



Kaipara District Council

Discussion Paper- Civic Facilities 2020



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1 Purpose

The purpose of a Civic Facilities Strategy will be to:

Articulate a clear approach on how Council can realise its and the community priorities in a way that strikes a balance between being future looking, is fit for purpose and is financially sustainable over the longer term, so that the community and customers have excellent facilities in which to enjoy and participate in civic and cultural activities.

2 Kaipara District Council Mission

Nurturing our people and place by inspiring a vibrant, healthy and caring community

In particular:

Vibrant communities - Kaipara communities offer an attractive place to live and visit

- *Connect our towns and communities*
- *Promote Kaipara as an attractive place to live and visit*
- *Create an accessible Kaipara*
- *Support key events*
- *Provide sufficient sports and recreation areas*
- *Continue to improve and upgrade public facilities*
- *Celebrate our two harbours and two coasts*

Celebrating diversity – our local heritage and culture are valued and reflected in the community

- *Continue to build our Iwi and hapū relationships*
- *Support and develop Māori economic potential*
- *Support public galleries, libraries, archives and museums*
- *Embrace our bi-cultural values, principles and practice.*

3 The civic functions

When looking at developing a strategy it's important to identify the key civic functions. For the purpose of this discussion paper they have been identified as:

3.1 Council meeting and Civic ceremony (e. g citizenship).

There will always be a place required for governance to meet that is accessible to the community.

3.2 Elected member engagement with community.

There needs to be somewhere for the interface of the Office of the Mayor (and other elected members) with the community.

3.3 Provision of library and digital connectivity services.

Libraries and associated digital enablement services are an important function of local government.

3.4 Administration and Management.

Office space is required for Council staff to work flexibly, for collaboration between staff and for Customers who want to visit and have face to face interactions.



4 Context

This Civic Facilities Strategy discussion paper has been developed in response to specific conditions and issues faced by Kaipara in 2020. In summary these are:

- 4.1 Lack of a dedicated Council chamber and consequently Council has been meeting in community facilities across the district, which can lack digital connectivity and accessibility requirements.
- 4.2 The Northern Wairoa War Memorial Hall (Dargaville Town Hall), Municipal chambers and current offices all have significant issues and costs will collectively be in the order of \$10-15 million to remediate/upgrade. Details of these are:

(a) Northern Wairoa War Memorial Hall - 37 Hokianga Road

Key considerations and issues: The Northern Wairoa War Memorial Hall was built in the 1950s, a further extension (the Annex) was added in the 1990s. There are weathertightness and asbestos issues which will require remediation in the short term. As a result of these issues, water ingress is now visible in portions of the 1999 extension. The building continues to deteriorate every time it rains and is now experiencing higher than acceptable levels of mould. This has required closure of some areas and impacted on our ability to hold Council meetings as well as our community users. The asset will require immediate repairs as well as ongoing maintenance costs. In addition, the physical structure isn't acoustically designed for Council meetings. The current building has issues with the physical connection to the Municipal Building and the aesthetics of the site detract from the character of the area.

Cost for remediation: \$5 million or more + GST * Maynard Marks estimate February 2020

Cost for rebuild: \$5-8m + GST

Cost for upgrade: \$3m + GST * Property Group Estimate February 2019

(b) Municipal Chambers - 37 Hokianga Road

Key considerations and issues: The building was built in the early 1920's by one of Council's predecessors and does provide a heritage contribution to the current civic area of Dargaville. Whilst it is no longer used directly by Council, it now houses a cinema, gallery spaces and has some areas (upstairs) which are leased to the Dargaville Arts Association but are currently under-utilised. The site could be retrofitted for an alternative use but would require investment if it was to be leased, used for public or a private workspace. The building is defined as an earthquake-prone building due to its seismic performance of only 15% of the new building standards and therefore seismic upgrades may be required if we were to lease the site. Currently assessed as being in average condition, it will however require substantial expenditure on maintenance over coming years.

Cost for remediation: \$450-600k + GST

Cost for upgrade: \$200-400k + GST

**(c) Main Council building - 42 Hokianga Road**

Key considerations and issues: The current Council office was built in the 1960s. In the 1990's a further extension was added to house the Council Chambers which has alternative access from Station Road. There are weathertightness and asbestos issues throughout the building which will require remediation. As a result of these issues, water ingress is now visible in portions of the 1990's extension. The building continues to deteriorate every time it rains. Water ingress has been observed in the computer server room with dampness in the building potentially resulting in the deterioration of paper archives before there has been a chance to digitise these.

Cost for remediation: \$1-1.5m + GST* Maynard Marks estimate February 2020

- 4.3** Council has a need for larger libraries in both Mangawhai and Dargaville which has been noted in the current LTP and in feedback from our communities.

(a) Dargaville Library – 71 Normanby Street

Key considerations and issues: In 2010 the Dargaville Library was relocated to 71 Normanby Street. This building was built around 1940 to house the Northland Power Board offices and has several physical constraints. The existing floor area of the library is only 266m², which is small in comparison to most libraries, and is of inadequate design. It does not meet LIANZA standards due to crowded shelves, lack of walking space between shelves with wheelchair access being extremely difficult. Additional digital hardware, services and training cannot be accommodated. Health and safety concerns have been identified due to specific incidences and the fact it is only registered through its building Warrant of Fitness to have 21 people in the library at any one time. Whilst immediate work has and continues to be done to address these issues, the site significantly limits the offers that we can provide to our community. The space cannot be made fit for purpose and requires ongoing maintenance costs. Whilst the building provides a heritage contribution to the local area, it is disjointed from the creation of a civic precinct with our other council facilities. There is an opportunity for alternative use for the asset which could include; Mayors Office, meeting rooms and/or elected member's lounge

The long-term use of this site for the library is not recommended due to the size limitation, the constraints on the range of services and support the library can provide.

Cost for small upgrade: \$150k + GST (minor improvements to improve safety and usability)

(b) Mangawhai Public Library/Hall - 45 Moir Street

Key considerations and issues: Mangawhai Library operates from the Mangawhai Public Hall. The floor space utilised for the library is approximately 129m². The building is community-owned, and it and the library service are run entirely by volunteers. The library is only open for around 14 hours a week but does provide free 24-hour Wi-Fi access. The library does not provide any computers/digital devices or meet LIANZA standards for a community the size of Mangawhai currently and which will continue to grow.



- 4.4 Offices for administration and management are leased and will be adequate for medium (Mangawhai and Whangarei) to long term (Dargaville)

Key considerations and issues: The Mangawhai service centre at The Hub is leased until October 2021 with a further two by three year right of renewals available. In Whangarei, our NTA staff share offices in Walton Plaza leased by the Whangarei District Council (WDC). WDC have commenced building new offices but it will be a few years before completion. In Dargaville, Council will lease part of the Kaipara Service Centre currently under construction by the NRC. The initial term of the lease will be for 15 years.

5 Existing Council policy and key influencing factors

When developing this discussion paper, the key influencing factors considered were:

1. The district's halls (with the exception of the Northern Wairoa War Memorial Hall) are community-owned. Many of the halls were handed back to community ownership between 2009 and 2015. The Community Halls policy is the overarching document.
2. Council is restrained in its ability to access capital as it wants to reduce debt. The current Long Term Plan (LTP) has a focus on the reduction of debt to more prudent levels and this is expected to be a continued focus in the upcoming one, albeit that debt will potentially rise in the initial years of LTP 2021-2031.
3. In accordance with the Treasury Policy, Council will only retain property/buildings where they have a purpose or meet a need. Council must review its portfolio regularly to confirm the above and is expected to apply this approach in respect of any acquisition.
4. Property Sale and Acquisition Policy - Council ownership versus other options: The decision whether to own property must be considered against other options (e.g. partnerships and/or joint ventures, leasing, acquiring an easement etcetera) in order to ensure it is an efficient and effective use of resources having regard to existing and anticipated future opportunities and needs.
5. Digital connectivity is the key to improving Council services to the community. By empowering the community digitally, residents will develop skills that are essential today. Within the district, the way services are delivered needs to be enhanced and improved to have the greatest possible impact e.g. more online and self-service options, streaming of Council meetings.
6. Agile/flexible working is our preference going forward with a distributed workforce across the district/region. We envision a future workplace that supports an agile way of working. Being agile at Council means; we will solve problems and work on projects across teams. Our specialists share their knowledge, opportunities and support others to grow. By working in this way, we will; create a modern working environment that encourages collaboration, accountability and develop a trusted culture that empowers our people, which will attract and retain talent.



6 Kaipara civic facilities objectives

In the recent workshop, staff identified potential objectives in order to assist Council to provide direction. These are:

1. Community-owned/multi-purpose facilities across the district, but particularly in Dargaville and Mangawhai, that are able to host a range of civic functions as required.
2. Larger Council-run and staffed libraries in Mangawhai and Dargaville.
3. Establishment of a mid-Kaipara location service centre incorporating community library/meeting rooms and drop-in office space for staff.
4. Flexible quality working space across the district/region for performing administration/management functions. Equality of status for each administration facility.

7 Possible outcomes

Possible outcomes for elected member discussion and feedback:

1. Council will continue to hold its meetings in community facilities (outside of Dargaville e.g. Mangawhai) and will support and encourage community organisations to obtain investment to allow for improved digital functionality.
2. Implement an enhanced maintenance programme for the Northern Wairoa War Memorial Town Hall complex and continue to utilise its meeting room for civic functions for as long as its condition is adequate (while acknowledging it will continue to deteriorate unless remediated).
3. Consider the future use or otherwise of the building at 42 Hokianga Road and current library building situated at 71 Normanby Street.
4. Investigation into the establishment of mid-Kaipara service centre/library/community hub.
5. Northern Wairoa War Memorial Town Hall to be handed over to a community organisation. The community organisation, with Council's support, will lead redevelopment/funding of the complex which will include a library/community hub (similar to the Te Ahu Centre). Once completed Council will lease a library and other space from community organisation.
6. In later part of the LTP 2021-2031 Council will seek partner(s) (community, iwi or local government) to develop new library and Council offices in Mangawhai, which it will lease once completed from the development partner(s).

8 Implementation/next steps

A strategy will be developed, with associated delivery plan. The Project Management Office (PMO) will have visibility of the activity (or group of activities) through the lifecycle of projects from commencement to execution. The Programme Oversight Group will have the oversight to check that this is happening in the right way and that the project teams have the correct level of support to be successful.



The Property Team (which sits within Infrastructure Services) will be responsible for the strategy and the implementation of the delivery plan. The strategy and delivery plan will be developed as a project with GM Infrastructure as the project sponsor and Property and Commercial Manager as the project manager.