility	Sewer System	Demand Issues	Maintenance / operation Issues	Strategic Objectives
Motueka Ward							
Alexander Bluff	Motueka Valley Highway	Fair		Containment	Low		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
Decks Reserve	Wallace Street, Motueka	Good	Fully Accessible	Reticulated	High demand , next to info centre		No change required
Kina Beach Recreation Reserve	Cliff Road, Tasman	Fair		Containment	High summer use		No change required
LEH Baigent Recreation Area	Kina Peninsula Road, Kina	Fair		Containment	High summer use		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
Marahau	Main Road, Marahau	Good		Containment	High, use has increased		No change required
Marahau	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		Reticulated	Average		No change required
Saltwater Baths	North Street, Motueka	Good	Fully Accessible	Reticulated	Average		No change required
Split Apple Rock	Split Apple Rock	Good		Containment	Average		No change required
Kumaras Car Park	Off Staples Street, Motueka	Good		Containment	Average		No change required
Stephens Bay	Anarewa Crescent	Good		Reticulated	High summer		
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

Location	91 facilities in total	Condition	Accessibility	Sewer System	Demand Issues	Maintenance / operation Issues	Strategic Objectives
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		No change required
Brightwater Exeloo	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
Edward Baigent Reserve	SH6 Wakefield	Good		Containment	Average		No change required
Edward Baigent Reserve	SH6 Wakefield	Good		Containment	Average		No change required
Faulkner Bush	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, Mapua	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	Cleaned and managed by Hall Committee	No change required
Mapua Rec Reserve	Aranui Road, Mapua	Good	Fully Accessible	Reticulated	Average	Programme maintenance painting contract	No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Fair		Reticulated	High summer		No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Fair		Reticulated	High summer		No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Good		Reticulated	High summer		No change required
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Good		Reticulated	High summer		No change required

Location	91 facilities in total	Condition	Accessibility	Sewer System	Demand Issues	Maintenance / operation Issues	Strategic Objectives
McKee Memorial Recreation Reserve	Stafford Drive, Ruby Bay	Very good	Fully Accessible	Reticulated	High summer		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
Moturoa / Rabbit Island Western End Block	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use	Disposal fields recently upgraded.	No change required
Taj Toilet Block	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use		No change required
Moturoa / Rabbit Island Main Toilet Block	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use		No change required
Moturoa / Rabbit Island Eastern End Toilets	Ken Beck Drive, Appleby	Good	Open daytime only	Septic Tank	High summer use		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
Moturoa / Rabbit Island Equestrian Dressage No2	Ken Beck Drive, Appleby	Good		Containment	High weekend use		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 Exeloo	Whitby Road, Wakefield	Very good	Fully accessible	Reticulated	High	High maintenance requirement	No change required
Wakefield Recreation Reserve	Whitby Road, Wakefield	Fair		Reticulated	Average	Sicon clean but managed by management committee	No change required

Location	91 facilities in total	Condition	Accessibility	Sewer System	Demand Issues	Maintenance / operation Issues	Strategic Objectives
Lakes/Murchison Ward							
Murchison Public Toilets	Fairfax Street, Murchison	Excellent, new 2005	Fully Accessible	Reticulated	High	Programme maintenance continuing	No change required
Gowan Bridge	Gowan Bridge	Fair		Long Drop	Low		No change required
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		No change required
Owen River Recreation Reserve	Sh 6, Owen River						
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
Jubilee Park	Gladstone Road, Richmond	Good	Fully Accessible	Reticulated	High use all year	Programme maintenance painting contract	No change required
Jubilee Park (Soccer Grounds)	Gladstone Road, Richmond	Good		Reticulated	Average		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	No change required
Washbourn Gardens	Oxford Street, Richmond	Very good	Fully Accessible	Reticulated	High use all year		No change required
White Gate Reserve	Aniseed Valley	Good		Containment	High summer use		No change required

B4.4 Current and Future Demand

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

- i. toilet facilities in townships, predominantly to serve local shoppers;
- ii. toilet facilities in parks and reserves, predominantly to serve local users of the sport and recreational facilities; and
- iii. toilet facilities on main tourist routes or at tourist attractions, predominantly to serve tourist groups.

A survey of public toilets by Yardstick in 2010 indicates that Tasman District has a high provision of public toilets at 1.6 toilets per 1,000 residents compared to a national average of 1.0 toilet per 1,000 residents.

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

B4.5 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.

APPENDIX C. NOT APPLICABLE TO THIS ACTIVITY

APPENDIX D. ASSET VALUATIONS

D.1 Background

The Local Government Act 2002 contains a general requirement for local authorities to comply with Generally Accepted Accounting Practice ("GAAP").

The Financial Reporting Act 1993 sets out a process by which GAAP is established for all reporting entities and groups, the Crown and all departments, Offices of Parliament and Crown entities and all local authorities. Compliance with the New Zealand International Public Sector Accounting Standard 17; Property, Plant and Equipment (PBE IPSAS 17) and PBE IPSAS 21 (Impairment of Non Cash Generating Assets) is the one of the current requirements of meeting GAAP.

The purpose of the valuations is for reporting asset values in the financial statements of Tasman District Council.

Council requires its infrastructure asset register and valuation to be updated in accordance with Financial Reporting Standards and the AMP improvement plan.

The valuations summarised below have been completed in accordance with the following standards and are suitable for inclusion in the financial statements for the year ending June 2013:

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

D1.1 Depreciation

Depreciation of assets must be charged over their useful life.

- *Depreciated Replacement Cost* is the current replacement cost less allowance for physical deterioration and optimisation for obsolescence and relevant surplus capacity. The *Depreciated Replacement Cost* has been calculated as:

$$\frac{\text{Remaining useful life}}{\text{Total useful life}} \times \text{replacement cost}$$

- *Depreciation* is a measure of the consumption of the economic benefits embodied in an asset. It distributes the cost or value of an asset over its estimated useful life. Straight-line depreciation is used in this valuation.
- *Total Depreciation to Date* is the total amount of the asset's economic benefits consumed since the asset was constructed or installed.
- The *Annual Depreciation* is the amount the asset depreciates in a year. It is defined as the replacement cost minus the residual value divided by the estimated total useful life for the asset.
- The *Minimum Remaining Useful Life* is applied to assets which are older than their useful life. It recognises that although an asset is older than its useful life it may still be in service and therefore have some value. Where an asset is older than its standard useful life, the minimum remaining useful life is added to the standard useful life and used in the calculation of the depreciated replacement value.

D1.2 Revaluation

The revaluations are based on accurate and substantially complete asset registers and appropriate replacement costs and effective lives.

- a) The lives are generally based upon NZ Infrastructure Asset Valuation and Depreciation Guidelines – Edition 2. In specific cases these have been modified where in our, and Council's opinion a different life is appropriate. The changes are justified in the valuation report.
- b) The component level of the data used for the valuation is sufficient to calculate depreciation separately for those assets that have different useful lives.

D.2 Overview of Asset Valuations

Assets are valued every three years, unless it appears that values may be out by 10% or more (this is checked at the end of each financial year). Historic asset valuations reports are held with Council. Council last revalued their building and land assets as at the end of June 2013.

D2.1 2013 Valuation – Parks and Reserves

The parks and reserves assets were last re-valued in June 2013 and are reported under separate cover². Key assumptions in assessing the asset valuations are described in detail in the valuation report.

D2.2 Asset Data

The information for valuing the assets was obtained from Council's asset registers³, based on excel spreadsheets. The data confidence is detailed in Table D-1 below. The confidence grades are based on the following: A - Highly reliable; B – Reliable; C – Uncertain; and D - Very uncertain.

Table D-1: Data Confidence

Cost area	Confidence grade	Reason
Reserves maintenance / operations	B&C	C > Due to the re-tendering of the long term grounds maintenance contract in 2018, there is uncertainty as to the new contract rates that will apply. B> There is a degree of uncertainty regarding the actual rate of growth of the asset and future cost changes as a result of this growth.
All other activities operations/ maintenance	A & B	A > Based on a consistent history the current costs are considered to be highly reliable for the next 5 years. B > A degree of uncertainty arises regarding future changes due to possible new developments and other changes as a result of growth demand and community preferences.
Renewals	D	Current renewal budgets are largely based on anticipated cost assumptions. Completion of asset age and condition and development of renewal planning is required for all assets.
Development	A to D	Generally very reliable for the first 1 to 2 years, then drops to B for years 3 & 4 and then to C for years 5 to 6 and to D for years 7 to 10. While there has been some work put into reserve management plans which identify future works, accurate long term development planning is extremely

² 'Tasman District Council Property Portfolio Asset Valuation for Financial Reporting Purposes - Valuation Report as at 30 June 2013': report prepared by QV Valuations.

³ Asset data is held within the 'Building Improvements' asset register, a copy of which is available here: [P:\LTCCPLTP 2015\Building Assets 2013-14 as at 31 May 2014 \(with filters\).xlsx](#)

		difficult to achieve due to changing demands, issues and priorities.
Disposal	A	Disposal of assets unlikely.
Valuation	A & C	A > Building assets have been appropriately identified and valued. C > Current parks and reserve assets are accurately recorded and valued for renewal planning, but this information is not used for the valuation.

Based on NZ Infrastructure Asset Valuation and Depreciation Guidelines – Edition 2, Table 4.3.1: Data confidence grading system.

D2.3 Asset Lives

Economic lives and residual lives have been defined for all properties. 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 renovation or upgrading.

D2.4 Asset Valuation

The current valuation information is based on an assessment of the parks improvements prepared as part of the general valuation undertaken by the Council. Assets with a replacement value under \$1,000 are not included in the reported depreciated asset valuation. Due to the nature of parks assets, this means that a substantial value of assets is not included in the depreciated asset value or funded for depreciation.

Detailed Parks and Reserves asset valuation information is stored in the Confirm system, but this is not currently used to produce the 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 sportsfield surfaces;
- trees;
- metal and earth tracks;
- gardens; and
- assets that Council staff consider will not be replaced when they are at the end of their useful lives.

The asset depreciated value (as at 30 June 2014) and annual depreciation applying to parks and reserves assets is summarised in Table D-2 below.

Table D-2: Asset Values Summary (as at 30 June 2014)

Asset	Land Value	Asset Depreciated Replacement Value	Annual Depreciation Requirement
Parks and Reserves			
General assets and minor structures	\$59,800,860	\$8,140,321	\$501,587
Cemeteries			
All cemeteries	\$1,199,500	\$95,035	\$9,565
Public toilets			
All Public toilets	\$100,00	\$1,111,600	\$39,600

APPENDIX E. MAINTENANCE AND OPERATING ISSUES

E.1 Maintenance Contract

The Reserves and Facilities team is part of the Community Development Department.

The majority of the maintenance and operation service delivery is undertaken under three contracts based on geographic areas as follows:

- Golden Bay
- Tasman Bay
- Lakes Murchison

The contractors performance is monitored by an auditor, employed under contract by the Council.

Table E.1 – Current reserve maintenance contracts

Contract Name	Contract Start Date	Contract Completion Date	Contractor
P-Golden Bay Contract	1/07/13	30/06/18	Nelmac
P-Tasman Bay	1/07/13	30/06/18	Nelmac
P-Lakes Murchison	1/07/13	30/06/15	Nelmac

Following the original public tender in 2001, subsequent contracts were established through a negotiation and extension process, until the contracts were retendered in 2014.

The contracts are set up and administered through the Confirm AMS 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 turf maintenance
- beach and esplanade reserve maintenance
- furniture and structure maintenance
- litter bin emptying
- loose litter and debris collection
- maintenance of trees under 5m
- irrigation operation and minor 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 such as Nelmac and Treescapes.

There is no policy or other documentation guiding the provision of trees or their maintenance standards. There is no policy requiring or guiding the provision of trees on street berms. 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 protected tree register. The level of work undertaken is dependent on the category of protection of each tree.

- Category A trees – cost share between Council and the owner;
- Category B trees – cost share between Council and the owner; and
- Category C trees – advice only is provided by 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, who are part of the Corporate 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 site instructions, 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 are 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 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 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 capital works should be project managed by Council staff, to limit Council risk and liability.

E1.1 Cemeteries

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 administration 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 2011). The maintenance of the cemeteries and operation of burial services is carried out under contract as part of the main reserves maintenance contract. There are also a number of small privately owned and operated cemeteries in the District and the Council supports the operation of these through annual grants payments.

E.2 Maintenance Standards

Specifications for reserve maintenance work are defined in the performance based maintenance contracts. These maintenance contracts specify levels of service, performance criteria, work techniques and reporting requirements for:

-
- Public enquiries and requests
 - Mowing
 - Weed control
 - Routine inspections
 - Grass mowing
 - Maintenance of play equipment and surfaces
 - Removal of graffiti
 - Emergency work
 - BBQ cleaning and maintenance
 - Revegetation planting and maintenance
 - Cemetery burials and maintenance
 - Walkway and track maintenance
 - Bark safety surfacing maintenance
 - Edge trimming
 - Hard surface maintenance
 - Garden maintenance
 - Tree maintenance
 - Pest control
 - Litter bin emptying
 - Loose litter and debris removal
 - Structure maintenance
 - Annual bed planting
 - Public toilet cleaning
 - Turf renovation (vibramoling, aeration, harrowing, under-sowing, top dressing)

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:

- NZ Standard NZS 5828:2004 Playground equipment and surfacing⁴;
- NZ HB 8630:2004 Tracks and Outdoor Visitor structures; and
- NZS 4242:1995 Headstones and Cemetery Monuments (specifies requirements for the design and installation of memorials).

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

E.2 Maintenance Strategies

Three categories of maintenance are performed on reserve assets: reactive, routine and planned maintenance.

E2.1 Reactive Maintenance

This category encompasses repair of assets required to correct faults identified by routine inspections and notification from users of the service. Reactive maintenance works are scheduled in accordance with the following priorities:

1. Safety of reserve users or adjacent property owners may be compromised;
2. 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
3. Subsequent work may depend upon the completion of the work.

For public toilets, the responsibility for undertaking reactive maintenance varies depending on the work required. Cleanliness, vandalism, graffiti and 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.

⁴ Note that different standards are used for older playgrounds.

E2.2 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. Such works include grass mowing, garden maintenance, playground inspections and maintenance, weed control, walkway maintenance, etc.

E2.3 Planned Maintenance

Planned maintenance may also be defined as preventative or programmed maintenance. Typical work includes repainting of furniture, structures, and buildings; replacement or refurbishment of minor furniture and structures (not included in the capital renewal plan), periodic cleaning of building exteriors, replanting of shrub gardens, 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.

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.

E2.4 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.

Two categories of inspection and reporting are performed on reserve assets:

1. routine maintenance inspections and report, and
2. formal periodic condition inspections and report.

The following is the planned inspection and reporting programme for the District's parks and reserves assets. The approach for routine inspections is the two monthly audit of a selection of reserves by a separate contractor employed for this purpose. Their role is to confirm that the contractor is meeting the specifications and required standards.

An audit is carried out every two months of a sample of approximately 30% of all reserves. All walkways and high profile picnic areas are audited at every two month audit, with the other reserves selected across the district with aim of covering most reserves in the district over a 12 month period. The audit records are currently recorded with in the Confirm Asset Management System.

In order to be able to report on the performance measure for percentage of service standards met, the auditing system will be developed to produce an overall percentage score.

In addition to the routine inspections by the contract auditor, Council staff undertake informal inspections as part of other work on the site, or if in the area. 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 main inspection by a playground specialist is undertaken annually to determine compliance with the relevant NZS standard, structural integrity and update condition information.

For the public toilets, the main parks and reserves contractors are responsible for regular inspections as part of the cleaning and servicing schedule.

Routine Maintenance Inspection Programme

LOS/Reserve Group	Frequency	Inspector	Checks
High profile reserves and walkways	Two monthly	Auditor	General condition of reserves. Mowing and garden maint. Vandalism Standard of work
Medium use reserves	At least once over a 6 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

Condition Inspection Programme

Asset	Frequency	Inspector	Checks
Reserves hard assets	Three yearly on a rotational basis	Contract Auditor and Reserves /AMS Officer	Condition rating of all assets based on PRAMS guidelines Review of remaining life
Sports fields.	Twice per year	Reserves /AMS Officer	Turf quality, drainage, surface evenness.
Play Equipment.	Three yearly	Play equipment specialist	Compliance with Play Equipment Standard.
Street & Park Trees	Annual	Horticultural Officer	Appearance, structure, health, clearance from overhead lines and safety
Asset manager (Public toilets)	Toilets - Two monthly (or as in the area as part of other tasks)	Asset manager or contract auditor	Contractor performance/cleanliness Damage / breakage Vandalism/Graffiti Other failures/problems
Building WOF inspections	Annual	Registered IQP	Emergency systems
Formal periodic condition and long term maintenance plan	Annual Five yearly	Structural and maintenance engineer/ Asset Management planner	Structural issues Water tightness Cladding condition Paint surfaces Defects/problems – current Predictive failure/defects

E2.5 Customer Service

Customer calls are logged as service requests by customer services staff. Request relating to specific parks and reserves assets are logged as part of the Confirm AM 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).

E.3 Projected Operations and Maintenance Costs

The 20-year financial forecasts for operations and maintenance costs are shown in Figure E-1, and include the following:

- operations and maintenance;
- income (fees and charges and contributions);
- operating expenditure (maintenance, service contracts, electricity etc.);
- direct expenditure (interest, depreciation); and
- indirect expenditure (overheads).

The annual costs over the life of this plan are predicted to remain relatively constant for the parks and reserves assets listed in this AMP, although this is dependent upon the completion and updating of condition assessments.

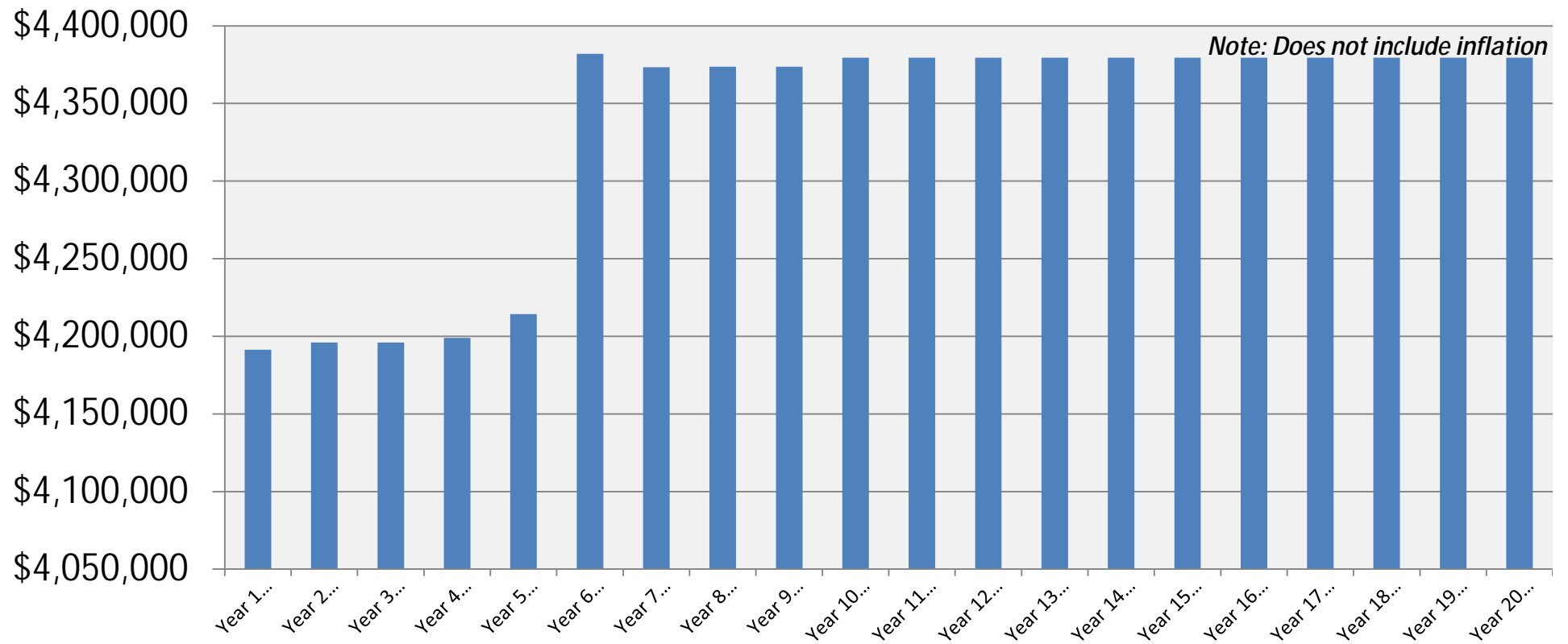


Figure E-1: Total Operating Expenditure – Parks and Reserves activity 2015-2035

APPENDIX F. DEMAND AND FUTURE NEW CAPITAL REQUIREMENTS

F.1 Growth Supply and Demand Model

F1.1 Model Summary

A comprehensive Growth Demand and Supply Model (GDSM or growth model) has been developed for Tasman District. The growth model is a long term planning tool, providing population and economic projections district wide. The supply potential is assessed as well as demand, and a development rollout for each settlement is then examined. The development rollout from the Growth Model informs capital budgets (new growth causes a demand for network services) which feed into the AMPs and in turn underpin the Long Term Plan and supporting policies e.g. Development Contributions Policy.

This 2014 growth model is a fourth generation growth model with previous versions being completed in 2005, 2008 and 2011. In order to understand how and where growth will occur, the growth model is built up of a series of Settlement Areas which contain Development Areas. A Settlement Area (SA) is defined for each of the main towns and communities in the district. There are 17 Settlement Areas for the present version of the growth model. Each Settlement Area is sub-divided into a number of Development Areas. Each Development Area is defined as one continuous polygon within a Settlement Area that if assessed as developable, is expected to contain a common end-use and density for built development.

The growth model organises and integrates the assessments of demand and supply of built development. The development is categorised as residential or business demand and supply, with business including all industrial, commercial and retail uses. For residential demand and supply:

- the 'demand' for residential buildings (dwellings) is assessed from population and household growth forecasts based on Statistics New Zealand's latest release.
- the 'supply' of lots for future dwellings is assessed from analysis of the Development Areas in each Settlement Area and how many lots could feasibly be developed for residential end use over a twenty year time period, after accounting for a number of existing characteristics of the Development Area.

For business demand and supply:

- the 'demand' for business premises is assessed from economic and employment growth forecasts, and associated land requirements.
- the 'supply' of lots for future business premises is assessed from analysis of the Development Areas in each Settlement Area over time in a similar way as that for future dwellings.

The Development Areas and Settlement Areas are the building blocks that allow the growth model to spread demand for new dwellings and business premises, and assess where there is capacity to supply that demand.

The growth model is not just an isolated tool that calculates a development forecast. It is a number of linked processes that involve assessment of base data, expert interpretation and assessment, calculation and forecasting. The key input data, assessment and computational processes, and outputs of the growth model are captured in a database called the Growth Model Database.

The outputs of the growth model are located on a shared browser site that all Council staff have access to. The browser contains:

- all the various input data sets and calculated outputs;
- maps defining the Settlement Areas and Development Areas within those; and
- an updated model description describing the model working in detail, assumptions and planned improvements.

The review process is also mapped in ProMapp.

F1.2 Overall Population Growth and Trends

Richmond is the largest and fastest growing town in the District with an estimated 13,606 residents, as at 2014. Motueka is the next largest town, with 6,687 residents. Another five settlements are relatively small, with populations ranging from 1239 in Takaka up to 2,498 in the Coastal Tasman area. Nine have populations of less than 500 people.

Tasman District is a popular destination for older age group or “retirees”. A high proportion of population growth results from people moving to the Tasman District from elsewhere, rather than from current residents having children. The growth modelling shows that older people moving to the Tasman district are choosing to live in larger centres with easier access to services, hence the larger settlements are growing and the smaller ones are not. As shown in Table F-1, Richmond, Brightwater and Wakefield are predicted to grow by 500 people or more over the next 25 years. Overall, Tasman’s population is expected to increase by 7,700 people by 2039. Council’s planning also takes into consideration the decrease in the number of persons per household and provides for an increase in the number of holiday homes. The latter is particularly important for holiday settlements such as Kaiteriteri and Pohara/Ligar Bay.

The population projection in the growth model has been taken from Statistics New Zealand population projections derived from the 2013 census data, using a “medium” growth rate projection for all settlement areas (refer Table F-1). The population projections are used to determine a demand for new dwellings in each settlement area.

Table F-1: Population projections used in the Growth Model

Settlement Area	Population in 2014	Population projection for 2039	Increase or decrease in people by 2039
Brightwater	1835	2412	577
Coastal Tasman Area	2498	2903	405
Collingwood	232	250	18
Kaiteriteri	377	382	5
Mapua/Ruby Bay	2028	2506	478
Marahau	119	120	1
Motueka	6687	6810	123
Murchison	413	365	-48
Pohara/Ligar/Tata	543	583	40
Richmond	13606	16396	2790
Riwaka	591	636	45
St Arnaud	101	93	-8
Takaka	1239	1056	-183
Tapawera	284	320	36
Tasman	189	210	21
Upper Moutere	148	177	29
Wakefield	1939	2471	532
Ward Remainder (Area Outside Ward Balance)	282	303	19
Ward Remainder Golden Bay	3023	3248	225
Ward Remainder Lakes Murchison	2418	2722	304
Ward Remainder Motueka	3096	3597	501
Ward Remainder Moutere Waimea	4248	4937	689
Ward Remainder Richmond	1612	2704	1092
Total for District	47508	55201	7693

Projected Population data derived from Statistics NZ 2013 Census Data (adjusted for Growth Model). Base projection series applied = medium

Table F-2 summarises some key statistics for Tasman's population, based on Statistics New Zealand medium growth projections (2006 base, updated in June 2013).

Table F-2: Population change in Tasman District

Key Statistics	2006	2013	2031
Population	45,800	48,800	53,900
Median age (years)	40.3	44.2	47.3
Proportion of population aged over 65	13.6%	17.9%	29.1%
Number of households	17,900	18,261	23,500
Working age population	29,810	30,500	29,170

Additional information from the 2013 census about Tasman District:

- Tasman's population is 1.1% of New Zealand's total population
- 93.1% of population is European
- 7.6% of population is Māori
- 20% of population aged under 15 years
- 75% of households in occupied private dwellings owned the dwelling or held it in a family trust (this is the highest rate of home ownership in New Zealand)

As shown in Table F-2, Tasman's population is expected to be about 53,900 by 2031. Like the rest of New Zealand, the median age of Tasman's population is also increasing. The first of the baby boomers (those born between 1946 and 1964) commenced retiring in 2011 and fertility rates have also decreased over the last 20 years. The median age is projected to increase from 44.2 in 2013 to 47.3 in 2031. By 2031, the number of people aged over 65 in Tasman is projected to comprise 29.1 percent of the population, compared to 17.9 percent in 2013. Twenty years ago the figure was less than 10 percent. These demographic changes raise a number of challenges for Council.

As Tasman's population increases, Council needs to provide more services. However, many of the retired population will be on fixed incomes and unable to pay for increases in services (rates are a tax on property, not income, and if a property value is high the rates can take a significant portion of this fixed income payment). Council's Growth Strategy considers whether our community can afford to support growth in all 17 settlements and what form this growth will take.

Communities with an older population are likely to have different aspirations to the communities with a younger median age. This may include:

- where they wish to live, possibly closer to main settlement areas where medical and social services are more readily available.
- an increase in the demand for smaller properties and a decrease in the demand for lifestyle or larger properties, particularly given the projected increase in the number of single households.
- the type of facilities and the levels of service requested, including more informal recreation facilities and the increased demand for "free" or low cost services such as libraries.
- their ability and willingness to pay for services and facilities may be lower, given that incomes are expected to be lower.

Council has taken these factors into account in the development of this AMP and the LTP.

F.2 Demand Trends

F2.1 Demographic Projections

The changing pattern of the demographics, particularly the ageing population, is likely to have an impact on use of parks and reserves. 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, sports facilities more popular with older age groups (e.g. bowls, golf) or indoor activities.

F2.2 Community Trends

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

- The unemployment rate in Tasman District was 4 percent in 2013, compared with 7.1 percent for all of New Zealand.
- The population is becoming more sophisticated and cosmopolitan.
- There are changing lifestyles among different generations.
- Increasing public awareness of environmental issues may result in a greater demand to protect sensitive areas, upgrade damaged ones, and preserve areas of open space.
- 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.
- Increasing cost of fuel, likely to increase demand for recreation opportunities that are close to home.

F2.3 Sports and Recreation Trends

The demand for sport and recreation is continuously growing and changing. Ongoing research and planning is vital to assess and meet these needs at a local level. Planning work undertaken by Tasman District and Nelson City has resulted in the development of a number of strategies and plans, including a joint Regional Physical Activity Strategy (2008), Saxton Field Reserve Management Plan (2008), Open Space Strategy (2014), a review of the Regional Facilities Plan and a Regional Land Transport Strategy (2014).

F2.4 Effect of Population Growth on Parks and Reserves Activity

The link between population growth and the demand for parks and reserves is not as direct as it is for say water supply or transportation, however generally population growth leads to intensification of the use of existing facilities. The potential effects of this on the parks and reserves activity are:

- increased use of parks and reserves for recreation and leisure activities,
- possible need for further development of walkways, playgrounds or other facilities within reserves.

Growth related projects included in the 20 year forecast include acquisition of new reserves in strategic locations throughout the District, to provide sufficient capacity for the projected population growth.

F2.5 Implications of Changes in Community Expectations

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

F2.6 Implications of Technological Change

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

F2.7 Implications of Legislative Change

Changes to the parks and reserves activity policies may be driven from a number of directions. They could be internally driven or externally (e.g. legislative change). Council will continue to monitor these factors when reviewing and developing forecasts and strategies.

F.3 Impact of Trends on the Parks and Reserves Activity

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 AMP:

- Ongoing development of walking and cycling tracks and networks at various locations;
- Improved off-road walking and cycling opportunities;and
- Investigation of Sportsville multi-code clubs throughout the district.

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

- Increasing awareness of the environmental value of protecting wetlands and other areas of indigenous vegetation is likely to lead to greater emphasis on the acquisition and development of natural areas in the future. However, protection of these areas can also be achieved through means other than direct Council ownership.
- Demand for sports grounds will continue during the next 10 years, particularly in the high growth area of Richmond.
- 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.

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;
- demand for 'new' activities in competition with traditional sports;
- influence of technology on recreational participation;
- active and passive users of park land; and
- protection of open space for environmental values versus development for more intensive recreation activities.

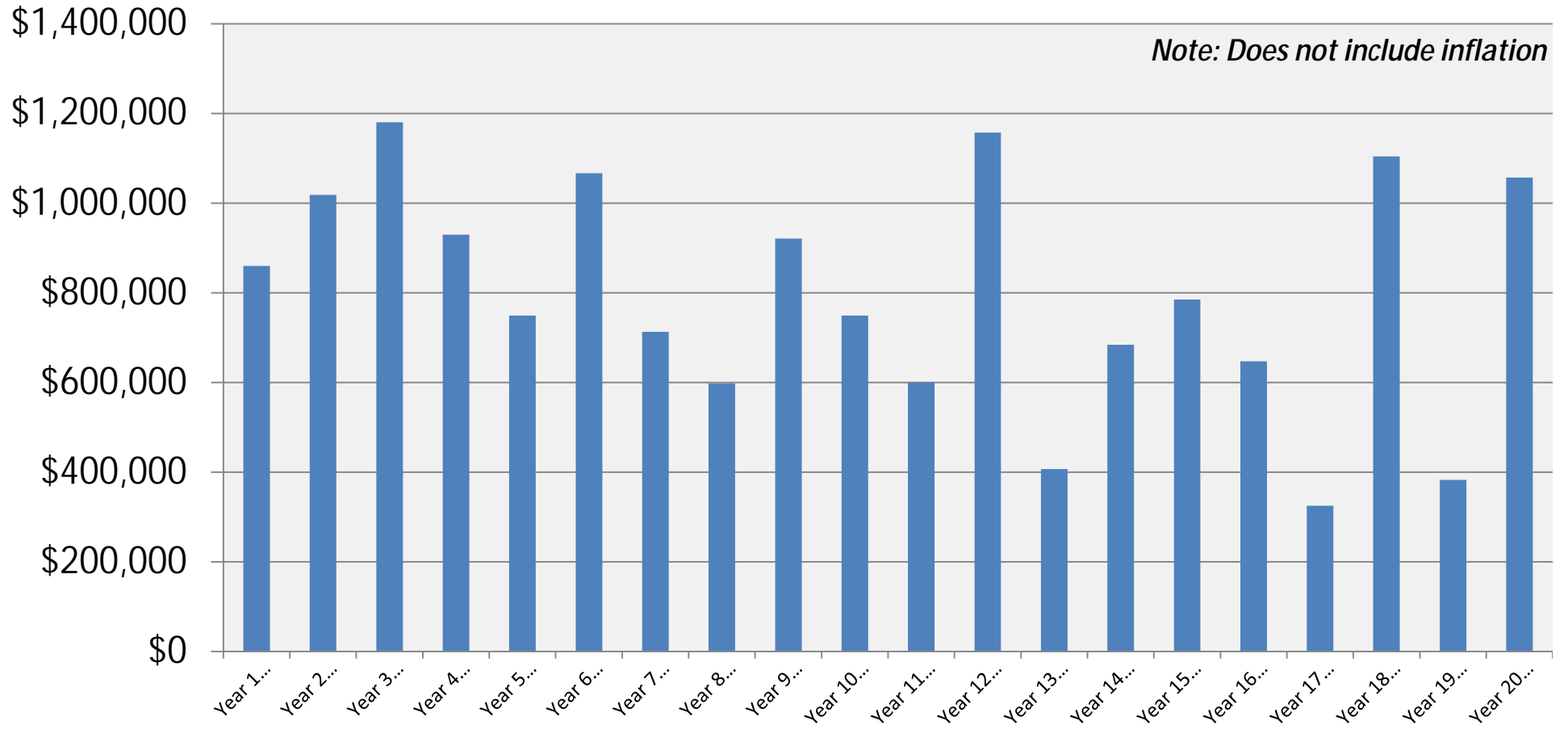
Planning will need to reflect the decline in formal sports club activity and the trend for unstructured participation in an increasingly diverse range of active and passive recreational activities, particularly in the natural environment. Progressive development of new (and renewal) public toilets will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

F.4 Forecast of New Capital Work Expenditure

New works are those works that create a new asset that did not previously exist, or works that upgrade or improve an existing asset beyond its existing capacity. In the first instance, Council's intention is to adapt existing facilities or extend existing facilities. However, where this is not possible or appropriate, consideration will then be given to the construction of new assets and/or purchase of additional park/reserve land.

The capital programme that has been forecast for this activity, where the primary driver is classed as New Works (i.e. growth or levels of service), is shown in Figure F-1.

Figure F-1: Parks and Reserves Capital Projects 2015-2035



APPENDIX G. FINANCIAL CONTRIBUTIONS

G.1 Reserve Financial Contributions

G1.1 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).

Council holds all RFCs received in four separate accounts as follows:

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

G1.2 What the Reserve Financial Contributions can be used for

Financial contributions are provided specifically for the purpose of mitigating adverse effects. RFCs provide a significant source of funding for the acquisition of land, capital improvement on reserves and other capital works for recreation activities.

G1.3 Allocation of 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 RFC accounts is produced by staff. These proposed 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.

In the past Council has funded smaller requests from the RFC accounts for Sport and Recreation Facilities projects. Council has moved away from this process to ensure all projects meet the criteria for use of RFC funds. In order to continue to assist these groups, Council has added a section called Sport and Recreation Facilities to its Grants from Rates scheme whereby groups can apply for funding up to \$5,000 for projects that support sport and recreation in the district.

The proposed expenditure from the RFC accounts for the next 10 years is outlined in the Table G-1 below.

Table G-1: Proposed expenditure from the RFC accounts 2015-2025

District Wide Reserve Financial Contributions 2015-2025	2015/2016 Budget \$	2016/2017 Budget \$	2017/2018 Budget \$	2018/2019 Budget \$	2019/2020 Budget \$	2020/2021 Budget \$	2021/2022 Budget \$	2022/2023 Budget \$	2023/2024 Budget \$	2024/2025 Budget \$
PROJECTS										
Valuation costs	11,091	11,369	11,664	11,979	12,327	12,696	13,090	13,522	13,982	14,485
Consultant Fees	21,995	22,566	23,153	23,778	24,444	25,177	25,958	26,814	27,753	28,780
Library Books	10,230	10,486	10,758	11,049	11,369	11,710	12,073	12,472	12,896	13,360
Rainbow Project	12,877	13,198	13,542	13,907	-	-	-	-	-	-
Loan Interest	342	-	-	-	-	-	-	-	-	-
Loan Principal	11,405	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE	67,940	57,619	59,117	60,713	48,140	49,584	51,121	52,808	54,630	56,625
Estimated Opening Balance	31,532	21,214	21,214	21,214	21,214	21,214	21,214	21,214	21,214	21,214
Internal Interest Received	1,088	-	-	-	-	-	-	-	-	-
Transfer from Ward Accounts	56,535	57,619	59,117	60,713	48,140	49,584	51,121	52,808	54,630	56,625
ESTIMATED CLOSING BALANCE	21,214	21,214	21,214	21,214	21,214	21,214	21,214	21,214	21,214	21,214
Richmond Ward Reserve Financial Contributions 2015-2025	2015/2016 Budget \$	2016/2017 Budget \$	2017/2018 Budget \$	2018/2019 Budget \$	2019/2020 Budget \$	2020/2021 Budget \$	2021/2022 Budget \$	2022/2023 Budget \$	2023/2024 Budget \$	2024/2025 Budget \$
Walkways/Cycleways										
General	-	7,872	10,769	18,248	17,054	46,842	32,598	18,708	51,633	26,772
Artwork										
General	-	-	-	-	-	23,421	-	-	-	-
Sportsfields										
General	-	89,216	86,151	77,417	30,697	99,538	102,624	-	109,721	113,781

Gardens	10,000	10,000	10,000	10,000	15,000	15,000	15,000	10,000	30,000	10,000
Picnic Areas										
General	10,240	-	-	-	-	-	-	-	-	-
Playgrounds										
General	15,345	73,472	64,613	77,417	73,900	175,656	78,477	56,123	109,721	53,544
Saxton Velodrome	100,000	-	-	-	-	-	-	-	-	-
Toilets										
General	112,530	115,456	-	27,649	-	72,604	181,101	-	-	66,930
Cemeteries										
Richmond Cemetery Roading	-	-	53,844	221,193	56,847	17,566	54,330	12,472	23,235	30,788
Miscellaneous										
Valuation Expenses/Future Planning	-	10,486	10,758	11,049	11,369	11,710	12,073	12,472	12,896	13,360
Security Cameras		20,992	-	-	-	-	-	-	38,725	-
New Reserves	-	104,960	269,222	-	284,233	-	-	311,796	-	334,649
Loan Interest	40,447	17,678	3,144	-	-	-	-	-	-	-
Loan Principal	404,457	392,791	108,405	-	-	-	-	-	-	-
Transfer to District Wide Contributions	16,960	17,286	17,735	18,214	14,442	14,875	15,336	15,842	16,389	16,987
TOTAL EXPENDITURE	709,979	860,208	634,642	461,188	503,542	477,212	491,540	437,413	392,320	666,810
Estimated Opening Balance	1,127,503	1,333,003	1,420,266	1,752,941	2,282,577	2,824,836	3,446,236	3,998,306	4,668,168	5,444,907
Projected Income	875,037	899,249	916,042	927,905	958,526	991,116	912,812	945,674	980,664	1,102,586
Internal Interest Received	40,442	48,221	51,275	62,919	87,274	107,496	130,798	161,601	188,396	219,465

	2,042,982	2,280,473	2,387,583	2,743,765	3,328,378	3,923,448	4,489,847	5,105,581	5,837,227	6,766,958
Expenditure	709,979	860,208	634,642	461,188	503,542	477,212	491,540	437,413	392,320	666,810
ESTIMATED CLOSING BALANCE	1,333,003	1,420,266	1,752,941	2,282,577	2,824,836	3,446,236	3,998,306	4,668,168	5,444,907	6,100,148
Waimea/Moutere & Lakes Ward Reserve Financial Contributions 2015-2025	2015/2016 Budget \$	2016/2017 Budget \$	2017/2018 Budget \$	018/2019 Budget \$	2019/2020 Budget \$	2020/2021 Budget \$	2021/2022 Budget \$	2022/2023 Budget \$	2023/2024 Budget \$	2024/2025 Budget \$
PROJECTS										
Walkways/Cycleways										
General	10,230	20,992	21,538	27,649	36,382	11,710	38,635	52,382	25,817	56,221
Sportsfields										
General	-	131,200	91,535	-	96,639	76,118	102,624	81,067	51,633	87,009
Gardens										
General	10,240	10,476	10,737	11,017	16,988	11,653	18,005	18,581	12,808	19,885
Artwork										
General	-	-	-	-	16,000	-	16,000	52,407	-	13,000
Playgrounds										
General - new reserves etc	102,300	56,678	69,998	-	96,639	76,118	78,477	106,011	83,904	113,781
Toilets										
General	-	26,240	26,922	110,596	-	23,421	24,147	-	-	-
Cemeteries										
General	10,240	10,476	-	3,305	16,988	3,496	18,005	3,716	-	13,257
Coastcare										
General	22,528	26,189	26,844	16,525	28,313	29,134	30,008	30,968	32,021	33,142
Miscellaneous										
Valuation Fees										

	6,759	12,067	10,229	12,178	13,643	14,052	14,488	14,966	15,475	16,032
New reserves land	255,750	262,400	269,222	276,491	-	292,760	-	-	322,709	-
Transfer to District Wide Contributions	16,960	17,286	17,735	18,214	14,442	14,875	15,336	15,842	16,389	16,987
Loan Interest	68,310	52,435	37,989	26,046	19,502	11,775	4,047	96	-	-
Loan Principal	298,178	269,711	228,439	134,391	134,391	134,391	134,391	3,194	-	-
TOTAL EXPENDITURE	801,496	896,148	811,188	636,412	489,926	699,503	494,162	379,229	560,756	369,313
Estimated Opening Balance	711,152	579,944	381,025	106,708	165,450	396,003	449,874	718,431	1,140,670	1,427,318
Projected Income	644,780	675,944	522,547	690,432	713,216	737,466	744,791	771,603	800,152	799,879
Internal Interest Received	25,508	21,286	14,324	4,722	7,263	15,908	17,928	29,865	47,252	58,718
	1,381,440	1,277,173	917,896	801,862	885,929	1,149,376	1,212,593	1,519,899	1,988,074	2,285,914
Expenditure	801,496	896,148	811,188	636,412	489,926	699,503	494,162	379,229	560,756	369,313
ESTIMATED CLOSING BALANCE	579,944	381,025	106,708	165,450	396,003	449,874	718,431	1,140,670	1,427,318	1,916,602
Motueka Ward Reserve Financial Contributions 2015-2025	2015/2016 Budget \$	2016/2017 Budget \$	2017/2018 Budget \$	2018/2019 Budget \$	2019/2020 Budget \$	2020/2021 Budget \$	2021/2022 Budget \$	2022/2023 Budget \$	2023/2024 Budget \$	2024/2025 Budget \$
PROJECTS										
Walkways/Cycleways										
General	-	15,744	10,769	15,483	28,423	-	30,184	31,180	24,526	24,095
Sportsfields										
General	-	52,480	26,922	-	56,847	-	42,257	-	-	38,819
Gardens										
General	10,230	10,496	10,769	5,530	11,369	11,710	10,866	12,472	12,908	13,386

Playgrounds										
General - new reserves etc	66,495	73,472	43,076	32,073	39,793	29,276	60,367	42,404	-	42,835
Toilets	35,805	-	26,922	110,596	-	-	-	21,202	-	-
Cemeteries										
General	7,168	7,333	-	-	10,193	11,653	12,003	12,387	12,808	13,257
Coastcare										
General	17,920	17,808	18,254	22,033	22,650	23,307	24,006	24,774	25,617	22,536
Miscellaneous										
Purchase New Reserve	255,750	-	161,533	-	-	292,760	-	-	322,709	-
Valuation Fees/Future Planning	10,230	6,291	6,455	4,808	6,822	7,026	7,244	7,483	7,738	8,016
Keep Motueka Beautiful	10,230	10,486	10,758	11,049	11,369	11,710	12,073	12,472	12,896	13,360
Motueka Clock Tower Trust	7,161	7,340	7,531	7,734	7,958	8,197	8,451	8,730	9,027	9,352
Library Invest & Concept Plans	-	-	-	-	-	466,139	-	-	-	-
Transfer to District Wide Contributions	16,960	17,286	17,735	18,214	14,442	14,875	15,336	15,842	16,389	16,987
TOTAL EXPENDITURE	437,949	218,736	340,724	227,521	209,866	876,654	222,788	188,947	444,617	202,644
Estimated Opening Balance	1,190,327	1,061,839	1,152,916	1,133,237	1,203,142	1,304,728	752,329	792,241	877,966	720,371
Projected Income	266,766	270,995	279,040	256,110	264,562	273,557	232,716	241,094	250,014	181,940
Internal Interest Received	42,696	38,817	42,005	41,316	46,889	50,698	29,983	33,579	37,008	30,704
	1,499,788	1,371,652	1,473,961	1,430,664	1,514,593	1,628,983	1,015,028	1,066,913	1,164,988	933,015
Expenditure	437,949	218,736	340,724	227,521	209,866	876,654	222,788	188,947	444,617	202,644

ESTIMATED CLOSING BALANCE	1,061,839	1,152,916	1,133,237	1,203,142	1,304,728	752,329	792,241	877,966	720,371	730,371
Golden Bay Ward Reserve Financial Contributions 2015-2025	2015/2016 Budget \$	2016/2017 Budget \$	2017/2018 Budget \$	2018/2019 Budget \$	2019/2020 Budget \$	2020/2021 Budget \$	2021/2022 Budget \$	2022/2023 Budget \$	2023/2024 Budget \$	2024/2025 Budget \$
PROJECTS										
Walkways/Cycleways										
General	-	10,476	16,106	16,525	16,988	17,480	18,005	18,581	19,213	19,885
Sportsfields										
Golden Bay Recreation Reserve	15,345	7,347	16,153	16,589	-	-	-	-	-	-
Art Works										
General	-	-	4,295	4,407	-	-	-	11,148	-	11,931
Playgrounds										
General - new reserves etc	-	-	-	-	22,739	23,421	24,147	-	-	-
Cemeteries										
General	-	-	10,769	11,060	-	-	-	-	11,618	-
Coastcare										
Transfer to District Wide Contributions	20,460	20,972	21,517	22,098	22,739	23,421	24,147	24,944	25,792	26,720
	5,653	5,762	5,912	6,071	4,814	4,958	5,112	5,281	5,463	5,662
TOTAL EXPENDITURE	41,458	44,556	74,752	76,750	67,279	69,280	71,410	59,954	62,085	64,199
Estimated Opening Balance	581,690	608,527	676,310	719,674	756,350	808,614	863,907	905,405	965,104	1,028,113
Projected Income	47,431	90,233	93,638	87,429	90,314	93,385	79,646	82,513	85,566	69,574
	26,838	67,783	43,365	36,676	52,264	55,293	41,498	59,699	63,009	47,423
Internal Interest Received	20,865	22,106	24,479	25,996	29,229	31,189	33,262	37,139	39,527	42,048

	649,986	720,866	794,426	833,100	875,893	933,187	976,815	1,025,058	1,090,198	1,139,735
Expenditure	41,458	44,556	74,752	76,750	67,279	69,280	71,410	59,954	62,085	64,199
ESTIMATED CLOSING BALANCE	608,527	676,310	719,674	756,350	808,614	863,907	905,405	965,104	1,028,113	1,075,536

G1.4 TRMP Provisions

Section 16.5.2.4 of the TRMP would benefit from a review and updating to ensure that collection of RFCs is meeting the current reserves and facility development needs. The current wording 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 metres 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 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.*

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.”

G.2 Development Contributions

Development contributions are not used to fund the parks and reserves activity in Tasman District.

APPENDIX H. RESOURCE CONSENTS AND PROPERTY DESIGNATIONS

H.1 Introduction

The statutory framework defining what activities require resource consents is the Resource Management Act (RMA) 1991. The RMA deals with the control of use of land. The RMA is administered locally by Tasman District Council, a unitary authority through the Tasman Resource Management Plan (TRMP) which sets out policies, objectives and rules controlling activities to ensure they meet the purpose and principles of the RMA.

Water take and discharge, water levies and coastal occupation permits and land use consents may be required for activities undertaken on parks and reserves land.

H.2 Resource Consents

The current resource consents relating to the Parks and Reserves activity are detailed in Table H-1 below.

H.3 Property Designations

Designations are provided for by the RMA to identify and protect lands for existing and proposed public works. No existing designations are in place for land covered by this AMP

Table H-1: Register of active resource consents as at 1 September 2014

CONSENT No	APPLICANT	LOCATION	TYPE	USE	Effective Date	Expiry Date	Rate (m ³ /day)	Rate (m ³ /week)
071089	Tasman District Council	6 William Street, Collingwood	Land use	To extend the Office area in the Manager's dwelling.	25/01/2008			
070761	Tasman District Council	6 William Street, Collingwood	Land use	To remove makeshift buildings and replace with new storage shed.	12/10/2007			
950363	Tasman District Council	6 William Street, Collingwood	Land use	Construct new ablution block in camping ground	17/11/1995			
120466	Top 10 Holiday Park, Pohara	Pohara Campground, 809 Able Tasman Drive, Pohara	Land use	To establish 5 accommodation units in the Coastal Environment Area and Cultural Heritage Precinct on land zoned Recreation	19/07/2012			
110339	Top 10 Holiday Park, Pohara	Pohara Campground, 809 Able Tasman Drive, Pohara	Land use	To construct an accommodation unit in the Pohara Top 10 Holiday Park on land zoned Recreation in the Coastal Environment Area.	24/05/2011			
040698	Pohara Beach Holiday Park	Pohara Campground, 809 Able Tasman Drive, Pohara	Land use	To erect six new accommodation units as part of the motorcamp complex and to add a television room to the existing kitchen/ablution block.	1/10/2004			
950392	Tasman District Council	Pohara Campground, 809 Able Tasman Drive, Pohara	Land use	Construct 6 new motel units	13/11/1995			
NN950188	Pohara Beach Camp	Pohara Campground, 809 Able Tasman Drive, Pohara	coastal discharge	Discharge stormwater to coastal area.	16/09/1998			
080127	Takaka Golf Club	607 Abel Tasman Drive, Clifton Recreation Reserve	Land use	Erect a remote sign on 607 Abel Tasman Drive	31/03/2008			
030259	Takaka Golf Club	97 Boyle St, Clifton	Groundwater take	Take water from natural seepage pond for irrigation	26/03/2004			
090535	Takaka Golf Club	97 Boyle St, Clifton	Land use	Extend liquor licencing hours from 11am to 11pm.	8/10/2009			
980226	Takaka Golf Club	97 Boyle St, Clifton	Land use	Storage shed with ablutions.	28/10/1998			
NN990329	Takaka Golf Club	97 Boyle St, Clifton	Coastal disturbance	Rock protection work of foreshore to control erosion.	29/09/1999			
970011	Tasman District Council	Tata Beach	Land use	Information sign, 1200mm re ski lane operation.	13/05/1997			

CONSENT No	APPLICANT	LOCATION	TYPE	USE	Effective Date	Expiry Date	Rate (m ³ /day)	Rate (m ³ /week)
140091	Tasman District Council	526 Main Road Riwaka (Riwaka Sportsfield)	Groundwater take	Irrigation		31/05/2029	40	200
746	Tasman District Council	Torrent Bay, Recreation Reserve	Land use	To Erect two toilets : Sewerage Discharge	12/02/2001			
940291	P Youngman	Little Kaiteriteri Esplanade Reserve	Land use	To serve light refreshments and establish a tearooms as an addition to an existing structure at Little Kaiteriteri.	28/06/1995			
130363	Tasman District Council	Everett St, Motueka	Land use	To construct public toilet facility within the Coastal Environment Area and the Recreation Zone.	31/05/2013			
120210V1	Tasman District Council	Everett Street, Motueka	Coastal Occupation/ Structure	Coastal Environment Area		17/07/1947	2	
120303V1	Tasman District Council	Everett Street, Motueka	Coastal Disturbance	Coastal Environment Area				
120647	Motueka Top 10 Holiday Park	10 Fearon Street, Motueka	Land use	To construct a three-bedroom accommodation unit within the internal building setback, and to use the unit for visitor accommodation as part of the existing camping ground.	20/09/2012			
030781	Motueka Top 10 Holiday Park	10 Fearon Street, Motueka	Land use	To erect four self-contained holiday units within the permitted 3 metre setback.	18/08/2003			
950254	Tasman District Council	10 Fearon Street, Motueka	Land use	To erect 3 self-contained type motel units	7/07/1995			
NN000108	Tasman District Council	12 Manoy Street, Motueka (Rugby Park)	Groundwater take	Irrigation		31/05/2015	160	1120
NN000094	Tasman District Council	40 Pah Street, Motueka (Motueka Memorial Park)	Groundwater take	Irrigation		31/05/2015	100	700
NN000095	Tasman District Council	40 Pah Street, Motueka (Motueka Memorial Park)	Groundwater take	Irrigation		31/05/2015	200	1000
140075	Motueka Halls Trust	85 King Edward St, Motueka	Groundwater take	To vary consent conditions of NN000092 to changes of rates of taking for air conditioning use and, if required.	21/02/2014			

CONSENT No	APPLICANT	LOCATION	TYPE	USE	Effective Date	Expiry Date	Rate (m ³ /day)	Rate (m ³ /week)
140085	Motueka Halls Trust	85 King Edward St, Motueka	Discharge to water	To discharge (Heated) water to Groundwater from an Air conditioning unit. Discharge - Wastewater/Chemical.	21/02/2014			
140112	Motueka Halls Trust	85 King Edward St, Motueka	Groundwater take	To vary consent conditions of NN000092 to changes of rates of taking for air conditioning use and, if required.	21/02/2014			
NN000098	Tasman District Council	40 Old Wharf Rd, Motueka (Goodman Recreation Park)	Groundwater take	Take water for irrigation of playing fields.	25/05/2000	31/05/2015	360	1440
NN000097	Tasman District Council	Old Wharf Rd (Motueka Cemetery)	Groundwater Take	Irrigation		31/05/2015	15.3	91.8
100642	Tasman District Council	Old Wharf Rd, Motueka	Land use	Retrospective consent to construct Skate Park jumps in the coastal environment area.	13/10/2010			
060038	Tasman District Council	Old Wharf Rd, Motueka	Land use	Erect a shelter to provide shade for seats at the go cart track	27/02/2006			
NN000096	Tasman District Council	3 Woodland Ave, Motueka (Thorps Bush)	Groundwater take	Irrigation		31/05/2015	350	700
130253	Tasman District Council	84 Aranui Road, Mapua	Land use	Construct an area of decking and steps within the setback requirements in the Recreation Zone.	3/07/2013			
NN020359	Tasman District Council	Toru Street Causeway, Mapua	Coastal Occupation/ Structure	Coastal - Erosion Protection. Replace existing steps with a ramp suitable for, pedestrians, dogs and horses.	17/03/1938			
050777	Tasman District Council	Moturoa / Rabbit Island	Discharge to water	Disposal of secondary treated wastewater from toilet block at Moturoa / Rabbit Island, Wastewater/Chemical Discharge - Sewerage Discharge	17/09/2010	17/09/2025	7.28	50.9
060788	Tasman District Council	Moturoa / Rabbit Island	Discharge to land	Discharge to land of secondary wastewater from Rabbit Island Recreation Reserve `western` toilet block, Sewerage Discharge	17/09/2010	17/09/2025	2.33	16.3
NN960339	Tasman District Council	Moturoa / Rabbit Island	Land use - disturbance	To disturb the coastal area in order to install a fibre glass long drop. Land Disturbance Areas 1 and 2.	4/02/1997	5/02/2032		

CONSENT No	APPLICANT	LOCATION	TYPE	USE	Effective Date	Expiry Date	Rate (m ³ /day)	Rate (m ³ /week)
NN970265	Tasman District Council	Moturoa / Rabbit Island	Land Use - Disturbance	Install two fibreglass long drops and the equestrian centre.	17/11/1997	18/11/1933		
060399	Tasman District Council	97 Waimea West Road, Waimea West (Lord Rutherford Park)	Groundwater take	Irrigation		31/05/2016	150	1050
950502	Tasman District Council	Twin Bridges Reserve, Aniseed Valley Road	Subdivision	Reserve area to vest in Council as Recreation Reserve - Twin Bridges Reserve.	2/02/1996			
NN990459	Tasman District Council	Twin Bridges Reserve, Aniseed Valley Road	Discharge - Land	Sewerage - Primary Treated		12/03/2021	4	
NN020135	Tasman District Council	22 Gladstone Road, Richmond, Jubilee Park	Groundwater take	Jubilee Park - take groundwater for spray irrigation.	24/04/2003	30/05/2016	350	2450
960530	Tasman District Council	Riverview Road, Murchison (Riverview Recreation Reserve)	Land use	To erect new ablution block and convert existing ablution block into sleeping accommodation.	9/11/1999			

APPENDIX I. CAPITAL REQUIREMENTS FOR FUTURE RENEWALS

I.1 Introduction

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. Work over and above restoring an asset to original capacity is new capital works expenditure.

I.2 Renewal Strategy

Assets are considered for renewal as they near the end of their effective working life or where the cost of maintenance becomes uneconomical and when the risk of failure of assets is sufficiently high. Renewal of existing park facilities is undertaken to ensure that:

- service standards are achieved consistently across the District; and
- assets are kept up to date and relevant to meet the needs of users.

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 parks and reserves assets is to avoid obsolescence, particularly for public toilets. Play equipment needs to be kept up to date to continue 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.

The general renewal strategy is to rehabilitate or replace assets when justified by:

1. *Asset condition and performance*: Renewal of an asset occurs when it fails to meet the required level of service. Non-performing assets are identified by a physical condition inspection, the monitoring of asset reliability as reported during planned maintenance inspections, review of customer complaints, review of capacity and consideration of obsolescence. Indicators of non-performing assets include: structural failure; repeated asset failure (reliability); obsolescence; poor appearance; low customer satisfaction; frequent vandalism; unsafe; and low utilisation.
2. *Economics*: Renewals are programmed with the objective of achieving:
 - the lowest life cycle cost for the asset (it is uneconomic to continue repairing the asset), or
 - an affordable medium term cash flow, or
 - savings by co-ordinating renewal works with other planned works.
3. *Risk*: The risk of failure and associated financial and social impact justifies action (e.g. public safety risk if an asset such as play equipment, bridges or barriers fail).

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.

I.3 Renewals Programme

The renewals programme for parks and reserve assets is based on the asset inventory held in the Confirm Asset Management System. An analysis of the remaining economic life and condition of an asset determines when it is due for replacement. A condition survey and estimate of remaining life was previously completed in 2008. A contractor is currently updating this assessment (to be completed during 2015).

For the purposes of this AMP, an estimated figure has been used. Financial predications are based on known asset condition, comparative renewal expenditure by similar sized local authorities and affordability considerations. The estimated amount will be amended once an accurate renewal programme has been developed. 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 (this requires use of a specialist report package provided by Confirm, Crystal or Excel etc). The renewal programmes will be updated each year, as part of the budget process. Each update will take account of 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 compact structure.

Assets such as gardens, sportsfield 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 the renewal programme has not yet been fully prepared, expenditure estimates for renewal projects have been incorporated into the Capital Expenditure budget.

I.4 Renewal Standards

The standards and specifications for renewal works are generally the same as for new works as detailed in the Levels of Service section (see Appendix R). Renewal of assets involves their complete 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 pipes 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.

I.5 Deferred Renewals

Deferred renewals 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 is has been put off for a later date (this can often be due to cost and affordability reasons); and
- 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.

Renewal works identified in terms of the renewal strategies may be deferred if the cost is beyond the community's ability to fund it. This can occur when higher priority works are required on other infrastructure assets, or there are short-term peaks in expenditure or if an inadequate rating base exists. When renewal work is deferred, the impact of the deferral on economic inefficiencies and the system's ability to achieve the required service standards will be assessed. Although the deferral of some renewal works may not impact significantly on the operation of assets, repeated deferral will create a liability in the longer term.

No parks and reserves assets had been identified for deferred renewals at the time this AMP was written.

APPENDIX J. DEPRECIATION AND DECLINE IN SERVICE POTENTIAL

J.1 Depreciation of improvements located on park and reserve land

Depreciation is provided on a straight line basis on all parks and reserves assets at rates which will write off the cost (or valuation) of the assets to their estimated residual values, over their useful lives.

The remaining useful lives and associated rates for the parks and reserves assets are detailed in Appendix D – Asset Valuations.

J.2 Decline in Service Potential

The decline and service potential is a decline in the future economic benefits (service potential) embodied in an asset. It is Council policy that its assets meet a desired level of service (refer Appendix R). Council will monitor and assess the state of the improvements located on Council-owned parks and reserves and upgrade or replace components over time, to counter the decline in service potential at optimum times.

J.3 Council's Borrowing Policy

Council's borrowing policy was that it only funds capital and renewal expenditure through borrowing, normally for 20 years, but shorter terms are used for some assets depending on how long they are expected to last before they need to be replaced.

Council has now made a decision to start to phase in the funding of depreciation; effectively this will create a reserve to fund the replacement of assets. This method means that debt will not be raised to fund asset replacement. This is being phased in over ten years and is more fully explained in the Financial Strategy which is part of Supporting Information associated with the LTP 2015-2025.

This method of funding capital expenditure provides intergenerational equity, this means that those people that receive the benefit from the asset generally pay for the asset, in the immediate time period, but may provide longer term benefits.

APPENDIX K. PUBLIC DEBT AND ANNUAL LOAN SERVICING COSTS

K.1 General Policy

The Council borrows as it considers prudent and appropriate and exercises its flexible and diversified funding powers pursuant to the Local Government Act 2002. The Council approves, by resolution, the borrowing requirement for each financial year during the annual planning process. The arrangement of precise terms and conditions of borrowing is delegated to the Corporate Services Manager.

The Council has significant infrastructural assets with long economic lives yielding long-term benefits. The Council also has a significant strategic investment holding. The use of debt is seen as an appropriate and efficient mechanism for promoting intergenerational equity between current and future ratepayers in relation to the Council's assets and investments. Debt in the context of this policy refers to the Council's net external public debt, which is derived from the Council's gross external public debt adjusted for reserves as recorded in the Council's general ledger.

Generally, the Council's capital expenditure projects with their long-term benefits are debt funded. The Council's other district responsibilities have policy and social objectives and are generally revenue funded.

The Council raises debt for the following primary purposes:

- capital to fund development of infrastructural assets
- short term debt to manage timing differences between cash inflows and outflows and to maintain the Council's liquidity
- debt associated with specific projects as approved in the Annual Plan or LTP. The specific debt can also result from finance which has been packaged into a particular project.

In approving new debt, the Council considers the impact on its borrowing limits as well as the size and the economic life of the asset that is being funded and its consistency with the Council's long term financial strategy.

The Borrowing Policy is found in the supporting information for the preparation of the LTP 2015-2025.

K.2 Loans

Loans to fund capital projects over the next 10 years add up to the following detailed in Table K-1.

Table K-1: Projected Capital Works Funded by Loan for Next 10 years (\$000 including inflation)

Parks and Reserves (Reserve Financial Contributions)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Opening Loan Balance	2,267,595	1,551,087	886,117	547,147	411,194	275,241	139,288	3,335	-0	-0
Closing Loan Balance	1,551,087	886,117	547,147	411,194	275,241	139,288	3,335	-0	-0	-0

K.1 Cost of Loans

The Council funds the principal and interest costs of past loans and these are added to the projected loan costs for the next 10 years as shown in Table K-2.

Table K-2: Projected Annual Loan Repayment Costs for Next 10 Years (\$000 including inflation)

Parks and Reserves (Reserve Financial Contributions)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Loans Interest	109,787	70,679	41,565	26,354	19,735	11,918	4,100	100	0	0
Loan Principal	716,509	664,970	338,970	135,953	135,953	135,953	135,953	3,335	0	0

APPENDIX L. SUMMARY OF FUTURE OVERALL FINANCIAL REQUIREMENTS

Table L-1: Funding Impact Statement and Funding Sources for the 'Community Facilities and Parks' Group of Activities (including libraries and aquatic centre)

Funding Impact Statement - Community Facilities and Parks	2014/15 Budget \$000	2015/16 Budget \$000	2016/17 Budget \$000	2017/18 Budget \$000	2018/19 Budget \$000	2019/20 Budget \$000	2020/21 Budget \$000	2021/22 Budget \$000	2022/23 Budget \$000	2023/24 Budget \$000	2024/25 Budget \$000
SOURCES OF OPERATING FUNDING											
General rates, uniform annual general charges, rates penalties	8,530	8,947	9,267	9,469	9,747	10,060	10,516	10,908	11,301	11,639	12,051
Targeted rates (other than a targeted rate for water supply)	3,322	3,306	3,476	3,502	3,612	3,793	3,926	4,058	4,231	4,349	4,400
Subsidies and grants for operating purposes	112	116	119	123	126	131	135	140	145	150	156
Fees, charges and targeted rates for water supply	0	0	0	0	0	0	0	0	0	0	0
Internal charges and overheads recovered	0	0	0	0	0	0	0	0	0	0	0
Local authorities fuel tax, fines, infringement fees, and other receipts	1,744	1,312	1,363	1,433	1,504	1,574	1,682	1,734	1,780	1,826	1,874
TOTAL OPERATING FUNDING	13,708	13,681	14,224	14,527	14,989	15,557	16,258	16,839	17,457	17,964	18,481
APPLICATIONS OF OPERATING FUNDING											
Payments to staff and suppliers	8,363	8,091	8,313	8,792	8,928	9,098	10,208	10,145	10,195	10,476	11,040
Finance costs	1,483	1,614	1,608	1,533	1,396	1,396	1,352	1,291	1,237	1,110	970
Internal charges and overheads applied	3,070	2,493	2,617	2,725	2,794	2,841	2,916	2,983	3,065	3,155	3,186
Other operating funding applications	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICATIONS OF OPERATING FUNDING	12,915	12,197	12,538	13,050	13,118	13,336	14,475	14,419	14,497	14,741	15,196
SURPLUS (DEFICIT) OF OPERATING FUNDING	793	1,483	1,686	1,477	1,871	2,222	1,783	2,421	2,960	3,223	3,285
SOURCES OF CAPITAL FUNDING											
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0	0	0	0	0
Development and financial contributions	1,301	1,834	1,936	1,811	1,962	2,027	2,096	1,970	2,041	2,116	2,154
Increase (decrease) in debt	433	755	(1,443)	(1,153)	(950)	(1,237)	(323)	(1,789)	(1,893)	(2,331)	(2,334)

Funding Impact Statement - Community Facilities and Parks	2014/15 Budget \$000	2015/16 Budget \$000	2016/17 Budget \$000	2017/18 Budget \$000	2018/19 Budget \$000	2019/20 Budget \$000	2020/21 Budget \$000	2021/22 Budget \$000	2022/23 Budget \$000	2023/24 Budget \$000	2024/25 Budget \$000
Gross proceeds from sale of assets	0	0	0	0	0	0	0	0	0	0	0
Lump sum contributions	0	0	0	0	0	0	0	0	0	0	0
TOTAL SOURCES OF CAPITAL FUNDING	1,733	2,589	493	658	1,012	790	1,773	181	148	(215)	(180)
APPLICATIONS OF CAPITAL FUNDING											
Capital expenditure											
- to meet additional demand	926	0	0	0	0	0	0	0	0	0	0
- to improve the level of service	1,007	0	0	0	0	0	0	0	0	0	0
- to replace existing assets	524	3,996	1,945	1,839	1,974	1,821	3,118	1,419	1,578	1,778	1,666
Increase (decrease) in reserves	70	77	234	296	909	1,191	437	1,182	1,530	1,230	1,438
Increase (decrease) in investments	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICATIONS OF CAPITAL FUNDING	2,526	4,072	2,179	2,135	2,883	3,012	3,556	2,602	3,108	3,008	3,105
SURPLUS (DEFICIT) OF CAPITAL FUNDING	(793)	(1,483)	(1,686)	(1,477)	(1,871)	(2,222)	(1,783)	(2,421)	(2,960)	(3,223)	(3,285)
FUNDING BALANCE	0	0	0	(0)	0	0	(0)	0	0	0	0

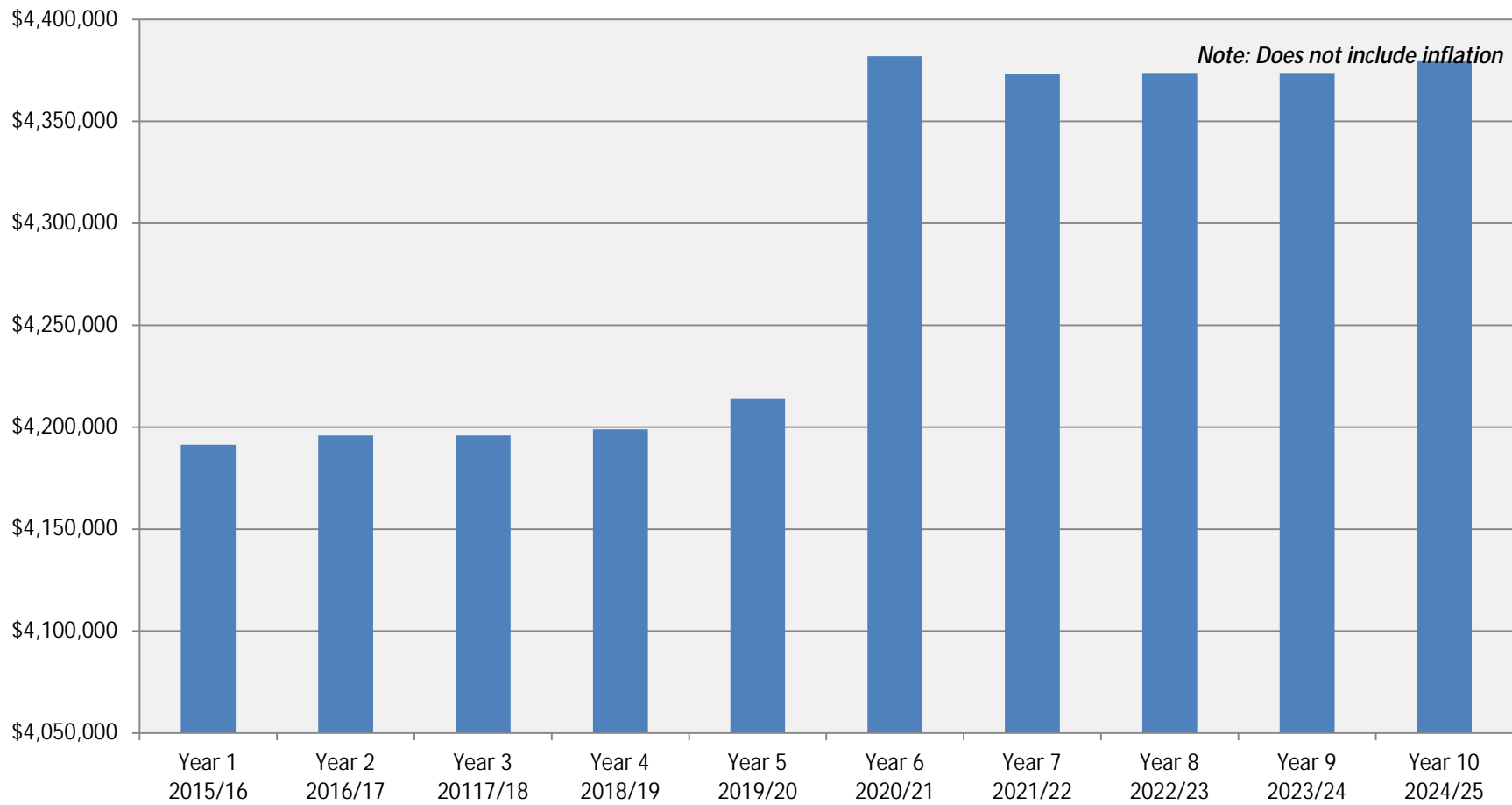


Figure L-1: Total Expenditure – Parks and Reserves activity 2015-2025

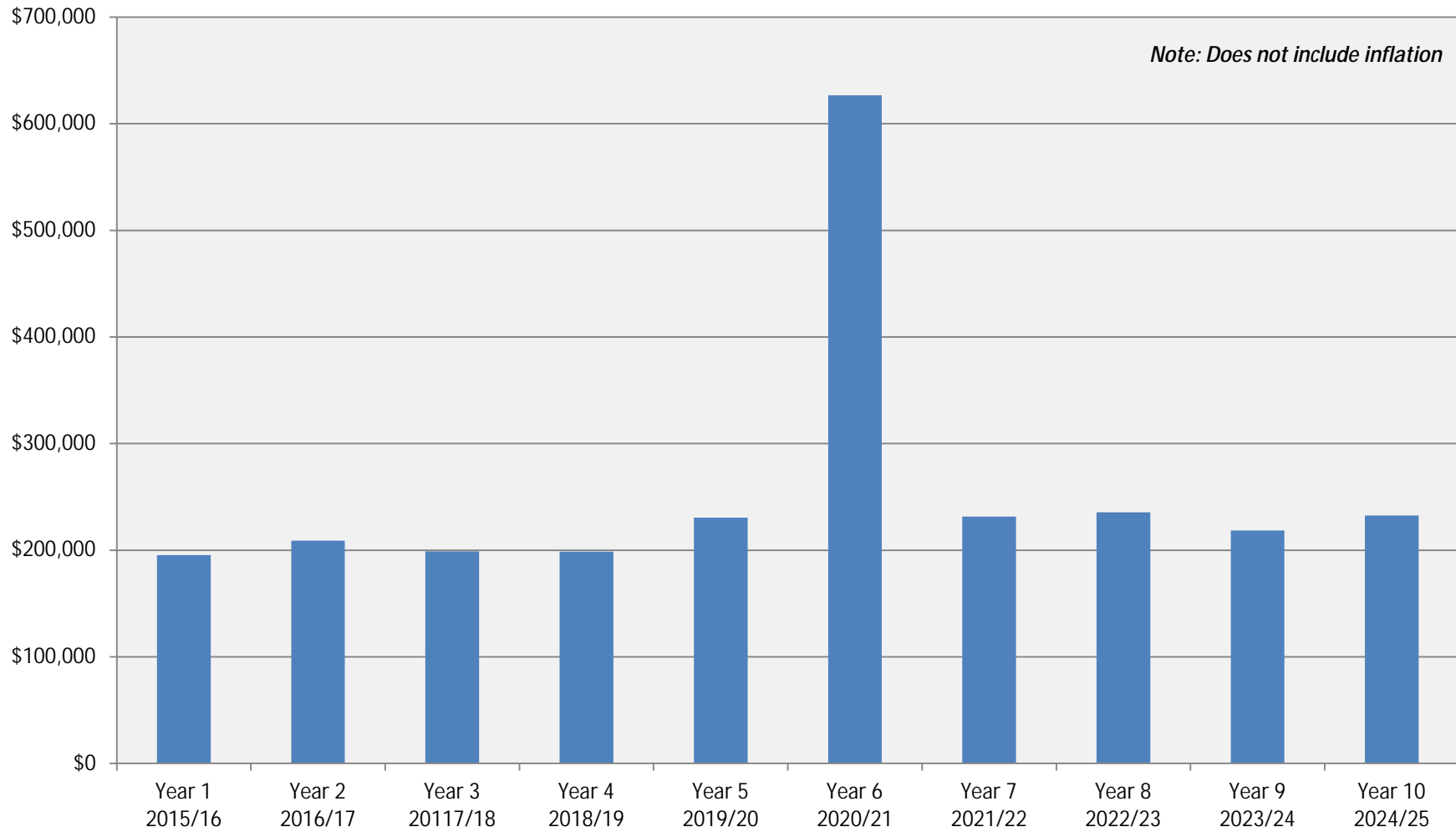


Figure 10-4: Total Operational Expenditure from Reserve Financial Contributions

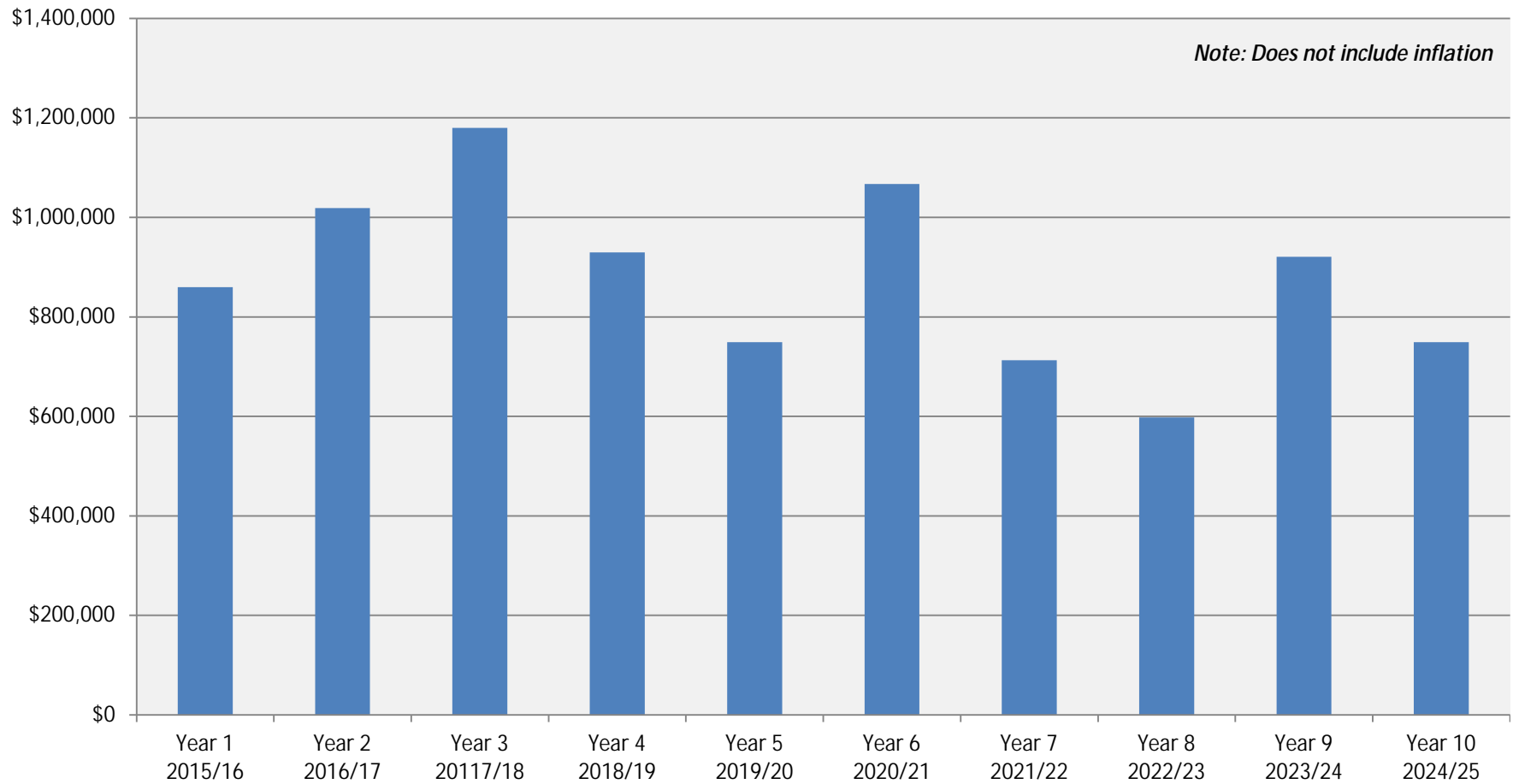


Figure L-2: Total Capital Expenditure from Reserve Financial Contributions 2015-2025

APPENDIX M. FUNDING POLICY, FEES AND CHARGES

M.1 Funding Strategy

There are five main funding sources available for Community Development activities:

- general rates;
- financial contributions (RFCs);
- user charges;
- grants and subsidies; and
- loans.

General rates: General rate funding is used to meet operational and renewal expenditure.

Financial contributions: Funding for reserve land purchase and development is provided from Reserve Financial Contributions (RFC's). Development Impact Levies can be used for the following purposes:

- reserve land purchase;
- reserve developments;
- community facility developments;
- recreation facility developments; and
- grants to organisations for development of community and recreation facilities.

User fees & charges: User fee income is derived from the following activities:

- sports field user charges;
- use of reserves for community based events; and
- use of reserve for commercial events and activities.

The bulk of user charges income arises from leases and licences to occupy reserve land, which include:

- sports and recreation clubrooms;
- exclusive use sports areas e.g. bowling and tennis clubs;
- grazing leases of undeveloped reserve land; and
- playcenters and kindergarten land lease rentals.

Grants and subsidies: One off external grants and subsidies relating to specific projects or activities may be available from time to time.

Loans: Loan funding is generally only used to fund large capital works projects (where no other funding source is available) to spread the impact on rate funding requirements. Most major reserves capital expenditure is funded from Reserve Financial Contributions and no loan funding is forecast at this time.

M.2 Schedule of Fees and Charges

M.2.1 Cemeteries

Council's schedule of fees and charges is updated each year – refer to the relevant Long Term Plan or Annual Plan document for the full schedule of cemetery fees. Cemetery fees are inflation adjusted and all charges include GST. Amendments to legislation may require some further change/charges at a later date (i.e. shoring of graves).

Tasman District Council Cemetery Charges

TYPE

Plot – Purchase Right of Burial

RSA in designated areas

Tasman District Council Cemetery Charges

New Plot – 12 years and over

Natural Burial – Standard Plot Size

Natural Burial – Large Plot Size

Children's Areas where set apart

Child 5-12 years

Child 0-5 years

Stillborn

Out of District Fee on any Burial Plot – extra to above

Ashes – Purchase Right of Burial

RSA

Rose Garden – all ages

Tree Shrub Garden – all ages

Ash Berm – all ages

Stillborn

Out of District Fee on any Ash Plot – extra to above

Richmond Memorial Wall Plaque Space

Richmond Memorial Wall Plaque Space - Out of District Fee

Burial Interment Fees

RSA

Interments – 12 years and over

Child – 5-12 years

Child – 0-5 years

Stillborn

Disinterment

Sunday & Public Holiday extra charge – all ages

Ash Interment Fees

All ash plots in all cemeteries – all ages

Disinterment – ashes

Sunday and Public Holidays extra charge – all ages (if contractor attendance is required)

Miscellaneous

Concrete cutting when required

* Bonds may be required.

M.2.1 Sportsgrounds

Council's schedule of fees and charges is updated each year – refer to the relevant Long Term Plan or Annual Plan document for the full schedule of sportsgrounds fees. Sportsgrounds fees are inflation adjusted and all charges include GST.

Tasman District Council Sportsgrounds Charges
TYPE
Cricket – Senior grade
Cricket – Second grade
Cricket – Artificial pitch
Rugby - Senior
Football - Senior
Rugby and Football - junior
Athletics
Rugby – Touch field - summer

APPENDIX N. DEMAND MANAGEMENT

N.1 Introduction to Demand Management

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

- optimise utilisation/performance of existing assets;
- reduce or defer the need for new assets;
- meet the organisation's strategic objectives (including social, environmental and political);
- delivery of a more sustainable service; and
- respond to customer needs.

The future growth and demand projections are discussed in Appendix F – Demand and Future Capital Requirements.

N.2 Council's Approach to Demand Management

Council will implement the following demand management strategies for the provision and rationalisation of community facilities:

Community involvement: Involve the community in policy and reserve development through consultation over Strategies, Management Plans and Urban reserve development plans.

Strategic planning: The Council will monitor and assess changes in population structure and recreation preferences to enable provision to be related to varied and changing needs. It will also ensure that land for new recreation opportunities is acquired in a timely fashion as the district develops.

Multiple use: The Council will actively promote the development of flexible, multi-use facilities and open spaces.

Non-asset solutions: Seek to develop effective partnerships with Nelson City Council, the community, community groups (such as schools, churches) and the private sector for the provision of recreation services.

Fees and charges: Consider options to recover costs through user charges, taking into account the ability to pay, assessment of public and private benefit, and council's objectives with respect to community participation in recreational activity.

Promotion: Encourage participation in a range of recreational experiences actively promoting opportunities for all levels of age, ability and gender.

N.3 Climate Change

The RMA 1991 states, in Section 7, that a local authority shall take account of the effects of climate change when developing and managing its resources. The Local Government Act 2002 also contains requirements to "to meet 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". "Good quality" means infrastructure, services, and performance that are efficient and effective and appropriate to present and anticipated future circumstances".

This appendix summarises climate change information available to Council for asset and activity planning. Key information sources include:

- Climate Change Effects and Impacts Assessment: A Guidance Manual for Local Government in NZ, MfE (2008)

- Climate Change and Variability in the Tasman District, NIWA (2008)
- Mean High Water Springs report, NIWA (2013)
- Fifth Assessment Report, IPCC (2013)
- Extreme sea-level elevations from storm-tides and waves: Tasman and Golden Bay coastlines, NIWA (2014).

N3.1 Changing Climatic Patterns

To assist local authorities, the Ministry for the Environment (MfE) prepared a report⁵ to support councils' assessing expected effects of climate change, and to help them prepare appropriate responses when necessary.

In 2008, Tasman District Council commissioned NIWA to provide local interpretation⁶. The report examined the impacts of expected climate changes for the Tasman-Nelson region.

Subsequently, the Intergovernmental Panel on Climate Change (IPCC) has produced its fifth assessment report AR5 (2013). The AR5 is a result of substantial collective international science over the past five years, and has synthesised the current physical science basis for climate change understanding. The report covers the scope and significance of expected impacts, vulnerabilities and adaptation challenges arising at an international level, and national level.

AR5 does not fundamentally change our understanding of how global climate impacts will manifest themselves locally in Tasman, however Council will undertake a similar exercise to that of 2008 to commission NIWA to produce a Climate Change and Variability report specific to the Tasman District.

N.3.2 Temperature Change

Table N-1 shows that the mean annual temperatures in Tasman-Nelson are expected to increase in the future.

Table N-1: Projected Mean Temperature Change (Upper and Lower Limits) in Tasman-Nelson (in °C)

	Summer	Autumn	Winter	Spring	Annual
Projected changes 1990-2040	0.2 – 2.2	0.2 – 2.3	0.2 – 2.0	0.1 – 1.8	0.2 – 2.0
Projected changes 1990-2090	0.9 – 5.6	0.6 – 5.1	0.5 – 4.9	0.3 – 4.6	0.6 – 5.0

Source: *Climate Change and Variability – Tasman District (NIWA, June 2008)*

It is the opinion of NIWA⁷ scientists that the actual temperature increase this century is very likely to be more than the 'low' scenario given here. Under the mid-range scenario for 2090, an increase in mean temperature of 2.0°C would represent annual average temperature in coastal Tasman in 2090.

N.3.3 Rainfall Patterns

Table N-2 shows an expected increase in mean annual precipitation in Tasman-Nelson from 1990 to 2090.

Table N-2: Projected Mean Precipitation Change (Upper and Lower Limits) in Tasman-Nelson (in %)

	Summer	Autumn	Winter	Spring	Annual
Projected changes 1990-2040	-14, 27	-2, 19	-4, 9	-8,9	-3,9
Projected changes 1990-2090	-13, 30	-4, 18	-2, 19	-20, 19	-3, 14

⁵ Climate Change Effects and Impacts Assessment A Guidance Manual for Local Government in NZ (MfE, May 2008)

⁶ Climate Change and Variability – Tasman District (NIWA, June 2008)

⁷ Climate Change and Variability – Tasman District (NIWA, June 2008)

Source: *Climate Change and Variability – Tasman District (NIWA, June 2008)*

N.3.4 Heavy Rainfall

A warmer atmosphere can hold more moisture (about 8% more for every 1°C increase in temperature), so there is an obvious potential for heavier extreme rainfall under climate change. More recent climate model simulations confirm the likelihood that heavy rainfall events will become more frequent.

N.3.5 Evaporation, Soil Moisture and Drought

From their report, NIWA conclude that there is a risk that the frequency of drought (in terms of low soil moisture conditions) could increase as the century progresses, for the main agriculturally productive parts of Tasman district.

N.3.6 Climate Change and Sea Level

The MfE Report provides guidance for local government on coastal hazards and climate change. The report recommends:

For planning and decision timeframes out to the 2090s (2090–2099):

- 1) a base value sea-level rise of 0.5 m relative to the 1980–1999 average should be used, along with;
- 2) an assessment of the potential consequences from a range of possible higher sea-level rises (particularly where impacts are likely to have high consequence or where additional future adaptation options are limited). At the very least, all assessments should consider the consequences of a mean sea-level rise of at least 0.8 m relative to the 1980–1999 average. Guidance on potential sea-level rise uncertainties and values at the time (2008) is provided within the Guidance Manual to aid this assessment.

For planning and decision timeframes beyond the 2090s where, as a result of the particular decision, future adaptation options will be limited, an allowance for sea-level rise of 10 mm per year beyond 2100 is recommended.

Since the MfE guidance was published in 2008, the NZ Coastal Policy Statement has been updated, requiring identification of areas in the coastal environment that are potentially affected by coastal hazards over at least 100 years, taking into account the effects of climate change (Policy 24).

The two values of sea-level rise to be considered as a minimum number of rises for assessing risk of 0.5 m and 0.8 m by the 2090s in the 2008 MfE guidance are equivalent to rises of 0.7 m and 1.0 m extended out to 2115, which is “at least 100 years” from the present.

These projections are for mean sea levels.

In 2013 Council commissioned NIWA to prepare a report on mean high water springs (MHWS) for Tasman District, and includes a range of sea level rise scenarios⁸. Ongoing sea-level rise will require updates of the MHWS levels and for projecting MHWS levels into the future, whereby the appropriate sea-level rise is simply added to the ‘present day’ MHWS levels. The report includes worked examples for sea-level rise magnitudes of 0.7 m and 1.0 m, which extend the equivalent tie-point values for the 2090s (0.5 m and 0.8 m) in the Ministry for the Environment (2008) guidance out to 2115 to cover at least a 100-year period.

⁸ NIWA Report: Mean High Water Spring (MHWS) levels including sea-level rise scenarios: Envirolink Small Advice Grant (1289-TSDC95), 4 September 2013 (revised 30 April 2014)

Subsequently, Tasman District Council was granted an Envirolink medium advice grant (1413-TSDC99)⁹ for NIWA to develop defensible coastal inundation elevations and likelihoods as a result of combinations of elevated storm-tide, wave setup and wave run-up, along the “open coast” of the Tasman Bay and Golden Bay coastlines. The study excludes inlets and the west coast of Tasman District. The report includes an interactive ‘calculator’ which allows council to accommodate various predicted sea level rise scenarios and different beach profiles.

The extent of coastal inundation in Motueka is being modelled at the time of writing this AMP (2014). The model is an extension of the modelling work undertaken on the movement of the Motueka Sandspit and impacts on Jackett Island. The Motueka modelling is expected to show the depth and extent of land affected by sea water inundation.

Mapua and Ruby Bay have also been subject to inundation modelling as a result of TRMP Plan Change 22.

Future urban locations for inundation modelling have yet to be determined.

A wider coastal hazard assessment project for Tasman District is underway in 2014. The project will consider options for risk mitigation and adaptation. The results will be integrated into land use and infrastructure planning.

N.3.7 Potential Impacts on Council's Infrastructure and Services

Table N-3 lists the potential impacts on Council's infrastructure and services.

Table N-3: Local government functions and possible negative climate change outcomes

Function	Affected Assets of Activities	Key Climate Influences	Possible Effects
Water supply and irrigation	Infrastructure	Reduced rainfall, extreme rainfall events and increased temperature. Sea level rise.	Reduced security of supply (depending on water source). Contamination of water supply. Saltwater intrusion into coastal wells.
Wastewater	Infrastructure	Increased rainfall. Sea level rise.	More intense rainfall (extreme events) will cause more inflow and infiltration into the wastewater network. Wet weather overflow events will increase in frequency and volume. Longer dry spells will increase the likelihood of blockages and related dry weather overflows. Disruption of WWTPs due to coastal inundation or erosion impacts.
Stormwater	Reticulation Stopbanks	Increased rainfall Sea-level rise	Increased frequency and/or volume of system flooding. Increased peak flows in streams and related erosion. Groundwater level changes. Saltwater intrusion in coastal zones. Changing flood plains and greater likelihood of damage to properties and infrastructure.

⁹ NIWA Report: Extreme sea-level elevations from storm-tides and waves: Tasman and Golden Bay coastlines, March 2014.

Roading	Road network and associated infrastructure (power, telecommunications, drainage).	Extreme rainfall events, extreme winds, high temperatures. Sea-level rise.	Disruption due to flooding, landslides, falling trees and lines. Direct effects of wind exposure on heavy vehicles. Melting of tar. Increased coastal erosion or storm induced damage.
Planning/policy development	Management of development in the private sector. Expansion of urban areas. Infrastructure and communications planning.	All	Inappropriate location of urban expansion areas. Inadequate or inappropriate infrastructure, costly retrofitting of systems.
Land management	Rural land management	Changes in rainfall, wind and temperature.	Enhanced erosion, Changes in type/distribution of pest species. Increased fire risk. Reduction in water availability for irrigation. Changes in appropriate land use. Changes in evapotranspiration. Increase in crop pests.
Water management	Management of watercourses/lakes/wetlands	Changes in rainfall and temperature.	More variation in water volumes possible. Reduced water quality. Sedimentation and weed growth. Changes in type/distribution of pest species.
Coastal management	Infrastructure. Management of coastal development.	Temperature changes leading to sea-level changes. Extreme storm events.	Coastal erosion and flooding. Disruption in roading, communications. Loss of private property and community assets. Effects on water quality.
Civil defence and emergency management.	Emergency planning and response, and recovery operations.	Extreme events	Greater risks to public safety, and resources needed to manage flood, rural fire, landslip and storm events.
Biosecurity	Pest management	Temperature and rainfall changes	Changes in the range and density of pest species
Open space and community facilities management	Planning and management of parks, playing fields and urban open spaces.	Temperature and rainfall changes. Extreme wind and rainfall events.	Changes/reduction in water availability. Changes in biodiversity. Changes in type/distribution of pest species. Groundwater changes. Saltwater intrusion in coastal zones. Need for more shelter in urban spaces.
Transport	Management of public transport. Provision of footpaths,	Changes in temperatures, wind and rainfall.	Changed maintenance needs for public transport infrastructure.

	cycleways etc.		Disruption due to extreme events.
Waste management	Transfer stations and landfills	Changes in rainfall and temperature	Increased surface flooding risk. Biosecurity changes. Changes in ground water level and leaching.
Water supply and irrigation	Infrastructure	Reduced rainfall, extreme rainfall events and increased temperature.	Reduced security of supply (depending on water source). Contamination of water supply.

Source: Climate Change Effects and Impacts Assessment (MfE, May 2008)

Council have incorporated the potential impacts of climate change in the Engineering Standards and Policies.

APPENDIX O. Not relevant to this activity

APPENDIX P. SIGNIFICANT EFFECTS ARISING FROM THIS ACTIVITY

The significant negative and significant positive effects are listed below in Table P-1 and Table P-2 respectively.

Table P-1: Significant Negative Effects

Effect	Council's Mitigation Measure
Parks may be under or over utilised due to their location and distribution.	Provision of parks and reserves is guided by the Open Space Strategy 2015-2025.
A negative impact from ongoing population growth and resulting growth in park and reserve assets is the increasing operations and maintenance cost.	The Council makes strategic choices regarding the purchase/vesting of new reserves. The amount of reserve land currently available exceeds the national average by an additional 1 ha per 1,000 residents. Hence Council intends to slow the rate at which new reserves are obtained over time, with the aim of matching the national average by 2025. 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.
Location and design of parks, playgrounds and public toilets may result in anti-social behaviour (such as vandalism, graffiti and bullying).	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.
Parks may become restricted in their use or unattractive if they are not adequately managed during extreme weather events (such as drought or ongoing rain).	We will try to use drought resistant species for all new and replacement plantings, use micro-irrigation systems to minimise water wastage, and alter the water restriction rules to allow for some level of watering during less severe drought conditions if necessary.

Table P-2: Significant Positive Effects

Effect	Council's Maintenance Measures
Parks and reserves provide health benefits by providing spaces for people to play sports and participate in active recreation.	Maintain the range of parks and reserves throughout the District, in accordance with the findings of the Open Spaces Strategy.
Parks and reserves help protect natural areas and resources.	Maintain and enhance the existing natural features and significant vegetation in our parks and reserves, including riparian margins and coastlines.
Parks and reserves provide areas for community events and social interaction.	Provide parks in each town that are available for community events (ensure that these are identified in the reserve management plans).
A more attractive District will encourage more people to visit and spend money in the District.	Continue to maintain parks and reserves.
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.	Continue to maintain cemeteries.
Public toilets are provided for the convenience of residents and visitors to the District.	Continue to maintain public toilets.

APPENDIX Q. SIGNIFICANT ASSUMPTIONS, UNCERTAINTIES, AND RISK MANAGEMENT

Q.1 Assumptions and Uncertainties

This AMP 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.

Q1.1 Assumptions

The following assumptions have been made:

Assumption Type	Assumption	Discussion
Financial assumptions.	That all expenditure has been stated in 1 July 2014 dollar values and no allowance has been made for inflation and all financial projections are GST exclusive.	The LTP will incorporate inflation factors. This could have a significant impact on the affordability of the plans if inflation is higher than allowed for, but the Council is using the best information practically available from Business and Economic Research Limited (BERL).
Asset data knowledge.	That the Council has adequate knowledge of the assets and their condition so that the planned renewal works will allow the Council to meet the proposed 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.
Funding increasing operational costs	That maintenance costs are increased in line with planned growth in parks and reserves land.	<p>The reserves operating cost projections provide for an average annual growth increase of 0.8% per annum over the 10 year planning period. This is less than the projected population growth and provides for increased use of existing facilities. The risk of large under-estimation is low; however the significance is moderate as Council may not be able to afford the true cost of operational works.</p> <p>Operation budget projections are based largely on historical unit costs and levels of expenditure, with an increase in 2018 making provision for an estimated increase as a result of the re-tendering of the two main grounds maintenance contracts. Note there is currently a third contract for Lakes Murchison, expiring in 2015, which is likely to be merged with one of the existing contracts at that time.</p>

Assumption Type	Assumption	Discussion
Timing of capital projects.	That capital projects will be undertaken when planned.	The risk of the timing of projects changing is high due to factors like resource consents, funding and land purchase. The Council tries to mitigate these issues by undertaking the consultation, investigation and design phases sufficiently in advance of the construction phase. If delays are to occur, it could have significant effects on the level of service.
Funding of capital projects.	Ongoing capital development programme is based on funding from reserve financial contributions as anticipated.	<p>The growth assumptions underpin our capital works programme. If the projected growth does not occur there could be implications for our income streams, as this will impact on our ability to deliver the capital expenditure programme.</p> <p>The risk of Council not funding capital projects is moderate due to community and user affordability issues. If funding is not secured, it may have moderate effect on the levels of service as projects may be deferred. The risk is managed by consulting with the affected community/users.</p> <p>Capital costs for the development of Saxton Field have been agreed to by both the Nelson City and Tasman District Councils over a ten year period. This work commenced in 2004/05. The agreement going forward provides for joint maintenance of the total area.</p>
Accuracy of capital project cost estimates	That the capital project cost estimates are sufficiently accurate enough to determine the required funding level.	<p>Capital development budgets are based on estimates for known projects, with further allowance provided to maintain current and historic levels of expenditure which are assumed to continue at a similar level on average.</p> <p>The risk of large under estimation is low; however the importance is moderate as the Council may not be able to afford the true cost of the projects.</p>
Changes in legislation and policy, and financial assistance.	That there will be no major changes in legislation or policy.	The risk of major change is high due to the changing nature of the government and politics. If major changes occur it is likely to have an impact on the required expenditure. The Council has not mitigated the effect of this.
Resource consents.	That there will be no material change in the need to secure consents for construction activities and that consent costs for future projects will be broadly in line with the cost of consents in the past.	The risk of material change in the resource consent process is low.

Assumption Type	Assumption	Discussion
Emergency funding.	That the level of funding in these budgets and held in Council's disaster fund reserves 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.
Levels of service (LOS).	The current services and how we provide them will continue.	No major changes are planned for the Parks and Reserves activity or LOS provided or anticipated. Council has not mitigated against the possibility of such a change.
Accuracy of growth modelling.	Population and death rates will continue as predicted by current statistical trends.	Potential impacts of population or death rates differing from that modelled could include the requirement to provide additional land for cemeteries and other types of reserves in some locations.
Cemetery capacity requirements.	Burial preferences between cremation and internment 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 may be required within 20 years if the demand for grave sites increases at a rate that is greater than expected.
Environmental conditions.	Climate change and extreme weather events (such as drought, floods and coastal erosion) can significantly impact our parks, reserves and gardens.	Changing environmental conditions can have large physical and financial impacts on parks and reserves and their assets. 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.
Recreational trends.	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.

Funding to undertake the following tasks identified in the Asset Management Improvement Programme have been incorporated in the operating expenditure forecasts from 2015/16:

- Development of an asset renewal plan by 2017;
- Development of a cemetery strategy by 2016; and
- Review classification of land held for the purpose of Parks and Reserves activities ongoing from 2015.

Q1.2 Asset Data Knowledge

While the Council has asset registers and many digital systems, processes and records, the Council does not have complete knowledge of the assets it owns. To varying degrees the Council has incomplete knowledge of asset location, asset condition, remaining useful life and asset capacities. This requires assumptions to be made on the total value of the assets owned, the time at which assets will need to be replaced and when new assets will need to be constructed to provide better service.

The Council considers these assumptions and uncertainties constitute only a small risk to the financial forecasts because:

- the majority of asset data is known and well recorded; and
- asset performance is well known from experience.

Q1.3 Growth Forecasts

Growth forecasts are inherently uncertain and involve many assumptions. The growth forecasts also have a very strong influence on the financial forecasts, especially in Tasman district where population growth is higher than the national average. The growth forecasts underpin and drive:

- the asset creation programme;
- the Council's income forecasts including rates and reserve financial contributions; and
- funding strategies.

Thus the financial forecasts are sensitive to the assumptions made in the growth forecasts. If the growth is significantly different it will have a significant impact. If higher, the Council may need to advance capital projects. If it is lower, the Council may need to defer planned works.

Q1.4 Timing of Projects

The timing of many projects can be well-defined and accurately forecast because there are few limitations on the implementation other than the community approval through the LTP/Annual Plan processes. However, the timing of some projects is highly dependent on some factors which are beyond the Council's ability to fully control. These include factors like:

- obtaining resource consent, especially where community input is necessary;
- obtaining community support;
- obtaining a subsidy from central government;
- securing land purchase and / or land entry agreements;
- the timing of large private developments;
- the rate of population growth.

Where these issues may become a factor, allowances have been made to complete in a reasonable timeframe. However these plans are not always achieved and projects may be deferred as a consequence.

Q1.5 Funding of Projects

When forecasting projects that will not occur for a number of years, a number of assumptions have to be made about how the project will be funded. Funding assumptions are made about:

- whether projects will qualify for subsidies;
- whether major beneficiaries of the work will contribute to the project, and if so, how much will they pay;
- whether a project should be funded from reserve financial contributions (RFCs), and if so, how much is appropriate; and
- whether the Council will subsidise the development of the project.

The correctness of these assumptions has major consequences especially on the affordability of new projects. The Council has considered each new project and concluded for each a funding strategy. The funding strategy will form one part of the consultation process as these projects are advanced toward construction.

Q1.6 Accuracy of Project Cost Estimates

The financial forecasts have been estimated from the best available knowledge. The level of uncertainty inherent in each project is different depending on how much work has been done in defining the problem and determining a solution. In many cases, only a rough order cost estimate is possible because little or no preliminary investigation has been carried out. It is not feasible to have all projects in the next 30 years advanced to a high level of accuracy. It is general practice for all projects in the first three years and projects over \$500,000 in the first 10 years to be advanced to a level that provides reasonable confidence with the estimate.

To get consistency and formality in cost estimating, the following practices have been followed:

- all expenditure is stated in dollar values as at 1 July 2014, with no allowance made for inflation;

- all costs and financial projections are GST exclusive;
- a project estimating template has been developed that provides a consistent means of preparing estimates;
- where practical, a common set of rates has been determined;
- specific provisions have been included to deal with non-construction costs like contract preliminary and general costs, engineering costs, Council staff costs, resource consenting costs and land acquisition costs;

Q1.7 Significant Assumptions and Uncertainties for Projects Assigned over the Next Three Years

Table Q-1 details significant uncertainties and percentage accuracies for all major projects due in the next three years of the AMP.

Table Q-1: Major Projects for Year 1 to Year 3

Project	Project Stage and Estimate Accuracy	Project Value in Year 1 to 3	Factors that could Affect Estimate Accuracy
Ben Cooper Park toilets	Concept	\$200,000	Location of network connection
Takaka Memorial Park playground and landscaping	Detailed design	\$240,000	

Q1.8 Land Purchase & Access

The Council has made the assumption that it will be able to purchase land, and/or secure access to land to complete projects. The risk of delays to project timing is high due to possible delays in obtaining the land. The Council works to mitigate this issue by undertaking consultation with landowners sufficiently in advance of the construction phase of a project. The consequence of not securing land and/or land access for projects may require redesign which can have a moderate cost implication. If delays do occur, it may influence the level of service the Council can provide.

Q1.9 Future Changes in Legislation and Policy

The legal and planning framework under which local government operates frequently changes. This can significantly affect the feasibility of projects, how they are designed, constructed and funded. The Council has assumed that there will be no major changes in legislation or policy. The risk of significant changes remains high owing to the nature of Government policy formulation. If major changes occur it will impact on required expenditure and the Council has not provided mitigation for this effect.

Q1.10 Resource Consents

The need to secure and comply with resource consents can materially affect asset activities and the delivery of capital projects.

The need to comply with resource consent conditions can affect the cost and time required to perform an activity, and in some instances determine whether or not the activity can continue. The Council has assumed that there will be no material change in operations due to consenting requirements over the period of the AMP.

The need to secure resource consent is often a significant task in the successful delivery of a capital project or in the management of a particular facility. Securing resource consent may consume significant time and resources, particularly in the instance of a publically-notified application or where a decision is subject to appeal.

The Council has assumed that there will be no material change in the need to secure consents for construction activities and that consent costs for future projects will be broadly in line with the cost of consents in the past.

Q1.11 Council's Disaster Fund Reserves

As well as Council holding a general disaster fund reserve, an additional \$70,000 per annum has been included in these budgets to provide for specific parks and reserves/community facilities reinstatement following any localised disaster or event. This amount has been assessed based on recent storm events. The funds will not be cumulative.

The risk of requiring additional funding is moderate and may have a moderate effect on planned works due to reprioritisation of funds.

Q.2 Risk Management

Q2.1 Why do we do Risk Management

Risk management is the systematic process of identifying, analysing, evaluating, treating and monitoring risk events so that they are mitigated as far as possible, refer to Figure Q-1.

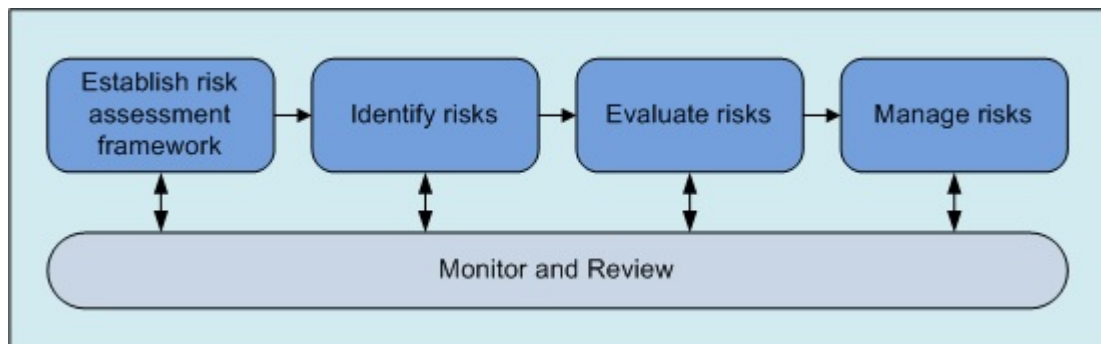


Figure Q-1: Risk Management Process

Risk management involves assessing each risk event and identifying an appropriate treatment. Treatments are identified to try and manage or reduce the risk. There are some risk events for which it is near impossible or not feasible to reduce the likelihood of the event occurring, or to mitigate the effects of the risk event if it occurs eg, extreme natural hazards. In this situation the most appropriate response may be to accept the risk as is, or prepare response plans and consider system resilience.

Well managed risks can help reduce:

- disruption to infrastructure assets and services
- financial loss
- damage to the environment
- injury and harm
- legal obligation failures.

Q2.2 Our Approach to Risk Management

Q.2.2.1 Risk Assessment Framework

The Council's risk assessment framework was developed in 2011 to be consistent with *AS/NZS IS 4360:2004 Risk Management*. It assesses risk exposure by considering the consequence and likelihood of each risk event. Risk exposure is managed at three levels within the Council organisation, refer to Figure Q-2:

- Level 1 – Corporate Risks
- Level 2 – Activity Risks
- Level 3 – Operational Risks.

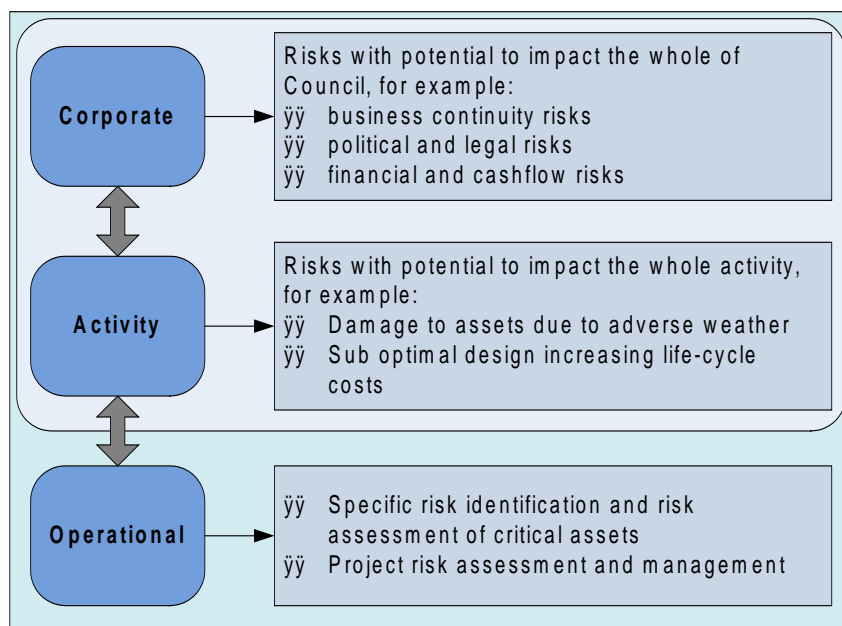


Figure Q-2: Levels of Risk Assessment

The risk assessment framework discussed in Section Q.2.2.1 and Q.2.2.2 is applied to Corporate and Activity specific risks. There are some risk events which could be interpreted as either Corporate or Activity level risks. For example, a risk event may have the potential to impact the Council organisation as a whole or many parts of the organisation if it was to occur. In the first instance this type of risk would be classified as a Corporate risk. There is however a secondary consideration that needs to be given, that is, “is the risk best managed in different ways within the separate activities?” For example, a large seismic event will likely impact the Council organisation as a whole however each activity will prepare for and manage these risks differently; eg, water reservoirs may be strengthened to minimise the risk of collapse, or Corporate Services may prepare a business continuity plan.

The Council is yet to implement consistent risk management processes at the operational risk level. Development of the critical asset framework is discussed in Section Q.2.5. The Council plans to develop a framework for assessing maintenance and project risks in 2015.

Q.2.2.2 Risk Identification and Evaluation

The risk management framework requires the activity management team to identify activity risks and to then assess the risk, likelihood and consequence for each individual event. The definitions of risk, likelihood and consequence are defined Figure 3.

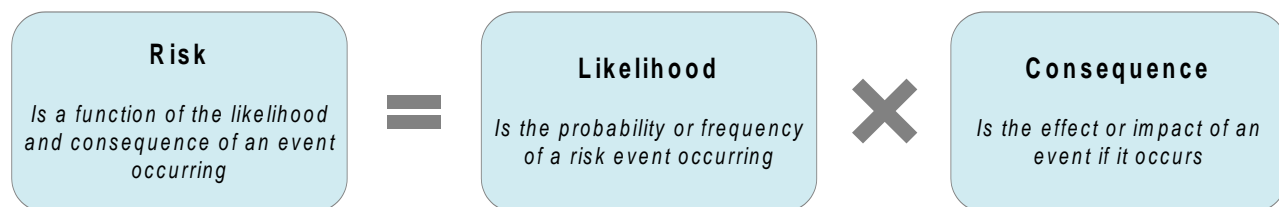


Figure Q-3: Risk Assessment Definitions

The Council has developed objective based scales to assist asset managers when determining the likelihood and consequence scores for all risk events. The consequence of each risk event is assessed on a scale of one to 100 for all of the consequence categories listed in Table Q-2 and the respective consequence rating score (Table Q-3) is selected. The detailed objective scale used to assess the consequence rating of the risk event against the risk is attached to this appendix.

Table Q-2: Risk Consequence Categories

Category	Sub Category	Description	
Consequence Categories	Service Delivery	N/A	Asset's compliance with Performance Measures and value in relation to outcomes and resource usage.
	Social / Cultural	Health and Safety	Impact as it relates to death, injury, illness, life expectancy and health.
		Community Safety and Security	Impact on perceived safety and reported levels of crime.
		Community / Social / Cultural	Damage and disruption to community services and structures, and effect on social quality of life and cultural relationships.
		Compliance / Governance	Effect on the Council's governance and statutory compliance.
		Reputation / Perception of Council	Public perception of the Council and media coverage in relation to the Council.
	Environment	Natural Environment	Effect on the physical and ecological environment, open space and productive land.
		Built Environment	Effect on amenity, character, heritage, cultural, and economic aspects of the built environment.
	Economic	Direct Cost	Cost to the Council.
		Indirect Cost	Cost to the wider community.

Table Q-3: Consequence Ratings

Consequence Rating					
Description	Extreme	Major	Medium	Minor	Negligible
Rating	100	70	40	10	1

Table Q-4 provides a summary of the likelihood assessment criteria.

Table Q-4: Likelihood Ratings

Likelihood Rating			
Description	Frequency	Criteria	Rating
Almost certain	Greater than every 2 years	The threat can be expected to occur <u>or</u> A very poor state of knowledge has been established on the threat	5
Likely	Once per 2-5 years	The threat will quite commonly occur <u>or</u> A poor state of knowledge has been established on the threat	4
Possible	Once per 5-10 years	The threat may occur occasionally <u>or</u> A moderate state of knowledge has been established on the threat	3
Unlikely	Once per 10-50 years	The threat could infrequently occur <u>or</u> A good state of knowledge has been established on the threat	2

Likelihood Rating			
Very Unlikely	Less than once per 50 years	The threat may occur in exceptional circumstances <u>or</u> A very good state of knowledge has been established on the threat	1

Using the existing risk management framework summarised in Table Q-5, the risk score is calculated by multiplying the likelihood of the risk event with the highest rated individual consequence category for that risk event to generate a risk score, as shown in Figure Q-4.

Table Q-5: Risk Scores

Risk Scoring Matrix		Consequence					Risk Score
		Negligible	Minor	Medium	Major	Extreme	
Likelihood	Almost Certain	5	50	200	350	500	Extreme
	Likely	4	40	160	280	400	Very High
	Possible	3	30	120	210	300	High
	Unlikely	2	20	80	140	200	Moderate
	Very Unlikely	1	10	40	70	100	Low
							Negligible

An example of how the risk score is calculated is below.

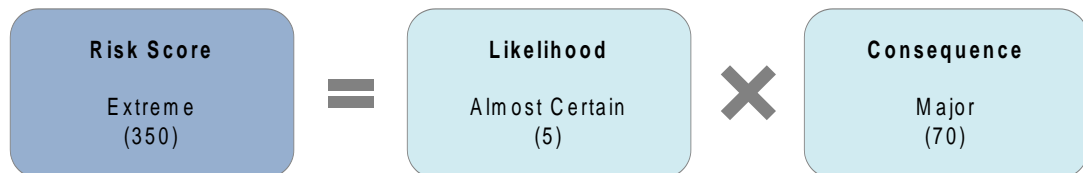


Figure Q-4: Risk Score Calculation

Risk scores are generated for inherent risk, current risk and target risk.

- Inherent risk is the raw risk score without taking into consideration any current or future controls.
- Current risk the level of risk to the Council after considering the effect of existing risk management controls.
- Target risk is the level of risk the Council expects and wants to achieve after applying the proposed risk management controls.

In some cases it is not feasible to reduce the inherent risk and in this case the Council would accept the inherent risk level as the current and target risk levels.

Q.2.2.3 Limitations

The processes outlined above form a conservative approach to evaluating risk and could be seen as representing the worst case scenario. They also provide limited ability to differentiate the priority of risks due to the potential to score highly in at least one of the consequence categories; this tends to create a smaller range of results. For example two events with a likelihood of "Almost Certain (5)" have been compared below:

Event A – scores "Major (70)" for one consequence category and "Negligible (1)" in all the remaining consequence categories, this will generate an inherent risk score of "Extreme (350)".

Event B – scores "Medium (40)" in all 10 consequence categories, this will generate an inherent risk score of "Very High (200)".

Event C – scores “Major (70)” in all 10 consequence categories, this will generate an inherent risk score of “Extreme (350)”.

These examples show that there are limitations for the Council when prioritising risk events, especially those that may have a wider impact on the activity eg, Event B or C. Consequently, the Council acknowledges that there are some downfalls in its existing framework and it has proposed to undertake a full review of its risk management framework during 2015.

Q2.3 Corporate Risk Mitigation Measures

Q.2.3.1 *Asset Insurance*

Tasman District Council has various mechanisms to insure assets against damage. These include:

- Tasman District Council insures above ground assets, like buildings, through private insurance which is arranged as a shared service with Nelson City and Marlborough District Councils.
- Tasman District Council is a member of the Local Authority Protection Programme (LAPP) which is a mutual pool created by local authorities to cater for the replacement of some types of infrastructure assets following catastrophic damage by natural disasters like earthquake, storms, floods, cyclones, tornados, volcanic eruption, tsunami. These infrastructure assets are largely stopbanks along rivers and underground assets like water and wastewater pipes and stormwater drainage.
- Tasman District Council has a Classified Rivers Protection Fund, which is a form of self-insurance. The fund is used to pay the excess on the LAPP insurance, when an event occurs that affects rivers and stopbank assets.
- Tasman District Council has a General Disaster Fund, which is also a form of self-insurance. Some assets, like roads and bridges, are very difficult to obtain insurance for or it is prohibitively expensive if it can be obtained. For these reasons the Council has a fund that it can tap into when events occur which damage Council assets that are not covered by other forms of insurance. Some of the cost of damage to these assets is covered by central government, for example the New Zealand Transport Agency covers around half the cost of damage to local roads and bridges (as set out in the co-investment rate/financial assistance rate).

Q.2.3.2 *Civil Defence Emergency Management*

The Civil Defence Emergency Management Act 2002 was developed to ensure that the community is in the best possible position to prepare for, deal with, and recover from local, regional and national emergencies. The Act requires that a risk management approach be taken when dealing with hazards including natural hazards. In identifying and analyzing these risks the Act dictates that consideration is given to both the likelihood of the event occurring and its consequences. The Act sets out the responsibilities for Local Authorities. These are:

- ensure you are able to function to the fullest possible extent, even though this may be at a reduced level, during and after an emergency;
- plan and provide for civil defence emergency management within your own district.

Tasman District Council and Nelson City Council jointly deliver civil defence as the Nelson Tasman Civil Defence Emergency Management (CDEM) Group. The vision of the CDEM Group is to build “A resilient Nelson Tasman community”.

Civil Defence services are provided by the Nelson Tasman Emergency Management Office. Other council staff are also heavily involved in preparing for and responding to civil defence events. For example, Council monitors river flows and rainfall, and has a major role in alleviating the effects of flooding.

Nelson Tasman Civil Defence Emergency Management Group developed Regional Plan in 2012. The Plan sets out how Civil Defence is organised in the region and describes how the region prepares for, responds to and recovers from emergency events. It is available online here: <http://www.nelsontasmancivildefence.co.nz/plans-publications/cdem-group-plan/> A review is scheduled in 2016/2017.

Q.2.3.3 *Engineering Lifelines*

The Nelson Tasman Engineering Lifelines (NTEL) project commenced in 2002. The NTEL Group formed in 2003. Its report *Limiting the Impact* was reviewed in 2009. The purpose of the report was:

- to help the Nelson Tasman region reduce its infrastructure vulnerability and improve resilience through working collaboratively
- to assist Lifeline Utilities with their risk reduction programmes and in their preparedness for response and recovery
- to provide a mechanism for information flow during and after an emergency event.

The NTEL Group are in the process of applying for funding to hold a further review to begin in 2015.

The project was supported and funded by the two controlling authorities, Nelson City Council and Tasman District Council. Following the initial start-up forum in 2002, a Project Steering Group was formed and initial project work was completed. The initial work to investigate risks and assess vulnerabilities from natural hazard disaster events was divided amongst five task groups:

- Hazards Task Group
- Civil Task Group
- Communications Task Group
- Energy Task Group
- Transportation Task Group.

These groups were then tasked with assessing the risk and vulnerability of segments of their own networks against the impacts of major natural hazard disaster events. These natural hazards included:

- earthquake
- landslide
- coastal / flooding.

The Nelson Tasman region is geotechnically complex with high probabilities of earthquake, river flooding and landslides.

By identifying impacts that these hazards may have on the local communities, the NTEL Group aim to have processes in place to allow the community to return to normal functionality as quickly as possible after a major natural disaster event.

To date the project has identified the impacts of natural hazards and the critical lifelines of the regions service networks including communication, transportation, power and fuel supply, water, sewerage, and stormwater networks.

The initial NTEL assessment work is the first stage of an on-going process to gain a more comprehensive understanding of the impacts of natural hazards in the Nelson Tasman region.

The review date of the NTEL assessments is 2015.

Q.2.3.4 *Recovery Plans*

These plans are designed to come into effect in the aftermath of an event causing widespread damage and guide the restoration of full service.

The Recovery Plan for the Nelson Tasman Civil Defence and Emergency Management Group (June 2008) identifies recovery principles and key tasks, defines recovery organisation, specifies the role of the Recovery Manager, and outlines specific resources and how funds are to be managed.

Information about welfare provision in the Nelson-Tasman region is contained in a Welfare Plan (2013), which gives an overview of how welfare will be delivered during the response and recovery phases of an emergency. The plan is a coordinated approach to welfare services for both people and animals in the Nelson Tasman region following an emergency event.

Q.2.3.5 *Business Continuance*

The Council has a number of processes and procedures in place to ensure minimum impact to parks and reserves in the event of a major emergency or natural hazard event.

- The Council has limited business continuity plans that were developed around influenza pandemic planning in 2014.
- The Council's contractors have up to date Health and Safety Plans in place.
- Building warrants of fitness are in place for all buildings used by the public, ensuring emergency evacuation systems and procedures are in place.
- A Council-wide risk assessment exercise was undertaken during 2010/11.

Q2.4 Parks and Reserves Risks

In order to identify the key activity risks the asset management team has applied a secondary filter to the outcomes of the risk management framework. This is necessary to overcome the limitations of the framework. To apply this secondary filter the asset management team have used their professional knowledge and judgement to identify the key activity risks. The key risks relevant to the activity are summarised in Table Q-6.

Table Q-6: Key Risks

Risk Event	Mitigation Measures
Failure to manage historical contamination.	<p><i>Current</i></p> <ul style="list-style-type: none"> • Water quality monitoring. • All known sites on hazard register. <p><i>Proposed</i></p> <ul style="list-style-type: none"> • Develop Management Plan. • Increased monitoring.
Earthquake (1:400) causes significant damage to buildings/structures located on park and reserve lands.	<p><i>Current</i></p> <ul style="list-style-type: none"> • Design Standards. • Seismic testing and strengthening. • Business Continuity Planning (BCP). • Evacuation plans. <p><i>Proposed</i></p> <ul style="list-style-type: none"> • Develop and review BCP
Ineffective stakeholder engagement e.g. iwi, Historic Places Trust, community groups	<p><i>Current</i></p> <ul style="list-style-type: none"> • The Council holds regular hui with iwi. • The Council's GIS software includes layers identifying cultural heritage sites and precincts. Council staff apply for Historic Places Trust authorities when these known sites are at risk of damage or destruction. • LGA requirements, project management processes and Council's consultation guidelines are followed. <p><i>Proposed</i></p> <ul style="list-style-type: none"> • Need to adopt communications plans for major projects to ensure iwi and stakeholders are engaged in our processes.
Failure of utilities servicing parks and reserves.	<ul style="list-style-type: none"> • No current or proposed mitigation measures.
Failure to manage significant historic buildings or sites in accordance with legislation.	<p><i>Current</i></p>

	<ul style="list-style-type: none"> · Training. · Database. · Plaques on buildings. · Building inspections. · Consultants.
--	--

An asset management improvement item included in Appendix V is to review all inherent, current and target risk scores following the adoption of the amended framework.

Q2.5 Projects to address Risk shortfalls

Risks associated with users of the parks and reserves are mitigated through compliance with standards and regular inspections and assessment. The specific risk mitigation measures that have been planned within the 20 year parks and reserves programme include:

- an allowance for emergency funds.
- an allowance for routine inspection and maintenance of playgrounds, street and park trees, buildings, tracks and walkways.
- to monitor potential hazards in all reserves on a regular basis, and to take appropriate action to reduce possible risks by eliminating, mitigating or isolating the hazard as soon as any potential hazard is identified.
- to maintain and ensure compliance with up to date Health and Safety Plans for all staff and contractors and manage the contractors response to new Health & Safety issues.
- to monitor structures and public buildings so that they are maintained in a safe and sound condition that complies with the Building Act where required.

Other projects to address risk shortfalls include the following:

Health and Safety

- A Health & Safety plan is in place for the Council, which details the requirements for staff and the management of contractors working for the Council.
- Parks user safety is addressed through hazard identification which is undertaken informally on an ongoing basis by contract staff and formally as part of the contract performance and asset condition audit inspections. Playground safety inspections are undertaken weekly and play equipment is manufactured and installed in compliance with the relevant playground standards. An annual inspection is undertaken by a independent playground assessor.

Coastal Erosion

- Coastal erosion is an ongoing issue and TDC currently supports Coast Care at a number of sites. This is centred on restoration and protection of the Coastal dune system. This is currently considered the best response to coastal erosion and possible future sea level rise.
- A number of reserves are located on the coastal margin and could be adversely affected by sea level rise and inundation. As such, reserves management will need to closely monitor this issue in the future and be involved in Council monitoring, assessment of impacts and possible options for mitigation.

Unforeseen Events

- Storm damage to the parks and street trees is the major risk faced by the parks activity, however this risk is not considered a high risk or of particularly major consequence. The best way to reduce this risk is for regular tree maintenance to be undertaken, which is in place.
- The current Council approach is to deal with events as or if they arise. For minor events the costs will be accommodated within existing budgets if possible. If additional costs over budget are incurred, this will be reported to Council.
- Flooding is the other significant risk in the district. Potential damage to parks and community facilities is mitigated by limiting development on high risk areas e.g. riverbank

or low lying reserve areas. No other provisions are in place to deal with the effects of a major flood on this activity, as the consequences are not considered to be significant compared with other issues that will arise in the case of this scale of event.

Service Standards

- The specifications for all regular maintenance and operation activities have been defined and documented in the maintenance contracts.

Contracts Supervision

- Maintenance contractors are supervised directly by staff from the Community Development Department. In some cases contractors on development projects may be supervised by the Architect or other specialist consultant.

Resources

- Sufficient staff resources of a suitably skilled nature are in place to manage and operate this activity. An additional staff member was provided for in the Reserves and Facilities team in 2014 due to the growth that had occurred in reserve assets in recent years. No additional staff are provided for in the 10 years from 2015.

Attention to Repairs

- Faults or request for service reported by the public are dealt with by the customer services staff and referred to the reserves contractor for action if required, or referred to the Reserves and Facilities staff responsible for the area or activity as appropriate, for action. Inspection and remedial work is carried out within a response time that is considered appropriate to the issue within the following response times:
 - Urgent (public safety issues) – 2 hours
 - Priority – 24 hours
 - Standard – 5 working days
 - Non urgent – 15 working days
- Some faults or request for service relating to trees are referred to the consulting arborist who will refer the action required to the appropriate contractor, or if outside his/her power to act, will refer the issue back to the Reserves and Facilities Manager for confirmation.
- Minor faults or request for service received after hours are referred direct to the appropriate contractor, who has authority to take the appropriate action required (within limits specified in their contract).

Delegations

- Financial authority delegations are in place for all staff with purchasing authority.

Responsibility Allocated to Ensure Completion of Work

- Individual responsibilities are defined in their job description and annual work programmes.
- Progress against annual work programmes are monitored on a quarterly basis through staff meetings and other communication.
- A formal review of performance is undertaken at the end of each financial year, areas for improvement (if any) identified, and the work programme for the coming year is agreed.

Council Policies

- The Council has a Corporate Policy manual in which are recorded all Council policies.

Monitoring and Reporting

- The Community Development Manager formally reports to the Community Development Committee every six weeks on progress towards achieving the outcomes identified in the LTP.

Bylaws

- The existing Council Bylaws for this activity are considered to be out of date and are not applied. There are no current plans to put new bylaws in place for Community Development assets or functions.

Cost 'Blowouts'

-
- Operational and capital expenditure is monitored monthly to ensure expenditure is achieved within budget targets.

Q.3 Critical Assets

Council has identified and assessed critical assets (Level 3), the physical risks to these assets and the measures in place to address the risks to the asset. There are no specific risk management related projects planned for cemeteries, which are the only type of park and reserve assets that are classified as critical assets.

APPENDIX R. LEVELS OF SERVICE, PERFORMANCE MEASURES, AND RELATIONSHIP TO COMMUNITY OUTCOMES

R.1 Introduction

A key objective of this AMP is to match the level of service provided by the Parks and Reserves activity with agreed expectations of customers and their willingness to pay for that level of service. The levels of service provide the basis for the works programmes identified in the AMP.

The levels of service for Parks and Reserves have been developed to contribute to the achievement of the Council's Community Outcomes, but taking into account:

- the Council's statutory and legal obligations;
- the Council's policies and objectives; and
- the Council's understanding of what the community is able to fund.

R.2 Levels of Service

Levels of service are attributes that Tasman District 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 Parks and Reserves 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, should reflect the current industry standards, and should 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 Council by-laws that impact on the way assets are managed (ie. 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 that 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.

R.2.1. Industry Standards and Best Practice

The AMP acknowledges Council's responsibility to act in accordance with the legislative requirements that impact on Council's Parks and Reserves activity. A variety of legislation affects the operation of these assets, as detailed in Appendix A.

R.2.2. Prioritisation related to available resources

With Parks and Reserves assets, there are often higher levels of maintenance and renewal requirements proposed (increased levels of service etc) than the resources allow for. Tradeoffs then have to be made as to what impacts on the ability of an asset to provide a service against the nice to have aspects.

R.3 What Level of Service do we seek to achieve?

There are many factors that need to be considered when deciding what level of service the Council will aim to provide. These factors include:

- Council needs to aim to understand and meet the needs and expectations of the community;
- Council must meet its statutory obligations;
- the services must be operated within Council policy and objectives; and
- the community must be able to fund the level of service provided.

Two tiers of levels of service are outlined: Strategic and Operational.

The operational levels of service and performance measures are used to ensure the service and facilities are able to achieve the strategic levels of service and Council's objectives.

Level of services need to be reviewed and upgraded on a continuous basis in line with legislative and regulatory changes and feedback from customers, consultation, internal assessments, audit and strategic objectives.

The levels of service that the Council has adopted for this AMP have been developed from the levels of service prepared in previous AMP's. They take in account feedback from various parties, including Audit New Zealand, industry best practice and ease of measuring and reporting of performance measures.

Table R-1 details the levels of service and associated performance measures for the Parks and Reserves activity. Those shaded are the customer focused measures, which are consulted on and adopted as part of the LTP consultation process. Only these customer focused levels of service are reported in the LTP. The AMP extends the levels of service and performance measures to include the more technical measures associated with the management of the activity (see section R.6). Table R-1 sets out Council's current performance and the targets they aim to achieve within the next three years and by the end of the next 10 year period.

The general feedback from a range of sources is that customers are relatively satisfied with the level of service provided by parks and reserves. This includes:

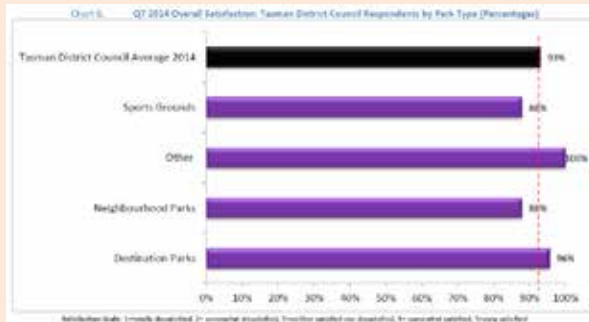
- Generally high levels of satisfaction being expressed through prior customer satisfaction surveys.
- Staff are generally aware of service level issues through ongoing informal customer contact and through issue/project specific consultation work.

As such, the stated levels of service are intended to define the current levels of service and no significant changes are proposed.

Table R-1: Performance against current Levels of Service, and intended future performance

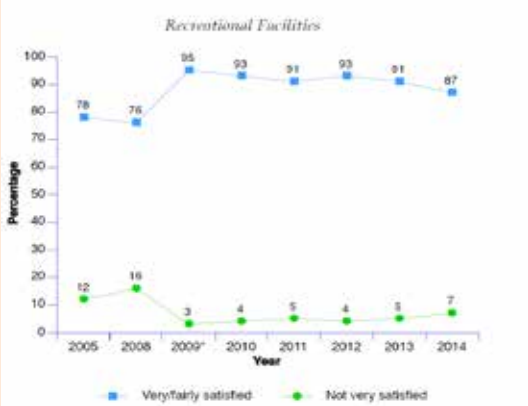
The shaded rows indicate those Levels of Service and performance measures that are included in the Long Term Plan.

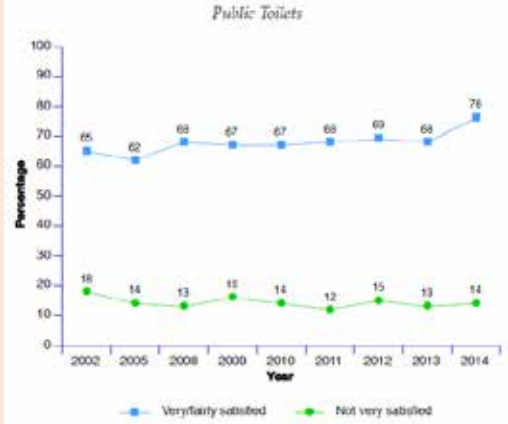
ID	Levels of Service (We provide...)	Performance Measure (We will know we are meeting the level of service if...)	Current Performance (as at end of year 2013/14)	Future Performance			
				Year 1	Year 2	Year 3	By Year 10
1	An interconnected open space network and recreation facilities that provide a range of leisure opportunities and meet the needs of users and the community.	The total area of park land ¹⁰ provided by Council exceeds the industry average, as measured by Yardstick Parkcheck.	In 2014, the total area of park land provided was 17.0 hectares per 1000 residents (the industry average was 15.9 hectares per 1000 residents).	17.0 ha per 1000 residents	16.9 ha per 1000 residents	16.8 ha per 1000 residents	16.0 ha per 1000 residents
2		The area of natural park land ¹¹ provided by Council exceeds the industry average, as measured by Yardstick Parkcheck.	In 2014, the area of natural park land provided was 11.2 hectares per 1000 residents (the industry average was 8.4 hectares per 1000 residents).	11.2 ha per 1000 residents	11.2 ha per 1000 residents	11.2 ha per 1000 residents	11.2 ha per 1000 residents
3		At least 85% of properties zoned Residential are located within 500 metres of open space.	85%	85%	85%	85%	90%
4		Overall customer satisfaction with the facilities in parks and reserves exceeds 85%, as measured by the triennial Yardstick ParkCheck Visitor Measures Survey.	The 2014 Yardstick ParkCheck Visitor Measures Survey shows an overall satisfaction level of 93% (vs. 90% in 2010). Nine local authorities participated in the 2014 survey; the average satisfaction level across all councils was 92%.	<i>Not measured</i>	<i>Not measured</i>	>85% overall satisfaction with Tasman's parks and reserves	>85% overall satisfaction with Tasman's parks and reserves (measured in years 2020 and 2023)



¹⁰ Includes all park and reserve land provided by Tasman District Council, but excludes esplanade strips.

¹¹ Rural recreation/esplanade reserves provided by Tasman District Council, including reserve land at Rabbit Island.

5		At least 85% of respondents rate their satisfaction with recreational facilities (which include playing fields and neighbourhood reserves) as "fairly satisfied" or better in the annual residents' surveys.	<p>The 2014 residents' phone survey shows that 87% of respondents, and 91% of users, are satisfied with the District's recreational facilities.</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
6		At least 85% of parks and reserves service standards are met each year (based on exception reporting). The value is obtained through an independent auditor, who conducts a bi-monthly, routine maintenance inspection of a sample of assets.	The 2014 measure of combined wards is 90.2%.	85%	85%	85%	85%
7		No greater than 10 customer complaints received per year regarding burial services (grave and ash interments)	<10 complaints received	<10 complaints received	<10 complaints received	<10 complaints received	<10 complaints received
8	Cemeteries that offer a range of burial options and adequate space for future burial demand.	At least 90% of cemeteries service standards are met each year (based on exception reporting). The value is obtained through an independent auditor, who conducts a bi-monthly, routine maintenance inspection of a sample of assets.	<p>During 2014, 95% of cemeteries contract service standards were met.</p> <p><i>Note that this measure is reliant upon the contractor updating the status of jobs in Council's Confirm Asset Management system. New contracts emphasise the requirement that Confirm is updated at the time of completion.</i></p>	90%	90%	90%	90%

9	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 rate their satisfaction with public toilets as "fairly satisfied" or better in the annual residents' surveys.	<p>The 2014 residents' phone survey shows that 76% of residents, and 84% of users, are satisfied with the District's public toilets.</p>  <table border="1" data-bbox="891 229 1397 655"> <caption>Public Toilets Satisfaction Data</caption> <thead> <tr> <th>Year</th> <th>Very fairly satisfied (%)</th> <th>Not very satisfied (%)</th> </tr> </thead> <tbody> <tr><td>2002</td><td>65</td><td>18</td></tr> <tr><td>2005</td><td>62</td><td>14</td></tr> <tr><td>2008</td><td>69</td><td>13</td></tr> <tr><td>2009</td><td>67</td><td>15</td></tr> <tr><td>2010</td><td>67</td><td>14</td></tr> <tr><td>2011</td><td>68</td><td>12</td></tr> <tr><td>2012</td><td>69</td><td>15</td></tr> <tr><td>2013</td><td>68</td><td>13</td></tr> <tr><td>2014</td><td>76</td><td>14</td></tr> </tbody> </table>	Year	Very fairly satisfied (%)	Not very satisfied (%)	2002	65	18	2005	62	14	2008	69	13	2009	67	15	2010	67	14	2011	68	12	2012	69	15	2013	68	13	2014	76	14	70% of Tasman residents are fairly or very satisfied with the District's public toilets	70% of Tasman residents are fairly or very satisfied with the District's public toilets	70% of Tasman residents are fairly or very satisfied with the District's public toilets	70% of Tasman residents are fairly or very satisfied with the District's public toilets
Year	Very fairly satisfied (%)	Not very satisfied (%)																																			
2002	65	18																																			
2005	62	14																																			
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2010	67	14																																			
2011	68	12																																			
2012	69	15																																			
2013	68	13																																			
2014	76	14																																			
10		Public toilets are cleaned and maintained to 90% compliance with the appropriate contract specification, as measured in the bi-monthly sample contract audit.	92% compliance with the appropriate contract specification for cleaning and maintaining public toilets was achieved in 2014 (vs. 84% in 2013), as measured in the bi-monthly sample contract audit. All issues were rectified.	90%	90%	90%	90%																														

R.6 Technical Level of Service

R.6.1 Overview

The following service levels have been developed for each of the following parks and reserves categories:

- Urban Open Space and Amenity
- Special Interest Sites
- Sportsgrounds
- Formal Gardens
- Walkways
- Moturoa / Rabbit Island
- Beach & Esplanade Reserve
- Trees, Plots and Verges
- Cemeteries
- Public toilets

From 2018, the parks categories, and levels of service will be amended in line with the NZRA Standards parks categories and levels of service framework.

Urban Open Space and Amenity

Urban Open Space & Amenity areas are developed reserves designed for use by the local residential community. They are generally smaller in size, ranging from 1,000m² up to one hectare. The average ideal size is considered to be from 2,500m² to 5,000m². The reserve should be easily accessible ideally with road frontage and multiple access points. The reserve will be well maintained, free draining, have flat or gently undulating grassed areas, be safe and provide an attractive welcoming ambiance to the immediate local community within a ten minute walking distance of urban residential property.

Urban Open Space & Amenity should provide an open grass area suitable for small scale ball play; children's play equipment, seating, paths and attractive amenity planting. Larger reserves may accommodate small community buildings and small scale sports facilities such as tennis courts. Children's play area and play equipment on the reserve should be within 500 metres of all residential dwellings.

Level of Service statement	Provision of local urban reserve within walking distance of home, providing play opportunities, open space and amenity values
Total operating cost	\$ 863,653.00 – 2015/16

Special Interest Sites

Scenic & Special Purpose reserves are those where the primary focus is the protection of natural values, with limited recreation use and development. Typically native bush areas, wetlands or other natural landscapes. May include walking tracks, mountain bike (MTB) tracks, picnic areas and facilities to support and service these activities.

The values of Scenic & Special Purpose reserves are:

- Remnant NZ native vegetation
- Natural wetland areas
- Significant water bodies
- Sites that contain cultural or historic values
- Adjoining significant waterways or water bodies
- Opportunities for low impact recreation activity (secondary to conservation values)

Level of service statement	Protection of specific natural landscapes and provision of a range of recreation experiences appropriate to the particular reserve.
Total operating cost	\$ 116,878.00 – 2015/16

Sportsgrounds

A Sportsground is a reserve that is primarily designed and used for active sport and recreation within one geographic area, usually of a traditional team nature. The reserve may also provide for a range of community activities and facilities. It is also likely to be used for casual recreation activities such as children's play and walking by local residents.

The reserve is likely to have formally maintained sports turf for a mixture of winter and/or summer sport. The sports turf areas are maintained to standards reflective of Council's Policies for sports code use. The reserve may also accommodate hard court or other built recreation facilities. There will be high usage at peak times as these reserves are designed for local team sports.

Level of service statement	Provision of sports fields and reserve land for recreation facilities that meet the needs of the major field based sports and other recreation activities.
Total operating cost	\$ 595,143.00 – 2015/16

Formal Gardens

Formal Gardens deliver high quality horticultural amenity to provide urban beatification public gardens. The values include:

- Peace & tranquillity
- Horticultural excellence and diversity
- Tourist destination
- Particular unique feature or character
- Historic, artistic or cultural values

Formal Gardens will be developed to, and cater for, a high standard and level of use.

Level of service statement	Provision of high quality amenity open spaces in key locations that provide urban beatification and opportunities for contemplative leisure experiences in a public garden setting.
Total operating cost	\$ 256,552.00 – 2015/16

Walkways

Walkways are provided primarily to create walking and cycling linkages for urban transportation, recreation or as linkages between roads or access to facilities/features. The values of Walkways are:

Level surface and easy to use for walking /cycling
 A natural or attractive environment
 Separated from motorised traffic
 Safe to use

Level of service statement	Provision of walkways and tracks to provide recreational walking and cycling opportunities consistent with the objectives of the Regional Cycling and Walking Strategy 2005.
Total operating cost	\$ 278,906.00 – 2015/16

Moturoa / Rabbit Island

Moturoa / Rabbit Island is recognised as a unique high use reserve that serves the total district and has its own particular characteristics and management approach.

The reserve provides the following values:

Sheltered inner harbour beach
 Family picnics and outings
 Exotic forestry predominant vegetation

Level of Service statement	Provision of beach access and associated picnic facilities catering for high seasonal use.
Total operating cost	\$ 456,076.00 – 2015/16

Rural Recreation, Beach and Esplanade Reserve

Esplanade reserves are land alongside rivers, which are typically up to 20 metres wide and have been acquired usually through subdivision. Beach reserves are areas immediately adjoining coastal beaches and typically in the vicinity of coastal settlements where public use of beaches is an integral part of these communities. The decision and ability to acquire esplanade reserves is driven by policies and rules within the District Plan. The purpose of beach and esplanade reserves is to protect environmental & ecological values of the riparian strip and also to protect and provide for public access to waterways and coastal areas.

Level of service statement	Provision of land along waterways and the coast to provide public access and environmental protection
Total operating cost	\$ 560,000.00 – 2015/16

Trees, Plots and Verges

Covers the provision and management of trees on urban streets and parks, plus the provision of street garden plots and grass verges. A tree strategy is currently under development and this will include the development of levels of service for planting and management.

Level of service statement	Provision of trees on parks and urban streets throughout the city that enhances the landscape, provides shade, shelter and visual interest.
Total operating cost	\$ 169,899.00 – 2015/16

Cemeteries

Cemeteries are provided to provide a location for the interments and remembrance. The primary objective is to create a respectful environment that is attractive, restful and suitable for reflection and grieving.

Level of service statement	Provision of Cemeteries that provide a range of burial options and adequate space for future burial demand for a minimum of ten years.	Maintain cemeteries, memorial gardens and records for families, friends and visitors to remember their loved ones. (Auckland Council example)
Total operating cost	\$ 323,862.00 – 2015/16	

Public toilets

Public toilets are provided to.

Level of service statement	Provision of public toilets that
Total operating cost	\$ 632,866.00 – 2015/16

R.6.2 Urban Open Space and Amenity

Description

Urban Open Space & Amenity areas are developed reserves designed for use by the local residential community. They are generally smaller in size, ranging from 1,000m² up to one hectare. The average ideal size is considered to be from 2,500m² to 5,000m².

The reserve should be easily accessible ideally with road frontage and multiple access points. The reserve will be well maintained, free draining, have flat or gently undulating grassed areas, be safe and provide an attractive welcoming ambiance to the immediate local community within a ten minute walking distance of urban residential property.

Urban Open Space & Amenity should provide an open grass area suitable for small scale ball play; children's play equipment, seating, paths and attractive amenity planting. Larger reserves may accommodate small community buildings and small scale sports facilities such as tennis courts. Children's play area and play equipment on the reserve should be within 500 metres of all residential dwellings.

Provision

It is recommended that the minimum future provision for neighbourhood reserves be 2,500m² with a preferred provision of up to 5,000m² of usable flat or gently undulating land. This will serve a population of around 500 persons. For smaller rural communities and small subdivisions it is likely that reserve provision may be appropriate below the average indicator of 500 persons.

The reserve size is larger than many existing or traditional Urban & Amenity reserves, but it provides for a reasonable mix of activities including a large ball play space, playgrounds (both junior and senior), gardens and "quiet" spaces. It is also important to be able to provide a reasonable separation for adjoining residential properties from the active/noisy activities.

In urban communities neighbourhood reserves are to be located within a reasonable walking distance (10 minutes or 500m radius) of residential properties. Other reserve types suitable for neighbourhood reserves functions may also fulfil this requirement.

Location and design is to provide a wide open road frontage, providing a safe ambiance and maximise amenity impact. Ideally "centrally" located within the Urban & Amenity Reserves, with access to more than one road to maximise linkages to as many parts of the Urban & Amenity Reserves as possible. Suitable land for neighbourhood reserves is to be acquired at the time of planning new subdivisions generally.

Development Standards

The aim is to provide an attractive area for local use for children's play, relaxation and to enhance the local amenity value.

Services & Facilities	Development Standard – Urban Open Space and Amenity
Carparking	Encourage the use of street parking bays (within road reserve) but where necessary provide within the reserve.
Toilets	Not required.
Tracks and paths	Pathways that provide linkages between roads. Surface to be concrete or asphalt. Consistent with NZ HB 8630:2004 category classification. Path/kerb/gates designed to cater for accessible and pram/buggy use.
Furniture & structures	Provision of seating, picnic tables and refuse bins. Standard quality furniture, fencing and structures provided. Lighting not generally provided other than along walkway routes.
Visitor information	Standard name and control signage.
Tree planting	Opportunities to establish specimen trees will be maximised to provide shade, shelter and enhance amenity values.

Services & Facilities	Development Standard – Urban Open Space and Amenity
Gardens	Shrub Gardens to enhance amenity will be provided.
Play equipment	Playground equipment provided that best reflects the needs of the immediate community.

Service Delivery Standards

The primary focus for Urban & Amenity Reserves maintenance is to provide a consistently good standard - particularly in relation to grass mowing, and safe play equipment.

Services	Maintenance Standard – Urban Open Space and Amenity
Grass mowing	Medium quality grass mowing standard that consistently maintains a surface suitable for walking and ball games.
Turf management	Turf cover should be consistent.
Arboriculture	Inspection and maintenance of Juvenile trees quarterly and mature trees annually.
Vegetation control	Medium quality weed control for fence-lines and structures to maintain a tidy appearance consistent with grass standard.
Gardens	Garden weed and pest control maintenance will generally be to grade 2 standard with no greater than 10% weed coverage and no weeds over 100mm in height.
Furniture & structure maintenance	Structure maintenance will be focused on maintaining good structural condition and a tidy appearance. Inspection on two monthly cycle, made safe within eight hours and non-urgent repairs within five days.
Playgrounds	Play equipment inspected weekly for safety and maintenance. Maintenance as per NZS 5828:2004
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.
Tracks & paths	Maintained to a high standard that ensures safe, unhindered and attractive access.

R.6.2 Special Interest Sites

Description

Scenic and Special Purpose reserves are those where the primary focus is the protection of natural values, with limited recreation use and development. Typically native bush areas, wetlands or other natural landscapes. May include walking tracks, mountain bike (MTB) tracks, picnic areas and facilities to support and service these activities.

The values of Scenic & Special Purpose reserves are:

- . Remnant NZ native vegetation
- . Natural wetland areas
- . Significant water bodies
- . Sites that contain cultural or historic values
- . Adjoining significant waterways or water bodies
- . Opportunities for low impact recreation activity (secondary to conservation values)

Provision

For planning purposes no minimum size is identified although it is expected sites will be no smaller than 1 hectare unless the area has natural values of particular interest.

Land may be located anywhere in the district where a site has specific values that warrants its acquisition for Scenic & Special Purposes. The values identified in 3.8.2.1 will be used to assess its value for acquisition.

Some sites may be acquired as Scenic & Special Purpose areas that do not have existing strong values, but where their management as areas of NZ native vegetation is considered the most appropriate land use. These are typically gully areas adjoining waterways, around urban areas where secondary values including access to the water and walking tracks will provide additional benefits.

Development

Generally a low level of development is envisaged for Scenic & Special Purpose Reserves with the objective being to retain or enhance the natural experience. Development will generally be limited to low impact activities such as walking and MTB tracks. Higher use sites may require ancillary visitor facilities such as car parking, signage and toilets.

Services & Facilities	Development Standard
Car parking/Roads	Off street car parking provided at high use sites only. Metalled surface.
Toilets	Medium/low standard toilets to be provided at entranceway/Carpark area appropriate to usage level.
Tracks and paths	Walking and MTB tracks provided to appropriate NZS grading based on usage level.
Furniture & structures	Limited furniture such as picnic tables provided at car parks/picnic areas. Seats provided at key viewing or rest points. Refuse bins provided at picnic areas only if necessary and can be serviced efficiently
Visitor information	Signage to be provided to identify the reserve and provide directional/control information. Additional signage and visitor info as appropriate: Interpretation signs provided at historic or natural feature sites Map sign provided at entrance to larger sites with multiple tracks Directional signage at path junctions
Biodiversity	If additional revegetation is required a native planting and weed/pest control programme will be undertaken to protect and add to existing values.

Service Delivery Standards

Services inputs on Scenic & Special Purpose reserves are expected to be low with an emphasis on weed control, track maintenance and operation of visitor facilities such as toilets and picnic/parking areas.

Services	Maintenance Standard
Grass maintenance	Medium/High standard quality grass mowing where required e.g. picnic and urban community use areas.
Weed control	Weed control will be a high priority on sites being revegetated, with release spraying undertaken 2-4 times per year. Other areas will be limited to target weeds or alongside tracks. For urban community use sites weed control will match grass mowing standard.
Furniture & structure maintenance	Regular two monthly inspections focusing on maintaining good structural condition and safety. Any damage reported within 24 hours.
Track maintenance	Maintained to a high standard that ensures safe, unhindered and attractive access.
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.
Grazing	Grazing will be used at appropriate sites to economically control vegetation and support the rural character.

Services	Maintenance Standard
Toilet cleaning	Either three times a week where usage warrants or once per week for remote or low use locations depending on seasonal use.

R.6.3 Sportsgrounds

Description

A Sportsground is a reserve that is primarily designed and used for active sport and recreation within one geographic area, usually of a traditional team nature. The reserve may also provide for a range of community activities and facilities. It is also likely to be used for casual recreation activities such as children's play and walking by local residents.

The reserve is likely to have formally maintained sports turf for a mixture of winter and/or summer sport. The sports turf areas are maintained to standards reflective of Council's Policies for sports code use. The reserve may also accommodate hard court or other built recreation facilities.

There will be high usage at peak times as these reserves are designed for local team sports.

Provision

For planning purposes no minimum size is identified although it is expected future sites will be provided in a minimum of 2ha land parcels and centralised in central urban locations.

The recent joint Nelson City /Tasman District development of the Saxton Field multi use sports facilities are intended to meet the majority the regional sports needs for the next twenty years.

Council is pursuing the purchase of land adjacent to Sportspark Motueka for extra sportsgrounds and recreational facilities.

However, the ongoing provision of sports reserves to meet local growth needs and maintain a minimum of 1.5ha/1000 residents will be required.

Development Standards

Development requirements for sports reserves are primarily driven by the needs of the particular sports and recreation activities planned for the reserve, together with enhancing the amenity of the area through tree planting and allowing for casual use.

Services & Facilities	Development Standard
Playing surface	Turf surfaces developed to a high standard appropriate to sports activity and level of play
Drainage & irrigation	Where irrigation can be provided it will be carried out with pop up sprinklers or with a travelling irrigator field drainage will be provided where conditions require.
Car parking	Developed off street car parking where possible, with hard paving. Size of Carpark will be dependent on site usage.
Toilets	Toilets provided only as part of clubrooms or changing facilities. May only be accessible during times of sports play.
Tracks and paths	Tracks and paths will be provided to buildings and as required for recreational walking linkage routes.
Furniture & structures	Standard quality furniture, fencing and structures provided. Lighting may be provided around Carpark/clubroom areas. Floodlighting of sports fields is permitted.
Visitor information	Standard name and control signage.
Tree planting	Opportunities to establish specimen trees, as appropriate to the site and location, will be maximised. Typically these will be deciduous species, on the boundary to create sense of enclosure and shelter and to minimise impact on the areas use for sports fields.
Gardens	Shrub gardens around car parks/buildings and elsewhere to enhance amenity
Play equipment	Playgrounds provided at larger/high use sites. Or where reserve provides dual Urban & Amenity Reserves use function.

Service Delivery Standards

The primary focus of for sports field maintenance is grass mowing and turf quality.

Services	Maintenance Standard
Grass mowing	High quality grass mowing standard to meet sports code requirements. Standard quality mowing for surrounds and general use areas.
Turf management	Regular turf renovation programmes undertaken, including mechanical aeration, fertiliser, irrigation, weed control, under-sowing and topdressing as required for the level of usage and turf condition.
Arboriculture	Inspection and maintenance of Juvenile trees quarterly and mature trees annually.
Vegetation control	Standard weed control standard for fence-lines, structures and carparks to maintain a tidy appearance consistent with grass standard.
Furniture & structure maintenance	Structure maintenance will be focused on maintaining good structural condition and a tidy appearance. Inspection on two monthly cycle, made safe within eight hours and non-urgent repairs within five days.
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.

R.6.4 Formal Gardens

Description

Formal Gardens deliver high quality horticultural amenity to provide urban beautification public gardens.

The values include;

- Peace & tranquillity
- Horticultural excellence and diversity
- Tourist destination
- Particular unique feature or character
- Historic, artistic or cultural values

Formal Gardens will be developed to, and cater for, a high standard and level of use.

Provision

For planning purposes no minimum size is identified although it is expected sites will be no smaller than 5000m².

Acquisition of any future Premier Reserves is likely to be based on the opportunity to acquire a site that has specific special characteristics that warrant its acquisition or protection. Any site acquired will then need to be developed to a high standard to ensure that the benefits from the acquisition are maximised.

Development Standards

Facilities and amenities provided to a high standard as appropriate to each parks character.

Services & Facilities	Development Standard - Formal Parks & Gardens
Carparking	Developed off street car parking where possible, with hard paving.
Toilets	High quality toilets to be provided on site.

Tracks and paths	Developed dual use (min 2m width) pathways on main routes. Main routes to be hard paved or fine metal surface used appropriate to the nature of the reserve.
Furniture & structures	High quality furniture, fencing, lighting and structures provided. Seats, bins, tables, lights etc to be of a consistent brand /style. Use of specifically themed or quality furniture & structures above that normally used in other reserves where possible. Unless park is closed at night, pedestrian standard lighting provided along main routes.
Visitor information	Comprehensive signage to be provided that includes as appropriate: Interpretation panels describing history and special values or features Map of the reserve Guided trail(s) Information and control signage at all entrances Directional signage at path junctions
Tree planting	Opportunities to establish specimen trees as appropriate to the site and location will be maximised.
Gardens	High quality gardens will be developed that may include mixed shrubs, roses, perennials or annuals as appropriate.
Play equipment	Dependent on the purpose and use of the reserve, development of high quality playgrounds will be undertaken to a standard above that normally provided at Urban & Amenity Reserves reserves.
Water features	Dependent on the nature or topography of the reserve, opportunities for the development of water features such as lakes, ponds, streams or fountains may be included.

Service Delivery Standards

Services operated and maintained to a high standard appropriate to a garden park denoting "special" higher value.

Services	Maintenance Standard - Formal Parks & Gardens
Grass maintenance	Highest quality grass mowing standard
Horticulture	Highest quality garden maintenance standard for garden areas.
Arboriculture	Trees inspected and maintained at least every six months.
Weed control	Highest quality weed control standard applied to achieve a "weed free" environment.
Furniture & structure maintenance	Structures to be maintained in "as new" condition, free from any breakages, damage or graffiti. Structure maintenance will be focused on maintaining good structural condition and a tidy appearance. Inspection on two monthly cycle, made safe within eight hours and non-urgent repairs within five days.
Play equipment	Play equipment inspected weekly for safety and maintenance. Maintenance as per NZS 5828:2004. To be maintained in "as new" condition, free from any breakages, damage or graffiti.
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.
Toilet Cleaning	Carried out to a high standard ranging from twice daily to three times per week where applicable.

R.6.5 Walkways

Description

Walkways are provided primarily to create walking and cycling linkages for urban transportation, recreation or as linkages between roads or access to facilities/features. The values of Walkways are:

- . Level surface and easy to use for walking /cycling
- . A natural or attractive environment
- . Separated from motorised traffic
- . Safe to use

Provision

For planning purposes no minimum area is identified, however the width of land acquired should generally aim to be six metres minimum of four metres to allow for dual use paths up to 2.4m wide and to create an open visually inviting thoroughfare.

Location will be site specific but will endeavour to maximise natural opportunities such as waterways and views. Design and location shall safety values are taken into account.

Development and Service Delivery standards

Work towards categorising all walkways /tracks using NZS HB 8630:2004 dependant on its use and purpose. Development and maintenance standards will be consistent with the identified track category.

Track categories	Description
Urban Path	Urban Paths will be well formed and provide for easy walking suitable for most ages and fitness levels. Urban Paths provide pedestrian access on a durable surface such as concrete and tar seal. Most urban paths will cater for physically disabled people, they are usually located in well populated urban areas and close to public amenities and they are designed to meet urban resident requirements.
Short Walk	Short Walks cater for short stop travellers who undertake passive to mildly active activities. These walks are no longer than 1 hour return, are low risk, link with safe facilities and cater for all ages and most walking abilities. Some short walks may cater for physically disabled people.
Walking Track	Walking tracks cater for day visitors who usually walk for 1 hour to one full day return. These tracks are usually easy day walks and are required to be of a high standard to enable use by relatively inexperienced visitors with a low level of backcountry skill. These tracks will have a low level of risk and safe facilities.
Easy Tramping Track / Great Walk	Easy Tramping track are tracks where the expectation is a low risk comfortable experience in the backcountry. These tracks provide safe structures, foot access only to places where vehicle transport is not possible or permitted, except where boat or air access is permitted. Guided or concessionaire operations may be carried out using these tracks.
Tramping Track	Easy Tramping track are tracks where the expectation is a low risk comfortable experience in the backcountry. These tracks provide safe structures, foot access only to places where vehicle transport is not possible or permitted, except where boat or air access is permitted. Guided or concessionaire operations may be carried out using these tracks.
Route	Routes are tracks which are generally unformed lightly cut routes catering for the most experienced of backcountry visitors. They are designed to cater for experienced backcountry visitors who have navigation and river-crossing skills

Service Standards

Services inputs on walkway reserves are expected to be low with an emphasis on weed control, track maintenance and operation of visitor facilities such as toilets and picnic/parking areas.

Services	Maintenance Standard
Grass maintenance	Medium/High standard quality grass mowing where required e.g. picnic and urban community use areas.
Weed control	Weed control will be a high priority on sites being re-vegetated, with release spraying undertaken 2-4 times per year. Other areas will be limited to target weeds or alongside tracks. For urban community use sites weed control will match grass mowing standard.
Furniture & structure maintenance	Regular two monthly inspections focusing on maintaining good structural condition and safety. Any damage reported within 24 hours.
Track maintenance	Maintained to a high standard that ensures safe, unhindered and attractive access.
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.
Grazing	Grazing will be used at appropriate sites to economically control vegetation and support the rural character.

R.6.6 Moturoa / Rabbit Island

Description

Moturoa / Rabbit Island is recognised as a unique high use reserve that serves the total district and has its own particular characteristics and management approach. The reserve provides the following values:

- Sheltered inner harbour beach
- Family picnics and outings
- Exotic forestry predominant vegetation

Development Standards

Moturoa / Rabbit Island is developed to meet high level seasonal use while still retaining a “natural” character use.

Services & Facilities	Development Standard – Moturoa / Rabbit Island
Roads & Carparking	Main access routes are sealed two way roads supported by a network of metalled tracks providing access along the beach front. Designated metalled carparks and casual carparking dispersed through out the publicly accessible areas.
Public toilets	High quality toilets to be provided on site.
Tracks and paths	Formed paths and tracks provided to give access to the beach through designated routes. Accessible tracks to toilets/changing rooms. Consider accessibility issues when designing beach access paths – e.g. easy gradient, chain link timber surfacing, etc.
Furniture & structures	Robust furniture, fencing, and structures provided.
Visitor information	Comprehensive signage to be provided that includes as appropriate: Interpretation panels describing history and special values or features Map of the reserve Information and control signage at all entrances

Services & Facilities	Development Standard – Moturoa / Rabbit Island
Trees and other planting	Primary planting objective will be the use of NZ native species endemic to the Tasman ecosystem designed to control dune erosion, enhance biodiversity and create sustainable environments.
Gardens	Garden planting not required

Service Delivery Standards

The primary focus for Moturoa / Rabbit Island maintenance is to provide a balance between a natural environment and a high standard of amenity around the high use public sites.

Services	Maintenance Standard – Moturoa / Rabbit Island
Grass mowing	Medium quality grass mowing standard that maintains a surface suitable for picnic use
Arboriculture	Trees inspected and maintained at least annually to maintain safety around public use areas.
Vegetation control	Standard weed control for fence-lines and structures to maintain a tidy appearance consistent with grass standard. Control noxious and invasive weeds effectively. Control competitive weeds as appropriate on sites with revegetation planting
Furniture & structure maintenance	Structure maintenance will be focused on maintaining good structural condition and a tidy appearance. Annual inspection and non-urgent repairs within five days.
Public Toilets	Daily cleaning or twice daily during high use periods
Rubbish	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.

R.6.7 Rural Recreation, Beach and Esplanade Reserve

Description

Esplanade reserves are land alongside rivers, which are typically up to 20 metres wide and have been acquired usually through subdivision.

Beach reserves are areas immediately adjoining coastal beaches and typically in the vicinity of coastal settlements where public use of beaches is an integral part of these communities.

The decision and ability to acquire esplanade reserves is driven by policies and rules within the District Plan.

The purpose of beach and esplanade reserves is to protect environmental & ecological values of the riparian strip and also to protect and provide for public access to waterways and coastal areas.

Provision

The size (width) and provision of an esplanade reserve is determine by rules in the District Plan, but is usually based on a standard of 20 metres.

Coastal reserve provision on open sea beaches and harbour inlets will be assessed on a case by case basis dependant on the topography of the area, need for recreational access and use, and environmental protection requirements. Usual provision may range from 20m to 100 metres . Greater width of provision may be required to provide for high level recreation use or to protect high values areas such as wetlands or other remnant natural ecosystems.

Development Standards

The development of esplanade reserves is generally focused on providing pedestrian access and maintaining, enhancing and protecting the natural character of the riparian area. Pedestrian access will generally be unformed.

In many cases, esplanade reserves will not be developed at all where there are no contiguous reserves to provide walkway linkages or there is otherwise no need for development except to carry out re-vegetation planting where there are high conservation values or at the request of the neighbour. There are no specified development standards for esplanade reserves.

The level of development will be aimed at meeting the needs of a particular site. Some sites where the primary purpose is conservation and /or public access is not currently viable, may have no development.

The following standards apply to those areas that are used for recreation use in association with access to the beach, where the intention is to cater for intensive use and to attract visitors and users from the wider district, and from outside the district, a high level of development may be appropriate behind the frontal dune system.

The minimum level of development is likely to be vehicle access and parking with walking tracks to enable access to or through the reserve and on to the beach.

Services & Facilities	Development Standard – Beaches
Roads & carparking	On site roading and car parking on visitor destination sites to provide good access and meet high demand periods.
Toilets	Standard quality toilets to be provided on visitor destination and other high use sites.
Changing rooms	Changing rooms provided where appropriate – either as part of toilet buildings or other buildings such as surf clubs.
Tracks and paths	Formed paths and tracks provided to give access to the beach through designated routes. Accessible tracks to toilets/changing rooms. Consider accessibility issues when designing beach access paths – e.g. easy gradient, chain link timber surfacing, etc. Tracks along the length of the reserve to provide walking /cycle route and linkage to adjoining roads, etc. Consistent with NZ HB 8630:2004 category classification.
Furniture & structures	Provision of seating, picnic tables, shade structures and refuse bins. Standard quality furniture, fencing and structures provided. Lighting not required. Fencing of dune areas to protect them from vegetation damage and erosion by uncontrolled access by vehicles and pedestrians where appropriate.
Visitor information	Standard name and control signage. Interpretation panels where appropriate describing special values or features. Maps and directional signage as appropriate particularly if part of a walkway/linked reserve system.
Trees and other planting	Primary planting objective will be the use of NZ native species endemic to the Tasman & Golden Bays coastal ecosystem designed to control dune erosion, enhance biodiversity and create sustainable environments. Secondary planting objective will be to create shelter for recreational use and enhance amenity through the use of NZ natives and limited use of exotics.
Buildings	Provision of buildings will be restricted to only those essential for the support of coastal recreation activities toilets and change facilities

Service Delivery Standards

The primary focus for Beach reserve maintenance is to provide a balance between a natural environment where possible and a high standard of amenity on destination sites or other sites developed with mown grass and amenity features.

Services	Maintenance Standard – Coastal reserves
Grass mowing	Medium quality grass mowing standard that maintains a surface suitable for picnic use.
Arboriculture	Trees inspected and maintained at least annually
Vegetation control	Standard weed control for fence-lines and structures to maintain a tidy appearance consistent with grass standard. Control noxious and invasive weeds effectively. Control competitive weeds as appropriate on sites with revegetation planting
Tracks & paths	Maintained to a high standard that ensures safe, unhindered and attractive access.
Furniture & structure maintenance	Structure maintenance will be focused on maintaining good structural condition and a tidy appearance. Annual inspection and non-urgent repairs within five days.
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.

R.6.8 Trees, Plots and Verges

Description

Covers the provision and management of trees on urban streets and parks, plus the provision of street garden plots and grass verges. A tree strategy is currently under development and this will include the development of levels of service for planting and management.

R.6.9 Cemeteries

Description

Cemeteries are provided to provide a location for the interments and remembrance. The primary objective is to create a respectful environment that is attractive, restful and suitable for reflection and grieving.

Provision

A cemetery located within a short (up to 15 minute) drive from all major urban areas, with future capacity of a minimum of 20 years.

Development Standards

The aim is to provide an attractive well developed area that creates a sense of peaceful respect.

Services & Facilities	Development Standard – Cemeteries
Roads & Carparking	Access roads and parking provided for burial services and mourners. Work towards hard sealed at all major urban cemeteries.
Toilets	Not required.
Tracks and paths	Not generally required
Furniture & structures	Provision of refuse bins and water taps at regular intervals throughout the cemetery where a water supply is available.

Services & Facilities	Development Standard – Cemeteries
Visitor information	Standard name and control signage. Additional map and directional signage as required.
Tree planting	Opportunities to establish specimen trees will be maximised to provide shade, shelter and enhance amenity values with the aim of at least 5% coverage.
Gardens	Shrub Gardens to enhance amenity will be provided with 5% coverage in major urban cemeteries

Service Delivery Standards

High use urban cemeteries will be maintained to a high standard to ensure a tidy and well cared for appearance is maintained at all times. Low use or rural cemeteries will be maintained at a lower standard, but still achieve a “well cared for” appearance.

Services	Maintenance Standard – Cemeteries
Grass mowing	Medium quality grass mowing standard that consistently maintains a neat and tidy appearance.
Turf management	Turf cover should be consistent..
Arboriculture	Inspection and maintenance of Juvenile trees quarterly and mature trees annually.
Vegetation control	Medium quality weed control for fence-lines and structures to maintain a tidy appearance consistent with grass standard.
Gardens	Maintained to a high standard with the appropriate shrub cover and weed free.
Furniture & structure maintenance	Structure maintenance will be focused on maintaining good structural condition and a tidy appearance. Inspection on two monthly cycle, made safe within eight hours and non-urgent repairs within five days.
Refuse	Refuse bins should not be over 80% full and emptied as per contract schedule. Which range from daily to twice weekly with seasonal variances.
Roads & Carparks	Annual inspection and repair of potholes/damage with 10 days
Burial services	Provision of reliable burial services and regular maintenance of graves to provide a consistent well cared for appearance.

R.6.10 Public Toilets

Provision

Public toilets provided in public areas where people regularly congregate and where there are no other facilities available. Toilets provided at major parks, shopping areas, suitable locations to meet the needs of the travelling public, and other focal areas where large numbers of people regularly congregate and no other toilets are available

Development Standards

Toilet design visually attractive and in keeping with the environment.
New toilet design maximizes safety.

Service Delivery Standards

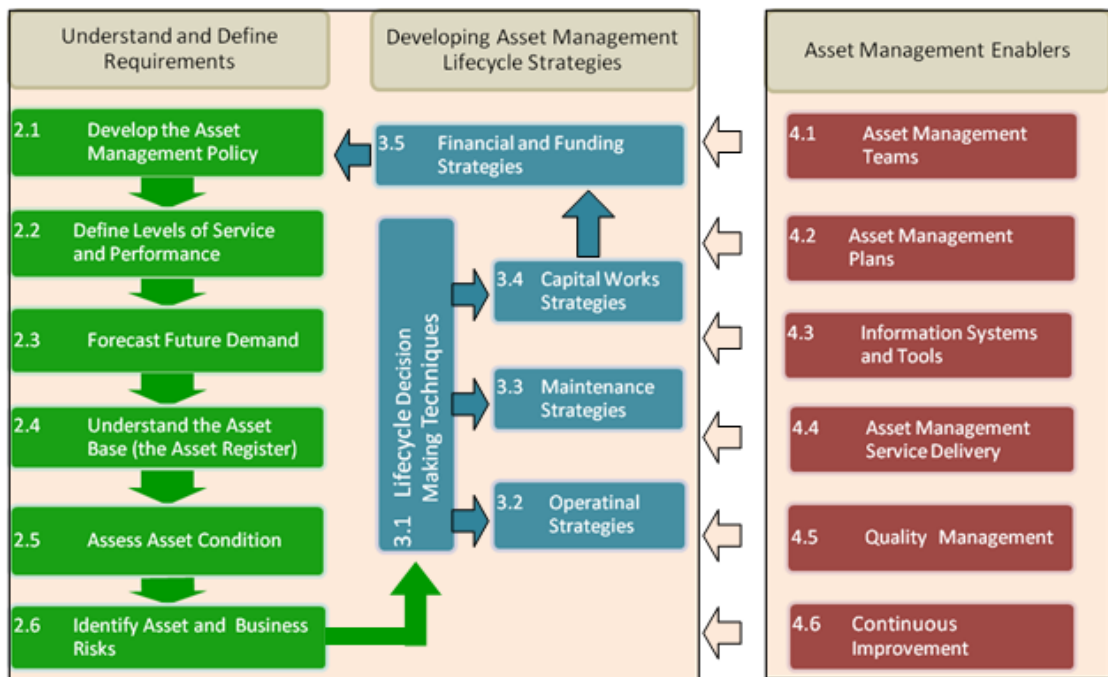
Toilets available at least 360 days per year.
Regular and effective cleaning to maintain hygiene.
Buildings maintained on a regular planned cycle to ensure life expectancy is maximised.
Appearance maintained to a good standard.

APPENDIX S. COUNCIL'S DATA MANAGEMENT, ASSET MANAGEMENT PROCESSES AND SYSTEMS

S.1 Introduction

The Office of the Auditor General (OAG) uses the International Infrastructure Management Manual (IIMM) as the benchmark against which New Zealand councils measure their standards. The IIMM describes the Asset Management (AM) process as a step by step process applied to an activity or network level, to manage assets from planning to disposal or renewal. This process is shown in Figure S-1. Each of these processes is summarised in this Appendix.

Figure S-1: The Asset Management Process (taken from IIMM 2011)



S.2 Understand and Define Requirements

This phase determines what service levels are required and how future demand might change over time, as well as the current assets' capability to deliver on those requirements.

S2.1 Develop the Asset Management Policy

The Asset Management policy framework guides the organisation in terms of priorities and strategies, and sets out specific responsibilities, objectives, targets and plans. Council has approached this by determining the desired and actual levels of asset management practice, and identifying the gaps between them for future improvement.

S2.1.1 Determine the appropriate (desired) level of asset management practice

The level of Asset Management expected can differ between activities. The IIMM defines the standards of the Activity Management Plans (AMPs) on a scale as follows:

Minimum	Starting point
Core	Basic
Intermediate (core plus)	Transition between Core and Advanced
Advanced	Most thorough

Council reviewed these levels in September 2014 and advised on target levels. A range of parameters (including populations, issues affecting the district, costs and benefits to the community, legislative requirements, size, condition and complexity of assets, risk associated with failure, skills and resources available, and customer expectation) were assessed to determine the most suitable level of asset management. Council resolved that the Core level of asset management should be maintained for the Parks and Reserves AMP.

S2.2 Define Levels of Service and Performance

The Level of Service and Performance Management frameworks will ensure that agreed stakeholder requirements are met. Levels of Service, performance measures and relationship to Community Outcomes are detailed in Appendix R.

S2.3 Forecast Future Demand

Understanding how future demand for service will change enables Council to plan ahead to meet that demand. Demand and future new capital requirements are dealt with in Appendix F.

S2.4 Understand the Asset Base (the Asset Register)

A robust asset register is a core requirement for asset management. Data on Council assets is collected via as-built plans (supplied through capital works and subdivision), maintenance contract work and field studies. Two enterprise asset systems are used to record core data:

The Confirm Asset Management System contains information on reserve land, sportsfields, playgrounds, toilets, cemeteries and their associated assets.

Most data sets are viewable on the corporate GIS browser, Explore Tasman. Reporting systems summarise data for management and performance reporting, and for providing links between AM systems and GIS / financial systems. Several other standalone applications exist for specific purposes.

The Asset Register and other Information Systems are described more comprehensively in section S4.3 Information Systems and Tools.

S2.5 Assess Asset Condition

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.

Park and reserve land	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.
Sportsfields	Condition assessments are carried out by an independent auditor on a three yearly basis. An annual maintenance programme is carried out each year by Council staff, which takes into account the condition of the field surfaces.
Playgrounds	A full structural condition assessment of Council's playgrounds was undertaken by a certified playground auditor in Nov/Dec 2014.
Public toilets	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.
Cemeteries	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.

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 S-4.

Table S-4: Asset Condition Rating Table

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

S2.6 Identify Asset and Business Risks

A key process is assessing critical assets and risks. This feeds into all lifecycle decision making processes.

S2.6.1 Asset Risks - Critical assets

Many Council-owned assets are graded for Criticality as shown in Table S-5. With the exception of cemeteries, no Parks and Reserves assets are defined as critical assets. Cemeteries need to have adequate capacity to cope with situations such as pandemics, when mass burials are required within a short time period. Most Parks and Reserves assets are rated as 'Normal', with some 'Non-critical'.

2.6.2 Business Risks

Council have adopted an Integrated Risk Management framework to manage risks, both at corporate and activity level. This is detailed in Appendix Q, Significant assumptions, uncertainties and risk management.

S3 Developing Asset Management Lifecycle Strategies

S3.1 Lifecycle Decision Making Techniques

The lifecycle decision phase looks at how best to deliver on the requirements by applying various decision-making techniques, strategies and plans. Council has a number of strategies for ensuring that assets are well-utilised. These are discussed in separate appendices as listed below.

S3.2 Operational Strategies and Plans

Demand management strategies (reducing overall demand and/or reducing peak demands) are covered in Appendix N, Demand management. Emergency management processes are covered in Appendix Q, Significant assumptions, uncertainties and risk management.

S3.3 Maintenance Strategies and Plans

Optimised maintenance programmes are dealt with in Appendix E, Operations and maintenance.

S3.4 Capital Works Strategies

Forecast growth and demand and new asset investment programming are detailed in Appendix F, Demand and future new capital requirements. Optimised renewal programmes and Asset investment programmes are covered in Appendix I, Capital requirements for future renewals.

S3.5 Financial and Funding Strategies

A robust, long-term financial forecast is developed as the culmination of this phase, which identifies strategies to fund these programmes. This section covers how the resource demand of AM can be identified, disclosed and funded. The following appendices hold this information:

Appendix D – Asset valuations

Appendix G – Development contributions / financial contributions

Appendix K – Public debt and annual loan servicing costs

Appendix L – Summary of future overall financial requirements

Appendix M – Funding policy, fees and charges

S4 Asset Management Enablers

Underpinning Asset Management decision-making at each stage are the following:

S4.1 Asset Management Teams

Council has an organisational structure and capability that supports the AM planning process. Responsibility for asset planning across the lifecycle is delivered by teams within the Council as shown by Figure S-2 below.

Corporate and strategic planning is performed by the Strategic Policy team in the Community Development Department. The asset management function is managed by several AMP teams. Some Parks and Reserve operation and maintenance contracts are externally tendered. Professional services are supplied by Nelmac and other consultants. Details are discussed in Section S4.4.

Figure S-2: Asset Management Team Roles (taken from IIMM 2011)



S4.2 Asset Management Plans

Asset Management plans need to be robust and set out clear future strategies and programmes. This document is a key part of the Asset Management process and will be updated on a regular basis in between AMP planning cycles.

S4.3 Information Systems and Tools

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 optimal asset programmes. These are detailed below. There is a continual push to incorporate all asset data into the core AM systems where possible; where not possible, attempts are made to integrate or link systems so that they can be easily accessed. Figure S-3 shows how the various systems used in Council inter-relate.

Figure S-3: Systems used for Asset Management at Tasman District Council

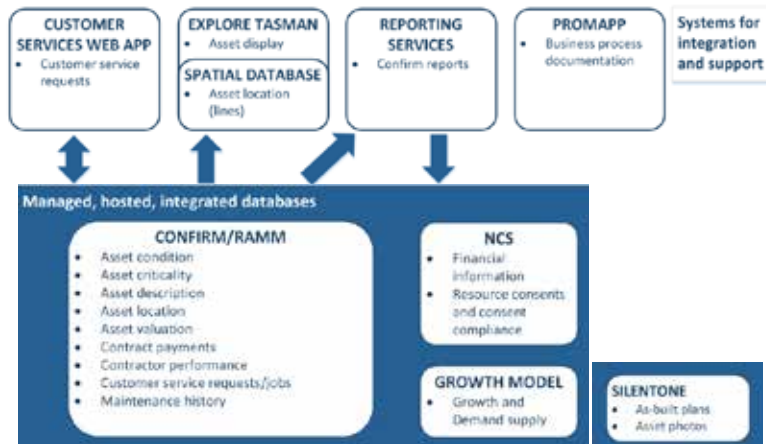


Table S- lists the various data types and systems they are held in, with a summary of how they are managed.

Table S-3 defines the Accuracy and Completeness grades applied to asset data in Table S-2

Table S-2: Data types and information systems they are held in

AM Activity	Current Practice	Best Practice	Improvement
Asset Register – Land	All land that is covered by maintenance contracts is recorded in AMS	All land to be recorded in AMS, including land not included in maintenance contracts All relevant management information to be recorded in AMS e.g. size, AM and or planning category, legal description, reserve classification, year acquired, ward area, maintenance contract that applies, etc	Ensure all land is categorised in line with planning categories and whether actively maintained or natural land to enable easy and consistent reporting.
Asset Register – Assets	Asset records are 98% complete for above ground assets Some (60%) underground assets have been recorded Systems in place for recording changes to assets	Full ‘as-built’ recording process in place to continually update data. Electronic asset register may be interrogated at all levels within organisation	Complete records for all above ground assets – particularly on Management committee reserves Complete collection of and record underground services Other Reserves and Facilities staff to be fully trained in accessing and utilising Confirm software and its information
Mapping of Asset Information	Sites only have been collected with GPS location co-ordinates Confirm AMS is linked to GIS mapping system.	All assets can be accurately mapped using GPS location co-ordinates AMS is seamlessly linked to GIS mapping system Multilayer mapping can be achieved to analysis asset information. E.g. asset condition, asset age, maintenance type and grades, vegetation types, etc	Continue to develop and utilise GIS mapping capability Collect asset location by GPS

AM Activity	Current Practice	Best Practice	Improvement
Risk Management	<p>Safety of critical assets monitored. E.g. annual survey of playgrounds</p> <p>Storm check of Moturoa / Rabbit Island trees as required</p> <p>Risk management is practised informally, based on the knowledge of experienced staff.</p>	<p>All critical assets monitored, and failure modes understood.</p> <p>Strategy in place to minimise the failure of critical assets</p> <p>All sites and assets monitored regularly to identify any hazards and eliminate or mitigate these risks.</p>	<p>Implement system to regularly assess all sites and assets for hazards</p> <p>Carry out playground survey annually</p> <p>Implement system to monitor critical assets</p>
Condition and Performance Assessment	<p>Asset condition survey now complete and up to date</p>	<p>Condition ranking and monitoring carried out on a regular basis (at least every 3 years for parks assets and 5 years for buildings)</p> <p>Maintenance feedback processes established</p>	<p>Ensure systems in place to regularly update parks asset condition information at least 3 yearly and building condition information 5 yearly</p> <p>Update renewal plan annually to reflect work achieved in the past year and any updated condition information</p>
Contract Management	<p>Good documentation of maintenance and development contracts.</p> <p>Operational activities contestably priced</p> <p>Management systems, are electronic processing with some paper use which is collected electronically</p> <p>Performance monitoring undertaken by separate contractor – currently manual – moving to electronic. Plus informal in house staff monitoring</p> <p>Contractor is electronically linked to confirm for contract instructions</p>	<p>Operational activities contestably priced or negotiated on benchmarked current industry rates</p> <p>Continuous performance monitoring and reporting by contractors in place</p> <p>For all significant operational activities and levels of service, specifications documented in contract documents or service manuals</p> <p>Contract management systems utilises a specialised integrated software solution that links to asset information</p> <p>AMS links maintenance details and costs to assets and enables tracking of work history.</p>	<p>Continue to assess the options for moving to electronic recording of reserve contract auditing</p>

AM Activity	Current Practice	Best Practice	Improvement
Optimised Life Cycle Strategy	Renewals based on assessment by experienced staff. No plan in place.	Lifecycle costs optimised and a 10 year plus forward renewal programme based on a combination of economic life and regularly updated assessment of condition and remaining life.	Update renewal plan annually to reflect work achieved in the past year and any updated condition information – plan not yet done
Design/ Project Management	Use of Office project mgt on some larger projects Project management procedures not documented System in place to collect and record in AMS new asset creation	Documented quality assurance systems for design and project management to ensure optimum lifecycle costs Processes to ensure new assets are included in AM systems Designers required to consider lifecycle costs and carry out ODM and risk assessment for major projects(over \$500K)	Develop quality assurance system for new project design and management Ensure Council staff project manage developments on reserves and halls operated by management committees Undertake full ODM processes for major projects over \$500K
Valuation	Reserves Asset valuation information now loaded on Confirm and valuation report can now be produced directly from this system Building assets valued separately by property valuer	All assets surveyed to update condition information and remaining life, prior to valuation Asset replacement values and economic lives reviewed and updated by qualified and experienced AM personnel. Valuation information stored in AMS and reports updated and produced automatically from this system Valuation peer reviewed by independent AM professional experienced in the asset group.	Detailed asset register, asset values and lives has been undertaken but this information is not being used for the actual valuation.
AM Quality Assurance/ Continuous Improvement	Audit NZ audits performance measures and other requirements AM Team monitors AM systems	Continuous improvement 'culture' evident in all AM processes Appropriate quality checks and controls established All works based on benefits to organisation	Review and update AMP improvement plan on an annual basis to monitor progress Set annual internal performance targets to improve specific AM information and practices based on improvement programme in the AM plan

Table S-3: Asset Data Accuracy and Completeness Grades

Grade	Description	% Accuracy	Grade	Description	% Completeness
1	Accurate	100	1	Complete	100
2	Minor inaccuracies	± 5	2	Minor gaps	90 – 99
3	50% estimated	± 20	3	Major gaps	60 – 90
4	Significant data estimated	± 30	4	Significant gaps	20 – 60
5	All data estimated	± 40	5	Limited data available	0 – 20

S4.4 Asset Management Service Delivery

Council has opted to generally tender capital works and operations and maintenance of parks and reserves externally to obtain more cost-effective service delivery.

S4.4.1 Professional services contracts

From time to time, the Community Development Department has a need to access a range of professional service capabilities to undertake investigation, design and procurement management in support of its parks and reserves programme.

S4.5 Quality Management

This section outlines quality management approaches that support Council's AM processes and systems.

Process documentation	This is being phased in across Council with the implementation of Promapp. Over time business units are capturing organisational knowledge in an area accessible to all staff, 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.
Quality Management systems	TDC does not have a formal Quality Management system across Council; quality is ensured by audits and checks that are managed in individual teams. Quality checks are done at many stages throughout the Asset Management process.
Planning	A peer review was performed by Waugh Infrastructure Management Ltd on 2011 AMPs. From that a comprehensive Improvement Plan has been drawn up. Actions are discussed at regular meetings and progress noted. These will be incorporated into the following round of AMPs.
Programme Delivery	This follows strictly a gateway system with inbuilt checks and balances at every stage. Projects can't proceed until all criteria of a certain stage have been completely met and formally signed off.
Subdivision works	Subdivision sites are audited for accuracy against the plans submitted before reserves are vested in Council.
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	Monthly reports are run to ensure data accuracy and completeness. Parks and Reserves assets are shown on the corporate GIS browser, Explore Tasman, and viewers are encouraged to report anomalies to the Activity Planning Data Management team.
Asset performance	Audits of reticulation flows are done regularly to ensure that system performance is optimal.
Operations	Audits of a percentage of contract maintenance works are done

	every month to ensure that performance standards are maintained. Failure to comply with standards is linked to financial penalties for the contractor.
Levels of Service	KPIs are reported annually and audited by the OAG.

S4.6 *Continuous Improvement*

Processes are in place to monitor the adequacy, suitability and effectiveness of all AM planning activities to drive a continuous cycle of review, corrective action and improvement. These are covered by Appendix V, Improvement programme.

S.4.7 *Asset Management Systems*

The Council operates Confirm which is a specialised Asset Management Application. This holds a data base of all parks and reserves land, assets and building information. It also records non Council land that is maintained by Council such as Right of Way easements and esplanade reserves. It does not currently record esplanade strips and it is recommended that these be added, to provide a comprehensive data base of any non Council land it maintains and any land it has an interest in.

Confirm holds an asset register of all parks and reserves assets. These records are considered to be 99% complete for above ground assets. It also includes some of the underground services e.g. irrigation systems and some sewer on recent developments. The asset records for some of the reserves managed by Management Committees are not comprehensive with just the major assets recorded.

The asset information currently records details relating to:

- Asset type
- Measurement information – (how many and size)
- Asset creation date
- Location description
- Maintenance contract and area, if any
- Ward
- Category and reserve classification
- Customer responsible for asset
- Attribute detail about asset
- Asset condition
- Work records
- Records of customer enquiries
- Scanned as built plan links
- Asset notes and description

The reserve location is also recorded by GPS reference and can be mapped via the GIS system. The GIS system is also linked to the Confirm system so that both systems are as up to date as possible. The location of assets by GPS is a possible future development.

Confirm is being utilised to record valuation information for the parks assets including useful lives and standard replacement values, but is not yet being utilised for producing a valuation report directly. The intention is that this capability will be developed corporately over the next three years.

Confirm is used to undertake all contract management functions, including programme of works, contract variations, non-routine work instructions, contract monitoring and contract payments. Confirm has a customer service enquiry functionality that is used to log and manage customer calls (service requests).

Landscape plans and as built information is contained within the “Silent One” system that Council operates. 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 linked to Confirm direct e.g. plaques and signs photos and management plans.

All other plans and records are kept in hard copy form.

APPENDIX T. BYLAWS

The Tasman District Council Consolidated Bylaw was made in accordance with the requirements of the Local Government Act 2002, and contains the following bylaws – each of which is relevant to the Parks and Reserves activity:

- Introductory Bylaw 2013
- Control of Liquor in Public Places 2012
- Dog Control Bylaw 2009
- Freedom Camping Bylaw 2011 (Amended December 2013)
- Freedom Camping (Motueka Beach Reserve) Bylaw 2013
- Navigation Safety Bylaw 2006
- Speed Limits Bylaw 2013
- Stock Control and Droving Bylaw 2005
- Trade Waste Bylaw 2005
- Trading in Public Places Bylaw 2010
- Traffic Control Bylaw 2013
- Details of the Traffic Control Bylaw 2013
- Water Supply Bylaw 2009
- Tasman's Great Taste Trail Bylaw 2012

These bylaws will be reviewed no later than 10 years after they were last reviewed.

There are no current plans to put new bylaws in place for the Parks and Reserves activity.

APPENDIX U. STAKEHOLDERS AND CONSULTATION

U.1 Stakeholders

There are many individuals and organisations that have an interest in the management and/or operation of Council's parks and reserves assets. Council has a Significance and Engagement Policy which is designed to guide the expectations with 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 AMP recognises stakeholder interest in ensuring legislative requirements are met and sound management and operational practices are in place. Key stakeholders include:

- iwi;
- District residents and ratepayers;
- community associations;
- community and resident groups;
- reserve and hall management committees;
- lessees and tenants of Council facilities;
- sports clubs and associations; and
- Department of Conservation.

U.2 Consultation

U.2.1 *Purpose of Consultation 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 Reserves Act 1977 requires the Council to undertake formal consultation when reviewing reserve management plans, leases of reserve land and any changes in reserve classification.

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

- feedback from residents surveys;
- other customer/user surveys, such as Yardstick visitor measures;
- level of service consultation on specific issues;
- feedback from staff customer contact;
- ongoing 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, lease of reserve land and changes to reserve classification.

The Council commissions residents' surveys on a regular basis, usually every year. These surveys assess the levels of satisfaction with key services, including provision of community facilities, and the willingness across the community to pay to improve services.

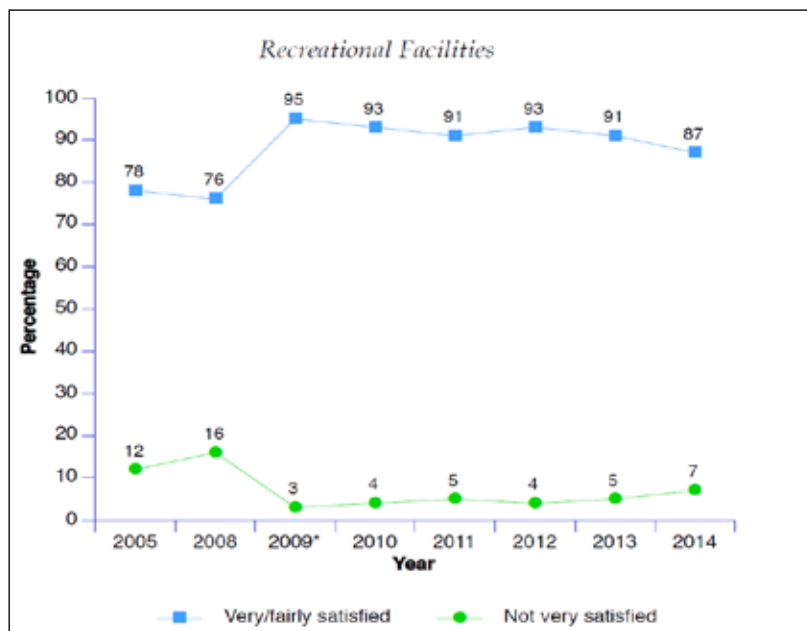
Other informal consultation is undertaken with community and stakeholder groups on an issue by issue basis, as required.

U.2.2 Consultation Outcomes

Residents' Survey

Council has previously undertaken general residents' surveys (NRB Communitrak™), comprising random household selection/telephone surveys, to determine the level of satisfaction residents have with various services the Council provides.

The results from the most recent residents survey in 2014 show that 87% of respondents are satisfied with the District's recreational facilities (which include 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 Communitrak™ surveys at other Councils in New Zealand, where satisfaction with recreational facilities is very high.

The 2014 survey results also show that 76% of residents are satisfied with public toilets in the District, compared with 68% in 2013. The percent not very satisfied (14%) is on par with the Peer Group and National Averages and similar to the 2013 reading (13%).



Park Visitor Survey

The Council participated in the Yardstick Parkcheck Visitor Measures project in 2010 and 2014. This project is designed specifically to collect and assess parks and reserves customer information. By using a benchmarking approach, it compares results between organisations to assess relative performance and identify strengths and areas for improvement.

The questions asked in the Parkcheck Visitor Measures survey are designed to identify the importance of specific services and amenities to customers and then measure the degree of satisfaction respondents had with these services and amenities.

Visitor satisfaction results 2010-2014:

Criteria	Tasman District Council		Average across all councils	
	2010	2014	2010	2014
Overall satisfaction with park facilities	90%	93%	86%	92%
Destination parks	91%	96%	88%	96%
Neighbourhood parks	88%	88%	81%	87%
Sportsgrounds	85%	88%	82%	88%

Performance results were also recorded for specific services and facilities, and reported by park category, based on identifying any gap between a customer's expectations and their satisfaction for each service area. A negative gap result of greater than 1.0 indicates an area where improvement is required to meet customer expectations. Tasman District only recorded one negative gap greater than 1.0 for any service area. The area indicating room for improvement is provision of shade in neighbourhood parks and sportsgrounds, with the greatest gap recorded for sportsgrounds.

APPENDIX V. IMPROVEMENT PROGRAMME

V.1 Process Overview

The AMPs have been developed as a tool to help Council manage their assets, deliver the levels of service and identify the expenditure and funding requirements of the activity. Continuous improvements are necessary to ensure Council continues to achieve the appropriate (and desired) level of activity management practice; delivering services in the most sustainable way while meeting the community's needs.

Establishment of a robust, continuous improvement process ensures 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.

The development of this AMP has been based on existing levels of service and asset management practices, the best available information and knowledge of Community Development staff. The AMP is a living document that is relevant and integral to daily asset management practice. To ensure the plan remains useful and relevant, it will be subject to ongoing monitoring, review and updating to improve its quality and the accuracy of the asset information and financial projections.

V.2 Strategic Improvements

Council identified the key cross activity improvement actions for implementation prior to development of the AMPs for the 2015 to 2025 LTP period. These were:

- update the growth strategy for the changed economic climate
- review levels of service to ensure they adequately cover core customer values
- review and update Council's risk register for each activity

These actions were all completed and have fed into the development of the current AMP.

Ongoing improvement actions that apply to all AMPs include:

- operations and maintenance: an ongoing review of contracting and internal service agreement strategies will be carried out, to achieve the best balance of risk transfer, cost and performance based focus
- risk assessments will be periodically reviewed, to enhance optimised decision-making capability
- changes in Council direction, legislation and Government policy will be taken into account during AMP reviews
- recruitment, retention and development of sufficient and suitably qualified staff.

V.3 Training

Council does not have a formal schedule of required training, however Council staff participate in training on a regular basis to ensure that best practice is maintained. This also helps to maintain a good asset management culture.

Council is structured in a way that encompasses succession planning to prevent the loss of knowledge in the event of staff turnover. This AMP document also prevents loss of knowledge by documenting practices and process associated with this activity.

V.4 Peer Review

This AMP document was subject to a peer review in its draft format by Waugh Infrastructure Management Ltd in February 2015. The document was reviewed for compliance with the requirements of the LGA 2002. **The findings from the review indicated** a need to present further discussion or evidence in the AMP to support the practices and processes in place in the operation, management and administration of the activity.

The findings and suggestions were assessed and prioritised by the asset management team. Those items that proved to be of sufficiently high value and efficiency to address were included in the Draft for Consultation (Version **x**) of this document. The remainder were added to the Improvement Plan where necessary.

Version **x** of this document was then reviewed a final time by Waugh Infrastructure Management Ltd in **?** 2015. The report produced has been included at the end of this Appendix.

V.5 Improvement Programme Status

The status of all improvement items related to this activity are shown in Table V-1 and V-2 below.

The Improvement Programme will be adopted in line with the adoption of the LTP and this AMP. It will be continuously monitored with a full review on an annual basis and the status of the improvement items assessed and reported.

The improvement tasks identified in the improvement programme below are considered to be the most important to improve the management of the assets.

The main drivers of the improvements are to:

- Establish long term programmes and funding for reserves asset renewals and building maintenance.
- Ongoing improvement of the information management systems and processes.

V.6 Improvement Actions Completed

Improvement items completed for the period 2012-2015 (or requiring no future action) are shown in Table V-1 below:

Table V-1: Improvement Actions Complete

Improvement action	Further information	Status	Year that improvement action was identified
Undertake asset condition assessment	The most recent assessment was completed in 2014.	Complete	2011
Service standard performance score	In order to be able to report on the performance measure for percentage of service standards met, the auditing system will need to be modified to produce an overall percentage score.	Complete	2011
Park land register	Create additional separate schedule of land that is managed as parks and reserves or that council has an interest in but does not own, esplanade strips,	Complete	2011

Improvement action	Further information	Status	Year that improvement action was identified
	ROW and access easements		

V.7 Current Improvement Actions

Current improvement actions are detailed in Table V-2 below.

Table V-2: Current Improvement Actions

Improvement action	Further information	Priority (high, medium, low)	Status	Year that improvement action was identified	Forecast completion date	Procurement / delivery strategy	Staff member responsible for managing to close	Cost estimate for Years 1-3
Use NZRA categories framework to categorise Council's parks and reserves	The current reserve categories are based on historic budget categories, which do not provide an ideal framework for the development of levels of service or an open space planning framework. The categories will be amended in line with 2011 NZ Recreation Association parks categories framework.	Low	In progress	2011	2017	In-house	Glenn Thorn	
Undertake asset condition assessment	The most recent assessment was completed in 2014. It is recommended that condition information be updated at no longer than 3 yearly intervals.	Medium	Not started	2011	2017	Contractor	Glenn Thorn	\$10,000
Prepare asset renewal plan	Prepare asset renewal plan and update annually to reflect past year's achievements and current condition information. Review and update asset valuation and lives.	Medium	On hold	2011	2017		Susan Edwards / Beryl Wilkes	
Tree Policy/SOP	Develop a documented policy and operating procedures for tree management.	Medium	Not started	2011	December 2015	In-house	Kathy Curnow	
Public Toilet Strategy	Develop a toilet strategy that will cover Levels of Service, design and construction standards, future	Low	Not started	2011	June 2016	In-house	Francie Wafer	

	toilet development needs and a renewal plan for replacement of toilets.							
Asset Register – complete for reserves managed by committees	The asset records for some of the reserves managed by management committees are not comprehensive with just the major assets recorded. Complete as part of Halls strategy.	Low	Not started	2011	December 2016	In-house	Francie Wafer	
Cemetery Strategy	There is the need to develop a cemetery strategy as a medium term priority to ensure future capacity needs are met.	Low	Not started	2011	June 2017	In-house	Beryl Wilkes / Anna Gerraty	
Reserve Financial Contributions	Review and update policy to ensure reserve and facility development contributions are related to development impacts and funding needs are being achieved	Medium	Not started	2011	December 2015	In-house	Anna Gerraty	
Update list of resource consents	The current list of resource consents in Appendix H of this AMP is not comprehensive. Other consents are likely to exist, however there is no easy method of extracting these from NCS at present. Each property file needs to be checked to determine whether or not any active consents are held in relation to that reserve.	Medium	Not started	2014	2017	In-house	Anna Gerraty Mandy Tomlinson	

APPENDIX W. DISPOSALS

W.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:

- under utilisation
- 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)
- 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;
- 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 for local government 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 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.

W.2 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. However, a general review is proposed to be undertaken prior to 2018. 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 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 (2013) 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 W-1.

Table W-1: Policies and methods relating to the disposal of reserve land

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	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 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	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	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.

W.3 Disposal of buildings and structures

Where demand analysis identifies that a building is surplus to Council and community requirements, disposal options may be explored. Disposal of built assets generally only occurs when they have 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:

- a. removal from site
- b. demolition
- c. revocation of reserve status and sale of land and building/s.

W.4 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:

- a. sale of asset
- b. reuse or recycling of asset component
- c. destruction of asset component.

W.5 Forecast asset disposals

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

APPENDIX X. GLOSSARY OF ASSET MANAGEMENT TERMS

The following acronyms and terms are used in this AMP:

Acronyms	Name
AMP	Activity Management Plan
AMS	Asset Management System
AR	Asset Register
BMP	Building Maintenance Plan
Confirm	Software programme on which Council holds its reserves and property asset information
DoC	Department of Conservation
DRV	Depreciated Replacement Value
TDC	Tasman District Council
LOS	Level of Service
LTP	Long Term Plan
LV/CV	Land Value / Capital Value
ODM	Optimised Decision Making
OSH	Occupational Safety and Health
PRAMS	Parks and Recreation Asset Management System
RMP	Reserve Management Plan
TRMP	Tasman Resource Management Plan
Building WoF	Building Warrant of Fitness

Term	Meaning
Activity	An activity is the work undertaken on an asset or group of assets to achieve a desired outcome.
Activity Management Plan (AMP)	Activity Management Plans are key strategic documents that describe all aspects of the management of assets and services for an activity. The documents feed information directly in the Council's LTP, and place an emphasis on long term financial planning, community consultation, and a clear definition of service levels and performance standards.
Annual Plan	The Annual Plan provides a statement of the direction of Council and ensures consistency and co-ordination in both making policies and decisions concerning the use of Council resources. It is a reference document for monitoring and measuring performance for the community as well as the Council itself.
Asset	A physical component of a facility which has value, enables services to be provided and has an economic life of greater than 12 months.
Asset Management (AM)	The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner.
Asset Management System (AMS)	A system (usually computerised) for collecting analysing and reporting data on the utilisation, performance, lifecycle management and funding of existing assets.

Asset Management Strategy	A strategy for asset management covering, the development and implementation of plans and programmes for asset creation, operation, maintenance, renewal, disposal and performance monitoring to ensure that the desired levels of service and other operational objectives are achieved at optimum cost.
Asset Register	A record of asset information considered worthy of separate identification including inventory, historical, financial, condition, construction, technical and financial information about each.
Basic Asset Management	Asset management which relies primarily on the use of an asset register, maintenance management systems, job/resource management, inventory control, condition assessment and defined levels of service, in order to establish alternative treatment options and long term cashflow predictions. Priorities are usually established on the basis of financial return gained by carrying out the work (rather than risk analysis and optimised renewal decision making).
Benefit Cost Ratio (B/C)	The sum of the present values of all benefits (including residual value, if any) over a specified period, or the life cycle of the asset or facility, divided by the sum of the present value of all costs.
Business Plan	A plan produced by an organisation (or business units within it) which translate the objectives contained in an Annual Plan into detailed work plans for a particular, or range of, business activities. Activities may include marketing, development, operations, management, personnel, technology and financial planning
Capital Expenditure (CAPEX)	Expenditure used to create new assets or to increase the capacity of existing assets beyond their original design capacity or service potential. CAPEX increases the value of an asset.
Condition Monitoring	Continuous or periodic inspection, assessment, measurement and interpretation of resulting data, to indicate the condition of a specific component so as to determine the need for some preventive or remedial action.
Critical Assets	Assets for which the financial, business or service level consequences of failure are sufficiently severe to justify proactive inspection and rehabilitation. Critical assets have a lower threshold for action than non-critical assets.
Current Replacement Cost	The cost of replacing the service potential of an existing asset, by reference to some measure of capacity, with an appropriate modern equivalent asset.
Deferred Maintenance	The shortfall in rehabilitation work required to maintain the service potential of an asset.
Demand Management	The active intervention in the market to influence demand for services and assets with forecast consequences, usually to avoid or defer CAPEX expenditure. Demand management is based on the notion that as needs are satisfied expectations rise automatically and almost every action taken to satisfy demand will stimulate further demand.
Depreciated Replacement Cost (DRC)	The replacement cost of an existing asset after deducting an allowance for wear or consumption to reflect the remaining economic life of the existing asset.
Depreciation	The wearing out, consumption or other loss of value of an asset whether arising from use, passing of time or obsolescence through technological and market changes. It is accounted for by the allocation of the historical cost (or revalued amount) of the asset less its residual value over its useful life. Disposal Activities necessary to dispose of decommissioned assets.
Economic Life	The period from the acquisition of the asset to the time when the asset, while physically able to provide a service, ceases to be the lowest cost alternative to satisfy a particular level of service. The economic life is at the maximum when equal to the physical life however obsolescence will often ensure that the economic life is less than the physical life.

Facility	A complex comprising many assets (e.g. swimming pool complex, etc.) which represents a single management unit for financial, operational, maintenance or other purposes.
Geographic Information System (GIS)	Software which provides a means of spatially viewing, searching, manipulating, and analysing an electronic database.
Infrastructure Assets	Stationary systems forming a network and serving whole communities, where the system as a whole is intended to be maintained indefinitely at a particular level of service potential by the continuing replacement and refurbishment of its components. The network may include normally recognised 'ordinary' assets as components.
I.M.S.	Infrastructure Management System - Computer Database
Level of Service	The defined service quality for a particular activity (ie. water) or service area (i.e. water quality) against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental acceptability and cost.
Life	A measure of the anticipated life of an asset or component; such as time, number of cycles, distance intervals etc.
Life Cycle	Life cycle has two meanings: <ul style="list-style-type: none"> · the cycle of activities that an asset (or facility) goes through while it retains an identity as a particular asset ie. from planning and design to decommissioning or disposal · the period of time between a selected date and the last year over which the criteria (e.g. costs) relating to a decision or alternative under study will be assessed.
Life Cycle Cost	The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs.
Life Cycle Maintenance	All actions necessary for retaining an asset as near as practicable to its original condition, but excluding rehabilitation or renewal.
Long Term Plan	The Long Term Plan (LTP) is the primary strategic document through which Council communicates its intentions over the next 10 years for meeting the community service expectations and how it intends to fund this work. The LTP is a key output required of Local Authorities under the Local Government Act 2002.
Maintenance Plan	Collated information, policies and procedures for the optimum maintenance of an asset, or group of assets.
Net Present Value (NPV)	Net Present Value – Standard method for evaluating long-term projects in capital budgeting.
Objective	An objective is a general statement of intention relating to a specific output or activity. They are generally longer-term aims and are not necessarily outcomes that managers can control.
Operation	The active process of utilising an asset which will consume resources such as manpower, energy, chemicals and materials. Operation costs are part of the life cycle costs of an asset.
Decision Making (ORDM)	An optimisation process for considering and prioritising all options to rectify performance failures of assets. The process encompasses NPV analysis and risk assessment.
Performance Indicator (PI)	A qualitative or quantitative measure of a service or activity used to compare actual performance against a standard or other target. Performance indicators commonly relate to statutory limits, safety, responsiveness, cost, comfort, asset performance, reliability, efficiency, environmental protection and customer satisfaction.
Performance Monitoring	Continuous or periodic quantitative and qualitative assessments of the actual performance compared with specific objectives, targets or standards.
Planned Maintenance	Planned maintenance activities fall into three categories: <ul style="list-style-type: none"> · Periodic – necessary to ensure the reliability or sustain the design life of an asset. · Predictive – condition monitoring activities used to predict

	<p>failure.</p> <ul style="list-style-type: none"> Preventive – maintenance that can be initiated without routine or continuous checking (e.g. using information contained in maintenance manuals or manufacturers' recommendations) and is not condition-based.
Recreation	Means voluntary non-work activities for the attainment of personal and social benefits, including restoration (recreation) and social cohesion.
Rehabilitation	Works to rebuild or replace parts or components of an asset, to restore it to a required functional condition and extend its life, which may incorporate some modification. Generally involves repairing the asset using available techniques and standards to deliver its original level of service without resorting to significant upgrading or replacement.
Renewal	Works to upgrade, refurbish, rehabilitate or replace existing facilities with facilities of equivalent capacity or performance capability.
Renewal Accounting	A method of infrastructure asset accounting which recognises that infrastructure assets are maintained at an agreed service level through regular planned maintenance, rehabilitation and renewal programmes contained in an AMP. The system as a whole is maintained in perpetuity and therefore does not need to be depreciated. The relevant rehabilitation and renewal costs are treated as operational rather than capital expenditure and any loss in service potential is recognised as deferred maintenance.
Repair	Action to restore an item to its previous condition after failure or damage.
Replacement	The complete replacement of an asset that has reached the end of its life, so as to provide a similar, or agreed alternative, level of service.
Remaining Economic Life	The time remaining until an asset ceases to provide service level or economic usefulness.
Risk Cost	The assessed annual cost or benefit relating to the consequence of an event. Risk cost equals the costs relating to the event multiplied by the probability of the event occurring.
Risk Management	The application of a formal process to the range of possible values relating to key factors associated with a risk in order to determine the resultant ranges of outcomes and their probability of occurrence.
Routine Maintenance	Day to day operational activities to keep the asset operating (replacement of light bulbs, cleaning of drains, repairing leaks, etc.) and which form part of the annual operating budget, including preventative maintenance.
Service Potential	The total future service capacity of an asset. It is normally determined by reference to the operating capacity and economic life of an asset.
Strategic Plan	Strategic planning involves making decisions about the long term goals and strategies of an organisation. Strategic plans have a strong external focus, cover major portions of the organisation and identify major targets, actions and resource allocations relating to the long term survival, value and growth of the organisation.
Unplanned Maintenance	Corrective work required in the short term to restore an asset to working condition so it can continue to deliver the required service or to maintain its level of security and integrity.
Upgrading	The replacement of an asset or addition/ replacement of an asset component which materially improves the original service potential of the asset.
Valuation	Estimated asset value that may depend on the purpose for which the valuation is required, i.e. replacement value for determining maintenance levels or market value for life cycle costing.

APPENDIX Y. INVENTORY OF PARKS AND RESERVES

Table Y-1: Inventory of all reserve sites in Tasman District (grouped by Ward location and park category)

GOLDEN BAY WARD

Name	Area (ha)	Reserve classification	Legal Description	Category
Collingwood Memorial Reserve	0.02	Unclassified (fee simple)	Lot 6 DP 15844	Formal Parks and Gardens
Pioneer Park and Museum	0.07	Local Purpose Reserve	Lots 1 2 DP 3053, Lot 1 DP 2871	Formal Parks and Gardens
Mrs Falconer's Corner Reserve	0.13	Local Purpose Reserve	Part Lot 18 DP 65	Formal Parks and Gardens
Takaka Memorial Reserve	0.19	Local Purpose Reserve	Part Sec 18 Takaka District	Formal Parks and Gardens
Collingwood Motor Camp	0.27	Recreation Reserve	Lot 3 DP 1201, Lots 4 5 DP 1067, Part Sec 200 Blk XV Pakawau Survey District	Special Interest Site
Golden Bay Recreation Park	8.48	Recreation Reserve	Lot 2 DP 13180, Part Sec 1 of 22 Blk X Waitapu Survey District, Part Lot 1A DP 2371	Sports Grounds
131 Commercial Street Takaka	0.00	Unclassified	Lot 2 DP 19872	Urban Open Space/Amenity Reserve
Collingwood Memorial Hall	0.10	Local Purpose Reserve	Lot 1 DP 7277	Urban Open Space/Amenity Reserve
Lake Killarney Reserve	2.00	Recreation Reserve	Lot 3 & 4 DP 34991	Urban Open Space/Amenity Reserve
Pakawau Hall Recreation Reserve	0.04	Recreation Reserve	All DP 2459	Urban Open Space/Amenity Reserve
Harwood Place Reserve	0.09	Recreation Reserve	Lot 12 DP 15834	Urban Open Space/Amenity Reserve
Bainham Hall Reserve	0.10	Local Purpose Reserve	Lot 7 DP 80	Urban Open Space/Amenity Reserve
Golden Bay Community Centre and Hall	0.34	Local Purpose Reserve	Lot 1 DP 17809, Lot 1 DP 15561, Lot 2 DP 13413	Urban Open Space/Amenity Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Kotinga Hall Reserve	0.28	Local Purpose Reserve	Sec 264 Takaka Dist Blk X Waitapu Survey District	Urban Open Space/Amenity Reserve
Ruataniwha Reserve	0.31	Recreation Reserv	Lot 32 DP 323801	Urban Open Space/Amenity Reserve
Rockville School Reserve	0.38	Recreation Reserve	Lot 3 DP 17935	Urban Open Space/Amenity Reserve
Feary Crescent Reserve	0.39	Recreation Reserve	Lot 16 DP 8351	Urban Open Space/Amenity Reserve
Upper Takaka Recreation Reserve	0.43	Recreation Reserve	Part Sec 62 Sq 8 Blk XV Takaka Survey District	Urban Open Space/Amenity Reserve
Onekaka Recreation Reserve	0.88	Recreation Reserve	Part Sections 22 92 95 Blk II Waitapu Survey District	Urban Open Space/Amenity Reserve
Lake Killarney Reserve	2.01	Recreation Reserve	Lot 8 DP 6841, Lots 1 2 DP 17300	Urban Open Space/Amenity Reserve
McDonald Place Walkway	0.02	Local Purpose Reserve	Lot 30 DP 323801	Walkway Reserve
Collingwood Quay Walkway	0.16	Local Purpose Reserve	Lot 31 DP 323801	Walkway Reserve
Nyhane Drive Reserve	0.97	Recreation Reserve	Lots 16 17 DP 19064	Walkway Reserve
Tata Heights Reserve (walkway lookout)	2.26	Esplanade Reserve	Lot 6 DP 11827	Walkway Reserve
One Spec Road Reserve	0.10	Local Purpose Reserve	Lot 4 DP 4390	Rural Recreation/Esplanade Reserve
Sunbelt Crescent Esplanade Reserve	0.24	Recreation Reserve	Lot 3 & 4 DP 372722	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.01	Local Purpose (Esplanade) Reserve	Lot 5 DP 395596	Rural Recreation/Esplanade Reserve
Pohara Valley Reserve	0.03	Local Purpose Reserve	Lot 34 DP 14874	Rural Recreation/Esplanade Reserve
Richmond Road Stormwater Reserve	0.05	Local Purpose Reserve	Lot 74 DP 20032	Rural Recreation/Esplanade Reserve
Te Kakau Stream Esplanade Reserve	0.06	Local Purpose Reserve	Lot 4 DP 9107, Lot 2 DP 19872	Rural Recreation/Esplanade Reserve
Waitapu Esplanade Reserve	0.06	Local Purpose Reserve	Lot 2 DP 5879	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Cornwall Place Reserve	0.07	Recreation Reserve	Lot 1 DP 12422	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.08	Esplanade Reserve	Lot 10 DP 7100	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.08	Recreation Reserve	Lot 15 DP 5768	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.08	Recreation Reserve	Lot 14 DP 5768	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.09	Recreation Reserve	Lot 33 DP 5768	Rural Recreation/Esplanade Reserve
Cornwall Haven Reserve	0.10	Recreation Reserve	Lot 14 DP 9720	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.10	Local Purpose (Esplanade) Reserve	Lot 4 DP 395596	Rural Recreation/Esplanade Reserve
Onekaka River Esplanade Reserve	0.12	Local Purpose Reserve	Lot 3 DP 4085	Rural Recreation/Esplanade Reserve
Boyle Street Esplanade Reserve	0.12	Local Purpose Reserve	Lot 2 DP 19878	Rural Recreation/Esplanade Reserve
Bay Vista Millennium Reserve	0.15	Recreation Reserve	Lot 46 DP 16650	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.17	Esplanade Reserve	Lot 9 DP 7100	Rural Recreation/Esplanade Reserve
Cornwall Place Reserve	0.18	Recreation Reserve	Lot 2 DP 12422	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.18	Esplanade Reserve	Lot 2 DP 5531	Rural Recreation/Esplanade Reserve
Bydder Recreation Reserve	0.19	Recreation Reserve	Lot 14 DP 7582	Rural Recreation/Esplanade Reserve
Wainui Inlet Esplanade Reserve	0.20	Local Purpose Reserve	Lots 18 19 20 DP 19802	Rural Recreation/Esplanade Reserve
Rangihaeata Local Purpose Reserve	0.21	Local Purpose Reserve	Lot 3 DP 20170	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Battery Road L/P Reserve	0.21	Local Purpose Reserve	Lot 5 DP 301843	Rural Recreation/Esplanade Reserve
Tukurua Esplanade Reserve	0.21	Local Purpose Reserve	Lot 4 DP 13522	Rural Recreation/Esplanade Reserve
Motupipi Esplanade Reserve	0.23	Local Purpose Reserve	Lots 20 22 DP 4840	Rural Recreation/Esplanade Reserve
Collingwood Esplanade Reserve	0.23	Local Purpose Reserve	Lot 2 DP 17635	Rural Recreation/Esplanade Reserve
Onekaka Esplanade Reserve	0.25	Local Purpose Reserve	Lot 4 DP 17702	Rural Recreation/Esplanade Reserve
Te Waikoropupu Springs Esplanade Reserve	0.26	Local Purpose Reserve	Lot 3 DP 14799	Rural Recreation/Esplanade Reserve
Takaka River Esplanade Reserve	0.27	Local Purpose	Lot 4 DP 439695	Rural Recreation/Esplanade Reserve
Pakawau Beach Esplanade Reserve (South)	0.28	Local Purpose Reserve	Lot 10 DP 8000	Rural Recreation/Esplanade Reserve
Long Plain Esplanade Reserve	0.29	Local Purpose Reserve	Lot 3 DP 439695	Rural Recreation/Esplanade Reserve
Tukurua Creek Esplanade Reserve	0.31	Local Purpose Reserve	Lot 10 DP 9282, Lot 2 DP 12784	Rural Recreation/Esplanade Reserve
Wainui Bay Esplanade Reserve	0.31	Local Purpose Reserve	Lot 2 DP 13440	Rural Recreation/Esplanade Reserve
Waikato Esplanade Reserve	0.33	Local Purpose Reserve	Lot 4 DP 15629	Rural Recreation/Esplanade Reserve
Patons Rock Recreation Reserve	0.38	Recreation Reserve	Part Section 71 Blk III Waitapu Survey District	Rural Recreation/Esplanade Reserve
Tukurua Point Esplanade Reserve	0.39	Local Purpose Reserve	Lot 4 DP 12265	Rural Recreation/Esplanade Reserve
Miles Reserve	0.42	Local Purpose Reserve	Lot 15 DP 6577	Rural Recreation/Esplanade Reserve
Tomatea Point Recreation Reserve	0.44	Recreation Reserve	Lot 13 DP 6185	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Washbourn Esplanade Reserve	0.45	Local Purpose Reserve	Lot 2 DP 13251	Rural Recreation/Esplanade Reserve
Totara Avenue Recreation Reserve	0.45	Recreation Reserve	Lot 1 DP 6442, Lot 17 DP 6816	Rural Recreation/Esplanade Reserve
Rangihaeata Inlet Esplanade Reserve	0.46	Local Purpose Reserve	Lot 7 DP 9899	Rural Recreation/Esplanade Reserve
Waingaro-Takaka Esplanade Reserve	0.46	Local Purpose Reserve	Lot 3 DP 16093	Rural Recreation/Esplanade Reserve
Wainui Bay River Esplanade Reserve	0.46	Local Purpose Reserve	Lot 3 DP 430629	Rural Recreation/Esplanade Reserve
Waingaro River Esplanade Reserve (Moulder Road Rec Reserve)	0.46	Local Purpose Reserve	Lot 3 DP 16093	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.50	Recreation Reserve	Pt Lot 3 DP 6052	Rural Recreation/Esplanade Reserve
Rototai Esplanade Reserve	0.52	Local Purpose Reserve	Lot 2 DP 7931, Lot 3 DP 9526	Rural Recreation/Esplanade Reserve
Onekaka Esplanade Reserve	0.53	Local Purpose Reserve	Lot 3 DP 11849	Rural Recreation/Esplanade Reserve
Paradise Way Recreation Reserve	0.53	Recreation Reserve	Lot 45 DP 16650	Rural Recreation/Esplanade Reserve
Pariwhakaoho Esplanade Reserve	0.54	Local Purpose Reserve	Lot 3 DP 16804	Rural Recreation/Esplanade Reserve
East Takaka Recreation Reserve	0.57	Recreation Reserve	Part Section 24 Sq 11 Blk III Takaka Survey District	Rural Recreation/Esplanade Reserve
Long Plain Road Reserve	0.59	Recreation Reserve	Lot 5 DP 18774	Rural Recreation/Esplanade Reserve
Rototai Beach Esplanade Reserve	0.62	Local Purpose Reserve	Lot 5 DP 17264, Lots 4 5 DP 15429	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Tata Beach Esplanade Reserve	0.63	Esplanade Reserve	Lot 30 DP 5768	Rural Recreation/Esplanade Reserve
Anatoki-Takaka Esplanade Reserve	0.67	Local Purpose Reserve	Lot 2 DP 17161, Lots 3 5 DP 17044	Rural Recreation/Esplanade Reserve
Te Kakau Stream Reserve	0.68	Recreation Reserve	Lot 3 DP 17810, Lot 2 DP 17735, Lot 7 DP 10418	Rural Recreation/Esplanade Reserve
Upper Takaka Reserve	0.71	Recreation Reserve	Part Secs 46 47 Sq 8 Blk XI Takaka Survey District, Lot 1 DP 5578	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	0.75	Esplanade Reserve	Lot 32 DP 5768	Rural Recreation/Esplanade Reserve
Sunbelt Crescent Reserve	0.80	Local Purpose Reserve	Lot 2 DP 9024, Lot 35 DP 9729	Rural Recreation/Esplanade Reserve
Kings Reserve	0.81	Recreation Reserve	Lots 1 11 DP 6313, Lot 2 DP 9675, Lot 12 DP 7003	Rural Recreation/Esplanade Reserve
Pakawau Beach Esplanade Reserve (North)	0.82	Local Purpose Reserve	Lot 15 DP 9663	Rural Recreation/Esplanade Reserve
Rangihaeata Recreation Reserve	0.85	Recreation Reserve	Secs 28 30 Town of Rangihaeata Blks V VI Waitapu Survey District	Rural Recreation/Esplanade Reserve
Bay Vista Recreation Reserve	1.01	Recreation Reserve	Lot 44 DP 16650	Rural Recreation/Esplanade Reserve
Little Kaituna Esplanade Reserve	1.13	Local Purpose Reserve	Lot 3 DP 9525	Rural Recreation/Esplanade Reserve
Anatoki River Esplanade Reserve	1.19	Local Purpose Reserve	Lot 2 DP 17161, Lots 3 5 DP 17044	Rural Recreation/Esplanade Reserve
Ligar Bay Esplanade Reserve	1.22	Local Purpose Reserve	Lot 3 DP 9236, Lot 3 DP 376909, Lot 4 DP 376909, Lot 5 DP 376909	Rural Recreation/Esplanade Reserve
Rangihaeata Esplanade Reserve	1.26	Local Purpose Reserve	Lots 9 10 DP 6203	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Patons Rock Esplanade Reserve	1.36	Local Purpose Reserve	Lot 15 DP 7582, Lots 4 5 DP 5800, Lot 5 DP 6483	Rural Recreation/Esplanade Reserve
Pohara Recreation Reserve	1.36	Recreation Reserve	Lot 1 DP 14874	Rural Recreation/Esplanade Reserve
Battery Road Reserve	1.38	Local Purpose Reserve	Lot 3 DP 18260	Rural Recreation/Esplanade Reserve
Waingaro River Esplanade Reserve	1.47	Local Purpose Reserve	Lot 5 DP 15918	Rural Recreation/Esplanade Reserve
Milnethorpe Quay Reserve	1.55	Local Purpose Reserve	Section 1 SO 14529	Rural Recreation/Esplanade Reserve
Motupipi Esplanade Reserve	1.65	Local Purpose Reserve	Pt Sec 73 Square II Blk IX Waitapu SD	Rural Recreation/Esplanade Reserve
Pakawau Esplanade Reserve (Tom Front)	1.65	Local Purpose Reserve	Lot 4 DP 5847, Lot 20 DP 5716	Rural Recreation/Esplanade Reserve
Parapara Inlet Esplanade Reserve	1.91	Local Purpose Reserve	Lot 3 DP 8871, Lot 1 DP 17559, Lot 2 DP 8922, Lot 3 DP 13617, Lot 2 DP 9757	Rural Recreation/Esplanade Reserve
Rototai Recreation Reserve	1.93	Recreation	Lot 1 DP 5423, Section 131 Sq 11 Takaka District Blk VI Waitapu Survey District, Secs 1 2 Res H Sq 11 Takaka District Blk VI Waitapu Survey District	Rural Recreation/Esplanade Reserve
Parapara Peninsula Esplanade Reserve	2.19	Local Purpose Reserve	Lot 4 DP 8871, Lot 5 DP 6410, Lot 16 DP 6577	Rural Recreation/Esplanade Reserve
East Takaka Esplanade Reserve	2.23	Local Purpose Reserve	Lot 11 DP 11641	Rural Recreation/Esplanade Reserve
Fenwick Road Esplanade Reserve	2.65	Local Purpose Reserve	Lot 12 DP 8450	Rural Recreation/Esplanade Reserve
Totara Avenue Esplanade Reserve	2.80	Local Purpose Reserve	Lot 16 DP 6442, Lot 29 DP 6816	Rural Recreation/Esplanade Reserve
Tata Beach Esplanade Reserve	3.00	Local Purpose Reserve	Lot 5 DP 11104	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Uruwhenua Recreation Reserve	4.03	Recreation Reserve	Secs 91 92 Sq 8 Blk XI Takaka Survey District	Rural Recreation/Esplanade Reserve
Onahau Estuary Esplanade Reserv	4.21	Local Purpose Reserve	Lot 15 DP 8450	Rural Recreation/Esplanade Reserve
Awaroa Esplanade Reserve	4.40	Local Purpose Reserve	Lots 5 6 DP 11313, Lots 9 10 DP 8100, Lot 1 DP 11411	Rural Recreation/Esplanade Reserve
Pohara Beach Reserve	4.93	Local Purpose Reserve	Lots 1 - 14 DP 1703, Lot 7 DP 6385	Rural Recreation/Esplanade Reserve
Clifton Recreation Reserve	46.75	Recreation Reserve	Secs 132 140 Sq II Blk VII Waitapu Survey District	Rural Recreation/Esplanade Reserve

MOTUEKA WARD

Name	Area (ha)	Reserve classification	Legal Description	Category
Motueka Museum Frontage	0.10	Local Purpose Reserve	Sec 299 Blk IV Motueka Survey District	Formal Parks and Gardens
Pethybridge Rose Garden	0.20	Proposed Local Purpose Reserve	Lot 13 DP 319 & Part Sec 155 Blk IV Motueka Survey District	Formal Parks and Gardens
Riwaka Memorial Reserve	1.58	Recreation Reserve	Secs 281 292 Motueka District, Lot 1 DP 7378	Formal Parks and Gardens
Goodman Ponds Reserve	2.02	Proposed Local Purpose Reserve	Part Lot 1 DP 16330	Formal Parks and Gardens
York Park	1.61	Recreation Reserve	Lot 131 DP 2619	Special Interest Site
Thorp Bush	4.70	Local Purpose (Recreation) Reserve	Part Lot 1 DP 4811, Lot 5 DP 16000	Special Interest Site
Memorial Park (TDC)	1.22	Unclassified	Pt Lot 33 DP 1599	Sports Grounds
Memorial Park (TDC / Wakatu)	3.49	Unclassified	Lot 35 DP 1599, Lot 16 DP 1599, Lot 1 & 3 DP 5839	Sports Grounds
Riwaka Rugby Clubrooms	0.60	Proposed Recreation Reserve	Lot 2 DP 9195	Sports Grounds

Name	Area (ha)	Reserve classification	Legal Description	Category
Riwaka Rugby Grounds (DSIR) Reserve	3.46	Unclassified	Secs 99 100 Blk X Kaiteriteri Survey District	Sports Grounds
Sportspark Motueka	3.89	Unclassified	Part Lot 28 DP 1575	Sports Grounds
Goodman Recreation Park	6.15	Proposed Recreation Reserve	Part Lot 1 DP 16330	Sports Grounds
Tarepa Court Walkway	0.02	Local Purpose Reserve	Lot 15 DP 372570	Urban Open Space/Amenity Reserve
Wakatu Place Reserve	0.02	Local Purpose Reserve	Lot 21 DP 12802	Urban Open Space/Amenity Reserve
Tui Close Walkway	0.02	Local Purpose Reserve	Lot 124 DP 320460	Urban Open Space/Amenity Reserve
Ngapiko Place Reserve	0.20	Local Purpose Reserve	Lot 104 DP 450299	Urban Open Space/Amenity Reserve
Adair Drive Reserve	0.02	Recreation Reserve	Lot 14 DP 11706	Urban Open Space/Amenity Reserve
Ted Reed Reserve	0.03	Local Purpose Reserve	Part Blk XI Kaiteriteri Survey Dist	Urban Open Space/Amenity Reserve
Greenwood Street Walkway	0.05	Local Purpose Reserve	Lot 17 DP 12796	Urban Open Space/Amenity Reserve
Franklin Street Reserve	0.08	Local Purpose Reserve	Lot 18 DP 16076	Urban Open Space/Amenity Reserve
Riwaka Hall Reserve	0.09	Proposed Local Purpose Reserve	Part Sec 24 Motueka District Blk X Kaiteriteri SD, Lot 1 DP 4738	Urban Open Space/Amenity Reserve
Parker Street Reserve	0.09	Local Purpose Reserve	Lot 103 DP 369079	Urban Open Space/Amenity Reserve
Naumai Street Reserve	0.11	Recreation Reserve	Lot 3 DP 14432, Lot 11 DP 15895	Urban Open Space/Amenity Reserve
Totara Park	0.12	Local Purpose Reserve	Lot 24 DP 14061	Urban Open Space/Amenity Reserve
Titoki Place Reserve	0.14	Local Purpose Reserve	Lot 24 DP 15666	Urban Open Space/Amenity Reserve
Cederman Drive Walkway Reserve	0.19	Recreation Reserve	Lot 38 DP 18158	Urban Open Space/Amenity Reserve
Anawera Crescent Reserve	0.19	Recreation Reserve	Lot 31 DP 5620	Urban Open Space/Amenity Reserve
Sanderlane Drive Reserve	0.23	Local Purpose Reserve	Lot 18 DP 19324	Urban Open Space/Amenity Reserve
Pioneer Park Historic Cemetery	0.23	Proposed Local Purpose Reserve	Part Sec 155 Blk IV Motueka Survey District	Urban Open Space/Amenity Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Kowhai Crescent Reserve	0.26	Local Purpose Reserve	Lot 6 DP 16023, Lot 28 DP 18265, Lot 22 DP 15666	Urban Open Space/Amenity Reserve
Richards Reserve (Wildman Road Reserve)	0.31	Recreation Reserve	Lot 24 DP 4037	Urban Open Space/Amenity Reserve
Cederman Drive (Kaiteriteri Heights) Rec Reserve	0.37	Local Purpose Reserve	Lot 58 DP 20350	Urban Open Space/Amenity Reserve
Wilson Park	0.42	Recreation Reserve	Lot 51 DP 9043	Urban Open Space/Amenity Reserve
Ledger Goodman Park	0.50	Local Purpose (Recreation) Reserve	Lot 16 DP 12796, Lot 36 DP 9080, Lot 25 DP 9975	Urban Open Space/Amenity Reserve
North Street Reserve	0.65	Recreation Reserve	Lot 1 DP 4706	Urban Open Space/Amenity Reserve
Eginton Park	0.83	Recreation Reserve	Lot 27 DP 9588, Lot 35 DP 8621	Urban Open Space/Amenity Reserve
Claire Place Reserve	0.95	Local Purpose Reserve	Lot 40 41 DP 326788 Lot 18 DP 306837	Urban Open Space/Amenity Reserve
Lower Moutere Hall Reserve	0.97	Local Purpose Reserve	Part Sec 2 Blk VII Motueka Survey District, Part Sec 1 Moutere District	Urban Open Space/Amenity Reserve
Decks Reserve	1.96	Local Purpose (Proposed Recreation) Reserve	Part Lot 2 DP 5945, Part Sec 153 Motueka Survey District, Part Sec 293 Motueka Survey District, Lot 1 DP 11529	Urban Open Space/Amenity Reserve
Motueka Beach Reserve (Beach Camp Reserve)	2.20	Local Purpose (Recreation) Reserve	Lots 2 3 DP 4706, Sec 289 Blk IV Mouteka Survey District, Lot 2 DP 14481	Urban Open Space/Amenity Reserve
Alex Ryder Memorial Reserve	3.17	Local Purpose (Recreation) Reserve	Lot 28 DP 7339, Lots 21 22 23 DP 16426	Urban Open Space/Amenity Reserve
Tokongawa Drive Reserve	4.96	Recreation Reserve	Lot 66 DP 14471, Lot 19 DP 14472	Urban Open Space/Amenity Reserve
Memorial Hall	0.21	Unclassified	Lot 1 DP 3874	Urban Open Space/Amenity Reserve
Dumont Place Reserve	0.05	Local Purpose Reserve	Lot 31 DP 18773	Walkway Reserve
Wall Street walkway	0.37	Local Purpose Reserve	Lot 58 DP 20350	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Little Sydney Valley Esplanade Reserve	0.47	Local Purpose (Esplanade) Reserve	Lot 7 DP 447622	Rural Recreation/Esplanade Reserve
Batchelor Ford Road Reserve	0.09	Local Purpose Reserve	Lot 3 DP 17132	Rural Recreation/Esplanade Reserve
Ngaio Bay Reserve	0.10	Local Purpose Reserve	Lot 6 DP 4884	Rural Recreation/Esplanade Reserve
Marahau River Esplanade True Left	0.11	Local Purpose Reserve	Lot 9 DP 422928	Rural Recreation/Esplanade Reserve
Riwaka River Reserve East	0.13	Local Purpose Reserve	Lot 3 DP 16421	Rural Recreation/Esplanade Reserve
Wharf Road Reserve	0.16	Local Purpose Reserve	Lot 3 DP 7296	Rural Recreation/Esplanade Reserve
Stephens Bay Recreation Reserve	0.20	Recreation Reserve	Lot 40 DP 5620	Rural Recreation/Esplanade Reserve
Wharepapa Grove Reserve	0.21	Local Purpose Reserve	Lot 33 DP 17252	Rural Recreation/Esplanade Reserve
Brooklyn Stream Reserve	0.23	Local Purpose Reserve	Lot 26 DP 9307	Rural Recreation/Esplanade Reserve
Lodder Lane Reserve	0.24	Local Purpose Reserve	Lot 2 DP 16043, Lot 4 DP 16043	Rural Recreation/Esplanade Reserve
Marahau River Esplanade True Right	0.25	Local Purpose Reserve	Lot 6 DP 422928	Rural Recreation/Esplanade Reserve
Riwaka River Reserve West	0.30	Local Purpose Reserve	Lot 4 DP 17362	Rural Recreation/Esplanade Reserve
Torrent Bay Recreation Reserve	0.31	Recreation Reserve	Lot 33 DP 1612	Rural Recreation/Esplanade Reserve
Pangatotara Reserve	0.32	Local Purpose Reserve	Lot 6 DP 18982	Rural Recreation/Esplanade Reserve
Linden Place Reserve	0.39	Recreation Reserve	Lot 25 DP 9307	Rural Recreation/Esplanade Reserve
Tapu Place Reserve	0.43	Recreation Reserve	Lot 14 DP 13047	Rural Recreation/Esplanade Reserve
Green Tree Road Reserve	0.57	Local Purpose Reserve	Lot 3 DP 6817	Rural Recreation/Esplanade Reserve
Old Mill Road Reserve	0.82	Local Purpose Reserve	Lot 2 DP 4843	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Lower Moutere Recreation Reserve	2.22	Proposed Recreation Reserve	Part Sec 2 Blk VII Motueka Survey District	Rural Recreation/Esplanade Reserve
Stephens Bay Esplanade Reserve	2.78	Local Purpose Reserve	Lot 13 DP 5771, Lot 17 DP 8455, Lots 44 45 DP 5620	Rural Recreation/Esplanade Reserve
Trewavas Street Foreshore Reserve	3.01	Recreation Reserve	Part Sec 4 Blk IV Motueka Survey District	Rural Recreation/Esplanade Reserve
Brooklyn Reserve	4.61	Recreation Reserve	Part Lot 1 DP 5289	Rural Recreation/Esplanade Reserve
Torrent Bay Waterworks Reserve	22.28	Unclassified	Part Sec 1 Blk III Kaiteriteri Survey District, Lots 10 11 DP 1612	Rural Recreation/Esplanade Reserve
Moutere Inlet Reserve	0.02	Local Purpose Reserve	Lot 3 DP 16035	Rural Recreation/Esplanade Reserve

MOUTERE – WAIMEA WARD

Name	Area (ha)	Reserve classification	Legal Description	Category
Wakefield Library Memorial Gardens	0.05	Proposed Local Purpose Reserve	Part Section 85 Blk XII Wai-iti Survey District	Formal Parks and Gardens
Moutere Hills RSA Memorial Library	0.10	Local Purpose (War Memorial) Reserve	Part Lot 6 DP 657	Formal Parks and Gardens
Lord Rutherford Memorial	0.22	Proposed Local Purpose Reserve	Lot 1 DP 9151, Lot 1 DP 14795, Part Lot 2 DP 9151, Lot 2 DP 5360	Formal Parks and Gardens
Edward Baigent Reserve	1.22	Proposed Scenic Reserve	Lot 2 DP 4029	Special Interest Site
Pine Hill Heights Reserve	5.16	Proposed Scenic Reserve (currently Local Purpose Reserve)	Lot 27 DP 13646, Lots 24 25 DP 15280, Part Lot 24 DP 15280, Lot 5 DP 16139, Lot 29 DP 13646	Special Interest Site
Robson Reserve	5.26	Proposed Scenic Reserve	Lot 2 DP 20395	Special Interest Site
McKee Memorial Scenic Reserve	5.87	Scenic Reserve	Sec 133 Blk I Moutere Survey District	Special Interest Site

Name	Area (ha)	Reserve classification	Legal Description	Category
McKee Memorial Recreation Reserve	6.11	Recreation Reserve	Sec 134 Blk I Moutere Survey District	Special Interest Site
Faulkner Bush Reserve	15.32	Proposed Scenic Reserve, Proposed Local Purpose Reserve	Part Sec VII Blk XVI Wai-iti Survey District, Part Lot 3 DP 8325	Special Interest Site
Tasman Memorial Recreation Reserve	1.86	Recreation Reserve	Lot 5 DP 14638, Part Sec 101 DP 4522, Part Sec 101 DP 3872	Sports Grounds
Wai-iti Recreation Reserve	3.02	Recreation Reserve	Secs 189 190 191 Waimea South District	Sports Grounds
Upper Moutere Recreation Reserve	3.15	Recreation Reserve	Lot 1 DP 3456, Lot 1 DP 19230	Sports Grounds
Brightwater Recreation Reserve	3.72	Recreation Reserve	Lot 1 DP 10225, Part Sec 18 Blk IX Waimea Survey District	Sports Grounds
Mapua Recreation Reserve	3.96	Recreation Reserve	Lots 1 2 DP 3840, Lot 12 DP 9998	Sports Grounds
Wakefield Recreation Reserve	4.07	Recreation Reserve	Lots 1 2 DP 19250, Lot 1 DP 10557, Part Sec 206 Blk XII & XIV Wai-iti Survey District	Sports Grounds
Lord Rutherford Park	5.93	Recreation Reserve	Lots 10 22 DP 18760, Lot 1 DP 19228	Sports Grounds
Dovedale Church Reserve	0.46	Local Purpose Reserve	Part Sec 72 Sq 2 Blk II Wai-iti Survey District	Urban Open Space/Amenity Reserve
Rintoul Place Reserve	0.39	Local Purpose Reserve	LOTS 10 24 26 DP 16254 LOT 25 DP 14155 B LK IX WAIMEA SD - LOCAL PURPOSE RES	Urban Open Space/Amenity Reserve
Genia Drive Reserve	0.56	Local Purpose Reserve	Lot 50 DP 343385	Urban Open Space/Amenity Reserve
Wakefield Old Library	0.02	Unclassified	Part Sec 85 Waimea Sth Dist Blk XII Wai-iti Survey District	Urban Open Space/Amenity Reserve
Snowden Place Reserve	0.07	Recreation Reserve	Lot 5 DP 10022	Urban Open Space/Amenity Reserve
Mapua Playcentre Reserve	0.08	Local Purpose Reserve	Lot 11 DP 9998	Urban Open Space/Amenity Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Martin Point Reserve	0.08	Recreation Reserve	Lot 1 DP 2327	Urban Open Space/Amenity Reserve
Wakefield Hall	0.11	Local Purpose (Hall) Reserve	Lot 2 DP 7510	Urban Open Space/Amenity Reserve
Jessie Street Reserve	0.16	Local Purpose Reserve	Lot 24 DP 16541	Urban Open Space/Amenity Reserve
Anslow Place Reserve	0.19	Recreation Reserve	Lot 18 DP 10001	Urban Open Space/Amenity Reserve
Ngatimoti Hall Reserve	0.20	Recreation Reserve	Part Sec 22 Sq 7 Blk X Motueka Survey District, Sec 114 Sq 7 Blk X Motueka Survey District	Urban Open Space/Amenity Reserve
Starveall Street Reserve	0.21	Recreation Reserve	Lot 68 DP 20400	Urban Open Space/Amenity Reserve
Chaytor Reserve	0.23	Recreation Reserve	Lot 10 DP 16467	Urban Open Space/Amenity Reserve
Whitby Green Reserve	0.28	Proposed Local Purpose Reserve	Lot 1 SO 14091	Urban Open Space/Amenity Reserve
Coach Place Reserve	0.28	Recreation Reserve	Lot 16 DP 15864, Lot 8 DP 9795	Urban Open Space/Amenity Reserve
Spring Grove Hall Reserve	0.41	Local Purpose (Public Hall) Res	Lot 1 DP 5978	Urban Open Space/Amenity Reserve
Shuttleworth Reserve	0.42	Recreation Reserve	Lots 1 2 DP 20184	Urban Open Space/Amenity Reserve
Spring Grove School Reserve	1.15	Local Purpose Reserve	Lot 2, DP 14970	Urban Open Space/Amenity Reserve
Aranui Park	4.13	Recreation Reserve	Lot 1 DP 8474	Urban Open Space/Amenity Reserve
Warren Place Reserve	0.16	Local Purpose Reserve	Lot 12 DP 18043	Walkway Reserve
Edward Street Walkway	0.20	Local Purpose walkway	Lot 3 DP 339820	Walkway Reserve
Wakefield Railway Reserve	0.84	Local Purpose Reserve	Lot 5 DP 16542	Walkway Reserve
Royden Place Walkway	0.01	Local Purpose Reserve	Lot 39 DP 307304	Walkway Reserve
Old Mill Walkway L/P Reserve	0.03	Local Purpose Reserve	Lot 16 DP 336741	Walkway Reserve
Pine Hill Heights Walkways	0.07	Local Purpose Reserve	Lot 27 DP 13646, Lots 24 25 DP 15280, Part Lot 24 DP 15280, Lot 5 DP 16139, Lot 29 DP 13646	Walkway Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Old Mill Walkway L/P Reserve	0.10	Local Purpose Reserve	Lot 17 DP 336741	Walkway Reserve
Bronte Road Walkway	0.20	Local Purpose Reserve	Lot 8 DP 431757, Lot 8 DP 431683	Walkway Reserve
Kilkenny Place Walkway	0.44	Local Purpose Reserve	Lot 9 DP 372973	Walkway Reserve
Starveall Street Walkway	0.45	Local Purpose Reserve	Lots 10 24 26 DP 16254, Lots 1 25 DP 14155, Part Lot 2 DP 10225, Lot 28 DP 9598	Walkway Reserve
Aranui Road-Langford Drive Walkway	0.71	Local Purpose Reserve	Lot 64 DP 18328, Lot 13 DP 19637, Lots 28 29 DP 17242	Walkway Reserve
Whitby Road Walkway	0.84	Local Purpose Reserve	Lots 1 3 DP 16542	Walkway Reserve
Dawson Road Walkway	0.98	Local Purpose Reserve	Lot 2 DP 20482	Walkway Reserve
Kina Peninsula Esp Reserve Walkway	1.05	Local Purpose Reserve	Lot 8 DP 20423	Walkway Reserve
Old Mill Walkway	6.77	Local Purpose (Recreation) Reserve	Lot 12 DP 16467, Lots 1 2 DP 17367, Lot 13 DP 16467, Lot 7 DP 10904	Walkway Reserve
Moutere Inlet Walkway Reserve	0.01	Local Purpose Reserve	Lot 3 DP 425537	Rural Recreation/Esplanade Reserve
Belfit Lane	0.04	Local Purpose (Esplanade) Reserve	Pt Lot 2A DP 280	Rural Recreation/Esplanade Reserve
Pretty Bridge Stream Esplanade Reserve	0.11	Local Purpose Reserve	Lot 2 DP 411962	Rural Recreation/Esplanade Reserve
Ruby Bay Esplanade Reserve	0.50	Local Purpose Reserve	Lot 14 DP 4955	Rural Recreation/Esplanade Reserve
Pearse Valley Esplanade Reserve	0.00	Local Purpose (Esplanade) Reserve	Lot 2 DP 14140	Rural Recreation/Esplanade Reserve
Mapua Esplanade Reserve Iwa Street	0.00	Local Purpose Reserve	Lot 2 DP 20152	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Toru Street Esplanade Reserve	0.00	Local Purpose Reserve	Lot 3 DP 331815	Rural Recreation/Esplanade Reserve
Moreland Place Reserve (new part)	0.03	Local Purpose Reserve		Rural Recreation/Esplanade Reserve
Old House Road Esplanade Reserve	0.04	Local Purpose (Esplanade) Reserve	Lot 4 DP 9725	Rural Recreation/Esplanade Reserve
Moreland Place Reserve (new part)	0.05	Local Purpose Reserve	Lot 6 DP 304288	Rural Recreation/Esplanade Reserve
Peninsula Road Recreation Reserve	0.05	Recreation Reserve	Lot 2 DP 19247	Rural Recreation/Esplanade Reserve
Waimea Estuary Local Purpose Reserve	0.05	Local Purpose Reserve	Lot 4 DP 392320	Rural Recreation/Esplanade Reserve
Ngatimoti Esplanade Reserve	0.06	Local Purpose (Esplanade) Reserve	Lot 3 DP 4898, Lot 4 DP 15783	Rural Recreation/Esplanade Reserve
Aporo Road Esplanade Reserve	0.09	Local Purpose Reserve	Lot 8 DP 439005	Rural Recreation/Esplanade Reserve
Belgrove Esplanade Reserve	0.09	Local Purpose (Esplanade) Reserve	Lot 2 DP 17219	Rural Recreation/Esplanade Reserve
Appleby Bridge Reserve	0.11	Local Purpose (Playcentre) Reserve	Part Sec 2 SO 14797 Blk II Waimea Survey District	Rural Recreation/Esplanade Reserve
Woodstock Reserve	0.14	Local Purpose Reserve	Lot 5 DP 13427	Rural Recreation/Esplanade Reserve
Palmer Road Esplanade Reserve	0.15	Local Purpose Reserve	Lot 2 DP 19534	Rural Recreation/Esplanade Reserve
Aranui Road Esplanade Strip	0.15	Local Purpose Reserve	Lot 3 DP 432685	Rural Recreation/Esplanade Reserve
Moreland Place Reserve (new part)	0.18	Local Purpose Reserve	Lot 4 DP 414200	Rural Recreation/Esplanade Reserve
Wairoa Gorge Reserve	0.20	Local Purpose (Esplanade) Reserve	Lot 3 DP 8124	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Maiseys Road Reserve	0.23	Local Purpose (Esplanade) Reserve	Lot 1 DP 13658	Rural Recreation/Esplanade Reserve
Waimea Inlet Esplanade Reserve	0.23	Local Purpose Reserve	Lot 3 DP 411290	Rural Recreation/Esplanade Reserve
Moreland Place Reserve (new part)	0.25	Local Purpose Reserve	Lot 5 DP 304288	Rural Recreation/Esplanade Reserve
Pinehills Recreation Reserve	0.28	Recreation Reserve	Part Lot 13 DP 4955, Sec 129 SO 11036 Moutere Hills District	Rural Recreation/Esplanade Reserve
Arnold Lane Reserve	0.28	Local Purpose Reserve	Lot 3 DP 16982	Rural Recreation/Esplanade Reserve
Grossi Point Esplanade Reserve	0.29	Local Purpose (Esplanade) Reserve	Lots 10 11 DP 4542, Lot 4 DP 7570, Lot 15 DP 6482, Lots 9 11 DP 5006	Rural Recreation/Esplanade Reserve
Aranui Road Local Purpose Reserve	0.30	Local Purpose Reserve	Lot 4 DP 432685	Rural Recreation/Esplanade Reserve
Hoddy Road Reserve	0.32	Local Purpose (Esplanade) Reserve	Lot 6 DP 5074	Rural Recreation/Esplanade Reserve
Baigent Valley Road	0.37	Local Purpose Reserve	Lot 3 DP 438207	Rural Recreation/Esplanade Reserve
Waimea Estuary Reserve	0.42	Local Purpose (Esplanade) Reserve	Lot 3 DP 13527	Rural Recreation/Esplanade Reserve
Moreland Place Reserve	0.47	Local Purpose (Esplanade) Reserve	Lots 19 20 21 DP 12594	Rural Recreation/Esplanade Reserve
Lee Valley Recreation Reserve	0.47	Recreation Reserve	Lot 8 DP 15699	Rural Recreation/Esplanade Reserve
Westdale Road Esplanade Reserve	0.47	Local Purpose Reserve	Lot 4 DP 20551	Rural Recreation/Esplanade Reserve
Bronte Esplanade Reserves	0.52	Local Purpose (Esplanade) Reserve	Lot 5 DP 520, Lot 4 DP 14727	Rural Recreation/Esplanade Reserve
Eighty Eight Valley Esplanade Reserve	0.53	Local Purpose (Esplanade) Reserve	Lot 2 DP 12882, Lot 2 DP 17067	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
O'Connor Creek Reserve	0.57	Local Purpose (Esplanade) Reserve	Lots 2 4 DP 16267	Rural Recreation/Esplanade Reserve
Apple Valley Road Esplanade Reserve	0.59	Local Purpose (Esplanade) Reserve	Lot 8 DP 315786	Rural Recreation/Esplanade Reserve
Baigent Valley Road - Golf Road Reserve	0.60	Local Purpose (Esplanade) Reserve	Lots 6 8 DP 16046, Lot 4 DP 17895	Rural Recreation/Esplanade Reserve
Moutere Bluff Reserve	0.60	Local Purpose Reserve	Lot 2 DP 11134	Rural Recreation/Esplanade Reserve
Research Orchard Road Reserve	0.61	Local Purpose (Esplanade) Reserve	Lot 1 DP 18638	Rural Recreation/Esplanade Reserve
Waimea West Recreation Reserve	0.63	Recreation Reserve	Sec 170 Blk V Waimea Survey District	Rural Recreation/Esplanade Reserve
Wai-iti River Bank Reserve	0.64	Recreation Reserve	Sec 5 Blk IX Waimea Survey District	Rural Recreation/Esplanade Reserve
Ruby Bay Esplanade Reserve	0.71	Local Purpose (Esplanade) Reserve	Lot 3 DP 5971, Lot 4 DP 4849, Lot 2 DP 7091, Lot 14 DP 4955, Lot 30 DP 6775, Lots 29 30 DP 7583	Rural Recreation/Esplanade Reserve
Teapot Valley Road Reserve	0.86	Local Purpose (Esplanade) Reserve	Lot 3 DP 16373, Lot 3 DP 18391	Rural Recreation/Esplanade Reserve
Wai-iti River Reserve	0.88	Local Purpose (Esplanade) Reserve	Lots 5 6 DP 16950	Rural Recreation/Esplanade Reserve
Lee Valley Esplanade Reserve	1.11	Local Purpose (Esplanade) Reserve	Lots 3 4 DP 17556, Lot 2 DP 17543	Rural Recreation/Esplanade Reserve
Grossi Point Recreation Reserve	1.11	Recreation Reserve	Part Lot 2 DP 417	Rural Recreation/Esplanade Reserve
Cotterell Road Esplanade Reserve	1.20	Local Purpose (Esplanade) Reserve	Lot 9 DP 18160	Rural Recreation/Esplanade Reserve
Bronte Road Esplanade Reserve	1.21	Local Purpose Reserve	Lot 7 DP 431683	Rural Recreation/Esplanade Reserve
Ngatimoti Recreation	1.22	Recreation Reserve	Lot 1 DP 17558, Lot 5 DP 16565	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Reserve				
Meads Bridge Reserve	1.24	Recreation Reserve	Lots 7 9 DP 15210, Lot 1 DP 9798	Rural Recreation/Esplanade Reserve
Reserarch Orchard Road Reserve	1.26	Local Purpose Reserve	Lot 18 DP 410968	Rural Recreation/Esplanade Reserve
Kina Reserve	1.57	Local Purpose (Recreation) Reserve	Lots 6 7 DP 5524, Lot 3 DP 13707, Lots 4 5 DP 6547	Rural Recreation/Esplanade Reserve
Meads Recreation Reserve	1.62	Recreation Reserve	Lot 1 DP 9798	Rural Recreation/Esplanade Reserve
Waimea River Esplanade Reserve	1.72	Local Purpose Reserve	Lot 3 DP 363658	Rural Recreation/Esplanade Reserve
Wairoa Gorge Esplanade Reserves	2.28	Local Purpose (Esplanade) Reserve	Lot 3 DP 15136, Lot 16 DP 19390, Lot 2 DP 17531	Rural Recreation/Esplanade Reserve
McIndoe Reserve	2.30	Local Purpose Reserve	Part Lot 1 DP 14160, Lot 1 DP 17353	Rural Recreation/Esplanade Reserve
Waimea River Reserve	2.42	Local Purpose Reserve	Lot 3 DP 16911	Rural Recreation/Esplanade Reserve
Appleby Bridge Recreation Reserve	2.45	Recreation Reserve	Part Sec 2 Blk II Waimea Survey District	Rural Recreation/Esplanade Reserve
Kina Beach Recreation Reserve	2.52	Recreation Reserve	Lot 7 DP 564	Rural Recreation/Esplanade Reserve
Ngatimoti Esplanade Reserve	2.59	Local Purpose Reserve	Sec 5 SO 371045, Sec 3 SO 371045, Sec 1 SO 371045, Lot 1 DP 370766, Lot 3 DP 370766	Rural Recreation/Esplanade Reserve
Firestones Reserve	2.75	Recreation Reserve	Lot 1 DP 984	Rural Recreation/Esplanade Reserve
Wairoa Gorge Scenic Reserve	3.09	Proposed Scenic Reserve	Lots 14 15 DP 19390	Rural Recreation/Esplanade Reserve
Dovedale Recreation Reserve	3.59	Recreation Reserve	All DP 1181, Part Sec 72 Sq 2 Blk II Wai-iti Survey District, Lots 1 2 DP 2000	Rural Recreation/Esplanade Reserve
Higgs Reserve	3.91	Proposed Recreation Reserve	Sec 15 Part Sec 29 Block II Moutere Survey District	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Dominion Flats Walkway & Esplanade Reserve	4.19	Local Purpose Reserve	Sec 1 Survey Office Plan 441669, Sec 2 SO 465263 Sec 3,9 Survey Office 445119	Rural Recreation/Esplanade Reserve
Lightband Road Esplanade Reserve	0.18	Local Purpose (Esplanade) Reserve	Lot 4 DP 358238	Rural Recreation/Esplanade Reserve
Hoddy Estuary Memorial Reserve	4.51	Unclassified	Lot 6 DP 20521	Rural Recreation/Esplanade Reserve
Rabbit Island Domain	108.77	Recreation Reserve	Section 1 Section Island No 3 Rough Waimea East District, Sec 1 2 Sec Island No 5 Rabbit Waimea East District	Moturoa / Rabbit Island
Rabbit Island Recreation Reserve	131.52	Recreation Reserve	Part Island No 5 Rabbit Waimea East District	Moturoa / Rabbit Island

LAKES – MURCHISON WARD

Name	Area (ha)	Reserve classification	Legal Description	Category
Matakitaki Scenic Reserve	0.66	Scenic Reserve	Sec 27 Blk II Matakitaki SD	Special Interest Site
Riverview Scenic Reserve	3.14	Scenic Reserve	Sec 26 Blk II Tutaki SD	Special Interest Site
Alpine Forest Reserve	34.20	Local Purpose Reserve	Lot 16 DP 17874	Special Interest Site
Poplars Recreation Reserve	0.47	Recreation Reserve	Sec 2 SO 14168	Sports Grounds
Tapawera Memorial Park Recreation Reserve	4.44	Recreation Reserve	Lot 19 DP 2610	Sports Grounds
Murchison Recreation Reserve	6.06	Recreation Reserve	Sec 18 SQ 170	Sports Grounds
Hampton Street Restrooms	0.08	Local Purpose Reserve	Lot 3 DP 1724	Urban Open Space/Amenity Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Borlase Avenue Recreation Reserve	0.09	Recreation Reserve	Lot 24 DP 20252	Urban Open Space/Amenity Reserve
Murchison Playground	0.19	Local Purpose Reserve	Pt Sec 41 & Pt Sec 42	Urban Open Space/Amenity Reserve
Tawa Place Playground	0.47	Recreation Reserve	Lot 59 DP 13973	Urban Open Space/Amenity Reserve
Lake Rotoiti Hall Reserve	0.80	Local Purpose Reserve	Pt Sec 92 SO Plan 9257 & Pt Sec 92 Sq 146 Blk XIII Motupiko SD	Urban Open Space/Amenity Reserve
Tapawera Playground Reserve	1.99	Recreation Reserve	Lot 60 DP 13973	Urban Open Space/Amenity Reserve
Stanley Brook Memorial Recreation Reserve	2.52	Recreation Reserve	Sec 185 Sq 6 Blk VIII Wangapeka Survey District	Urban Open Space/Amenity Reserve
Tapawera-Tadmor Road Walkway	0.57	Local Purpose Reserve	Lot 1 DP 302811	Walkway Reserve
Murchison Camp Ground	2.77	Recreation Reserve	Pt Sec 94A Sq 170 Lot 1 DP 10575	Rural Recreation/Esplanade Reserve
Six Mile Esplanade Reserve	2.78	Local Purpose Reserve	Pt Section 1 & 4 Blk I Tutaki SD	Rural Recreation/Esplanade Reserve
Mangles Valley Esplanade Reserve	0.00	Local Purpose (Esplanade) Reserve	Lot 4 DP 17476	Rural Recreation/Esplanade Reserve
Porika Track Reserve	0.22	Recreation Reserve	Lot 18 DP 9770	Rural Recreation/Esplanade Reserve
Matakitaki Recreation Reserve	0.43	Recreation Reserve	Sec 26, 27 & 28 Blk VI Matakitaki SD	Rural Recreation/Esplanade Reserve
Hotham Street Esplanade	0.51	Local Purpose Reserve	Lot 3 DP 410098	Rural Recreation/Esplanade Reserve
Lower Maruia Reserve	0.87	Recreation Reserve	Lot 1 DP 4584	Rural Recreation/Esplanade Reserve
Totara Street Reserve	1.06	Recreation Reserve	Lot 1 DP 18882	Rural Recreation/Esplanade Reserve
Motupiko Esplanade Reserve	1.69	Local Purpose (Esplanade) Reserve	Lot 4 DP 16564	Rural Recreation/Esplanade Reserve
Owen River Recreation Reserve	2.52	Recreation Reserve	Lot 3 DP 2787 & Pt Lot 2 DP 2787 (all DP 4077) & Sec 5 Square 146 Blk VII Matiri SD	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Old School Road Esplanade Reserve	3.23	Local Purpose (Esplanade) Reserve	Lot 3 DP 17160	Rural Recreation/Esplanade Reserve
Riverview Recreation Reserve	28.13	Recreation Reserve	Sec 136 Blk II Tutaki SD	Rural Recreation/Esplanade Reserve

RICHMOND WARD

Name	Area (ha)	Reserve classification	Legal Description	Category
Memorial Gardens	0.10	Proposed Local Purpose Reserve	Lot 2 DP 3621	Formal Parks and Gardens
Washbourn Gardens	1.70	Proposed Local Purpose Reserve	Part Lot 180 DP 12091, Lot 203 DP 12091, Lot 1 DP 9490, Part Sec 11 Sec 26 Waimea East District, Lot 4 DP 14397, Lot 3 DP 14154, Lot 1 DP 16457, Lot 1 DP 15187, Lot 1 DP 13802, Part Lot 2 DP 9490	Formal Parks and Gardens
Oak Tree Reserve Lower Queen Street	0.55	Local Purpose	Lot 24 DP 429772	Special Interest Site
Sauer Pond	0.11	Local Purpose Reserve	Lot 1 DP 13355	Special Interest Site
Ben Cooper Park	3.56	Recreation Reserve	Part Lot 2 DP 6761, Lot 1 DP 11636, Lot 18 DP 10077, Lot 19 DP 10085	Sports Grounds
Hope Recreation Reserve	3.91	Recreation Reserve	Lot 1 DP 5356, Lot 3 DP 5109	Sports Grounds
Jubilee Park	11.68	Proposed Recreation Reserve	Part Secs 100 102 Waimea East District, Lot 1 DP 7506, Lot 1 DP 10976, Lot 1 DP 9418, Part Lots 3 4 DP 945, Part Lot 1 DP 819, Lots 1 2 DP 9698, Lot 1 DP 5950, Part Lot 1 DP 11787	Sports Grounds

Name	Area (ha)	Reserve classification	Legal Description	Category
Richmond Town Hall	0.22	Unclassified	Pt Sec 25 Waimea East Dist Lot 3 & 3 DP 2720 Lot 1 DP 2989	Urban Open Space/Amenity Reserve
Idesia Grove Reserve	0.00	Recreation Reserve	Lot 22 DP 14088	Urban Open Space/Amenity Reserve
Corriedale Close Walkway	0.01	Local Purpose Reserve	Lot 18 DP 429313	Urban Open Space/Amenity Reserve
Norman Andrews Place Reserve	0.07	Local Purpose Reserve	Lot 6 DP 14389	Urban Open Space/Amenity Reserve
Centenary Place Reserve	0.08	Recreation Reserve	Lot 16 DP 15627	Urban Open Space/Amenity Reserve
Harriet Court Reserve	0.10	Local Purpose Reserve	Lot 31 DP 425924	Urban Open Space/Amenity Reserve
Jean Berriman Park	0.12	Local Purpose(Playground) Reserve	Lot 4 DP 11542	Urban Open Space/Amenity Reserve
Cambridge Street Playground	0.13	Fee simple	Lots 5 6 DP 2720	Urban Open Space/Amenity Reserve
Homepark Reserve	0.18	Proposed Local Purpose	Lot 3 DP 13500	Urban Open Space/Amenity Reserve
Arbor Lea Reserve	0.19	Recreation Reserve	Lot 13 DP 16521	Urban Open Space/Amenity Reserve
Faraday Rise Reserve	0.19	Local Purpose Reserve	Lot 12 DP 13852	Urban Open Space/Amenity Reserve
Burbush Park	0.21	Recreation Reserve	Lot 6 DP 4144	Urban Open Space/Amenity Reserve
Norm Large Park	0.23	Proposed Recreation Reserve	Lots 17 18 DP 8550, Lot 1 DP 10085	Urban Open Space/Amenity Reserve
Collins Road Reserve	0.52	Recreation Reserve	Lot 40 DP 4046	Urban Open Space/Amenity Reserve
Arbor Lea Embankment	0.59	Local Purpose (Recreation) Reserve	Lot 20 DP 19314, Lot 81 DP 17209	Urban Open Space/Amenity Reserve
Chelsea Avenue Reserve	0.69	Local Purpose Reserve	Lot 12 DP 14470, Lot 5 DP 12742, Lot 49 DP 12204	Urban Open Space/Amenity Reserve
Easby Park	0.81	Local Purpose (Recreation) Reserve	Lot 88 DP 7551, Lot 68 DP 11145	Urban Open Space/Amenity Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Bill Wilkes Reserve	3.62	Local Purpose (Recreation) Reserve	Lot 44 DP 16495, Lot 22 DP 14088, Lots 21 68 DP 15511, Lot 204 DP 12091, Lot 212 DP 14534, Lot 10 DP 15066	Urban Open Space/Amenity Reserve
Dellside Reserve	22.56	Local Purpose (Recreation) Reserve	Lot 26 DP 15725, Lots 18 19 DP 12914, Part Lot 2 DP 18376, Part Lot 1 DP 12631, Part Sec 3 Sq 1 Blk VII Waimea Survey District, Part Sec 85 Waimea East District Blk VII Waimea SD	Urban Open Space/Amenity Reserve
Park Drive Reserve	0.20	Recreation Reserve	Lot 5 DP 324500	Urban Open Space/Amenity Reserve
St James Avenue Reserve	0.30	Recreation Reserve	Lot 21 DP 19848	Urban Open Space/Amenity Reserve
Winston Park	0.40	Recreation Reserve	Lot 58 DP 7076, Lot 13 DP 7027	Urban Open Space/Amenity Reserve
Templemore Ponds	0.63	Local Purpose Reserve	Lot 27 DP 19079	Urban Open Space/Amenity Reserve
Heritage Crescent Reserve	0.01	Local Purpose Reserve	Lot 43 DP 18679	Walkway Reserve
Highfield Grove Walkway	0.04	Local Purpose (walkway) Reserve	Lot 28 DP 303808	Walkway Reserve
Fairose Drive Walkway	0.30	Local Purpose Reserve	Lot 68 70-71 73-74 76 DP 418996	Walkway Reserve
Hill St North End Walkway	0.09	Local Purpose Reserve	Lot 5 DP 324500	Walkway Reserve
Hart-Paton Road Walkway Reserve	0.14	Local Purpose Reserve	Lot 3 DP 431455, Lot 5 DP 431455	Walkway Reserve
Hart-Paton Road Drainage Reserve	0.22	Local Purpose Reserve	Lot 4 DP 431455	Walkway Reserve
Hill Street (South End) Walkway	0.27	Local Purpose Reserve	Lot 5 DP 17821	Walkway Reserve
Hunter Avenue Walkway	0.37	Proposed Local Purpose Reserve	Lot 18 DP 12247, Lots 3 5 DP 12202	Walkway Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Meadow Lane Walkway Reserve	0.49	Local Purpose Reserve	Lots 28, 29 DP 361354	Walkway Reserve
Alexandra Estate Walkway	1.12	Recreation Reserve	Lot 106 DP 18519	Walkway Reserve
Jimmy Lee Creek Reserve	2.64	Local Purpose Reserve	Lot 6 DP 19745, Lot 16 DP 12551	Walkway Reserve
Paramu Place walkway	0.01	Local Purpose	Lot 28 DP 20520	Walkway Reserve
Windleborn Place walkway	0.01	Recreation Reserve	Lot 15 DP 16241	Walkway Reserve
Walker Place walkway	0.01	Local Purpose Reserve	Lot 73 DP 315526	Walkway Reserve
Templemore Ponds	0.03	Recreation Reserve	Lot 35 DP 307871	Walkway Reserve
Sunview Heights Walkway	0.52	Local Purpose Reserve	Lot 26 DP 364407	Walkway Reserve
Reservoir Creek Walkway	1.12	Local Purpose reserve	LOT 3 DP 362961 LOTS 3-4 DP 352146 LOT 74 DP 20038 LOT 106 DP 18519 LOT 14 DP 20 129 LOT 108 DP 19222 LOT 73 DP 315526	Walkway Reserve
Olympus Way Reserve	0.10	Recreation Reserve	Lot 81 DP 17247	Walkway Reserve
Reservoir Creek Walkway Reserve	0.43	Local Purpose Reserve		Walkway Reserve
Wharf Road Reserve (Link Park)	0.60	Local Purpose Reserve	Lot 5 DP 19984	Walkway Reserve
Aniseed Valley Reserve Walkway	0.04	Local Purpose (Esplanade) Reserve	Lot 7 DP 20452	Rural Recreation/Esplanade Reserve
Aniseed Valley Reserve	0.29	Local Purpose walkway	Lots 2 3 DP 19710	Rural Recreation/Esplanade Reserve
Best Island Recreation Reserve	0.35	Recreation Reserve	Lot 8 DP 5090	Rural Recreation/Esplanade Reserve
Best Island Golf Course	0.47	Local Purpose Reserve	Lot 2 DP 8350	Rural Recreation/Esplanade Reserve
Headingly Lane Esplanade Reserve (Borck Creek)	0.76	Local Purpose Reserve	Lot 23 DP 431433	Rural Recreation/Esplanade Reserve

Name	Area (ha)	Reserve classification	Legal Description	Category
Appleby Esplanade Reserve	0.85	Local Purpose Reserve	Lot 6 DP 10914	Rural Recreation/Esplanade Reserve
Aniseed Valley Reserve 3	1.31	Local Purpose Reserve	Lot 3 DP 425410	Rural Recreation/Esplanade Reserve
Best Island Road Reserve	1.68	Local Purpose Reserve	Part Lot 1 DP 5478, Part Lot 1 DP 6849	Rural Recreation/Esplanade Reserve
Busch Recreation Reserve	2.56	Recreation Reserve	Lot 4 DP 19777	Rural Recreation/Esplanade Reserve
Best Island Esplanade Reserve	3.45	Local Purpose Reserve	Lot 37 DP 5090	Rural Recreation/Esplanade Reserve
Templemore Ponds	1.12	Recreation Reserve	Lot 1, 2 DP 306483	Rural Recreation/Esplanade Reserve
Reservoir/Salisbury Road Creek Walkway	0.64	Local Purpose Reserve	Lot 4 DP 18824, Lot 8 DP 18941, Lot 10 DP 19426	Rural Recreation/Esplanade Reserve
White Gate Reserve (new part)	1.45	Recreation Reserve	Lot 5 DP 20452	Rural Recreation/Esplanade Reserve
White Gate Reserve	0.54	Proposed Recreation Reserve	All DP2170	Rural Recreation/Esplanade Reserve
Twin Bridges Reserve	2.83	Recreation Reserve	Lot 1 DP 18073	Rural Recreation/Esplanade Reserve
Sandeman Road Reserve	3.99	Local Purpose Reserve	Lot 5 DP 18918	Rural Recreation/Esplanade Reserve
Holdaway Grove Reserve	0.21	Local Purpose (Esplanade) Reserve	Lots 4 5 DP 17032, Lot 14 DP 17720	Rural Recreation/Esplanade Reserve

APPENDIX Z.

Z.1 Quality Assurance

Quality Assurance Statement		
Tasman District Council 189 Queen Street Private Bag 4 Richmond 7050 Telephone: (03) 543 8400 Fax: (03) 543 9524	Version:	Draft – February 2015
	Status:	Draft
	Prepared by: AMP Authors	Beryl Wilkes Anna Gerraty
	Approved for issue by: Community Development Manager	Susan Edwards

Z.2 Quality Requirements and Issues

	Issues and Requirements	Description
1	Fitness for Purpose	The AMP has to be “fit for purpose”. It has to comply with Audit NZ expectations of what an AMP should be to provide them the confidence that the Council is adequately managing the Council activities.
2	AMP Document Consistency	Council want a high level of consistency between AMPs so that a reader can comfortably switch between plans.
3	AMP Document Format	The documents need to be prepared to a consistent and robust format so that the electronic documents are not corrupted (as happens to large documents that have been put together with a lot of cutting and pasting) and can be made available digitally over the internet.
4	AMP Text Accuracy and Currency	The AMPs are large and include a lot of detail. Errors or outdated statements reduce confidence in the document. The AMPs need to be updated to current information and statistics.
5	AMP Readability	The AMPs in their current form have duplication – where text is repeated in the “front” section and the Appendices. This needs to be rationalised so that the front section is slim and readable and the Appendix contains the detail without unnecessary duplication.
6	Completeness of Required Upgrades/Expenditure Elements	The capital expenditure forecasts and the operations and maintenance forecasts need to be complete. All projects and cost elements need to be included.
7	Accuracy of Cost Estimates	Cost estimates need to be as accurate as the data and present knowledge allows, consistently prepared and decisions made about timing of implementation, drivers for the project and level of accuracy the estimate is prepared to.

	Issues and Requirements	Description
8	Correctness of Spreadsheet Templates	The templates prepared for use need to be correct and fit for purpose.
9	Assumptions and Uncertainties	Assumptions and uncertainties need to be explicitly stated on the estimates.
10	Changes Made After Submission to Financial Model	If Council makes decisions on expenditure after they have been submitted into the financial model, the implications of the decisions must be reflected in the financial information and other relevant places in the AMP – eg. Levels of service and performance measures, improvement plans etc.
11	Improvement Plan Adequate	Improvements identified, costed, planned and financially provided for in financial forecasts.