

Report No:	RCS12-07-07
File No:	
Date:	3 July 2012
<b>Information Only – no decision required</b>	

## REPORT SUMMARY

**Report to:** Community Services Committee  
**Meeting Date:** 12 July 2012  
**Report Author:** Jim Frater, Manager Property Services  
**Subject:** **Manager Property Services Report**

### EXECUTIVE SUMMARY

The report covers:

- Monthly reports from ASB Aquatic and Fitness Centre and Waimea Rural Fire Committee.
- The change in requests to the Department of Conservation for statutory land management and Reserves Act consents.
- Mapua toilets.
- Civil Defence update.
- Compliance issues.
- Main office building extensions.
- Update on Motueka Library.

### RECOMMENDATION/S

That the report be received.

### DRAFT RESOLUTION

**THAT the Community Services Committee receives the Manager Property Services Report RCS12-07-07.**

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## **1. ASB AQUATIC AND FITNESS CENTRE**

- 1.1 Attached is the 'commentary and patronage' pages of the April 2012 report from the pool managers.
- 1.2 Patronage figures for the Aquatic Centre show an increase of 4,148 users from April 2011.
- 1.3 The fitness centre members for the month were 3,665.

## **2. WAIMEA RURAL FIRE COMMITTEE**

- 2.1 The attached report from the Principal Rural Fire Officer for the month of May 2012 highlights a number of issues. There were 21 callouts during the month making a year to date total of 434 callouts.

## **3. DEPARTMENT OF CONSERVATION**

- 3.1 From 1 July, requests to the Department of Conservation for statutory land management and Reserves Act consents will be processed by staff based at the Department's Christchurch Service Centre, rather than being done in the Nelson Marlborough Conservancy Office in Nelson, as it has been in the past. This change only applies to formal requests for approval from the Department of Conservation and does not affect the day to day dealings that staff have with the Department.

## **4. MAPUA TOILETS**

- 4.1 The subject of toilets in the Mapua Wharf area was raised at a recent Engineering Services meeting. Staff have been working together on the issue of toilets in the general Mapua Wharf area. We receive frequent complaints regarding the single toilet facility situated on the wharf and with the numbers

of people frequenting this area, it has been acknowledged for some time that there is a need for a toilet facility close to the wharf, preferably not situated on the wharf and of a higher standard. The proposed new facility in the wharf area is intended to serve the patrons of this area who are not users of the cafes and bars etc that are obliged to provide toileting.

- 4.2 The Mapua Wharf Working Party have been strong in their support for toilet facilities at the wharf.
- 4.3 The design of the Waterfront Park has made provision for public toilets but with the knowledge that new toilets were planned for the wharf area, the number of pans in the Waterfront Park has been reduced. Staff are of the opinion, that with the numbers of people frequenting the wharf area and the potential numbers of persons that are expected to frequent the Waterfront Park area in the future, justifies the construction of two sets of toileting facilities. While the location of the toilets on the Waterfront Park is identified, the location of the toilets in the wharf area is still to be determined.

## **5. CIVIL DEFENCE**

- 5.1 Rain and snow events during June resulted in staff holding civil defence functions being put on standby. The 6 June 2012 event resulted in the Murchison community activating their civil defence response plan with an EOC being established in Richmond. While reasonable quantities of snow fell in subsequent days, those affected were able to obtain their own assistance without calling on civil defence.
- 5.2 The team that was selected to identify actions which came out of the December 2011 civil defence emergency have completed their task and reported back to the Readiness and Response Committee. The majority of the actions affect operational requirements during an emergency as well as the readiness phase. The CDEM office will consider the recommendations as part of a review of any future business plans.
- 5.3 The Minister of Civil Defence has approved the new Nelson Tasman Civil Defence Plan which will become our operational document for the next few years.
- 5.4 In 2009, the Ministry of Civil Defence and Emergency Management initiated a monitoring and evaluation programme to monitor the national CDEM strategy and the performance of civil defence groups and other agencies with responsibilities under the CDEM Act 2002. The national average score was at 60% and the Nelson Tasman Civil Defence Emergency Management Group score was 76%, which was the highest score given. The Ministry has identified some areas to focus on and these are being addressed through the Civil Defence Emergency Management Group.

## **6. COMPLIANCE**

- 6.1 Following a tender process Kone have entered into a contract to maintain the lift at Richmond Library and the main office as well as the lift in the new extension which they are installing.
- 6.2 The annual warrant of fitness inspections have been undertaken for our operational buildings and the certificates are in the process of being issued.

## **7. MAIN OFFICE BUILDING**

- 7.1 Gibbons Contractors are still on target for completion of stage 1 of the building extensions by the first week of October 2012. The design for the layout of the ground floor area has been completed and the design for the layout of the first floor is nearing completion.
- 7.2 The dvd system, which records the images produced by the various security cameras within the Council complex, has been upgraded to enable further cameras to be added and for the capturing of digital images using IP cameras. An additional camera is being installed at the carpark in 23 Oxford Street and digital cameras will be used in the new customer services area to ensure high quality images are captured.

## **8. MOTUEKA LIBRARY**

- 8.1 On 6 June the Community Services Manager, Libraries Manager, Branch Librarian of Motueka Library and Don Robertson (Project Manager) met with the local architects and Warren & Mahoney architect from Wellington, to review initial space ideas. Unfortunately I was unable to attend the meeting due to ill health, but the Libraries Manager will be able to answer any questions Councillors may have.

## **9. RECOMMENDATION/S**

- 9.1 That the report be received.

## **10. DRAFT RESOLUTION**

**THAT the Community Services Committee receives the Manager Property Services Report RCS12-07-07.**

J K Frater  
Manager Property Services

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