

STAFF REPORT

TO: The Chairperson and Members of the Community Services Committee

FROM: Manager Property

DATE: 31 January 2006

SUBJECT: Property Manager's Report

RESERVES

The purchase of the Foxhill Tennis Courts has been settled and the new title has been issued.

An inspection of the old Upper Moutere Hall has been undertaken. It is proposed to tender the building for removal. This is expected to occur in the next few weeks with the removal date planned for the end of March 2006.

LIBRARIES

Carver Architects have been appointed as architects for the new library in Takaka. An initial meeting with the architect, project managers RDT Pacific and staff has been held in Takaka. The intention is to have all documentation ready to go out to tender after 1 July 2006.

The process of appointing a preferred architect for the Richmond Library development was abandoned last year because of work priorities. This has now been reactivated and it is expected that an architect will be appointed during February 2006 and that an approved concept will be available before the end of June 2006.

A quotation is being sought to lay new vinyl in the Wakefield Library.

GENERAL

The lease of land adjacent to the dog pound at Beach Road, which has been used as a recycling business for the last few years, has been terminated. It is likely that this area will be utilised for sewerage purposes.

In accordance with the wishes of the Enterprise Subcommittee, applications have again been invited for the use of the Tourism Services zoned land currently occupied by Sicon Limited.

An easement has been surveyed over part of the property purchased by the Council adjoining the Waimea Estuary on Headingly Lane, Richmond to enable the widening of the Headingly Lane drain to an eventual maximum of 25 metres. Investigations are

being carried out regarding the setting in place of an agreement for a walkway over the stop bank at the estuary end of the property prior to it being sold.

A lease is being negotiated with the Nelson A and P Association over part of their Richmond property to allow the establishment of a meteorological station.

Opus have been engaged to undertake at the annual property inspections for lease compliance and tenant liaison for the leases in the Waimea Soil Conservation Reserve adjacent to the Waimea and Wai-iti Rivers.

Condition assessment reports will be undertaken shortly as the first step in the process in completing asset management plans for infrastructural and other specified properties. It is proposed to complete this asset management plan during 2006/07.

MAIN OFFICE DEVELOPMENT

A full report will be presented to the next meeting of the Enterprise Subcommittee. Staff have now vacated the northern building which has been gutted and is in the process of being fitted out for the Customer Services foyer, Customer Services area, additional meeting and interview space, Councillors' lounge and Mayor's office plus the Community Services Department and Chief Executive's office on the first floor. The first floor should be ready for occupation after the end of March and the ground floor areas at the end of April. The Council Chamber and kitchen are still available but their daytime use has been discouraged during the demolition process and the drilling of new anchor piles which is proposed to be complete by 10 February 2006.

The relocation of the reception area on Saturday and Sunday 7 and 8 January was successful and service to the public was able to be maintained without any interruption.

The Eucalyptus tree in the Wensley Road courtyard is to be removed on 11 February 2006.

The building which was relocated into the car park has been sold by a public tender process for \$19,000.00 plus GST. The building is to be removed by the end of February 2006.

EMERGENCY MANAGEMENT

I have been invited to attend an influenza pandemic planning meeting with the District Health Board on 2 February 2006.

A meeting of the CDEM Response Committee is due to be held on 8 February 2006. This Committee chaired by the controller reports to the CEG.

I have been invited to attend a controller's refresher course in Nelson on 14 and 15 February 2006.

J K Frater
Manager Property