



Hastings District Council

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OPEN MINUTES

RURAL HALLS SUBCOMMITTEE

Meeting Date: **Monday, 10 September 2018**

**Minutes of a Meeting of the Rural Halls Subcommittee
held on 10 September 2018 at 1.00pm**

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HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE RURAL HALLS SUBCOMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON MONDAY, 10 SEPTEMBER 2018 AT 1.00PM

PRESENT: Chair: Mr Kay
Councillors Heaps, Lyons, Kerr and Redstone
Mr N Dawson, Mr M Lester and Mrs Maxwell

IN ATTENDANCE: Acting Chief Executive (Mr N Taylor)
Group Manager: Asset Management (Mr C Thew)
Community Grants and Project Advisor (Ms V Berkahn)
Group Manager: Community Facilities and Programmes
(Mrs A Banks)
Property Assets and Project Officer (Mr J Jiang)
Parks and Property Services Manager (Mr C Hosford)
Democratic Support Manager (Mrs J Evans)

1. APOLOGIES

There were no apologies for absence.

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Mr Kay/Councillor Heaps

That the minutes of the Rural Halls Subcommittee Meeting held Monday 4 December 2017 be confirmed as a true and correct record and be adopted.

CARRIED

4. RURAL HALLS MAINTENANCE - 2018/2019 FUNDING ROUND

(Document 18/588)

The Community Grants and Project Advisor, Ms V Berkahn, introduced her agenda report and responded to questions from the Rural Halls Subcommittee. She pointed out that the Property Assets Team assess the maintenance projects for which grants have been applied for, as well as undertaking regular inspections of the condition of rural halls. A contribution from the Rural Halls Maintenance reserve funds would be required as a contribution to the cost of these inspections. Six inspections had been undertaken this year at a total cost of \$3000.

Mr Hosford, Parks and Property Services Manager undertook to report back to the subcommittee on an audit of the general condition and maintenance required for all the rural halls so that the Maintenance Reserve fund could assist in the allocation of

funding according to priority need rather than a first come, first served basis. The ways in which halls were now being used; health and safety, liquor licensing conditions etc. all had a much greater impact on the requirement for rural halls to be maintained properly.

A proper audit was required by the Property Assets Team to ensure that rural halls were fit for purpose. Once the audit had been undertaken, priorities could be assessed for a rolling review of maintenance upgrades and the Council could work in partnership with management committees on the maintenance and upkeep of rural halls. It was also stressed that inspections should be undertaken as matter of course, once maintenance work had been completed. It was also noted that the Council should be informed on the level of building insurance cover for each rural hall requesting grant funding.

With regard to the \$30,000 pa Earthquake fund, it was considered that a strategic approach was required to enable the Council to allocate limited funding for earthquake strengthening in rural halls in a fair and equitable manner. It was important to ensure that all rural halls had equal access to the fund which should be allocated on priority need, and capped at a maximum figure to provide all rural halls with a share of available funding over the next 10 years.

The maintenance requests total \$15,779, and the earthquake assessment requests amount to \$20,500. The respective budgets were \$20,000 per annum for maintenance projects and \$30,000 for earthquake assessment/strengthening costs. Any unspent funds would roll over to the following year.

It was noted that the maximum grant was 50% of the cost of the work.

Te Awanga Hall funding request of \$4,397.00 for the repair of leaking roof to Meeting Room, including repair of water damaged ceiling and walls. (Priority 3). It was noted that the total grant comprised 50% of the physical works at a cost of up to \$3,824 and a contingency of up to \$574 towards consenting costs, if applicable.

Farndon Park Domain funding request of \$3,361 for alterations to the building interior layout and refinish interior. (Priority 5)

Twyford & Raupare Recreation Centre Trust funding request of \$6,288.00 to install a fire alarm and monitoring system. (Priority 1)

Patoka Hall funding request of \$1,733.00 to fit a heat pump to improve comfort levels for school use. (Priority 4)

Pakowhai Hall funding request of \$10,000.00 for an earthquake strengthening assessment. (Priority 2) It was noted that the application did not include a quote as required by the policy. The submission of a quote was required for the earthquake assessment in order for the application to be considered in this year's funding round.

Maraekakaho Church Hall Trust Board funding request of \$20,500.00 for an earthquake strengthening assessment. (Priority 2) It was noted that Maraekakaho Church Hall had not yet uplifted a grant of \$12,938 granted in 2017 for painting of roof and hall exterior. In accordance with the policy, if this grant was not uplifted by 4 December 2018, the Maraekakaho Church Hall would need to reapply in 2019.

It was noted that a quote for a preliminary seismic assessment had been received, together with an estimate of the remedial work required. Until the seismic assessment had been undertaken, the quantum of the remedial work (if any), was not yet known.

Councillor Kerr/Mrs Maxwell

- A) That the report of the Community Grants & Projects Advisor titled "Rural Halls Maintenance - 2018/2019 Funding Round" dated 10/09/2018 be received.
- B) That all the building inspections for rural halls at a cost of up to \$500 per hall be met from the Rural Halls Maintenance Reserve Fund.
- C) That the Parks and Property Services Manager be requested to undertake an audit of all rural halls and report back to the next meeting of the Subcommittee with a plan for the Rural Community Board to assess priorities and expectations for rural hall partners to ensure that rural halls are fit for purpose.
- D) That the application for Pakowhai Hall Earthquake strengthening assessment lay on the table pending the submission of a quote to undertake the assessment.
- E) That the following grants be allocated from the 2018/2019 Rural Halls Maintenance fund:

Hall	Project	Grant
Te Awanga	Roof repair to meeting room Contingency for consenting (if necessary)	\$3,824 \$574
Farndon Park	Alterations to the building interior layout and refinish interior.	\$3,361
Twyford & Raupare	Install fire alarm and monitoring system.	\$6,288
Patoka	Fit heat pump to improve comfort levels for school use.	\$1,733
Total Maintenance Grants:	2018/2019 budget \$20,000	\$15,780
Maraekakaho	Earthquake strengthening assessment.	\$5,750
Total earthquake assessment/ strengthening grants:	2018/2019 budget \$30,000	\$5,750
Total Grants 2018	Total budget 2018/2019 \$50,000	\$21,530

CARRIED

5. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

6. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

The meeting closed at 2.10pm

Confirmed:

Chairman:

Date: