

Whangarei District Council

Tuesday 13 and Wednesday 14 April 2021

Bulk Submission Ruakākā Recreation Centre relating to the Long Term Plan 2021 - 2031

Volume One

LONG TERM PLAN 2021-31 FEEDBACK FORM

**THE CLOSING DATE FOR FEEDBACK IS
THURSDAY 1 APRIL 2021**



We would love your feedback on some key issues for our District.

POINTS TO REMEMBER WHEN SUBMITTING YOUR FEEDBACK

- Please print clearly. Make sure it can be easily photocopied, read and understood.
- All feedback is considered public under the Local Government Official Information and Meetings Act, so it may be published and made available to elected members and the public.
- Your feedback will not be returned to you once lodged with Council. Please keep a copy for your reference.
- You can also attend a hearing, scheduled for 13-14 April, to speak to your submission.

HOW TO GET THIS FORM TO US

Mail to: Long Term Plan feedback, Whangarei District Council, Private Bag 9023, Whangārei 0148

Email to: mailroom@wdc.govt.nz

Deliver to: Customer Services, Forum North, Rust Ave, Whangārei or Ruakākā Service Centre, Takutai Place, Ruakākā

YOUR DETAILS

Name

I am making this submission as:

☐ An individual ☒ On behalf of an organisation

Organisation name

Ruakaka Recreation Centre

Postal address

P.O. Box 123, Ruakaka 0151

Best number to contact you on

432 7962 or 027 252 9612

Email

ruakakareca@tra.co.nz

Do you wish to be heard in support of your submission at a traditional hearing on 13-14 April?

☒ Yes ☐ No

YOUR FEEDBACK

Please give us your feedback on the key Issues raised In the Consultation Document.

KEY ISSUE - HOW WILL WE PAY FOR WHAT WE NEED - RATES OPTIONS (SEE PAGE 17)

- ☐ **OPTION 1:** Rates increase in year one (2021-22) of 2% + 2.5% Local Government Cost Index (LGCI) + 2% 'catch up'.
Rates increase in years two to ten (2022-31) of 2% + 2.5% LGCI.
- ☒ **OPTION 2:** Limit the rates increase to LGCI plus 2% only across ten years of the Plan

WHY?

The rates are already to high. Lots of people struggle to pay the current rates already.

KEY ISSUE - SPACES FOR GATHERING (SEE PAGE 24)

- ☐ **OPTION 1:** Allocate budget across three sites (Oruku Landing Conference and Events Centre, Hihiaua Cultural Centre, and existing facilities at Forum North).
- ☐ **OPTION 2:** Put budget towards only ONE of the following: Oruku Landing Conference and Events Centre, Hihiaua Cultural Centre, or existing facilities at Forum North. Please state which site in your comments.
- ☐ **OPTION 3:** Build a Whangarei District Council-owned theatre on the current Forum North site.

WHY?

There are other places/communities who need new facilities for their people. Whangarei has already the Northland Events Centre, paid for by the ratepayers.

KEY ISSUE – CLIMATE CHANGE AND SUSTAINABILITY (SEE PAGE 28)

- ☐ **OPTION 1:** Put \$3.7m of new funding towards climate change mitigation and adaptation and waste minimisation.
- ☐ **OPTION 2:** Put \$7.4 of new funding towards climate change mitigation and adaptation and waste minimisation.
- ☒ **OPTION 3:** No new funding towards climate change or waste minimisation.

WHY?

We think everyone can do their part to minimise waste.
WJC should put more pressure on companies to lower their emissions.

KEY ISSUE – REVITALISING OUR CITY CENTRE (SEE PAGE 32)

- ☐ **OPTION 1:** Spend \$13m to make improvements to James Street and John Street.
- ☐ **OPTION 2:** Spend \$20m to make improvements to James Street and John Street as well as either Robert Street or Cameron Street.
- ☒ **OPTION 3:** No additional funding for the City Centre.

WHY?

The city centre is fine as it is.

TELL US WHAT YOU THINK - ANY FURTHER COMMENTS ON THE KEY ISSUES OR OTHER POINTS
RAISED IN THE CONSULTATION DOCUMENT

Please find attached on this Feedback the Ruakaka
Recreation Centre's submission to the Whangarei District
Council Long Term Plan 2021-2031.

Also attached names and contact details of people
supporting the Ruakaka Recreation Centre's submission
to the LTP 2021-2031.

Ruakaka Recreation Centre Wahitakaro & Northland Regional Volleyball Arena

Submission to the Whangarei District Council Long Term Plan 2021 - 2031

“The Ruakaka Recreation Centre Committee and Volleyball Northland are helping local people in Bream Bay by providing a multi-purpose space for sports, cultural and community use at Bream Bays’ first indoor sports hall and unique beach volleyball arena.”

In 2018 the Ruakaka Recreation Centre (RRC) made a significant submission to the then Whangarei District Council (WDC) 2019 - 2029 Long Term Plan (LTP), including 1000 signed letters of support and a feasibility study.

That submission requested a contribution, as seed funding towards the development of 1/3rd the cost of the \$6 Million dollar facility. WDC has provided written support for the project several times. Staff supported the project within their asset management plans by proposing a budget in the 2021 LTP for a public car park. Ruakaka Recreation Centre has since then secured \$2.5 Million seed funding from MBIE as a Crown Infrastructure Project (CIP). Northland Volleyball Association is now involved and building a Regional Volleyball Facility.

Statement from the Ruakaka Recreation Centre Committee.

The Committee has put significant resources and time into the proposal for a new Multi Use Recreation Centre and Regional Volleyball Arena. The project creates immediate employment opportunities during design and construction and the ongoing facility operations. The Facility will be located centrally in the village, as part of the wider sports, cultural and business precinct. It will provide for both the current and future needs of one of New Zealand's fastest growing areas, Bream Bay.

The committee recognises and is grateful for the significant contribution from the Governments Shovel Ready fund. More than ever the wellbeing of our community is under pressure. We believe the investment in recreational health facilities provide lifelong benefits to all people.

The committee will provide accurate governance and project documentation. This project aligns well with wide recognition of Ruakaka as a High Growth Area with projects which boost the regional economy. The facility will be owned and managed by the RRC. It will provide greater access to recreation, health and cultural opportunities for locals and an integration point for the new population.

Yours Sincerely,

Ruakaka Recreation Centre Incorporated Committee.

Submission item 1.

We request the Whangarei District Council budget \$1,000,000 within the 2021 - 2031 LTP for public car parking at Ruakaka Sports Park.

Reasons for this request:

1. Council and Ruakaka Recreation Centre have worked for many years to implement improvements to Ruakaka Recreation Ground, including new fields, skatepark and a new indoor facility, a carpark is missing to accommodate those improvements.
2. WDC is currently expanding the park use through 2 new football field developments, increasing the park usage, traffic and parking issues.
3. Increased population growth, park use and park development requires additional car parks. A recent Traffic Impact Assessment determines an approximately 130 space car park at the reserve is necessary to support the increased park and facility use.
4. WDC road changes at Takutai Place, removed 20 car parks from the existing Recreation Centre site.
5. The informal parking on Sime Road is a health and safety concern.
6. A new community funded skate park, valued at \$400,000 has been constructed with no car park.
7. WDC, by contributing to this car park would benefit from the completion of a mostly non-council funded facility, for the benefit of the people of Ruakaka and surrounding areas, creating employment, a public events space and sports hub, with regional sporting significance.
8. Partnership with the Northland Volleyball Association will see a Regional and National level volleyball and Beach Volleyball facility on the site, hosting tournaments and bringing visitors and economic benefit to Ruakaka.
9. The building provides for many community efficiencies in terms of replacing the need for both football and the local High School requiring further facilities. It takes a holistic approach to facility planning.
10. Third party funders view Council contribution towards the project favourably.

The Project is supported by the following key stakeholders:

- Ministry of Building Innovation and Employment.
- Northland Volleyball association.
- Patuharakeke te Iwi
- Sport Northland
- Northland Sports Coalition
- Ruakaka Residents and Ratepayers Association
- Bream Bay United Football Association
- The many users of the facility

Attached please find.

1. Letters of support; provided in two blue folders
2. A project plan summary is below.
3. The Feasibility Study; provided in one blue folder
4. Most recent architectural proposals.

Investment source: Investment from funding agencies is proposed as follows:

Deliverable	Investment Source	Amount	Status
Stage 1	MBIE Shovel Ready Fund	\$2.5M	Achieved
Stage 2 (Public car park)	Whangarei District Council	To \$1M	Decision June 2021
Stage 2 Community Sports Hall/high performance arena	Lotteries Grants	\$3-4M	Application stage
Stage 2 Beach Volleyball Arena.	Foundation North	\$1M	Application Stage
Total		Up to \$7.5M	

Public Car park: With community raising \$7Million to build a facility for community, Council ought to consider, as it has done elsewhere, the inclusion of public car parking at the Ruakaka Sports Park. The Sports park has 2 new football fields being built by WDC and these fields require car parking and none is apparently planned for that development. Currently the RRC have **less car parks** than prior to the development of Takutai Place.

The image below shows the central location of the site to the town, the park and the school.



Submission item 2.**The RRC support the Northland Sports Coalition request for:**

1. Funding for the implementation of the Whangarei Active Recreation and Sport Strategy – specifically a District Facility Navigator role.
2. Support for specific projects highlighted in the consultation document: the continuation of Pohe Island developments; Hikurangi Skate park; upgrade of walking tracks; developing community sports fields/hubs
3. That Council considers increasing the amount of funding available for active recreation and sport facilities through the contestable partnership fund – we believe an increase of funding should be available for key sport and recreation facilities

Further reasons for WDC support..

The Facility Project is underway and will require the public infrastructure to ensure full public access.

1. No other LTP community and sport project has the same area of benefit, support or governance structure in place. This is the project with the highest future demand and largest catchment.
2. Over 1,000 letters of support have been received for this project. The project is supported by Sport Northland, Northland Football Federation and many other organisations who seek to improve the lives of local people.
3. A feasibility Study is Complete
4. The project has Architects, engineers, planners and project management expertise already assigned.
5. A traffic Impact Assessment is completed.
6. The proven Governance Structure already exists
7. The Land is available and already leased.
8. Bream Bay is identified as an area of high growth; Council must plan and provide adequately for that growth.
9. The link between mental health, especially of youth, and a foundation of good exercise and social development is well known. Bream Bay youth require Councils assistance to provide these facilities for their benefit.
10. WDC has budgeted the development of land, currently leased by the RRC into sports fields prior to it developing a Reserve Management Plan as it is required to do within the Reserves Act 1977. Such a process would identify priority needs for the community. Council has budgeted some \$800k towards field development.
11. The development of new fields still leave the Bream Bay football fraternity without a club facility. Development of the new building would enable the existing building to free up for use as a football building, near to the fields. Without this, Football could expect to spend a further \$1.5Million providing such a facility.
12. The WDC has identified several items in its "Interim Development Plan" the action items have been largely achieved by volunteers at Ruakaka.
13. RRC have fundraised and project managed facility development worth in excess of \$2.9 Million in the past few years.
14. The stakeholders have gained \$2.5Million in seed funding for stage 1, and had their expression of interest accepted for stage 2 (\$5M) by lottery grants.
15. The project was set to employ many people during construction and increase FTE operational by 3FTE. Economic development in the Ruakaka area is important.
16. Volleyball Northland and Volleyball New Zealand have partnered in the development to build and manage a National and regional beach/indoor volleyball facility.
17. That over \$70,000 in volunteer and pro bono work has been completed to bring the plan to its current viable stage.

Project Summary:

The Ruakaka Recreation Centre Committee and Volleyball Northland are helping local people in Bream Bay by providing a multi-purpose space for sports, cultural and community use at Bream Bays' first indoor sports hall and unique beach volleyball arena. The project is being done in 2 stages and stage 1 is underway now with the help of the Ministry of Business, Innovation and Employment, Shovel Ready grant.

Stage 1 is a modern community gym and wellbeing facility and will cost \$2.5 million. It is an easy access building on the Tiki Place Park, situated near to the new skate park only 3 minutes walk from the High School, with its own easy parking.

The Ruakaka Recreation Centre Committee is excited about the new building, they have an old building now and it is too small. A new facility also frees up the existing centre for football, squash and other clubs.

Stage 1 is funded to \$2.5 Million from the Infrastructure Reference Group Covid19 Recovery Fund. The government's shovel ready fund has been amazing in getting the first stage of the project underway and will be a great investment of taxpayer money. The committee is grateful for the support from Government which recognises the specific growth and demand issues in Bream Bay. The committee aims to employ and upskill local people as much as possible and encourage knowledge and skills improvement, especially for the local youth. Stage 2 is a 2 court indoor sports hall, event space and beach volleyball arena, and will cost about \$5 Million to build. To support the people living here, this is an obvious opportunity. It connects the beach and the main shopping centre, surrounded by open space.

The people coming to Ruakaka need a place to gather for whatever reason, a place they feel welcomed and can meet the locals. A central area to meet the locals so that the stories of Ruakaka become those of our new neighbours, colleagues and team mates. A warm welcome assists the reputation of Ruakaka as a place to move to live, work and play. With all the development in Bream Bay, the area needs social infrastructure, It gives a sense of place.

There is huge potential in the new building to centralise a cultural precinct at Ruakaka. This is a once in a generation opportunity. As a multi purpose facility it's versatile so that Bream Bay will have a one stop shop for sport, leisure, clubs, trade shows or events.

The facility will be the first public indoor facility for many years, and as there is none planned in the draft LTP, the only one for a further 10 years, in the highest percentage population growth area in the district.

The facility is a Regionally Significant sports facility and is supported in the most recent Regional Sports strategy.

The facility therefore qualifies for funding from large scale third party funders, one of which would support up to 2/3rds of the total cost, depending on the seed funding being achieved.

The Project team are positive that the funding for the facility can be gained, the WDC , as the landowner and as the authority for the public access and use to the wider park has a vested interest in the development as it contributes to the outcomes within its 2021 - 2031 LTP.

The Project Outline

Key Objectives and deliverables.

1. Develop a multipurpose wellness centre at Tiki Place Reserve
2. Develop a Northland Regional Volleyball Arena and High Performance Centre.
3. Develop Bream Bays first multi purpose Sports Hall.

Key Stakeholders:

The existing recreation centre users.

Over 60s club.

Bream Bay United Football Club

Volleyball Northland

Basketball Northland

Northland Netball Association

Bream Bay College

Patuharakeke te Iwi Trust

Bream Bay Community Trust.

Project Readiness:

The facility has been planned for some time and is ready to move to construction as soon as the relevant local permits are provided.

The following Phase 1 work has already been completed:

- Integration with District Development Structural Plans.
- Inclusion in the Whangarei District Council, Recreation Strategy
- Stakeholders and funding agencies are engaged.
- Alignment with WDC expansion of the surrounding fields, due in 2020.
- Consent, ground engineering and traffic preliminary assessments are completed.
- Preliminary design is completed.
- Lease arrangements enabling the building on the land are in place.
- A feasibility study is completed.
- Public support has been gained.
- Administrative and funding liaison positions are in place.
- Governance and financial auditing requirements of third party funders are met.
- Funding for stage 1 is secured to 2.5Million via MBIE
- Design and Project Management Team Procured.
- Design workshops stage 1 and 2 advanced.

A mix of Community Facility and Regional Sports Arena:

The Northland Regional Volleyball Arena will share the site with the Community Sports Hall. 6 outdoor beach volleyball courts will be provided AND also available for community use via bookings. This compliments and brings greater access to sports to the local community.

The Community Recreation Multipurpose Hall

For Foundation North consideration, the Community Recreation Hall (proposed as Stage 2) provides for 2 full sized Netball Courts indoors. This provides for existing demand; demand from the school and for community events. The Community Facility is designed to a scale which provides future proofing to cater for the anticipated high population growth in Ruakaka.

Time and Cost Schedules

Time and cost for this project are managed in 2 stages: Stage 1 is the local wellbeing centre, stage 2 the Sports Hall. If funding is achieved in 2021 then stage 2 will begin concurrent with Stage 1, to provide overall efficiencies and contract effectiveness.

Stage 1 is funded to 2.5 Million via a government Shovel Ready Fund.

The remaining \$5 Million is anticipated to come from third party investments being applied for at present.

A brief History of the project over the past 4 years.

Pre 2017: Pre-planning, lease arrangements in place, user and demand profiles Sport and Stakeholder Liaison

2017: A thorough Feasibility Study (funded via Lotteries Grants) completed late 2017 provides the basis for project bulk costs as this sight prices from a likely construction partner and a Quantity Survey Check. The study showed the building was feasible.

2018- 2019 Since late 2017 the committee has been finalising contracts, leases, administration and governance and completing vital planning with the Whangarei District Council, the land owner.

In 2018 the committee made a submission to the Whangarei District Council requesting 1/3rd funding.

2020: Applications were made to funders and MBIE funding was successful. The committee developed the staged plan with professional input.

Procurement of design services was completed using Government best Practice and Social Procurement Guidelines. Project Director, planning and engineering contracts were procured for stage 1, with a view to possibly continue with those services through stage 2 if contracts met deliverables. NB: MBIE funding was not contracted until December 2020, unfortunately this left the timeframe between funding the professional services to develop resource consent with very tight timeframes.

2021: During early 2021 further professional services have been engaged for the design and engineering works.

Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116

Submission to the Whangarei District Council Long Term Plan 2021-2031.

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The RRC Committee has two lease agreements for land at Ruakaka. They have managed the land for the benefit of the local community for many years. The existing building, built for the needs at the time, has been outstripped by demand.

The WDC has not provided any indoor recreational space in Bream Bay historically, and that is now well overdue.

The RRC has received \$2.5 Million from MBIE towards a new multipurpose facility. This money is only enough for the stage 1 facility and requires further fundraising for the infrastructure (car park) and stage 2 facilities.

If WDC indeed wishes to adhere to the LTP service levels, to abide by its requirements under Local Government Act and to support the youth and ratepayers of Bream Bay it should provide seed funding for this purpose built and well managed facility or at least provide funding for the infrastructure towards the new facility.

To assist WDC in providing for its community and ratepayers, the RRC has developed a building design, feasibility study and have in place existing governance and proven fundraising track record.

To that end the RRC is surprised that WDC has not included the needs of the Bream Bay Community for indoor recreation space in the Draft LTP 2018-28. Council was presented with the design, and advised of the feasibility study and benefits of this facility to its ratepayers, however has not included budget to facilitate further fundraising towards the project.

According to the WDC, this facility is identified as a high priority in the published 2019 Active Recreation and Sport Strategy and aligns with this document's strategic outcomes. The RRC is worthy of a dedicated budget provision within the 2021-31 LTP in years 1 and 2 and Council can re-prioritise in order to gain the maximum benefit from this project.

The RRC and the Ruakaka Community are calling on the WDC to provide public infrastructure funding for public infrastructure and utilities such as public parking lots, public facilities and good underground infrastructure worth approximately \$ 1,000,000 for the new multipurpose facility in Ruakaka and to include this in the LTP 2021-31.

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Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116

Submission to the Whangarei District Council Long Term Plan 2021-2031.

Continuing

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Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116

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Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116

Submission to the Whangarei District Council Long Term Plan 2021-2031.

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Ruakaka

Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116

Submission to the Whangarei District Council Long Term Plan 2021-2031.

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Submission to the Whangarei District Council Long Term Plan 2021-2031.

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Bream Bay College - Return by 30th March

Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116

Submission to the Whangarei District Council Long Term Plan 2021-2031.

The Ruakaka Recreation Centre (RRC) is committed to providing recreation opportunities in Bream Bay. RRC sees itself as a crucial partner to the Whangarei District Council (WDC) as it aims to deliver social, cultural and environmental outcomes for the community.

The RRC Committee has two lease agreements for land at Ruakaka. They have managed the land for the benefit of the local community for many years. The existing building, built for the needs at the time, has been outstripped by demand.

The WDC has not provided any indoor recreational space in Bream Bay historically, and that is now well overdue.

The RRC has received \$2.5 Million from MBIE towards a new multipurpose facility. This money is only enough for the stage 1 facility and requires further fundraising for the infrastructure (car park) and stage 2 facilities.

If WDC indeed wishes to adhere to the LTP service levels, to abide by its requirements under Local Government Act and to support the youth and ratepayers of Bream Bay it should provide seed funding for this purpose built and well managed facility or at least provide funding for the infrastructure towards the new facility.

To assist WDC in providing for its community and ratepayers, the RRC has developed a building design, feasibility study and have in place existing governance and proven fundraising track record.

To that end the RRC is surprised that WDC has not included the needs of the Bream Bay Community for indoor recreation space in the Draft LTP 2018-28. Council was presented with the design, and advised of the feasibility study and benefits of this facility to its ratepayers, however has not included budget to facilitate further fundraising towards the project.

According to the WDC, this facility is identified as a high priority in the published 2019 Active Recreation and Sport Strategy and aligns with this document's strategic outcomes. The RRC is worthy of a dedicated budget provision within the 2021-31 LTP in years 1 and 2 and Council can re-prioritise in order to gain the maximum benefit from this project.

The RRC and the Ruakaka Community are calling on the WDC to provide public infrastructure funding for public infrastructure and utilities such as public parking lots, public facilities and good underground infrastructure worth approximately \$ 1,000,000 for the new multipurpose facility in Ruakaka and to include this in the LTP 2021-31.

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Submission to the Whangarei District Council Long Term Plan 2021-2031.

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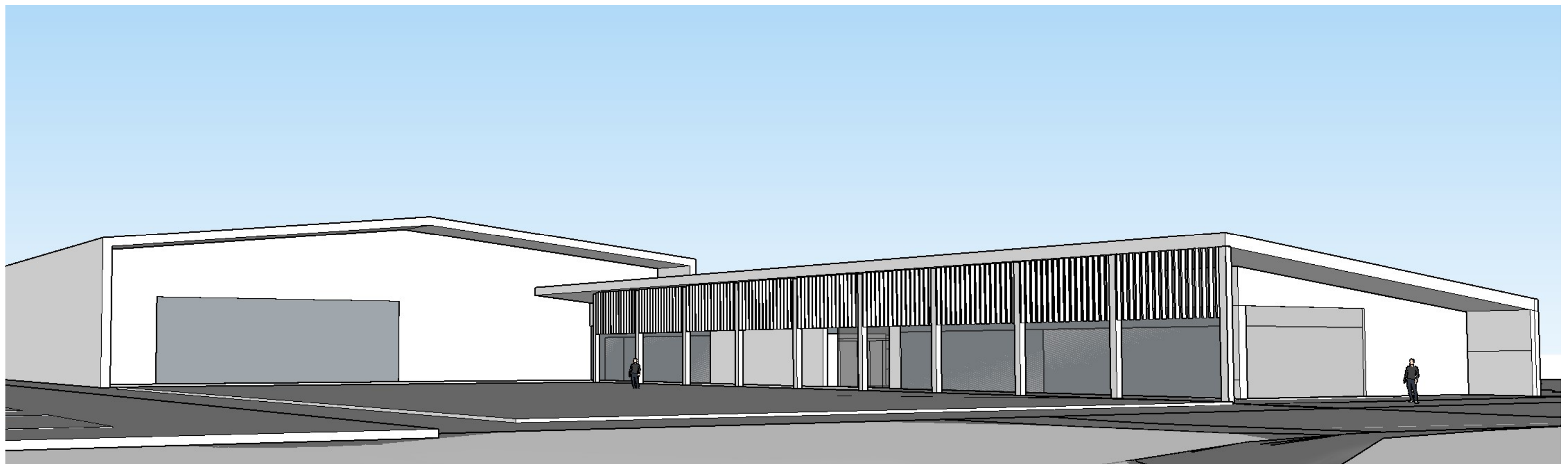
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Ruakākā Multipurpose Facility

Peter Snell Road, Ruakākā, Northland



Project | Address | Client:

Ruakaka Multipurpose Facility
Peter Snell Road, Ruakaka, Northland

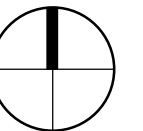
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Location Plan
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Issue & Revisions:

**evatt
martin**
Architects

Date Issued:
30 Mar 2021
Drawing No. & Revision:
SK 01 **1**





Project | Address | Client:

Ruakaka Multipurpose Facility
Peter Snell Road, Ruakaka, Northland

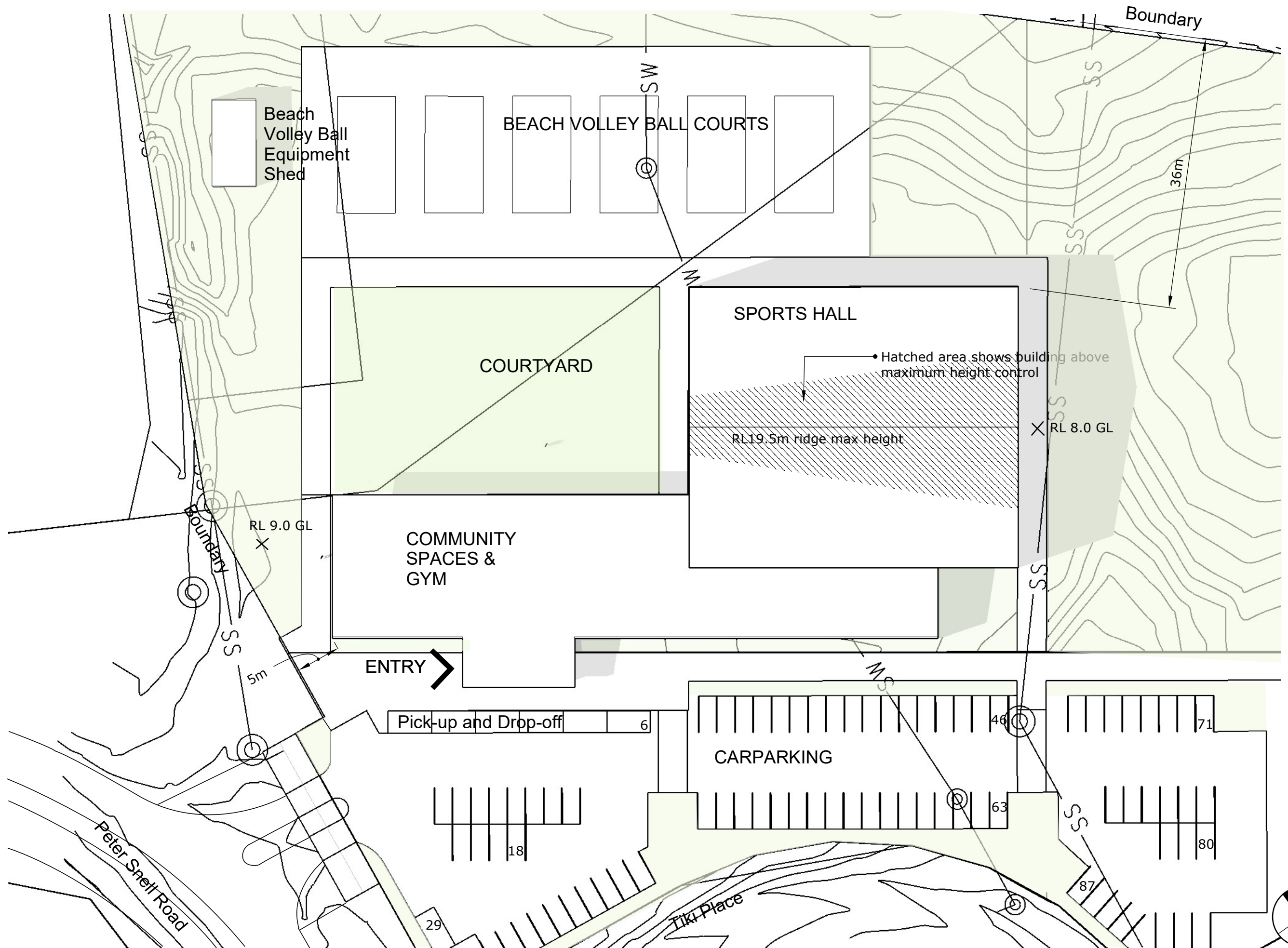
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Site Plan
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Issue & Revisions:

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Date Issued:
30 Mar 2021
Drawing No. & Revision:
SK 02 1



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Ruakaka Multipurpose Facility
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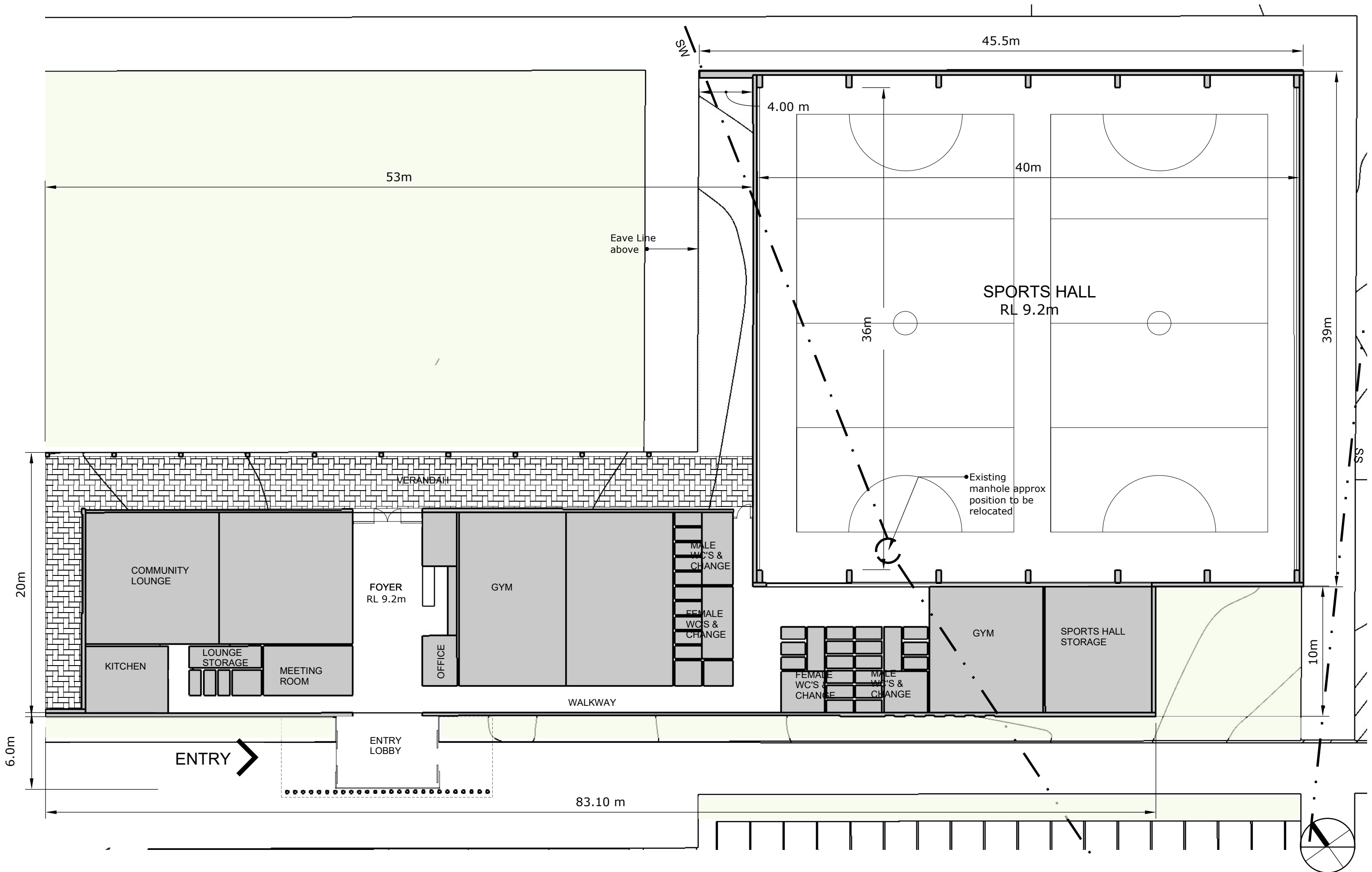
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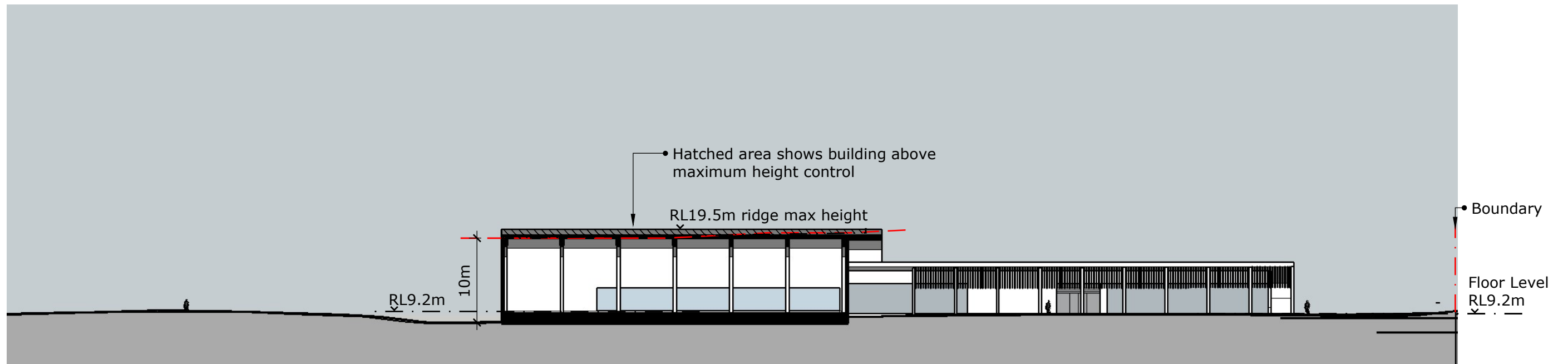
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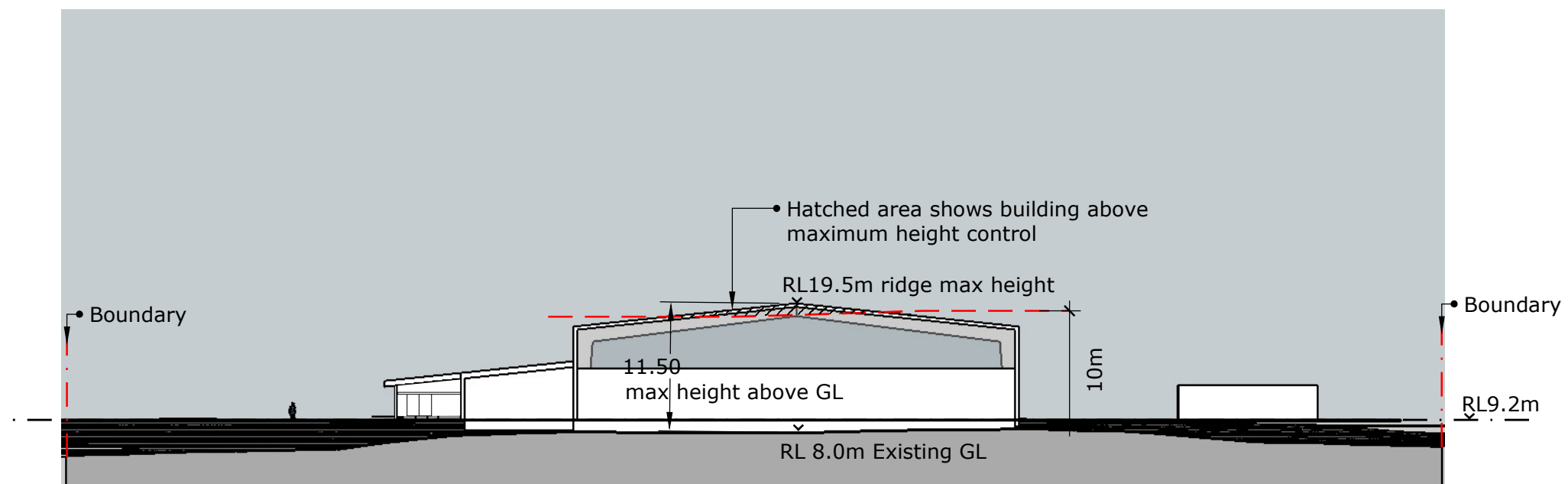
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martin**
Architects

Date Issued:
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Drawing No. & Revision:
SK 03 1

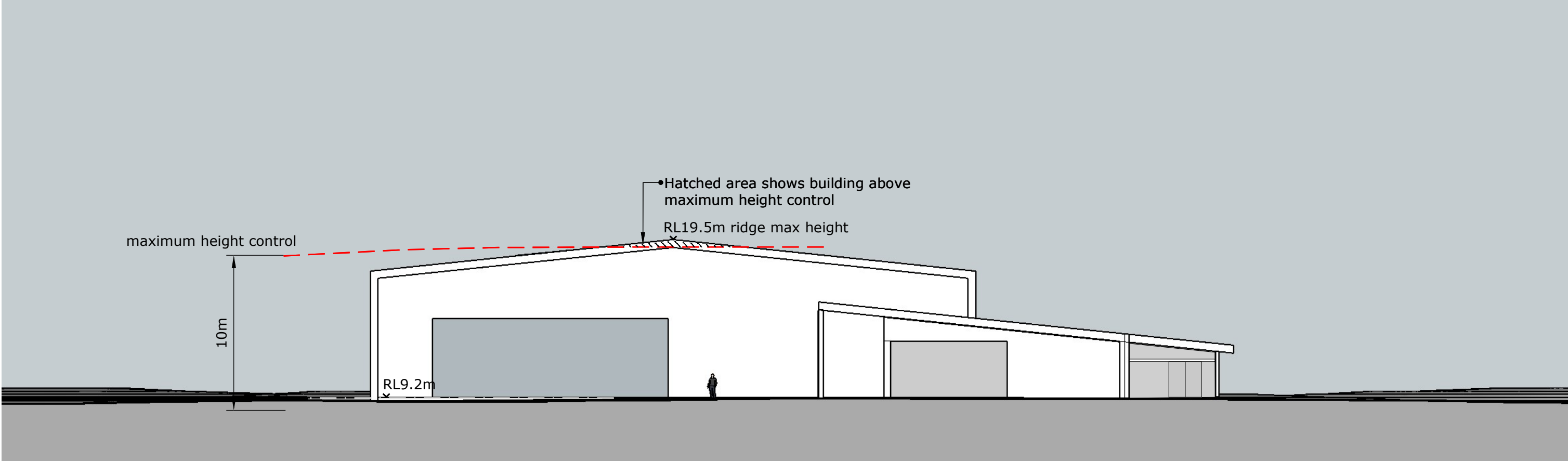




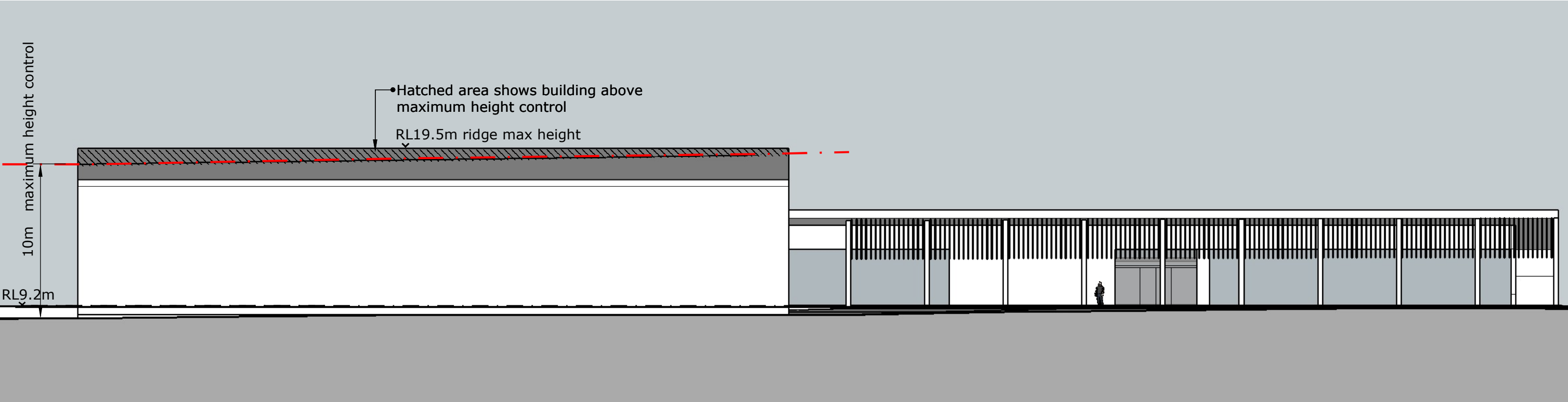
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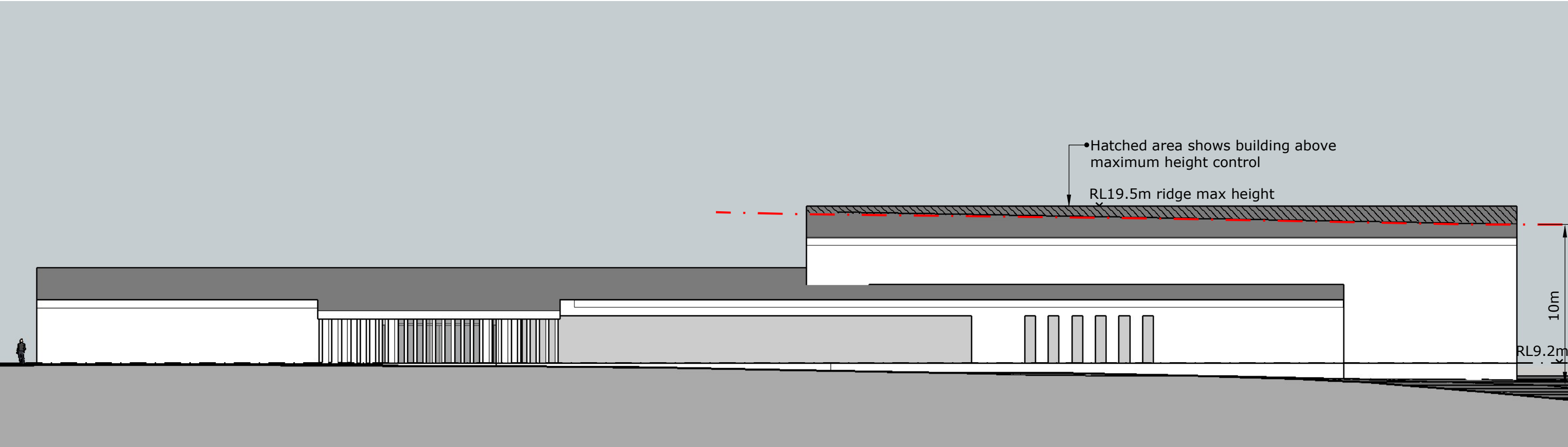
North South Section



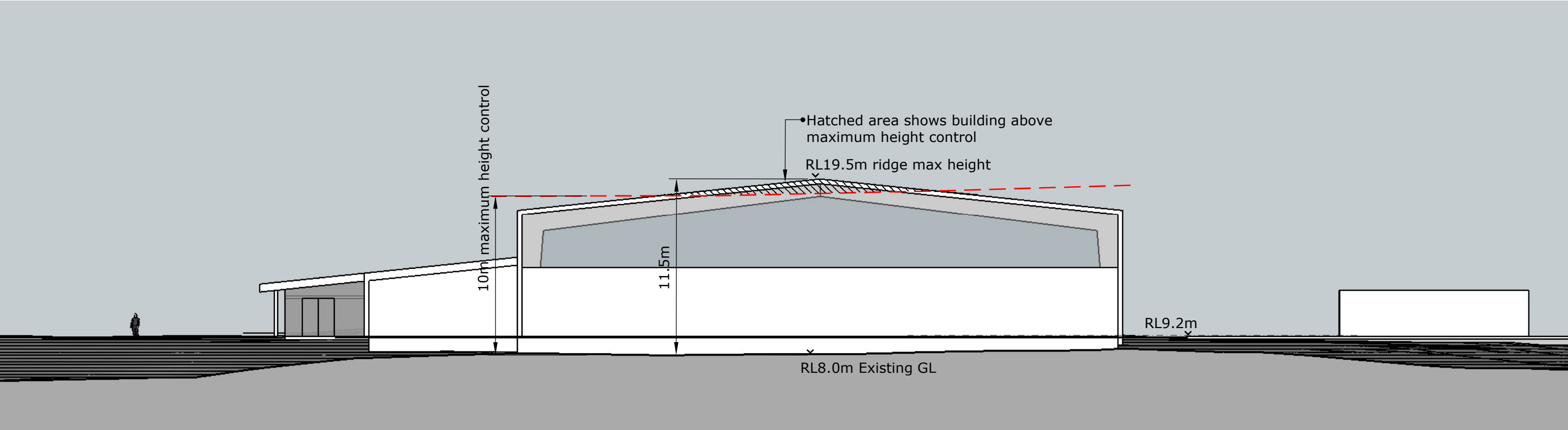
Northwest Elevation



Northeast Elevation



Southwest Elevation



Southeast Elevation



Feasibility Study

For Proposed New Multi-purpose Facility at Peter Snell Drive, Ruakaka, Whangarei



Report prepared for
Ruakaka Recreation Centre

By
Griffiths & Associates Ltd

*Prepared by: Trevor Griffiths/Marilyn Hardham
Reviewed by: Ben Tomason*

8 December 2017

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EXECUTIVE SUMMARY

The purpose of this feasibility report is to outline the proposed development of new recreational facilities for our client, The Ruakaka Recreation Centre Incorporated (RRC) and show external funders that this is a viable project worthy of their financial support. During the preparation of this report we obtained a building quote from a reputable construction company with a cost of \$4.8m, however we believe \$4.6m is more realistic as they have allowed a lot of provisional sums based on the limited information supplied to them at the time. We are certain this can be fine-tuned throughout the latter design stage process. Refer to Appendix 19 for the detailed builders' cost submission. We have included contingency, civil works, consultant fees and are looking at a full project cost of \$6,513,000 (includes GST), refer to Page 26 of this report for our quantity surveyor breakdown.

The Ruakaka Recreation Centre are fully committed to the proposed development and will contribute to the project by organising fundraising events with the ability to offer a huge amount of volunteer hours towards the project. Ruakaka Recreation Centre have proved this by successfully raising an outstanding amount of over \$229,000 which entailed \$122,000 raised through fundraising events, donations and external funders and a further \$107,000 donated in kind from contractors and building firms offering free materials and labour for the skate park project. The Ruakaka Recreation Centre assets consisting of the current facilities and the skate park are worth in the region of \$2,704,000. Refer to Appendix 3.

Ruakaka Recreation Centre will also be applying to the following organisations for the following.

Note that the figures below are inclusive of GST:-

• Lottery Grants Board	\$2,710,000
• Foundation North	\$1,901,500
• Whangarei District Council	\$1,901,500
Total	\$6,513,000

This will predominately be a capital works project that will significantly improve the infrastructure of the Ruakaka community in Northland. The Ruakaka Recreation Centre is very well established and has been part of the community since 1980. Ruakaka Recreation Centre is a Registered Incorporated Society.



The proposed new multi-purpose complex is a much needed facility with huge community and local support as highlighted through the significant amount of support letters that our client has received. We have almost 1000 letters from members of the community and have attached a separate file containing these letters.

The Ruakaka Recreation Centre Strategic Plan, their financial status and financial forecast is clear and proves that they can sustain the proposed new building to maintain and run this new facility. The development of this complex will enable them to strengthen their membership and most importantly provide a valuable community facility.

We believe this project to be investment ready.

A handwritten signature in black ink, consisting of a large, stylized 'G' followed by a checkmark-like flourish.

Signed: TC Griffiths – Fellow NZIOB, Registered Construction Manager,
Chartered Building Professional
Date 8 December 2017

INTRODUCTION

The suburb of Ruakaka is located 31km south of Whangarei and 129km north of Auckland. Ruakaka is a suburb of middle income families. The median age is 43.7 years, 20.5 percent of people are aged 65 years and over and 21.0 percent of people are under 15 years¹. Ruakaka is known for its stunning surf beach with a permanent population of 3,543 at the 2013 census with an estimated growth forecast of 5000 by 2023. Refer to Appendix 1 Regional Hotspots Report – Page 21. Ruakaka has been earmarked for significant medium-term development by the Whangarei District Council. The growth is expected to be based around the requirements of the oil refinery and Northport and a desire to move north for a more affordable lifestyle. There is scope for a considerable amount of industrial activity to be sited in the Marsden Point area with further significant residential development and local urban center's planned at One Tree Point and Ruakaka, with a mixed-use area containing commercial and other space planned in between the two communities.

Griffiths and Associates were engaged to prepare a feasibility study to explore conceptual design options and based on this, prepare project budgets, programs and procurement options.

In developing our report we have utilised the following consultants to provide specialist input;

- Concept Design – Grant Harris, HB Architecture Ltd
- Geotech - Land Development and Exploration Ltd
- Structural Engineer – Richard Greenfield, Kakariki Engineering Ltd
- Town Planning – Emma Miller, Reyburn & Bryant
- Traffic Management – Mike Sullivan, Engineering Equilibrium
- Client representative to WDC - Paul McDonald, NUCA Ltd

Our aim was to engage a designer at an early stage who could take on board the information provided by the client and turn that into the foundation blocks for a functioning design model that would have a wide range of benefits to all stakeholders involved. We see the concept design as being a big step in the right direction as opposed to a 'pretty attachment' for funding purposes. Please refer to Appendix 12 for the Concept Plans.

The Bream Bay Association Football Club and Bream Bay Squash Club are based at the current Centre with both clubs confirming their acceptance to sub-lease the use of the existing facility, subject to building improvements, should Ruakaka Recreation Centre become successful with their proposal to build a new multi-generational facility. The income generated from this sub-lease will provide a return of \$20,000 per annum to Ruakaka Recreation Centre. Refer Appendix 11 for Bream Bay AFC letter.

¹ 2013 Census Quick Stats about Marsden Point-Ruakaka

Whangarei District Council have included the following improvements to Ruakaka Recreation Centre in their 10-Year plan:

- Lighting improvements to the existing fields of \$400,000 in Year 1 (2018/19) and 2 (2019/20)
- Two new football playing fields, irrigation and lighting at a cost of \$870,000 in Year 1 (2018/19). The location of these new playing fields will replace the existing sand dunes located behind the skate park (see photo below)



Refer Appendix 9, with reference to these improvements in the official WDC minutes, Page 11 dated 31 October 2017.

The Ruakaka Recreation Centre is fully committed to creating a sense of place for their community and these steps have already been taken with the successful construction of the skate park, adjacent to the proposed new development. Ruakaka Recreation Centre and the community believe that the construction of a new multi-purpose complex will only enhance that ‘sense of place’.

Griffiths & Associates undertook the Ruakaka Hub building housing Whangarei District Council local offices and included the Ruakaka Community Library group. Both groups moved into a purpose built new building over the carpark in 2011 due to planned growth of the regions and the creation of extra space required in the existing facility that is now burgeoning with members.

EXTERNAL FUNDERS

Lottery Grant

The project fits well with the Community Facilities criteria to build new community facilities that will offer a multitude of different uses that will encourage and support people to be engaged in their community through participation in sporting activities on a local and regional level.

Foundation North

The project fits well with the Participation criteria to encourage and support people to be engaged in their communities through participation in sporting activities.

Whangarei District Council

The project has been presented to the Whangarei District Council via the December Council forum with the intention that it is included in the Long-Term Plan. The outcome of this decision will be known in March 2018.

INCORPORATED SOCIETY

Bream Bay Sports Complex Society Incorporated was incorporated under the Incorporated Societies Act 1908 on the 17th day of March 1981 and changed its name to Ruakaka Recreation Centre (Incorporated) on the 10th day of December 1992. Incorporation number: 222645



**NEW ZEALAND
COMPANIES OFFICE**

CERTIFICATE OF INCORPORATION

RUAKAKA RECREATION CENTRE (INCORPORATED)

222645

This is to certify that BREAM BAY SPORTS COMPLEX SOCIETY INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 17th day of March 1981 and changed its name to RUAKAKA RECREATION CENTRE (INCORPORATED) on the 10th day of December 1992.

Mandy McDonald

Registrar of Incorporated Societies
10th day of November 2014



For further details visit www.societies.govt.nz

Certificate printed 10 Nov 2014 12:47:33 NZT

1 OF 1

BACKGROUND OF THE ORGANISATION

Originally established in 1981 as the Bream Bay Sports Complex Society. On the 10th day of December 1992, this name was changed to Ruakaka Recreation Centre as a non-profit membership organization and Incorporated Society.

The affairs and business of the club are controlled and managed by the elected Committee Members. Their names and roles are as follows and all have been elected until 2020.

- **Andreas Thirling - Chairman**

Andreas has been a member of the board for six years. Andreas' main role as Chairman is to liaise with the Whangarei District Council. He also helps out with maintenance repairs and fundraising

- **Winston Woods – Committee Member**

Winston is the local kaumatua and has been a member of the Committee for six years. Winston also helps with maintenance repairs and fundraising

- **Spencer Cummings – Committee Member**

Spencer has been a member for six years and also helps with maintenance repairs and fundraising

- **Tony Jelas – Committee Member**

Tony has been a member for two years and also helps with maintenance repairs and fundraising

- **Rodger Ogle – Committee Member**

Rodger is a new member of the Committee

- **Phil Halse**

Phil Halse is a Councillor for the Whangarei District. Phil covers the Bream Bay Ward. He is automatically a Committee Member

There are also two paid employees:

- **Christine Thirling – Secretary and Treasurer**

Christine is not a committee member. She has been employed by RRC since August 2014

- **Ruta Scholey – Cleaner**

Ruta has been employed since April 2016



The Ruakaka Recreation Centre will be circulating communication with their local community to extend the opening hours for the new facility. The new Centre and new operating hours will require the services of another paid employee. This has been factored in the Year 1 profit forecast – please refer to Appendix 7 for profit forecast.

LEASE

The land of the current facility is owned by the Whangarei District Council. Bream Bay Recreation Centre Incorporated (the now Ruakaka Recreation Centre Incorporated) entered into a lease of the land on 1st September 1981 from the Council for a period of 66 years. This land is known as Ruakaka Sports Park, is in part Lots 1-6 DP 55729, block VII, Ruakaka Survey District with a total area of 6 hectares more or less. There are currently two organisations that have entered into a sub-lease with RRC.

Refer Appendix 2

Whangarei District Council entered into another lease with the then Bream Bay Recreation Centre Incorporated commencing on 1st September 1985. This land known as the Tiki Place Reserve is in Certificate of Title 56/A1153, Lots 4,5 & 6, DP55729, Block VII, Ruakaka Survey District with a total area of 3.1171 hectares more or less.

Refer Appendix 2

We have appointed the services of NUCA Ltd to act as liaison between Ruakaka Recreation Centre and the Whangarei District Council with one of their main priorities being to resolve the lease issues. This has proven very successful and it looks very positive an outcome will be reached soon. Refer Appendix 18 for NUCA Ltd reports.

Ruakaka Recreation Centre own the current building that is valued at \$2,299,000. Refer Appendix 2 for Ruakaka Recreation Centre assets.

RUAKAKA RECREATION CENTRE – RELEVANT DOCUMENTATION

STRATEGIC PLAN

Refer Appendix 4

CONSTITUTION

Refer Appendix 5

RELEVANT MEETING MINUTES

Refer Appendix 6

FINANCIAL STATEMENTS

Financial Accounts – Refer Appendix 7

RUAKAKA RECREATION CENTRE – PURPOSE, MISSION, VISION AND AIMS

RUAKAKA RECREATION CENTRE PURPOSE

To unite the community through the provision of top-class facilities that will be used for a multitude of varied sporting activities and to promote community spirit and pride.

THE MISSION STATEMENT

“To increase knowledge and enable access to a wide range of sports and activities. To create a solid ground for training and education in sport, arts and living for all people and groups within our community”.

THE VISION

To provide an experience that is fun, includes all people and groups in the community, improves the development skills for those sporting organisations wanting to utilise the complex facilities. RRC see this as the leading facility for sports and recreation in the area.

AIMS

- To build a new multi-generational facility in addition to the existing facility that serves people of all ages and abilities
- Offer a wide range of activities that promote social interaction, culture, wellness, and recreation for all age groups
- A multi-use facility with flexible scheduling and programmes
- A facility that can be operated and maintained efficiently while providing excellent service to its users
- A facility that is financially affordable and sustainable
- A robust and durable facility that will stand the test of time

EXISTING FACILITIES

The Ruakaka Recreation Centre currently does not have enough indoor space to facilitate many of the activities that are being requested by the community. The current building does not allow for activities and sports such as indoor basketball, netball, table tennis, general indoor exercise and is bursting to maximum capacity to accommodate the current users and is not ideal as the community population increases.

The current complex, circa 1972, includes a 2-storey facility, a sports field and open space of approximately 9ha. The Centre services the wider Bream Bay area, which is experiencing huge residential growth. The area has most of the hard infrastructure required in place to cater for this growth, e.g., water supplies, wastewater reticulation and treatment facilities. However, it lacks facilities to cater for the future social, cultural and recreational needs of this growing community. The current complex as a whole requires significant redevelopment, is too small, over populated with local user groups and is outdated. It is clear from local community voices that a newer and bigger multipurpose space is required to meet the needs of this growing community.



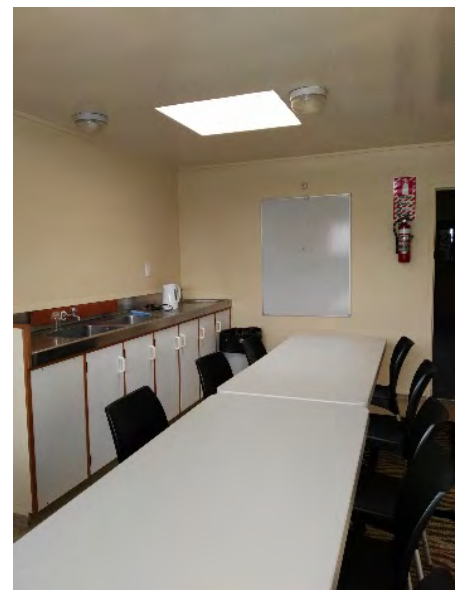
Ladies Gym – very small and outdated



Unisex Gym – very small and outdated



Lounge – in need of updating. Outdoor decking required off the lounge



Meeting Room – very small, outdated, no heating

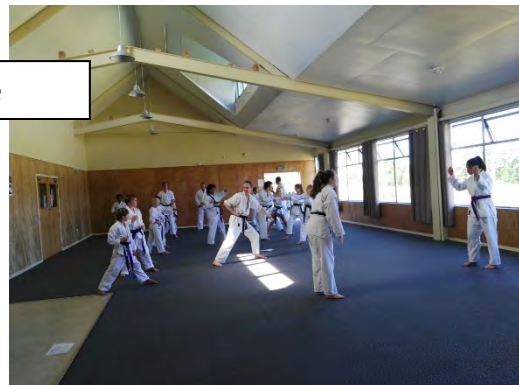
Below is the list of current users/groups who utilise the existing facility which clearly shows how important the current community facility is needed and why the proposed new facility will improve the overall well-being of all who will use it. There is a total of over 1300 people who use the facility with an average weekly user of almost 1200 people. All groups using the current existing facilities will move to the proposed multi-use complex.

CURRENT USERS/GROUPS					
Monday		Start	Finish	Duration	User No's
-	Ninja Fitness (outside use)	9:15am	10:15am	1	50
-	Tai Chi	10:30am	12:00pm	1.5 hours	16
-	Ninja Fitness (inside use)	5:30pm	6:30pm	1	50
-	Yoga	6:00pm	7:00pm	1 hour	15
-	Music Club (first Monday of each month)	7:00pm	11:00pm	4 hours	30
Tuesday					
-	Ninja Fitness	6:00am	7:00am	1 hour	50
-	Bream Bay Music & Play (pre-school group)	9:00am	11:30am	2.5 hours	35
-	Literacy Whangarei	9:30am	12:30pm	3 hours	20
-	Coastal Care Group (first Tuesday of each month)	2:00pm	5:00pm	3 hours	10
-	Pilates	6:30pm	7:30pm	1 hour	30
-	Ruakaka Ratepayers Association (every second Tuesday)	7:30pm	10:00pm	2.5 hours	15
Wednesday					
-	Chi Kung	9:00am	10:00am	1 hour	10
-	Ninja Fitness (outside use)	9:15am	10:15am	1	50
-	Light Circuit Fitness Class	11:00am	12:00pm	1 hour	30
-	Indoor Bowling Club	12:00pm	4:00pm	4 hours	35
-	Making a Scene Drama Class	5:30pm	7:00pm	1.5 hours	20
-	Ninja Fitness (inside use)	5:30pm	6:30pm	1	50

CURRENT USERS/GROUPS					
Thursday		Start	Finish	Duration	User No's
-	Ninja Fitness	6:00am	7:00am	1 hour	50
-	Pilates	8:00am	9:00am	1 hour	30
-	Yoga	9:30am	10:30am	1 hour	15
-	Literacy Whangarei	9:30am	12:30pm	3 hours	20
-	Stretching Classes	11:00am	12:00pm	1 hour	20
-	Aerial Pilates	1:30pm	2:30pm	1 hour	9
-	Karate	4:00pm	7:30pm	3.5 hours	100
Friday					
-	Ninja Fitness	6:00am	7:00am	1 hour	50
-	Cardio Drumming	9:00am	10:00am	1 hour	10
-	60's Up (fourth Friday of each month)	9:00am	4:00pm	7 hours	150
-	Ninja Fitness (outside use)	9:15am	10:15am	1	50
-	Mums & Bubs Coffee Group (every Friday)	10:00am	12:00pm	2 hours	12
-	Ninja Fitness (inside use)	5:30pm	6:30pm	1	50
Other Users					
-	Gym Users – Casual (Mon-Fri)				50
-	Gym Membership 24/7				54
-	Squash Club 24/7				45
-	Bream Bay United Football Club				500
-	Petanque (Sunday)	1:00pm	4:00pm	3 hours	35
-	Bream Bay Walking Club	10:00am	10:30am	½ hour	25



Karate



The Ruakaka Recreation Centre receive an annual operating grant from the Whangarei District Council which enables the Centre to run low cost facilities and thus ensures the current user charges will remain in place in the proposed new facility.



User charges are as follows:

• Lounge/meeting room hire	\$10 p/hour
• Kitchen hire	\$5 p/hour
• Lounge and kitchen hire for events	\$250 - 12 hours \$500 - 24 hours
• Gym members 24/7	\$10 per week
• Casual gym users	\$2 per day
• Use of shower	\$2 per day
• Table and chair hireage	Table - \$5; Chair \$2

The lounge and kitchen facilities are used for events, seminars and private functions with Whangarei District Council, Northland Regional Council, Coastal Care Group and Department of Conservation making use of the facilities. Bream Bay College hire the lounge every year for their After Ball function.

There is currently no other similar facility within the immediate area, the nearest facility approximately 33.5km away being the ASB Northland Sports House on Western Hill Drive in Whangarei.

This facility will work in conjunction with the surrounding sports fields and other community buildings such as Bream Bay College.

PROPOSED NEW FACILITIES

The proposal of a new multi-generational facility has been widely communicated throughout the Ruakaka community. A facility that will fill the needs of today and far into the future, is essential. It will make a positive contribution to community well-being, help grow a sense of place and thus a strong community ownership of the area amongst new and existing residents. The proposed development will benefit numerous stakeholder groups and will greatly improve both sporting and community infrastructure for the region. Ruakaka Recreation Centre is committed to encouraging full use of the proposed facilities that will offer a multitude of different sporting activities such as indoor netball, indoor basketball, indoor football, indoor bowls, table tennis and the added ability to host sporting events such as gymnastics competitions. It will have a policy of being fully inclusive to all sporting and community group activities.

This facility will accommodate two basketball courts including spectator stands, toilets, showers, changing rooms, adequate storage, gym, lounge, office space, and kitchen facilities. There is a strong desire to see a larger variety of activities being facilitated at the Centre especially with a fast-growing community and the local school rolls increasing.

The site location for this new development will be on the Corner of Tiki Place and Peter Snell Drive, Ruakaka, only a few minutes' walk from the current facilities. The land is owned by the Whangarei District Council and currently leased by Ruakaka Recreation Centre. See Appendix 2.

This project will include the construction of a building that will house two full-size basketball courts, a



lounge, fitness gym, changing rooms, toilet facilities and storage areas. There have been requests by the community to include an indoor pool to the new complex, however Ruakaka Recreation Centre believe their main priority is to gain funding for the new multi-purpose complex, with the

opportunity to extend the facility by including an indoor pool later. The completed building will be owned and managed by Ruakaka Recreation Centre.

There is huge interest amongst the Deerstalkers and Sporting Shooter Associations to include a shooting range as part of the proposed new complex, however at this stage we have acknowledged their needs but our main focus is to concentrate on the new facility and accommodate the needs of the firearm associations at a future date.

As well as the additional files for the support letters from members of the community mentioned in the Executive Summary please refer to Appendix 20 for support letters from the following organisations:-

- Sport Northland
- Whangarei District Council
- Bream Bay United Association Football Club
- Making a Scene
- Waipu & Ruakaka Karate Club
- Contrast Yoga
- New Zealand Deerstalkers Association
- Sporting Shooting Association
- New Zealand Antique Arms, Northland Branch

SUSTAINABILITY

The concept design of the new multi-purpose facility utilises environmentally sustainable solutions to minimize energy consumption both during the construction stage and the service life of the building.

- Buildings long orientation faces North for passive solar gain
- Generous eaves to stop over heating in the summer months
- Concrete floors for thermal mass
- High level operable windows to help with passive ventilation
- Modern building techniques used

Other options that will help with make it a more sustainable building:-

- Glazing, low-e glass, thermally broken frames
- Under slab insulation
- High R-values of wall and ceiling insulation
- Solar Hot water heating to be commercial
- Grey water recycling

- Energy efficiency lighting
- Fittings with low energy consumption
- Water saving fixtures

The Ruakaka Recreation Committee are in negotiations with Genesis Energy regarding costs of solar panels to the entire roof.

PROJECTED BUDGET ESTIMATE OF RUNNING COSTS – NEW FACILITIES

We have included Profit Forecast for Year 1 of operating the building showing income and expenses after the first year of operation and have completed a revenue analysis proving that the Ruakaka Recreation Centre will be able to sustain and maintain the smooth running of the new facility. Refer Appendix 7

MANAGEMENT OF PROPOSED NEW FACILITY

The new facility will be managed by the existing management team using the existing resources and structure of the club.

Funding for ongoing maintenance and running costs for the new facility have been planned and budgeted for. Ruakaka Recreation Centre will regularly apply for grants to help cover their operating and maintenance costs.

Refer Appendix 8

PROGRAMME AND PROJECT PLAN

The project will be a 3-stage development plan to ensure its affordability and to make sure it is sustainable to operate and maintain.

Project Plan – Stage 1

- Funding Awarded
- Project team establishment
- Prepare project plan
- Client deliberations
- Final plan to Ruakaka Recreation Centre
- Ruakaka Recreation Centre decision to proceed
- Resource Consent

Design and Procurement – Stage 2

- Registration of Interest (ROI)
- Design & value engineering
- Request for tender (RFT)
- Building consent
- Award tender and implement contract

Construction Phase – Stage 3

- Building Construction

Handover

- Building complete, handover to Ruakaka Recreation Centre

The key deliverables of the project and target dates for each Stage are as follows;

STAGE 1	
➤	Civil Works
STAGE 2	
➤	Main Construction
STAGE 3	
➤	Fit-Out
MILESTONE DATES	
August 2018	Lodge major funding application
November 2018	Major funding secured
Dec 2018 – May 2019	Complete detailed designs and lodge consent applications
May 2019	PIM and Building Consent approval granted
June 2019	Secure contractors and commence construction
June - July 2019	Completion of Stage 1 deliverables
July 2019 – February 2020	Completion of Stage 2 deliverables
February 2020 – April 2020	Completion of Stage 3 deliverables

There is a risk to the duration of the overall programme for the new development with regards to the resource consent application. The District Council generally process a non-notified resource consent application within two months of lodgement. For applications that are publicly notified, the timeframe to consent is more likely to be 6 months from lodgement. At the project plan stage it cannot be determined if the resource consent will be a non-notified or publicly notified application until further information is gathered including what is already established on the site, the permitted baseline and the technical assessment that supports the application, however based on the current information the Planner has commented that it is more likely the application will be processed on a non-notified basis

Refer Appendix 10 for detailed programme of works

QUANTITY SURVEYOR PROJECT BUDGET ESTIMATE SUMMARY



P (09) 430 3072
E info@griffithsandassoc.co.nz
W griffithsandassociates.co.nz

Griffiths & Associates Limited
Mansfield House
Corner 127 Bank St & Mansfield Terrace
PO Box 454, Whangarei 0140, NZ

RUAKAKA RECREATION CENTRE

BUDGET ESTIMATE SUMMARY (CORESTEEL TYPE)

Date: November 2017

ITEM	DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
1.	Main Hall	1	Item	\$ 1,503,700.00	\$ 1,503,700.00
2.	Gym	1	Item	\$ 323,400.00	\$ 323,400.00
3.	Lounge/Office	1	Item	\$ 367,500.00	\$ 367,500.00
4.	Toilets/Change Rooms	1	Item	\$ 857,500.00	\$ 857,500.00
5.	Store	1	Item	\$ 109,000.00	\$ 109,000.00
6.	Gallery	1	Item	\$ 282,700.00	\$ 282,700.00
7.	Carpark	1	Item	\$ 1,078,000.00	\$ 1,078,000.00
8.	Landscaping	1	Item	\$ 75,000.00	\$ 75,000.00
9.	SUB TOTAL				\$ 4,596,800.00
10.	Contingency 10%	1	Sum	\$ 459,680.00	\$ 459,680.00
11.	SUB TOTAL				\$ 5,056,480.00
12.	Professional Fees @ 12%	1	Sum	\$ 606,777.60	\$ 606,777.60
13.	TOTAL				\$ 5,663,257.60
	Above costs are inclusive of P&G and Margin				
	Exclusions				
	GST				
	CPI				
	Piling (Geotech)				
	Furniture, fixtures and equipment				
	Upgrade of power to site				
	Existing services diversion				

BUILDERS QUOTE

We approached local building companies to provide an estimate for the project.

Please refer to Appendix 19 for Coresteel budget submission.

AUTHOR INFORMATION – GRIFFITHS & ASSOCIATES LTD

Griffiths & Associates Ltd was founded in 2003 by directors Heather Tomason and Trevor Griffiths and have completed over 950 projects with a capital value of \$0.7b +/-.

The company typically works as a Project Manager, Project Director, Stakeholder Manager, Project Custodian and have become the clients' eyes and ears on numerous projects. Griffiths & Associates have a vast amount of experience with feasibility studies with many having a successful outcome for our clients:

- Feasibility study and project delivery for Ruakaka Community Hub/Library
- Feasibility work for Arataki Ministries Ltd (affordable housing project)
- Feasibility work for Northland Craft Trust and delivery of the project (new art gallery)
- Feasibility work for Tai Tokerau Emergency Housing Charitable Trust
- Feasibility work for Onerahi Soccer Club
- Feasibility work for St James Community Centre
- Feasibility work for Kamo Soccer Club

Griffiths & Associates Ltd and the Ruakaka Recreation Centre have been working together on this project since July 2016. The personnel dedicated to the Ruakaka Recreation Centre Feasibility Study have no conflicts of interest, links or connections with any part of the Ruakaka Recreation Centre Inc. and include:-

- Trevor C Griffiths – Director
- Kamron Grant – Quantity Surveyor
- Marilyn Hardham – Project Administrator

Disclaimer: While every effort has been made to ensure the accuracy of the information in this report, no liability is accepted for errors of fact or opinion, or for any loss or damage resulting from reliance on, or the use of, the information it contains.

Once the architectural concept design had been agreed we sent the designs to all consultants asking to report in their specialist field and are as follows:

ARCHITECTURE

HBA Ltd - Architect
Grant Harris - Director/Lead Designer

198 Bank Street
Regent, Whangarei 0112
Phone: (09) 438 9545
www.hbarchitecture.co.nz



HB ARCHITECTURE
ARCHITECTS DESIGNERS

HBA Ltd was engaged as the designer at an early stage to work closely with the client and create the concept drawings presented in this report. The final concept design was presented to the main stakeholders in August 2017 and was received extremely well. The client was clearly impressed with the design and it was agreed the designs would be circulated through media avenues such as Facebook, the local paper and the club noticeboard.

Refer Appendix 12 for Concept Design Drawings

GEOTECHNICAL

LDE Ltd – Geotechnical Engineer
Dominic Griffiths – Engineering Geologist

37 Queen Street
Warkworth
Phone: 09 425 0137
www.lde.co.nz



The geotechnical report encountered peat/fill between 0.6m to 2.4m. There is further organic content below this and it is recommended both the peat/fill and organic content be removed and replaced with engineered fill prior to foundations being laid. Total excavation depth of 1.5m to 2.7m of unsuitable material beneath proposed building footprint to be removed.

Refer Appendix 13 for Geotechnical Report

STRUCTURAL ENGINEER

Kakariki Engineering Ltd – Structural Engineer
Richard Greenfield

49 Tutukaka Block Rd
Whangarei
Phone: 021 563 994

The structural report is based on the HBA concept design drawings and the geotechnical information produced by LDE Ltd. The preferred foundation option involve replacing the 1.5 to 2.7m depth of peat and estuarine soil with engineered fill to enable standard reinforced concrete foundation to be constructed. The recommended superstructure concept design is to use a tapered box beam portal frame system for the main span over the sports hall.

Refer Appendix 14 for Structural Engineering Report

FIRE ENGINEER

Formable Ltd – Fire Engineer
Dean Halvorson

PO Box 1622
Whangarei
Phone: 09 437 1529
www.formable.co.nz



The preliminary design will achieve compliance with the New Zealand Building Code as required by the Building Act for protection from fire. The main requirements of the report are:

- Maximum calculated occupancy is 1000 people. The proposed future extension will add an additional 267 people to the overall occupant load.
- The building requires a Type 4 automatic fire alarm installed with smoke detection and manual call points and to be installed in accordance with NZS 4512:2010.
- The alarm system will need to be upgraded to a Type 7 sprinkler system if the occupancy in any firecell exceeds 1000 people, this will be dependant on what the client will use the extension for. At this stage it is proposed that the future extension would house a swimming pool, therefore doubtful that the occupancy will exceed 1000 people.

Refer Appendix 15 for the full Fire Engineering Report

PLANNING REPORT

Reyburn & Bryant Ltd – Planning Consultant
Emma Miller – Associate

7 Selwyn Ave
Whangarei
Phone: 09 438 3563
www.reyburnandbryant.co.nz



The planning report identified no major issues. The property is located in the Open Space Environment of the Whangarei District Plan and is not subject to any Resource Area Notation. The site has been highlighted as a HAIL (Hazardous Activities and Industries List) site as it contains sports fields and may have been subject to persistent pesticide application. It is the planners understanding this is not the case with this site and there would be no need to proceed with National Environment Standard (NES) Assessment.

Refer Appendix 16 for the full Planning Assessment

TRAFFIC ENGINEER

NCC Consulting Engineers
Mike Sullivan – Director
Dave Spoonley – Project Manager

20a Commerce Street
Whangarei
Phone: 09 438 3345
www.ncceng.co.nz



The traffic report is based on proposed occupancy of 500 people with 160 spaces being provided in the preliminary design. The NZTA requirement is 154 spaces based on their research report 453, 'Trips and parking related to land use' indicates an 85th percentile demand for a 'gymnasium' of 6 parking spaces per 100m². This proposal exceeds the NZTA requirement.

Refer Appendix 17 for Traffic Engineering Report

LIASON BETWEEN LOCAL COUNCIL AND RUAKAKA RECREATION CENTRE

NUCA Ltd
Paul McDonald – Director
12 Manawa Drive
Ngunguru, Whangarei
Phone: 021 168 5070

Paul McDonald


Paul McDonald (NUCA Ltd) was appointed to act as liaison for RRC. Paul was the Whangarei District Council Parks and Recreation Manager for many years but has left Whangarei District Council and created his own consultant company. Paul was extremely supportive of the Ruakaka Recreation Centre plans to create a multi-purpose complex and was keen to offer his knowledge to ensure this project remained a priority with the Whangarei District Council. Paul's expertise has been vital to the Ruakaka Recreation Centre being able to present their proposal to council in December 2017 for inclusion in the councils' Long-Term Plan

Refer Appendix 18 for NUCA Ltd reports.

APPENDICES

Appendix 1 – Regional Hotspots Report 2016 by Infometrics NZ



REGIONAL HOTSPOTS 2016

NZ's top future growth areas

infometrics.co.nz

This report was prepared by Infometrics

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Phone: 04 889 0801

While every effort is made to ensure that the information contained in this publication is accurate, Infometrics Ltd accepts no responsibility for any errors or omissions, or for any loss or damage resulting from reliance on the use of the information, forecasts or opinions it contains.

Regional Hotspots

POPULATION GROWTH 2013 – 2023

Orewa/Albany: 53%

Hobsonville: 254%

Central Auckland: 47%

Beachlands/Drury: 54%

North Hamilton: 70%

Papamoa: 74%

Central Wellington: 25%

Central Christchurch: 83%

Southwest Christchurch: 105%

Central Otago: 29%

Marsden
Point/
Ruakaka

Bell
Block

Kelvin
Grove

PROVINCIAL POSSIBILITIES

Executive Summary

Introduction

With population growth of 2.1%pa, and running at its fastest rate since the mid-1970s, almost all of New Zealand has had a bit of a “hotspot” feeling to it this year. The spread of the housing market’s boom from Auckland through the halo regions and then across much of the rest of the country has clearly demonstrated one of the consequences of strong population growth, particularly if the supply of new housing is unable to respond quickly enough to the lift in demand. But strong population growth has wider implications than simply adding heat to the housing market.

Perhaps one of the most significant effects of an increasing population is the relative ease it provides businesses with for increasing their revenue or sales volumes. This effect is exemplified by the differing economic fortunes between shrinking towns in the central North Island, such as Taumarunui, and growth areas in other parts of the country such as Waiuku. In 1996, those two towns were roughly the same size, at just over 6,000 people. But since then, Taumarunui’s population has fallen to 4,640 people, while Waiuku’s population is now 9,340. The loss of the freezing works and dairy factory and the decline in the importance of the railway have negatively affected job opportunities in Taumarunui over an extended period of time. As people continue to leave, the town loses more of the critical mass needed to sustain other businesses in the area, resulting in a declining trend that has the potential to be self-reinforcing.

In contrast, growth areas can sustain more businesses and bigger firms – even if the average spending by each individual is not increasing. The fact that there are potentially more customers coming in the door for businesses in a town such as Waiuku gives those firms a distinct advantage over companies trying to operate in an area with a static or shrinking population.

For the hotspots we have identified in this report, they are not looking at run-of-the-mill population growth over the next

5-10 years. In many cases, these locations are faced with rapid expansion because they are areas for development that have been targeted by local councils as planners try to facilitate urban growth to match their city or town’s popularity. Growth of this magnitude doesn’t just require new houses to be built, but also needs to be accompanied by appropriate physical and social infrastructure, the integration of business areas and employment opportunities, and the provision of new retail and service centres within the development.

This report highlights what we believe to be some of the key growth localities for New Zealand over the next decade. Almost by definition, these hotspots are concentrated around the country’s main metropolitan centres, reflecting the highly urbanised nature of New Zealand’s population and the greater density of potential new markets offered by these growth areas.

Within this framework, not all hotspots are created equal. Truth be told, limiting Auckland to just four hotspots seems a little unfair when the entire region is creaking under the weight of rapid population growth and an undersupply of housing. But the four areas we have chosen to showcase within Auckland look set to be the standouts for the region, even if affordability issues and stresses around infrastructure provision do end up constraining the wider region’s ability to grow over the medium term.

Auckland and the “halo” regions

The corridor north of Auckland from Orewa to Albany, as well as the city’s south-eastern periphery from Beachlands to Drury, are key areas of greenfield development to house Auckland’s ever-expanding population. Hobsonville presents a slightly different proposition, with land that had previously been used as an air force base earmarked for a large, relatively intensive, and highly planned area of new residential development with supporting facilities. Although some development has already occurred at Hobsonville, the area is set to really take off over



Executive Summary

the next five years, with population growth of more than 250% in the decade to June 2023.

High house prices and the undersupply of housing in Auckland have led to a significant outflow of people from the region into other parts of the country, resulting in a lot of discussion about the “halo” regions such as Waikato and Bay of Plenty. Within these regions of strong growth, we have highlighted North Hamilton and Papamoa as two of the standouts, and even as population growth across the top half of the North Island is likely to gradually ease from its current highs over the coming five years, development of these key areas within Hamilton and Tauranga will continue apace.

Affordability issues, the geographic spread of Auckland, and the city’s new Unitary Plan have reignited the focus on denser housing options, such as apartments, in the city. Population growth in Central Auckland is running well ahead of Statistics NZ’s projections, and with substantial commercial and infrastructure development occurring in the central city, we anticipate that further strong growth will occur in coming years.

The other major urban centres

Although Auckland is the dominant location for apartment living, both Wellington and Christchurch are also facing a substantial increase in the number of people living in the inner city. Growth in Central Wellington is partly being driven by greater student numbers, but is also being facilitated by a renewed trend of lower-grade office buildings being converted to apartments. Central Christchurch is still going through its phase of rebuilding and redevelopment following the 2011 earthquakes, offering opportunities for more intensive housing developments, more efficient use of space by commercial operators, and a stronger retail offering that can coexist alongside Christchurch’s comprehensive suburban mall options.

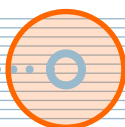
The Christchurch earthquakes have also amplified the rate of development around the fringes of the city’s urban area, and

Southwest Christchurch in particular. Rolleston had already been one of the fastest growing towns in New Zealand, and while it will continue to perform strongly, its expansion is now being accompanied by significant residential construction in areas such as West Melton, Wigram, Prebbleton, Lincoln, and Halswell. There has been a general westwards drift of Christchurch’s population following the earthquakes that is likely to be sustained over the medium term given greater land stability, alongside increasing employment opportunities and retail services towards the west that have arisen over the last five years.

Out in the provinces

Outside the five largest urban centres, we have also cast the spotlight on a few provincial areas. The most promising of these is Central Otago, encompassing not just the obvious growth area of Queenstown, but surrounding areas such as Wanaka and Cromwell as well. Massive growth in the tourism industry has rekindled economic activity in the region and is flowing through into substantial increases in demand for workers, housing, and support services. Although the rate of growth in Central Otago will ebb and flow as broader economic conditions change, the region’s prospects over the long-term look upbeat.

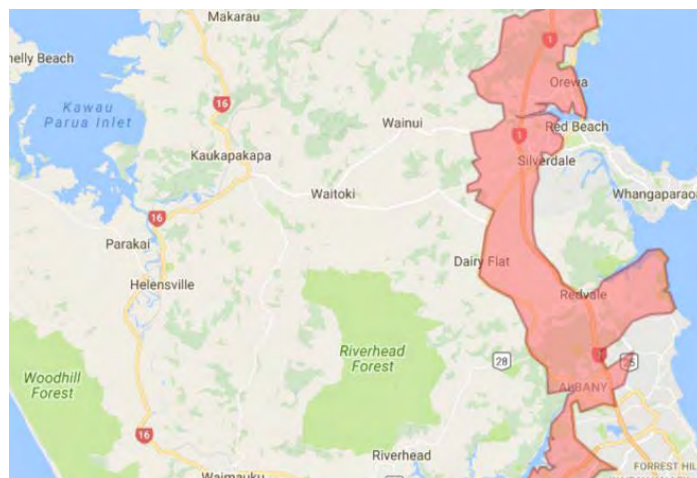
Other provincial centres to rate a mention are Whangarei, New Plymouth, and Palmerston North. In the case of these towns and cities, we are not focusing on the entire urban area, but rather on selected growth pockets within these centres. Marsden Point, Bell Block, and Kelvin Grove are key areas where local councils are attempting to funnel new development, and increased household numbers will need to be accompanied by additional provision of services in these areas. Even with the Taranaki economy having struggled since the substantial drop-off in oil and dairy prices during 2014, an area such as Bell Block will be a relatively strong performer given the attractiveness of its location and the improvements to infrastructure that have been made over recent years.



Auckland: Orewa-Albany

Highlights

- Population growth 2013-2023: 53% (17,580 people)
- Increased cross-harbour transport capacity of around 75% will make the North Shore more attractive.
- Silverdale's transition to a suburban township is likely to see considerable investment in retail, community, and civil facilities.
- Orewa is likely to have less of a "resort" or retirement-area feel about it as economic activity and population spread northwards.
- High average disposable incomes and the spending power of a growing population makes the area very attractive for businesses looking to tap into growth markets.



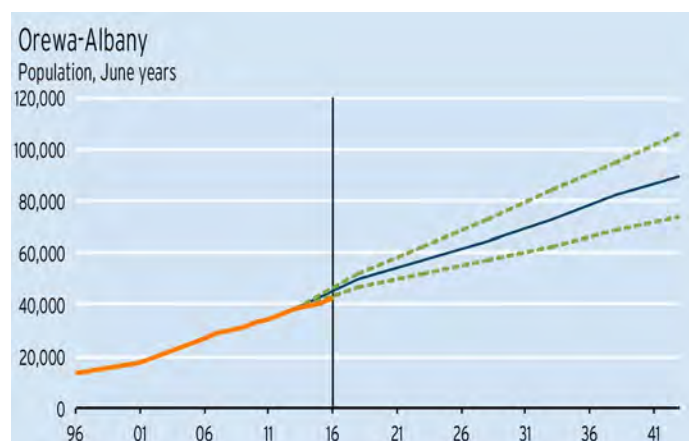
The spread of the Auckland urban area northwards has resulted in considerable commercial, industrial, and residential development on the North Shore over the last 20 years. Although the expansion of economic activity and associated employment in the area has helped boost the attractiveness of living on the North Shore for many people, the increasing number of commuters heading southwards across the Auckland Harbour Bridge for work has also placed additional pressure on public and private transport infrastructure.

Completion of the Western Ring Route, including upgrades to the Northern Motorway and extension of the Northern Busway, will help improve access from Albany and other northern areas to the central and western parts of Auckland. The nature of Auckland's economic growth means that the greatest pressure over the medium-term is likely to come on transport links to the CBD, an outlook recognised by planning that is currently underway towards the completion of an additional Waitematā Harbour crossing by about 2030. An effective increase of around 75% in the cross-harbour transport infrastructure capacity, including the addition of rail links, will greatly enhance the attractiveness of living on the North Shore for central Auckland workers.

With these significant plans in mind, there has already been growth in the population around Albany, although the expansion during the last three years has not been quite as rapid as had been expected. Nevertheless, continued investment in infrastructure will boost growth over the medium term. This population growth is being complemented by the development of retail and commercial space along with distribution facilities. Continued increases in student numbers at Massey University's Albany campus have also boosted activity in the area.

Further north, the spread of demand for property near or at the coast will also result in substantial population growth at Long Bay, Silverdale, and Orewa. Silverdale's transition from a standalone town towards more of a suburban township is likely to see considerable investment in retail, community, and civil facilities take place. Growth in Orewa will be less pronounced, but the town is likely to have less of a "resort" or retirement-area feel about it as economic activity and population more generally spread northwards.

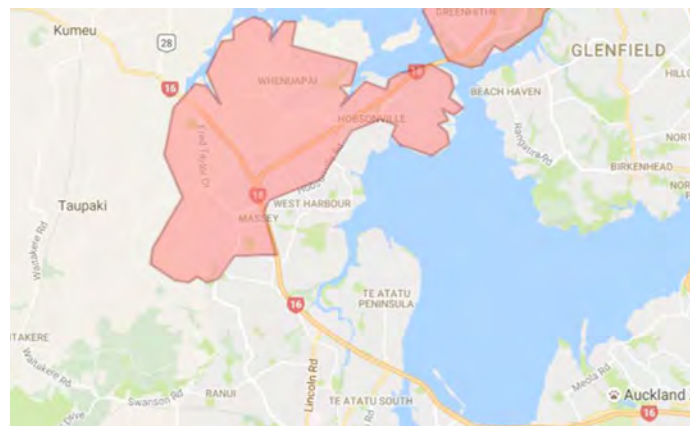
Critically, though, the more expensive nature of coastal property means that the disposable incomes and spending power of the growing population in the northern reaches of Auckland are likely to be higher on average than across Auckland as a whole. This aspect of the area's development makes prospects particularly attractive for businesses looking to tap into growth markets.



Auckland: Hobsonville

Highlights

- Population growth 2013-2023: 245% (12,390 people)
- Population growth will accelerate as new housing supply expands and as the Northwestern Motorway and Waterview Connection becomes operational in 2017.
- Almost 8,000 dwellings in the Hobsonville area are planned. Around 7,400 are within the Hobsonville Point development.
- A substantial business park employing around 4,000 people is planned in Hobsonville while a planned marine industry precinct could employ 2,000 people.
- Significant additional infrastructure investment in the area will be necessary.



Residential development in Hobsonville and Whenuapai means that this area is set to record some of the country's fastest population growth, not just over the coming decade, but throughout the next 25 years. Development of the former airfield at Hobsonville Point is transforming what was previously a rural and lifestyle area of Auckland into a large new suburban centre accompanied by retail and commercial facilities.

Completion of the Upper Harbour Motorway in 2011 helped improve road access into the area, and this access will be further enhanced by work to the south along the Northwestern Motorway and the Waterview Connection, much of which will be operational in 2017. Ferry services to Hobsonville Point over the last four years have also increased the connectivity of the area into the CBD.

Population growth has been relatively modest to date, but will accelerate as the area's supply of new housing expands. Almost 8,000 dwellings in the Hobsonville area are planned within Special Housing Areas, with about 7,400 of those dwellings falling within the Hobsonville Point development.

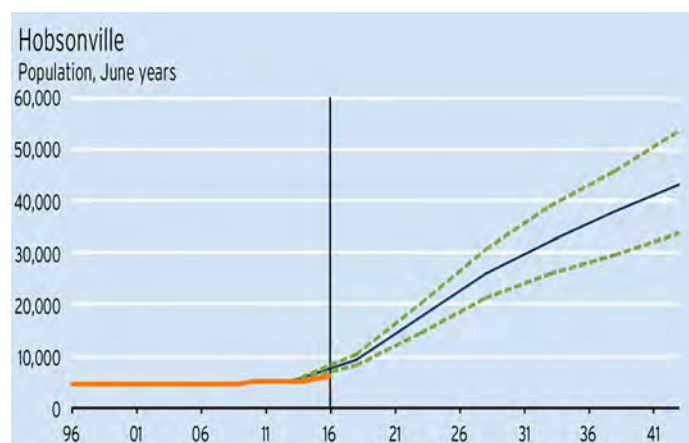
One of the key features of the development occurring at Hobsonville Point is the relatively high-density nature of much of the new housing. The suburb will contain a mix of apartments, terraced houses, and standalone houses, although even the standalone houses will be on relatively small sections. There are also requirements for a minimum proportion of affordable housing within the development.

In anticipation of rapid population growth, the NorthWest Shopping Centre opened in late 2015 as part of the Westgate Town Centre, which will also include a new library in 2017. A substantial business park is planned on the north side of Hobsonville Road employing about 4,000 people, while a

marine industry precinct that is planned could employ as many as 2,000 people.

Even though the Whenuapai Air Force base is set to remain operational for the foreseeable future, there will still be considerable development on the northern side of the Upper Harbour Motorway as well.

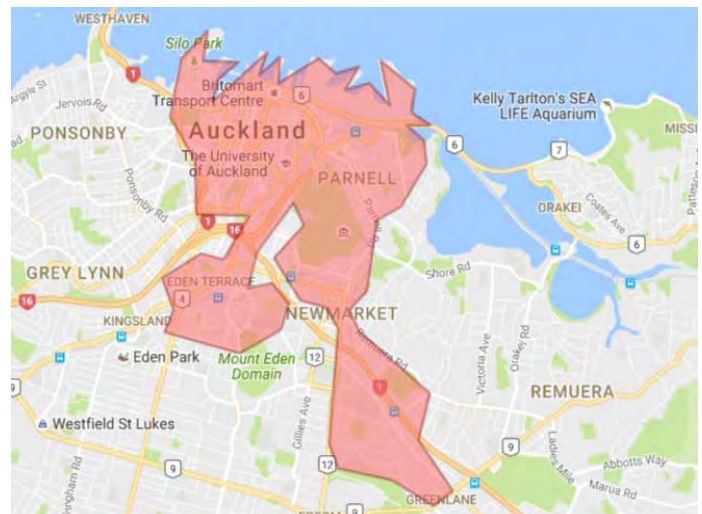
Auckland Council is heavily involved in the planning process for this part of the city, aiming to ensure that appropriate infrastructure is in place to cope with the area's projected exponential population growth. There has already been some work done on the likes of water and wastewater provision, focused on servicing the Special Housing Areas. However, it is clear that significant additional infrastructure will be necessary, including further water and wastewater capacity, medium-term expansion of transport networks, additional public transport services, new schools, and the provision of new civic facilities such as community centres, parks, etc.



Auckland: Central Auckland

Highlights

- Population growth 2013-2023: 47% (24,410 people)
- Strong population growth is expected close to the waterfront, particularly in the Wynyard Quarter, which is aimed at the upper-end of the market.
- The international education sector once again shapes as a significant driver behind demand for central city accommodation.
- The geographic pattern of business growth in Central Auckland is set to change over the next seven years with the construction of the City Rail Link.
- One of Auckland's challenges will be ensuring civil infrastructure can handle the demands of a rapidly increasing population in a relatively small area.



Increased densification is a necessary part of Auckland's development as the city's population continues to expand. Although a lot of attention has been focused on the development of town centres with higher-density residential components in suburban areas, these pockets of intensive development pale by comparison with the expected growth in the central city's population over the next decade. The deluge of central city apartment development during the first half of last decade saw the population of our Central Auckland hotspot more than double, from 24,100 people at the 2001 census, to 49,400 by the 2013 census. Sixty percent of that growth occurred in the Auckland Central West and Auckland Central East area units, which lie between the Northern Motorway and SH16 heading down to the port.

Since the 2013 census, very strong population growth has continued in these two area units, with the population in each area unit by June 2016 already exceeding Statistics NZ's medium projections for 2023. Grafton West and Newmarket's populations are also running well ahead of expectations, contributing to Central Auckland's surging population over the last three years.

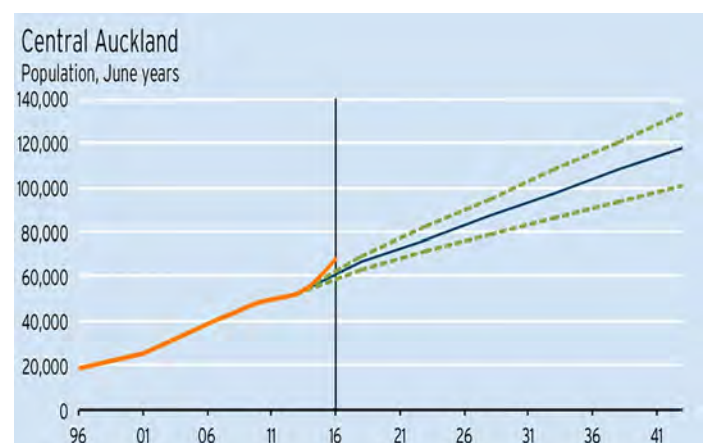
Although the Auckland Central West and Auckland Central East areas will continue to grow over coming years, that expansion will be somewhat overshadowed by development closer to the waterfront, particularly in the Wynyard Quarter. These harbour-side developments are likely to primarily be aimed at the upper end of the market, appealing to high-income and/or high-wealth households.

As was the case in the late 1990s and early 2000s, growth in the international education sector also currently shapes as a significant driver behind demand for central city accommodation. The convenience of living close to their place of study is complemented by other central city amenities and the lack of any required property maintenance. However, the

standard and size of current and future apartment construction is set to be significantly higher than during last decade's apartment building boom, which resulted in a large number of low-quality and substandard dwellings.

The geographic pattern of business growth in Central Auckland is set to change over the next seven years with the construction of the City Rail Link. Over the last 20-25 years, there has been a northwards drift of business down Queen Street as harbour-side land has been freed up and developed. But the planned Aotea Station is already driving plans for development in more southern parts of the CBD, and the improved public transport and commuter access that will be provided by Karangahape Station could also result in significant revitalisation and redevelopment around Karangahape Road and the top of Queen Street, subject to the area's special character restrictions.

If one area within Central Auckland epitomises the evolution of inner-city living, it is Newmarket. The former borough's population peaked as far back as 1926 at about 3,200 people, but as businesses gradually displaced residents in the CBD



Auckland: Central Auckland (continued)

fringe areas, Newmarket's population had shrunk to 1,000 by 1991. However, between the 2006 and 2013 censuses, the population almost doubled to just under 3,000. The development of more intensive housing options has brought residents back into Newmarket and will facilitate continued growth over the medium term. A similar mix of townhouses, lower-rise apartments, and mixed residential and commercial developments will underpin ongoing population growth in other comparable areas such as Eden Terrace and Parnell.

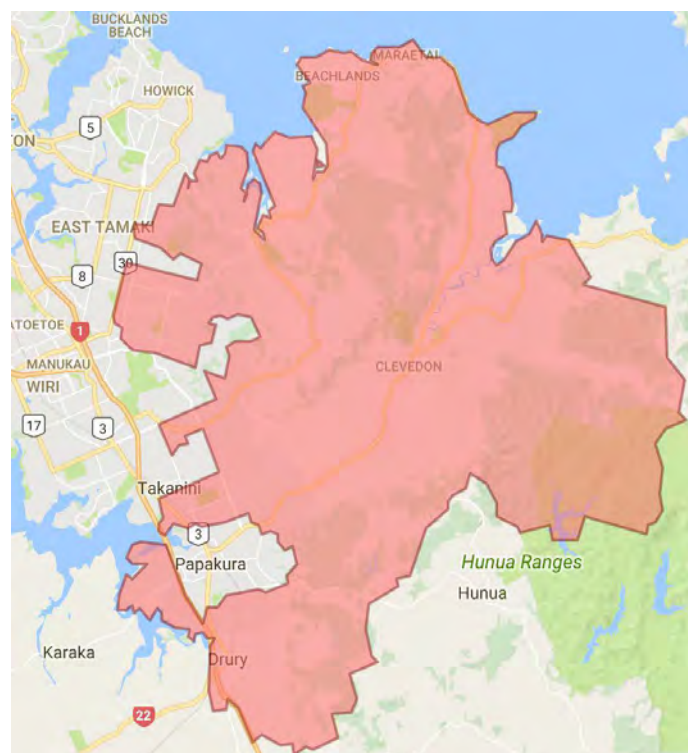
Whereas central city services in the 1990s would have been primarily aimed at workers and late-night revellers, growth in the central city population over the last 20 years means that many of the necessary amenities for residents are now in place. This relatively well-established social infrastructure means that inner-city living is a viable option for many people. Looking towards future growth, one of the biggest challenges for Auckland Council, as with other pockets of planned intensive growth across the city, will be ensuring that civil infrastructure is able to handle the increased demands placed on it by the rapidly increasing population in a relatively small geographic area.

"Newmarket epitomises the evolution of inner-city living in Auckland"

Auckland: Beachlands - Drury

Highlights

- Population growth 2013-2023: 54% (24,590 people)
- The Beachlands Drury area has room for 12,000 new dwellings across 11 Special Housing Areas with 90% of these in Flat Bush, Hingaia and Takanini.
- Large population growth is expected in Flat Bush between now and 2021 will be supported by social, retail and commercial development in and around the town centre.
- Hingaia will grow on the back of planned residential developments, the areas access to the motorway, and expansion of schools. This will place increased demand on the Papakura Town Centre.
- New recreational and community facilities makes Takanini attractive to live, and is well placed to cope with additional growth.
- Beachlands and Maraetai urban coastal appeal is likely to be capitalised on by developers over the next few years.
- Ongoing infrastructure investment will be required in many of the areas in and around Beachlands-Drury to keep up with population growth.



The most difficult part about including part of south Auckland as a hotspot is that almost the entire southern and eastern third of the city could be highlighted in our report. Between the mix of infill housing, increasing densification around suburban hubs, major new areas of development including some large Special Housing Areas, and general expansion around the urban fringes, south Auckland encapsulates the growth pressures that the Auckland region is grappling with as its population continues to grow.

We have chosen to focus on a relatively large swathe of land stretching from Beachlands and Maraetai in the northeast around to Papakura and Drury in the south. The breadth of this area reflects the enormous stresses that are currently being felt in Auckland's housing market and the ubiquity of urban development that is necessary across the region.

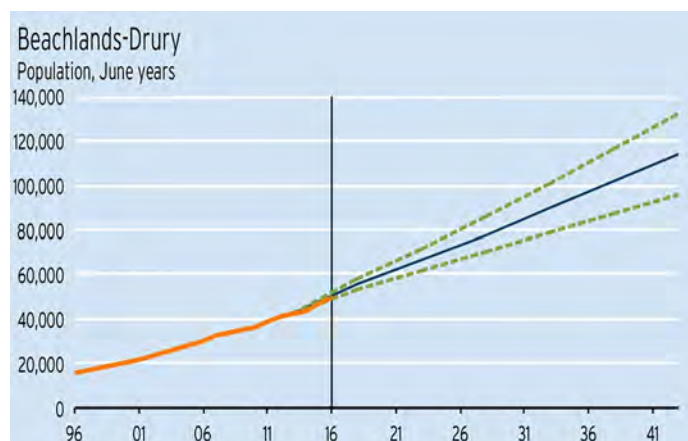
In terms of the hotspots that we have selected across the Auckland region, Beachlands-Drury has the greatest potential number of new dwellings in Special Housing Areas, with room for over 12,000 new dwellings across 11 SHAs. The bulk of these new dwellings, at about 10,000, will be located in three large SHAs: the Flat Bush Strategic Area, Hingaia, and the Takanini Strategic Area.

Estimates of the population across the Beachlands-Drury area up to June 2016 suggest that population growth is running below Statistics NZ's medium projections. However, as activity picks up across the SHAs and residential construction work in

Auckland continues to increase in response to strong demand pressures, we expect to see a considerable increase in the number of people living in the Beachlands-Drury area.

Flat Bush

Flat Bush borders on the Ormiston and Dongegal Park areas that have already undergone significant residential and other development. Auckland Council has put significant planning resources into Flat Bush to ensure an attractive and well-ordered town centre is developed, and the Council owns about 90% of the land that will be used in the town centre. A supermarket and primary school opened in 2015, while Barry Curtis Park provides a large green space with a range of community and recreational facilities. A library and



Auckland: Beachlands - Drury (continued)

aquatic centre are also planned, and Ormiston Junior High School (catering for years 7-10) will open at the start of 2017. Considerable population growth will also be supported by retail and commercial development in the town centre between now and 2021, along with ongoing investment in the expansion and upgrades of civil infrastructure such as roading, water, and wastewater networks.

As is planned with zoning changes around a number of existing suburban centres across Auckland, Flat Bush is planned to have a cluster of higher-density apartments and townhouses around the town centre, complemented by standalone houses in the surrounding areas, resulting in almost 4,500 new dwellings in total.

Hingaia

There is currently very little housing on the Hingaia Peninsula to the west of Auckland's Southern Motorway. A number of developers currently have plans for the residential development of this land that has previously been used for rural purposes, with room for almost 3,500 dwellings in the SHA.

The government has invested in the upgrade and expansion of existing schools in the area as well as announcing funding for a new primary school. The area also already has relatively good access to the motorway via the Papakura interchange. However, unlike the development at Flat Bush, plans for new retail or community facilities are relatively limited. Land along either side of Harbourside Drive has been zoned for mixed use and is likely to result to be mostly used for retail development. But the expanding population is also set to boost demand at the Papakura Town Centre, and could contribute to continued revitalisation and expansion of the services available in the town.

Takanini

The final major SHA within the Beachlands-Drury area is the Takanini Strategic Area. With provision for almost 2,100 additional dwellings this SHA builds on the development that has already taken place over recent years, highlighted by the construction of Bruce Pulman Park with its substantial

recreational and community facilities, alongside the big-box retailers at Southgate and other retail facilities at Takanini Village. In this regard, Takanini is probably already well placed to cope with further significant population growth.

Given the current rural-urban boundary, there is room for further development occur northwards towards Alfriston. Notwithstanding the location of Ardmore Airport, flat land stretching further to the east also shapes as a potential location for additional development over the longer-term, as it would potentially provide better access to existing transport routes and other infrastructure than expansion out past Karaka on the southern side of Manukau Harbour.

Beachlands and Maraetai

Beachlands and Maraetai don't include any SHAs, but nevertheless represent an area of solid projected population growth over the next decade and beyond. The nature of this growth will be somewhat different to much of the rest of the housing development across south Auckland, which is largely focused on trying to accommodate some of the city's rapidly expanding population in a reasonably timely and cost-effective manner. Being on the outskirts of the urban area, Beachlands and Maraetai have maintained some of their historic holiday feel. That slightly less urban coastal appeal is set to be further capitalised on by developers over coming years, with apartment projects in the works and plenty of residential subdivision planned as well.

Although the drive into Auckland's CBD is relatively long, the ferry service from Pine Harbour means that the commute can still be a relatively comfortable one. Furthermore, with the expanding industrial sector presence in East Tamaki and burgeoning population around the eastern fringes of Auckland, Beachlands and Maraetai are well located for employment opportunities in these areas.

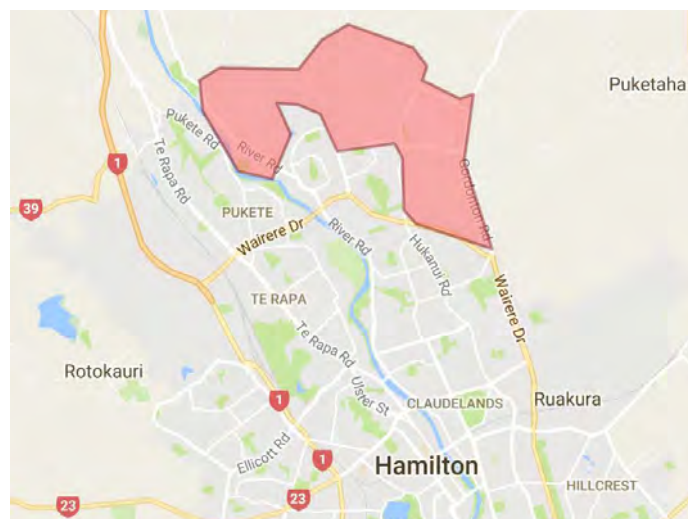
The construction of a supermarket along with supporting retail and office facilities in Beachlands will also boost the amenities available in the area, increasing its attractiveness for people to live and enabling further population growth over the medium term.

"Beachlands and Maraetai urban coastal appeal is likely to be capitalised on by developers over the next few years."

Waikato: North Hamilton

Highlights

- Population growth 2013-2023: 70% (10,980 people)
- Improved facilities and the spill-over from Auckland's strong population growth and housing affordability has made Northern Hamilton a popular area.
- Completion of the Hamilton section of the Waikato Expressway will make Auckland more accessible and will increase North Hamilton's attractiveness.
- The prospect of the inland port at Ruakura is likely to provide considerable employment opportunities, helping drive further growth on North Hamilton.
- The more affluent, younger age profile of people in the area indicates the area is set for strong business growth and development over the coming decade.



The choice of this hotspot reflects the ongoing trend of the growth in Hamilton's metropolitan area towards the north. Although there are also longer-term plans for expansion of the city southwards towards the airport, growth in the short-term will be focused on the fringes around Flagstaff, Rototuna North, and Huntington.

The northern fringes of Hamilton have been favoured by developers and property buyers as they are comparatively well serviced by improved facilities over recent years. The massive development of The Base at Te Rapa has made the northern part of the city the premiere retail destination within Hamilton. Access from the northern suburbs on the eastern side of the Waikato River towards the south has also been vastly improved by the construction of Wairere Drive through to link up with State Highway 1 at Hillcrest.

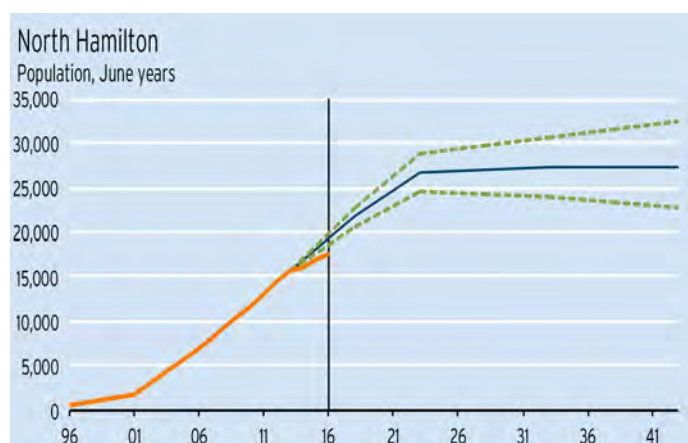
Additionally, the exodus of people out of Auckland in recent years due to the city's high house prices will also tend to favour development on the northern side of Hamilton. For some of these people, proximity to Auckland will still be of some importance given family and/or employment links with the city. Being located in North Hamilton already knocks time off the journey to Auckland compared with some other parts of Hamilton. Furthermore, once construction of the Hamilton section of the Waikato Expressway is completed by 2020, these north-eastern suburbs will benefit from being even closer to the main road transport link connecting the city with Auckland. A final factor encouraging development on the eastern side of the city is the prospect of the inland port at Ruakura. The establishment of the first stage of this facility by 2021 is likely to provide considerable employment opportunities, both directly and indirectly, helping to drive further growth in economic activity and population in key areas of Hamilton, including the northern part of the city.

Although population growth in North Hamilton over the last three years has failed to live up to Statistics NZ's projections,

we expect an acceleration in the rate of development given the improvements in employment opportunities and infrastructure taking place in surrounding locations. The spill-over effects of Auckland's strong population growth and housing affordability issues will also positive affect demand for housing in North Hamilton.

Recognising the area's expanding population, the government has constructed new junior and senior high schools in Rototuna, opening in 2016 and 2017 respectively. Rototuna Town Centre will be developed at the intersection of Resolution Drive and Borman Road, including a mix of retail, commercial, and community facilities to complement existing urban centres in the CBD, Chartwell, and The Base.

The strength of house prices in the northern parts of Hamilton indicates that the area's population is well-off, while the demographic breakdown shows that the age profile is relatively young. From the point of view of business growth, these factors enhance the attractiveness of the area's expected development over the coming decade.



Bay of Plenty: Papamoa

Highlights

- Population growth 2013-2023: 74% (5,190 people)
- The Tauranga Eastern Link has increased the attractiveness for businesses and households to be sited in Papamoa.
- In the short-term, retail and other service growth in the area are likely to be dotted throughout neighbourhood centres in the area.
- Over the longer-term, as residential construction spreads into the Te Tumu area, there may be scope for a more significant retail centre to be developed.
- Business and job growth will take place over the medium-term, particularly in the areas bordering the Tauranga Eastern Link.

Papamoa has undergone a transformation from a rural and holiday community to a suburb of Tauranga over the last 20-30 years as the city has grown substantially and, particularly during the 2000s, the popularity of coastal property increased immensely. However, the area's growth is far from finished, with development expected to continue spreading eastwards over the next decade and beyond.

In broader terms, Tauranga has undergone something of a transformation from a popular retirement destination to a more broadly based growth city. The success of the Port of Tauranga has coincided with strong business growth in the city, while Tauranga's lifestyle has proved a strong drawcard for families. The spread of population growth across all age brackets has seen major expansion in Tauranga's social infrastructure, businesses, and employment opportunities – a trend that has been largely self-reinforcing in terms of attracting more people to the city.

Papamoa is one of two main growth hubs in Tauranga, and we expect it to outperform the area south of Tauranga around Pyes Pa. Completion of the Tauranga Eastern Link last year has helped increase the attractiveness for both businesses and households to be sited at Papamoa, providing more direct access both into the city and towards eastern Bay of Plenty.

The more coastal nature of Papamoa also holds strong appeal from a lifestyle point of view for families as well as retirees. By June 2016, the area's population was only running slightly ahead of Statistics NZ's low projections, but with Tauranga City's population recording one of the fastest growth rates in the country, we expect further acceleration in Papamoa's prospects over coming years.

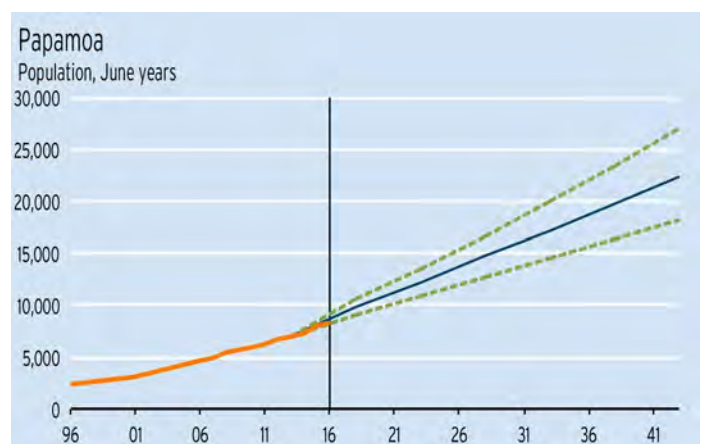
One of the challenges for growth in the Papamoa area is the relatively long and thin nature of the suburb. Currently, retail facilities are mainly located in the older Papamoa Beach area, with fewer services available further east in more recently



developed areas. The “ribbon-like” nature of growth will make it more difficult to justify a single large urban hub within Papamoa East; instead, retail and other services are likely to be based around a number of smaller neighbourhood centres dotted throughout the area. Over the longer-term, as residential construction spreads further east away from the older Papamoa Beach area into the Te Tumu area, there may be scope for a more significant retail centre to be developed.

Industrial and commercial development is also planned around Papamoa. However, the area is probably less well-sited than the likes of Tauriko, for example, for freight and logistics-related activities, as it lies on the side of Tauranga that is away from the “Golden Triangle” growth areas of Auckland and Hamilton.

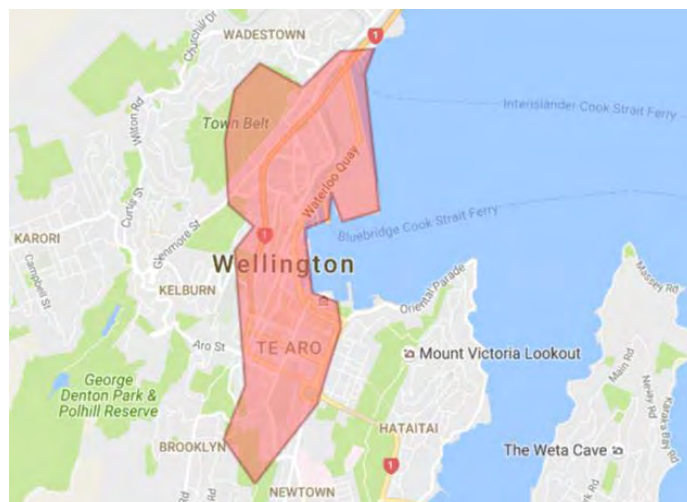
Nevertheless, Tauranga City Councils' focus on ensuring that new residential development is accompanied by employment opportunities within Papamoa suggests that business and job growth will take place over the medium-term, particularly in the areas bordering the Tauranga Eastern Link.



Wellington: Central Wellington

Highlights

- Population growth 2013-2023: 25% (5,760 people)
- Apartment conversions helped facilitate a revitalisation of Central Wellington during the 1990s and 2000s as many company head offices relocated.
- A surplus of lower-grade office space followed the Christchurch earthquakes and has become more pronounced as government departments consolidate premises.
- We are starting to see signs of surplus lower-grade office being converted into apartments. We expect this to continue, notably in Te Aro, Lambton and Thorndon.
- Increased tertiary student numbers in Wellington will also contribute to growth in the inner-city population and overall vibrancy of the CBD.



Central Wellington's population grew substantially during the 1990s and the first half of last decade, increasing by an average of 5.5%pa between the 1991 and 2006 censuses. The growth was facilitated by Wellington City Council's determination to revitalise the inner city, a process that was sorely needed as the size of the public sector workforce shrank and many corporate head offices relocated to Auckland or Sydney.

In part, the reduction in demand for office space in Wellington contributed to growth in the inner city's population, with a number of older and lower-grade office buildings being converted to apartments. The increased number of people living in the central city also flowed through into demand for a more diverse range of retail facilities and a large number of entertainment options.

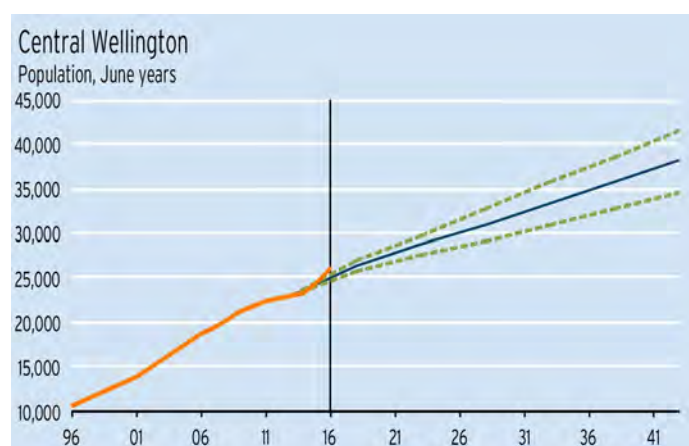
Since the Christchurch earthquakes in 2011, Wellington's office market has been going through another transitional phase, with strong demand for space in high-grade and seismically safe buildings, while lower-grade buildings have struggled to attract or retain tenants. The surplus of lower-grade space has become even greater throughout 2016 as government departments have continued their process of consolidation, moving into refurbished and upgraded premises.

The returns that owners are able to generate from lower-grade office space are generally exceeded by the returns that can be made from apartments. As a result, for buildings that meet tenants' seismic strength requirements, we expect to see more apartment conversions taking place over the next five years. This month's large earthquake, which has severely affected Kaikoura and caused issues for several buildings in Wellington's CBD, will have reiterated the importance of the ability of buildings to withstand quakes, particularly for potential tenants of those buildings.

Central Wellington's population grew by 6.1% in the June 2016 year, suggesting the renewed wave of apartment conversions is already underway. This activity will be particularly concentrated in Te Aro, although the Lambton and Thorndon areas are likely to experience significant population growth as well.

Increasing tertiary student numbers in Wellington will also contribute to growth in the inner-city population. Victoria University has been steadily increasing its number of hostels over recent years, and the opening of the Whitireia-WellTec campus on Cuba Street in 2018 will add to student numbers in Central Wellington as well.

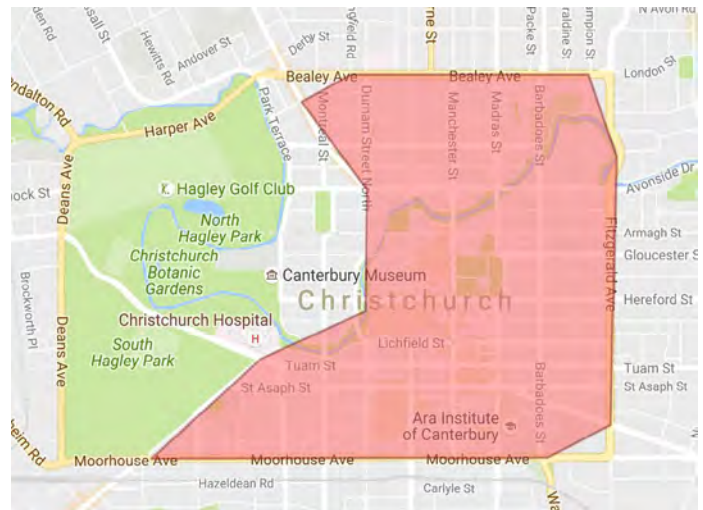
"Apartment conversions helped facilitate a revitalisation of Central Wellington during the 1990s and 2000s as many company head offices relocated."



Canterbury: Central Christchurch

Highlights

- Population growth 2013-2023: 105% (4,270 people)
- Population growth in the city centre is expected to accelerate over the next 5-10 years, after having fallen by 33% between the 2003 and 2013 census.
- The mix of residential and commercial buildings will change as less efficient commercial office space gives way to residential dwellings in the city centre.
- Central government and large firms are returning to the city. Previous commercial occupants will be slower to return due to significantly higher rents.
- Achieving a unique mix of retail activity is vital for the CBD's success given the very strong hold suburban malls have on shopping patterns in Christchurch.



The bulk of the talk about earthquake rebuilding work in Christchurch has focused on the drift of the city's population northwards and westwards, and the length of time that it has taken for significant progress to be made on non-residential work in the CBD. But one of the overlooked effects of the earthquakes was the sharp drop in Central Christchurch's population as many older dwellings near the CBD were destroyed or cordoned off, and the shops and other facilities that serviced those people disappeared. Central Christchurch's population shrank by 33% between the 2006 and 2013 censuses.

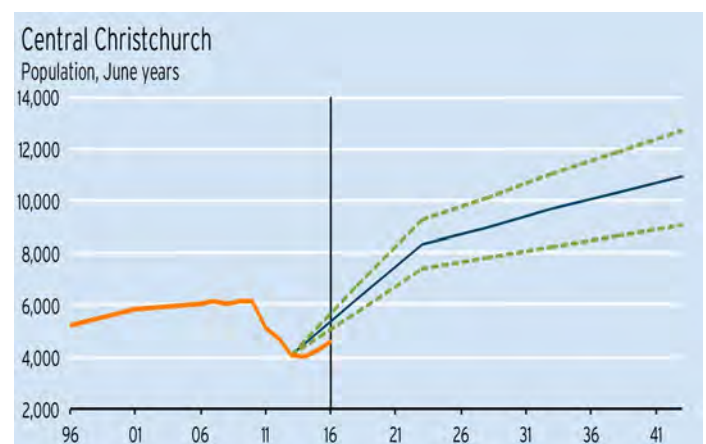
Estimates from Statistics NZ suggest there has been a small recovery in Central Christchurch's population over the last two years, but further substantial growth is expected over the next 5-10 years. The necessary, but gradual, reconstruction of the central city's building stock has enabled a reconfiguration of land use in the CBD. With Christchurch's commercial building stock previously being relatively old and inefficient, the total footprint of the city's office space is likely to be considerably smaller over the medium-term. This reduction in land used for office space is likely to open up more room for central city living.

In addition, the loss of some older relatively low-density dwellings within the four avenues has also created an opportunity for the construction of more townhouses and apartments in the central city.

The other key factor behind the reappearance of more vibrancy in Central Christchurch is the return of the central city workforce. Central government has committed to coming back to the CBD, while large corporate firms (for example, in the legal and accounting space) have also been willing to pay the significantly higher rents that brand new buildings

have commanded. However, many other businesses that were formerly sited in the centre of town are less willing or able to pay much higher rents, which appears to be slowing commercial development work. We anticipate that the process of rebuilding on the vacant lots in Central Christchurch will take another decade, with landowners only pressing ahead with new developments when they have sufficient pre-commitments from tenants.

Nevertheless, gradual increases in the number of people living and/or working in the CBD will foster demand for additional retail options and other services. Christchurch has the opportunity to establish a relatively cosmopolitan retail offering more along the lines of central Auckland or Wellington, with a greater mixture of entertainment and hospitality, high-end or international retail, and standard household retail than existed prior to the quakes. Achieving a unique mix of retail activity is vital for the CBD's success given the very strong hold that suburban malls have on shopping patterns in Christchurch.



Canterbury: Southwest Christchurch

Highlights

- Population growth 2013-2023: 85% (122,790 people)
- The drift in population since the Christchurch earthquakes in 2011 has been another contributor to population growth and residential development in Rolleston, Wigram, Prebbleton, Lincoln and around Halswell.
- The unexpected acceleration of population growth around Halswell has left the area underserved in retail and social and community amenities.
- The population in Prebbleton and Lincoln are both expected to expand by 30-40% over the next eight years, helping to make the demarcation of the city's suburbs and nearby towns less pronounced.
- The drift of business activity towards the west of the city combined with development on the Christchurch Southern Motorway makes Southwest Christchurch an attractive proposition.



At the 1996 census, Rolleston was home 1,053 people – a town about the same size as Reefton. Since that time, there has been a population explosion, with Christchurch City's urban limits contributing to the rapid growth of the satellite town.

Rolleston followed a trend whereby its population roughly doubled at each of the subsequent censuses in 2001, 2006, and 2013. This growth has seen the Selwyn District Council invest in the development of a community centre, library and aquatic centre in the town, while the Council's Izone Southern Business Hub has been an increasingly popular place for industrial and distribution businesses to site their operations, boosting local economic activity and employment opportunities.

Since Christchurch's devastating earthquakes in 2011, the northwards and westwards drift of the city's population has been a new contributor to Rolleston's growth. Rolleston remains a core component of growth towards the southwest of Christchurch, although the town's population growth is projected to be much less meteoric in coming years.

Sitting at about 10,000 people at the 2013 census, Rolleston's population is not expected to top 20,000 until the 2030s. However, even this rate of population growth will still need further substantial development of retail, community, and education facilities in the town. A secondary school is set to open in Rolleston in 2017.

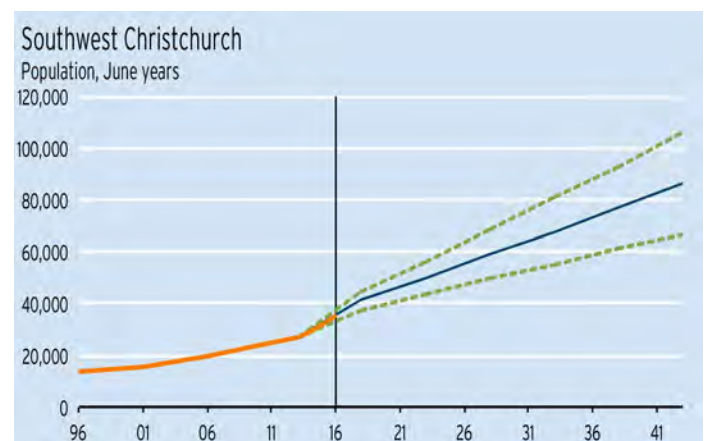
But it has not only been Rolleston that has felt the effects of the changes due to the earthquakes. Major new residential developments have been taking place at Wigram, Prebbleton, Lincoln, around Halswell, and further west towards West Melton and Kirwee. This residential building work has

been complemented by businesses being forced to locate themselves away from the CBD in areas such as Addington, Riccarton, Hornby, and Avonhead, meaning that living on the western outskirts of the city has been relatively convenient for many people with regards to their places of work.

A major mixed-use development has been proposed in Halswell, including a large outdoor shopping centre, a retirement village, and as many as 400 town houses.

Rapid population growth in Wigram will increase the need for more community facilities going forward, including a secondary school. Major residential development and commercial space has already popped up in the area.

The unexpected acceleration of population growth around Halswell in particular, including Aidanfield and Hendersons Basin, has left the area underserved in terms of a range of



Canterbury: Southwest Christchurch (continued)

“The unexpected acceleration of population growth around Halswell has left the area underserved in retail and social and community amenities.”

services, including the retail offering, social and community amenities, and school facilities. A major mixed-use development has been proposed between Halswell Road and Sparks Road, including a large outdoor shopping centre, a retirement village, and as many as 400 townhouses. The Ngā Puna Wai Sports Hub, to the north between Halswell Road and the Christchurch Motorway, is scheduled to be completed by late 2018 and will be a major drawcard for the area.

Residential development in Wigram has been accompanied by the construction of retail and office space at The Landing. This town centre is designed to complement existing larger-scale retail offerings at Hornby and Riccarton. Continued population growth in Wigram is likely to result in a need for increased community facilities, while the absence of a secondary school in the area will also need to be addressed at some stage.

The other hubs of growth in Southwest Christchurch lie within the Selwyn District. Prior to the 2011 earthquakes, significant zoning restrictions and the desire to maintain a green belt around Christchurch City meant that there was a strong demarcation between the city’s suburban boundaries and the nearby towns of Prebbleton, Lincoln, and Rolleston. That demarcation has become less pronounced as development has been forcibly accelerated towards and beyond the city fringes. Prebbleton and Lincoln still have a small-town feel to them, but are both expected to expand by 30-40% over the next eight years. Over the longer-term, development along Springs Road is likely to see Prebbleton, in particular, become more and more like a suburb of Christchurch.

Access from these towns into Christchurch City has already been improved thanks to the first stage of the Christchurch Southern Motorway. The \$195m second stage of the Motorway extends past Prebbleton towards Rolleston and is part of the government’s Roads of National Significance programme. It is due to be completed in 2020 and will further improve access into the central and southern parts of the city. The fact that there has been a significant drift of business activity and employment towards the west of the city has also helped make the option of commuting from these towns a more attractive alternative than it was previously.

Although the growth pressures are not as intense, development is also occurring along SH73 at Yaldhurst and West Melton. Once again, the shorter post-quake commute to the western edges of Christchurch, rather than the central city, has boosted demand for housing in these localities.

Otago: Central Otago

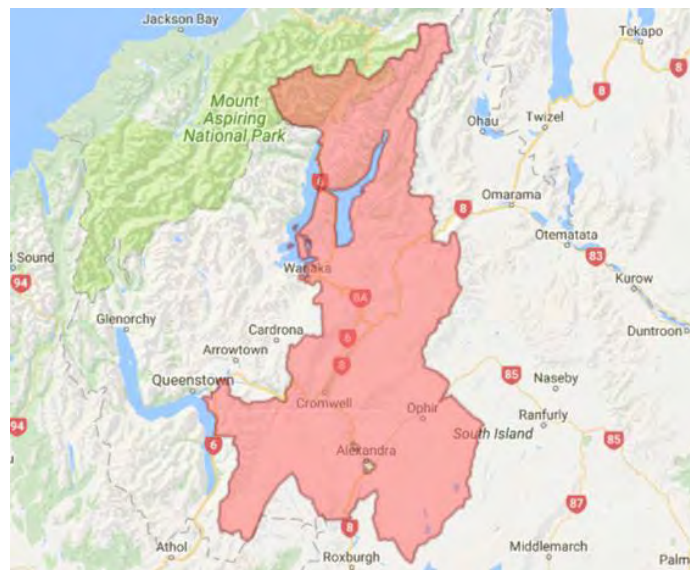
Highlights

- Population growth 2013-2023: 29% (5,880 people)
- Substantial population increases in that Arrowtown, Wanaka and Cromwell reflect population pressures and less affordable housing in Queenstown.
- Major developments are planned in Wanaka, including the mixed-use Three Parks area, other retail, services and residential developments.
- More affordable accommodation makes Cromwell an increasingly attractive area to live for both retirees and Queenstown and local workers.
- High growth areas in Queenstown are concentrated in the east and south with 700 residential sections at Jack's Point and 2,000 lots planned for Hanley's Farm.
- Ensuring that a significant chunk of development work in Cromwell and surrounding areas focus on affordable housing is key to avoiding the problems that have arisen in Queenstown.

Of all our hotspots, Central Otago has by far the lowest population density. Within the region, it would be easy to pick out Queenstown as being the focal point for growth, especially given the 8.7% growth in the town's population over the last two years. But focusing only on Queenstown would mean missing out on other towns within the region that are enjoying a surge in popularity in tandem with Queenstown's ongoing expansion as a lifestyle and tourism destination.

In fact, the 2006-2013 inter-census period was the first time since 1956-1961 that Queenstown's population growth (10.3% over the seven years) was not more than double nationwide population growth (5.3%). In terms of growth rates, Queenstown's increase in population has been overshadowed by Wanaka, Cromwell, and Arrowtown since the 2001 census. And even as Queenstown's population growth has accelerated again over the last three years, racing ahead of Statistics NZ's high population projections, the population pressures and shortage of affordable housing in the town have meant that the number of people living in surrounding areas has risen substantially as well.

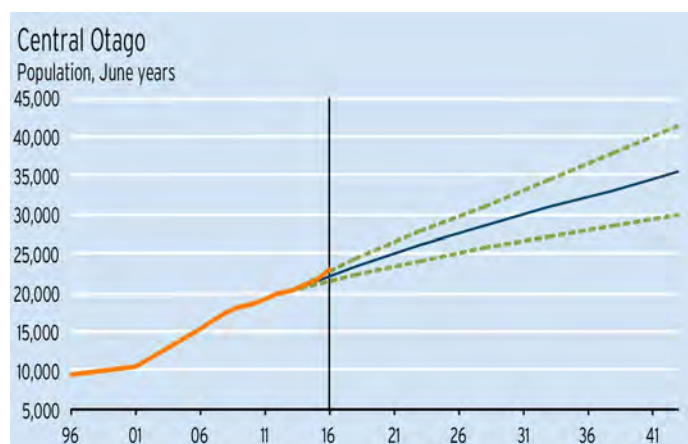
Wanaka provides a different feel to the more internationally focused Queenstown, and is appealing increasingly to New Zealanders as a more low-key and less expensive alternative to live in, or for holidays or retirement. The town has a number of major developments planned, including the Northlake residential subdivision (1,600 houses) and the mixed-use Three Parks area. Within these developments there are plans for a sports facility and swimming pool, as well as retail space that will encompass larger stores. Commercial and industrial space is also expected to be included as part of a business park within



the Three Peaks development.

Cromwell offers a more affordable alternative to either Queenstown or Wanaka. The town's population shrank between 1986 and 1996 as workers on the Clyde Dam moved away, but has surged over the last 10-15 years with employment opportunities offered by the horticulture and viticulture industries, as well as spill-over effects of the tourism boom in Queenstown. Expanding education facilities reflect the town's increasing population, and it is also attracting more retirees. As it grows, the town aims to make sure that a significant chunk of development work is focused on affordable housing, avoiding the problems that have arisen in Queenstown, in particular, in trying to accommodate lower-paid service workers within the area.

In terms of Queenstown's growth, we have focused our attention on the southern and eastern fringes of the town.



Otago: Central Otago

Lake Hayes Estate is already well established, but development is underway in the neighbouring Shotover Country area. South of the Kawarau River, there is ongoing development at Jack's Point (about 700 sections), including proposals for a retail and visitor-focused village with a hotel. This area is bordered by plans for medium-density residential development at Hanley's Farm (over 2,000 lots). On State Highway 6, the upgrade of the Kawarau Falls Bridge from one to two lanes will be complete by late 2017 and improve the connectivity of the area to Frankton and Queenstown.

In terms of Queenstown's growth, we have focused our attention on the southern and eastern fringes of the town. Lake Hayes Estate is already well established and there has been substantial development in the neighbouring Shotover Country area. South of the Kawarau River, there is ongoing development at Jack's Point (about 700 sections), including proposals for a retail and visitor-focused village with a hotel. This area is bordered by plans for medium-density residential development at Hanley's Farm (over 2,000 lots). On State Highway 6, the upgrade of the Kawarau Falls Bridge from one to two lanes will be complete by late 2017 and improve the connectivity of the area to Frankton and Queenstown. This project will be complemented by the construction of the Eastern Access Route past Queenstown Airport, which will further alleviate the traffic bottleneck at the junction of State Highways 6 and 6A.

"Major developments are planned in Wanaka, including the mixed-use Three Parks area, other retail, services and residential developments."

Provincial Possibilities

With our top 10 hotspots heavily concentrated around the main urban centres, we felt it was important to cast the net a bit wider and pick up on some smaller areas of localised growth out in the provinces. Our attention was drawn to three pockets of growth.

Marsden Point and Ruakaka

Highlights

- Population growth 2013-2023: 29% (1,120 people)
- Improved access from the North Shore to Northland will further help the spillover from Auckland and boost Whangarei's population growth, particularly in the southern areas of Marsden Point and Ruakaka.
- Growth in this area will be orientated around the oil refinery and Newport, which will have strong population growth and infrastructure improvements.
- There are development plans for mixed-use commercial, and residential areas between Ruakaka and One Tree Point.

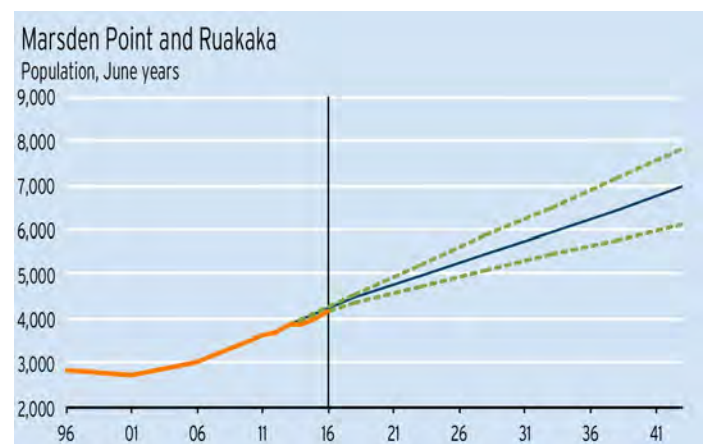


Current housing affordability issues in Auckland have had spillover effects for the surrounding regions, although Northland has arguably not been as heavily affected as Waikato or Bay of Plenty. Nevertheless, we expect Whangarei to record faster population growth over the medium-term, and much of this growth is likely to be concentrated in the Marsden Point and Ruakaka area, south of the main town.

This area is one that has been earmarked for significant medium-term development by the Whangarei District Council. The growth is expected to be based around the requirements of the oil refinery and Northport, particularly with relatively strong

There is scope for a considerable amount of industrial activity to be sited in the Marsden Point area. Further significant residential development and local urban centres are planned at One Tree Point and Ruakaka, with a mixed-use area containing

commercial and other space planned in between the two communities.

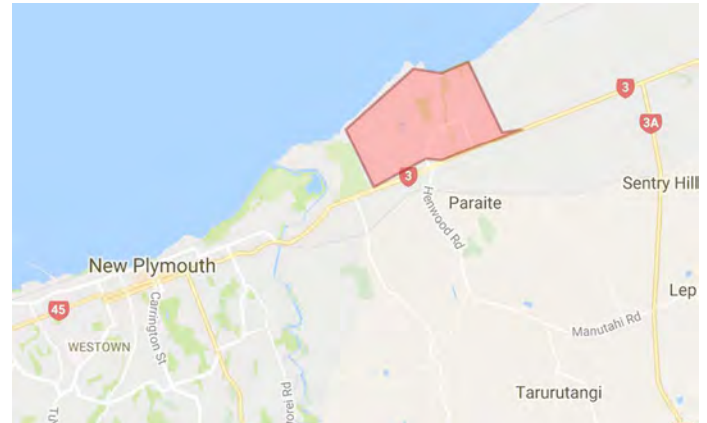


“There are development plans for mixed-use commercial, and residential areas between Ruakaka and One Tree Point.”

Bell Block

Highlights

- Population growth 2013-2023: 20% (1,080 people)
- The SH3 bypass of Bell Block and the extension of the Coastal Walkway has been a catalyst for growth in Bell Block.
- Reasonably affordable coastal housing, growing business activity in the industrial areas near the town and Bell Block's proximity to the Valley Mega Centre make the area attractive.
- Continued population growth and demand for housing will feed through into further expansion of retail facilities and social infrastructure.



The construction and opening of the State Highway 3 bypass of Bell Block in 2010 has proven to be something of a catalyst for a change in the township. The diversion of through traffic has helped Bell Block develop into more of a self-contained community. And with the extension of the Coastal Walkway to Bell Block, which was opened at the end of 2014, has helped improve the connectedness of the satellite town with the main urban centre of New Plymouth.

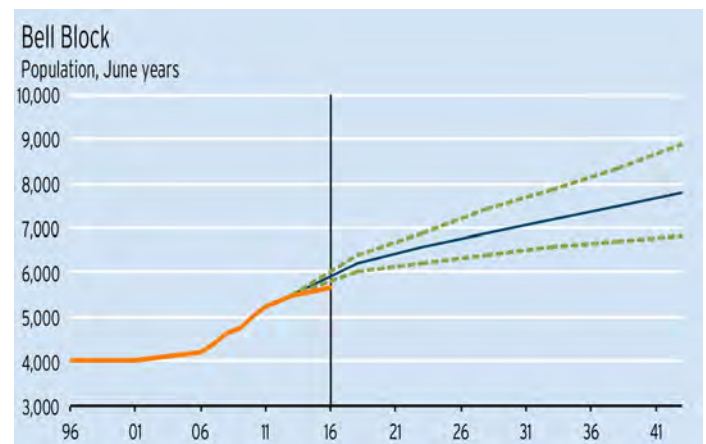
Unlike the other growth areas around New Plymouth, Bell Block has the advantage of being relatively coastal. Being slightly further from central New Plymouth means that housing options in the area can be reasonably affordable, although the town also appeals to people looking to build a higher-end home as well.

Other advantages for Bell Block include growing business activity in industrial areas near the town, as well as its proximity to the Valley Mega Centre on the northeast outskirts of New Plymouth.

The broader Taranaki economy has struggled somewhat over the last couple of years due to the sharp downturn in both dairy and oil prices – factors that had helped generate strong growth in previous years. The region's economic struggles are reflected in Bell Block's population growth, which has slowed

from 5.1% to 1.4%pa since 2010, and is currently running below Statistics NZ's low projections.

The current recovery in dairy prices should help improve the region's economic performance. But even if growth in the Taranaki economy continues to be modest, we expect Bell Block to be an outperformer within the region. Continued population growth and demand for housing will feed through into further expansion of retail facilities and social infrastructure such as schools.

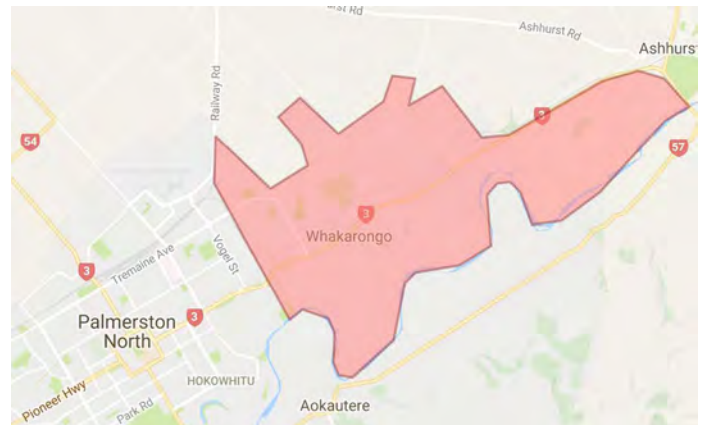


“Continued population growth and demand for housing will feed through into further expansion of retail facilities and social infrastructure.”

Kelvin Grove

Highlights

- Population growth 2013-2023: 24% (1,960 people)
- Kelvin Grove has gradually transformed from a semi-rural lifestyle area into a residential area. There is still room for residential development in the area.
- The continued spread of housing in this direction will increase demand for services, resulting in the expansion of retail and education facilities over time.



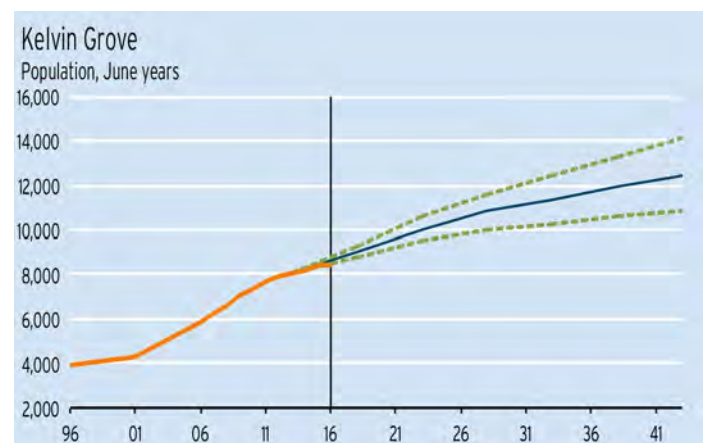
Kelvin Grove, on the north-eastern outskirts of Palmerston North, has gradually been transformed from a semi-rural lifestyle area into a residential area. Like many of the other growth areas we have highlighted, Kelvin Grove offers more than just a place to live, with a mix of industrial and commercial businesses located within the area as well.

There is still room for further residential development in Kelvin Grove, and the Palmerston North City Council is also targeting growth in the neighbouring Whakarongo area on the northern side of State Highway 3. The continued spread of housing in this direction will increase demand for services and is likely to result in the expansion of existing retail and education facilities over time.

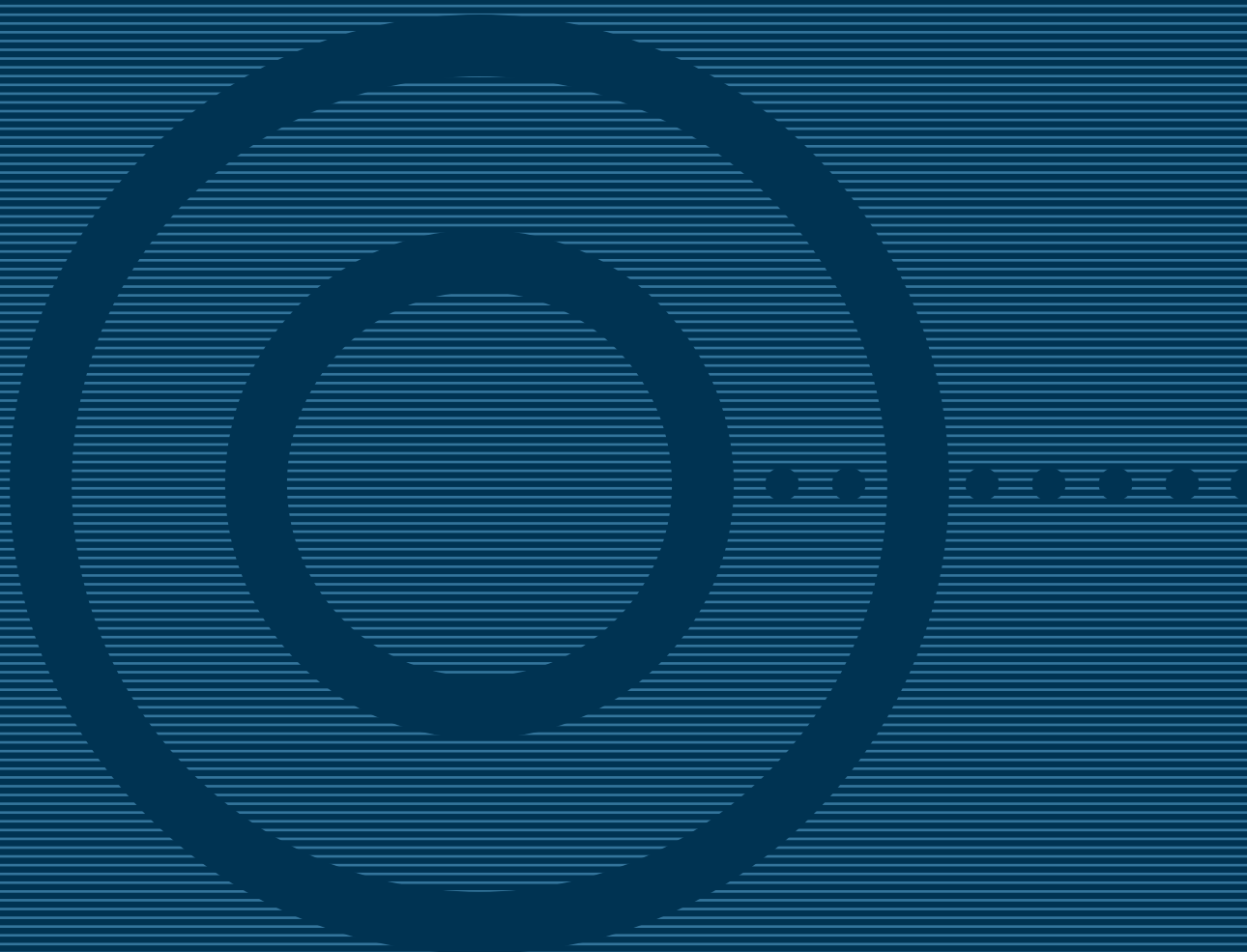
Palmerston North's economy has benefited from strong growth in the agribusiness and agritech areas. These sectors are closely tied in with Massey University, which itself has enjoyed a substantial lift in international student numbers over the last 5-6 years.

One of the other business growth areas for Palmerston North has been wholesaling and distribution, with the city providing better access to lower North Island areas for firms than being sited in Wellington. Although improvements in the roading network north of Wellington could alter future business

location decisions, we believe that the biggest effect will be a drift of industrial business away from Wellington to the cheaper alternatives of Kapiti and Horowhenua, rather than any major shift of growth from Palmerston North to Levin.



“Kelvin Grove has gradually transformed from a semi-rural lifestyle area into a residential area. There is still room for residential development in the area.”



Appendix 2 – Current Lease and Sub Lease

COPY HEADLEASE

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WHEREAS THE WHANGAREI COUNTY COUNCIL (hereinafter called "the lessor") is registered as proprietor of an estate in fee simple subject to such encumbrances, liens and interests as are notified by memoranda underwritten or endorsed hereon in all that piece of land situated in the Land Registration District of North Auckland as more particularly described in the schedule hereto IN PURSUANCE and exercise of the powers conferred on it by the Local Government Act 1974 and of every other power and authority enabling it in this behalf AND IN CONSIDERATION of the rent hereinafter reserved and of the covenants conditions and stipulations on the part of the lessee herein expressed or implied DOTH HEREBY LEASE unto BREAM BAY SPORTS COMPLEX SOCIETY INCORPORATED a duly incorporated Society having its registered office at Ruakaka (hereinafter called "the lessee") the said land to be held by the lessee for a term of sixty-six years commencing on the 1st day of September 1981 SUBJECT to the following conditions and stipulations AND the lessee DOTH HEREBY COVENANT with the lessor as follows:

1. THAT the lessee shall not later than the 1st day of September in each year pay to the lessor as rent the sum of ONE DOLLAR (\$1.00).

2. THE lessee will pay and discharge all taxes, water supply and electricity charges, insurance premiums and/or other outgoings levied taxed assessed or payable in respect of the said land or any buildings or structures erected thereon and will pay the costs of installation of all water and sewage services PROVIDED THAT IT IS HEREBY ACKNOWLEDGED THAT THE LESSEE SHALL NOT BE LIABLE FOR PAYMENT OF LOCAL AUTHORITY RATES IN RESPECT OF THE SAID LAND.

3. THE lessee will fence and keep fenced the said land with a good and substantial wall or fence to the requirements of the lessor without making any claim for any contribution therefor from the lessor. The location of any such fencing shall be as agreed between the lessor and the lessee.

4. THE lessee will not erect any building on the said land without first obtaining the written consent of the lessor which consent may be given subject to conditions and the lessee will comply with any such conditions.

5. THE lessee will use the said land only for the purposes of a sports and recreation ground and community facilities and will not use the said premises or permit the same or any portion thereof or any buildings erected thereon to be used for any dangerous or noisome or illegal or noxious or offensive business or undertaking and will not do or permit any act or omission that may cause annoyance or which shall be a disturbance or nuisance to the lessor or members of the public or the owners or occupiers of adjacent land or buildings and shall indemnify and keep indemnified the lessor from and against all actions claims suits costs of and demands arising out of the use of the said land and buildings by the lessee its members inviters licensees servants and workmen.

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DENOTING

6. THE lessee will throughout the said term repair and keep and maintain in good order repair and condition to the satisfaction of the lessor the said land and all buildings and erections pathways gates fences bridges drains and sewers now or hereafter erected constructed or being upon bounding or under the said land and will so yield and deliver up the same at the expiry or sooner determination of the said term and will keep the said land clean and tidy and free from refuse and rubbish of all and every kind.

7. THE lessee will not during the term hereof assign transfer or part with possession of the said land.

8. NOTWITHSTANDING the provisions of Clause 7 hereof the lessee shall have the right to permit any other sporting or cultural organisation to erect buildings on the said land PROVIDED THAT the lessor shall first approve any such sub-lessee and the type and location of any such building AND PROVIDED FURTHER that such sub-lessee shall also be bound by the terms and provisions of this agreement.

9. THE lessor shall not be liable to erect or maintain or contribute towards the cost of the erection or maintenance of any dividing or boundary fence or portion thereof between the land hereby demised and any adjoining land the property of the lessor but this provision shall not enure to the benefit of any purchaser or lessee of such adjoining land.

10. THE lessor may at all reasonable times during the term hereof by its Officers employees agents or contractors enter upon the said land to view and inspect the state thereof and the state of repair of any buildings or structures erected thereon and serve upon the lessee notice of any repairs required by the lessor and within two calendar months from the date of service of such notice all repairs specified in such notice shall be carried out by the lessee at the lessee's expense to the satisfaction of the lessor AND the lessor may at all reasonable times during the term hereof by its officers employees agents or contractors with such equipment as they may require lay drainpipes or other pipes or construct sewers (without however thereby incurring any obligation whatsoever so to do) or do all such other works as the lessor may require through under or upon any part of the said land without making any compensation to the lessee therefor provided that no damage shall be caused to any building structures or improvements erected thereon by the lessee with the consent of the lessor and provided further that should the lessee suffer any loss of revenue arising from the said work then, in that event, the lessor shall make reasonable compensation therefor as it thinks fit.

11. THE lessee will at all times during the term hereof comply with all Public Acts and Regulations and in particular the requirements of the Local Government Act 1974 and all bylaws made thereunder and the Town and Country Planning Act 1977, the Health Act 1986, and every other Act imposing restrictions or duties on an owner or occupier in respect of the said land and of any buildings or structures erected thereon and of any activities conducted therein and will also comply with the lawful requisitions of any inspector or other official appointed under the said Acts and will keep the lessor indemnified against all liability and expense in respect thereof without derogating from the generality of the foregoing provision if any buildings erected on the said land and used for functions requiring the said building to be licensed the lessee will ensure such building is so licensed before being used for such purposes.

12. THE lessee will not during the term hereof make or permit or allow to be made any excavation on or in the said land or alter the level thereof or remove stop up or otherwise interfere with any pipes drains or sewers which may now or at any time hereafter be laid constructed or be in or upon the said land or any part thereof without the consent in writing of the lessor first had and obtained

13. THE lessee will at all times during the term hereof at its own cost and expense insure and keep insured against loss or damage by fire all buildings or structures of an insurable nature now or at any time hereafter erected on the said land in the full insurable value thereof in the names of the lessor and the lessee in some insurance office to be approved by the lessor and will whenever required deliver to the lessor the policy of every such insurance and will whenever required produce to the lessor the receipt for the premium for the current year at least seven days before the due date for payment of such premium and that in default thereof the lessor may insure the said buildings or structures and pay the premiums in respect thereof but without being under any obligation to do so and recover the same and all incidental charges and expenses from the lessee by action or distress or otherwise in like manner as if the same had been rent in arrears and in case the said buildings or structures or any part thereof shall be damaged or destroyed by fire then and so often as this shall happen all moneys received in respect of such insurance shall with all convenient speed be laid out in rebuilding or reinstating the said buildings or structures or any part thereof in a good and substantial manner or in case the moneys received in respect of such insurance shall be insufficient for that purpose the lessee will make good the deficiency.

AND IT IS HEREBY AGREED AND DECLARED by and between the lessor and the lessee:

14. At the expiry of the term hereby created or any renewed term or the sooner determination thereof all buildings and structures now or at any time hereafter erected by the lessee on the said land shall become the sole property of the lessor and the lessee shall not be entitled to any compensation for same.

15. THAT if the lease hereby granted is determined by forfeiture re-entry or otherwise all buildings structures and improvements on the said land shall absolutely vest in and become the property of the lessor free from any payment or compensation whatsoever.

16. IN case the rent hereby reserved or any part thereof shall be in arrear and unpaid for the space of twenty-one days after any of the days hereby appointed for payment thereof respectively the lessor may thereupon or at any time thereafter levy the same or the unpaid portion thereof by distress.

17. IN case the lessee shall make default in the observance or performance of any of its obligations hereunder the lessor shall be at liberty at any time or from time to time to enter upon the said land and to do execute and perform or procure to be done executed or performed all such acts deeds matters and things as may in its opinion be necessary or expedient for the complete or (at its option) partial observance and performance of the said obligations or any of them and all moneys paid and costs and expenses incurred in or about so doing shall be recoverable by the lessor from the lessee by action at law or otherwise and in the same manner as rent in arrear.

18. IF and whenever the rent hereby reserved or any part thereof shall be in arrear or unpaid for more than thirty days after any of the days whereon the same ought to have been paid whether the same shall have been legally demanded or not, or if and whenever there shall be a breach, non-observance or non-performance of any covenant condition stipulation or agreement herein contained or implied and on the part of the lessee to be performed or observed then and in such case the lessor may forthwith or at any time thereafter without suit re-enter on the said premises or any part thereof in the name of the whole and thereupon this lease and the term hereby created shall immediately cease and determine without releasing the lessee in respect of any breach non-observance or non-performance of any covenant condition or stipulation herein contained or implied.

19. THE covenants and provisions implied in leases by the Property Law Act 1952 and the Land Transfer Act 1952 or any statutory amendment thereof shall be negatived or modified in respect of this lease insofar as the same are or may be inconsistent with the covenants and provisions herein expressed and in particular the proviso to subsection (a) of Section 106 of the Property Law Act 1952 shall not be implied herein.

20. THIS lease is granted on the express condition that the lessee continues to function actively as a Sports Ground Society and in the event of the lessee

at any time ceasing to function actively as a Sports Ground Society during the term hereof such failure shall be and shall be deemed to be a breach of this lease entitling the lessor to exercise the powers to re-enter as set out in Clause 18 hereof PROVIDED HOWEVER if the lessee shall first obtain the consent in writing of the lessor to the change to another activity then the active carrying on of such last mentioned activity shall be deemed to be compliance with this clause.

21. THAT in case of any difference or dispute arising as to any clause matter or thing herein contained or implied or the construction of the presents or arising in any way in respect of this lease such difference or dispute shall be decided by an arbitrator if the parties can agree upon the appointment of one person and if otherwise then by the arbitration of two indifferent persons one to be appointed by each party hereto or of the umpire to be chosen by the arbitrators before entering on the consideration of such difference or dispute AND if in any such dispute either party shall neglect to appoint an arbitrator within fourteen days after a notice in writing shall have been given to such party by the other party or left at the last known place of business or abode of such party or shall appoint an arbitrator who shall refuse to act then the arbitrator appointed by the other party shall make a final decision alone AND every such arbitration shall be subject to the provisions in that behalf contained in the Arbitration Act 1908 or any then subsisting statutory modification thereof.

IN WITNESS WHEREOF these presents have been executed this 23rd day of OCTOBER One thousand nine hundred and eighty one. (1981)

THE SCHEDULE HEREINBEFORE REFERRED TO

All that parcel of land containing 6 hectares more or less being part lots 2, 3, 4, 5 and 6, D.P. 55729, Block V11, Ruakaka Survey District and being the land shown edged red on Plan A4/2226 attached.

THE COMMON SEAL of THE WHANGAREI COUNTY COUNCIL was pursuant to a resolution of the Whangarei County Council passed on the hereunto affixed in the presence of:-

..... B. H. Clements Chairman

..... [Signature] County Clerk



DREAM BAY SPORTS COMPLEX SOCIETY (INCORPORATED) the abovenamed lessee
DOETH HEREBY ACCEPT this lease of the abovescribed land TO BE HELD by
it as tenant upon and subject to the covenants conditions and stipulations
above set forth.

THE COMMON SEAL of DREAM BAY SPORTS COMPLEX)
SOCIETY (INCORPORATED) was hereunto affixed)
in the presence of:-)



..... *C. J. Shum* President

..... *mc mcln* Secretary


B. B. Robertson

W.D.C.
DEEDS
3493

W.D.C.
DEEDS
~~11442~~

WDC Deeds File 2494

WHEREAS THE WHANGAREI COUNTY COUNCIL (hereinafter called "the lessor") is registered as proprietor of an estate in fee simple subject to such encumbrances liens and interests as are notified by memoranda underwritten or endorsed hereon in all that piece of land situated in the Land Registration District of North Auckland as more particularly described in the schedule hereto IN PURSUANCE and exercise of the powers conferred on it by the Local Government Act 1974 and of every other power and authority enabling it in this behalf AND IN CONSIDERATION of the rent hereinafter reserved and of the covenants conditions and stipulation on the part of the lessee herein expressed or implied DOTH HEREBY LEASE unto BREAM BAY SPORTS COMPLEX SOCIETY INCORPORATED a duly incorporated Society having its registered office at Ruakaka (hereinafter called "the lessee") the said land to be held by the lessee for a term of sixty-six years commencing on the 1st day of September 1985 SUBJECT to the following conditions and stipulations AND the lessee DOTH HEREBY COVENANT with the lessor as follows :

1. THAT the lessee shall not later than the 1st day of September in each year pay to the lessor as rent the sum of ONE DOLLAR (\$1.00).
 2. THE lessee will pay and discharge all taxes, water supply and electricity charges, insurance premiums and/or other outgoings levied taxed assessed or payable in respect of the said land or any buildings or structures erected thereon and will pay the costs of installation of all water and sewage services PROVIDED THAT IT IS HEREBY ACKNOWLEDGED THAT THE LESSEE SHALL NOT BE LIABLE FOR PAYMENT OF LOCAL AUTHORITY RATES IN RESPECT OF THE SAID LAND.
 3. THE lessee will fence and keep fenced the said land with a good and substantial wall or fence to the requirements of the lessor without making any claim for any contribution therefor from the lessor. The location of any such fencing shall be as agreed between the lessor and the lessee.
 4. THE lessee will not erect any building on the said land without first obtaining the written consent of the lessor which consent may be given subject to conditions and the lessee will comply with any such conditions.
 5. THE lessee will use the said land only for the purposes of a sports and recreation ground and community facilities and will not use the said premises or permit the same or any portion thereof or any buildings erected thereon to be used for any dangerous or noisome or illegal or noxious or offensive business or undertaking and will not do or permit any act or omission that may cause annoyance or which shall be a disturbance or nuisance to the lessor or members of the public or the owners or occupiers of adjacent land or buildings and shall indemnify and keep indemnified the lessor from and against all actions claims suits costs of and demands arising out of the use of the said land and buildings by the lessee its members invitees licensees servants and workmen.
- 

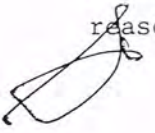
6. THE lessee will throughout the said term repair and keep and maintain in good order repair and condition to the satisfaction of the lessor the said land and all buildings and erections pathways gates fences bridges drains and sewers now or hereafter erected constructed or being upon bounding or under the said land and will so yield and deliver up the same at the expiry or sooner determination of the said term and will keep the said land clean and tidy and free from refuse and rubbish of all and every kind.

7. THE lessee will not during the term hereof assign transfer or part with possession of the said land.

8. NOTWITHSTANDING the provisions of Clause 7 hereof the lessee shall have the right to permit any other sporting or cultural organisation to erect buildings on the said land PROVIDED THAT the lessor shall first approve any such sub-lessee and the type and location of any such building AND PROVIDED FURTHER that such sub-lessee shall also be bound by the terms and provisions of this agreement.

9. THE lessor shall not be liable to erect or maintain or contribute towards the cost of the erection or maintenance of any dividing or boundary fence or portion thereof between the land hereby demised and any adjoining land the property of the lessor but this provision shall not enure to the benefit of any purchaser or lessee of such adjoining land.

10. THE lessor may at all reasonable time during the term hereof by its Officers employees agents or contractors enter upon the said land to view and inspect the state thereof and the state of repair of any buildings or structures erected thereon and serve upon the lessee notice of any repairs required by the lessor and within two calendar months from the date of service of such notice all repairs specified in such notice shall be carried out by the lessee at the lessee's expense to the satisfaction of the lessor AND the lessor may at all reasonable times during the term hereof by its officers employees agents or contractors with such equipment as they may require lay drainpipes or other pipes or construct sewers (without however thereby incurring any obligation whatsoever so to do) or do all such other works as the lessor may require through under or upon any part of the said land without making any compensation to the lessee therefor provided that no damage shall be caused to any building structures or improvements erected thereon by the lessee with the consent of the lessor and provided further that should the lessee suffer any loss of revenue arising from the said work then, in that event, the lessor shall make reasonable compensation therefor as it thinks fit.




11. THE lessee will at all times during the term hereof comply with all Public Acts and Regulations and in particular the requirements of the Local Government Act 1974 and all bylaws made thereunder and the Town and Country Planning Act 1977, the Health Act 1956, and every other Act imposing restrictions or duties on an owner or occupier in respect of the said land and of any buildings or structures erected thereon and of any activities conducted therein and will also comply with the lawful requisitions of any inspector or other official appointed under the said Acts and will keep the lessor indemnified against all liability and expense in respect thereof without derogating from the generality of the foregoing provision if any buildings erected on the said land and used for functions requiring the said building to be licensed the lessee will ensure such building is so licensed before being used for such purposes.

12. THE lessee will not during the term hereof make or permit or allow to be made any excavation on or in the said land or alter the level thereof or remove stop up or otherwise interfere with any pipes drains or sewers which may now or at any time hereafter be laid constructed or be in or upon the said land or any part thereof without the consent in writing of the lessor first had and obtained

13. THE lessee will at all times during the term hereof at its own cost and expense insure and keep insured against loss or damage by fire all buildings or structures of an insurable nature now or at any time hereafter erected on the said land in the full insurable value thereof in the names of the lessor and the lessee in some insurance office to be approved by the lessor and will whenever required deliver to the lessor the policy of every such insurance and will whenever required produce to the lessor the receipt for the premium for the current year at least seven days before the due date for payment of such premium and that in default thereof the lessor may insure the said buildings or structures and pay the premiums in respect thereof but without being under any obligation to do so and recover the same and all incidental charges and expenses from the lessee by action or distress or otherwise in like manner as if the same had been rent in arrears and in case the said buildings or structures or any part thereof shall be damaged or destroyed by fire then and so often as this shall happen all moneys received in respect of such insurance shall with all convenient speed be laid out in rebuilding or reinstating the said buildings or structures or any part thereof in a good and substantial manner or in case the moneys received in respect of such insurance shall be insufficient for that purpose the lessee will make good the deficiency.

AND IT IS HEREBY AGREED AND DECLARED by and between the lessor and the lessee:



14. AT the expiry of the term hereby created or any renewed term or the sooner determination thereof all buildings and structures now or at any time hereafter erected by the lessee on the said land shall become the sole property of the lessor and the lessee shall not be entitled to any compensation for same.

15. THAT if the lease hereby granted is determined by forfeiture re-entry or otherwise all buildings structures and improvements on the said land shall absolutely vest in and become the property of the lessor free from any payment or compensation whatsoever.


16. IN case the rent hereby reserved or any part thereof shall be in arrear and unpaid for the space of twenty-one days after any of the days hereby appointed for payment thereof respectively the lessor may thereupon or at any time thereafter levy the same or the unpaid portion thereof by distress.

17. IN case the lessee shall make default in the observance or performance of any of its obligations hereunder the lessor shall be at liberty at any time or from time to time to enter upon the said land and to do execute and perform or procure to be done executed or performed all such acts deeds matters and things as may in its opinion be necessary or expedient for the complete or (at its option) partial observance and performance of the said obligations or any of them and all moneys paid and costs and expenses incurred in or about so doing shall be recoverable by the lessor from the lessee by action at law or otherwise and in the same manner as rent in arrear.

18. IF and whenever the rent hereby reserved or any part thereof shall be in arrear or unpaid for more than thirty days after any of the days whereon the same ought to have been paid whether the same shall have been legally demanded or not, or if and whenever there shall be a breach, non-observance or non-performance of any covenant condition stipulation or agreement herein contained or implied and on the part of the lessee to be performed or observed then and in such case the lessor may forthwith or at any time thereafter without suit re-enter on the said premises or any part thereof in the name of the whole and thereupon this lease and the term hereby created shall immediately cease and determine without releasing the lessee in respect of any breach non-observance or non-performance of any covenant condition or stipulation herein contained or implied.

19. THE covenants and provisions implied in leases by the Property Law Act 1952 and the Land Transfer Act 1952 or any statutory amendment thereof shall be negatived or modified in respect of this lease insofar as the same are or may be inconsistent with the covenants and provisions herein expressed and in particular the proviso to subsection (a) of Section 106 of the Property Law Act 1952 shall not be implied herein.

20. THIS lease is granted on the express condition that the lessee continues to function actively as a Sports Ground Society and in the event of the lessee



at any time ceasing to function actively as a Sports Ground Society during the term hereof such failure shall be and shall be deemed to be a breach of this lease entitling the lessor to exercise the powers to re-enter as set out in Clause 18 hereof PROVIDED HOWEVER if the lessee shall first obtain the consent in writing of the lessor to the change to another activity then the active carrying on of such last mentioned activity shall be deemed to be compliance with this clause.

21. THAT in case of any difference or dispute arising as to any clause matter or thing herein contained or implied or the construction of the presents or arising in any way in respect of this lease such difference or dispute shall be decided by an arbitrator if the parties can agree upon the appointment of one person and if otherwise then by the arbitration of two indifferent persons one to be appointed by each party hereto or of the umpire to be chosen by the arbitrators before entering on the consideration of such difference or dispute AND if in any such dispute either party shall neglect to appoint an arbitrator within fourteen days after a notice in writing shall have been given to such party by the other party or left at the last known place of business or abode of such party or shall appoint an arbitrator who shall refuse to act then the arbitrator appointed by the other party shall make a final decision alone AND every such arbitration shall be subject to the provisions in that behalf contained in the Arbitration Act 1908 or any then subsisting statutory modification thereof.

IN WITNESS WHEREOF these presents have been executed this 8th day of November One thousand nine hundred and eighty five. (1985)

THE SCHEDULE HEREINBEFORE REFERRED TO

All that parcel of land containing 3.1171 hectares more or less being all the land referred to in Certificate of Title 56A/1153 and being part lots 4, 5 and 6, D.P. 55729, Block VII, Ruakaka Survey District and being the land shown edged red on Plan attached.

THE COMMON SEAL of THE WHANGAREI COUNTY COUNCIL was pursuant to a resolution of the Whangarei County Council passed on the hereunto affixed in the presence of:-

.....
Chairman

.....
County Clerk



BREAM BAY SPORTS COMPLEX SOCIETY (INCORPORATED) the abovenamed lessee
DOETH HEREBY ACCEPT this lease of the abovedescribed land TO BE HELD by
it as tenant upon and subject to the covenants conditions and stipulations
above set forth.

THE COMMON SEAL of BREAM BAY SPORTS COMPLEX)
SOCIETY (INCORPORATED) was hereunto affixed)
in the presence of:-

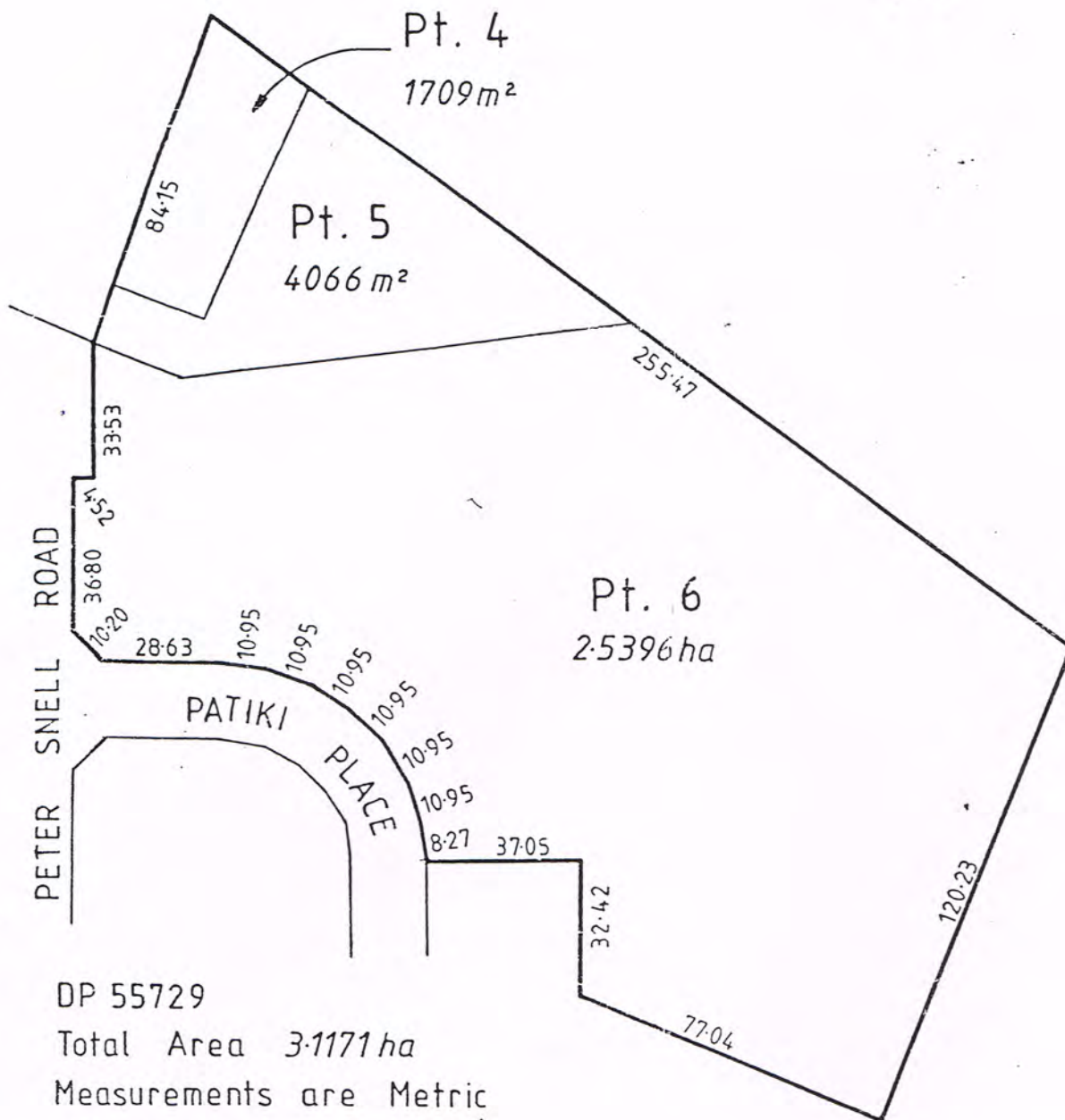
..... J. E. Sagashine President

..... K. Ullashine Secretary



[Handwritten mark]

Whangarei County



DP 55729

Total Area 3.1171 ha

Measurements are Metric

~~W~~ Exd P.O.C.



Appendix 3 – Ruakaka Recreation Centre Assets

Subject: RE: Insurance

From: Jason Marris <jason.marris@wdc.govt.nz>

Date: 8/08/2017, 9:56 AM

To: Rec-Centre <ruakakarec@xtra.co.nz>

Hi there,

Sorry for taking so long with this.

I have spoken with our insurers though.

The recreation centre was valued in June 2015. It was valued at \$2.29m as you know. I cannot find the paperwork for this revaluation so it may have been a desktop exercise by our broker at the time.

The \$2.29 million is made up of:

- Reinstatement value of \$2.057m (cost of replacement)
- Demolition and removal costs of \$165k
- Inflation calculation as value increases throughout the insurance period of \$77k

Sorry I can't be more help than that!

Cheers,

Jason

From: Rec-Centre [mailto:ruakakarec@xtra.co.nz]

Sent: Monday, 17 July 2017 8:27 AM

To: Jason Marris <jason.marris@wdc.govt.nz>

Subject: Re: Insurance

Hi Jason,

thank you for your email.

Unfortunately the Ruakaka Recreation Centre is not part of the Ruakaka Community Hub.

Ruakaka Community Hub is the Ruakaka Library and the Whangarei District Council Service Centre.

Below I included Pieter Labuschagne's email. There must be another documents in regards of the value of the Ruakaka Recreation Centre.

Kind regards,
Christine

Christine Thirling
Coordinator

Ruakaka Recreation Centre

Ph: 09 432 7962

9 Takutai Place Ruakaka 0116

PO Box 123 Ruakaka 0151

cost estimate - Detail Design Drawings

PROJECT

Ruakaka Skatepark, Pump track and Roller Derby Area

DATE

18/09/2017

TO BE READ IN CONJUNCTION WITH

1214 Ruakaka SP DTL

NOTES

All prices exclude GST.

DISCLAIMER

This preliminary costing is only valid for three (3) months from the date it was compiled. RICH Landscapes takes no responsibility for the rates or quantities shown. RICH Landscapes are to be contacted to verify the below information if there are any changes to the associated plans/drawings for this project.

DESCRIPTION		QUANTITY	UNIT	RATE	PRICE	Claim to Date	This Claim	Total
1	PRELIMINARY + GENERAL							
1.01	Establishment and dis-establishment; construction administration, quality control; site safety; pedestrian management; surveying and setting out; identification and protection of existing services; silt control; protection of existing trees to be retained.	1	LS	\$ 60,000.00	\$ 60,000.00	\$0.00	\$0.00	\$0.00
Subtotal of Section 1					\$ 60,000.00	\$0.00	\$0.00	\$0.00

2	SITE PREPARATION + DOWNTAKINGS							
2.01	CUT AND STOCKPILE/ REMOVE LAWN. Cut topsoil to depth of 200mm and stockpile 150m³ onsite for later garden establishment (329m²). Remove remainder of material from the site	66	m³	\$ 50.00	\$ 3,300.00	\$0.00	\$0.00	\$0.00
2.02	CUT AND FILL: Cut and Fill Subgrade material to required levels	1	LS	\$ 3,200.00	\$ 3,200.00	\$0.00	\$0.00	\$0.00
Subtotal of Section 2					\$ 6,500.00	\$0.00	\$0.00	\$0.00

3	SKATEPARK							
3.01	BASECOURSE: Supply and Install compacted Gap20 over area min. 100mm in Height (329m2)	21	m³	\$ 120.00	\$ 2,520.00	\$0.00	\$0.00	\$0.00
3.02	DOWEL REINFORCING BARS: Supply and Install 1m D10 dowel bars into all abutting concrete joints @ 400 CTRS (107Lm)	267	No.	\$ 19.50	\$ 5,206.50	\$0.00	\$0.00	\$0.00
3.03	STARTER BARS: Supply and Install 0.6m HR10 Starter bars into all abutting concrete joints @ 400 CTRS (67Lm)	173	No.	\$ 18.00	\$ 3,114.00	\$0.00	\$0.00	\$0.00
3.04	ADDITIONAL REINFORCING BARS: Supply and Install additional 2No. 1m D10 bars at corners of bays and inserts in concrete slabs	7	No.	\$ 48.00	\$ 336.00	\$0.00	\$0.00	\$0.00
3.05	THICKENED EDGES: Trim to new levels, supply and install 2No. D12 Reinforcing Bars with R6 Ties and formed to suit. Allow min. 2% crossfall and 30mm deep x 3mm wide sawcuts at required intervals.	23	No.	\$ 41.00	\$ 943.00	\$0.00	\$0.00	\$0.00
3.06	CONCRETE SLABS AND BANKS: Trim to new levels, supply and install Grade 500E Reinforcing Mesh and supply/ install 100mm thick 30MPa 20mm pump mix insitu concrete. Allow min. 2% crossfall and 1/4 depth of slab x 3mm wide sawcuts at required intervals. U3 Finish	5	m²	\$ 178.00	\$ 890.00	\$0.00	\$0.00	\$0.00
3.07	CONCRETE SLABS AND BANKS (4kg JET BLACK OXIDE - PERMACOLOUR): Trim to new levels, supply and install Grade 500E Reinforcing Mesh and supply/ install 100mm thick 30MPa 20mm pump mix insitu concrete with oxide. Allow min. 2% crossfall and 1/4 depth of slab x 3mm wide sawcuts at required intervals. U3 Finish	1128	m²	\$ 182.00	\$ 205,296.00	\$0.00	\$0.00	\$0.00
3.08	CONCRETE TRANSITIONS: Trim to new levels, supply and install Grade 500E Reinforcing Mesh and supply/ install 125mm thick 30MPa spray mix insitu concrete. Allow min. 1/4 depth of slab x 3mm wide sawcuts at required intervals. U3 Finish	27	m²	\$ 268.00	\$ 7,236.00	\$0.00	\$0.00	\$0.00
	CONCRETE TRANSITIONS: Trim to new levels, supply and install D12 @ 200 CRS and supply/ install 125mm thick 30MPa spray mix insitu concrete. Allow min. 1/4 depth of slab x 3mm wide sawcuts at required intervals. U3 Finish	3	m²	\$ 598.00	\$ 1,794.00	\$0.00	\$0.00	\$0.00

3.09	CONCRETE TRANSITIONS (4kg JET BLACK OXIDE - PERMACOLOUR): Trim to new levels, supply and install Grade 500E Reinforcing Mesh and supply/ install 125mm thick 30MPa spray mix insitu concrete with oxide. Allow min. 1/4 depth of slab x 3mm wide sawcuts at required intervals. U3 Finish	158	m²	\$ 272.00	\$ 42,976.00	\$0.00	\$0.00	\$0.00
3.10	CONCRETE TRANSITIONS (4kg JET BLACK OXIDE - PERMACOLOUR): Trim to new levels, supply and install D12 @ 200 CRS and supply/ install 125mm thick 30MPa spray mix insitu concrete with oxide. Allow min. 1/4 depth of slab x 3mm wide sawcuts at required intervals. U3 Finish	5	m²	\$ 602.00	\$ 3,010.00	\$0.00	\$0.00	\$0.00
3.11	INSITU CONCRETE WALL NO FOOTING 0.25 - 0.6M HIGH: Supply and Install 150mm Thick Concrete walls with reinforcing with 30 Mpa insitu concrete with oxide. F5 Flat Formwork Finish	1.9	m²	\$ 450.00	\$ 855.00	\$0.00	\$0.00	\$0.00
3.12	MASONARY CONCRETE WALLS WITH FOOTINGS 0 - 1.0M : Supply and Install Reinforced Masonary Wall, Footing and Pavement Cap with 20mm rad upper edge. F5 Flat Formwork Finish	8.8	Lm	\$ 550.00	\$ 4,840.00	\$0.00	\$0.00	\$0.00
3.13	MASONARY CONCRETE WALLS WITH FOOTINGS 1.0 - 1.5M : Supply and Install Reinforced Masonary Wall, Footing and Pavement Cap with 20mm rad upper edge. F5 Flat Formwork Finish	15.4	Lm	\$ 800.00	\$ 12,320.00	\$0.00	\$0.00	\$0.00
3.14	TILT SLAB WALLS:	40	Lm	\$ 500.00	\$ 20,000.00	\$0.00	\$0.00	\$0.00
					\$ 311,336.50	\$0.00	\$0.00	\$0.00
4	SKATE FEATURES	QUANTITY	UNIT	RATE	PRICE	Claim to Date	This Claim	Total
4.01	60MM GALV. STEEL COPING: Supply and Install Galv. Steel Coping with R6 Rag Ties with 90 bend @ 300 CRS	24	No.	\$ 250.00	\$ 6,000.00	\$0.00	\$0.00	\$0.00
4.01	BANK TO LEDGE	1	No.	\$ 5,000.00	\$ 5,000.00	\$0.00	\$0.00	\$0.00
4.02	MANUAL PAD	1	No.	\$ 3,000.00	\$ 3,000.00	\$0.00	\$0.00	\$0.00
					\$ 14,000.00	\$0.00	\$0.00	\$0.00
5	FEATURE ROCKS AND SITE FEATURES	QUANTITY	UNIT	RATE	PRICE	Claim to Date	This Claim	Total
5.01	PERIMETER WOODEN FENCING	61	Lm	\$ 150.00	\$ 9,150.00	\$0.00	\$0.00	\$0.00
5.02	HANDRAIL ON QUARTERPIPE	6	Lm	\$ 250.00	\$ 1,500.00	\$0.00	\$0.00	\$0.00
5.03					\$ -	\$0.00	\$0.00	\$0.00
	Subtotal of Section 5				\$ 10,650.00	\$0.00	\$0.00	\$0.00
6	LANDSCAPING	QUANTITY	UNIT	RATE	PRICE	Claim to Date	This Claim	Total
6.01	Reinstatement of Lawn Areas using existing topsoil to form new levels (including aeration of base to ensure topsoil will key in particularly on sloped areas) prior to planting and sowing of lawn areas. Spread Perennial Ryegrass seed or approved alternative as per supplier's instructions. Finished level to be 20mm lower (Settled) with existing and new concrete edges (67m³)	122	m²	\$50.00	\$6,100.00	\$0.00	\$0.00	\$0.00
6.02	PLANTING: Supply and Install Existing Topsoil, Fertiliser and Plant Species in feature planting beds	10	m²	\$200.00	\$2,000.00	\$0.00	\$0.00	\$0.00
	Subtotals of Section 6				\$8,100.00	\$0.00	\$0.00	\$0.00
7	REINSTATEMENT OF SITE	QUANTITY	UNIT	RATE	PRICE	Claim to Date	This Claim	Total
7.01	Remove all construction debris from site and clean the park ready for the final coat of Permacolour K500 and final inspection	1	No.	\$ 2,750.00	\$ 2,750.00	\$0.00	\$0.00	\$0.00
	Subtotal of Section 7				\$ 2,750.00	\$0.00	\$0.00	\$0.00
				TOTAL (ex GST)	\$413,336.50	TOTAL CLAIMED THIS INVOICE	\$0.00	
						TOTAL CLAIMED TO DATE	\$0.00	

All Pricing Excludes GST

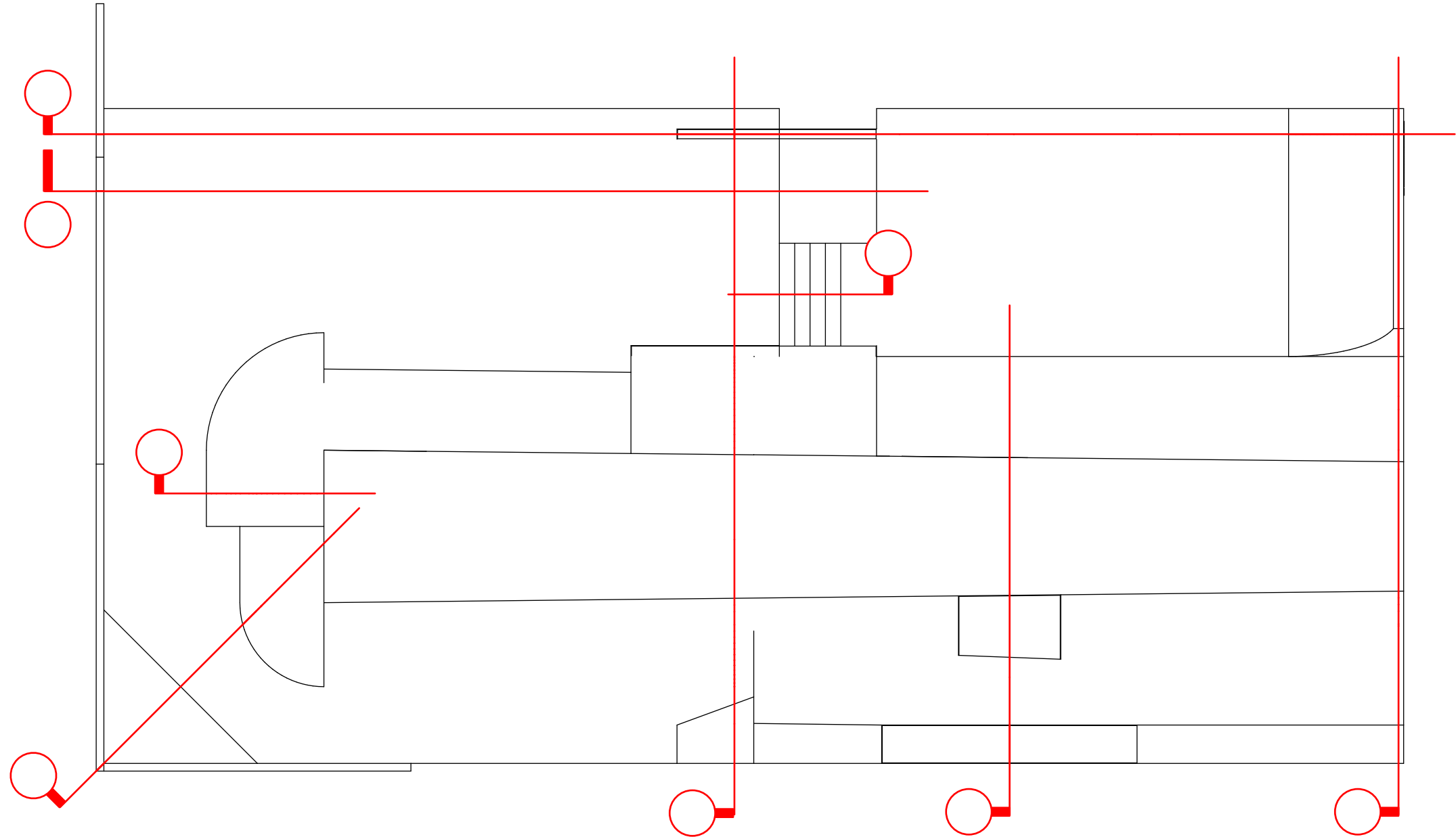


Ruakaka Skatepark
Peter Snell Road, Ruakaka

Skatepark Plan

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Ruakaka Skatepark
Peter Snell Road, Ruakaka

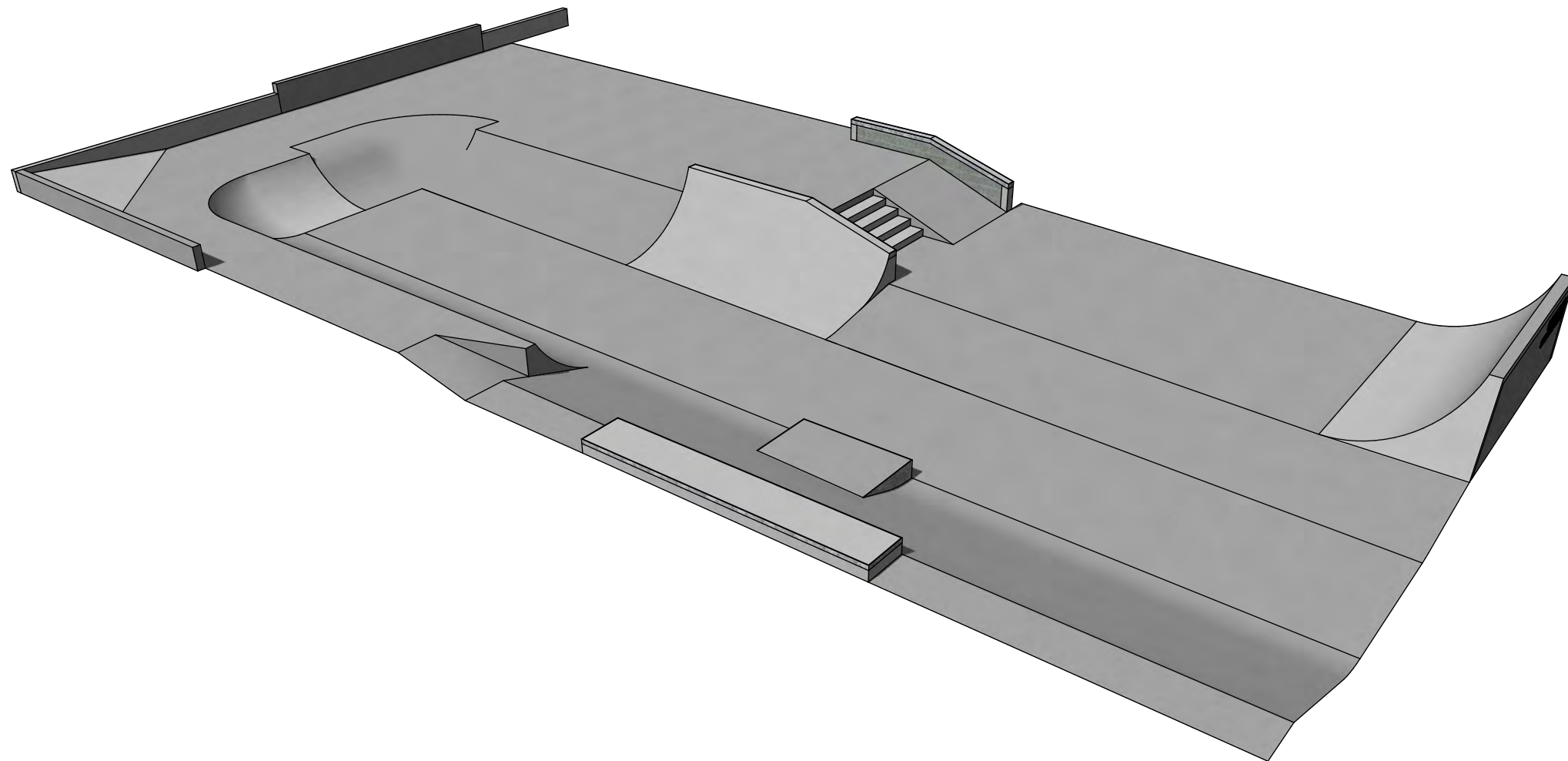
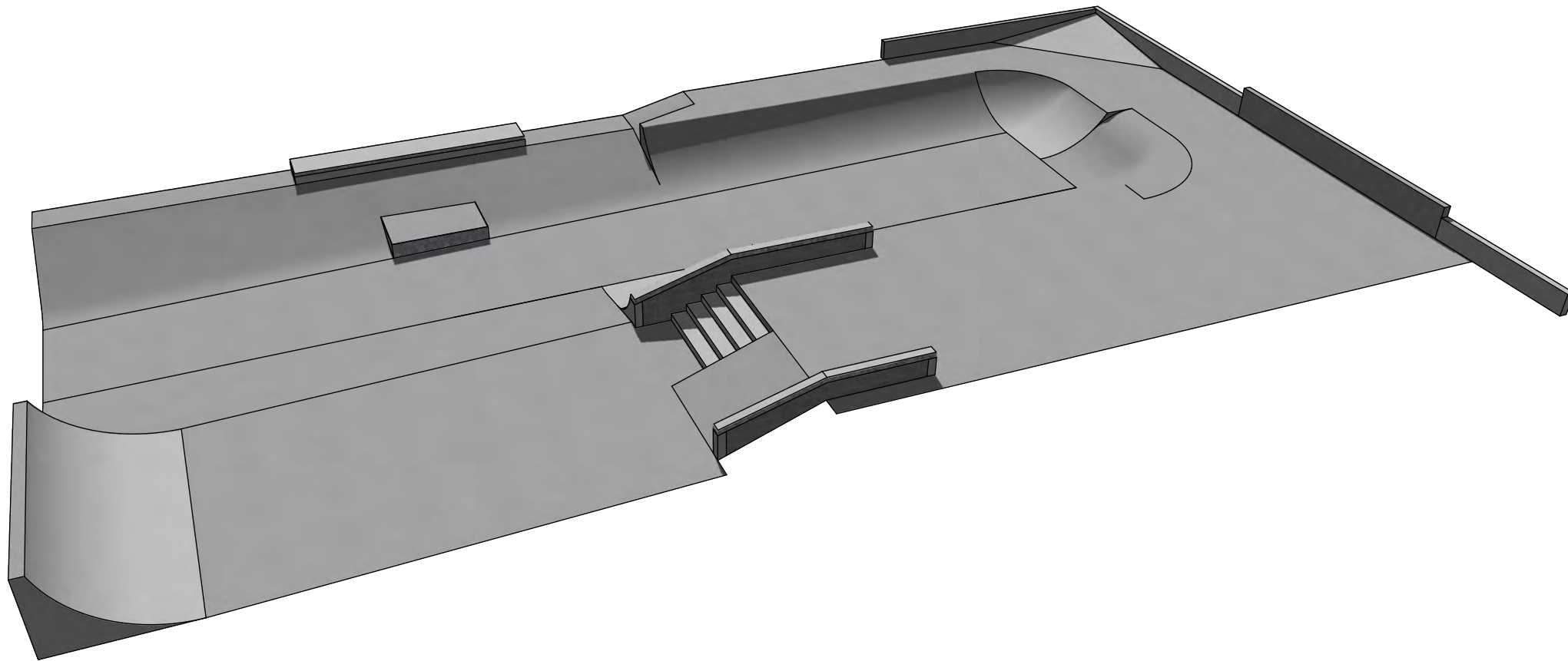
Section Plan

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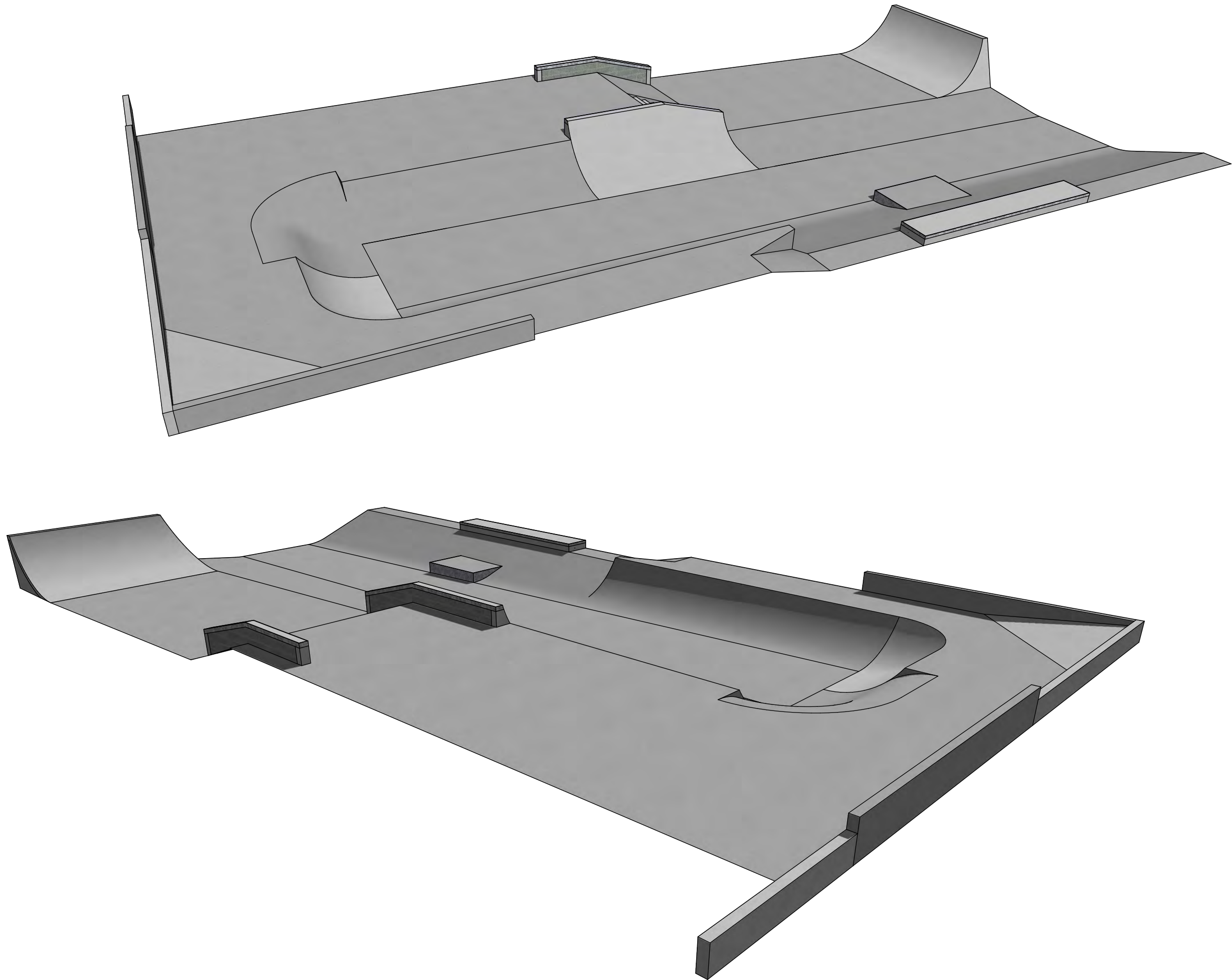


Ruakaka Skatepark
Peter Snell Road, Ruakaka

Perspectives of Skatepark

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Ruakaka Skatepark
Peter Snell Road, Ruakaka

Perspectives of Skatepark

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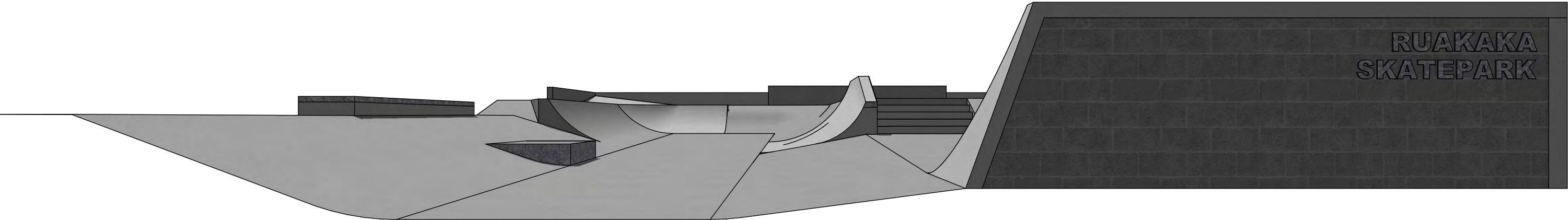
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Ruakaka Skatepark
Peter Snell Road, Ruakaka

Perspective of Skatepark

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Appendix 4 – Ruakaka Recreation Centre Strategic Plan



RUAKAKA

RECREATION CENTRE

STRATEGIC – PLAN

2017-2022

INTRODUCTION

BACKGROUND

SOCIETIES MISSION

SOCIETIES VISION

STRATEGIC DEVELOPMENT AND PRIORITIES

FINANCIAL ISSUES AND PRIORITIES

MARKETING ISSUES AND PRIORITIES

UTILIZATION OF RRC AND PRIORITIES

EXTERNAL USES AND PRIORITIES

INTRODUCTION

The Committee resolved that a Strategic Plan be developed and become the focus of our implementation effort for 2017 and beyond.

The purpose of this Strategic Plan is to provide direction for the successful management and development of the Ruakaka Recreation Centre for the 2017 to 2022 period. This plan is a working document for the Committee and a resource for informing facility users of our direction and priorities. We will also take on board to reassess priorities for every year.

Five year objectives were set as follows:

Objective 1 – To build a multipurpose facility

Objective 2 – To unify the centre, promote community spirit

Objective 3 – To be financially stable

Objective 4 – To increase the offer of activities in the centre

Objective 5 – To become the number one spot to go for sport and recreational activities

These objectives are being supported with annual priorities that will be measured at the end of every year.

As at August 2017 Ruakaka Recreation Centre comprises of:

In total, the average weekly number of the facility users of the Ruakaka Recreation Centre is 1060 people. The total population of Ruakaka is approximately 4000 people.

The future growth of the facility users for the next 2-5 years is projected to increase dramatically. This assessment is based upon general regional statistics as to population and housing development.

Financially, the Ruakaka Recreation Centre is in a stable position. This is supported by a strong volunteer network at all levels of the Centre. The Committee is required to be fiscally responsible in its management of the Centres finances. Focus on achieving at least cost recovery (perhaps a small surplus) is still a priority as is other aspects of the Centres short and medium term development such as a new multi generational facility. There are many opportunities awaiting us; this plan sets a path for realizing these.

BACKGROUND

The Ruakaka Recreation Centre (RRC) is situated at Ruakaka, which is centrally located within the Bream Bay Ward of Whangarei District Council, and 30 km south of Whangarei city.

The Bream Bay Sports Complex was formed in 1979. A name change was proposed and in 1990 the building for the Ruakaka was officially opened. The building was paid for by the Oil Refinery and Electricity Corporation in a time when 'Think Big' projects were dominant in the late 70s and 80s. It was to cater for the recreational needs of their large transient work forces along with the existing permanent residents.

The Ruakaka Recreation Centre is overseen by a Committee elected for three years and comprising five members and both Bream Bay Ward Councillors from the Whangarei District Council. The Ruakaka Recreation Centre receives an annual operating grant from the Whangarei District Council to cover the cost of administration and maintenance. Other costs are met from donations, user fees, lease payments and grants.

The Ruakaka Recreation Centres day to day operations are managed by one employee. The Centre's Coordinator (Christine Thirling) handles the administration, coordinates the use of the facilities and also applies for funding/grants.

Facilities include: sports fields, two squash courts, a ladies gym, a unisex gym, hall, kitchen, sports changing rooms and a crèche. These are utilized by the following activities/ clubs:

- Bream Bay United Association Football Club (base)
- 60's up organization (base)
- Bream Bay Squash Club (base)
- Yoga
- Tai Chi
- Chi Kung
- Stretching classes
- Pilates
- Karate
- Music & Play preschoolers
- Educare dance
- Drama class
- Indoor bowling
- Music Club
- Walking Club
- Light Circuit Fitness class a Green Prescription program in association with local doctors and Sport Northland
- Functions/public meetings and events

There are currently no other recreational facilities, like the Ruakaka Recreation Centre, in the Bream Bay Area. The existing building has become outdated and also becoming too small to facilitate the needs of our ever growing number of members from Ruakaka and now also its surrounding areas.

SOCIETIES MISSION

- The mission of the Ruakaka Recreation Centre is to increase knowledge about and access to a wider range of sports and activities available and create a solid ground for training and education in sport, arts and living for all groups of people including the disabled and underprivileged.

SOCIETIES VISION

- The Ruakaka Recreation Centre strives to enhance our profile within the Bream Bay of being the organization to turn to for sport and recreational assistance and information.
- Extend the existing facility with a multi generational facility that serves people of all ages and abilities.
- Offer a wide range of activities that promote social interaction, culture, wellness, and recreation for all age groups.
- A multi use facility with flexible scheduling and programs.
- A facility that can be operated and maintained efficiently while providing excellent service to its users.
- A facility that is financially feasible, affordable and sustainable.

RRC Main Objectives	What RRC is recognized for within 5 years
Act as a unifying organization to foster, encourage, maintain and assist amateur sporting and community activities in the society's area.	Leading facility for sports and recreation in the Bream Bay area
Enjoyment and fun	Providing a local hub of activities for all ages and the whole family with an emphasis on supporting education, well-being and fitness
Equal opportunities	A safe and accessible environment for all ages , abilities and disabilities
Value for money	Sustainable fees to make it affordable for everyone
Encouraging friendship	A sense of place that the community can be proud of
Strong reputation	Contributing to the long term sustainability and growth of the district
Success	

SOCIETIES AIMS

The setting of Aims is intended to provide a focus for the committee to operate the centre.

Key Items	Aims
Strategic Development	To ensure the centre has a clear strategic plan of the development of the centres management
Financial	To be fiscally responsible in the management and reporting of the centres finances.
Marketing	To Identify and seek sources of funding, sponsorship, resources and support for the centre to meet its needs.
Facilities	To improve the quality of the existing building and sport fields. To build a new multi generational facility in addition to the existing building.
Utilization	To get more activities, sports clubs and public events using the centres facilities.

The committee will prepare its annual plan at the beginning of every New Year. Priorities have been developed as below. The committee will meet on a monthly basis to measure the progress as to how these priorities are being actioned.

STRATEGIC DEVELOPMENT AND PRIORITIES:

Issues	Priorities
To develop organizational structure and key position descriptions and procedures	Prepare a draft strategic plan every 3 years
Increase facility users and community involvement in committee/subcommittee	Consult with facility users as to organizational requirements.
Improve awareness as to what the Ruakaka Recreation Centre can offer the community.	Review annually the centres priorities and action accordingly. Utilize notice boards, local news papers, Facebook, emails and txt to improve communications throughout the community and the facility users.

FINANCIAL ISSUES AND PRIORITIES:

Issues	Priorities
Maintain regular applications for external funding	To provide a regular report for committee on grant opportunities, application status, responsibility, milestone and progress.
Collection of user fees	To provide a monthly accounting report to the committee and making appropriate recommendations to ensure financial sustainability.
Funding for operating expenses for the centres facilities	Review all bank account arrangements (including signatories)
Audited annual accounts are required	To develop procedures to ensure the timely receipt of lease payments and facility user fees
Appoint treasurer at AGM	Treasurer position must be filled at AGM

MARKETING ISSUES AND PRIORITIES:

Issues	Priorities
<p>Inadequate marketing of the Ruakaka recreation Centre as a community facility</p> <p>No Centres newsletter</p> <p>Maintain organized fundraising events for the Ruakaka community</p> <p>Partnerships and sponsorships of activities</p> <p>Calendar of Rec Centres scheduled events</p>	<p>Develop a sponsor's package annually that adds value for the sponsor whilst providing revenue to the centre.</p> <p>Improve the Rec Centres Facebook site</p> <p>To make applications for grants from external funding agencies.</p> <p>Better communication between the sports clubs and activity groups at the RRC.</p> <p>Planning more fundraising events at the RRC</p> <p>Promote to facility users the development timeframes for a proposed new multi generational facility</p>

FACILITIES ISSUES AND PRIORITIES:

Issues	Priorities
<p>Existing building is out dated and needs a new roof and upstairs ceiling fixed.</p> <p>Up to date recreational Facilities needed to cope with future growth</p> <p>Between 2009 and 2013 Ruakaka's population grew by 21.63%</p> <p>Ruakaka is the fastest growing area</p> <p>Not enough facilities for the very young and retired population</p>	<p>Have the roof and ceiling of the existing building fixed.</p> <p>Keep the existing building well maintained to ensure continues use now and into the future</p> <p>Maintain good working relationships with council staff.</p> <p>Multi generational facility development plan to be prepared</p> <p>New multi generational facility to accommodate all age groups</p>

UTILIZATION OF RRC:

Issues	Priorities
Not enough activity groups and sport clubs using the RRC at the moment as present facilities are not able to cater for them.	Keep on promoting the RRC's existing building to the public and try to accommodate interested clubs, activity groups and others as much as we can.
Not able to have the RRC building listed as a civil defense building.	Offer 24/7 time slots for usage of lounge and future facilities. To get the facilities up and running to attract new users.

EXTERNAL ISSUES:

Issues	Priorities
Property RRC to be included in LTP with WDC's commitment to provide 1/3 rd seeding money for the project.	Headlease issues to sort Submit the feasibility study and development proposal to WDC for inclusion in the long term plan

Appendix 5 – Ruakaka Recreation Centre Constitution



RUAKAKA

RECREATION CENTRE

Constitution

Incorporated AK 222645

9 Takutai Place, Ruakaka 0116

Accepted by Inc Societies

23rd of January 2012

RUAKAKA RECREATION CENTRE INCORPORATED CONSTITUTION

13th November 2011 Rules

1. NAME

The **name of the Society is: Ruakaka Recreation Centre Incorporated**, hereafter called 'the Society.'

2. THE SOCIETY'S AREA

The area of the Society shall be the **Ruakaka, One Tree Point, Takahiwai and Waipu**. If there is any disagreement concerning area for membership, or, the allocation of monies for groups, the Committee will make the final decision.

3. MEMBERSHIP

- a.** Any person of the age of 18 years and permanently resident in the Society's area is a member of the Society. They shall be entitled to attend the Annual General Meeting of the Society and vote. Any person over 18 years shall cease to be a Society member if they do not reside permanently in the defined area.
- b.** No application for Society membership is needed and no annual subscription shall be payable.
- c.** Any such person shall be entitled to stand for the committee.
- d.** Use of the facilities shall be through a membership of a registered user group, or, as a casual paying person of the public. The casual payer may be a member or a visitor to the area.
- e.** Any non-committee member is entitled to attend committee meetings but with no voting or speaking rights, unless asked by the Chairperson.
- f.** The Committee may cancel or suspend (by a majority vote of the Committee present) benefits of the Centre to an individual belonging to a registered user group or to a group as a whole. The vote will take place at a Committee meeting, be minuted and a letter with reasons, sent. The offender/s will have until the next Committee meeting to defend with a reply.
- g.** At that meeting, the reply will be considered, with a majority vote of the Committee present, deciding whether to accept or decline the defence.
- h.** There will be no right of Appeal.

4. OBJECTIVES

The objectives of the Society shall be to:

- a.** Manage and maintain the building known as the Ruakaka Recreation Centre.

- b. Act as a unifying organisation to foster, encourage, maintain, and assist amateur sporting and community activities in the Society's area.
- c. Take on lease or otherwise obtain rights and privileges in respect of the sports grounds.
- d. Manage the Society's leased sports grounds facilities.
- e. Do all acts that it sees fit to encourage, manage and extend the sporting, recreational and community well being of the Society's area.
- f. Co-operate with other organizations interested in sporting, recreational and community activities.
- g. Apply for funds, accept a donations, subscriptions, legacies, bequeaths, gifts and grants for the benefit of the Centre and manage such in an expedient way.
- h. Expend all monies in its hand for the benefit of group sporting, recreational or community activities and other similar purposes, as it sees fit.
- i. Employ person/s for purposes related to the objectives of the Society.

5. GENERAL MEETINGS

- a. A General Meeting of the Society shall be held within 2 months at the end of the Society's financial year at such place as will be determined by the Committee. Such meetings will be called Annual General Meetings (AGM).
- b. The business of the AGM shall be to elect a Committee of the Society for 3 years. Seven clear days notice of the date, time and place of the Meeting shall be given.
- c. Any special business at the meeting and the reason for it shall be given in the notice.
- d. A Special General Meeting may be called by the Committee at any time, signed by at least 15 members of the Society, specifying the matter to be discussed. No business shall be discussed at the meeting other than which has been notified.
- e. Notice of the AGM or a Special General Meeting shall be published in a newspaper circulating locally, 7 days before the meeting. It will specify the date, time, place and reason for the meeting.

6. PROCEDURES AT GENERAL, AND, SPECIAL GENERAL MEETINGS

- a. The Chairperson of the Committee shall take the Chair at every General, and, Special General Meeting of the Society. In the absence of the Chairperson the Committee shall choose a Chairperson for that meeting.
- b. Minutes of every General, and, Special General Meeting shall be kept by the Secretary of the Society.

- c. If the Special General meeting is to change the Rules, a majority, of at least $\frac{3}{4}$ of the Society members present, must vote for the change.

7. VOTING AT GENERAL MEETINGS

- a. The Committee shall decide every question on a majority of votes by a show of hands. Each member of the Committee personally present shall have one vote except in the case of equality of votes when the Chair person shall have a casting as well as a deliberative vote.

8. VOTING AT COMMITTEE MEETINGS

- a. The Committee shall decide every question on a majority and each Committee member personally present shall have one vote except in the case of equality of votes when the Chairperson shall have a casting vote as well as a deliberative vote.

9. OFFICERS AND COMMITTEES

- a. The Committee of the Society shall comprise five members elected from the Society's area and one Council member.
- b. The Officers of the Society shall be the Chairperson, Secretary and Treasurer.
Election shall be by nomination/seconder and majority voting by a show of hands. The Secretary and Treasurer positions may be combined.
The Chairperson will be elected annually and the Secretary and Treasurer shall within reason stay the same for the 3 years.
- c. The Secretary or Treasurer may be co-opted and may not be a member of the Committee.
- d. The Committee is elected for 3 years with the option of leaving.
- e. Any Committee member who is absent from 3 consecutive meetings is automatically removed, unless they have given written apologies to the Secretary in advance. If a Committee member is absent 4 out of 6 meetings they are automatically removed.
- f. The Committee has the power to co-opt any Society member to the Committee if numbers fall below the required number, or if a Committee member resigns. It needs to be a special meeting if it is before the AGM.
- g. The Committee may appoint Sub-committees, with the Committee being in control at all times. The purpose of the subcommittee and the requirement of it will be minuted.
- i. Officers and the Committee will at all times exercise their powers to achieve Objectives.
- j. The Committee may appoint Co-ordinator/s to achieve the objectives of the Society.

10. QUORUM MATTERS

- a. The quorum at a General Meeting shall be 15 members.
- b. The quorum at a Committee meeting shall be 4 members.

11. THE COMMON SEAL

- a. Approved hard mail legal correspondence with the Common Seal must be signed by 2 signatories.
- b. The Common Seal in physical form must be kept locked in the safe.
- c. Use of paper with the Common Seal stamped on it must be controlled by the Secretary.

12. CONTROL OF FUNDS

- a. All electronic monies received on behalf of the Society shall be paid into the credit of the Society through their Westpac Bank accounts.
- b. There will be no automatic bank payments, or, direct debits, from the Society's accounts.
- c. Payments to the Society, other than electronic, may be by cheque (with details) or, cash. Receipts, with details of type of income will be issued.
- d. Two signatories are required when cheques are presented from the Ruakaka Recreation Centre.

13. ANNUAL ACCOUNTS

- a. The Committee shall keep true accounts reflecting the assets and liabilities of the Society.
- b. These will be in the prescribed form as required by the Register of Incorporated Societies for annual filing with them.
- c. The Committee is bound to honour this Rule. Without an Annual filing to the Register the Committee cannot fulfil its Objectives, particularly (4 h): applying for Funds.
- d. The Committee will receive advice from a suitable qualified person, nominated at the AGM, as to the most efficient way to present the accounts. This will facilitate the end of year account presentation to the Auditor.

14. REGISTERED OFFICE

- a. The Registered office shall be at such place as shall be fixed from time to time by the Committee.

15. ALTERATION of RULES

- a. Upon the receipt by the society of a remit to alter amend or rescind any of it's rules the committee may call a General Meeting i.e. an AGM or a Special General Meeting. (See no 4 and 5).
- b. Seven days notice must be given in locally distributed newspaper. The notice must state that the meeting is to change the Rules.
- c. A majority vote of $\frac{3}{4}$ of the Society members present is required to pass the Rule change/s.
- d. Note that: if the Rules are notified to be changed at a General AGM Meeting there is no need to have 20 Society members be signatories to a directive for the change/s as there is for a Special General meeting. The Change of Rules at an AGM still needs to be mentioned in the AGM public notice.
- e. No change of Rules shall be valid until accepted by the Register of Incorporated Societies and it shall be the duty of the Committee to see that the provisions of the Act as to the change of Rules are complied with.

16. WINDING UP AND ASSET DISTRIBUTION

- a. The Society may voluntarily be wound up at a General Meeting, if a Resolution is passed requiring the Society to be wound up. The Resolution must be confirmed at a subsequent General meeting by a $\frac{3}{4}$ majority, called for that purpose, and held not earlier than 30 days after the date on which the Resolution so to be confirmed was passed.
- b. Notice of such Resolution shall be forwarded to the Register of Incorporated Societies.
- c. The funds and property of the Society shall pass to a local registered charitable organisation as decided at the 'subsequent General meeting'. (See no 16, a, above). This shall be subject to any outstanding liabilities.

17. INTERPRETATION OF RULES

- a. Any question arising as to the interpretation of these Rules or any question arising on any subject within the scope of the Society's authority, shall be decided by the Committee whose decision shall be binding and final on all members.

Appendix 6 - Relevant Meeting Minutes

- Ruakaka Recreation Centre Committee Meeting Minutes
- Project Team Meeting Minutes between Griffiths & Associates and Ruakaka Recreation Centre

**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
7th of November 2016**

Meeting called to order at 6pm by Chairman Andreas Thirling

**PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING,
TONY JELAS, SPENCER CUMMINGS, PHIL HALSE, WINSTON WOODS**

APOLOGIES:

Apology accepted:

Visitor/Guest speaker:

Approval of minutes:

-motion: to approve the minutes for 3rd of October 2016

Vote: m/s/c moved by Andreas Thirling, second Tony
Business

Financial report:

Operating Account

Opening Balance 1stOctober 2016: \$36747.94

Paid for wages: \$2085.12

Bills: \$3033.92

Donations: \$11252.68

Income/interest: \$3074.18

Account Balance at 31stOctober 2016: \$45633.24

We got donations from:

Forest and Birds \$500

Through fundraising event \$1149.00

Bream Bay Club \$7572.48

Smart Family \$200

Cash donations 321.20

Lions Club \$500

The late Graeme Finlayson \$1000

Fundraising Account

Opening Balance 1stOctober 2016: \$1030.52

Total expenses: \$ 1271.75
Payment for event: \$0.00
Grants/Donations/interest: \$ 50274.80
Transpower: \$ 50000.00 for door and partial funding for roof
Ogle Family : \$150
Cash donations 124.80

Account Balance at 31st October 2016: \$50038.54

Moved by Christine, seconded by Winston

Matters arising from previous minutes:

- To 3.) Spencer asked if the committee is still planning to contact Paul McDonald when planning a project to make sure WDC can't complain? Extension will only be one story, it is easier to move. All for contacting the WDC before starting any work.
- To 4.) Spencer hasn't been to the Ratepayers and all agreed to leave it as we have received already a lot of donations to cover the funding shortfall.
- To 5.) Waldron Construction and Roofing came to check out the roof and said roof can't be done in stages.

Moved by Andreas, seconded by Winston

Correspondence:

- Soccer – Mike Davies came back with an answers of the Andreas's question. Soccer is very supportive to the RRC committees proposal. Before involving soccer the RRC will sort out the lease first with the WDC.
 - Andreas informed the committee of a short meeting with Peter Hope. Explaining the RRC point of view regarding Shelley Deeming.
-

- 1.) Ruakaka Recreation Centre, roof. To be able to replace the old leaking roof the committee of the Ruakaka Recreation Centre has decided to apply for funding to Foundation North to cover the shortfall of funds. The \$40000 the RRC received from Transpower is not enough to pay for the replacement. The committee has asked Christine to prepare the funding application and submit it before the 28th of November 2016.

- 2.) Educare rent increase, Mr Lints objected, he pointed out to the CPI index formula. In not increasing the rent automatically the tenant is not at fault, the committee still need to initiate the rent review process. To the RRC's question what Mr Lints thinks is a reasonable rent, there was no reply at all. The committee decided to go with the lawyers suggestions. Phil covered some facts when negotiating with Mr Lints.
- We are acting on behalf of the community
 - Car parking, take away the right of a car park
 - Won't be able to expand
 - Try hard to negotiate
 - In the signing of Alan Lints agreement there is no witness signature of the guarantors?? While it is not required for directors to have a witness if there is more than one director, it is a requirement for guarantors. (In the Deed of Sub-lease) There is not any initialing of pages on this document also from both parties, which is good practice.
 - There is no initials or signatories (either from Mr. Lints or the Rec Centre) on the change document where the rent evaluation changes from market rental to the new formula.
 - Generally where a lease is altered both parties are obligated to sign, side by side, and witnessed. In the Deed of assignment of lease there is no witness to the signing of the Whangarei District council's secretary
 - Thomas Biss suggestions were:
 - First, it isn't necessarily the case that the terms of the sublease have to be followed. If both parties agree a fair rent then that is possible. If that is unlikely then there are other matters which sometimes will bring a party to the table. There are sometimes things which a tenant wants from a landlord, which they will need to compromise over. So, at the very least bear it in mind if the tenant asks you to do anything.
 - You can initiate the rent review such as it is. Simply advise the new rent. RRC has done it, Mr Lints objected.
 - We can investigate with Webb Ross and see how they respond. I doubt they will simply accept liability however. Please return the attached authority signed on behalf of the committee.
- 3.) The committee has asked Christine to contact the lawyer Thomas Biss to request the cost so far.
- 4.) Bream Bay College have set up a competition to win a \$50 Cheapskate voucher and for second prize a special edition Ruakaka Skateboarding cap. Kids hat to tell what fundraise ideas they have to get what they would like to have at the Skate Park and how to look after the Skate Park. Everyone who puts an entry in can win. Gina from the BBC wants to know if you are happy with that? The committee is happy with the concept so far.

5.) Christmas opening hours, the same like last year?

The Ruakaka Recreation Centre will close between Christmas and New Year, open until 23.12.2016 and reopen on the 4th of January 2017.

Moved by Winston, seconded by Andreas

General Business

- Skate Park needs rules and etiquette how to look after this place, copy the rules from the Mangawhai Skate Park. Tony will take a photo of the rules.
- Andreas will contact Simon Weston to see how much progress is done on the revised lease for the RRC
- Denise Ngakuru will get a special edition skateboarding cap for her whanau as she is very active in keeping the skate park free of rubbish.
- Spencer suggested to introduce a some sort of trophy for great community groups or businesses like "community group or business of the year" and have people to vote. All members will think about it and get back in 4 weeks to decide what to do.
- Winston moves that RRC will sponsor Ruakaka Citizen of the Year again. RRC will donate a \$50 Fresh Choice voucher.
- Basket ball hoop: ask Tenisha Henry regarding the hoop
- The committee need the marking organized for the Roller Derby Girls and other groups
- Contact WDC regarding the existing rubbish bin if they can pick up the new two rubbish bins too.
- Car parking to talk to Paul McDonald plus rubbish
- Timber: talk to Peter Batten about the Macrocarpa
- Phil suggested to create a competition like a fun day for the kids where they can show their skills on the skate park/ flat track. Should be a fun day for all age groups to have the families interested and involved too.
- The committee need to talk to Ruakaka Engineering to support us by building a halter for the solar light. Ask Morris Strickland to do the electrical work.
- Skate Park belongs to the RRC and everyone who wants to fundraise need to contact the Rec centre and ask for permission.
- RRC will send a thank you letter to Phil Paikea for providing the food at the appreciation Party.

NEXT COMMITTEE MEETING: 5th of December 2016 at 6pm

Meeting closed 7.30 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
5th of December 2016**

Meeting called to order at 6pm by Chairman Andreas Thirling

**PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING,
SPENCER CUMMINGS, WINSTON WOODS**

APOLOGIES: TONY JELAS, PHIL HALSE

Apology accepted: moved by Winston, seconded by Spencer

Visitor/Guest speaker:

Approval of minutes:

-motion: to approve the minutes for 7th of November 2016

Vote: m/s/c moved by Andreas Thirling, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st November 2016: \$45713.87

Paid for wages: \$2085.12

Bills: \$3101.18

GST refund: \$4551.23

Income/interest: \$5781.12 included is the funds
raised at the zombie ball net profit \$1757.39

Account Balance at 30th November 2016: \$50115.70

Fundraising Account

Opening Balance 1st November 2016: \$50038.54

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 27.15

Account Balance at 30th November 2016: \$50065.69

Moved by Christine, seconded by Winston

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) Meeting with Paul McDonald on the 16th of December at 11am. Andreas suggested inviting Mike Davies from soccer to this meeting. The committee decided against inviting Mike Davies.
- 2.) Lawyer came back telling Mr Lints lawyer stated they have not acted on behalf of the Ruakaka Recreation Centre when they prepared the new deed of sublease. Mr Biss said because the RRC has nothing in writing to prove otherwise it will be hard to get a positive result. Warren Daniels suggested asking Craig Brown as a JP to act as an arbitrator to sort out the lease. The lawyer also suggested having a valuation done and if the rent is significantly below market rent to have a better chance to argue this case. The committee decided to have a valuation done and to ask Craig Brown to act as an arbitrator later if needed.
- 3.) Opening hours between Christmas and New Year, reopen at the 9th of January? The committee agreed to reopen on the 9th of the January 2017 and also reducing opening hours in December due to Christine taking her annual leave. For the last two weeks before Christmas the opening hours between the 12th of December and 23rd of December are : 12.12. – 16.12., Monday to Friday 8am to 12pm, Thursday 8am to 12pm and 4pm to 6pm and 19.12. – 23.12., Monday to Friday 8am to 12pm. Andreas and Winston will cover for Christine.
- 4.) Christmas lunch on the 14th of December 2pm at the two Birds café.

General Business

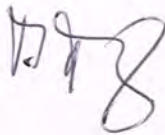
- Skate park

- Grant Alsop from waste and drainage (WDC) informed the committee :
 1. water fountain will be installed by Christmas
 2. Department for waste and drainage will push the council at the meeting on the 15th of December to agree for a public toilet to be installed between the play area and picnic area in Ruakaka. If successful toilet should be in place mid of next year.
 3. Grant praised the good job done by the committee of the Ruakaka Recreation Centre and promised to hand out WDC rubbish sticker to help with the rubbish problem.

- Andreas will ask SPI if they would support us to get the frame ready for the Solar street lights at the skate park
- Gordon Abernethy offered to do the steel plates with the stand for the new rubbish bins at the skate park
- Very upsetting is the fact that some people at the skate park don't care about the little trees front of the flat track. The best solution would be to place bollards or big rocks 1.5m away from the flat track and skate park area to prevent people from parking close to the skate park and protecting the little trees. Andreas will ring Craig Nisbet first to see if the Rec Centre can get the rocks at all and if yes how soon.

NEXT COMMITTEE MEETING: 9th of January 2017 at 6pm

Meeting closed 7.30 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
9th of January 2017**

Meeting called to order at 6pm by Chairman Andreas Thirling

**PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING,
SPENCER CUMMINGS, WINSTON WOODS, TONY JELAS**

APOLOGIES: PHIL HALSE

Apology accepted: moved by Winston, seconded by Spencer

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 5th of December 2016

Vote: m/s/c moved by Winston, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st December 2016: \$50859.92

Paid for wages: \$2606.40

Bills: \$4078.82

GST refund: \$0.00

Income/interest: \$2391.36

Account Balance at 31st December 2016: \$46198.83

Fundraising Account

Opening Balance 1st December 2016: \$50065.69

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 8.23

Account Balance at 31st December 2016: \$50073.92

Moved by Christine, seconded by Spencer

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) Funding applications:
 - We were successful in applying for funds to buy a new exercise bike for the ladies gym; it will be a commercial grade exercise bike. We received \$1634.05. The Rec Centre has to pay the GST and another \$150 extra fund on top of it. The funder is Pelorus Trust.
 - Another funding application was send away today for a new dumbbell set for the unisex gym. If successful the new dumbbell sets are not interchangeable anymore and hopefully the gym will look tidier. The cost for the dumbbell set will be \$4044.50 inclusive GST.
 - Committee decided before getting rid of the old dumbbell plates to try to sell them on trademe.
- 2.) Meeting with Paul McDonald was very positive. As promised he provided us with key points for our big project which is very helpful for the feasibility study. Parks and reserves will also provide us with signage for the skate park covering: no alcohol, no parking, no litter.
Andreas told the committee the details of the meeting with Paul McDonald and Aubrey Gifford. He said Paul McDonald promised that WDC will build a car park and they saw the need of needing the place fenced in as well. Regarding Educare's Sublease, Paul McDonald said the sublease should be treated differently and WDC will look into it after the summer holidays. Paul McDonald was also very supportive regarding the extension of the mansshed. Paul McDonald also suggested including a swimming pool in the project. Tony suggested to also including four outdoor tennis courts.
- 3.) We need to find a new auditor for our accounts and there was a company recommended to us. It is BDO Northland and we have an appointment with them on the 17.01.2017 at 10 am. There is no way around, we have to have

our accounts audited as the rules have changed since last year. Can Winston cover for Christine for few hours next Tuesday? Winston agreed to cover for Christine on the 17.January. Tony offered to contact the person who audits the accounts for REDG to compare prices.

4.) What else needs to be done at the Skate Park? Matt the caretaker at Bream Bay College has been informed that we still adding names to the plaque and we let him know as soon as we are ready for the print. Jo young will finish soon the guttering and ridge on the roof. Both rails need to be placed at the skate park. Down pipe will be attached soon. Committee is worried that some stupid people/kids will wilfully damage guttering or downpipe. SPI offered to prepare and donated the frame for the solar street lights. Paul McDonald offered to help with the water pipe for the second water fountain at the gazebo. WDC will supply the pipes.

5.) Margaret Higgs rang to tell us that we should apply to the Northland Foundation, but we are not allegeable as they exclude Sport and Recreation. This is for your information in case Margaret wants to talk to you about it.

6.) This year timeline:

- Apply for funding for the soccer shower heads to Oxford Trust
- Apply to Lottery Grant to get funding for a feasibility study, closes end of March
- Prepare submission for our big project multi activity hall to WDC's annual plan, to be in around the 24th of April. Paul McDonald promised to prepare a letter for the submission to the council and for the management Plan.
- Beginning of May we should get a letter from Foundation North if we were successful or not with our funding application for a new roof.

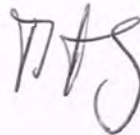
General Business

- Spencer has asked the committee to consider to apply for funding to purchase a portable dusting extractor and also have a permanent bin from G.Abernethy Demolition and Recycling Ltd placed beside the mensshed. The committee voted unanimously for it. Christine will get some quotes for the dust extractor.
- The committee is still deciding how to extend the mensshed and agreed to think about it and come back with ideas.
- Troy Norton, who cleans the skate park at least twice a day, was presented with special edition Ruakaka Skateboarding cap. Andreas thinks the cap is not enough, he asked the committee if there is something else they can do for Troy. Spencer offered to talk to Troy to see what he wants to do with his life and maybe they can help him to get on to his feet.

- Regarding the new multi activity hall, Winston came up with the idea to involve the community in the design of the building by doing a n architectural competition. The RRC committee will provide all details like measurements, starting plans, price and so on. Maybe involve the Bream Bay College and see if the students want to be involved in that competition. Would be a good idea to get in contact with Gina to see if the students want to participate.
- Paul McDonald urged Andreas to make sure the RRC gets the support of the Ruakaka Ratepayer Association. Andreas is worried they will not support the project. Tony suggested involving Phil Halse as our biggest supporter and Bream Bay Ward councillor and letting him talk on behalf of the RRC to the Ratepayer Association.

NEXT COMMITTEE MEETING: 6th of February 2017 at 6pm

Meeting closed 7.30 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
7th of February 2017**

Meeting called to order at 7pm by Chairman Andreas Thirling

PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING, PHIL HALSE,
SPENCER CUMMINGS, WINSTON WOODS, TONY JELAS,

APOLOGIES:

Apology accepted:

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 9th of January 2016

Vote: m/s/c moved by Winston, second Tony

Business

Financial report:

Operating Account

Opening Balance 1st January 2017: \$46566.06

Paid for wages: \$2416.05

Bills: \$4965.80

GST refund: \$0.00

Income/interest: \$3174.50

Donation: \$2674.05

Account Balance at 31st January 2017: \$44710.24

Fundraising Account

Opening Balance 1st January 2017: \$50073.92

Total expenses: \$ 8733.10

Payment for event: \$0.00

Grants/Donations/interest: \$ 50.11

Account Balance at 31st January 2017: \$41390.93

Moved by Christine, seconded by Spencer

Matters arising from previous minutes: -----

Correspondence: -----

1.) Funding applications:

Foundation North has contacted us to inform us that the financial Statements are not audited but only reviewed. In order to receive the full amount we have applied for, (roof), we have to have the last year accounts audited and apply again on the 1st of May 2017. If we carry on with the current application and are successful we will get only \$40000 because the account is not audited.

Committee agreed to have the current grant application diverted to the 1. of May 2017 to get the full amount for the roof.

2.) Educare: The valuer is coming on Thursday the 9th of February 2017 at 10am to inspect the property. Mr Alan Lints has been informed that one of the RRC committee members will accompany Mrs Melody Roberts on Thursday. Winston agreed to do it. Christine will go with him to take notes if necessary.

3.) New accountant for the Ruakaka Recreation Centre.

Christine has visited two accounting companies in Whangarei and got quotes from both companies. One is BDO Northland and Plus Chartered Accountants. Christine prefers BDO as the accountant has a lot of experience with auditing accounts for non profit organisations and this company was recommended to the Rec Centre. Phil Halse also recommended Adelle Allbon from BDO Northland. The RRC committee decided to go with BDO Northland. Moved by Phil, seconded by Winston

4.) Incident on the 26th of January 2017. Wilful damage on mans shed.

Contacted police for an update, they have some leads and promised to email or ring us with an update. Dan Halef from the Ruakaka Police station contacted Christine and confirmed they know one of the offenders and

hope to find out the names of the other two. He was going to check the damage on the men shed and wanted to ring Winston. Winston did not receive a call. Christine will follow up with the police.

- 5.) The Ruakaka Recreation Centre and the soccer club got an invitation to attend a family group conference from Child, Youth and Family. This is in regards of the wilful damage on the soccer shed, the gutter in front of the soccer changing rooms and the attempt to brake in to the soccer changing rooms. Spencer agreed to attend conference together with Andreas.
- 6.) The Bream Bay Anglican Parish Opportunity Shop has donated \$1000 towards the skate park funding shortfall. This brings the funding shortfall down to \$3000. The committee of the Ruakaka Recreation Centre has send a thank you letter and will also publish a letter in regards to this donation in the next issue of the Bream Bay News.
- 7.) The grant application for new sets of dumbbells to Pub Charity was unsuccessful. The reason: the request did not fulfil their donations criteria. The committee of the Ruakaka Recreation thinks it does and will apply again in 4 weeks time. If it comes back with the same result the RRC committee will send a complaint to Pub Charity.

General Business

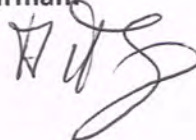
- Meeting with Paul McDonald was very positive, Paul told Andreas they don't want to split the lease area and won't change the old lease.
- The over 60's up in full support of the RRC's project and would support a swimming pool
- The RRC will talk to all the clubs and inform them of the project to get the support
- RRC need to contact Paul McDonald to do a management plan
- Paul McDonald said \$1.2 million could be split into 3 years to work with
- Andreas informed Squash already about the RRC 's project and they are so far in support of it.
- Mike Davies, soccer club, wants to stay at the old building and rather pay an higher annual lease, like Educare.
- RRC chairman wants to involve all facility users now to be able to plan ahead into the future.
- Big problem is still how to deal with the Ratepayers Association, Spencer recons just tell them what the community wants.
- The Rec Centre wants to hand over the Ruakaka Skate Park to WDC and need clarification who his going to do the general maintenance and where the WDC stands in taking over the Ruakaka Skate Park.
- BB College has asked if they could be involved through their gateway program to do the gardening at the Ruakaka Skate Park. Because this will be an ongoing

task the Rec Centre will have a meeting with Gina the Gateway Coordinator to discuss this further.

- Due to the recent fire at the sand hills, soccer will push to get the sand hills removed, Phil will push as well at council meetings.
- The rubbish problem has improved a bit but it is not satisfying yet. Northland waste is not picking up the rubbish at the skate park and the Rec Centre wonders if they should pick up the rubbish behind the RRC building as well? The Rec Centre will contact Grant from the WDC waste and Drainage to place an complaint.
- There is still a problem at the skate park with wilful damage. They ripped off some timber from the gazebo which was reattached by Winston the next day.
- Andreas urged the committee to start to involve Shelley Deeming again by inviting her to all of the Rec Centres committee meetings.
- Spencer is in support of the new start time for the Rec Centres committee meetings which has changed from 6pm to 7pm.

NEXT COMMITTEE MEETING: 6th of March 2017 at 7pm

Meeting closed 8.10 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
6th of March 2017**

Meeting called to order at 7pm by Chairman Andreas Thirling

**PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING, PHIL HALSE,
SPENCER CUMMINGS, WINSTON WOODS, SHELLEY DEEMING ,**

APOLOGIES: TONY JELAS

Apology accepted: Moved by Phil, second by Winston

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 7th of February 2017

Vote: m/s/c moved by Spencer, second Winston

Business

Financial report:

Operating Account

Opening Balance 1st February 2017: \$45344.30

Paid for wages: \$2085.12

Bills: \$6117.18

GST refund: \$0.00

Income/interest: \$2454.73

Donation: \$0.00

uncleared cheques: \$673.57

Account Balance at 28th February 2017: \$41008.28

Fundraising Account

Opening Balance 1st February 2017: \$41390.93

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 6.35

Account Balance at 28th February 2017: \$41397.28

Moved by Christine, seconded by Spencer

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) Foundation North visited the Rec Centre on the 24th of February 2017. They were very impressed. It was a good meeting and we could show them the problem with the roof.
- 2.) The Rec Centre has nearly finished the funding application for a feasibility study grant. If successful we hope to get \$20,000 for the feasibility study and up to \$15500 for the reports required. The committee should know by the end of June if the funding application was successful.
- 3.) Educare: We have put in an Insurance claim. The assessor came Friday and it is a major claim. Because the ceiling tiles aren't available anymore the ceiling needs to be redone completely and the kitchen will be done as well. It looks like the under floor heating needs to be fixed as well. Could take up to a week. Refitting the new kitchen cupboards shouldn't be a big interruption to the childcare centre. When all repairs are done the committee need to get in contact with the WDC to find out who is responsible for the maintenance in the future.
- 4.) Annual plan – do we need to put a submission in for the multi generational facility? Phil confirmed that there will be no annual plan consultation this year, therefore no need for a submission.
- 5.) Duenorth has booked the lounge for the 7th of April. They have got a big container and wanted to park it somewhere around the RRC parking area. The container will be parked for 24 hours. Do we charge for the parking and if yes how much? Contact Duenorth and tell them the RRC would appreciate a donation/ Koha to park the container at the RRC parking area.

6.) Sand hill removal:

Simon Weston wants to put it out to tender again probably this month or in April. Phil and Shelley will chase if it is going to tender. There is an urgency as the soccer fields need to be done until 2018 soccer season. The committee wants to make sure to get the \$70,000 promised by the WDC.

7.) Extension of mens shed, send all paperwork to Paul McDonald.

8.) Phone call with Paul McDonald regarding mowing the lawn at the skate park and fixing the curbing into car park entrance at the skate park. There was also done damage to the gutter at the soccer club changing rooms and damage to the pipe outside the gym. Paul McDonald agreed for the WDC to take over the maintenance of the Ruakaka Skate Park. Phil reminded the committee that the Rec Centre needs to get all in writing and update the lease with this amendment. Andreas told the committee about the phone conversation with Paul McDonald.

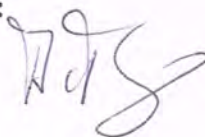
9.) Rubbish on the soccer fields. Touch Rugby was using the soccer fields yesterday; they left a Fresh Choice trolley and a mess behind at the RRC and Bream Bay Community Support Trust. The Rec Centre need to clarify with the WDC how to deal with the different groups using the soccer fields. It was agreed to arrange a meeting with the WDC to sort this out.

General Business

- Sue Rudman from the Bream Bay Community Support Trust has asked the committee if they could have the extra rocks from the skate park which were left there. Phil suggested they should get in contact with Simon Weston.
- Mike Davies has asked the committee to include a notification period in the new lease agreement for people/groups wanting to hire the changing rooms.
- Send an email to Shelley Deeming with the RRC's short term plans and long term plans and email to Shelley's private email address.

NEXT COMMITTEE MEETING: 3rd of April 2017 at 7pm

Meeting closed 8.20 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
3rd of April 2017**

Meeting called to order at 7pm by Chairman Andreas Thirling

PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING, PHIL HALSE,
SPENCER CUMMINGS, WINSTON WOODS,
APOLOGIES: SHELLEY DEEMING
Apology accepted: Moved by Phil, second by Winston

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 6th of March 2017

Vote: m/s/c moved by Spencer, second Winston

Business

Financial report:

Operating Account

Opening Balance 1st March 2017: \$41681.85

Paid for wages: \$2848.29

Bills: \$5873.69

GST refund: \$0.00

Income/interest: \$2848.48

Donation: \$0.00

uncleared cheques: \$

Account Balance at 31st March 2017: \$35808.35

Fundraising Account

Opening Balance 1st March 2017: \$41397.28

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 7.03

GST to be paid: \$5077.26

Account Balance at 31st March 2017: \$41404.31

Balance after GST: \$36327.05 to be paid the end of April

Moved by Christine, seconded by Tony

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) Christine as the treasurer and secretary of the Ruakaka Recreation Centre is not a signatory of the Ruakaka Recreation Centre and therefore will not get any information from Westpac. She is always relying on the current signatories to come and give her permission letters or they have to go themselves to get the information for Christine as she also does the accounts and checks the bank accounts. The Ruakaka Recreation Centre's committee decided that Christine Thirling should also be a signatory of the Ruakaka Recreation Centre.
Moved by Phil, seconded by Winston

- 2.) Insurance claim, excess \$5000. The RRC was hit a second time of wilful damage. They did the same damage and again water was getting into the childcare centre. The hot water which was coming out where the vent pipes were broken off has corroded the roof on one side of the childcare centre when they broke it off the first time. When they did the damage the second time they were standing on the corroded part of the roof doing more damage. The insurance has accepted the damage to the roof is part of the first damage and will be included in the first claim. The second claim will be cancelled. Assessor said excess needs to be paid by the WDC not RRC. Plumbing: to prevent another damage of the vent pipes the best solution would be to put the pipes under the roof. There are two different ways. The plumber is opting for the cheaper way. The committee to decide yes or no. The committee decided on the cheaper way and also to write an email to Pieter Labuschangne, Audit & Risk Analyst of WDC, that the Whangarei District Council pays the access, as we have also problems with our tenant and his lease.
Moved by Andreas, second by Tony

3.) RRC's lawyer Thomas Biss has forwarded a letter he prepared for Alan Lints's lawyer to be approved by the RRC's committee. Alan Lints stated in an earlier email to us that funds for the maintenance and repair of Educare should come from the annual operating grant the RRC is getting from the WDC. Phil agreed with Andreas to send Paul McDonald a copy of the valuation and explain again our situation the RRC is in. The committee is happy with the letter and wants the lawyer to go ahead with it. All in favour.

4.) Has Phil any news in regards of the requested meeting with WDC lawyer and Simon Weston? Unfortunately the WDC lawyer Catherin Candy is very busy and has nothing free until May. Phil suggested to send her an email urging her to agree to a meeting within a week, that having the meeting in May is not good enough. Tony also reminded the committee of the fact that Alan Lints was a committee member until September 2012 which was clearly a conflict of interest. Andreas pointed out again that he would have never signed the new deed of sublease if he could have had the old deed of sublease at the time to compare with. The facts are, we all made mistakes in this matter.

- 1. The RRC trusted too much Alan Lints's lawyer.
- 2. The RRC did not consult the Headlessor.
- 3. WDC lawyer did not pick up the unfairness of the new Deed of Sublease and did not compare the new one with the old one. They should have had a copy of the old Deed of Sublease as the headlessor.
- 4. Alan Lints and his lawyer have taken advantage of the RRC's situation at that time when all was still a mess and no documentation could be found to work with.

5.) What solutions could we offer to resolve the Deed of sublease saga?

- A new deed of sublease to be prepared with new annual lease of \$51,000
- If Alan Lints does not agree, to close the Childcare Centre due to insufficient funds for maintenance and repair jobs.

We can't afford maintenance and repair let alone insurance claims with an excess of \$5000. We are already out of pocket for the last insurance claim and need to get a loan of the council, which wouldn't have happened if Educare would pay a fair rent.

6.) Bream Bay Community Trust lease: should it be reviewed this year. Review date September 2017. The Rec Centre is losing clients to Bream Bay Community Support Trust because they can offer cheaper rates. As they provide facilities for the community as well the committee decided to increase only by the Consumer price index every year. Need to change the contract and include this clause.

- 7.) WDC – good news for RRC, WDC will do removal of Graffiti at Skate Park and install CCTV cameras at Skate Park too.

General Business

- Headlease: ask the WDC to correctly mark all borders the RRC is leasing.
- Sand dune: Is going out to tender in May to make a decision.
- Write an email to Simon Weston that the RRC was under the impression that the new soccer fields will be done by 2018.

NEXT COMMITTEE MEETING: 1st of May 2017 at 7pm

Meeting closed 8.05 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
1st of May 2017**

Meeting called to order at 7pm by Chairman Andreas Thirling

PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING,
SPENCER CUMMINGS, WINSTON WOODS,
APOLOGIES: SHELLEY DEEMING, TONY JELAS, PHIL HALSE
Apology accepted: Moved by Andreas, second by Winston

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 3rd of April 2017

Vote: m/s/c moved by Andreas, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st April 2017: \$35808.35

Paid for wages: \$2059.88

Bills: \$3496.50

GST refund: \$0.00

Income/interest: \$3210.82

Donation: \$0.00

Includes uncleared cheques of: \$57.50

Account Balance at 30th April 2017: \$33462.79

Fundraising Account

Opening Balance 1st April 2017: \$41404.31

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 6.35

GST to be paid: \$5104.19

Account Balance at 30th April 2017: \$41404.31

Balance after GST (\$5104.19): \$36306.47

Moved by Christine, seconded by Winston

Matters arising from previous minutes: -----

Correspondence: -----

1.) Cherry picker, we got a discount of 30% and would need to pay \$155 each time we hire the Cherry picker. Normal price is 192.50 + GST. Atlas Quarries has got a Cherry Picker on tracks if we find someone to pick it up with a transporter truck and return it we could get it for free. Craig Nisbet suggested asking Gordon Abernethy. Andreas will talk to SPI if they are happy just to use a ladder to measure the power poles. Andreas offering to climb up himself. The RRC will try to organise either Innes Gorrie or Gordon Abernethy to pick up the Cherry Picker for the installation of the street lights. The last option will be Cowley's hire centre.

Moved by Andreas, second Spencer

2.) Insurance claim: Thomas Biss RRC's lawyer advised that Educare as the tenant has to pick up the bill for the excess and the repair cost not covered by insurance. The \$5000 excess relates to the insurance claim for all repair cost at Educare therefore it needs to be paid by Educare which is clearly stated in the Headlease and Sublease. Christine will forward the invoice to Educare this coming week.

3.) Thomas Biss has informed the RRC that Mr Wong, Alan Lints lawyer, has requested a meeting with Thomas Biss after receiving the letter. Draft letter from the last meeting. The meeting is scheduled for this week. Would the committee consider negotiating or does the committee still agree to the points below as their final decision.

- A new deed of sublease to be prepared with new annual lease of \$51,000
- If Alan Lints does not agree, to close the Childcare Centre due to insufficient funds for maintenance and repair jobs.

The committee made it clear again there will be no negotiations. The RRC paid \$2500 to a valuer and is not willing to ignore her recommendations. Mr Lints, owner of Bream Bay Educare, had a good run only paying a total of \$39000 in rent in the last ten years together.

4.) The RRC got an invitation to attend another family group conference. It is a review – for Cameron Carlin. Date: 8 of May 2017 (Monday) time at 1.30pm
Venue: Whangarei Cruising Club, 212 Riverside Drive, Whangarei
No one has the time to attend.

5.) Mid Winter Christmas market: we need to protect the carpet. Christine and Winston found a place in NZ where the RRC can buy Interior / Exterior Polywoven Floor Protector 2m x 50m (Reusable). Cost \$78.60 one roll, we need two rolls. The committee agreed to buy floor protector.

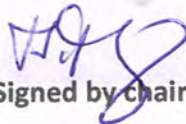
6.) A young woman came in today asking to use the upstairs kitchen to do business. She is a cake decorator. Most of the time she needs only to use the benches, maybe later to bake some cookies. It depends on her clientele how often she needs to hire out the kitchen. Are you happy with that, if yes how much do we charge? The committee agreed, hourly rate will be \$10.
Moved by Andreas, second by Winston

General Business

none

NEXT COMMITTEE MEETING: 5th of June 2017 at 7pm

Meeting closed 8.00 pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
5th of June 2017**

Meeting called to order at 7pm by Chairman Andreas Thirling

PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING,
SPENCER CUMMINGS, WINSTON WOODS, RODGER OGLE
APOLOGIES: SHELLEY DEEMING, TONY JELAS
Apology accepted: Moved by Andreas, second by Winston

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 1st of May 2017

Vote: m/s/c moved by Andreas, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st May 2017: \$33520.29

Paid for wages: \$2395.02

Bills: \$5996.48

GST refund: \$0.00

Income/interest: \$7412.38

Donation: \$500.00

Account Balance at 30th May 2017: \$33041.17

Fundraising Account

Opening Balance 1st May 2017: \$41410.66

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 6.68

GST paid: \$5104.19

Account Balance at 31st May 2017: \$36313.15

Moved by Christine, seconded by Spencer

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) Please welcome Rodger Ogle, he is our new committee member.
- 2.) AGM on the 19th of June at 7pm. Educare is asking all the time when the AGM is, which is very strange as they have never bothered to attend in the previous years. The committee suspects they want to try to have the current committee to be voted out.
Points to cover for AGM:
 - talk about past, present and future of RRC
 - how we run the RRC
 - Menshed
 - Educare breach of sublease,
 - Finance report
- 3.) Meeting with Lawyer and Educare, WDC wants to see the sublease sorted. The scheduled meeting between Thomas Biss and Lints's lawyer was cancelled as Steve Wong suddenly did not want the meeting anymore. As soon as a new date is set for a meeting the following committee members will represent the RRC: Phil Halse, Tony Jelas, Winston Woods and Christine Thirling. The points to cover at this meeting are:
 - To pay the insurance excess and repair bill not covered by insurance
 - As the sublease is invalid due to the breach of the headlease to give Educare two options: stay and pay the full market rent or find another location for his childcare centre. If Educare agrees to pay full market rent, the RRC will negotiate with the council to allow this commercial operation.

- 4.) Katherine Candy advised our lawyer Thomas Biss that the WDC would like to put a new headlease in place with the RRC. What about the draft the RRC has already submitted to Simon Weston? Phil Halse will follow up which draft the WDC is using for the new Headlease.
- 5.) More problems with roof adjacent to Educare roof. Was leaking on Friday after heavy rain. Andreas recons the problem is the downpipe very close to the wall from the RRC. An elbow pipe should fix the problem, hopefully.
- 6.) Andreas and Tony got an invitation to meet with Winston Peters and Shane Jones on Thursday the 8th of June.

General Business

- No room for menshed storage, Spencer hopes to be able to start soon with a new storage solution.
- Mid Winter Christmas Market a RRC fundraiser to be held on the 8th of July 2017.
- A lady involved with conservation of the sea needs a permanent place for educational events for children. Spencer will try to get more information.

NEXT COMMITTEE MEETING: 3rd of July 2017 at 7pm

Meeting closed 7.45pm Signed by chairman:



**MINUTES FOR THE ANNUAL GENERAL MEETING OF THE RUAKAKA
RECREATION CENTRE, AT THE CENTRE, 7.00PM May 9TH 2016.**

PRESENT: ANDREAS THIRLING (CHAIRPERSON),CHRISTINE THIRLING (SECRETARY & TREASURER), WINSTON WOODS, SPENCER CUMMINGS, TONY JELAS AND MEMBERS OF THE PUBLIC WHICH GAVE A QUORUM OF 15.

APOLOGIES: Marc Sands, Mania Bates

Apologies accepted moved By Andreas Thirling, second by Spencer Cummings

1. **Minutes from the previous AGM meeting were read.** Moved by Soraya Nisbet , second by Phil Halse that the minutes were a correct record and that they be accepted. Consensus, Carried.
2. **Matters Arising from the Minutes:** None
3. **It is recorded that the:** BB Squash Club, Football Club, 60s Up Branch and Bream Bay Community Support Trust attended with 2or more representatives each to facilitate the passing of the Accounts. Ruakaka Ratepayer Association did not attend.
4. **Chairperson's Report** was read. Moved Phil Halse / Robbie Jones. Consensus, Carried
5. **Treasurer's Report explaining 2015-16 Accounts were read.** Moved by Lucina Cummings, second by Robbie Jones that the accounts are accepted and that they are forwarded to Incorporated Societies. Thanks were given to Des Olney, the Review Auditor, for completing the annual audit of accounts. Consensus, Carried
6. The chairman has asked Winston Woods, Spencer Cummings and Tony Jelas to talk about the work of the RRC committee.
 - Winston started with introducing the committee with their names and what they do within the committee. He said the main focus was to get the building back into shape and that a building like this doesn't run by itself. At least five to ten hours a week on voluntary work for each committee member is a reality, respect and commitment is needed to succeed.
 - Spencer talked about the man shed, how it came about and explaining what they do and how much they like their work. The man shed is now operating for nearly a year and they are very proud to say that through the man shed projects they have raised around \$2000 for the skate park. They do all sorts of work from restoring & repairing furniture, building garden benches and wooden toys or building an electric chair for the Halloween costume ball. He said without Andreas Thirling there wouldn't be a Skate Park. Also thanking Tony Jelas for his hard work as the Project Manager for the Skate Park and praised the Roller Derby Girls for their brilliant work too. Finally he thanked Christine Thirling for her great work as the RRC's coordinator/secretary and treasurer.
 - Tony Jelas explained the skate Park project supported by images running in the background; he thanked the committee and subcommittee for their work. He estimated that so far there are 1000 hours of volunteer work done and approx. \$90,000 worth of material donated by companies from Whangarei and local businesses. He also thanked Craig Nisbet from Atlas for his support and great teamwork. Most of all he talked about how great the help is from the community and that the Ruakaka Skate Park is being built by the Ruakaka community for the

Ruakaka Community and it was great to see the community coming together for this wonderful project.

7. General Business:

- Andreas Thirling explain again how important it is to have the roof fixed as soon as possible and this would enable the RRC to help the Squash club to fix one problem wall at court 1 too.
- Phil Halse thanked The Ruakaka Recreation Centre for their great work, he talked about Andreas's passion to fight the council in order to get the best for the community. He thanked Christine the RRC coordinator for preparing a great financial report, which reflected the brilliant work of the RRC'S committee. The skate park was another topic he talked about. The council promised two years ago to provide the Ruakaka skate park with a grant of \$70,000. This has not happened yet and Phil will work hard for the people of Ruakaka to make sure the council keeps its promise. He can also see the need of financial support to fix the roof and he will try hard to secure funding for the roof from the council. He also talked about the Interim Developing plan the WDC is preparing at the moment for the Recreation Centre. He said this should help identify the priorities of the Ruakaka Recreation Centre.
- Robbie Jones thanked the RRC's committee for their excellent work and ask Phil Halse if and when the WDC will fix the car park in front of the Ruakaka Recreation Centre.
- Phil Halse and Shelly Deeming promised once again they will work hard to get funding for all of the Ruakaka Recreation Centre's projects. That they are as frustrated as we are and they are not happy either that rural and small communities miss out on WDC funding.
- They said the WDC thinks by July the money comes back to the community. Maybe they talk about the annual operating Grant?

- 8. The Chairperson thanked the people for their attendance. The meeting ended at 7.42 pm. The Next AGM is on the 8th of May, 2017 the time will be announced by email, News Paper, Facebook and on our notice board.**

Signed by Chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
3rd of July 2017**

Meeting called to order at 7pm by Winston Woods

PRESENT: CHRISTINE THIRLING, TONY JELAS
SPENCER CUMMINGS, WINSTON WOODS, RODGER OGLE

APOLOGIES: ANDREAS THIRLING, PHIL HALSE
Apology accepted: Moved by Winston, second by Spencer ✓

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 5th of June 2017

Vote: m/s/c moved by Winston, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st June 2017: \$33872.25

Paid for wages: \$3090.03

Bills: \$4566.71

GST refund: \$0.00

Income/interest: \$3163.56

Donation: \$2000.00

Account Balance at 30th June 2017: \$30814.39 ✓

Fundraising Account

Opening Balance 1st June 2017: \$36313.15

Total expenses: \$ 0.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 40981.60 (\$40825.00 Lottery Grants, \$156.60

G. Abernethy)

GST paid: \$0.00

Account Balance at 30th June 2017: \$77304.54

Moved by Christine, seconded by Tony

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) We received \$40825 donations from the Lottery Grants towards a feasibility study. Also \$2000 from the Bream Bay Anglican Opportunity Shop towards repair cost due to the vandalism earlier this year. The RRC has already send a thank you letter.
- 2.) Educare, no movement. Mr Lints has now changed is lawyer, the new lawyer is Danny Toato'o but still nothing is happening. The only correspondence was, the new lawyer requested all the files for this case. Since then Thomas Biss has send another letter to Mr Toato'o requesting payment for the insurance excess and other repair cost.
The committee will ask RRC's lawyer to write a letter to Educare with the notice of cancellation and give only 7 working days.
Ask Phil, if the RRC could ask for assistance from the WDC to push Lints harder to move and pay up.
- 3.) Mid Winter Christmas Market, start for the RRC Friday at 4pm to decorate the hall and Saturday at 8.30am to set up the stalls. We need as many hands as possible. All committee members will be available, also Denise and Ruta, maybe Craig and Marc from Marsden Lions.
- 4.) Meeting tomorrow in town with Griffiths Project Management at 9.30am. Who will go with Christine, Tony or Spencer? There are some questions to be answered:
 - the reason for the Rec Centre, why was it built?

Meeting has been called off as there was a meeting few days earlier. The next meeting will be on the 18th of July. Tony will ask Peter Batten if he can give us

the information why the Rec Centre was built.

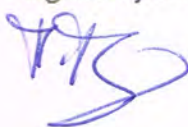
- 5.) Our next event is the Masquerade Ball on the 14th of October. Who will be able to help with the probs? Christine will make a list what needs to be done and the men shed will then organize material and men power. Winston will ask Katie from the Two Birds Café if she would be available again to be the RRC's Bar manager.

General Business

- Tony asked if the Afterball committee has been in touch already. They are a bit slow and the RRC is still waiting of their plans in regards to Alcohol, drugs, security. A copy of the memorandum of understanding to be signed by a parent has been emailed to the Afterball committee already few days ago. To speed up things Christine will contact the BBC's principal's secretary Beverley Webb to follow up the email.
- Spencer suggested to invite Sarah Burren from journey to the deep to the next committee meeting
- Winston said that he found the entrance door not closing properly anymore and the RRC needs to buy a new door closer. All agreed.

NEXT COMMITTEE MEETING: 7th of August 2017 at 7pm

Meeting closed 8.05pm Signed by chairman:



Minutes for the Ruakaka Recreation Centre committee held at the RRC building on the 7th of August 2017

Meeting called to order at 7pm by Andreas Thirling

PRESENT: ANDREAS THIRLING, PHIL HALSE, CHRISTINE THIRLING, TONY JELAS
SPENCER CUMMINGS, WINSTON WOODS, RODGER OGLE

APOLOGIES:

Apology accepted:

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 3rd of July 2017

Vote: m/s/c moved by Tony, second Winston

Business

Financial report:

Operating Account

Opening Balance 1st July 2017: \$31136.91

Paid for wages: \$2124.72

Bills: \$10949.04

GST refund: \$0.00

Income/interest: \$43150.98

Donation: \$60.00

Grant: \$39707.40.00 WDC Grant

Account Balance at 31st July 2017: \$55695.20

Fundraising Account

Opening Balance 1st July 2017: \$77304.54

Total expenses: \$ 4140.00

Payment for event: \$0.00

Grants/Donations/interest: \$ 25.44

GST paid: \$0.00

Account Balance at 31st July 2017: \$73189.98

Moved by Phil, seconded by Tony

Matters arising from previous minutes: -----

Correspondence: New lease, draft from Aubrey Gifford; Rob Forlong email
Moved by Winston, seconded by Spencer

- 1.) Educare – no responds, both lawyers talked but no results and no meeting as yet. No bills paid. Phil advised to get the WDC on our side. He will talk to the WDC. The next step should be a public meeting – the date is 8th of September at 7pm. Topic – Car park, new head lease, Educare and the RRC's proposal to build a multi generational hall.
- 2.) Carpark – Tony explained the problem with the car park. Told about the meeting with Ken Orr and his Engineer Aaron, the problem with the overflow path. The soccer fields can't be done if the flood water can't go anywhere.
- 3.) WDC: Rec Centre has now received the draft of the new Headlease from Aubrey Gifford. Lease area is the same like it was in Hibberts draft lease, only where the RRC building and Educare is sitting on. Phil suggested writing an email back to Rob Forlong telling him the RRC had a meeting last night and the information he got in regards of the sand is incorrect and send email back with the corrections. We should also tell him to sit down with the RRC to work this lease out, that we are trying to finish it. Andreas reminded everyone to demand all the money the WDC has promised to the RRC in the past.
- 4.) Masquerade ball:
 - People potential will do the security part for free again
 - Courtesy transport, this year we need two people to do the pickup and drop off. Craig has organized a van from Northport, maybe we should have a backup as well and ask Macsways if we could have their van booked just in case. Tony's daughter will organize a van from TSB if we need a second van. Winston and Spencer agreed to drive the van together. One is driving the other collecting the \$2 fee and helping navigating to the places.


- Eftpos machine is booked, and it is maybe time to make payments for visa and eftpos cards available. It was agreed to hire an eftpos machine long term. Moved by Spencer, seconded by Tony
- 5.) We have received a donation of \$90 from the Marsden Lions from the Mid winter Christmas market hot/dog chip stand. The Recreation Centre has also received a donation of \$120 from TRA.

General Business

- Tony and Andreas will meet on Tuesday the 8th of August with NZTA.
- Phil has asked to have the meeting minutes from Griffiths & Associates Limited forwarded to him.
- Tony wanted to know if there was already the draw of the raffles. The police came on the 2nd of August to do the draw. The winners have been notified and have picked up their gift baskets.
- Spencer wanted to know if the promised Koha was paid for helping a student to build a bench for his school project. Yes it was paid.

NEXT COMMITTEE MEETING: 4th of September 2017 at 7pm,

Meeting closed 8.30pm Signed by chairman:



**Minutes for the Ruakaka Recreation Centre
committee
held at the RRC building on the
4th of September 2017**

Meeting called to order at 7pm by Andreas Thirling

PRESENT: ANDREAS THIRLING, PHIL HALSE, CHRISTINE THIRLING, TONY JELAS
SPENCER CUMMINGS, WINSTON WOODS, RODGER OGLE

APOLOGIES:

Apology accepted:

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 7th of August 2017

Vote: m/s/c moved by Winston, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st August 2017: \$55840.44

Paid for wages: \$2095.68

Bills: \$4543.89

GST refund: \$0.00

Income/interest: \$18000.40

\$5931.83 Educare & \$8192.88 first

part insurance claim payout. The total will be \$14896.15 for repair bill at Educare

Donation: \$210.00 Marsden Lions & TRA Survey

Grant: \$0.00

Account Balance at 31st August 2017: \$67411.27

Fundraising Account

Opening Balance 1st August 2017: \$73172.88

Total expenses: \$ 2037.04

Payment for event: \$0.00
Grants/Donations/interest: \$ 123.31
GST paid: \$0.00
Account Balance at 31st August 2017: \$71259.15

Moved by Christine, seconded by Tony

Matters arising from previous minutes: -----

Correspondence: Mike Davis email to Rob Forlong, clarifying points to the WDC in regards to the poor state of the playing fields and comments made at the last meeting at the WDC last month. RRC decided to leave it in WDC's hand and RRC will be ready if the soccer club needs their support. Tony explain the work done at the playing fields and the complaint he received from Ken Orr. Tony and Andreas talked to Ken Orr and put the facts right.

Moved by Winston, seconded by Spencer

- 1.) Skatepark - problems with bullying a mother contacted the RRC if there is something to prevent this kind of behaviour? RRC will get in contact with Gina D'Ath. RRC doesn't want to get involved in social issues and would like the BB College to put something in place to prevent this kind of behaviour.
- 2.) BDO Northland, RRC's accountant has recommended using the accounting software Xero. This will eliminate the need to prepare spreadsheet based financial statements with journal entries recorded outside of the accounting software. There will be an ongoing cost of \$420 exclusive GST. This is a special price through BDO. Otherwise we need to pay \$660 + GST. Adelle recommended to start with the new software in October 2017. The committee agreed to change to Xero accounting program.
- 3.) Soccer club has successfully applied for funding to Oxford Trust to get money towards a defibrillator outdoor box. They get \$1000 and decided to donate the defibrillator and the money to the Rec Centre. The committee will accept the donation of the \$1000 towards the defibrillator outdoor box but decided to place it inside the building near the office. All sports clubs and after hours

activities are able to enter the building and therefore would have instant excess to the defibrillator. There is hopefully no risk of vandalism.


- 4.) Ruawai Jets netball club came back with an offer of \$100 to hire out the Halloween decoration. They also offer to pay \$50 to \$100 bond. Committee is happy with the \$100 fee and would charge \$50 bond.
- 5.) Warren Daniels came in today. He said to help the RRC the Ratepayer Association need to go through the existing and new proposed Headlease to be able to argue with the WDC. Because the committee wants the current Headlease only amended there is no need to hand out the old and the proposed Headlease to the Ratepayers Association. The amendment points are:
New amount of \$500, give back the car park and library to the WDC, and negotiate the maintenance of the playing fields with WDC. We just have to make sure everyone supports the RRC on the proposal to the current Headlease. Andreas will talk to Peter Hope explaining the committees view and ask for their support when the draft is ready to be discussed.
- 6.) Fishing club has shared the post to another fishing club with more than 43000 members. Bruce Campbell came in to say we could expect a lot of orders. The RRC received already two orders yesterday.
- 7.) Educare: Everyone is happy with Thomas Biss email to Educare's lawyer. There is a time limit to the 22nd of September 2017. The committee will stick with the original amendment of Thomas Biss's email to Mr Lints.

General Business

- Winston Woods wanted to know about the age limit to sign letters of support. Phil Halse said there is no age limited.

NEXT COMMITTEE MEETING: 2nd of October 2017 at 7pm,

Meeting closed 8.30pm Signed by chairman:



Minutes for the Ruakaka Recreation Centre committee held at the RRC building on the 2nd of October 2017

Meeting called to order at 7pm by Andreas Thirling

PRESENT: ANDREAS THIRLING, CHRISTINE THIRLING, TONY JELAS
SPENCER CUMMINGS, WINSTON WOODS,

APOLOGIES: PHIL HALSE, RODGER OGLE

Apology accepted: moved by Andreas, seconded by Spencer

Visitor/Guest speaker: -----

Approval of minutes:

-motion: to approve the minutes for 4th of September 2017

Vote: m/s/c moved by Andreas, second Spencer

Business

Financial report:

Operating Account

Opening Balance 1st September 2017: \$72729.07

Expenses: \$11940.80

GST refund: \$0.00

Income/interest: \$10852.39

\$6703.27 second part insurance claim payout. The total will be \$14896.15 for repair

bill at

Educare

Donation: \$150

Grant: \$0.00

Minus: GST to pay: \$5171.40 & Educare repair bill: \$14896.15

Account Balance at 30th September 2017: \$51573.11

Fundraising Account

Opening Balance 1st September 2017: \$71269.55

Total expenses: \$ 12143.01

Payment for event: \$0.00

Grants/Donations/interest: \$ 5.19
GST paid: \$2635.43
Account Balance at 30th September 2017: \$54206.70

Moved by Christine, seconded by Spencer

Matters arising from previous minutes: -----

Correspondence: -----

- 1.) WDC and RRC meeting on the 26.09.2017 - Meeting update
No outcome, WDC still not willing to move, Ratepayers are not helping as they don't understand the issues.
Aubrey stated at the meeting with soccer and RRC in regards of the fields, that WDC wants to do the pipe work. Because of the way the WDC works, Spencer suggested to give them a month to do it, and if nothing happens then RRC will start the work themselves as the WDC is still insisting that the RRC is not performing. RRC will notify WDC Parks and Recreations in writing of our intention to start with the temporary fix of the fields for the new soccer season. Paul McDonald and Phil Halse will be copied in.
- 2.) Ratepayers, should they still be part of negotiations with WDC in regards of Headlease. No. Once all is negotiated and ready to sign they will be invited back again to witness when the amendment will be signed.
Warren Daniels dropped off a list for the RRC to make choices of project priorities. RRC Committee decided to only fill out one copy and presented to the Ratepayers at their next committee meeting. Unanimously decision proposed by Tony, seconded by Spencer.
- 3.) Marsden Play Centre are having their annual Monster Market on the 28th October and was hoping the Ruakaka Gym could help them with sponsorship in the way of 1 months free membership. As they are a parent-led not for profit organisation, they rely a lot on their community for donations and sponsorship. Yes, the RRC will sponsor 1 month free gym membership.

- 4.) Educare, update. RRC will wait until Monday the 9th of October 2017 if there was a reply to Thomas Biss's email. If there is no movement in the next two weeks, the RRC will instruct Thomas Biss to write a letter to inform Educare North that if they not agree to have a new deed of sublease drawn up, they have to find new premises by the 1st of November 2018.
- 5.) Masquerade party, ticket sale so far? Ticket sale still slow. Preparation to the Ball will start on the 13th of October 2pm.

General Business

- Roof will be done hopefully during school holidays. Waldron Roofing will contact Dimond.
- Tony will email Mike from soccer to find out if Resene will sponsor paint for the RRC building.

NEXT COMMITTEE MEETING: 6th of November 2017 at 7pm

Meeting closed 8.20pm Signed by chairman:



RUAKAKA RECREATIONAL CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #1

Meeting held at Griffiths and Associates Offices,
127 Mansfield House, Whangarei
21/06/2017 at 3.00pm

PRESENT:

Name	Contact Address	Phone No:
Christine Thirling (CT) <i>Co-ordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Andreas Thirling (AT) <i>Property Caretaker</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Nerida Hawkins (NH) <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei nerida@griffithsandassociates.co.nz	09 430 3104 021 132 0479
Taylor Tunstall (TT) <i>Assistant Project Manager</i>	Griffiths & Assoc, 127 Bank St, Whangarei taylor@griffithsandassociates.co.nz	021 296 4820

APOLOGIES:

Name	Contact Address	Phone No:
Marilyn Hardham (MH) <i>Author</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	

DISTRIBUTION: As per above

1.0	Introduction	Action
1.1	The Client is Ruakaka Recreational Centre – Christine Thirling, Andreas Thirling	Note
1.2	The Project Manager is Griffiths & Associates – Trevor Griffiths/Nerida Hawkins/Taylor Tunstall/Marilyn Hardham	Note
1.3	The scope is to prepare a feasibility study for the Ruakaka Recreational Centre new complex	all

2.0	General – Business Case	Action
2.1	Lotteries granted 100% of application which is \$40,825 incl GST	NOTE
2.2	Marilyn Hardham to do a lot of authorship of main document with the aid of Taylor Tunstall	MH/TT
2.3	RRC happy to use the consultants recommended by Griffiths – HB Architect; Formable; LDE; Equilibrium; Reyburn & Bryant; Richard Greenfield	G&A
2.4	NH to look at criteria for construction funders	NH
2.5	This project must be included into the WDC 2020 plan	NOTE

2.6	CT to establish when funding application dates close	CT
2.7	Stage one project is: <ul style="list-style-type: none"> New building separate to existing Old building remains Located behind new skate park Sand dunes to be removed – Paul McDonald working on this but is leaving WDC, not sure who replacement is as yet? 	ALL
2.8	CT / AT to establish what RRC dream master plan vision is and send to G&A	CT/AT
2.9	NH/CT to look into council LTCCP 2020 master plan.	NH/CT
2.10	CT/AT to provide G&A list of community involvement with RRC – Letters of support – as many as possible	CT/AT
2.11	Valuation of existing building is around \$2.9m – RRC to send copy of valuation to NH	CT
2.12	Bream Bay United Club (soccer) to lease out existing building	NOTE
2.13	G&A to source quotes from consultants for feasibility study reports once we get the master plan in writing from RRC	CT / AT MH / TT
2.14	TT to source NAGST plans to compare with RRC project.	TT
2.15	TT to set up fortnightly meetings held at Griffiths – every 2 nd Tuesday @ 0930	All
2.16	TT/MH to create project programme	TT/MH
3.0	Time/Programme	Action
3.1	Feasibility due on 08/12/2017	ALL
3.2	Check with Lotteries (DIA) and Foundation North dates for submission calendar	NH
4.0	General – Community	Action
4.1	8th July – 10am – Community Fundraising Day at RRC – All Welcome!!!	Note
4.2	Meeting closed 4.20pm	TT
4.3	Held every 2 nd Tuesday – next 4th July 2017	all

Author: Taylor Tunstall, Nerida Hawkins

RUAKAKA RECREATIONAL CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #2

Meeting held at Griffiths and Associates Offices,
127 Mansfield House, Whangarei
29/06/2017 at 9.30am

PRESENT:

Name	Contact Address	Phone No:
Winston Woods (WW) <i>Committee Member</i>	Ruakaka Recreation Centre – 5b Moki Place, Ruakaka	09 432 7005
Spencer Cummings (SC) <i>Committee Member</i>	Ruakaka Recreation Centre – 12 Bream Bay Drive, Ruakaka	09 432 8414
Tony Jelas (TJ) <i>Committee Member</i>	Ruakaka Recreation Centre - 75 Pyle Road East Ruakaka 0116	0223625127
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Marilyn Hardham <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	09 430 3104
Taylor Tunstall (TT) <i>Assistant Project Manager</i>	Griffiths & Assoc, 127 Bank St, Whangarei taylor@griffithsandassociates.co.nz	021 296 4820
Grant Harris (GH) <i>Architect</i>	HB Architecture granth@hbarchitecture.co.nz	09 438 9545

APOLOGIES:

Name	Contact Address	Phone No:
Andreas Thirling (AT) <i>Chairman</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Christine Thirling (CT) <i>Secretary, Treasurer, Coordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Nerida Hawkins (NH) <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei nerida@griffithsandassociates.co.nz	09 430 3072

DISTRIBUTION: As per above

1.0	Introduction	Action
1.1	The Client is Ruakaka Recreational Centre – Christine Thirling, Andreas Thirling	Note
1.2	The Project Manager is Griffiths & Associates – Trevor Griffiths/Nerida Hawkins/Taylor Tunstall/Marilyn Hardham	Note
1.3	The scope is to prepare a feasibility study for the Ruakaka Recreational Centre new complex	all

2.0	General – Business Case	Action
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2.1	Committee members to get skate park usage figures to G&A to highlight community involvement in area.	SC/WW/TJ
2.2	TT to supply NAGST designs to committee team for background on similar projects.	TT
2.3	TG noted that main hall section will cost around \$1,200/m ² whereas other areas such as kitchen and toilets etc will cost slightly more	TG
2.4	TJ noted that the soil is composed of a pete top layer and an underlying sand layer. Geotech report required to confirm conditions	TJ
2.5	Land valuation required for feasibility study.	G&A
2.6	TT to create feasibility study programme as well as full construction programme.	TT
2.7	Fortnightly meetings to be held on Tuesday's at 9:30am	NOTE
2.8	MH to work with NH to look into potential funders. ie lotteries, foundation north, logan campbell, sport northland.	CT/AT
2.9	Committee to provide written letter to say that the football club will take over existing building while RRC maintain building.	TJ/SC/WW
2.10	Committee to investigate the possibility of Seaworld as tenant in new building.	TJ/SC/WW
2.11	New building may need to consider use by gymnastics.	ALL
2.12	G&A to investigate the need for extra carparks.	G&A
2.13	Committee members to seek letters of support for this project to be included in feasibility study.	TJ/SC/WW
2.14	GH to provide concept designs by the end of July.	GH
2.15	RRC to provide G&A with lease agreements.	TJ/SC/WW
2.16	<p>RRC to provide the following to G&A</p> <ul style="list-style-type: none"> List of committee members along with their roles and responsibilities within the organisation, how long have they been a member? How long in their current committee member role? Roles and responsibilities of employees – are they paid employees or voluntary Annual membership numbers say from 5 years ago to now if you have it Is the Centre an Incorporated Society? If so, could I please have a copy of the certificate Is the Centre GST Registered? Background of the organisation. When was it established and the reasons why? Strategic Plan (input from the Board/Committee), could also be used as a resource for informing members of the Centres' direction and priorities. A working document to be reviewed yearly <ul style="list-style-type: none"> Purpose of plan (to provide management and development of the Centre.) Mission Statement Vision Aims/Objectives (provide a list) Highlight each Aim/Objective and advising how this can be achieved Copies of audited annual accounts too as we will need to show that the Centre is able to maintain the upkeep of the new facility as well as the existing facility. 	
2.17	G&A to get quote from a builder to find out how much construction will cost	G&A
2.18	Board Meeting is the first Monday of each month. G&A will meet with Tony, Spencer and Winston on the Monday, prior ready to submit report on the Friday before the Board Meeting	NOTE

3.0	Time/Programme	Action
3.1	Feasibility due on 08/12/2017	ALL
3.2	Check with Lotteries (DIA) and Foundation North dates for submission calendar	NH
4.0	General – Community	Action
4.1	8 th July – 10am – Community Fundraising Day at RRC – All Welcome!!!	Note
4.2	Meeting closed 11.00am	TT
4.3	Held every 2 nd Tuesday – next meeting 4th July 2017	all

Author: Taylor Tunstall

RUAKAKA RECREATION CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #3

**Meeting held at Griffiths and Associates Offices,
127 Bank Street & Mansfield Tce, Whangarei
1 August 2017 at 9.30am**

PRESENT:

Name	Contact Address	Phone No:
Andreas Thirling (AT) <i>Chairman</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – thirling@xtra.co.nz	09 432 7962
Tony Jelas (TJ) <i>Committee Member</i>	Ruakaka Recreation Centre - 75 Pyle Road East Ruakaka 0116 tonysjelas@gmail.com	022 362 5127
Grant Harris (GH) <i>Architect</i>	HB Architecture Ltd, 198 Bank St, Whangarei granth@hbarchitecture.co.nz	09 438 9545
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Taylor Tunstall (TT) <i>Assistant Project Manager</i>	Griffiths & Assoc, 127 Bank St, Whangarei taylor@griffithsandassociates.co.nz	021 296 4820
Marilyn Hardham <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	09 430 3072

APOLOGIES:

Name	Contact Address	Phone No:
Christine Thirling (CT) <i>Secretary, Treasurer, Coordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Winston Woods (WW) <i>Committee Member</i>	Ruakaka Recreation Centre – 5b Moki Place, Ruakaka ruakakamatua@gmail.com	09 432 7005
Spencer Cummings (SC) <i>Committee Member</i>	Ruakaka Recreation Centre – 12 Bream Bay Drive, Ruakaka lucummings@slingshot.co.nz	09 432 8414

DISTRIBUTION: As per above

1.0	Introductions & Background	Action
1.1	The Client is Ruakaka Recreation Centre: <ul style="list-style-type: none"> Andreas Thirling – Chairman Christine Thirling – Secretary Tony Jelas, Winston Woods, Spencer Cummings – Committee Members 	AT CT TJ/WW/SC
1.2	The Project Manager is Griffiths & Associates – Trevor Griffiths/Nerida Hawkins/Taylor Tunstall/Marilyn Hardham	TG/NH/ TT/MH
1.3	The Architect is HB Architecture – Grant Harris	GH
1.4	The scope is to prepare a feasibility study for the Ruakaka Recreation Centre new complex	ALL
1.5	<i>Previous meeting minutes #2 agreed by AT and TJ</i>	<i>AT/TJ</i>
2.0	Documentation	Action
2.1	Committee members to get skate park usage figures to G&A to highlight community involvement in area.	SC/WW/TJ
2.2	TJ noted that the soil is composed of a peat top layer and an underlying sand layer. Geotech report required to confirm conditions	NOTE
2.3	<i>AT and TJ confirmed that the following funders are aware of the new complex:-</i> <ol style="list-style-type: none"> Foundation North Lotteries Commission <i>G&A do not need to research looking for other possible funders. RRC to send MH contact details of who they have been in contact with from the above organisations. Post Meeting Note: Done, sent by CT 01/8/17</i>	<i>NOTE</i>
2.4	<i>G&A to contact funders for their closing dates on their applications. Will have an impact on High-Level programme</i>	<i>TT/MH</i>
2.5	Committee to provide written letter to say that the football club will take over existing building while RRC maintain building.	TJ/SC/WW
2.6	Committee to investigate the possibility of Seaworld as tenant in new building. <i>RRC advised this is no longer on the agenda.</i>	<i>NOTE</i>
2.7	Committee members to seek letters of support for this project to be included in feasibility study - ongoing	TJ/SC/WW
2.8	Strategic Plan from RRC. MH to forward example of Strategic Plan to CT	<i>MH</i>
2.9	<i>Letter of support from New Zealand Deer Association (NZDA)</i>	<i>RRC – AT/CT</i>
2.10	<i>Copy of drawing from WDC, Simon Weston showing proposed location of new football pitches to be sent to GH/G&A.</i> <i>Note: Football fields scheduled for 2018. Paul McDonald (021 168 5070) advised AT to put pressure on WDC to ensure that this is still on their radar</i>	<i>RRC – TJ</i> <i>RRC/TG</i>
2.11	<i>RRC to forward copy of WDC LTCCP report to G&A, in particular Page 17 of report. It outlines that RRC have requested WDC support therefore WDC are aware of proposed new complex.</i> <i>Post Meeting Note: CT sent 1/8/17</i>	<i>NOTE</i>

3.0	Budget	Action
3.1	<i>Budget for new building is \$5.0m only</i>	ALL
3.2	<i>AT advised that there had been discussions with WDC providing funding of \$1.2m, which would be gifted in 3 stages ie: \$400k per stage. Unfortunately nothing was put in writing</i>	NOTE
3.3	<i>RRC approved MH to contact and appoint external consultants as highlighted in G&A Offer of Service:</i> <ul style="list-style-type: none"> • Architect – Grant Harris, HBA Ltd • Geotech – LDE Ltd • Structural Engineer – Richard Greenfield, Kakariki Engineering Ltd • Traffic Engineer - Mike Sullivan, Engineering Equilibrium Ltd • Planner – Emma Miller, Reyburn & Bryant Ltd • Fire Report – Dean Halvorson, Formable Ltd 	MH
4.0	Design	Action
4.1	<i>HBA concept drawings discussed at meeting</i>	NOTE
4.2	<i>RRC concerned that roller derby track (22 x 32) will not fit in proposed scheme. GH confirmed it can fit</i>	NOTE
4.3	<i>GH to amend drawings as follows:</i> <ul style="list-style-type: none"> • reduce footprint from 960 persons to 350 persons • reduce width of corridor • Omit carpark spaces. RRC have had discussions with WDC regarding parking. WDC have planned parking across the road from proposed new complex site. NZDA (Deer Association) would also be providing parking in this same area, hence parking spaces not to be included in the scheme. Note RRC need to send any correspondence between RRC/WDC and RRC/NZDA relating to this issue 	GH
4.4	<i>TJ advised that seating in concept plan not ideal. Would prefer mezzanine. G&A advised that mezzanine is too expensive and will blow the budget. Removable trolley seating is an ideal option</i>	NOTE
4.5	<i>GH to move building as discussed with TJ at meeting. GH will need a copy of the WDC drawing showing the proposed football pitches</i>	RRC - TJ
5.0	Time/Programme	Action
5.1	<i>Feasibility due on 08/12/2017</i>	ALL
5.2	<i>Check with Lotteries (DIA) and Foundation North dates for submission calendar</i>	MH/TT
5.3	<i>TT tabled two programmes.</i> <ol style="list-style-type: none"> 1. Feasibility Report Programme 2. High Level /Build Programme <i>TT to update Feasibility Report Programme to show correct meeting dates</i> <i>TT to update High Level Programme. Reduce funding period and change date of new build opening December 2020.</i>	TT

6.0	General	Action
6.1	<i>G&A requested that RRC involve them in all meetings that involve external parties eg: WDC, NZDA</i>	RRC
6.2	<i>RRC want Coresteel to build complex. TG happy for this but raised concerns that fit-out will not be included</i>	NOTE
6.3	<i>RRC to approach John Keith to remove sand dunes</i>	RRC - AT
6.4	<i>TG advised AT to contact Paul McDonald – we could use him as a consultant. Post Meeting Note: AT has contacted PM who will contact G&A shortly.</i>	RRC - AT
5.0	<p>Meeting closed 10.30am</p> <p>Next Meeting</p> <ul style="list-style-type: none"> • Team Meeting #4 – 15th August 2017 • Team Meeting #5 – 29th August 2017 • Team Meeting #6 – 12th September 2017 • Team Meeting #7 – 26th September 2017 • Team Meeting #8 – 10th October 2017 • Team Meeting #9 – 24th October 2017 • Team Meeting #10 – 7th November 2017 • Team Meeting #11 – 21st November 2017 • Team Meeting #12 – 5th December 2017 	ALL

Author: Marilyn Hardham/Taylor Tunstall/Trevor Griffiths

RUAKAKA RECREATION CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #4

**Meeting held at Ruakaka Recreation Centre,
Takutai Place, Ruakaka, Whangarei
15 August 2017 at 9.30am**

PRESENT:

Name	Contact Address	Phone No:
Andreas Thirling (AT) <i>Chairman</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – thirling@xtra.co.nz	09 432 7962
Tony Jelas (TJ) <i>Committee Member</i>	Ruakaka Recreation Centre - 75 Pyle Road East Ruakaka 0116 tonysjelas@gmail.com	022 362 5127
Grant Harris (GH) <i>Architect</i>	HB Architecture Ltd, 198 Bank St, Whangarei granth@hbarchitecture.co.nz	09 438 9545
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Taylor Tunstall (TT) <i>Assistant Project Manager</i>	Griffiths & Assoc, 127 Bank St, Whangarei taylor@griffithsandassociates.co.nz	021 296 4820

APOLOGIES:

Name	Contact Address	Phone No:
Christine Thirling (CT) <i>Secretary, Treasurer, Coordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Winston Woods (WW) <i>Committee Member</i>	Ruakaka Recreation Centre – 5b Moki Place, Ruakaka ruakakamatua@gmail.com	09 432 7005
Spencer Cummings (SC) <i>Committee Member</i>	Ruakaka Recreation Centre – 12 Bream Bay Drive, Ruakaka lucummings@slingshot.co.nz	09 432 8414
Marilyn Hardham <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	09 430 3072

DISTRIBUTION: As per above

1.0	Introductions & Background	Action
1.1	The Client is Ruakaka Recreation Centre: <ul style="list-style-type: none"> Andreas Thirling – Chairman Christine Thirling – Secretary Tony Jelas, Winston Woods, Spencer Cummings – Committee Members 	AT CT TJ/WW/SC
1.2	The Project Manager is Griffiths & Associates Trevor Griffiths/Taylor Tunstall/Marilyn Hardham	TG TT/MH
1.3	The Architect is HB Architecture – Grant Harris	GH
1.4	The scope is to prepare a feasibility study for the Ruakaka Recreation Centre new complex	ALL
1.5	<i>Previous meeting minutes #3 agreed</i>	<i>AT/TJ</i>
2.0	Documentation	Action
2.1	TJ to get skate park usage figures to G&A to highlight community involvement in area.	TJ
2.2	TJ noted that the soil is composed of a peat top layer and an underlying sand layer. Geotech report required to confirm conditions	NOTE
2.3	AT and TJ confirmed that the following funders are aware of the new complex:- <ol style="list-style-type: none"> Foundation North Lotteries Commission <i>MH looked into other funding options but unable to find any suitable funders. WDC and the above are the only options.</i>	NOTE
2.4	G&A to contact funders for their closing dates on their applications. Will have an impact on High-Level programme. <i>Submission Dates:</i> <ul style="list-style-type: none"> <i>Foundation North – No dates for 2018 yet but is usually in May and November</i> <i>Lotteries Commission – Opens 4/07/2018; Closes 29/08/2018. Decision to be made 30/11/2018. Can only apply yearly. RRC cannot apply any earlier as funding was received in May 2017</i> 	TT/MH
2.5	Committee to provide written letter to say that the football club will take over existing building while RRC maintain building.	TJ/SC/WW
2.6	Committee members to seek letters of support for this project to be included in feasibility study - ongoing	TJ/SC/WW
2.7	<i>Strategic Plan received from RRC. G&A to review</i>	<i>G&A</i>
2.8	<i>Letter of support from New Zealand Deer Association (NZDA)</i>	<i>RRC – AT/CT</i>
2.9	Copy of drawing from WDC, Simon Weston showing proposed location of new football pitches to be sent to GH/G&A. Note: Football fields scheduled for 2018. Paul McDonald (021 168 5070) advised AT to put pressure on WDC to ensure that this is still on their radar. <i>TG/TJ met Northport to help regarding sand removal</i>	RRC – TJ RRC/TG <i>TG/TJ</i>
2.10	<i>AT met with Rob Furlong (WDC) who advised current football grounds are only a proposal for WDC LTP. There is no money put against it. RF requested Bream Bay Football Club(Mike Davies) make a submission</i>	<i>NOTE</i>
2.11	<i>RRC are competing with Tikipunga and Central Brown</i>	<i>NOTE</i>
2.12	<i>RRC to lobby with councilors to get WDC support</i>	<i>RRC</i>
2.13	<i>All leases are in place. Require copy of sub-lease with BBUAFC and Educare</i>	<i>RRC</i>

6.4	TG advised AT to contact Paul McDonald – we could use him as a consultant. Post Meeting Note: AT has contacted PM who will contact G&A shortly.	RRC - AT
5.0	<p>Meeting closed 10.30am</p> <p>Next Meeting</p> <ul style="list-style-type: none"> • Team Meeting #5 – 29th August 2017 • Team Meeting #6 – 12th September 2017 • Team Meeting #7 – 26th September 2017 • Team Meeting #8 – 10th October 2017 • Team Meeting #9 – 24th October 2017 • Team Meeting #10 – 7th November 2017 • Team Meeting #11 – 21st November 2017 • Team Meeting #12 – 5th December 2017 <p><i>We are suggesting to hold future meetings monthly rather than fortnightly, but this will be discussed further at the next meeting which is still scheduled for 29th August 2017</i></p>	ALL

Author: Taylor Tunstall/Trevor Griffiths

RUAKAKA RECREATION CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #5

Meeting held at Ruakaka Recreation Centre,
Griffiths & Associates Ltd, 127 Bank St, Whangarei
29 August 2017 at 9.30am

PRESENT:

Name	Contact Address	Phone No:
Andreas Thirling (AT) <i>Chairman</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – thirling@xtra.co.nz	09 432 7962
Tony Jelas (TJ) <i>Committee Member</i>	Ruakaka Recreation Centre - 75 Pyle Road East Ruakaka 0116 tonysjelas@gmail.com	022 362 5127
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Marilyn Hardham <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	09 430 3072

APOLOGIES:

Name	Contact Address	Phone No:
Grant Harris (GH) <i>Architect</i>	HB Architecture Ltd, 198 Bank St, Whangarei granth@hbarchitecture.co.nz	09 438 9545
Taylor Tunstall (TT) <i>Assistant Project Manager</i>	Griffiths & Assoc, 127 Bank St, Whangarei taylor@griffithsandassociates.co.nz	021 296 4820

DISTRIBUTION: As per above

Name	Contact Address	Phone No:
Christine Thirling (CT) <i>Secretary, Treasurer, Coordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Winston Woods (WW) <i>Committee Member</i>	Ruakaka Recreation Centre – 5b Moki Place, Ruakaka ruakakamatua@gmail.com	09 432 7005
Spencer Cummings (SC) <i>Committee Member</i>	Ruakaka Recreation Centre – 12 Bream Bay Drive, Ruakaka lucummings@slingshot.co.nz	09 432 8414

1.0	Introductions & Background	Action
1.1	The Client is Ruakaka Recreation Centre: <ul style="list-style-type: none"> Andreas Thirling – Chairman Christine Thirling – Secretary Tony Jelas, Winston Woods, Spencer Cummings – Committee Members 	AT CT TJ/WW/SC
1.2	The Project Manager is Griffiths & Associates Trevor Griffiths/Taylor Tunstall/Marilyn Hardham	TG TT/MH
1.3	The Architect is HB Architecture – Grant Harris	GH
1.4	The scope is to prepare a feasibility study for the Ruakaka Recreation Centre new complex	ALL
2.0	Documentation	Action
2.1	TJ to get skate park usage figures to G&A to highlight community involvement in area.	TJ
2.2	TJ noted that the soil is composed of a peat top layer and an underlying sand layer. Geotech report required to confirm conditions	NOTE
2.3	AT and TJ confirmed that the following funders are aware of the new complex:- <ol style="list-style-type: none"> Foundation North Lotteries Commission MH looked into other funding options but unable to find any suitable funders. WDC and the above are the only options.	NOTE
2.4	Funders Submission Dates: <ul style="list-style-type: none"> Foundation North – No dates for 2018 yet but is usually in May and November Lotteries Commission – Opens 4/07/2018; Closes 29/08/2018. Decision to be made 30/11/2018. Can only apply yearly. RRC cannot apply any earlier as funding was received in May 2017 	
2.5	Committee to provide written letter to say that the football club will take over existing building while RRC maintain building.	TJ/SC/WW
2.6	Committee members to seek letters of support for this project to be included in feasibility study. <i>Received letters of support 29/8/17 with more still to be sent. CT is chasing for these. Also received letter of support dated 22/12/15 from Paul McDonald when he was at WDC. Note to be enclosed with report.</i>	RRC/G&A
2.7	Strategic Plan received from RRC.	NOTE
2.8	Letter of support from New Zealand Deer Association (NZDA). <i>Letter received from Sporting Shooter Association. Still need letter from NZDA</i>	RRC – AT/CT
2.9	Football fields scheduled for 2018. Paul McDonald (021 168 5070) advised AT to put pressure on WDC to ensure that this is still on their radar. TG/TJ met Northport to help regarding sand removal	TJ/TG
2.10	AT met with Rob Furlong (WDC) who advised current football grounds are only a proposal for WDC LTP. There is no money put against it. RF requested Bream Bay Football Club(Mike Davies) make a submission	NOTE
2.11	RRC are competing with Tikipunga and Central Brown	NOTE
2.12	RRC to lobby with councilors to get WDC support	RRC
2.13	All leases are in place. Require copy of sub-lease with BBUAFC and Educare	RRC
2.14	<i>TJ to meet with Phil Halse to discuss how to get this proposal into the LTCCP. TJ to take copy of Paul McDonald letter as highlighted in item 2.6 with him. Need to get NRC support too.</i>	TJ

3.0	Budget	Action
3.1	Shopping list design costs \$11m, but budget for new building is \$5.0m only.	ALL
3.2	<i>Latest revised plans estimated at \$5.6m. G&A (KG) to review TG comments and see if can be changed.</i>	G&A - KG
3.3	AT advised that there had been discussions with WDC providing funding of \$1.2m, which would be gifted in 3 stages ie: \$400k per stage. Unfortunately nothing was put in writing.	NOTE
3.4	<p><i>MH to send SFA's to RRC for Planner, Traffic Engineer and Structural Engineer.</i></p> <ul style="list-style-type: none"> Architect – Grant Harris, HBA Ltd (SFA signed by RRC 11/8/17) - \$5,000 Geotech – LDE Ltd – <i>G&A accepted OOS on behalf of client - \$2,500</i> Structural Engineer – Richard Greenfield, Kakariki Engineering Ltd – <i>have requested to reduce fee to \$1,250, await OOS</i> Traffic Engineer - Mike Sullivan, Engineering Equilibrium Ltd – <i>await SFA from engineer, then send to RRC for signature- \$2,500</i> Planner – Emma Miller, Reyburn & Bryant Ltd – <i>MH to send SFA to RRC</i> Fire Report – Dean Halvorson, Formable Ltd – <i>Not required at this stage</i> Liaison with WDC on behalf of RRC - NUCA Paul McDonald – <i>SFA signed by client 21/08/17 - \$2,824.35</i> <p><i>Post Meeting Note: Funding grant was inclusive of GST. Client advised that we can use all consultants as per the original funding application scope. TT to re-engage Fire Engineer. Client can claim back all GST which does not need to be reimbursed back to the funders. This means there is a spare \$5k approximately that is free for RRC to allocate elsewhere. Part of this will be used to pay Paul.</i></p>	MH
4.0	Design	Action
4.1	<i>HBA concept drawings discussed at meeting. AT and TJ extremely impressed with the drawings. Toilets were discussed for the gym/lounge area.</i>	NOTE
4.2	<i>Suggest that accessible toilets be removed and put in the 4.0m wide corridor between the lounge and gym and swap gym and lounge locations.</i>	GH
4.3	<i>MH to send 3D plan to RRC.</i>	MH
4.4	All agree that project should not include Rifle Range, this can be done at a later stage	ALL
5.0	Time/Programme	Action
5.1	Feasibility due on 08/12/2017	ALL
5.2	<i>TT to update both programmes - to be sent to all shortly</i>	TT
6.0	General	Action
6.1	G&A requested that RRC involve them in all meetings that involve external parties eg: WDC, NZDA. <i>AT request G&A keep RRC in the loop and keep pushing them for information. CT has been great getting information to G&A when it has been requested</i>	RRC/G&A
6.2	RRC want Coresteel to build complex. TG happy for this but raised concerns that fit-out will not be included	NOTE
6.3	RRC to approach John Keith to remove sand dunes. RRC need approval from WDC and continue to engage support of the local iwi Patuharakeke Te Iwi Trust Board	RRC – AT/TJ

6.4	<i>Committee meetings held 1st Monday of each month, next one due 4/9/2017. G&A to send 1st draft of report to RRC to review at Committee Meeting</i>	G&A
6.5	<i>RRC advised that WDC and the local community are erecting a security perimeter fence around the entire RRC occupied land.</i>	NOTE
6.6	TG advised AT to contact Paul McDonald – we could use him as a consultant. Post Meeting Note: AT has contacted PM who will contact G&A shortly.	RRC - AT
5.0	<p>Meeting closed 10.30am</p> <p>Next Meeting</p> <p><i>Monthly meetings from now on to cut down on fees. Email correspondance/telcon will be sufficient in the meantime. Trevor is on annual leave from 4th September – 9th October 2017</i></p> <ul style="list-style-type: none"> <i>Team Meeting #6 – 26th September 2017</i> <i>Team Meeting #7 – 24th October 2017</i> <i>Team Meeting #8 – 21st November 2017</i> <i>Final Team Meeting #9 – Tuesday, 5th December 2017</i> 	ALL

Author: Marilyn Hardham/Trevor Griffiths

RUAKAKA RECREATION CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #6

Meeting held at Ruakaka Recreation Centre,
Griffiths & Associates Ltd, 127 Bank St, Whangarei
24 October 2017 at 10:00am

PRESENT:

Name	Contact Address	Phone No:
Andreas Thirling (AT) <i>Chairman</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – thirling@xtra.co.nz	09 432 7962
Winston Woods (WW) <i>Committee Member</i>	Ruakaka Recreation Centre – 5b Moki Place, Ruakaka ruakakamatua@gmail.com	09 432 7005
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Marilyn Hardham <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	09 430 3072

APOLOGIES:

Name	Contact Address	Phone No:
Tony Jelas (TJ) <i>Committee Member</i>	Ruakaka Recreation Centre - 75 Pyle Road East Ruakaka 0116 tonysjelas@gmail.com	022 362 5127
Grant Harris (GH) <i>Architect</i>	HB Architecture Ltd, 198 Bank St, Whangarei granth@hbarchitecture.co.nz	09 438 9545

DISTRIBUTION: Below and as per above

Name	Contact Address	Phone No:
Christine Thirling (CT) <i>Secretary, Treasurer, Coordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Spencer Cummings (SC) <i>Committee Member</i>	Ruakaka Recreation Centre – 12 Bream Bay Drive, Ruakaka lucummings@slingshot.co.nz	09 432 8414

1.0	Introductions & Background	Action
1.1	The Client is Ruakaka Recreation Centre: <ul style="list-style-type: none"> Andreas Thirling – Chairman Christine Thirling – Secretary Tony Jelas, Winston Woods, Spencer Cummings – Committee Members 	AT CT TJ/WW/SC
1.2	The Project Manager is Griffiths & Associates Trevor Griffiths/Taylor Tunstall/Marilyn Hardham	TG TT/MH
1.3	The Architect is HB Architecture – Grant Harris	GH
1.4	The scope is to prepare a feasibility study for the Ruakaka Recreation Centre new complex	ALL
2.0	Documentation	Action
2.1	TJ to get skate park usage figures to G&A to highlight community involvement in area.	TJ
2.2	TJ noted that the soil is composed of a peat top layer and an underlying sand layer. <i>Geotech report received. Peat/fill encountered between 0.6m to 2.4m. There is further organic content below this and it is recommended both the peat/fill and organic content be removed and replaced with engineered fill prior to foundations being laid. Total excavation depth of 1.5m to 2.7m of unsuitable material beneath proposed building footprint to be removed.</i>	NOTE
2.3	Funders Submission Dates: <ul style="list-style-type: none"> Foundation North – No dates for 2018 yet but is usually in May and November Lotteries Commission – Opens 4/07/2018; Closes 29/08/2018. Decision to be made 30/11/2018. Can only apply yearly. RRC cannot apply any earlier as funding was received in May 2017 	
2.4	Committee to provide written letter to say that the football club will take over existing building while RRC maintain building.	TJ/SC/WW
2.5	Letter of support from New Zealand Deer Association (NZDA). <i>Letter received from Sporting Shooter Association. Still need letter from NZDA</i>	RRC – AT/CT
2.6	Football fields scheduled for 2018. Paul McDonald (021 168 5070) advised AT to put pressure on WDC to ensure that this is still on their radar	AT
2.7	AT met with Rob Furlong (WDC) who advised current football grounds are only a proposal for WDC LTP. There is no money put against it. RF requested Bream Bay Football Club(Mike Davies) make a submission	NOTE
2.8	All leases are in place. Require copy of sub-lease with BBUAFC and Educare	RRC
2.9	TJ to meet with Phil Halse to discuss how to get this proposal into the LTCCP. Need to get NRC support too.	TJ
2.10	<i>Consultant reports received:</i> <ul style="list-style-type: none"> Planning Geotech Fire <i>MH to follow up with Structural Engineer and Traffic Engineer on status of their report</i>	MH
3.0	Budget	Action
3.1	Shopping list design costs \$11m, but budget for new building is \$5.0m only.	ALL

3.2	<i>G&A to get two quotes from contractors for the build and enclose this information in the report (Coresteel and Trigg)</i>	MH
3.3	AT advised that there had been discussions with WDC providing funding of \$1.2m, which would be gifted in 3 stages ie: \$400k per stage. Unfortunately nothing was put in writing.	NOTE
3.4	<i>FF&E to be included in project costs</i>	G&A
3.5	<i>RRC assets valuation:</i> <ul style="list-style-type: none"> <i>Current facilities - \$2.29m</i> <i>Skate Park - \$414,000</i> 	NOTE
4.0	Design	Action
4.1	HBA concept drawings discussed at meeting. Toilets were discussed for the gym/lounge area at the last meeting, <i>however this will be detailed in the latter stages of Detailed and Developed Design. Agreed to leave the concept as it is for funding purposes, but RRC understand this is not a firm design and that it can be altered</i>	NOTE
4.2	<i>RRC Wishlist: (to be adjusted once we are through funding stage)</i> <ul style="list-style-type: none"> <i>Increase kitchen size</i> <i>Increase lounge area</i> <i>Increase office area</i> <i>More storage</i> <i>Decrease all corridor widths (to allow increasing kitchen, lounge and office areas)</i> <i>Create covered outdoor area north-east, adjacent to lounge</i> <i>Statement front entrance – identify this as belonging to Ruakaka. G&A include a provisional sum of \$50k</i> <i>Swimming pool option to be kept in the report. Not to increase footprint</i> 	GH
4.3	All agree that project should not include Rifle Range, this can be done at a later stage	ALL
4.4	<i>RRC wish to include Complete Concrete (involved as volunteers for the Skate Park) to do concrete base of building</i>	NOTE
4.5	<i>RRC want Coresteel to construct the building</i>	NOTE
5.0	Time/Programme	Action
5.1	Feasibility due on 08/12/2017	ALL
6.0	General	Action
6.1	RRC advised that WDC and the local community are erecting a security perimeter fence around the entire RRC occupied land.	NOTE
6.2		
5.0	Meeting closed 10.45am Next Meeting <ul style="list-style-type: none"> <i>Team Meeting #7 – 21st November 2017</i> <i>Final Team Meeting #8 – Tuesday, 5th December 2017</i> 	ALL

Author: Marilyn Hardham/Trevor Griffiths

RUAKAKA RECREATION CENTRE FEASIBILITY STUDY

Minutes of Team Meeting #7

Meeting held at Griffiths & Associates Ltd, 127 Bank St, Whangarei
28 November 2017 at 12:30pm

PRESENT:

Name	Contact Address	Phone No:
Andreas Thirling (AT) <i>Chairman</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – thirling@xtra.co.nz	09 432 7962
Winston Woods (WW) <i>Committee Member</i>	Ruakaka Recreation Centre – 5b Moki Place, Ruakaka ruakakamatua@gmail.com	09 432 7005
Paul McDonald (PM) <i>NUCA Director</i>	12 Manawa Drive, RD3, Ngunguru, Whangarei paul@nuca.co.nz	021 168 5070
Trevor Griffiths (TG) <i>Director</i>	Griffiths & Assoc, 127 Bank St, Whangarei trevor@griffithsandassociates.co.nz	021 289 6966
Marilyn Hardham <i>Project Administrator</i>	Griffiths & Assoc, 127 Bank St, Whangarei marilyn@griffithsandassociates.co.nz	09 430 3072

APOLOGIES:

Name	Contact Address	Phone No:
Tony Jelas (TJ) <i>Committee Member</i>	Ruakaka Recreation Centre - 75 Pyle Road East Ruakaka 0116 tonysjelas@gmail.com	022 362 5127

DISTRIBUTION: Below and as per above

Name	Contact Address	Phone No:
Christine Thirling (CT) <i>Secretary, Treasurer, Coordinator</i>	Ruakaka Recreation Centre – 9 Takutai Place, Ruakaka 0116 - PO Box 123, Ruakaka 0151 – ruakakarec@xtra.co.nz	09 432 7962
Spencer Cummings (SC) <i>Committee Member</i>	Ruakaka Recreation Centre – 12 Bream Bay Drive, Ruakaka lucummings@slingshot.co.nz	09 432 8414

1.0	Introductions & Background	Action
1.1	The Client is Ruakaka Recreation Centre: <ul style="list-style-type: none"> Andreas Thirling – Chairman Christine Thirling – Secretary Tony Jelas, Winston Woods, Spencer Cummings – Committee Members 	AT CT TJ/WW/SC
1.2	The Project Manager is Griffiths & Associates Trevor Griffiths/Taylor Tunstall/Marilyn Hardham	TG TT/MH
1.3	The scope is to prepare a feasibility study for the Ruakaka Recreation Centre new complex	ALL
1.4	<i>Paul McDonald is Director for NUCA Ltd. Paul's role is to liaise with Whangarei District Council on the clients' behalf.</i>	PM
2.0	Documentation	Action
2.1	TJ to get skate park usage figures to G&A to highlight community involvement in area.	TJ
2.2	TJ noted that the soil is composed of a peat top layer and an underlying sand layer. Geotech report received. Peat/fill encountered between 0.6m to 2.4m. There is further organic content below this and it is recommended both the peat/fill and organic content be removed and replaced with engineered fill prior to foundations being laid. Total excavation depth of 1.5m to 2.7m of unsuitable material beneath proposed building footprint to be removed.	NOTE
2.3	Funders Submission Dates: <ul style="list-style-type: none"> Foundation North – No dates for 2018 yet but is usually in May and November Lotteries Commission – Opens 4/07/2018; Closes 29/08/2018. Decision to be made 30/11/2018. Can only apply yearly. RRC cannot apply any earlier as funding was received in May 2017 	
2.4	Committee to provide written letter to say that the football club will take over existing building while RRC maintain building.	TJ/SC/WW
2.5	Letter of support from New Zealand Deer Association (NZDA). <i>Letter received from Sporting Shooter Association. Still need letter from NZDA</i>	RRC – AT/CT
2.6	Football fields scheduled for 2018. Paul McDonald (021 168 5070) advised AT to put pressure on WDC to ensure that this is still on their radar	AT
2.7	AT met with Rob Furlong (WDC) who advised current football grounds are only a proposal for WDC LTP. There is no money put against it. RF requested Bream Bay Football Club(Mike Davies) make a submission	NOTE
2.8	All leases are in place. Require copy of sub-lease with BBUAFC and Educare	RRC
2.9	TJ to meet with Phil Halse to discuss how to get this proposal into the LTCCP. Need to get NRC support too.	TJ
2.10	Consultant reports received: <ul style="list-style-type: none"> Planning Geotech Fire <i>Traffic Engineer</i> <i>Structural Engineer engineering report due in by the end of the week</i>	NOTE

3.0	Budget	Action
3.1	Shopping list design costs \$11m, but budget for new building is \$5.0m only.	ALL
3.2	G&A to get two quotes from contractors for the build and enclose this information in the report (Coresteel and Trigg) - <i>Received</i>	NOTE
3.3	AT advised that there had been discussions with WDC providing funding of \$1.2m, which would be gifted in 3 stages ie: \$400k per stage. Unfortunately nothing was put in writing.	NOTE
3.4	FF&E to be included in project costs	G&A
3.5	RRC assets valuation: <ul style="list-style-type: none"> Current facilities - \$2.29m Skate Park - \$414,000 	NOTE
4.0	Design	Action
4.1	HBA concept drawings discussed at meeting. Toilets were discussed for the gym/lounge area at the last meeting, however this will be detailed in the latter stages of Detailed and Developed Design. Agreed to leave the concept as it is for funding purposes, but RRC understand this is not a firm design and that it can be altered	NOTE
4.2	RRC Wishlist: (to be adjusted once we are through funding stage) <ul style="list-style-type: none"> Increase kitchen size Increase lounge area Increase office area More storage Decrease all corridor widths (to allow increasing kitchen, lounge and office areas) Create covered outdoor area north-east, adjacent to lounge Statement front entrance – identify this as belonging to Ruakaka. G&A include a provisional sum of \$50k Swimming pool option to be kept in the report. Not to increase footprint 	GH
4.3	All agree that project should not include Rifle Range, this can be done at a later stage	ALL
4.4	RRC wish to include Complete Concrete (involved as volunteers for the Skate Park) to do concrete base of building	NOTE
4.5	RRC want Coresteel to construct the building	NOTE
5.0	Time/Programme	Action
5.1	Feasibility due on 08/12/2017	ALL
5.2	<i>G&A to complete programme</i>	
6.0	General	Action
6.1	RRC advised that WDC and the local community are erecting a security perimeter fence around the entire RRC occupied land.	NOTE

WDC Update Meeting – December 2017		
6.2	PM confirmed that the Update Meeting with Council is in December but that a date is still to be advised. PM thinks it maybe the 20/12/2017. If the date is 20/12/2017 then our presentation must be submitted a week prior to the Update Meeting, therefore due by 13/12/17. PM to chase WDC for date.	PM
6.3	All councilors will be present at the Update Meeting but it will not be as formal as a full Infrastructure Meeting. PM thinks that 10 minutes will be maximum presentation time given.	ALL
6.4	<p>G&A, RRC and PM to be at the presentation.</p> <ul style="list-style-type: none"> PM to introduce G&A to talk about the feasibility RRC <p>Aim of meeting:</p> <ul style="list-style-type: none"> Sell the disadvantages of the existing space (it's 40 years old, outdated) A new beginning View of the project Talk about external third-party funders <ul style="list-style-type: none"> support received from Lottery Grant of \$40k to fund the feasibility staff from third-party funders have visited site (this shows that third-party funders think this project is worthy and viable?) Need money/funding in Year 1 and 2 (include cashflow chart) 	<p>TG/CT/WW/ PM</p> <p>G&A/PM</p>
6.5	This is an opportunity to present the proposal to councilors and get them on our side. Need to go into the meeting with a positive attitude, forget about the past history, highlight the benefits of the new building and why this project is needed in the community.	ALL
6.6	MH to forward Northland Hub PowerPoint presentation to PM as an example. This was presented to council in November 2017 as was very successful.	MH/PM
6.7	<p>Key dates leading up to presentation if meeting is 20/12/2017:</p> <ul style="list-style-type: none"> Complete presentation by 8/12/17 and present to RRC (AT/WW) and local councilors. Preferably morning meeting (10am – 11am) <ul style="list-style-type: none"> Phil Halse- Cr.Halse@wdc.govt.nz; M: 027 303 5671 Shelley Deeming – Cr.Deeming@wdc.govt.nz; M: 027 275 7330 MH/PM to meet at 9am prior to 8/12/17 11/12/17 – 12/12/17 – PM/MH to tweak presentation 13/12/17 – Submit presentation to WDC 20/12/17 – Present to WDC 	<p>ALL</p> <p>MH/PM</p> <p>ALL</p>
5.0	<p>Meeting closed 1.45pm</p> <p>Next Meeting</p> <ul style="list-style-type: none"> TBA 	ALL

Author: Marilyn Hardham/Trevor Griffiths

Appendix 7 – Profit Forecast, Revenue Analysis and Financial Accounts

- Profit Forecast
- Revenue Analysis
- Financial Accounts

Ruakaka Recreation Centre - profit forecast for new and existing building

Profit forecast for year 1 of operating the new building - income

It is just an estimate to work out the profitability for the first year in operation

	2016-2017	first year after opening	increase in %
Sales Revenue	Annual Total	Annual total new & old building	
Educare rent	\$6,000.00	\$35,000.00	more realistic rent, now it is only \$575 a month, still negotiating
Gym	\$17,229.00	\$20,675.00	expected increase of 20%
Lounge hire/events/activity/meetings	\$6,533.00	\$10,453.00	expected increase of 60%
Amenity hire/equipment /field	\$61.00	\$183.00	expected increase of 200%
Annual Lease fee(clubs & societies)	\$4,389.00	\$20,511.00	includes \$17392 annual lease payment from soccer
Funds raised through fundraising	\$3,838.00	\$4,000.00	
Bond no GST/amenity/facility/key tag	\$1,630.00	\$1,630.00	
genaral income/refund material/other	\$999.00	\$1,000.00	
Squash casual/rackets	\$83.00	\$0.00	
Grants/Donations	\$85,835.00	\$80,000.00	expected increase of annual operating grant
multi activity sports hall	\$0.00	\$15,000.00	expected income for the 1.year
Credit interest	\$234.00	\$234.00	for the 1.year the average utilization we expect to be: 12.5 hours per week proposed hourly rate \$30 for the sports hall and used for 46 weeks.
Income excl. GST	\$126,831.00	\$188,686.00	
Gym casual per day \$2			
Gym membership per week \$10			
Lounge/meeting room per hour \$10			
multi activity sports hall per hour \$30			
grant of \$35884 tagged for roof replacement			

the figures are based on the last financial year, exclusive GST

Profit forecast for year 1 of operating the new building - expenses

It is just an estimate to work out the profitiability for the first year in operation

	2016-2017	first year after opening	increase in %
Overhead expenses	Annual Total	Annual total new & old building	
Advertising	\$373.00	\$448.00	20%
General expenses	\$5,757.00	\$20,149.00	250% mostly new gym equipment
Insurance	\$4,546.00	\$13,638.00	200% for both old and new building
Electricity	\$4,117.00	\$10,292.00	150%
WOF-Fire safety	\$1,136.00	\$2,272.00	100%
Cleaning supplies	\$948.00	\$2,370.00	150%
Waste Disposal	\$222.00	\$444.00	100%
Hawkeye Tags	\$682.00	\$1,364.00	27%
Lift maintenace	\$1,200.00	\$1,200.00	no lift in the new building
Valuation	\$2,340.00	\$0.00	177%
General R & M,Gym equip. repair	\$7,537.00	\$11,305.00	50%
Refunds of Grants	\$0.00	\$0.00	
Telefone/Internet	\$1,376.00	\$1,788.00	30.00%
Stationary/Postage	\$899.00	\$1,168.00	30.00%
WDC lease payment	\$1.10	\$500.00	
Water rates	\$501.00	\$1,102.00	120.00%
ACC levy	\$340.00	\$510.00	50.00%
Building R&M	\$7,531.00	\$9,790.00	30% more for old building, the new building shouldn't need
Auditor	\$1,887.00	\$1,887.00	maintenance for at least 5 or 10 years
Equipment purchased/gym/other	\$265.00	\$3,000.00	
Feasibility study	\$0.00	\$0.00	
Access door IQP testing	589	\$1,178.00	50%
Total exlusiv GST	\$42,247.10	\$84,405.00	
Wages/PAYE	34111	\$70,000.00	130%, cleaner gets more hours and 1 new employee is needed
Bank fees	50	\$50.00	
Bond lounge/key tag bond refund	640	\$1,024.00	60%
Total overheads	\$77,048.10	\$155,479.00	
Operating Profit	\$49,782.90	\$33,207.00	

the figures are based on the last financial year, exclusive GST

RUAKAKA RECREATION CENTRE

3 year profit forecast

Item	Year 1 after opening	Year 2 after opening	Year 3 after opening	Notes
Sales Revenue	\$ 168,686.00	\$ 188,803.00	\$ 212,532.00	Estimate
Overhead Expenses	\$ 155,479.00	\$ 173,783.00	\$ 195,274.00	Estimate
Net Profit	\$ 13,207.00	\$ 15,020.00	\$ 17,258.00	Estimate

Ruakaka Recreation Centre Inc.

Annual Financial Statements

For the year ended 31 March 2017

Directory

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

Incorporation Date

The Society was Incorporated under the Incorporated Societies Act 1908 on 17 March 1981

Nature of Business

To manage and maintain the building known as the Ruakaka Recreation Centre and to act as a body to foster sporting and community activities in the Ruakaka area.

Place of Business

Ruakaka

New Zealand Business Number (Registrar of Incorporated Societies)

222645

IRD number

25-598-132

Auditor

BDO Northland

Whangarei

Bankers

Westpac

Approval of Financial Report

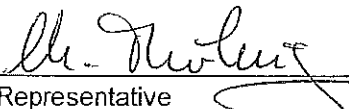
Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

The Committee is pleased to present the approved financial report including the historical financial statements of Ruakaka Recreation Centre Incorporated for the year ended 31 March 2017.

Approved for and on behalf of the Society;


Representative


Representative

16.06.2017
Dated



These financial statements should be read in conjunction with the notes to the financial statements and the audit report.

Statement of Profit or Loss

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

Account	Notes	2017	2016
Income			
Educare		\$6,000	\$6,000
Gym		\$17,229	\$27,450
Lounge hire/events/activities/meetings		\$6,533	\$7,527
Amenity Hire/equipment/field		\$61	\$252
Sundry sales		\$0	\$22
Annual lease fee(clubs & society's)		\$4,389	\$3,848
Funds raised through fundraising		\$3,838	\$5,947
Bond no GST/amenity/facility/key tag		\$1,630	\$3,570
General Income/refund material cost/other		\$999	\$196
Squash casual & rackets		\$83	\$145
Bank fee refund		\$0	\$50
Grants & Donations	7	\$85,835	\$71,692
Interest		\$234	\$563
Total income		\$126,830	\$127,261
Expenditure			
Wof- Fire safety		\$1,136	\$1,293
Cleaning Supplies		\$948	\$1,202
Electricity		\$4,117	\$4,566
Equipment purchased/gym/other		\$265	\$940
Wages/PAYE		\$34,111	\$28,420
Waste Disposal		\$222	\$551
Bond refund & Key Tag bond refund no GST		\$640	\$410
Hawkeye key tags		\$682	\$816
Travel expenses		\$0	\$3,000
Access Door quarterly IQP testing		\$589	\$363
General Expenses		\$5,757	\$3,519
Building R&M		\$7,531	\$11,215
Lift Maintenance		\$1,200	\$2,406
General R&M, gym equipment repair		\$7,537	\$4,449
Audit Fees		\$1,887	\$1,930
Bank fees		\$50	\$50
Advertising		\$373	\$429
Telephone/Internet		\$1,376	\$1,287
Feasibility study		\$0	\$1,875
Skate Park - General		\$929	\$1,368
Stationery,Printing,Postage		\$899	\$1,377
WDC lease payment		\$1	\$1
Insurance		\$4,546	\$4,994
Water Rates		\$501	\$541
ACC Levy		\$340	\$239
Valuation		\$2,340	\$0
Depreciation	3	\$27,525	\$26,949
Total Expenses		\$105,502	\$104,192
Surplus/(Deficit)		\$21,329	\$23,070

These financial statements should be read in conjunction with the notes to the financial statements and the audit report.



Balance Sheet

Ruakaka Recreation Centre Incorporated

As at 31 March 2017

Account	Notes	2017	2016
Assets			
Current assets			
Westpac Bank	2	\$77,213	\$73,168
Cash on hand		\$15	\$178
GST		\$0	\$667
Total Current assets		\$77,228	\$74,012
Non current assets			
Work in Progress	6	\$0	\$18,394
Property, plant and equipment	3	\$968,172	\$905,298
Total Non current assets		\$968,172	\$923,692
Total Assets		\$1,045,400	\$997,704
Liabilities			
Current liabilities			
Trade and other payables		\$6,471	\$6,319
GST		\$4,345	\$0
Income Received in Advance	7	\$35,884	\$14,015
Total Current liabilities		\$46,700	\$20,334
Total Liabilities		\$46,700	\$20,334
Net Assets		\$998,700	\$977,371
Equity			
Retained earnings		\$998,700	\$977,371
Total Equity		\$998,700	\$977,371



These financial statements should be read in conjunction with the notes to the financial statements and the audit report.

Statement of Changes in Equity

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

Account	2017	2016
Retained earnings		
Retained earnings		
Opening Balance	\$977,371	\$954,301
Current Year Earnings	\$21,329	\$23,070
Total Retained earnings	\$998,700	\$977,371



These financial statements should be read in conjunction with the notes to the financial statements and the audit report.

Notes to the Financial Statements

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

1. Statement of accounting policies

Reporting entity

The financial statements presented here are for the entity Ruakaka Recreation Centre Incorporated. The entity is an Incorporated Society incorporated under the Incorporated Societies Act 1908.

Nature of business

The Society is a Non-profit organisation which is engaged in the health and wellbeing of the societies area. Act as a unifying organisation to foster, encourage, maintain and assist amateur sporting and community activities in the societies' area. The nature of the Society's business has not changed during the year under review.

Basis of preparation

These financial statements have been prepared in accordance with the Special Purpose Framework for use by For-Profit Entities (SPFR for FPEs) issued by the Chartered Accountants Australia and New Zealand. Although the Society is not a for profit entity, this basis is currently deemed to be the most reasonable form of reporting which meets the needs of the users and is in compliance with the rules of the Society.

Historical cost

These financial statements have been prepared on a historical cost basis.

Functional currency

The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except where otherwise indicated.

Changes in accounting policies

There has been no changes in accounting policies. All accounting policies have been applied consistently during the year.



Notes to the Financial Statements

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, to the extent it is probable that the economic benefits will flow to the trust and revenue can be reliably measured.

Grants are recorded as revenue when the conditions of the grant have been met. Where grants have been provided for a specific purpose it is recorded as income received in advance until applied to the purpose for which it was given.

Sales of services are recognised in the period by reference to the stage of completion of the transaction at the end of the reporting period.

Lease income is recognised on a straight line basis over the life of the lease.

Bonds received are recognised on a cash basis for practical purposes and to acknowledge that it is difficult to ascertain which bonds will be refunded and which will be retained.

Interest received is recognised as interest accrues.

Accounts receivable

Accounts receivable are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less an allowance for any uncollectable amounts.

Individual debts that are known to be uncollectable are written off in the period that they are identified.

Property, plant & equipment

Property, plant and equipment is stated at historical cost less any accumulated depreciation and impairment losses. Historical cost includes expenditure directly attributable to the acquisition of assets and includes the cost of replacements that are eligible for capitalisation when these are incurred. Depreciation is calculated on a diminishing value basis over the estimated useful life of the asset based on estimates by management. Assets' estimated useful life is reassessed annually. The following estimated depreciation rates /useful lives have been used:

All Property plant and equipment is depreciated at 20%DV other than buildings for which 2%DV is applied.

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is derecognised.



Notes to the Financial Statements

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

Financial instruments

Financial assets

At initial recognition the trust determines the classification of financial assets as either held at fair value, cost or amortised cost. Financial assets are initially measured at fair value, estimated at the transaction price less any associated transaction costs.

Amortised cost

Amortised cost includes assets where the trust intends to earn contractual cash flows in the nature of principal and interest payments. Such assets are carried at amortised cost using the effective interest method. Gains and losses are recognised in profit or loss when the assets are derecognised or impaired, as well as through the amortisation process.

Cost

Equity instruments are classified as held at cost. Assets are stated at cost less any accumulated impairment loss. Gains and losses are recognised in profit or loss when the assets are derecognised or impaired.

Fair value

Financial assets not held at amortised value or cost are held at fair value and include financial derivatives such as forward contracts and interest rate swaps. Assets are subsequently measured at fair value only when the fair value of the instrument can be reliably measured based on a quoted price for an identical asset in an active market. Where no active market price is available the instrument shall be measured at prior year's fair value less any accumulated impairment loss.

Income tax

No income tax liability has been provided for in the financial statements, as the entity being an amateur Sports Club, is exempt from all income tax pursuant to Section CW 46 of the Income Tax Act 2007.

Goods and services tax

The financial statements are stated exclusive of goods and services tax (GST) except for accounts receivable and accounts payable, which are stated inclusive of GST.



Notes to the Financial Statements

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

	2017	2016
2. Cash and short-term deposits		
Cash at bank and short-term deposits		
Westpac Cheque Account 00 A/C	\$35,808	\$36,330
Westpac Cheque Account 01 A/C Fundraising	\$41,404	\$36,838
Total Cash at bank and short-term deposits	\$77,212	\$73,168
	2017	2016

3. Property Plant & Equipment

Office Equipment		
Opening Net book Value	\$1,938	\$2,032
Additions	\$1,175	\$329
Depreciation	-\$416	-\$423
Closing Net book value	<u>\$2,697</u>	<u>\$1,938</u>
Kitchen & Bar Equipment		
Opening Net Book Value	\$1,888	\$1,981
Additions	\$0	\$325
Depreciation	-\$377	-\$418
Closing Net book value	<u>\$1,511</u>	<u>\$1,888</u>
Plant & Equipment		
Opening Net Book Value	\$13,168	\$6,429
Additions	\$1,806	\$9,562
Depreciation	-\$2,844	-\$2,824
Closing Net book value	<u>\$12,130</u>	<u>\$13,168</u>
Furniture		
Opening Net Book Value	\$4,579	\$5,724
Additions	\$0	\$0
Depreciation	-\$916	-\$1,145
Closing Net book value	<u>\$3,663</u>	<u>\$4,579</u>
Building		
Opening Net Book Value	\$862,741	\$880,348
Additions	\$80,579	\$0
Depreciation	-\$17,926	-\$17,607
Closing Net book value	<u>\$925,394</u>	<u>\$862,741</u>
Sports Equipment		
Opening Net Book Value	\$20,984	\$20,255
Additions	\$6,838	\$5,261
Depreciation	-\$5,045	-\$4,532
Closing Net book value	<u>\$22,777</u>	<u>\$20,984</u>
Total Property, Plant & Equipment	<u><u>\$968,172</u></u>	<u><u>\$905,298</u></u>
Total Depreciation	<u><u>\$27,524</u></u>	<u><u>\$26,949</u></u>

4. Contingent assets and liabilities

At balance date there were no contingent assets or liabilities. (2016; Nil).

5. Subsequent events

There are no events subsequent to the 2017 balance date. (2016; Subsequent to balance date the construction of the skate park progressed as planned)



Notes to the Financial Statements

Ruakaka Recreation Centre Incorporated

For the year ended 31 March 2017

6. Capital Expenditure Commitments

There are no capital commitments as at 31 March 2017. (2016; As at balance date the Skate Park construction was in progress. This is reflected by the Work in Progress balance of \$18,394. Construction commenced in January 2016 with a completion date of 30 September 2016).

Account	2017	2016
7. Grants & Donations		
Operating		
Whangarei District Council	\$33,833	\$33,024
Sundry	\$0	\$4
Pelorus Trust	\$2,634	\$2,500
Transpower	\$7,594	\$0
Harcourt Foundation	\$1,950	\$0
Pub Charity	\$3,913	\$8,913
	\$49,924	\$44,441
Project Fundraising		
Foundation North	\$0	\$16,900
New Zealand Lottery Grants Board	\$14,015	\$0
Donations	\$21,896	\$10,352
	\$35,911	\$27,252
Total Grants & Donations	\$85,835	\$71,693

In September 2016 the Society received \$43,478 excl GST from Transpower toward roof replacement & an entrance door upgrade. The portion of the grant relating to the roof has been recorded as a liability to be reversed to revenue when the funds have been spent.

(2016; the Society received funding of \$14,015 from the New Zealand Lottery Grants Board. The funding was specifically in relation to the skate park project and the funding was spent after balance date. For this reason the grant was disclosed in the balance sheet as income received in advance. The grant will be transferred to revenue in the 2016/2017 financial year).

Account	2017	2016
8. Related parties		
Andras Thirling - Thirling Computer Services		
Party name		
Sales	\$0	\$0
Purchases	\$642	\$222
Loan receivable / (payable)	\$0	\$0
Receivables / (payable)	\$0	\$0
Total Party name	\$642	\$222

Terms and conditions of transactions with related parties:

Sales to and purchases from related parties are recorded on normal commercial terms. Other than those stated above, there have been no further related party transactions.



INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF RUAKAKA RECREATION CENTRE INCORPORATED

Qualified Opinion

We have audited the financial statements of Ruakaka Recreation Centre Incorporated ("the Society"), which comprise the balance sheet as at 31 March 2017, and the statement of profit or loss and statement of changes in equity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements of the Society for the year ended 31 March 2017 are prepared, in all material respects, in accordance with Chartered Accountants Australia and New Zealand's Special Purpose Financial Reporting Framework for use by For-Profit Entities ("the CA ANZ Framework").

Basis for Opinion

The financial statements include income from donations and fundraising over which limited controls exist prior to the cash received being recorded in the accounting records. There were no practical procedures available to us to confirm the completeness of this revenue, and accordingly, we were unable to obtain sufficient appropriate audit evidence in this regard. Consequently, we were unable to determine whether any adjustments to revenue recorded from these streams were necessary.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) ("ISAs (NZ)"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the Society.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution and Use

We draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements are prepared solely for the Society's members. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for the Society and the Society's members, and should not be distributed to or used by parties other than the Society or the Society's members. Our opinion is not modified in respect of this matter.

Committee Responsibilities for the Financial Statements

The committee are responsible for the preparation of the financial statements in accordance with the CA ANZ Framework and for such internal control as the committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the committee is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the committee either intend to liquidate the Society or to cease operations, or have no realistic alternative but to do so.

PARTNERS: Adelle Allbon Angela Edwards Scott Kennedy Robyn Terlesk

BDO New Zealand Ltd, a New Zealand limited liability company, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO New Zealand is a national association of independent member firms which operate as separate legal entities.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the committee and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Who we Report to

This report is made solely to the Society's members. Our audit work has been undertaken so that we might state those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Society and the Society's members, for our audit work, for this report or for the opinions we have formed.



BDO Northland
Whangarei
New Zealand
16 June 2017

Appendix 8 – Management of Proposed New Facility



Ruakaka Recreation Centre
PO Box 123, Ruakaka,
Bream Bay

Phone: 09 432 7962
email: ruakakarec@xtra.co.nz

5 December 2017

To Whom It May Concern

Management of Proposed New Facilities

The new multi-purpose complex will be managed by the existing management team using the existing resources and structure of the club. It will be our role to improve systems around new operations, security and maintenance and to create systems for the additional specific tasks required once the new facility is complete.

We are extremely confident our volunteer base is strong enough to deal with the added tasks and responsibilities and it will enable ourselves an opportunity to develop an even stronger support group.

As Chairman, I am well aware of the huge amount of passion from our wonderful community that supports our facility. This passion will enable ourselves to achieve its goals for the benefit of future generations.

Yours sincerely

Andreas Thirling
Chairman

Appendix 9 – Whangarei District Council Briefing Notes

Council Briefing Agenda

Date: Tuesday, 31 October, 2017

Time: 9:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Her Worship the Mayor Sheryl Mai
(Chairperson)

Cr Stu Bell

Cr Crichton Christie

Cr Vince Cocurullo

Cr Tricia Cutforth

Cr Shelley Deeming

Cr Sue Glen

Cr Phil Halse

Cr Cherry Hermon

Cr Greg Innes

Cr Greg Martin

Cr Sharon Morgan

Cr Anna Murphy

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

1. Apologies

2. Reports

2.1 Long Term Plan 2018 Budget Overview

1

3. Closure of Meeting

2.1 Long Term Plan 2018-28 Strategies and Budget Overview

Meeting: Council Briefing
Date of meeting: 31 October 2017
Reporting officer: Jill McPherson (General Manager Strategy and Democracy)

1 Purpose

The purpose of this briefing is to:

- Provide an overview of the proposed (draft) Long Term Plan (LTP) 2018-28 Statement of Comprehensive Revenue and Expense and Capital Projects programme, noting that this is still a work in progress
- Begin discussions on the Financial and Infrastructure Strategies, and the Development Contributions Policy which are in development.

Presentations on the issues and options for the Financial and Infrastructure Strategies and the Development Contributions Policy will be given at the Briefing.

2 Background

A draft LTP budget has been developed and modelled using the LTP 2015-25 years 4-10 as a base and including input from early engagement and the series of Council Briefings with Elected Members.

The resulting draft Statement of Comprehensive Revenue and Expense is attached (Attachment one). Debt is yet to be kept below the agreed cap over the ten years, as set by the proposed Limits on Borrowing supported at Council Briefings – using the current limit in year one rising by Local Government Cost Index (LGCI) and population growth over the ten years.

This briefing is the first overview of the modelling to date. Once feedback from this briefing is incorporated, a draft of the LTP 2018-28 financials, strategies and policies, and activities will be presented to Council at the briefing scheduled for 21 November 2017.

3 Discussion

Using years 4-10 of the LTP 2015-25 as “business as usual”, the renewals and growth projects from Asset Management Plans (AMPs), and prioritised new requests from the community, elected members and Council staff, a draft Statement of Comprehensive Revenue and Expense has been developed (Attachment one), together with a Capital Projects programme (Attachment two). The Statement of Comprehensive Revenue and Expense includes subsidies that are available to Council. The Capital Projects spreadsheet has total (gross) costs and is organised into year 1, year 2, year 3, years 4-6 grouped, and years 7-10 grouped.

The objective is to run a balanced budget (financial prudence benchmark) each year, and keep within the Limits on Borrowing as proposed.

With all operational new requests, business as usual, and a proposed Capital Projects programme that includes high priority new requests, a balanced budget has been reasonably achieved, but at a debt level slightly higher than the debt limit in year 5 of the LTP 2018-28.

The projects list has been reviewed to reduce the cost and will be reviewed again to keep within the debt limits required.

Long Term Plan 2015-25

The Limits on Borrowing in the LTP 2015-25 allowed an upper policy limit of \$183 million, and an actual debt requirement at its highest of \$171 million in the early years, which then reduced.

Proposed Long Term Plan 2018-28

The currently proposed Limits on Borrowing for the LTP 2018-28 for debt, as supported at the Council Briefing, is \$161.5 million in year one (excluding one building), rising over the ten years by the LGCI and estimated population growth to around \$224.3 million in year ten.

LTP year	1	2	3	4	5	6	7	8	9	10
Borrowing Limit	161.5m	171.7m	177.2m	182.8m	188.9m	195.1m	201.7m	208.8m	216.3m	224.3m
Draft required debt	146.0m	166.6m	177.1m	182.1m	189.9m	191.4m	192.6m	198.5m	195.1m	195.7m

Note: One Building and the new Theatre are excluded and dealt with outside this limit to allow "normal business" not to be affected by one-off special projects.

As stated, the draft list Council received at the last Briefing has had to be reviewed to stay within the desired debt limits. Staff (including the Senior Leadership Team) have reviewed the capital projects and have had to make these hard decisions to remove further projects from the programme given the issues facing the District. These include

- customer and community expectations
- growth, with an expected population of nearly 100,000 by 2028
- rising environmental standards
- greater demand for use of technology and online services
- the backlog of renewals and
- the importance of some new facilities.

Criteria for this review were:

- Elected members scoring of priorities
- Delivering on current levels of service as stated in performance measures
- Balancing rural / urban
- Addressing the backlog in renewals over time but including some new works
- Completing current projects before beginning new projects
- Ability to deliver the programme
- Ensuring budgets are not reduced to a point that they cannot achieve the desired outcomes

If Elected Members want further input into the changes made, a further Briefing will be needed either to review the Limits on Borrowing (debt limits), or change the current draft list by deferring or removing projects and replacing them with others as required. The main changes are from new requests and include:

- reduction of non-specified land purchases and new works for parks in later years,
- removal of additional funding for a theatre (the original budget remains),
- reduction in the additional renewals programme requested, where capacity to deliver is doubtful,
- some new requests are included in outer years.

Financial and Infrastructure strategies

Agreement on the way forward will then enable the Financial and Infrastructure Strategies, and the Development Contributions Policy to be drafted.

Issues and challenges to be considered when developing these strategies include:

- Setting limits on rates increases and borrowing
- Balancing the budget each year
- Maintaining levels of service
- Maintaining assets at a level fit for purpose
- Investing to cater for projected growth
- Minimising and managing risk

4 Attachments

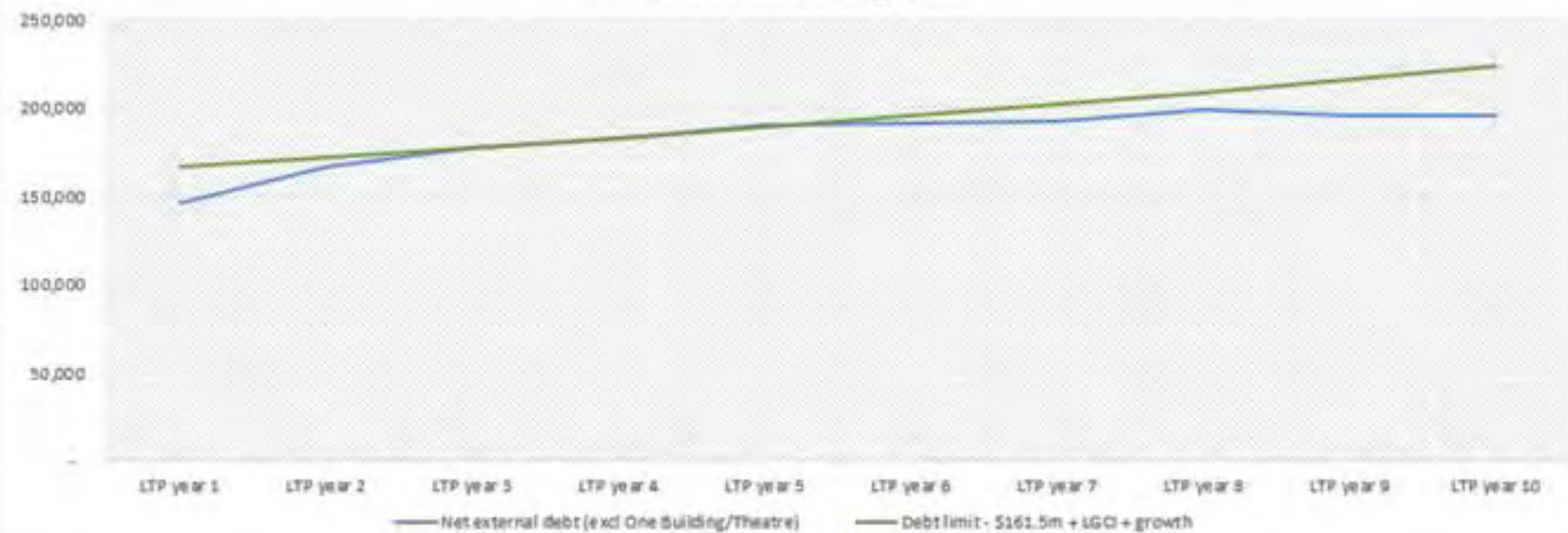
- 1 Draft Statement of Comprehensive Revenue and Expense and Limits on Borrowing graph
- 2 Proposed (draft) 10yr capital projects list (split into Business as Usual and New Requests)

Whangarei District Council Prospective Statement of Comprehensive Revenue

	Annual Plan	LTP year 1	LTP year 2	LTP year 3	LTP year 4	LTP year 5	LTP year 6	LTP year 7	LTP year 8	LTP year 9	LTP year 10
	2017 - 18	2018 - 19	2019 - 20	2020 - 21	2021 - 22	2022 - 23	2023 - 24	2024 - 25	2025 - 26	2026 - 27	2027 - 28
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Rates	92,376	96,924	100,990	105,316	109,856	114,712	119,812	125,272	131,121	137,276	143,860
Development and other contributions	3,028	4,640	4,794	4,952	5,114	3,898	4,018	4,146	4,282	4,422	4,571
Subsidies and grants	19,941	18,665	19,798	20,404	21,145	20,801	21,220	22,439	25,965	27,154	28,872
Fees and charges	14,654	25,769	26,657	27,662	28,571	30,062	30,919	32,001	33,288	34,826	36,321
Interest revenue	394										
Other revenue	11,516										
Share of profit / (loss) from joint ventures	1,075	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
Total income	142,984	142,998	149,239	155,334	161,686	166,473	172,969	180,858	191,656	200,678	210,624
Expenditure											
Other expenditure	60,174	64,165	65,519	65,653	68,861	69,896	73,179	74,132	75,067	77,719	79,811
Depreciation and amortisation	41,329	39,199	40,195	41,367	43,078	45,168	46,327	47,194	49,091	50,109	51,113
Finance costs	8,059	7,848	8,316	9,337	9,544	10,009	10,317	10,370	10,751	11,150	11,511
Personnel costs	27,744	29,953	31,094	31,713	32,358	33,000	33,670	34,345	35,041	35,742	36,475
Total operating expenditure	137,306	141,165	145,124	148,070	153,841	158,073	163,493	166,041	169,950	174,720	178,910
Surplus / (deficit) before taxation	5,678	1,833	4,115	7,264	7,845	8,400	9,476	14,817	21,706	25,958	31,714
Taxation charge											
Surplus / (deficit) after taxation	5,678	1,833	4,115	7,264	7,845	8,400	9,476	14,817	21,706	25,958	31,714
Other comprehensive revenue and expenses											
Gain / (loss) on infrastructure asset revaluation											
Gain / (loss) on other asset revaluations	-	-	17,324	-	-	20,608	-	-	24,440	-	-
Total comprehensive income	5,678	1,833	21,439	7,264	7,845	29,008	9,476	14,817	46,146	25,958	31,714

Debt excluding One Building	LTP year 1	LTP year 2	LTP year 3	LTP year 4	LTP year 5	LTP year 6	LTP year 7	LTP year 8	LTP year 9	LTP year 10
Net external debt (excl One Building/Theatre)	146,014	166,574	177,064	182,132	189,914	191,434	192,610	198,453	195,115	195,738
Debt limit - \$161.5m + LGCI + growth	166,345	171,668	177,161	182,831	188,864	195,097	201,730	208,790	216,098	223,878
Under/(over) limit (excl One Building)	20,331	5,094	97	699	(1,050)	3,663	9,120	10,337	20,983	28,140
Reduction required (inflated)					1,050					
Maximum extra funding (uninflated)	-	-	-	-	943	-	-	-	-	-

Debt vs increasing limit



Capital Projects Business As Usual

<i>LTP Programme</i>	<i>Project Details</i>	<i>2018/19 Year 1 Total</i>	<i>2019/20 Year 2 Total</i>	<i>2020/21 Year 3 Total</i>	<i>2021/22-23/24 Year 4-6 Total</i>	<i>2024/25- 27/28 Year 7- 10 Total</i>
	Community Facilities & Services					
Civil Defence & Emergency Management	Civil Defence Emergency Equipment New Equipment	-	-	5,000	5,000	5,000
Civil Defence & Emergency Management	Civil Defence Emergency Equipment Renewals	5,000	5,000	25,000	35,000	40,000
Civil Defence & Emergency Management	Tsunami Siren Renewals	17,000	17,000	17,000	51,000	68,000
CCTV Network	CCTV Upgrades & Improvements	55,000	55,000	55,000	165,000	220,000
Council-Owned Community Buildings	Community Buildings Renewals and Improvements	27,000	144,000	-	-	26,000
Pensioner Housing	Pensioner Housing	477,500	460,000	326,000	264,000	88,000
Sense of Place	Village Planning Prev Urban Design - Themed Community	151,000	151,000	151,000	453,000	604,000
Library Books	Book Purchases	647,000	647,000	647,000	1,941,000	2,588,000
Library Asset Renewals	Carpet Renewal	-	-	-	430,000	-
Library Asset Renewals	Furniture Renewals	5,000	5,000	5,000	15,000	20,000
Digital Council	IT Upgrade	100,000	100,000	100,000	100,000	-
Walkways and Tracks	A H Reed Kauri Park	-	-	-	-	65,245

Walkways and Tracks	A H Reed Kauri Park	-	-	-	35,232	-
Sportsfields & Facilities	Barge Showgrounds Entrance To Pukenui Forest	-	-	-	-	197,000
Sportsfields & Facilities	Barge Showgrounds Track Development	-	-	-	30,000	243,000
Sportsfields & Facilities	Barge Showgrounds Walkers/Trampers Shelter	-	-	-	-	69,000
Sportsfields & Facilities	Bell Block Amenity Planting	-	-	-	59,000	-
Sportsfields & Facilities	Carpark Construction And Sealing Springs flat	-	-	-	30,000	295,000
Sportsfields & Facilities	Carpark Construction And Sealing Tikipunga	-	-	-	785,000	-
Cemeteries	Cemetary Minor Asset Renewals	46,953	46,953	46,953	140,859	187,812
Cemeteries	Cemeteries Reseal road network	-	89,000	-	68,750	-
Coastal Structures	Coastal Structures Renewal	-	251,379	62,845	194,828	1,093,499
Coastal Structures	Coastal Structures Safety upgrades for compliance	59,333	-	59,333	59,333	118,666
Walkways and Tracks	Coronation Reserve	-	-	-	-	73,205
Sportsfields & Facilities	Establish Equestrian Experience	-	-	-	30,000	238,000
Sportsfields & Facilities	Field Drainage Renewals Hikurangi League	40,000	-	-	-	-
Sportsfields & Facilities	Field Drainage Renewals Hikurangi Main Field	40,000	-	-	-	-
Sportsfields & Facilities	Field Drainage Renewals Hukerenui x2	79,000	-	-	-	-

Sportsfields & Facilities	Field Drainage Renewals Onerahi Domain	-	-	-	-	335,000
Sportsfields & Facilities	Field Drainage Renewals Takahiwai	-	-	-	-	45,000
Sportsfields & Facilities	Field Drainage Tikipunga #9 Field	40,000	-	-	-	-
Walkways and Tracks	Goetzee Track	-	341,885	-	-	-
Sportsfields & Facilities	Hardcourt Renewal To Multicourt Surface Upgrade	-	-	-	125,000	-
Walkways and Tracks	Hatea Walkway	-	-	-	413,655	-
Walkways and Tracks	Hatea Walkway	-	-	237,623	-	-
Walkways and Tracks	Hatea Walkway	-	-	-	169,638	-
Sportsfields & Facilities	Hikurangi Sportspark Carparking - New Carparks Sealed	-	-	-	-	112,000
Sportsfields & Facilities	Hikurangi Sportspark Turf Capacity Increase 1x	-	-	-	30,000	542,000
Sportsfields & Facilities	Kensington Park Green Flag	-	-	-	45,000	-
Cemeteries	Kioreroa Cemetery land purchase For Access To Site	-	-	-	75,000	-
Sportsfields & Facilities	Land Purchase And Development- Whangarei Heads & Springs Flat	-	-	-	1,100,000	-
Walkways and Tracks	Langs Beach	-	-	-	-	20,878
Walkways and Tracks	Limestone Island Tracks	-	-	-	-	260,981
Walkways and Tracks	Mackesy Bush	67,986	-	-	-	-

Walkways and Tracks	Mackesy Bush	90,299	-	-	-	-
Walkways and Tracks	Mackesy Bush	169,638	-	-	-	-
Walkways and Tracks	Mair Park	-	-	-	28,708	-
Sportsfields & Facilities	Managakahia Sports Field Irrigation	-	-	-	-	85,000
Walkways and Tracks	Matapouri / Whale Bay	-	-	-	-	144,844
Walkways and Tracks	Matapouri / Whale Bay	-	-	-	-	74,119
Cemeteries	Maunu Cemetery Development For Burials	-	-	-	203,181	-
Cemeteries	Maunu Cemetery Development for burials	80,000	-	-	-	-
Walkways and Tracks	Minor asset Renewals T&WW	-	2,109	226	12,948	89,566
Sportsfields & Facilities	Morningside Sportspark Development 2x	-	-	-	870,000	-
Playgrounds & Skateparks	New Playgrounds	105,568	-	-	211,136	105,568
Playgrounds & Skateparks	New Skateparks	-	115,000	-	230,000	100,000
Sportsfields & Facilities	Ngunguru Rec Field drainage	-	-	-	50,000	-
Sportsfields & Facilities	Oakura Sportspark Field Developments 1x	-	-	-	30,000	542,000
Sportsfields & Facilities	Oakura Sportspark Hardcourt Developments	-	-	-	-	200,000
Sportsfields & Facilities	Okara Park Carpark	-	-	-	-	680,000

Sportsfields & Facilities	Otaika Sportspark Field Upgrade x1,3 New Fields,,Lights	1,200,000	-	-	-	-
Sportsfields & Facilities	Otangarei Sportspark Field renewal Central Reserve 1x	-	-	-	75,000	-
Sportsfields & Facilities	Otangarei Sportspark Lighting Renewal	-	-	-	300,000	-
Sportsfields & Facilities	Otangarei Sportspark New Toilets	198,000	-	-	-	-
Walkways and Tracks	Parihaka Forest Track	-	-	-	271,420	-
Playgrounds & Skateparks	Playgrounds & Skateparks Renewals	156,754	180,780	129,142	482,671	673,115
Cemeteries	Renewal of Cemetery Office and Visitors centre	-	50,000	350,000	-	-
Cemeteries	Renewal/preservation of historic sites	10,000	10,000	10,000	30,000	20,000
Neighbourhood & Public Gardens	Renewals Neighbourhood Parks Assets	768,045	768,045	768,045	2,904,135	3,872,180
Sportsfields & Facilities	Renewals Sports Park Existing Assets	543,221	543,221	543,221	1,629,663	2,172,884
Walkways and Tracks	Reotahi Coastal Walkway	-	-	-	12,919	-
Sportsfields & Facilities	Ruakaka Existing Field Lighting Renewal	100,000	300,000	-	-	-
Sportsfields & Facilities	Ruakaka 2x New Fields, Irrigation, Lighting	870,000	-	-	-	-
Coastal Structures	Seawalls Renewal	511,000	520,000	500,000	735,000	421,500
Sense of Place	SOP - Blue Green Network implementation	-	-	-	3,080,000	-
Sense of Place	SOP - Hatea Loop - Bascule Park (Green Space)	320,000	-	-	-	-

Sense of Place	SOP - Hatea Loop - Pohe Island Playground toilets	-	320,000	-	-	-
Sense of Place	SOP - Hatea Loop - Waterfront Development on Pohe Island	-	-	-	440,000	-
Sense of Place	SOP - Parks Interpretation Wayfinding	42,000	42,000	42,000	126,000	168,000
Sense of Place	SOP - Public Art	42,000	42,000	42,000	126,000	168,000
Sense of Place	SOP - Town Basin conversion of carpark to park	-	3,051,000	-	-	-
Sense of Place	SOP - Whangarei City Centre Plan Implementation	-	990,000	-	250,000	-
Sportsfields & Facilities	Sportspark Surface Improvement Mangakahia Complex	-	-	-	-	270,000
Sportsfields & Facilities	Takahiwai Land Purchase Field Expansions	-	-	-	370,000	-
Sportsfields & Facilities	Tikipunga 2x Field Sand Carpets	30,000	640,000	-	-	-
Walkways and Tracks	Tutukaka Block	-	-	-	-	25,707
Walkways and Tracks	Tutukaka Block	-	24,793	-	-	-
Walkways and Tracks	Tutukaka Block	-	-	-	-	22,966
Walkways and Tracks	Waimahanga Tracks	-	-	-	153,326	-
Walkways and Tracks	Waimahanga Tracks	-	-	-	-	323,616
Walkways and Tracks	Waimahanga Tracks	-	-	-	-	26,229
Sportsfields & Facilities	Whangarei Heads Development New Sportsfields 2x	-	-	-	30,000	790,000

Sportsfields & Facilities	Whangarei Heads Field Renovations	-	85,000	-	-	-
Walkways and Tracks	Whau Valley to Pukenui Tracks & Trails Renewals	-	-	-	-	100,000
Flags & Decorations	Flags & Decorations	-	-	-	63,000	-
Forum North Venue	FN Venue Catering Kitchen Upgrades	47,000	-	-	-	-
Forum North Venue	FN Venue Conference Centre Upgrades	-	-	-	-	-
Forum North Venue	FN Venue Data Upgrades	43,000	-	-	-	-
Forum North Venue	FN Venue Furniture Upgrades	22,000	22,000	22,000	66,000	22,000
Forum North Venue	FN Venue Health & Safety Upgrades	32,000	-	-	71,000	39,000
Forum North Venue	FN Venue Theatre Technical Equipment Upgrades	86,000	86,000	86,000	258,000	86,000
Northland Events Centre	NEC Exterior General Renewals	83,256	122,580	22,000	204,241	57,447
Northland Events Centre	NEC Floor Coveing Renewals	-	-	24,000	158,000	135,000
Northland Events Centre	NEC Interior General Renewals	22,000	22,000	22,000	66,000	22,000
Northland Events Centre	NEC Interior Paint Ceilings	-	-	91,000	-	-
Northland Events Centre	NEC Interior Paint Walls	43,000	-	31,000	17,000	-
Northland Events Centre	NEC LightTower Renewals	98,000	-	-	-	-
Northland Events Centre	NEC Roof Canopy Replacement	-	-	-	-	1,015,000

7,570,553.00	10,249,745.00	4,420,388.00	20,405,643.00	20,007,027.00
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Flood Protection & Control Works

Hikurangi Swamp	Level Sensor Renewals LTP	-	-	-	120,000	-
Hikurangi Swamp	Stop/ Control Bank Renewals LTP	-	-	-	250,000	-

-	-	-	370,000.00	-
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Planning & Regulatory Services

Dog Pound	1 - New Dog Pound	200,000	857,000	-	-	-
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200,000.00	857,000.00	-	-	-
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Corporate & Finance

Council Vehicle Replacements	Council Vehicle replacements	210,000	210,000	210,000	630,000	840,000
Civic Buildings	Furniture replacement council wide	20,000	20,000	20,000	60,000	80,000
New Theatre/Expo/Conference	New Theatre/Expo/Conference	-	-	3,645,000	6,101,000	-
Old Harbour Board Building	Old Harbour Board Building	1,508,000	-	-	-	-
Council Premises	One Building	3,010,000	-	-	-	-

Digital Council	Corporate Performance Management	295,438	-	-	-	-
Digital Council	Customer E Services	-	399,063	-	-	-
Digital Council	Decision Support Data Warehouse	79,000	-	-	-	-
Digital Council	Desktop New Screens	50,000	50,000	50,000	150,000	200,000
Digital Council	Desktop Renewals	-	600,000	600,000	-	1,300,000
Digital Council	Digital Platform	840,938	-	-	-	-
Digital Council	Digitisation	734,000	-	-	-	-
Digital Council	Enterprise Workflow	67,000	-	-	-	-
Digital Council	Mobility Parking	-	280,000	-	-	-
Digital Council	Technology One CiA upgrade	861,325	-	-	-	-

7,675,701.00	1,559,063.00	4,525,000.00	6,941,000.00	2,420,000.00
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District Strategy & Governance

Commercial Property	WAM Air Conditioning Upgrade	60,000	-	-	-	-
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60,000.00	-	-	-	-
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Storm Water

Stormwater Asset Management	Catchment Management Plans	135,000	130,000	130,000	390,000	520,000
Stormwater Improvements	Stormwater Renewals	432,000	446,000	1,311,000	6,167,000	12,087,000
Stormwater Improvements	Stormwater Treatment	270,000	278,000	57,000	183,000	66,000

837,000.00	854,000.00	1,498,000.00	6,740,000.00	12,673,000.00
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Transportation

Coastal Protection	Coastal Protection Structures- Programmed works 2018 onward	80,000	80,400	80,800	171,000	332,480
Roading Subdivision Works Contribution	Subdivision Contributions 2018-2027	50,000	50,000	50,000	150,000	200,000
Transportation Planning Studies & Strategies	Transport Planning Studies and Strategies 2018-27	250,000	250,000	200,000	400,000	300,000
Roading Drainage	Drainage Renewals 2018-2027	1,060,000	1,065,300	1,070,600	3,243,600	4,405,360
Kamo Business District Upgrades	Kamo Business District Upgrades	-	-	279,000	287,000	-
Other Roding Projects	McEwan Road	-	-	-	-	1,064,000
Minor Improvements to Roding Network	Minor Improvement Projects 2018-2027 programme	6,480,000	5,004,900	5,029,800	14,014,800	19,034,480
Footpaths	New Footpaths	106,000	109,000	112,000	254,000	-
Other Roding Projects	One Tree Point Road	-	-	-	-	840,000
Parking	Parking renewal 2018-2027	220,000	221,100	222,200	673,200	914,320

Footpaths	RENEWAL footpaths 2018-2027 Programme	348,000	357,000	366,000	1,165,000	1,652,000
Other Roding Projects	Riverside Drive/Onerahi Road	-	-	-	-	20,000,000
Seal Extensions	Seal Ext Wright & McCardle Rd 2018-21	212,000	218,000	-	-	-
Sealed Road Pavement Rehabilitation	Sealed Road Pavement Rehabs 2018-27	3,900,000	3,966,300	4,032,600	12,495,600	17,628,000
Sealed Road Resurfacing	Sealed road resurfacing 2018-2027	4,100,000	4,169,700	4,239,400	13,135,600	18,532,000
Structures Component Replacement	Structures Component Renewals 2018-2027	1,000,000	1,005,000	1,010,000	3,060,000	4,156,000
Traffic Signs & Signals	Traffic Sign & Signal Renewals 2018-2027	850,000	854,250	858,500	2,601,000	3,532,600
Unsealed Road Metalling	Unsealed Road Metalling 2018-27 Programme	800,000	805,600	811,200	5,649,550	7,761,600
Urban Intersection Upgrades	Urban Intersections Upgrade 2018-2025	-	2,000,000	1,500,000	4,500,000	-
Cycleways - Subsidised	Walking & Cycling Improvements 2012-2027 - Subsidised	318,000	653,000	1,513,000	3,255,000	-

19,774,000.00	20,809,550.00	21,375,100.00	65,055,350.00	100,352,840.00
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Water

Water Reservoirs	Kamo Reservoir (Dip Rd)	-	-	200,000	1,800,000	-
Water Reservoirs	Maungakaramaea Reservoir - Extra capacity	-	-	-	160,000	600,000
Water Reticulation	Minor Projects - emergency works	300,000	300,000	300,000	900,000	1,200,000

Water Reticulation	Onerahi Trunk Main - Replacement	-	-	-	300,000	2,800,000
Water Reticulation	Otaika Valley to City Trunkmain Stages 1&2	-	-	-	2,400,000	2,000,000
Water Reticulation	Poroti Trunk Main Upgrade	-	100,000	1,000,000	-	-
Water Reservoirs	Reservoir Rehabilitation - Programmed Work	210,000	180,000	100,000	810,000	270,000
Water Reticulation	Reticulation Renewals	1,000,000	1,000,000	2,000,000	6,000,000	8,000,000
Water Reticulation	Station Road trunk main - Extra capacity	30,000	900,000	-	-	-
Water Reservoirs	Three Mile Bush Reservoir - new location	-	150,000	200,000	1,700,000	-
Water Reticulation	Vinegar Hill trunk main - upgrade	-	50,000	50,000	1,200,000	-
Water Reticulation	Waipu water supply system - Extra capacity	70,000	700,000	-	-	-
Wairua River Source and Treatment	Wairua River Source and Treatment at Poroti	-	-	-	100,000	13,100,000
Water Meters	Water Meter Renewals	350,000	350,000	350,000	1,050,000	1,400,000
Water Treatment Plants	Water Treatment Plant and Equipment renewal	500,000	500,000	500,000	1,500,000	2,000,000
Whau Valley Dam Improvements	Whau Valley Dam Chimney Drain	-	-	300,000	2,300,000	-
Whau Valley Water Treatment Plant	Whau Valley New Water Treatment Plant	8,500,000	8,000,000	-	-	-
Property	Whau Valley Rd House repairs	48,000	90,000	-	-	-

11,008,000.00	12,320,000.00	5,000,000.00	20,220,000.00	31,370,000.00
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Waste Water

Wastewater Pump Stations	Generator Renewal Programme	-	-	-	90,000	-
Wastewater Asset Management	Harbour water quality improvements	-	86,000	-	-	-
Wastewater Treatment Plants	Hikurangi membrane renewal	-	-	-	-	100,000
Wastewater Network	Hikurangi Sewer network upgrade	2,000,000	1,000,000	-	-	-
Laboratory	Laboratory Capital Renewals and Upgrades	20,000	20,000	20,000	60,000	20,000
Wastewater Treatment Plants	Ngunguru UV system upgrade	-	-	200,000	-	-
Wastewater Treatment Plants	Ngunguru Wastewater Treatment Plant-Upgrades	-	150,000	800,000	-	-
Wastewater Treatment Plants	Ngunguru Wetland renewal-subsurface	-	-	500,000	-	-
Wastewater Network	Oakura - Network extension	-	-	-	-	498,000
Wastewater Treatment Plants	Oakura- Disposal Area increase	-	-	239,000	-	-
Wastewater Treatment Plants	Oakura Wastewater Treatment Plant-Upgrades	-	50,000	400,000	-	-
Wastewater Network	One Tree Point Trunk Sewerage System - Upsize P/S & Main	-	-	-	400,000	-
Wastewater Network	One Tree Point-Ruakaka Wastewater Network-Upgrades	-	-	-	-	2,000,000
Wastewater Pump Stations	Pump Station Remote Monitoring	130,000	106,000	-	-	-

Wastewater Pump Stations	Pump Station Renewals	378,000	389,000	401,000	1,285,000	2,331,000
Wastewater Treatment Plants	Ruakaka - Rama Rd Irrigation Scheme Stage 2	350,000	-	-	-	-
Wastewater Treatment Plants	Ruakaka - Rama Rd Irrigation Scheme Stage 3	-	-	-	350,000	-
Wastewater Network	Ruakaka Rising Main renewal	-	50,000	2,800,000	-	-
Wastewater Treatment Plants	Ruakaka WWTP - Stage 3	93,000	-	-	-	-
Wastewater Treatment Plants	Ruakaka WWTP - Stage 4	-	242,000	-	242,000	121,000
Wastewater Network	Sewer capacity increase Kamo	-	50,000	850,000	-	-
Wastewater Network	Sewer capacity increase Maunu	-	-	-	4,162,000	-
Wastewater Network	Sewer Network Renewals	1,000,000	1,300,000	2,300,000	6,900,000	9,200,000
Wastewater Network	Waipu Cove/Langs Beach Network Improvement	-	520,000	-	325,000	9,800,000
Wastewater Treatment Plants	Waipu WWTP Upgrade	-	-	-	1,353,000	-
Wastewater Treatment Plants	Whangarei City Wetland Upgrade	-	-	-	417,000	-
Wastewater Asset Management	Whangarei City WW Assessments	42,000	42,000	42,000	42,000	-
Wastewater Treatment Plants	Whangarei City WWTP Consent Renewal	150,000	150,000	150,000	800,000	-
Wastewater Network	Whangarei Heads Wastewater Network - Upgrades	-	312,000	2,700,000	6,018,000	111,000
Wastewater Treatment Plants	Whangarei WWTP Odour Control	52,000	1,666,000	2,000,000	-	-

Wastewater Treatment Plants	Whangarei WWTP-Biogas renewal	30,000	15,000	30,000	60,000	90,000
Wastewater Treatment Plants	WW General - Odour Control programme	40,000	40,000	40,000	80,000	-
Wastewater Treatment Plants	WWTP Renewals	639,000	657,000	678,000	2,194,000	2,259,000

4,924,000.00	6,845,000.00	14,150,000.00	24,778,000.00	26,530,000.00
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52,049,254.00	53,494,358.00	50,968,488.00	144,509,993.00	193,352,867.00
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CAPITAL PROJECTS

NEW REQUESTs

<i>Ltp Programme</i>	<i>Proj Details</i>	<i>2018/19 Year 1 Total</i>	<i>2019/20 Year 2 Total</i>	<i>2020/21 Year 3 Total</i>	<i>2021/22- 23/24 Year 4-6 Total</i>	<i>2024/25- 27/28 Year 7- 10 Total</i>
	Community Facilities & Services					
Walkways and Tracks	Tracks & Walkways Renewals of existing maintained tracks	100,000.00	100,000.00	100,000.00	300,000.00	400,000.00
Playgrounds & Skateparks	Playgrounds & Skatepark Renewals	-	-	20,000.00	700,000.00	-
Northland Events Centre	Floodlight, Masts & Lamps Upgrade	-	-	1,450,000.00	1,450,000.00	-
Northland Events Centre	Subsoil drainage Main Field	30,000.00	-	-	-	-
Pensioner Housing	Pensioner Housing	100,000.00	200,000.00	300,000.00	1,340,000.00	1,560,000.00
Sense of Place	Community-led Development	250,000.00	250,000.00	250,000.00	750,000.00	1,000,000.00
Sense of Place	SOP - Blue Green Network Implementation (Waiarohia)	-	-	-	500,000.00	7,000,000.00
Sense of Place	SOP - Hatea Loop- Bridge Connecting Pohe Island to Riverside	-	-	-	50,000.00	500,000.00
Sense of Place	SOP - Pohe Island- Destination Playground	60,000.00	940,000.00	-	-	-
Sense of Place	SOP - Pohe Island- Marine Hub Development	-	-	-	-	1,580,000.00
Sense of Place	SOP - Pohe Island- Pocket Park (Sea Scouts)	-	-	-	50,000.00	400,000.00
Sense of Place	SOP - Pohe Island- Skate park Upgrade	-	-	75,000.00	1,425,000.00	-

Sense of Place	SOP - Town Basin Conversion of Carpark to Park	-	1,750,000.00	-	-	-
Sense of Place	SOP - Whangarei City Centre Plan Implementation (Former CBD)	50,000.00	150,000.00	250,000.00	1,120,000.00	2,160,000.00
Sense of Place	SOP - Whangarei Entranceway - Main Whangarei entrance	-	-	-	550,000.00	-
Cemeteries	Cemetary Land Acquisition - Ruakaka Cemetery	-	-	-	-	1,500,000.00
Council-Owned Community Buildings	Hikurangi Hall upgrades	30,000.00	-	25,000.00	-	-
Council-Owned Community Buildings	OMB - 71 Bank St	-	60,000.00	-	15,000.00	65,000.00
Civil Defence & Emergency Management	Tsunami Warning tools for the Public	25,000.00	35,000.00	15,000.00	65,000.00	60,000.00
Coastal Structures	New Seawall & Groynes One Tree Point	-	-	-	2,680,000.00	-
Coastal Structures	New Seawalls	-	-	-	-	1,160,000.00
Coastal Structures	Seawall Renewals (Ngunguru Stage 2, Papaka Stage 3)	900,000.00	-	-	-	-
Sportsfields & Facilities	Soccer Hub at Tikipunga	-	50,000.00	480,000.00	620,000.00	-
Sportsfields & Facilities	Sportsfield Land	-	-	-	-	10,000,000.00
Neighbourhood & Public Gardens	Dog Park Upgrade - Drainage Issues Addressed	-	-	300,000.00	-	-
CCTV Network	CCTV Cameras	75,000.00	75,000.00	75,000.00	225,000.00	300,000.00

1,620,000.00	3,610,000.00	3,340,000.00	11,840,000.00	27,685,000.00
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Flood Protection & Control Works

Hikurangi Swamp	Gravity Drainage Gates	-	-	-	300,000.00	400,000.00
Hikurangi Swamp	Pump Upgrades/Replacements LTP	-	-	-	-	2,000,000.00
		-	-	-	300,000.00	2,400,000.00

Planning & Regulatory Services

Dog Pound	Additional dog pound costs	-	500,000.00	-	-	-
		-	500,000.00	-	-	-

Solid Waste

Transfer Stations	Transfer Station Renewals	-	-	-	150,000.00	100,000.00
Transfer Stations	Transfer Station Upgrades per WMP	100,000.00	-	50,000.00	50,000.00	100,000.00
		100,000.00	-	50,000.00	200,000.00	200,000.00

Corporate & Finance

New Airport Evaluation	New Airport	500,000.00	1,000,000.00	1,250,000.00	1,250,000.00	-
Council Premises	Additional Funding for One Building	11,598,000.00	14,668,000.00	-	-	-
Digital Council	Asset and GIS Systems Replacement	792,237.00	789,000.00	-	-	-
Digital Council	Asset Managment Mobility	-	-	336,500.00	86,000.00	-

Digital Council	Council Knowledge Base	-	-	-	271,875.00	-
Digital Council	Council Performance Online	-	-	-	443,625.00	-
Digital Council	Digital District Plan and Policies Online	180,000.00	305,000.00	52,000.00	-	-
Digital Council	Electronic LIM's	-	580,000.00	30,687.00	76,500.00	-
Digital Council	Electronic Signatures	-	-	-	195,188.00	-
Digital Council	LIDAR Contribution	125,000.00	-	-	-	-
Digital Council	Platform as a Service	-	-	380,500.00	212,500.00	-
Digital Council	Telephony as a Service	-	-	-	917,600.00	373,000.00
Digital Council	Travel & Expense Claim Automation	-	-	-	108,000.00	-
Digital Council	Upgrade Kete Sharepoint	-	250,000.00	-	-	-

13,195,237.00	17,592,000.00	2,049,687.00	3,561,288.00	373,000.00
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Storm Water

Stormwater Asset Management	Asset data improvement	100,000.00	100,000.00	200,000.00	400,000.00	-
Stormwater Asset Management	Catchment Management Plans	-	140,000.00	270,000.00	810,000.00	1,080,000.00
Stormwater Asset Management	Condition Assessments	100,000.00	100,000.00	100,000.00	300,000.00	365,000.00
Stormwater Asset Management	Flood modelling	-	-	50,000.00	600,000.00	200,000.00

Stormwater Asset Management	Stormwater risk assessment	10,000.00	10,000.00	10,000.00	15,000.00	8,000.00
Stormwater Improvements	Mains Renewal	100,000.00	400,000.00	450,000.00	878,000.00	3,336,000.00
Stormwater Improvements	Manhole Renewals	120,000.00	120,000.00	240,000.00	480,000.00	1,311,000.00
Stormwater Improvements	SH1/Tarewa Rd Stormwater Relocation	250,000.00	-	-	-	-
Stormwater Improvements	Stormwater inlets Renewal	60,000.00	60,000.00	115,000.00	230,000.00	636,000.00
Stormwater Improvements	Stream Improvements	-	-	150,000.00	1,260,000.00	1,680,000.00
Stormwater Improvements	Teal Bay Stage 1	535,000.00	-	-	-	-

1,275,000.00	930,000.00	1,585,000.00	4,973,000.00	8,616,000.00
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Transportation

Cycleways - Subsidised	Walking & Cycling Improvements - Subsidised	2,400,000.00	2,400,000.00	500,000.00	1,500,000.00	2,000,000.00
Footpaths	New Footpaths Programme	294,000.00	291,000.00	288,000.00	946,000.00	1,600,000.00
Seal Extensions	Seal Extension - Unsubsidised	800,000.00	-	800,000.00	800,000.00	2,000,000.00
Urban Intersection Upgrades	Urban Intersections Upgrade	-	-	-	-	4,000,000.00
Bus Shelters	New Bus Shelters and Renewals	90,000.00	90,000.00	90,000.00	270,000.00	360,000.00
Amenity Lighting	Amenity Lighting	-	-	90,900.00	275,400.00	374,040.00
Bus Terminal	Rose Street Bus Terminal Relocation/Development	-	-	300,000.00	-	-

Other Roding Projects	Port Nikau Roding Projects	-	-	-	-	7,000,000.00
Other Roding Projects	Ruakaka Beach Road Upgrades	-	-	-	-	1,568,000.00

3,584,000.00	2,781,000.00	2,068,900.00	3,791,400.00	18,902,040.00
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Water

Whau Valley Dam Improvements	Dam asset & equipment - renewals	-	-	-	-	500,000.00
Whau Valley Dam Improvements	Dam comprehensive safety reviews	10,000.00	-	40,000.00	30,000.00	90,000.00
Water Reticulation	Fairway Dr pump station upgrade	-	-	500,000.00	-	-
Water Reticulation	Trunkmain condition assessment	60,000.00	-	-	-	-
Water Reservoirs	Fairway Reservoir - Renewal	-	-	-	-	660,000.00
Water Reservoirs	Waipu Reservoir - additional capacity	-	-	100,000.00	1,000,000.00	-
Water Treatment Plants	Ahuroa Water Treatment Plant	-	-	-	-	3,700,000.00
Water Treatment Plants	Ruakaka Treatment Plant Algal Upgrade	-	-	-	500,000.00	-
Water Treatment Plants	Ruddells Treatment Upgrade	20,000.00	20,000.00	20,000.00	1,400,000.00	-
Water Treatment Plants	SCADA upgrade	400,000.00	1,000,000.00	-	-	-
Water Treatment Plants	WTP & Reservoir security upgrade	-	-	50,000.00	500,000.00	-
Whau Valley Water Treatment Plant	Whau Valley New WTP - disinfection byproducts	1,500,000.00	1,500,000.00	-	-	-

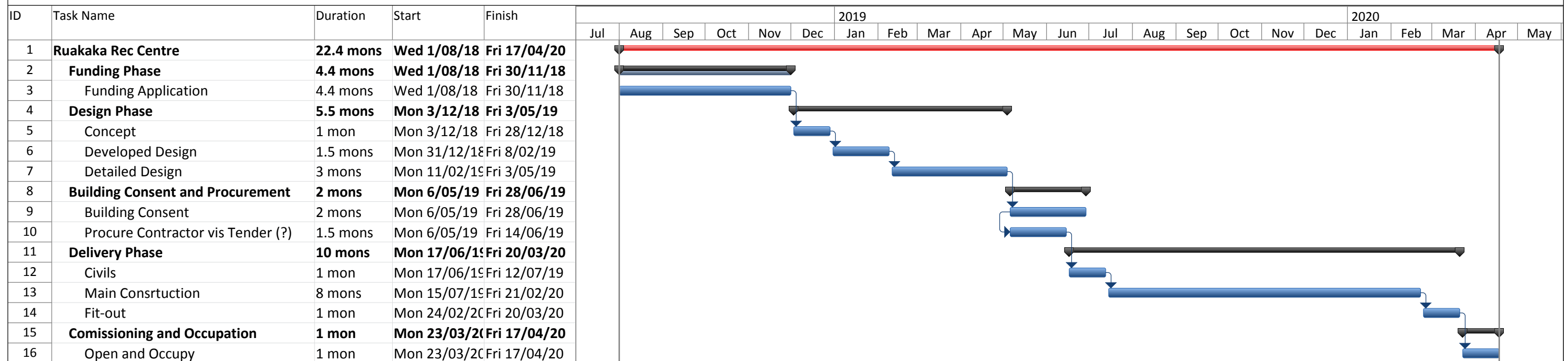
1,990,000.00	2,520,000.00	710,000.00	3,430,000.00	4,950,000.00
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Waste Water



















Wastewater Treatment Plants	New Biogas Generator	150,000.00	-	-	-	-
Wastewater Treatment Plants	Solids Stream Capacity Assessment and Upgrade	-	50,000.00	50,000.00	-	-
Wastewater Treatment Plants	Wastewater Consent Renewals	-	5,000.00	-	615,000.00	340,000.00
Wastewater Network	Maunu Lane-Keays Rd Sewer Upgrade- Stage 2	-	-	-	-	1,700,000.00
Wastewater Network	Takehe St Sewer Diversion	315,000.00	-	-	-	-
Public Toilets	New Public Toilets	-	-	200,000.00	400,000.00	200,000.00
Public Toilets	Public Toilets Upgrades	-	-	180,000.00	180,000.00	-

465,000.00	55,000.00	430,000.00	1,195,000.00	2,240,000.00
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22,229,237.00	27,988,000.00	10,233,587.00	29,290,688.00	65,366,040.00
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Project: Ruakaka Rec Center Proje
Date: Fri 22/12/17

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

5 November 2017
Bream Bay United AFC
9 Takutai Place
Ruakaka 0116



Re: BBU lease of the current building

Andreas

This letter is to confirm that BBU would like to lease the existing building in partnership with the Squash club once the new community facility is built.

We understand the lease value to be \$20,000.00 per annum - subject to negotiating the lease and required building improvements.

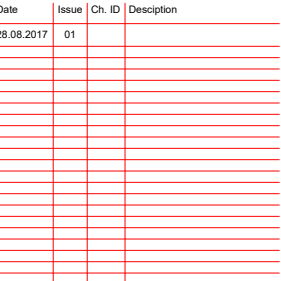
We are looking forward to this project moving ahead and hope this letter provides you the level of commitment you need for the feasibility study.

Yours faithfully

A handwritten signature in black ink, appearing to be "Mike Davies", written over a horizontal line.

Mike Davies
Chairman





NOTES:

1. THE CONTRACTOR SHALL CONFIRM ALL DIMENSIONS ON SITE.
2. THE CONTRACTOR SHALL INSTALL ALL MATERIALS AND PRODUCT IN ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS AND INSTALLATION DOCUMENTATION.

HB ARCHITECTURE
ARCHITECTS DESIGNERS

198 BANK STREET,
WHANGAREI

P.O.BOX 677,
WHANGAREI, 0140

PH: (09) 438 9545
FAX: (09) 438 7411

info@hbarchitecture.co.nz
www.hbarchitecture.co.nz

ISSUED FOR:

INFORMATION

28.08.2017

RUAKAKA RECREATION CENTRE
INCORPORATED

RUAKAKA RECREATION
CENTRE

DESIGN PHASE:

CONCEPT DESIGN

SITE PLAN

28/08/17 9:04 am	ORIGINAL SCALE SHOWN @ A1	
PROJECT No.	SHEET:	SHEET ISSUE / REV:

5323	1000	01
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3523	REVISION ISSUED: 28.08.2017
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5323_RRC_20170818.pln



SCALE: 1:200 @ A1
1:400 @ A3



SCALE: 1:200 @ A1
1:400 @ A3

NOTES:

1. THE CONTRACTOR SHALL CONFIRM ALL DIMENSIONS ON SITE.
2. THE CONTRACTOR SHALL INSTALL ALL MATERIALS AND PRODUCT IN ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS AND INSTALLATION DOCUMENTATION.

HB ARCHITECTURE
ARCHITECTS DESIGNERS

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ISSUED FOR:

INFORMATION

28.08.2017

**RUAKAKA RECREATION CENTRE
INCORPORATED**

**RUAKAKA RECREATION
CENTRE**

DESIGN PHASE:		
<h1>CONCEPT DESIGN</h1>		
<h2>FLOOR PLAN</h2>		
28/08/17 9:04 am ORIGINAL SCALE SHOWN @ A1		
PROJECT No.	SHEET	SHEET ISSUE / REV:
5323	1300	01
REVISION ISSUED: 28.08.2017		
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5323_RRC_20170818.pln



**GEOTECHNICAL INVESTIGATION REPORT FOR
PROPOSED NEW BUILDING DEVELOPMENT
RUAKAKA RECREATION CENTRE
CORNER OF PETER SNELL ROAD & TIKI PLACE, RUAKAKA**

Project Reference: 13753
2 October 2017



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APPENDIX A: GROUND INVESTIGATION PLAN

APPENDIX B: SUBSURFACE INVESTIGATION DATA

APPENDIX C: PROPOSED BUILDING PLAN



1 EXECUTIVE SUMMARY

Based on the investigation and appraisal of the site reported herein, the site has generally been assessed as stable and is suitable for the proposed building development. Unsuitable materials comprising highly organic peat fill and estuarine material was encountered to a depth of between 1.5m to 2.7m beneath the building footprint, which will require excavation and backfill to the underside of the design formation level.

An environmental investigation is recommended to determine the level of susceptibility for acid sulphate soils to occur at the site during the developmental earthworks and specific engineered foundation designs.

All other geotechnical hazards at the site have been assessed as either not present or of acceptable risk provided that the various mitigation measures and good practice recommendations made in this report are adopted.

2 INTRODUCTION

Land Development & Exploration Ltd (LDE) was engaged by Trevor Griffiths on behalf of Ruakaka Recreation Centre Incorporated (RRC) to undertake a geotechnical investigation for a building development (Ruakaka Recreation Centre) proposed at the corner of Peter Snell Road & Tiki Place, Ruakaka. The proposed development will involve a multi-purpose facility. The site has been assessed for suitability of the construction of the proposed multi-purpose facility.

The purpose of the investigation was to assess the geotechnical suitability of the site in accordance with Section 106 of the Building Act (2004).



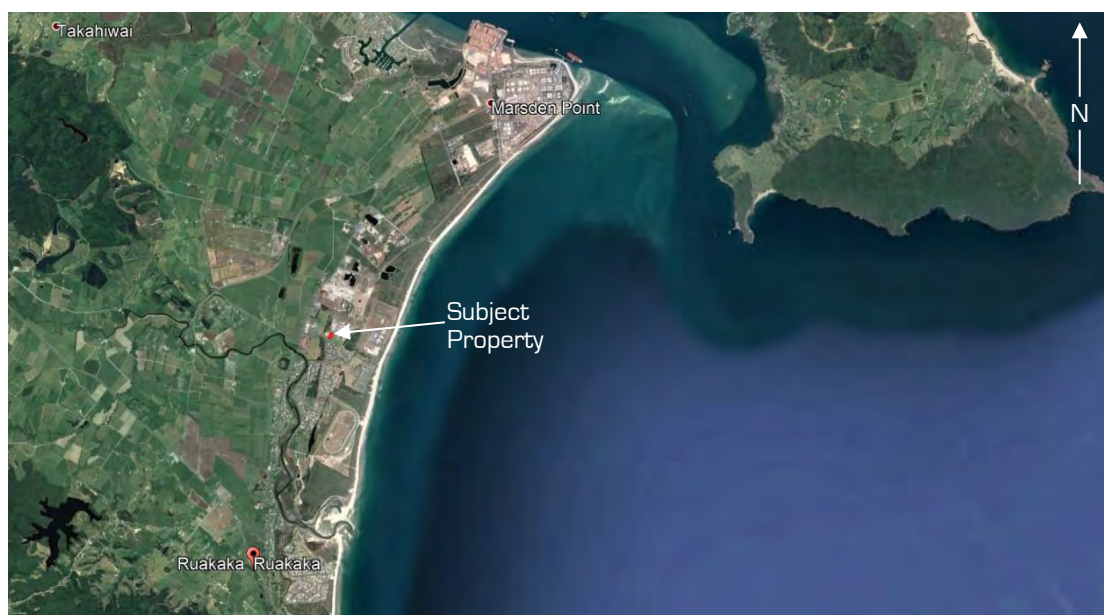


Figure 1: Property location relative to Whangarei Harbour. [Source Google Earth].



Figure 2: Aerial of subject site with proposed building outlined [yellow] and investigation sites identified (TS). Sourced Whangarei District Council GIS.

3 PROPOSED BUILDING DEVELOPMENT

We understand the new multi-purpose facility building is proposed to be founded on rib-raft foundations or rib-raft foundations supported by regularly spaced piles that have yet to be designed (Figures 3 & 4).





Figure 3: Plan drawing of site showing outlines of the proposed development with borehole (TS) locations. Supplied by HB Architecture.

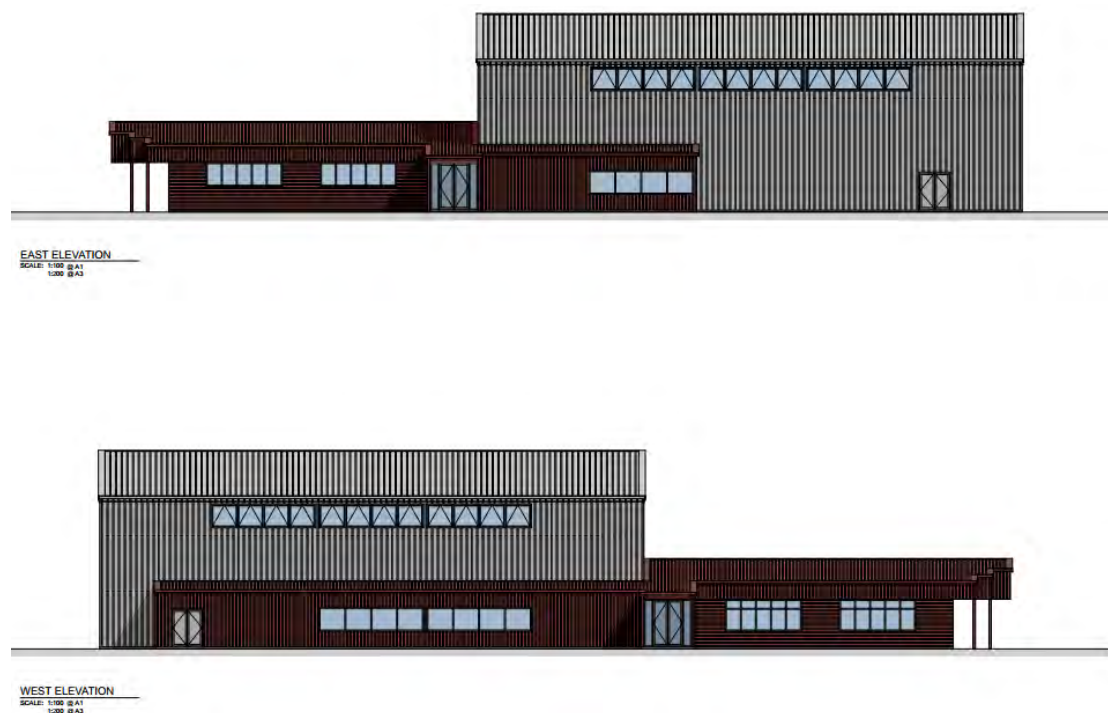


Figure 4: Eastern and western elevation plans of the proposed multi-purpose facility. Supplied by HB Architecture.



4 SITE SETTING

4.1 Desktop Review

The subject site is located behind the Ruakaka Village centre on the corner of Peter Snell Road & Tiki Place, Ruakaka, and is elevated some 4m asl. The site currently comprises a near flat out-field area adjacent to the skate park. The subject site and surrounding area is generally flat with residential properties to the south and west of the site. There are also a number of industrial properties bordering the northern boundary.

The wider area is urban residential with houses occupying small sections throughout the Ruakaka Village area.



Figure 5: Panning view east across the subject site.



Figure 6: View east across the subject site.

4.2 Published Geology

The 1:250,000 geological map of the region¹ shows the site as being underlain by Dune Wind Blown Sand (Karioitahi Group) of Holocene age. This material is described as “loose to poorly consolidated sand in fixed parabolic and local transverse dunes; minor sand, mud and peat in interdune deposits”. The soils encountered at the site are consistent with that identified on the geological map.

The site is understood to be located below the 20m contour for the site, and is therefore expected to be within the Acid Sulphate Soil planning zone. According to the Opus Policy Guide (Acid Sulphate Soil Guidance²) prepared for WDC, any development of the site is expected to be classified as a low risk activity, however should any excavations be located below the 5m contour then they would be classified as medium risk if the amount of the excavations below 5m is <100m³ or high risk if >100m³ of excavation occurs below the 5m contour.

5 GROUND CONDITIONS

5.1 General

The engineering geology of the site is summarised below. It is based on an integration of published and unpublished data, the geomorphology of the site, surface exposures of the underlying geology, and subsurface investigations carried out at discrete locations. The nature of the ground between the investigation points is inferred and may vary from that described. For details of the materials encountered and measurements of their respective strengths please review the appended investigation logs.

5.2 Subsurface Investigations

Our investigation of the site included the following work;

- A desktop study of published and unpublished information of the site.
- A walkover assessment of the site and surrounding area to assess its geomorphology and any features which may potentially influence the long term behaviour of the site.
- Four 50mm hand augered boreholes put down to refusal across the site. Measurements of the undrained shear strength were taken at 200mm intervals within cohesive soils encountered down through the boreholes

¹ Edbrooke, S. W. 2001: “Geology of the Auckland Area”. Institute of Geological & Nuclear Sciences, 1:250,000 geological map 3.

² Opus Policy Guide “Acid Sulphate Soil Guidance - Acid Sulphate Soil Planning Policy Basic Guide by Opus International Consultants Ltd Ref: 1-13663.01, Dated: 05/08/2015



using a calibrated shear vane. The soils encountered were generally logged to NZ Geotechnical Society Logging Guidelines for the field classification of soil and rock for engineering purposes.

- Four dynamic penetrometer tests put down to refusal across the site. The penetrometer tests were measured in 50mm increments to better delineate any lower strength zones beneath the surface.
- Observations and measurements of the soil moisture content.

The locations of the subsurface investigations are shown on the appended Geotechnical Investigation Plan. Logs of the boreholes and penetrometer tests are also appended.

The fieldwork was completed on 14th September 2017.

5.3 Subsurface Conditions

Our investigations at the site encountered a consistent soil profile across the platform:

- **Peat Fill** comprising of black highly organic peat fill was encountered down to depths ranging from 0.6m (TS2) to 2.4m (TS1) within TS4. We understand that the peat fill encountered on site has been relocated from the Marden Point Development north of the subject site within the last decade. It is noted that broken up concrete was found in the fill within TS3 adjacent to Peter Snell Road near the current site access way.
- A layer of **Estuarine Deposits** was encountered underlying the peat fill and comprised of dark brown silty sand with some organic content. It was found to be moist and of moderate strength (medium density). This layer extended down to between 1.5-2.7m depths in boreholes TS2-TS1.
- **Dune Sand (Karioitahi Group)** was encountered underlying the alluvial / estuarine material, extending to at least 1.8-3.0m. The unit consists of a greyish yellow, dense to very dense, non-plastic sand, increasing in strength with depth.

Refusal was reached at 1.9m to 4.0m depth within the Scala penetrometers. We infer this refusal to be the more competent dune sand (Karioitahi Group) which forms the base for the wider Ruakaka parabolic and transverse dune landform.

Refer to the attached borehole logs for detailed descriptions of the subsoils.

It is particularly important to note that as the organic peat fill has been imported from the Marsden Point area that it is likely the peat fill would meet the high risk classification of potentially acid sulphate soils. However, by being excavated and transported, it is likely that



exposure of the soils to atmospheric oxygen has triggered some or all of the chemical reaction process, rendering the peat fill inert. Detailed testing will need to be carried out to assess the acid sulphate potential of the peat/fill materials at the site.

5.4 Soil Moisture and Ground Water Levels

Groundwater was not encountered on completion of our investigation but is expected to exist some 4m to 5m below the surface (i.e. approximating sea level and the water level in the nearby stream). The groundwater is generally expected to be lower outside of the winter period and is not likely to increase significantly during extreme rainfall events from that encountered in the investigation, as evidence by the number of large storms that had frequented the site in the months leading up to investigation.

6 NATURAL HAZARDS AND GROUND DEFORMATION POTENTIAL

6.1 General

This section summarises our assessment of the natural hazards within the property as generally defined in the Building Act (2004) and the potential risk that these present to the proposed building in terms of vertical and lateral ground deformation. This section also includes our assessment of ground beneath the building site which is outside the definition of “Good ground” as defined by the Compliance Document for the NZ Building Code, NZS3604 (2011) “Timber Framed Buildings” and NZS4229 (2013) “Concrete Masonry Buildings Not Requiring Specific Engineering Design”. This is any ground which could foreseeably experience movement of 25mm or greater for any reason including one or a combination of compressible ground, land instability, ground creep, subsidence, seasonal swelling and shrinking, frost heave, changing groundwater level, erosion, dissolution of soil in water, and the effect of tree roots.

6.2 Earthquake Shaking

The site is located in a region of low seismicity. Accordingly, the potential deformations associated with earthquake shaking are expected to be low to negligible.

We consider that the site is a Class D (deep or soft soil) site as defined by NZS1170.5 (2004) “Structural Design Actions: Part 5: Earthquake actions – New Zealand”.



6.3 Compressible Ground and Consolidation Settlement

For the purpose of foundation design, the peat / fill that was encountered between 0.6m to 2.4m beneath the building footprint should all be considered as compressible and must be removed from within the building platform.

Although the estuarine layer encountered beneath the peat/fill was found to be of moderate strength during our subsurface investigations, it was however found to have a significant organic content and is therefore not considered to be suitable to support standard foundations in accordance with NZS3604. It is therefore recommended that this layer also be excavated, removed, and replaced with engineered fill prior to forming the foundations at the site, giving a total excavation depth of 1.5m to 2.7m of unsuitable materials beneath the building footprint.

6.4 Acid Sulphate Soils

Acid sulphate soils are sensitive to earthworks disturbance and once they are aerated the natural sulphides in the organic material can react with oxygen to release sulphuric acid. This may not only cause an environmental impact to the development of the site but may also result in corrosion of buried infrastructure such as steel and concrete foundations.

Although the natural subsoils at the site do not appear to be within the criteria for acid sulphate soils (refer Section 4.2), the imported peat/fill materials that blanket the site may be potentially susceptible soils as their exact source is unknown.

It is therefore recommended that a detailed assessment of the potential for the peat to generate acid sulphate soils be undertaken during the development of the detailed design for the proposed complex and any foundation design or earthworks control consideration be taken into account.

6.5 Liquefaction-Induced Deformation

A detailed liquefaction hazard and lateral spreading assessment for the site was outside our work scope. The investigation data indicates the presence of wet sand beneath the site that may have the potential for liquefaction-induced settlement of the site and lateral spreading towards the coast (east) during significant earthquake shaking events.

However, due to the very low regional seismicity of the area, we do not expect that settlement or lateral movement at the surface would be greater than 25mm following a Serviceability Limit State (moderate) earthquake event, and therefore no design measures are considered warranted.



Greater magnitudes of vertical settlement could possibly occur following an Ultimate Limit State [large] earthquake event. However, given that the proposed building is to be of SED foundation construction, significant lateral spread or collapse of the building as a result of liquefaction induced differential settlement up to ULS level is considered unlikely.

7 ENGINEERING RECOMMENDATIONS

7.1 General

From our assessment of the natural hazard and ground deformation risks presented to the proposed development, we consider that buildings can be safely located on the proposed sites and are unlikely to be affected by natural hazards provided that the recommendations given in the following subsections are adhered to.

It should be appreciated that the recommendations given below are based on the surface and subsurface conditions encountered at the time of the investigation. In addition to the possible variations in the subsurface conditions away from the investigation points within and around the site, changes to the site levels can have a dramatic effect on the recommendations given.

Accordingly, we should be contacted prior to commencing any earthworks within the slopes to assess how this may affect the subject development. We should also be contacted immediately should the ground conditions encountered vary from that described in this report.

7.1.1 Fills

Fill should not be placed in areas underlain by compressible peat or estuarine soils. These compressible materials will need to be excavated with due care for acid sulphate soils, removed from the building footprint, and replaced with engineered fill.

All fill forming part of the building platform needs to be placed in a controlled manner to an engineering specification that follows the general methodology given in NZS 4431 [1989] "Code of practice for earthfill for residential development". This includes the design, inspection and certification of the fill by a Chartered Professional Engineer or Professional Engineering Geologist. We recommend this is also undertaken for fills placed to develop the outer edge of the building platform.

The following specification is recommended:



1. All topsoil and unsuitable materials, including low strength ground, uncontrolled fill, rubbish etc shall be stripped from the footprint area of the fill.
2. All slopes greater than 4H:1V shall be benched.
3. The fill footprint area shall be inspected by the certifying engineer's representative prior to the placement of fill.
4. The fill shall be placed uniformly in horizontal layers not exceeding 200mm in thickness at the optimum moisture content recommended by the suppliers of the material. Alternatively, the material should be inspected and approved as suitable material by a Suitably Qualified Professional. Material which is wet or saturated shall not be placed unless that is the optimum moisture content for the fill.
5. The fill should be compacted to achieve the strengths given in the following table:

Undrained shear strength for cohesive fill (measured by <i>in-situ</i> vane to plasticity corrected shear strength values)		
	Average not less than	140kPa
	Minimum single value	110kPa
Dynamic penetrometer (non-cohesive fill)		
	Average value not less than	2 blows/50mm
	Minimum single value	1.5blows/50mm

Provision should be made to ensure that the earthworks are conducted with due respect for the weather, particularly due to the low permeability of the underlying ground. The fill should not be placed onto wet ground, especially if ponded water is present.

7.1.2 Site Contouring

The finished ground level should be graded so that water cannot pond against, beneath or around the building for the economic life of the structure. To achieve this it will be important that the building platform beneath the topsoil grades away from the site.

Contouring should avoid the potential for concentration and discharge of the surface water over point locations which could result in soil erosion or instability.

7.2 Foundation Recommendations

Provided that the building is generally located within the test zones, "good ground" with a geotechnical ultimate bearing capacity of at least 300kPa (allowable bearing capacity of at least 100kPa) and a vertical and lateral movement potential of less than 25mm is expected



to exist beneath the site below the compressible peat fill and estuarine deposits based on the undrained shear strength and bearing capacity calculations.

We consider that the multi-purpose facility site will require specific geotechnical investigation and engineered foundation design with the proposed addition development planned adjacent to the facility building. Foundation options are expected to include a fully suspended floor slab with piled foundations embedded into the dune sand (pile depth of 2m to >4m) or engineered raft-slab type foundations. Raft style foundations will require the removal of the highly organic peat fill and estuarine material (dig-out depth of at least 1.5m to 2.7m) and replacement with engineered fill to minimise the potential for differential settlement which could have an adverse effect on the building.

Engineered fill underlying raft foundations

We recommend the engineered fill be sourced from a local sand depot. Following a complete dig out removal of the topsoil layer and any unsuitable material such as the peat fill and estuarine layer, the site soils are considered to be suitable for a conventional raft foundation design to an allowable bearing capacity of 100kPa.

As the engineered fill is to support the loads of the building it will need to be certified by a Chartered Professional Engineer or Professional Engineering Geologist. The depth of excavation will need to extend beneath the unsuitable material. For the majority of the property this may be some 1.6m depth, increasing in depth in the northern boundary area to approximately 2.7m depth. For complete digouts the excavation for the replacement fill needs to extend beyond the footprint of the building by at least 1.5 times the depth of the undercut to provide the lateral support for the building loads.

If a complete dig out is preferred the extent of the earthworks footprint should carefully consider the future extensions to the proposed development and include those areas during the bulk earthworks, as alterations to the site comprising a similar complete dig out adjacent to the main complex will be impractical once the main facility building has been constructed.

Specifically Engineered Piled Foundations

All pile footings will need to extend below the base of the highly organic peat or any estuarine material. The foundations will need to be specifically designed to accommodate the imposed bending loads on the piles that have little lateral support through the peat and estuarine subsoils. All floor loads must be designed to be fully suspended between the piles so as to impose no loads on the peat / estuarine material.



All piled foundations must given specific consideration for the potential for acid sulphate soils to develop beneath the site and be designed to mitigate against the potential corrosive effects of the steel and concrete within the foundations.

7.3 Verification Checks

7.3.1 Fill Placed beneath Foundations

As required by NZS3604 (2011) and NZS4229 (2013), any fill beneath the building will need to be certified by a Chartered Professional Engineer or Professional Engineering Geologist in accordance with NZS4431 (1989). A "Certificate of Suitability of Earthfill for Residential Development" will also be required in accordance with NZS3604 (2011) and NZS4229 (2013).

In order for the fill to be certified, the excavation will need to be inspected by the certifying Engineer or Engineer's representative to ensure that all compressible materials are removed prior to the placement of the new fill.

Verification strength testing of the backfill by the certifying Engineer or Engineer's representative will also be required to ensure that the minimum fill strengths specified in this report have been achieved.

7.3.2 Foundation Excavations

Verification testing of the ground by a Building Inspector or Suitably Qualified Professional is recommended to ensure that the ground conditions at the base of the foundation excavations are as described in this report, and that all unsuitable and loose materials have been removed as required by NZS3604 (2011) and NZS4229 (2013). We should be contacted immediately if these conditions vary from that described in this report. Deepening of the foundations or a modification to the recommendations or design may be required.

7.4 Surface Water Disposal

The site is proposed to be connected to the council stormwater system. On-site disposal is not proposed.

Disposal using soakage pits is not recommended due to the negative effect that this can have on the stability of the site. In addition, the effectiveness of the soakage pit reduces in the long term without regular maintenance.



The stormwater system for the building should be operational as soon as the roof is in place. This is to ensure that the ground within the vicinity of the building is not compromised by the negative effects and potential consequences of soil saturation.

7.5 Effluent Disposal

The site is proposed to be connected to the council sewerage system. On-site disposal is not proposed.

7.6 Service Pipes

All service pipes, stormwater structures, and culverts should be designed and constructed to ensure adequate capacity, strength, and water tightness to prevent leakage into the platform through blockage, running under pressure, or structural failure.

All service pipes installed within the fill should be flexible, or flexibly joined, so that they may deflect without breaking if the ground settles.

A record should be kept of the position, type, and size of all subsoil drains, and in particular of their outlets.

8 OTHER CONSIDERATIONS

This report has been prepared exclusively Trevor Griffiths on behalf of Ruakaka Recreation Centre (RRC) with respect to the particular brief given to us. Information, opinions and recommendations contained in it cannot be used for any other purpose or by any other entity without our review and written consent. Land Development & Exploration Ltd accepts no liability or responsibility whatsoever for or in respect of any use or reliance upon this report by any third party.

Opinions given in this report are based on visual methods, and subsurface investigations at discrete locations. It must be appreciated that the nature and continuity of the subsurface materials between these locations are inferred and that actual conditions could vary from that described herein. We should be contacted immediately if the conditions are found to differ from that described in this report.

This report has been prepared for Resource Consent purposes. As such, recommendations given may be conservative to allow for differing ground conditions that may not have been identified in the level of investigation carried out for this purpose. The recommendations given may be able to be refined at the Building Consent Stage with detailed subsurface



investigation and analysis that is specifically undertaken for the particular structures proposed for the sites.

Our analyses and opinions of the stability of the site have been based on the site geomorphology and ground conditions at the time of the investigation. Alteration of the slope gradients by cutting or filling could result in significant changes to the stability of the site which could be detrimental. We should be contacted immediately if there are any proposed changes to the slope profile, as well as the incidence of landslipping within the vicinity of the site.

For and on behalf of LDE Ltd

Report prepared by:



Dominic Griffiths
BSc (Geology)
Engineering Geologist

Report reviewed by:



Dave Dravitzki
TIPENZ, PEngGeol
Senior Engineering Geologist

Report authorised by:



Georg Winkler
MIPENZ, CPEng
Principal Engineering Geologist-Geotechnical Engineer

[Find out more about LDE professionals](#)

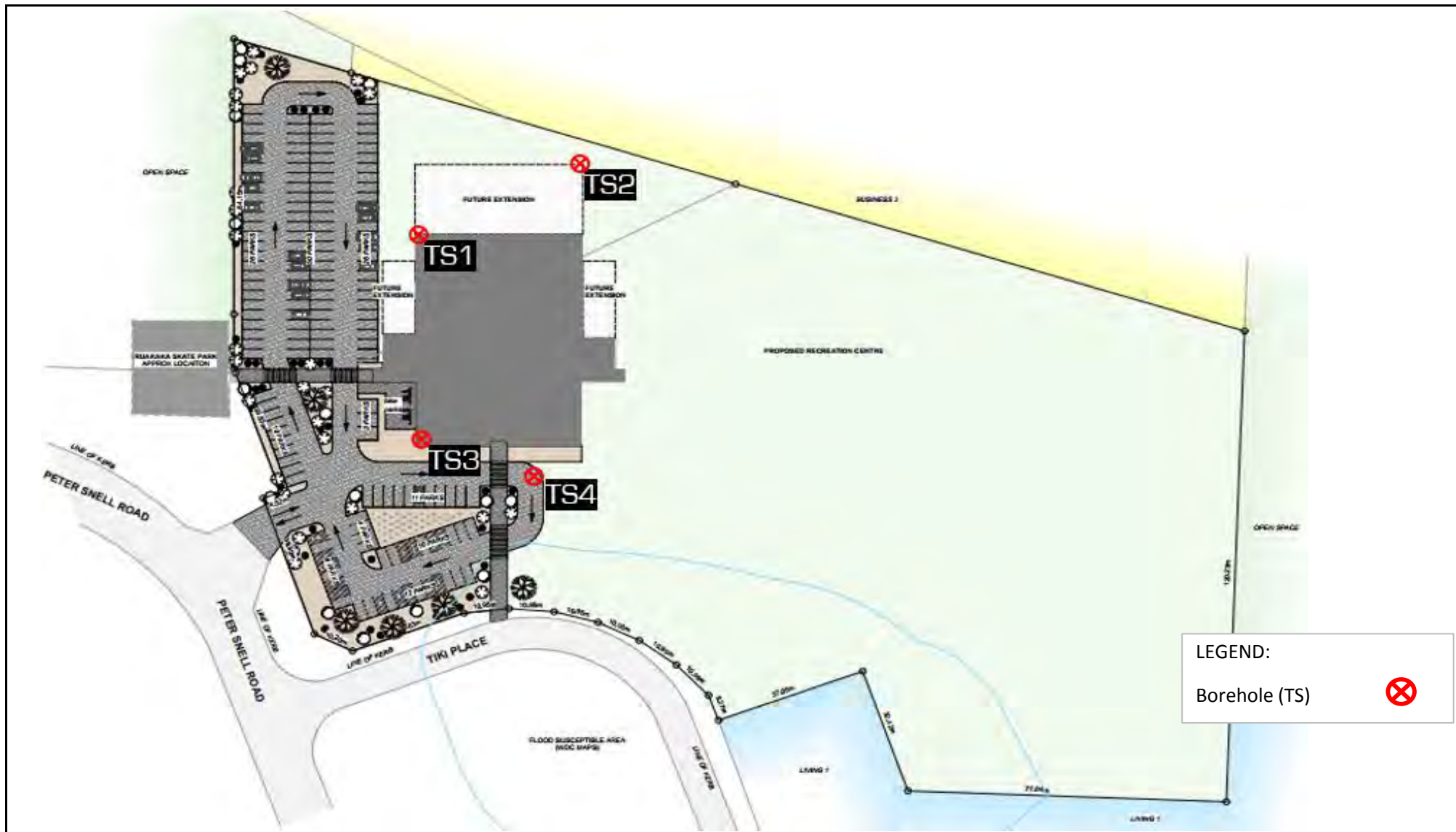
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APPENDIX A

GEOTECHNICAL INVESTIGATION PLAN





Muti-Purpose Complex Corner of Peter Snell Road & Tiki Place, Ruakaka
Geotechnical Investigation Plan
Sourced Auckland GIS

DRAWN	DG
CHECKED	DD
DATE	29-Sep-17
PROJECT	13753

APPENDIX B

GEOTECHNICAL SUBSURFACE INVESTIGATION



Client: Ruakaka Recreation Centre (RRC)

Project number: 13753

Project: Geotechnical Investigation for Proposed Multi Complex

Date: 14/09/2017

Address: Corner of Peter Snell Road & Tiki Place, Ruakaka

Logged by: DG

Test Method: 50mm Hand Auger

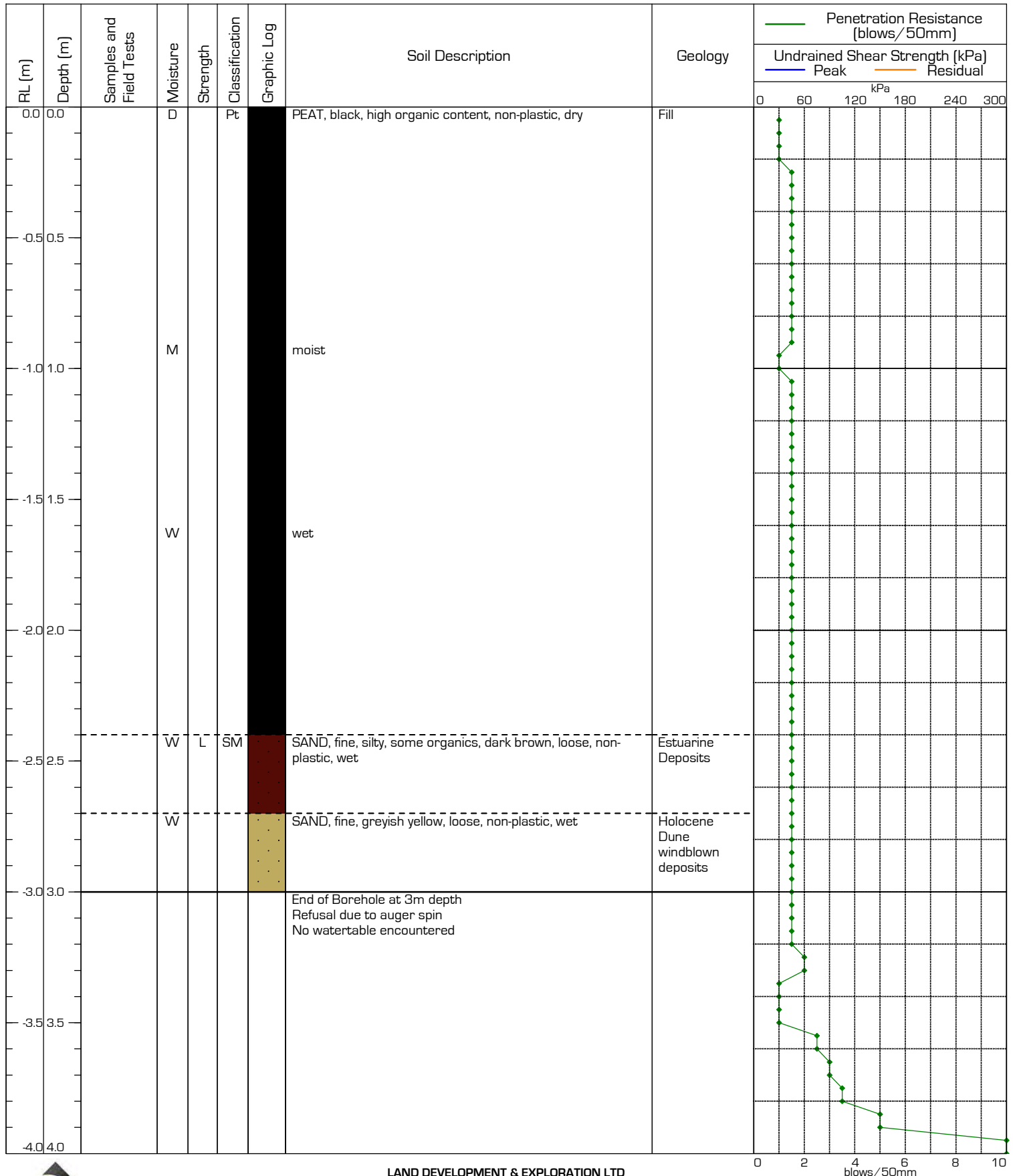
Vane ID: C342

Checked by: DD

Position: E: - m

N: - m

Elevation: - m



Client: Ruakaka Recreation Centre (RRC)

Project: Geotechnical Investigation for Proposed Multi Complex

Address: Corner of Peter Snell Road & Tiki Place, Ruakaka

Test Method: 50mm Hand Auger

Vane ID: C342

Project number: 13753

Date: 14/09/2017

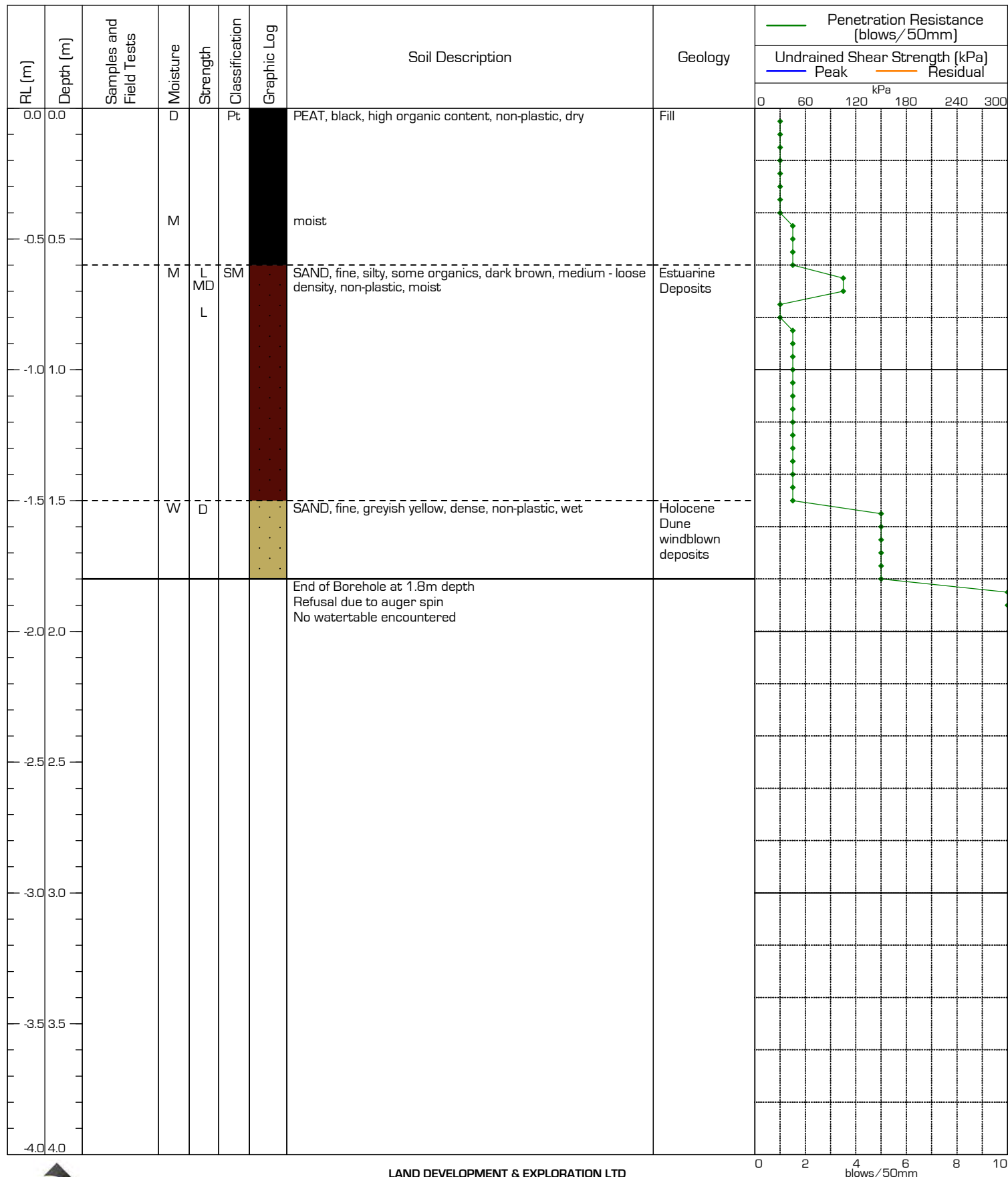
Logged by: DG

Checked by: DD

Position: E: - m

N: - m

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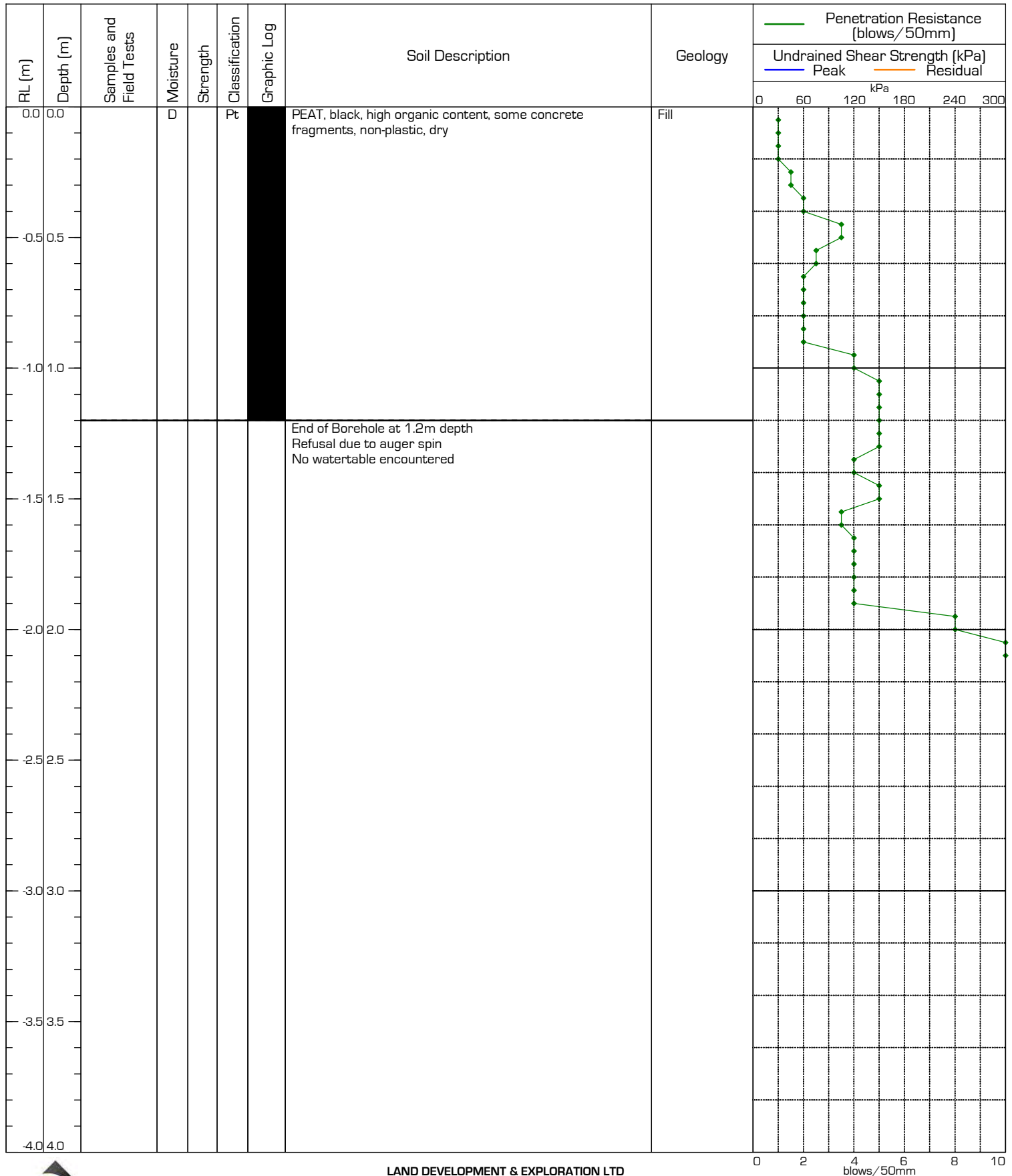
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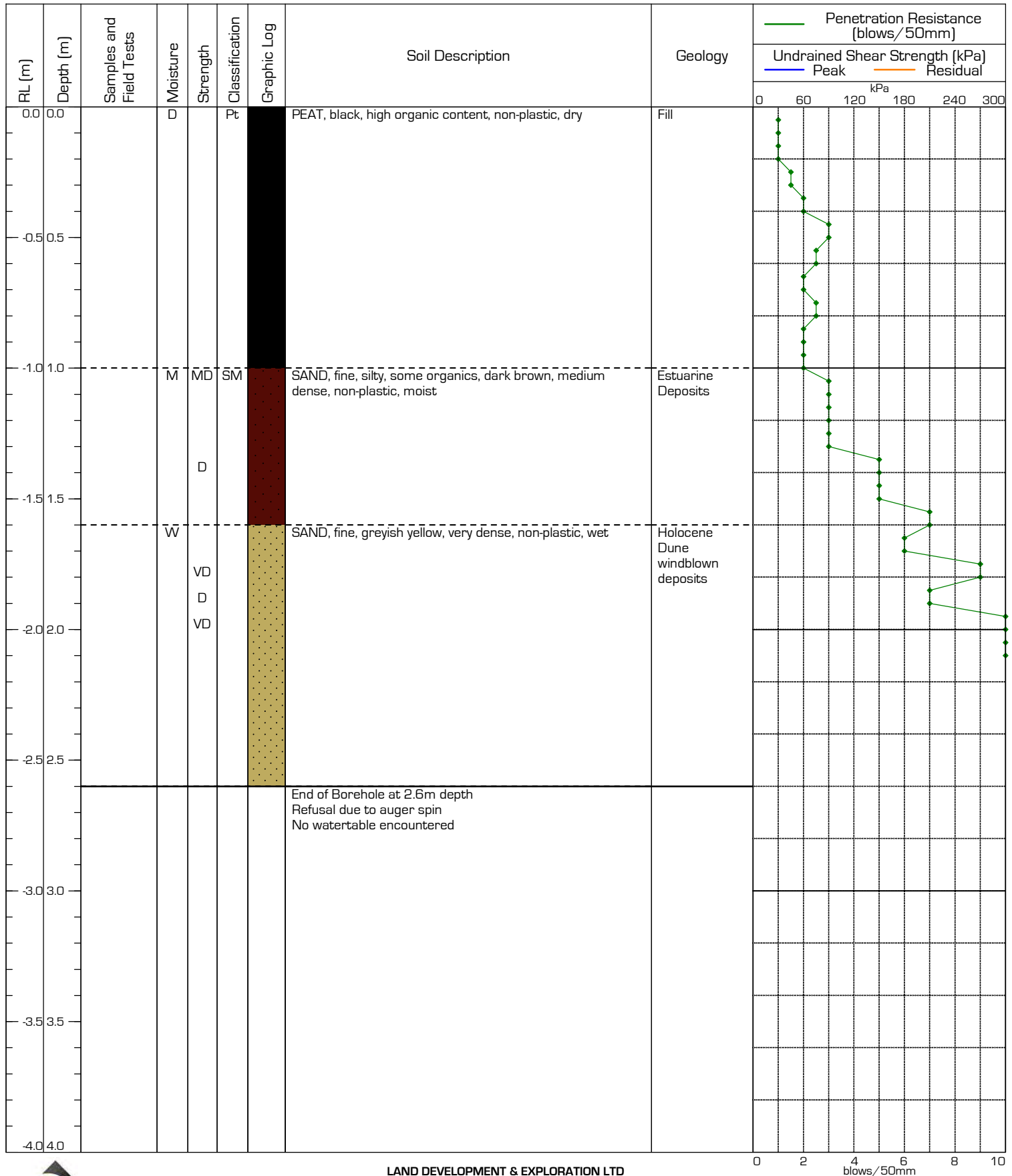
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Position: E: - m

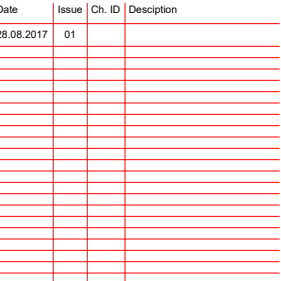
N: - m

Elevation: - m



APPENDIX C
PROPOSED BUILDING PLAN
SUPPLIED BY HB ARCHITECTURE





NOTES:

1. THE CONTRACTOR SHALL CONFIRM ALL DIMENSIONS ON SITE.
2. THE CONTRACTOR SHALL INSTALL ALL MATERIALS AND PRODUCT IN ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS AND INSTALLATION DOCUMENTATION.

HB ARCHITECTURE
ARCHITECTS DESIGNERS

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ISSUED FOR:

INFORMATION

28.08.2017

RUAKAKA RECREATION CENTRE
INCORPORATED

RUAKAKA RECREATION
CENTRE

DESIGN PHASE:

CONCEPT DESIGN

SITE PLAN

28/08/17 9:04 am	ORIGINAL SCALE SHOWN @ A1	
PROJECT No	SHEET:	SHEET ISSUE / REV:

5323	1000	01
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3523	REVISION ISSUED: 28.08.2017
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5323_RRC_20170818.pln



SCALE: 1:200 @ A1
1:400 @ A3



SCALE: 1:200 @ A1
1:400 @ A3

NOTES:

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28.08.2017

**RUAKAKA RECREATION CENTRE
INCORPORATED**

**RUAKAKA RECREATION
CENTRE**

DESIGN PHASE:		
CONCEPT DESIGN		
FLOOR PLAN		
28/08/17 9:04 am ORIGINAL SCALE SHOWN @ A1		
PROJECT No.	SHEET:	SHEET ISSUE / REV:
5323	1300	01
REVISION ISSUED: 28.08.2017		
5323 RRC 20170818 rev		

5323 RRC 20170818.5



RUAKAKA RECREATION CENTRE

5323

CONCEPT DESIGN
ISSUED FOR: INFORMATION
DATE: 28.08.2017
SIZE: A3 - PRINTED Monday 28 August 2017

9000

ARCHITECTS IMPRESSION

Kakariki Engineering Ltd

Civil & Structural Engineering

Environmental Science

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021 563 994

Structural Concept Design Report for Proposed Ruakaka Recreation Centre



Figure 1 HB Architecture drawing of proposed building

Prepared by: Richard Greenfield

CPEng N° 172071

Dated: November 2017

Contents

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3.3	Proposed Concept Design of Foundations	
3.4	Proposed Concept Design of Superstructure	
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Appendix A Calculations

Appendix B Structural Concept Design Sketches

1.0 Executive Summary

Kakariki Engineering Ltd has been engaged by Ruakaka Recreation Centre Incorporated through Griffiths & Associates Ltd to undertake a structural concept design report for the proposed Ruakaka Recreation Centre.

This structural concept design report is based on recommendations in the geotechnical report produced by Land Development & Exploration (LDE) Ltd and HB Architecture's concept design plans provided. Concept design calculations have been undertaken to produce the proposed foundation and superstructure concept design sketches in Appendix B.

For the foundation concept design, it is recommended to use Option 1: Engineered fill underlying raft foundations. This is the most simple and preferred foundation option and involves replacing the 1.5 to 2.7m depth of peat and estuarine soil with engineered fill to enable a standard reinforced concrete foundation to be constructed.

For the superstructure concept design it is recommended to use a tapered box beam portal frame system (Steltech Vertebeam) by Coresteel for the main span over the sports hall. There are many benefits in using the tapered box beam throughout as noted on the www.coresteel.co.nz website. This system can also be used elsewhere in the lean-to structure. Alternatively, more conventional steel universal beams can be used in the lean-to structures depending on the client and architect's requirements.

Please note that detailed structural engineering design would need to be undertaken before any proposals are consented, tendered or constructed. The concept design sketches in Appendix B are for preliminary pricing only and are not suitable for building consent applications nor tendering purposes nor construction.

2.0 Background

Kakariki Engineering Ltd has been engaged by Ruakaka Recreation Centre Incorporated through Griffiths & Associates Ltd to undertake a structural concept design report for the proposed Ruakaka Recreation Centre. The proposed recreation centre will be a multi-purpose complex.

The purpose of this report is to present a structural concept design with preliminary member sizes for estimating costs. The report uses information from the geotechnical report produced by LDE Ltd on 2 October 2017, then presents the design loads and proposed concept designs of the foundations and superstructure. The report finishes with concept design recommendations for the proposed Ruakaka Recreation centre.

3.0 Concept Design Considerations

3.1 Geotechnical Information

Key information from LDE's geotechnical report dated 2 October 2017 is noted as follows:

- *"The 1:250,000 geological map of the region¹ shows the site as being underlain by Dune Wind Blown Sand (Karioitahi Group) of Holocene age. This material is described as "loose to poorly consolidated sand in fixed parabolic and local transverse dunes; minor sand, mud and peat in interdune deposits"."*
- *"We understand that the peat fill encountered on site has been relocated from the Marden Point Development north of the subject site within the last decade."*

- *“For the purpose of foundation design, the peat / fill that was encountered between 0.6m to 2.4m beneath the building footprint should all be considered as compressible and must be removed from within the building platform.....and replaced with engineered fill prior to forming the foundations at the site, giving a total excavation depth of 1.5m to 2.7m of unsuitable materials beneath the building footprint.”*
- *“Foundation options are expected to include a fully suspended floor slab with piled foundations embedded into the dune sand (pile depth of 2m to >4m) or engineered raft-slab type foundations. Raft style foundations will require the removal of the highly organic peat fill and estuarine material (dig-out depth of at least 1.5m to 2.7m) and replacement with engineered fill to minimise the potential for differential settlement which could have an adverse effect on the building.”*
- *“The depth of excavation will need to extend beneath the unsuitable material. For the majority of the property this may be some 1.6m depth, increasing in depth in the northern boundary area to approximately 2.7m depth. For complete dig-outs the excavation for the replacement fill needs to extend beyond the footprint of the building by at least 1.5 times the depth of the undercut to provide the lateral support for the building loads.”*

3.2 Design Loads

Design loads used in the concept design of the superstructure and foundation are presented in Table 1.

Table 1 Key concept design assumptions and inputs.

Item	Design Input	Comments
Building Importance Level	3	Seating capacity in sports hall > 300 and hall area > 1000 m ²
Earthquake design loadings	-	Not used for concept design since structure is lightweight and wind loadings will govern. However, earthquake loadings would need to be checked for detailed design.
Soil Type	D	Deep or soft soil as recommended from LDE geotechnical report. Note from Geotech report: “.... refusal reached at 1.9m- 4m depth with scalas.”
Site Level	4m asl	4 metres above mean sea level
Ground water level	4 – 5 m bgl	4 – 5 metres below existing ground level
Proposed engineered fill underlying raft foundations	300 kPa ULS 100 kPa allowable	Assumes 1.5m – 2.7m of organic peat fill and estuarine material is removed from site and replaced with engineered fill.
Concrete f_c'	30 – 50 MPa	Dependant on foundation option selected
fy Steltech Vertebeams	350 MPa	Tapered steel box beams used for the main portal spans and potentially in lean-to areas depending on client and architects requirements.

3.3 Proposed Concept Design of Foundations

3.3.1 Option 1: Engineered fill underlying raft foundations

The most simple and preferred foundation option would be to replace the 1.5 to 2.7m depth of peat and estuarine soil with engineered fill to enable a standard reinforced concrete foundation to be constructed. This foundation option consists of pad footings, internal footings, perimeter footings and a concrete slab. It is important to note for pricing that (depending on the depth of the undercut) the engineered fill would need to extend between 2.3m to 4.0 metres horizontally from the edge of the building.

The proposed concept design of the foundation is based on the option of engineered fill underlying raft foundations. This involves removing the top 1.5m – 2.7m of organic peat fill and replacing it with engineered fill. Figure 2 shows HB Architecture's plan drawing 1300 of the Ruakaka Recreation Centre overlaid with the structural foundation system showing the location of pad footings, perimeter edge footings and internal foundation beams. The internal foundation beams support internal walls and higher floor loadings from the retractable seating. Some of the internal foundation beams also act as tie beams between portal frame legs or internal steel columns.

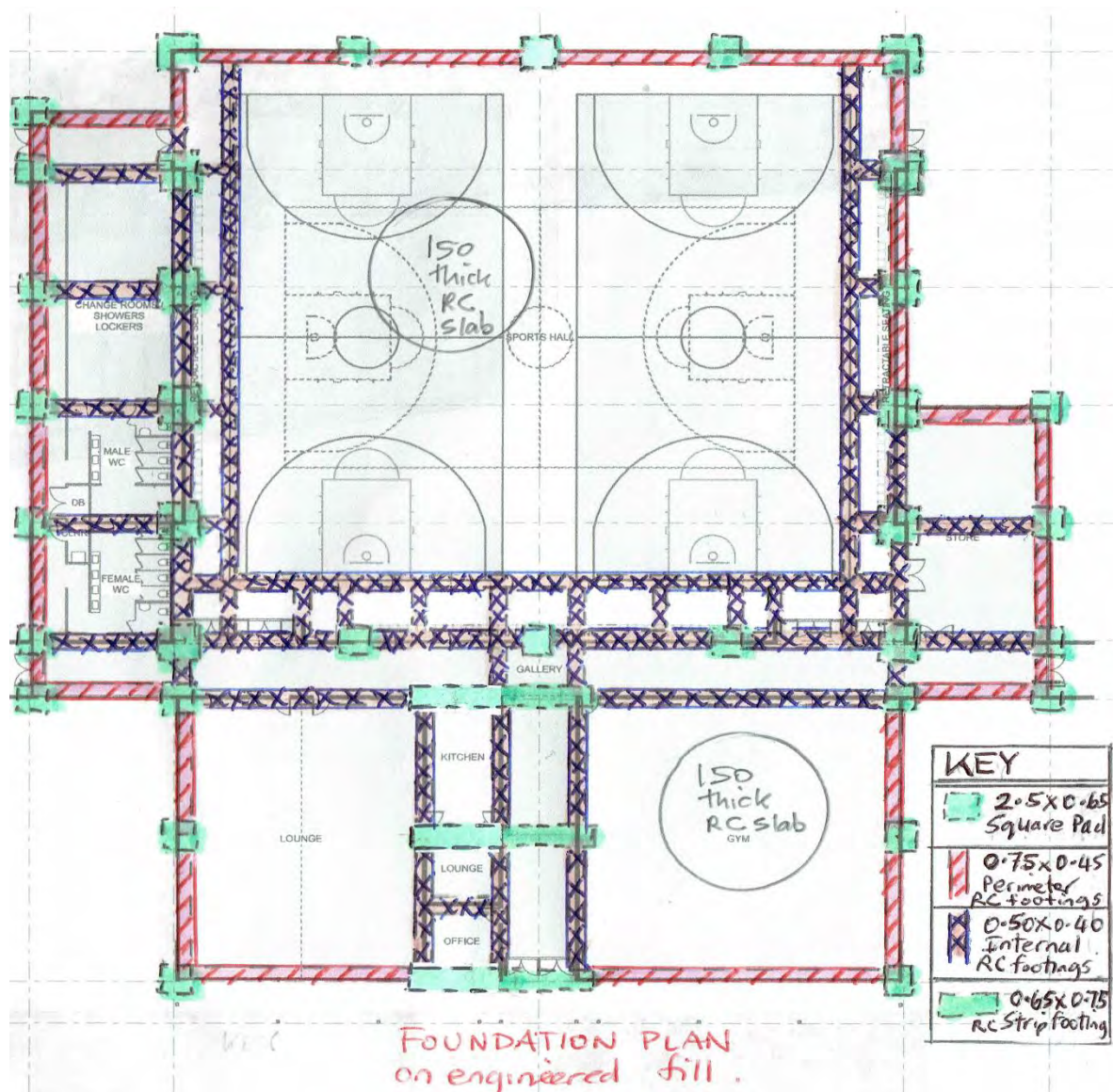


Figure 2 HB Architecture's Plan 1300 with overlaid Structural foundation system

The reinforced concrete (RC) pad footings beneath each large portal frame leg would need to be at least 2.5 m wide x 2.5 m long x 0.65 m thick. The size of the perimeter edge footings would be dependent on the ground level relative to the floor level. However, for preliminary cost estimation, allow 0.45 m wide x 0.75 m deep RC footings. Internal RC beams would be 0.4 m wide x 0.5 m deep. Linking in to the beam and pad foundations is a 150 thick reinforced concrete slab. This slab would obviously need saw cuts at approximately 4.5m centres each way as well as control or construction joints every 25m in each direction. The positions of these control joints would need to be agreed with the Architect during the detailed design. However, the best position structurally would be running north-south down the middle of the sports hall and east-west across the middle of the sports hall. It is assumed that a timber floor will be built on top of the concrete slab.

3.3.2 Option 2: Specifically engineered piled foundations

Based on information presented in the geotechnical report it appears that the piled foundation option would involve a fully suspended concrete floor slab. This would need to be significantly thicker than a standard slab on grade and would require two layers of reinforcing steel running in both directions.

The piled foundation system would be more prone to corrosion from the acid sulphate soils and the pile sizes and spacings would need to be designed to resist lateral loads through the 1.5 to 2.7m depth of peat and estuarine soils. For this reason the top of the piles would need to be fixed to prevent rotation. Pile caps would then be required with tie beams in two directions supporting the suspended concrete floor slab.

If this option was pursued for detailed design, the structural engineer will need to work with the geotechnical engineer to determine skin friction and end bearing capacities for the piles to determine pile type, size and spacing. More soil testing maybe required or the geotechnical report updated to specify skin friction and end bearing capacities for these piles.

3.4 Proposed Concept Design of Superstructure

A portal frame design consisting of tapered steel box beam sections is recommended for the superstructure of the Ruakaka Recreation Centre. Specifically, a Steltech Vertebeam is recommended. This cost effective option is a patented system by Coresteel Buildings. Amir Shahmohammadi, Structural Engineer, STELTECH has undertaken a preliminary design of the portal frames to span the required 40.2m over the sports hall.

Sizes of the tapered box beam are shown in Figures 3 & 4. Further rationalisation of the portal frame spacings would be investigated with the Architect during the detailed design phase. Loads from the lean-to structures have been included in this preliminary design. Lean-to roof beams can be economically made of RHS or UB sections. But if the client and Architect would like to use the same product for the whole building, the lean-to roof beams can be made from equivalent tapered steel box beams (Steltech Vertebeam).

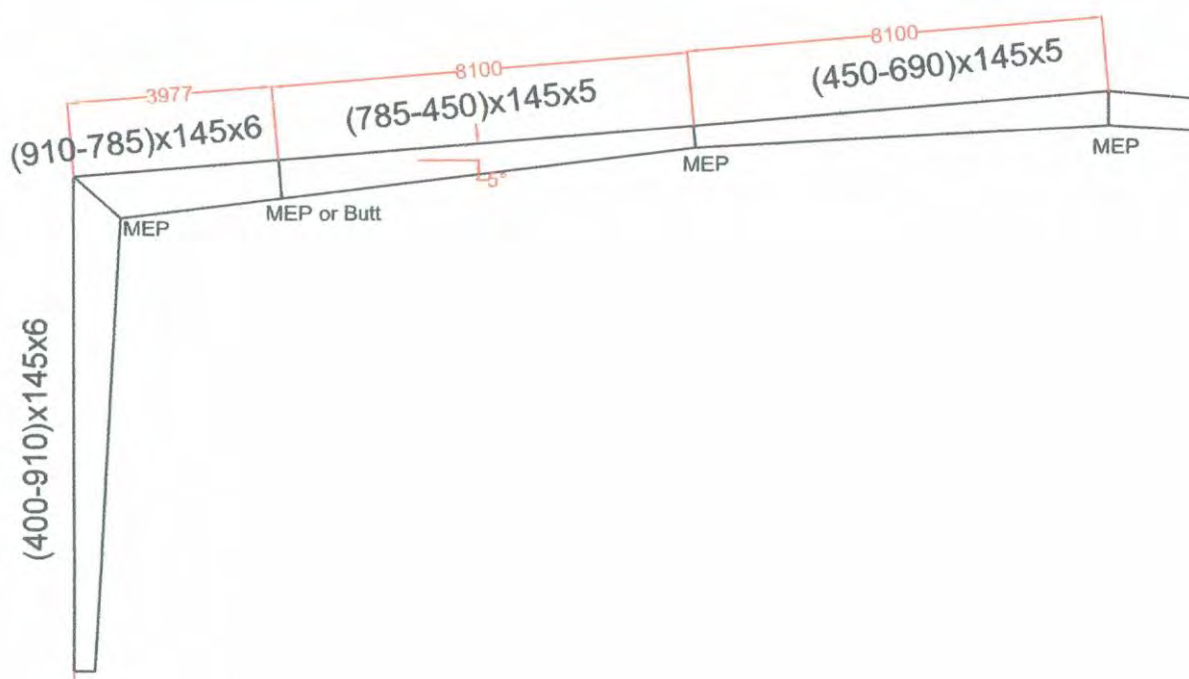


Figure 3 Elevation of half of the main portal frame showing the tapered box beam. Design courtesy of Steltech NZ.

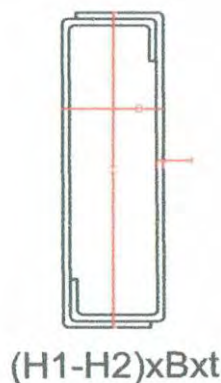


Figure 4 Section through the tapered box beam. Design courtesy of Steltech NZ.

There are benefits in using the tapered steel box beams in the lean-to roof areas also, as noted on the coresteel website as follows:

- Bird resistant beams and purlins
- Reduced surface area resulting in less steel and paint required.
- Quick construction process which reduces labour costs.
- Non-obtrusive apex and knee connections.

For more information on the superstructure concept design, refer to the structural concept design sketches in Appendix B and also the tapered box beam brochure on the www.coresteel.co.nz website.

4.0 Concept Design Recommendations

For the foundation concept design, it is recommended to use Option 1: Engineered fill underlying raft foundations. This is the most simple and preferred foundation option and involves replacing the 1.5 to 2.7m depth of peat and estuarine soil with engineered fill to enable a standard reinforced concrete foundation to be constructed.

For the superstructure concept design it is recommended to use a tapered box beam portal frame system (Steltech Vertebeam) by Coresteel for the main span over the sports hall. This system can also be used elsewhere in the lean-to structure. However more conventional steel universal beams can be used in the lean-to structures depending on the client and architect's requirements. There are many benefits in using the tapered box beam throughout as noted on the www.coresteel.co.nz website.

For more information on the superstructure and foundation concept designs, refer to the structural concept design sketches in Appendix B.

5.0 Limitations

This report has been prepared for the Ruakaka Recreation Centre Incorporated. No liability is accepted for the use of any part of the report for any other purpose or by any other person or organisation.

Please note that a detailed structural engineering design would need to be undertaken before any proposals are submitted for building consent or tendered. The concept design sketches in Appendix B are for preliminary pricing only and are not suitable for building consent applications nor tendering or construction purposes.

This limitation should be read in conjunction with the IPENZ/ACENZ document "Short Form Model Conditions of Engagement as agreed between the client Ruakaka Recreation Centre Incorporated and Kakariki Engineering Ltd on 19 September 2017.

Information, opinions and recommendations contained in this report cannot be used for any other purpose or by any other entity without our review and written consent. Kakariki Engineering Ltd accepts no liability or responsibility whatsoever for or in respect of any use or reliance upon this report by any third party.

Report prepared by:



Richard Greenfield
NZCE, BE(Hons), CPEng
Chartered Structural Engineer

Attached:

[Appendix A Calculations](#)

[Appendix B Structural Concept Design Sketches](#)

Check size of pad footings beneath columns

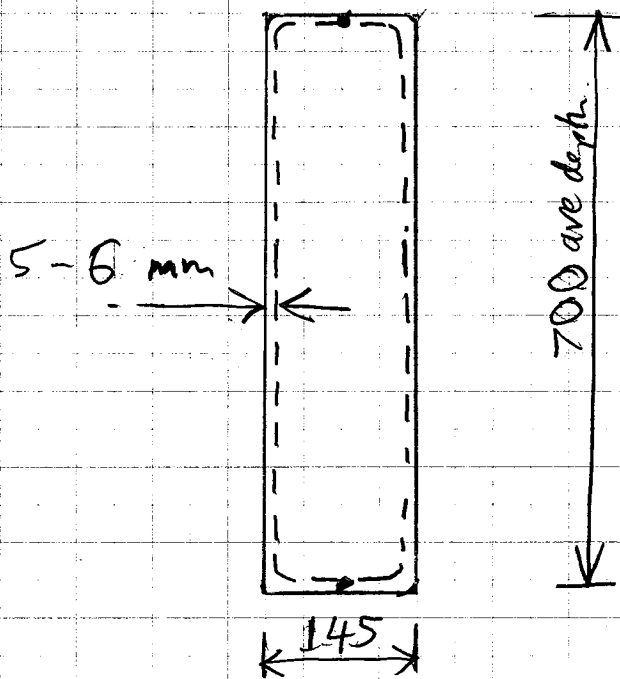
Frame B Columns (Main Portal Columns)

$$\begin{aligned} \text{Area} &= 6.8 \text{ m} \times \left(\frac{8}{2} + 20.1 \right) \\ &= 154 \text{ m}^2 \end{aligned}$$

24.1

G : roof 0.40 kPa.

Portal - Tapered box ave. depth = $\frac{0.910 + 0.62 + 0.57}{3}$
 $= 0.70 \text{ m}$



L = Perimeter box section length

$$L = 2 \times (0.145 \times 2 + 0.075 + 0.70)$$

$$L = 2.13$$

$$= 2.13 \times 0.0055 \times 78.5$$

$$= 0.92 \text{ kN/m}$$

Additional G in kPa

$$= 0.92 / 6.8 = 0.14 \text{ kPa}$$

\therefore roof + portal frame wt
 $0.40 \text{ kPa} + 0.14 \text{ kPa}$

Q

$$0.25 \text{ kPa}$$

$$G = 0.54 \text{ kPa}$$

$$Q = 0.25 \text{ kPa}$$

check size of pad footings beneath columns.

neglecting weight of G.F slab

$$\therefore G + Q = 0.79 \text{ KPa} \quad (\text{SLS})$$

$$1.2 G + 1.5 Q = 1.2(0.54 \text{ KPa}) + 1.5(0.25)$$

$$= 0.648 + 0.375$$

$$= 1.02 \text{ KPa} \quad (\text{ULS})$$

$$1.35 G = 1.35(0.54)$$

$$= 0.73 \text{ KPa} \leftarrow \text{D.N.G.} \quad (\text{ULS})$$

WIND check

$$V_{9000} = 46 \text{ m/s} \quad (\text{IL} = 3)$$

$$M(z_{cat}) = z \leq 15 \text{ Cat 2} \quad \therefore M_{z_{cat}} = 1.05$$

$$p = 0.6 V^2 C_{fig. Cdyn} \quad V_{site} = 46 \times 1.05 = 48.3 \text{ m/s}$$

$$= 0.6 \times 48.3^2 C_{fig} \times 1 / 1000$$

$$P_s = 1.4 C_{fig}$$

Roof Slope 8°

$$h/d = 1/40 = 0.025 \quad h = 11 \quad d = 40$$

$$\begin{aligned} \text{Uplift } w_{uls} &= P_{uls} \Phi = 1.4 C_{fig} \\ &= 1.4 \left[\left(\frac{-0.9 + -0.5}{2} \right) - 0 \right] \\ &= -0.7 \end{aligned}$$

$$= 1.4 \times 0.7$$

$$= -0.98 \text{ KPa} \uparrow$$

SECTION 3 REGIONAL WIND SPEEDS

3.1 GENERAL

This Section shall be used to calculate gust wind speeds appropriate to the region in which a structure is to be constructed, including wind direction effects.

3.2 REGIONAL WIND SPEEDS (V_R)

Regional wind speeds (V_R) for all directions based on 3-second gust wind data shall be as given in Table 3.1 for the regions shown in Figure 3.1(A) and Figure 3.1(B) where R (average recurrence interval) is the inverse of the annual probability of exceedence of the wind speed for ultimate or serviceability limit states.

The calculated value of V_R shall be rounded to the nearest 1 m/s.

TABLE 3.1
REGIONAL WIND SPEEDS

Regional wind speed (m/s)	Region				
	Non-cyclonic			Cyclonic	
	A (1 to 7)	W	B	C	D
V_1	30	34	26	$23 \times F_C$	$23 \times F_D$
V_5	32	39	28	$33 \times F_C$	$35 \times F_D$
V_{10}	34	41	33	$39 \times F_C$	$43 \times F_D$
V_{20}	37	43	38	$45 \times F_C$	$51 \times F_D$
V_{25}	37	43	39	$47 \times F_C$	$53 \times F_D$
V_{50}	39	45	44	$52 \times F_C$	$60 \times F_D$
V_{100}	41	47	48	$56 \times F_C$	$66 \times F_D$
V_{200}	43	49	52	$61 \times F_C$	$72 \times F_D$
V_{250}	43	49	53	$62 \times F_C$	$74 \times F_D$
V_{500}	45	51	57	$66 \times F_C$	$80 \times F_D$
V_{1000}	46	53	60	$70 \times F_C$	$85 \times F_D$
V_{2000}	48	54	63	$73 \times F_C$	$90 \times F_D$
V_{2500}	48	55	64	$74 \times F_C$	$91 \times F_D$
V_{5000}	50	56	67	$78 \times F_C$	$95 \times F_D$
V_{10000}	51	58	69	$81 \times F_C$	$99 \times F_D$
$V_R (R \geq 5 \text{ years})$	$67-41R^{-0.1}$	$104-70R^{-0.045}$	$106-92R^{-0.1}$	$F_C (122-104R^{-0.1})$	$F_D (156-142R^{-0.1})$

NOTES:

- Values for V_1 have not been calculated by the formula for V_R .
- For ultimate or serviceability limit states, refer to the Building Code of Australia or AS/NZS 1170.0 for information on values of annual probability of exceedence appropriate for the design of structures.

3.3 WIND DIRECTION MULTIPLIER (M_d)

3.3.1 Regions A and W

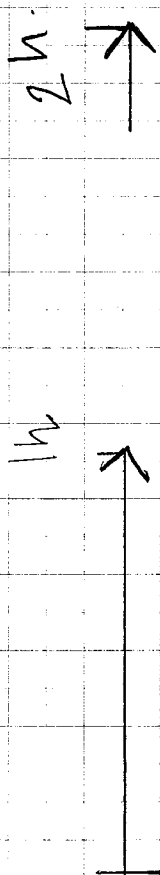
The wind direction multiplier (M_d) for regions A and W shall be as given in Table 3.2.

TABLE 3.3
ANNUAL PROBABILITY OF EXCEEDANCE

Design working life	Importance level	Annual probability of exceedance for ultimate limit states			Annual probability of exceedance for serviceability limit states	
		Wind	Snow	Earthquake	SLS1	SLS2 Importance level 4 only
Construction equipment, e.g., props, scaffolding, braces and similar	2	1/100	1/50	1/100	1/25	
Less than 6 months	1	1/25	1/25	1/25	—	
	2	1/100	1/50	1/100	1/25	
	3	1/250	1/100	1/250	1/25	
	4	1/1000	1/250	1/1000	1/25	
5 years	1	1/25	1/25	1/25	—	—
	2	1/250	1/50	1/250	1/25	—
	3	1/500	1/100	1/500	1/25	—
	4	1/1000	1/250	1/1000	1/25	1/250
25 years	1	1/50	1/25	1/50	—	—
	2	1/250	1/50	1/250	1/25	—
	3	1/500	1/100	1/500	1/25	—
	4	1/1000	1/250	1/1000	1/25	1/250
50 years	1	1/100	1/50	1/100	—	—
	2	1/500	1/150	1/500	1/25	—
	3	1/1000	1/250	1/1000	1/25	—
	4	1/2500	1/500	1/2500	1/25	1/500
100 years or more	1	1/250	1/150	1/250	—	—
	2	1/1000	1/250	1/1000	1/25	—
	3	1/2500	1/500	1/2500	1/25	—
	4	*	*	*	1/25	*

* For importance level 4 structures with a design working life of 100 years or more, the design events are determined by a hazard analysis but need to have probabilities less than or equal to those for importance level 3.

Design events for importance level 5 structures should be determined on a case by case basis.



$C_{pe} = -0.5$

$C_{pe} = -0.9$

$C_{pi} = -0.3$
 $= 0.0$

Wind pressure coefficients

Wind check cont'd.

$$\begin{aligned}
 0.9G + W_{uls} \uparrow &= 0.9(0.54) - (0.98) \\
 &= +0.486 - 0.98 \\
 &= -0.49 \text{ kPa Uplift. (ULS)}
 \end{aligned}$$

Governing load combinations:

$$G + Q \downarrow = 0.79 \text{ kPa (SLS)}$$

$$1.2G + 1.5Q \downarrow = 1.02 \text{ kPa (ULS)}$$

$$0.9G + W_{uls} \uparrow = -0.49 \text{ kPa (ULS)}$$

Pad footing beneath Frame B Column

Roof Area contributing to Column. = 164 m^2 .

$$\therefore G + Q = 0.79 \times 164 = 130 \text{ kN}$$

$$+ G \text{ partial wt} = 0.92 \text{ kN/m} \times 9 = 8 \text{ kN}$$

Assuming 2×2 pad $\times 0.5$ thick

$$G_{\text{pad}} = 2 \times 2 \times 0.5 \times 24 = 48 \text{ kN}$$

$$G_{\text{slab}} = 0.15 \times 24 \times 4 \text{ m}^2 = 14 \text{ kN}$$

$$Q = 5 \text{ kPa} \times 4 \text{ m}^2 = 20 \text{ kN}$$

\uparrow ground level
etc.

$$\therefore \text{Total } G + Q = 220 \text{ kN}$$

Pad footing beneath Frame B Column

$$\text{Total } G+Q = 220 \text{ kN}$$

$$\text{Allowable bearing pressure} = 100 \text{ kPa}$$

Prelimin

$$\text{Pad footing size} = \frac{220}{100} = 2.2 \text{ m}^2$$

$$\sqrt{2.2} = 1.48 \text{ m square pad footing}$$

Say 2m x 2m
square pad
footings.

Check ULS - (1.2G + 1.5Q)

$$\text{Roof ULS} : 1.02 \times 164 = 167 \text{ kN}$$

$$\text{Portal leg} : \frac{(1.2G + 1.5Q)}{83} \times 1.2 = 22 \text{ kN}$$

$$\text{Pad + slab} : 1.2 (48 + 14) = 74 \text{ kN}$$

$$\text{Live load} : 1.5 (5 \times 4) = 30 \text{ kN}$$

$$\underline{\quad\quad\quad} 293 \text{ kN}$$

Soil Capacity Reduction factor $\phi = 0.5$

ULS bearing capacity = 300 kPa

$$\text{Prelim pad size} = \frac{293}{\phi (\text{ULS Bearing Pressure})}$$

$$= \frac{293}{0.5 \times 300}$$

$$= 1.95 \text{ m}^2$$

$$b = \sqrt{1.95} = 1.40 \text{ square } \& \text{ D.N.G.}$$

Pad footing beneath Frame B column

check pad footing is large enough to resist
uplift assuming $Q = 0$ & $0.9G$

\therefore for $0.9G + \text{wulst}$ load combination

$$\begin{aligned}\text{Uplift load on roof area} &= 164 \times -0.49 \\ &= -80 \text{ kN} \uparrow\end{aligned}$$

$$\begin{aligned}0.9(G_{\text{pad}} + G_{\text{portal leg}} + G_{\text{slab}}) &= 0.9(48 + 14 + 83) \\ &= 63 \text{ kN} \quad \text{80}\end{aligned}$$

2x2x0.5 Pad No. good

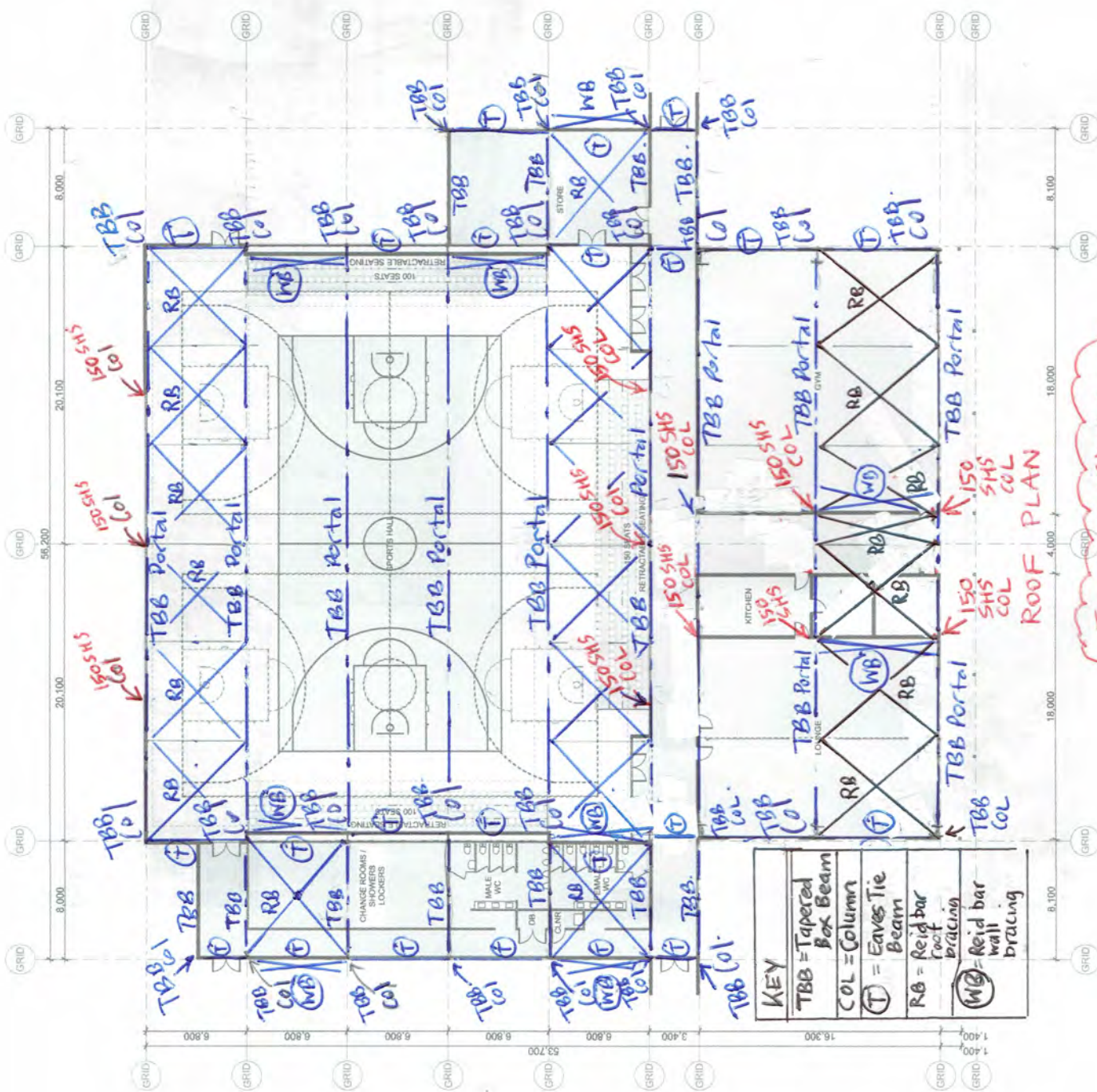
Try 2.5 x 2.5 x 0.5 Pad.

$$\begin{aligned}G_{\text{pad}} + \text{slab} &= 2.2 \times 2.5 \times 0.65 \times 24 \\ &= 97.5\end{aligned}$$

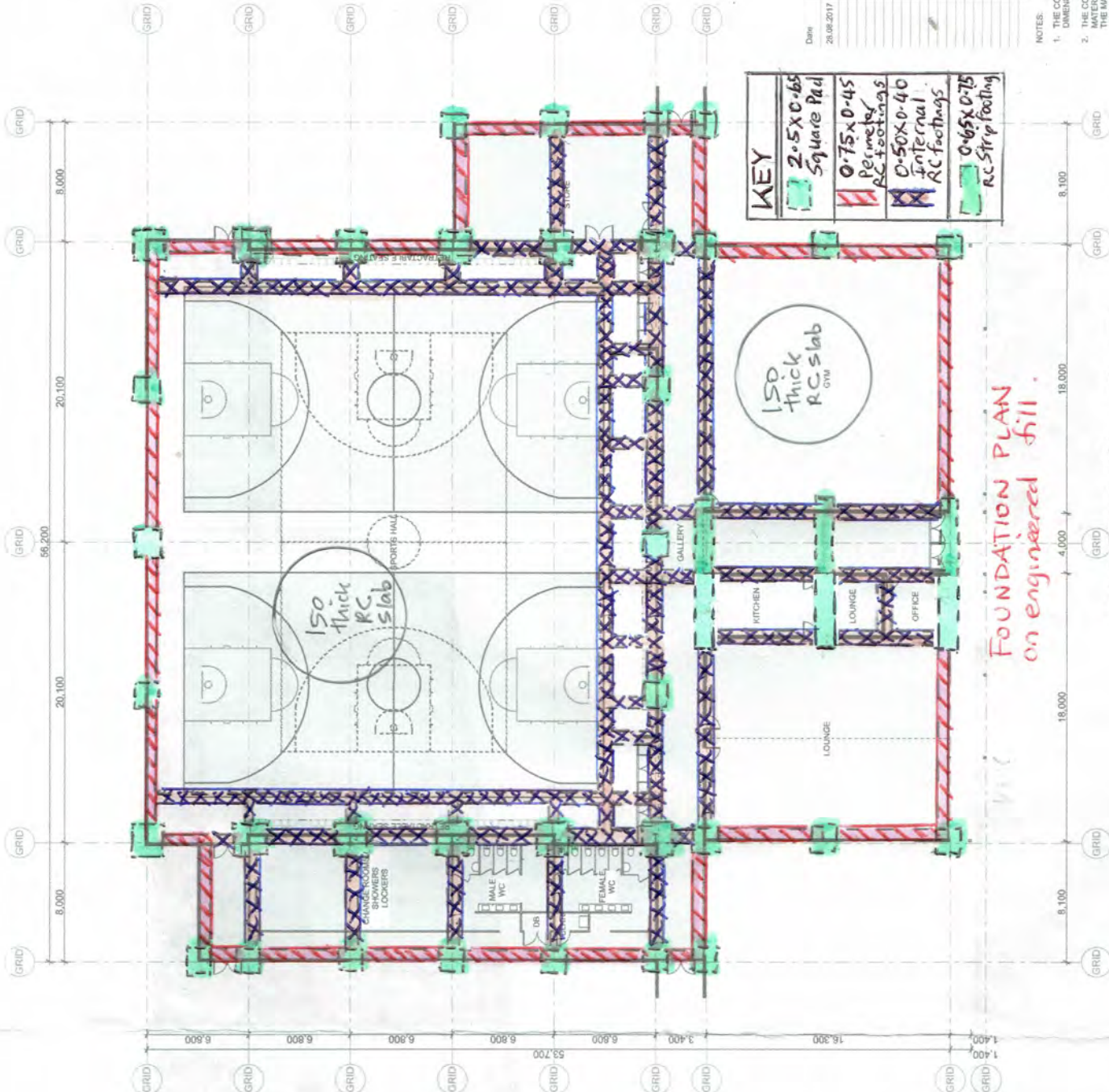
$$\begin{aligned}&= 0.9(G_{\text{pad}} + G_{\text{slab}} + G_{\text{portal leg}}) \\ &= 0.9(97.5 + 8.3) \\ &= 95.2 \text{ kN} > 80 \text{ kN uplift}\end{aligned}$$

2.5 x 2.5 x 0.65
Pad footing
req beneath
main portal leg.

Appendix B



For Tapered Steel Box Beam design for main portal frame, see attached Steltech Veritebeam A3 drawing



FLOOR PLAN - COURT 2
 SCALE: 1:200 @ A1
 1:400 @ A3

Structural Markup of Architects plan for Proposed Concept Design by R.J. Greenfield of Kakariki Engineering Ltd. 30.11.17.

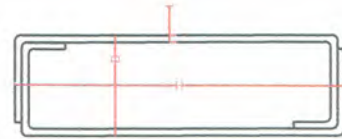
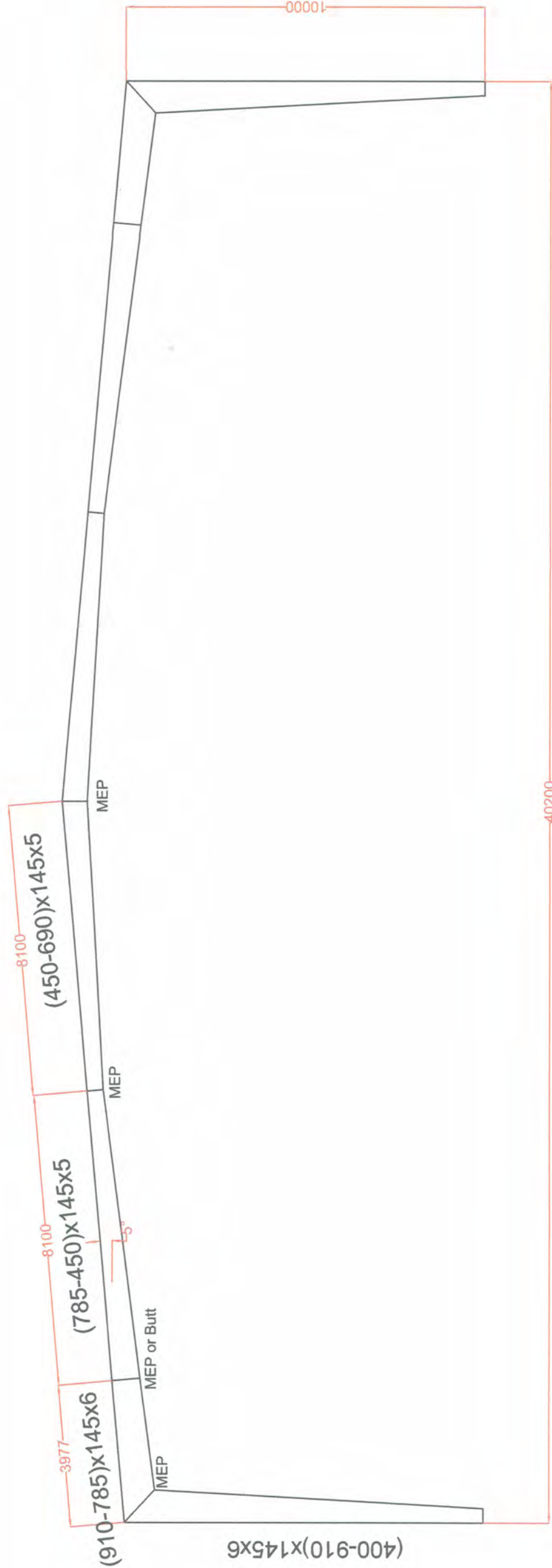
NOTES:

- THE CONTRACTOR SHALL CONFIRM ALL DIMENSIONS ON SITE.
- THE CONTRACTOR SHALL INSTALL ALL MATERIALS AND PRODUCT IN ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS AND INSTALLATION FOUNDATION.


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INFORMATION
 28/03/2017
 RUAKAKA RECREATION CENTRE INCORPORATED
 RUAKAKA RECREATION CENTRE

CONCEPT DESIGN
 FLOOR PLAN
 SHEET 01 OF 01
 5323
 1300
 01
 30.11.17



(H1-H2)xBxt

PROJECT TITLE: Ruakaka recreation center	CLIENT: Kakariki Engineering Ltd	DESIGNED BY: Amir.S	DATE: 28/11/2017	WEIGHT: 4.7 ton	
REFERENCE FILE: C454	LOCATION: Ruakaka	CHECKED BY:	VERSION: 1	MATERIAL: Steel G350	



PRELIMINARY FIRE SAFETY DESIGN REPORT

FOR A NEW RECREATION CENTRE

FOR RUAKAKA RECREATION
CENTRE INCORPORATED

AT PETER SNELL ROAD, RUAKAKA
(LOTS 4 - 6, DP 55729)

BASED ON C/AS4 ACCEPTABLE SOLUTIONS

Job Number: 17-0806 REV A

13TH SEPTEMBER, 2017

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Document History

Revision No:	Revision Description:	Revision Date:
A	Initial issue of fire safety design report	13/09/17

1. INTRODUCTION

1.1. Purpose:

The following design report summarises the fire safety features of the project and is based on the C/AS4 ACCEPTABLE SOLUTIONS (Amendment 4) fire documents and the attached plans. This report has been prepared to provide preliminary fire safety design advice for initial project costings and to inform any ongoing developed design. This report is not suitable for building consent application purposes.

1.2. Project Description and Use:

The building being considered is a proposed new 2600m² recreation centre with associated areas. A future extension of an additional 800m² has been considered within this report.

The building is to be located on three combined allotments. Therefore this project will need to be subject to s75 of the Building Act so that the three allotments can be treated as a single site.

The proposed construction is a single level structure separated from the overall property boundaries. The proposed future extension to the north of the initial recreation centre build will be approximately 6m from the boundary. All other separations from the proposed building to the relevant boundaries exceed 16m.

1.3. Fire Safety Design Philosophy:

This fire safety design is offered as being in compliance with the NZ Building Code by the application of the Acceptable Solutions, as issued by the Ministry of Business, Innovation and Employment (MoBIE).

This building is assessed as containing the CA Risk Group.

All escape routes within the building are to be considered as open paths.

The completed project may be constructed as a single firecell, however two firecells should be considered to future-proof the building for proposed extensions.

1.4. Legislation:

1.4.1. The Building Act (2004) & Building Regulations (1992):

The findings of this report reflect the requirements of the Building Act, New Zealand Building Code and the acceptable solutions. There is no requirement in the code to protect against loss of the owner's property by fire, as such this has not been addressed in this report. The fire protection features set out below are required to protect the neighbour's property. The other features are required to protect life safety within the building.

Unless specifically stated otherwise this fire safety report is based on the NZ Building Code Acceptable Solutions C/AS4, F6/AS1, F7/AS1, and F8/AS1 current at the date of this report, and design documents as detailed below.

This report solely addresses the requirements of the Building Act, and the NZ Building Code. As a new building the Building Act requires that all construction fully comply with NZBC requirements.

1.4.2. Other Legislation:

This report does not address the requirements of the Fire Service Act (1975) and The Fire Safety and Evacuation of Buildings Regulations (2006), which may apply to this project. This report does address all Building Act requirements in regard to the provision of fire separations and fixed fire protection necessary to facilitate safe evacuation from the building, which would normally be expected to provide sufficient fixed fire safety measures to enable compliance with this legislation.

This report does not cover the requirements of the Hazardous Substances and New Organisms Act 1996 in respect of storage of dangerous goods. Nor does it cover occupational safety and health.

This report does not address the Building Act requirements for Access and Facilities for the Disabled other than as directly required for Fire Safety purposes. These requirements will be required to be addressed separately.

1.5. Design Documents:

The fire safety design is based upon the following design documents:

CONSULTANT	PROJECT DESCRIPTION	PROJECT NO.	DOCUMENT TITLE	SHEET NO.	REV
HB Architecture	Ruakaka Recreation Centre	5323	Site Plan	1000	01
"	"	"	Floor Plan	1300	"
"	"	"	Elevations	2000	"
"	"	"	Elevations	2001	"
"	"	"	Architects Impression	9000	28/08/17

2. GENERAL

2.1. Occupancy Description:

The building contains the following risk groups and storage and escape heights based on Table 1.1

LOCATION	RISK GROUP	STORAGE HEIGHT (M)	ESCAPE HEIGHT (M)	IMPORTANCE LEVEL
Recreation Centre	CA	N/A	0m	3

2.2. Occupancy Numbers:

Based on floor area and Table 1.2 the building will contain:

SPACE LOCATION	FLOOR AREA (M ²)	OCCUPANT DENSITY (M ² /PERSON)	SPACE OCCUPANCY	TOTAL OCCUPANCY
Sports Hall	900	3	300	300
Bleacher seats	Seats	Per Seat	350	350
Fitness/weights	288	5	58	58
Lounge (large)*	216	2	108	108
Lounge (small)*	16	2	8	8
Office	16	10	2	2
Store**	112	100	2	-
Toilets**	84	Per fixture	21	-
Changing**	84			
TOTAL OCCUPANCY				826

* The current calculated occupancy for these spaces is based on "lounge" occupancies to accommodate social functions.

However, if these spaces are to be used for formal meetings with loose seating the occupant density will increase to 0.8m²/person. This would increase the potential overall occupancy in the building by another 174 people to 1000 people. This is the maximum number of occupants allowed before a sprinkler system is required.

Any future additions would increase the occupancy to over 1000 people and a sprinkler system would then be required throughout the building at that point. An alternative to installing sprinklers in the future would be to design the building as two firecells to ensure future occupancies of each of the firecells does not exceed 1000 people.

The use of the large lounge for a meeting space would also mean additional exit width would be required from that space (ie two exit doors each giving a minimum clear opening width of 2051mm).

** This space is ancillary to the building purpose. When the remainder of the building is fully occupied this space will be un-occupied. Therefore the calculated occupancy of this space does not increase the total occupancy of the building. The space occupancy is calculated to ensure that sufficient escape routes are provided for this space.

The maximum calculated occupancy of the proposed Stage 1 build is 1000 people (allowing for meetings in the Lounge areas). The proposed future extension (assumed to be additional sports floor area) will add an additional 267 people to the overall maximum calculated occupant load.

3. FIRECELLS, FIRE SAFETY SYSTEMS, & FIRE RATINGS

3.1. Firecells:

C/AS4 CA: The floor area of an unsprinklered firecell shall not exceed 5000 m². If a firecell is sprinklered, the firecell floor area may be unlimited, except if specified otherwise in this Acceptable Solution when building areas require subdivision or other area limitations are imposed.

Therefore this project is allowed to be constructed as a single firecell whether it has a sprinkler system or not. However to future proof the building it is recommended that the initial build be constructed as two firecells. This would ensure that future extensions to the building do not increase the calculated maximum occupancy in each firecell to greater than 1000 people, and therefore a sprinkler system is unlikely to become a requirement in the future.

3.2. Fire Safety Systems:

C/AS4 CA: The fire safety systems for firecells required for this risk group shall be as follows.

For 100 to 1000 people or ≥ 4.0 m but ≤ 25 m escape height

- a) Type 4 alarm system. A direct connection to the Fire Service is not required if:
 - i) there are less than 200 people, and
 - ii) the escape height is 0 m, and
 - iii) a phone is available at all times for emergency calls.

A Type 3 with supplementary smoke detection may be substituted if the environment is challenging for smoke detection.

- b) Type 9 smoke control in air handling systems, and
- c) Type 18 building fire hydrant system in all cases where the height from the fire service attendance point to any floor is greater than 15.0 m. Otherwise, a Type 18 system is required unless the Fire Service hose run distance from Fire Service vehicular access to any point on any floor is less than 75m.

If any firecell in a building requires a manual or automatic fire alarm or sprinkler system, that system shall be provided in all other firecells throughout the building.

Therefore this building is required to have a Type 4 automatic fire alarm installed with smoke detection and manual call points. This system is to be installed in accordance with NZS 4512:2010. A direct connection to the fire service is required.

The alarm system will need to be upgraded to a Type 7 sprinkler system if the occupant load of any firecell is to exceed 1000 people.

All HVAC systems will require Type 9 smoke control. This will not apply to small independent systems such as heat pumps and bathroom extract fans.

A building fire hydrant system is not required in this building as fire hose runs will not exceed 75m.

In accordance with F6/AS1 emergency lighting must be provided in all of the following:

- a) in all exitways,
- b) at every change of level in an escape route,
- c) in an escape route from the point where the initial open path travel distance exceeds 20 metres,
- d) in any occupied space designed for an occupant load of more than 250 people including all escape routes serving that space,
- e) in any part of an escape route designed to serve more than 250 people,
- f) in the escape routes of the classified use Community Care.

Therefore emergency lighting will be required throughout the entire sports hall and lounge (occupant load greater than 250 people), and all egress corridors in the building. Small amounts of emergency lighting will also be required within the gym area, where escape path lengths exceed 20m in length.

Emergency lighting must provide a direct illuminance of no less than:

- a) 1 lux at every change in level in an escape route, and
- b) 0.2 lux everywhere else.

Emergency lighting must comply with all requirements of F6/AS1.

Design and detailing of the emergency lighting system is to be by others to F6/AS1.

3.3. Fire Resistance Ratings:

C/AS4 CA: Unless explicitly stated otherwise in this Acceptable Solution, the fire resistance ratings (FRRs) that apply for this risk group shall be as follows:

Life rating = 60 minutes.

Life Rating is to be applied to all required internal fire separations. (See 5.0).

Property rating = 120 minutes.

Property Rating is required to be applied to all external walls that do not have adequate separation distances to relevant boundaries. (See 6.0).

If a fire sprinkler system is provided, the FRRs for risk group CA shall be:

Life rating = 30 minutes, and
Property rating = 60 minutes.

Structural elements in a single storey building need not be fire rated if FRRs are not required for any other reason.

4. MEANS OF ESCAPE:

4.1. Number of Required Escape Routes:

C/AS4 CA: The minimum number of escape routes from a floor level, except in those situations where single escape routes are permitted, shall be:

Minimum number of escape routes from a floor level	
Number of occupants	Minimum number of escape routes
Up to 500	2
501 to 1000	3
1001 to 2000	4

4.2. Single Escape Route Requirements:

Single escape routes shall only be permitted if:

- The open path length does not exceed the limits specified, and
- The total occupant load from all firecells on each level served by the escape route is no greater than 50, and
- The number of preschool children receiving child care or people with a disabilities (including those using workshops and dining rooms) on any floor is not greater than 10, and,
- The escape height is no greater than 10m if unsprinklered, or 25m if sprinklered.

The overall building has five exit points which is compliant for up to 2000 occupants.

The proposed Stage 1 Sports Hall can accommodate up to 650 occupants and requires a minimum of three escape routes. Four compliant escape routes are provided.

The Lounge areas can accommodate a maximum of 290 people when used as a formal meeting space (with loose seating). Two escape routes are required and provided.

The Gym area has a calculated maximum occupancy of 58 people. A minimum of two escape routes will be required from this space. Currently only a single escape is provided, as such an additional escape will need to be added to this space.

All other individual spaces have less than 50 occupants and may be served by a single means of escape.

4.3. Height and Width Requirements of Escape Routes:

4.3.1. General Allowable Escape Widths:

LOCATION	HORIZONTAL WIDTHS (mm)	VERTICAL WIDTHS (mm)
Accessible routes	1200mm	1100mm
Open path	850mm	1000mm
Open path, less than 50 people, no disability requirements	700mm	850mm

* NOTE: Accessible routes and disability requirements are to be complied with fully as required by D1/AS1 Acceptable Solutions. The building designer is responsible to ensure the D1/AS1 requirements are complied with. General allowable escape routes may be reduced to 760mm (600mm if not required to be accessible), clear opening width at doorsets on the escape route.

4.3.2. Specific Escape Route Widths for Risk Group:

C/AS4 CA: Width requirements within escape routes shall be as follows:

- a) Width of all available escape routes: the total combined width of all available escape routes shall allow 7mm/person for horizontal travel and 9 mm/person for vertical travel.
- b) Provision for unusable escape routes: except where *dead ends* and single escape routes are permitted, in unsprinklered firecells the total required width shall still be available should the widest of the escape routes be unusable due to the location of the fire or any other reason.
- c) Sprinkler concession: if the firecell is sprinklered, requirement d) does not apply (ie, it is not necessary to provide extra width to allow for the possibility that one escape route may be unusable).
- d) Horizontal escape route with a single direction of escape: this shall be wide enough at any point to take the full occupant load from all contributing occupied spaces. However, the escape route may have its width increased progressively as it passes the exit from each occupied space.
- e) Horizontal escape route with two directions of escape: this shall have sufficient width for the full length of the route to allow for the occupant load from all contributing occupied spaces.

Below are the required and proposed number of exits and width of escape routes. In assessing the proposed escape widths it has been assumed, that in all cases (except single means of escape situations) the largest available escape width is blocked and unusable.

DESCRIPTION	OCCUPANCY NUMBERS	NO. & WIDTH OF ESCAPES REQUIRED (mm)	NO. & WIDTH OF ESCAPES PROVIDED (mm)
Overall building at maximum occupancy	1000	Minimum of 3 exits required. 1000 people x 7mm = 7000mm of escape width required.	5 exits provided. 4 exit doors with 1820mm clear opening width each = 7280mm. OKAY
Sports hall with seating fully occupied	650	Minimum of 3 exits required. 650 people x 7mm = 4550mm of escape width required.	4 exits provided. 3 exit doors with 1820mm clear opening width each = 5460mm. OKAY
Lounge areas with kitchen fully occupied for meetings	293	Minimum of 2 exits required. 293 people x 7mm = 2051mm of escape width required.	2 exits provided. Smallest exit door with 860mm clear opening width. Does not achieve required widths. Both exits from this area will need to be modified to achieve 2051mm of clear opening width, each.
Gym fully occupied	58	Minimum of 2 exits required. 58 people x 7mm = 406mm of escape width required.	1 exit provided. An additional exit is required to be added to this space. To meet general minimum escape width each door from this space is required to achieve 760mm clear opening width.

General overall escape widths in the main egress routes and at the final exit doors from the building are compliant as shown. The escape routes from the Lounge area and the Gym are required to be modified to meet the requirements shown in the table above.

4.3.3. General Allowable Escape Heights:

Allowable escape route heights in this building are:

- a) The clear height shall be no less than 2100 mm across the full width, except that isolated ceiling fittings not exceeding 200 mm in diameter may project downwards to reduce this clearance by no more than 100 mm, and
- b) Any door opening within, or giving access to, any escape route shall have a clear height of no less than 1955 mm for the required width of the opening.

Escape route heights are to comply.

4.4. Length of Escape Routes:

In accordance with Table 3.2 the maximum permitted (adjusted for Type 4 fire alarm system) and actual open path lengths are as follows:

SPACE DESCRIPTION	ALLOWABLE DEOP (M)	ACTUAL DEOP (M)	ALLOWABLE TOP (m)	ACTUAL TOP (m)
Sports Hall	40m	0m	100m	24m/32m
Lounge	40m	0m	100m	34m/35m
Gym*	40m	0m	100m	26m/56m

* Assuming additional exit is added to this space as required.

The proposed travel distances are compliant.

4.5. Final Exits:

Final exits which open onto the same safe place shall be spaced no closer than 5.0 m centre to centre. This applies to both internal and external exitways.

Proposed designated final exit doors in this building have adequate separation distances between them.

4.6. Doors on Escape Routes:

4.6.1. General

Doors on escape routes shall satisfy the following requirements:

- a) They shall be hinged or pivoted on one vertical edge only, except that sliding doors may be used where the space, has an occupant load of less than 20, and
- b) They shall not be fitted with any locking devices unless these comply with requirements below, and
- c) They shall have door handles which satisfy the requirements of Acceptable Solution D1/AS1 for use by people with disabilities, and
- d) They shall be constructed to ensure that the forces required to open these doors do not exceed those able to be applied:
 - i) with a single hand to release the latch (where fitted), and
 - ii) using two hands to set the door in motion, and
 - iii) using a single hand to open the door to the minimum required width.
- e) Fire and smoke control doors shall be self-closing, and the self-closing device shall either be:
 - i) active at all times, or
 - ii) activated by releasing a hold-open device in response to operation of a smoke detector, or
 - iii) a self-closer that is activated by operation of a smoke detector but allows the door to swing freely at other times. The

smoke detector requirements shall be the same as for a hold-open device, and

- f) If such doors are required to be secure, they shall be fitted with simple fastenings that can be readily operated from the direction approached by people making an escape.

4.6.2.Locking Devices

If the building is occupied, locking devices shall:

- a) Be clearly visible, located where such a device would be normally expected and, in the event of fire, designed to be easily operated without a key or other security device and allow the door to open in the normal manner. If the operation of a locking device is unusual, such as the pressing of a button close to the door, it shall have signage that complies with NZBC F8.3.1, and
- b) Not prevent or override the direct operation of panic fastenings fitted to any door, and
- c) If they are of an electromechanical type, they shall, in the event of a power failure or door malfunction, either:
 - i) automatically switch to the unlocked (fail-safe) condition, or
 - ii) be readily opened by an alternative method satisfying the requirements of Paragraph 3.15.2 a).

4.6.3.Direction of Opening

Doors on escape routes shall be hung to open in the direction of escape. However, this is not required if the number of occupants of spaces with egress using the door is no greater than 50.

Manual sliding doors may be used to serve up to 20 occupants.

4.6.4.Degree and Width of Opening

Doors on escape routes shall satisfy the following requirements:

- a) In open paths, provide an unobstructed opening width of no less than 760 mm and, when multi-leaf, have no single leaf less than 500 mm wide. The minimum door opening width may be reduced to 600 mm if it is not required to be an accessible route, and
- b) Open no less than 90°, and
- c) Open onto a floor area which:
 - i) extends for a distance of no less than the arc of the door swing, and
 - ii) is at the same level on both sides of the door for the full width of the escape route, and,
- d) When opened, not cause the door swing to obstruct the minimum required width of any escape route. For example, doors which open onto a corridor used as an escape route shall not obstruct the minimum required width of that escape route.

All doors on escape routes are to meet these requirements.

4.6.5.Vision Panels

Vision panels shall be provided on doors which:

- a) Are hung to swing both ways, or
- b) Lead into, or are within, exitways that swing in the direction of escape, or
- c) Subdivide corridors used as escape routes.

Any doors subdividing the corridor will be required to have vision panels.

4.6.6. Hold-open Devices

Detector activated *hold-open devices* shall be fitted to *fire doors* or *smoke control doors* required:

- a) Between open paths and exitways if the occupant load is greater than 1000, and
- b) For subdividing long corridors, and
- c) In fire separations where an escape route passes into an adjacent firecell, and
- d) In locations where, due to the type or volume of occupant traffic using the doors, the doors may be kept open by unauthorised means.
- e) In early childhood centres located on upper floors of multi-storey buildings.

Detectors for releasing *hold-open devices* shall be smoke detectors which are:

- a) Integral with the hold-open device and comply with C/AS4 Appendix C, or
- b) Located on the ceiling adjacent to the doorset on both sides of the doorset, or
- c) Part of an automatic smoke detection system on both sides of the doorset.

It is recommended that all fire and smoke control doors are fitted with compliant hold-open devices to allow the movement of equipment and large volumes of people through the doors without the doors being wedged open in a non-compliant manner.

4.6.7. Panic Fastenings

Panic fastenings shall be fitted on doors on the means of escape from fire including *final exits* for crowd occupancies of more than 100 people. For all other areas, simple fastenings shall be fitted on doors on the means of escape from fire. This includes *final exits* which are required to be secured against entry when a *building* or part of a *building* is occupied.

Panic fastenings are locking devices which shall meet the following requirements:

- a) The actuating portion shall consist of a horizontal bar or panel which shall extend across no less than half the width of the door leaf and shall be located between 800 mm and 1200 mm above the floor, and
- b) When a horizontal force of that able to be applied using one hand is applied to the bar or panel, the door lock shall release allowing the door to swing open freely.

All final exit doors from this building are required to be fitted with compliant panic fastenings.

4.7. Signs:

Install signage to F8/AS1 (Second Edition) indicating escape routes and other fire safety systems.

4.7.1. Escape Routes

Escape routes shall be identified by exit signs which are to be located:

- a) At each point in the open path where a door giving access to a final exit or an exitway is not visible in normal use,
- b) To clearly indicate each door giving access to a final exit or an exitway, and
- c) To clearly identify the route of travel through the exitway.

Escape route signs indicating "EXIT" or "FIRE EXIT" (plus a direction arrow where necessary) shall be positioned where they are least likely to be obscured from view. Sizing, lettering and colour of signs are to comply with F8/AS1

Exit signs in escape routes shall be illuminated. The sign lighting shall be external or internal, or the sign may be photo-luminescent. Illuminance of signs must comply with F6/AS1.

4.7.2. Call Points

Call points shall be positioned in accordance with F7/AS1 "Warning Systems". Signs in compliance with F8/AS1 shall be provided on or adjacent to each call point. The method of operation, and the telephone number of the local fire brigade, shall be inserted in the spaces provided.

4.7.1. Fire & Smoke Control Doors

Every doorset required to possess fire or smoke stopping capabilities, shall have a sign fixed to both sides of the door leaf adjacent to the handle or push plate, stating "Fire Door, Please Keep Closed" or "Smoke Control Door, Please Keep Closed", except that door leaves fitted with hold open devices shall have a sign stating only "Fire Door" or "Smoke Control Door".

Ensure compliant fire safety signage is installed throughout the building.

5. CONTROL OF INTERNAL FIRE & SMOKE SPREAD

5.1. Firecell Separations:

C/AS4 CA: Firecells shall be fire separated from each other by the life rating specified in Paragraph 2.3 of this Acceptable Solution to the risk group it is categorised as, or by the higher of the two life ratings if it is categorised in another risk group also.

This building is allowed to be a single firecell and therefore does not require any internal fire separations. However, the creation of two firecells in this building will provide future proofing to the design that should be considered at this stage.

To achieve two firecells that future proof the building it is recommended that a two-way FRR 60/60/60 fire separation be constructed between the Sports Hall and the Lounge/Gym portion of the building. This fire separation would only need to be achieved for the directly shared portions of the wall between the two parts of the building. There would be no requirement to fire rate the upper portion of the Sports Hall wall that is above the roof line of the Lounge/Gym portion of the building.

5.2. Glazing:

Glazing in fire separations shall be fixed fire resisting glazing having the same FRR values for integrity as the fire separation, except where uninsulated glazing is permitted within vision panels and for sprinklered buildings.

Glazing in fire doors shall be fire resisting glazing having the same integrity value as the door. If the door requires an insulation value, an uninsulated vision panel may be used without downgrading the insulation value of the door. Vision panels shall comply with NZS 4520.

5.3. Fire Stopping:

The continuity and effectiveness of fire separations shall be maintained around penetrations, and in gaps between or within building elements, by the use of fire stops.

Fire stops shall have an FRR of no less than that required for the fire separation within which they are installed, and shall be tested in accordance with C/AS4 Appendix C C5.1.

Fire stops and methods of installation shall be identical to those of the prototype used in tests to establish their FRR.

The material selected for use as fire stops shall have been tested for the type and size of the gap or penetration, and for the type of material and construction used in the fire separation.

A fire stop for a penetration is not required to have an insulation rating if means are provided to keep combustible materials at a distance of 300 mm away from the penetration and the fire stop to prevent ignition.

5.4. Firecell Construction:

Fire separations shall have no openings other than:

- a) For closures such as certified fire doorsets, and
- b) Penetrations with complying fire stopping, and
- c) For glazing permitted by 5.2 of this report.

Firecell effectiveness shall be maintained by ensuring continuity of fire and smoke separations at separation junctions, and around joints where closures and penetrations occur.

Where fire separations meet other fire separations or fire rated parts of external walls, they shall either be bonded together or have the junction fire stopped over its full length.

Vertical fire separations shall terminate as close as possible to the external roof cladding and primary elements providing roof support, with any gaps fully fire stopped.

To avoid the passage of smoke through fire separations, gaps shall be sealed with fire resistant materials complying with AS 1530.4 in their intended application if they are located between fire or smoke separations and unrated parts of external walls.

Fire separations are to be continuous with all gaps, penetrations and openings appropriately fire stopped.

5.5. Tiered Seating Requirements:

Temporary and retractable tiered seating shall not require an FRR, provided the space beneath the seating is not used for storage.

Retractable tiered seating is not required to be fire rated.

5.6. Long Corridors:

Long corridors shall be subdivided by smoke separations and smoke control doors which shall be evenly spaced along the corridor and no further apart than 40m within open paths.

The long corridor extending the width of the building will require a smoke separation.

5.7. Concealed Spaces:

The spread of fire in concealed spaces and cavities shall be avoided by ensuring that extensive voids do not pass from one firecell to another, and by blocking off smaller voids with cavity barriers or, where appropriate, by using fire stops.

Within unsprinklered firecells, roof space and ceiling space areas shall be subdivided by fire separations or provided with detection in accordance with NZS 4512 to prevent the hidden spread of fire. Any space between ceilings and roofs shall exceed neither 400 m² in area, measured at ceiling level, nor 30 m in length or width. This provision does not apply where the ceiling space is a separate firecell.

All concealed ceiling spaces are to have detection in accordance with NZS 4512 to prevent the undetected spread of fire in these spaces.

5.8. Fire and Smoke Closures:

If activities within a building require openings in fire or smoke separations (eg, for the passage of people, goods or services or for light), closures to those openings shall have the fire resistance and smoke control performance of FRR of -/60/30 sm.

Doorsets which are required to be:

- a) Fire doors shall comply with C/AS4 Appendix C C6.1.1
- b) Smoke control doors shall comply with C/AS4 Appendix C C6.1.2, and
- c) Fire doors with smoke control capability shall comply with both a) and b).

Doorsets shall be clearly marked to show their FRR and, if required, to show their smoke stopping capability. Markings and labelling shall, in all other respects, comply with NZS 4520.

Glazing in fire doors and smoke control doors shall comply with 5.2 in this report.

Unless fully enclosed by construction with an FRR of no less than that required for the fire separation, any duct passing through a fire separation shall be equipped with a fire damper which, complies with AS/NZS 1668.1, and has a fire integrity and insulation rating no less than that of the fire separation, except that the damper blade is not required to have an insulation rating if means are provided to prevent combustible materials being placed closer than 300 mm to the fire damper and air duct. Fire dampers dampers shall be capable of being readily accessed for servicing.

All openings through fire and smoke separations are to have certified door closures or dampers as appropriate to the opening.

5.9. Interior Surface Finishes:

Surface finish requirements shall be as required by Table 4.1:

LOCATION	MAXIMUM PERMITTED GROUP No.
Crowd spaces: wall and ceilings	2S
All other occupied spaces: wall and ceilings	3
Ducts for HVAC systems: internal surfaces	1S
Ducts for HVAC systems: external surfaces	3

5.9.1. Surface Finish Exceptions

Surface finish requirements do not apply to:

- Small areas of non-conforming product within a firecell with a total aggregate surface area of not more than 5.0 m²
- Electrical switches, outlets, cover plates and similar small discontinuous areas
- Pipes and cables used to distribute power or services
- Handrails and general decorative trim such as architraves, skirtings and window components, including reveals provided these do not exceed 5% of the surface area of the wall or ceiling they are part of
- Damp-proof courses, seals, caulking, flashings, thermal breaks and ground moisture barriers
- Timber joinery and structural timber building elements constructed from solid wood, glulam or laminated veneer lumber. This includes heavy timber columns, beams, portals and shear walls not more than 3.0 m wide, but does not include exposed timber panels or permanent formwork on the underside of floor/ceiling systems.
- Individual doorsets
- Continuous areas of permanently installed openable wall partitions having a surface area of not more than 25% of the divided room floor area or 5.0 m², whichever is less, and
- Uniformly distributed roof lights where:
 - the total area does not exceed 15% of the ceiling area (in plan), and
 - the minimum floor to ceiling height is not less than 6.0 m, and
 - the roof lights achieve a Group Number not greater than 3

The specifier will need to supply manufacturers certified information of the Group Number of all products specified as a surface finish.

5.9.2.Foamed Plastics

If foamed plastics building materials or exposed combustible insulating materials form part of a wall, ceiling or roof system, the completed system shall achieve a Group Number as specified in Table 4.1 and the foamed plastics shall comply with the flame propagation criteria as specified in AS 1366 for the material being used. This requirement does not apply to building elements listed in Paragraph 4.17.6.

Any foamed plastics to be used in the building are to meet flame propagation requirements of AS 1366.

5.9.3.Flooring

Flooring shall be either non-combustible or, when tested to ISO 9239-1, shall have a critical radiant flux of not less than that specified in table:

Critical radiant flux requirements for flooring	
Area of building	Minimum critical radiant flux when tested to ISO 9239-1
	Buildings not protected with a fire sprinkler system
Firecells accommodating more than 50 people	2.2 kW/m ²

The specifier will need to supply manufacturers certified information of the Critical Radiant Flux of all combustible products specified as flooring.

5.10. Plant:

When any smoke detection system is activated, it shall automatically turn off all air-conditioning and mechanical ventilation plant which is not required or designed for fire safety.

6. CONTROL OF EXTERNAL FIRE SPREAD

This project is to be constructed on the following separate allotments:

Lot 4 DP 55729
Lot 5 DP 55729
Lot 6 DP 55729

These allotments are owned by a single owner and are to remain this way. Therefore this project is to be subject to s75 of the Building Act to allow for construction on two or more allotments. Therefore to ascertain external spread of fire to "relevant boundaries", the relevant boundary is to be considered to be the outside boundary of the combined allotments.

This project is to be subject to s75 of the Building Act to allow the combined allotments to be considered as a single site.

6.1. Horizontal Fire Spread from External Walls:

Specific separation requirements for unprotected areas in external walls shall be applied in the following circumstances:

- a) If due to the configuration of a single building or the siting of other buildings on the same property, external walls of adjacent firecells are exposed to each other at an angle of 90° or less, and one or both firecells contain sleeping risk groups or exitways, or
- b) If there are unprotected areas in external walls facing a relevant boundary to other property at an angle of 90° or less.

Protection shall be achieved by using one or more of the following approaches:

- a) Providing a sprinkler system with a water supply complying with NZS 4541 and/or,
- b) Distance separation and/or,
- c) Limiting unprotected areas in external walls and/or,
- d) Using fire resisting glazing.

Where the intersection angle of the building and the relevant boundary is 90° or greater, there are no requirements and an unprotected area of 100% is permitted for the external wall.

Regardless of the method adopted, all parts of an external wall other than allowable unprotected areas shall have the appropriate FRR as specified by the relevant parts of this Acceptable Solution.

The analysis shall be done for all external walls of the building to check the permitted unprotected area in each wall.

6.2. Table Method for External Walls:

The table method for external walls is a means of satisfying the requirements of this Acceptable Solution for the control of external fire spread and shall be applied to external walls of buildings which are parallel to or angled at less than 90° to the relevant boundary. The table method shall be used to determine the percentage of unprotected area in the external wall of each firecell depending on the distance to the relevant boundary.

The following table summarises the percentage of unprotected area allowed in each elevation of this building as set out by Table 5.2:

ELEVATION NAME	DISTANCE TO RELEVANT BOUNDARY (M)	ANGLE TO RELEVANT BOUNDARY	FIRECELL WIDTH (M)	UNPROTECTED AREA ALLOWED (%)
East	150m	≤45°	>10m	100%
South*	60m	≤45°	>10m	100%
West	35m	≤45°	>10m	100%
North (Stage 1)	22m	≤45°	>10m	100%
North & East (Future Extension)	6m	≤45°	>10m	35%

* This elevation faces the public road, therefore the relevant boundary is considered to be the far side of the road corridor.

Therefore protection of external spread of fire is achieved by adequate separation distances to all relevant boundaries for the initial proposed build and no fire rating will be required in the external walls.

The proposed future extension to the north of the building will take the north and east elevations to within 6m of the boundary. These elevations will require a minimum of 65% of the elevations to be fire rated to FRR 120/120/120 one-way. For external fire rating to be avoided in the future extensions, the proposed elevations would need to remain a minimum of 16m from the relevant boundaries.

6.3. Exterior Surface Finishes:

The external wall cladding system shall be tested in accordance with the relevant standard test in Appendix C C7.1 and shall satisfy the following requirements:

C/AS4 CA:

- If the distance to the relevant boundary is less than 1.0 m, the peak heat release rate shall not exceed 100 kW/m² and the total heat released shall not exceed 25 MJ/m², and
- If the distance to the relevant boundary is 1.0 m or more and the building height is 7.0 m or more, the peak heat release rate shall not exceed 150 kW/m² and the total heat released shall not exceed 50 MJ/m².

Where surface finishes are no more than 1mm in thickness and are applied directly to a non-combustible substrate there is no requirements.

The building is not closer than 1m to any boundary and does not exceed a height of 7m therefore there are no exterior surface finish requirements.

7. PREVENTION OF FIRE OCCURRING

7.1. Downlights

Recessed luminaires shall be installed with clearances from building elements (including insulation) of 100 mm.

8. FIRE FIGHTING REQUIREMENTS

8.1. Fire Service Vehicular Access:

If buildings are located remotely from the street boundaries of a property, pavements situated on the property and likely to be used for vehicular access by fire appliances shall:

- a) Be able to withstand a laden weight of up to 25 tonnes with an axle load of 8 tonnes or have a load-bearing capacity of no less than the public roadway serving the property, whichever is the lower, and
- b) Be trafficable in all weathers, and
- c) Have a minimum width of 4.0 m, and
- d) Provide a clear passageway of no less than 3.5 m in width and 4.0 m in height at site entrances, internal entrances and between buildings, and
- e) Provide access to a hard-standing within 20 m of:
 - a. an entrance to the building, and
 - b. any inlets to fire sprinkler or building fire hydrant systems.

Fire service vehicle access meets these requirements by proposed on-site all-weather vehicle access to within 20m of the building entry.

8.2. Information for Firefighters:

The required fire alarm control panel shall be located in a position close to the Fire Service attendance point and in accordance with NZS 4512. Approval for the location is to be sought from the NZFS by the fire alarm contractor.

If hazardous substances are present in the building, warning signage in accordance with NZBC F8 shall be displayed.

Approval from the fire service is to be sought for the proposed location of fire alarm control equipment.

If any hazardous substances are to be present in the building signage in accordance with F8/AS1 is to be installed.

9. CONCLUSION

This report shows that the preliminary design for the Ruakaka Recreation Centre at Peter Snell Road, Ruakaka will achieve compliance with the New Zealand Building Code as required by the Building Act for protection from fire. This is subject to the assumptions and requirements within this report being met. The main requirements of the report are summarised below, however the report needs to be read in its entirety to ensure all the requirements are met:

General:

The maximum calculated occupancy of the proposed Stage 1 build is 1000 people. The proposed future extension (assumed to be additional sports floor area) will add an additional 267 people to the overall occupant load.

As this project is to be built on multiple allotments, it is to be subject to s75 of the Building Act to allow the combined allotments to be considered as a single site.

Fire safety systems:

This building is required to have a Type 4 automatic fire alarm installed with smoke detection and manual call points. This system is to be installed in accordance with NZS 4512:2010. A direct connection to the fire service is required.

The alarm system will need to be upgraded to a Type 7 sprinkler

system if the occupant load of any firecell is to exceed 1000 people.

All HVAC systems will require Type 9 smoke control. This will not apply to small independent systems such as heat pumps and bathroom extract fans.

A building fire hydrant system is not required in this building as fire hose runs will not exceed 75m.

Emergency lighting in compliance with F6/AS1 will be required throughout the entire sports hall, lounge and all egress corridors in the building. Small amounts of emergency lighting will also be required within the gym area, where escape path lengths exceed 20m in length. Design and detailing of the emergency lighting system is to be by others.

Means of escape:

To comply with D1/AS1.

The overall building has five exit points which is compliant for up to 2000 occupants.

The proposed Stage 1 Sports Hall can accommodate up to 650 occupants and requires a

minimum of three escape routes. Four compliant escape routes are provided.

The Lounge areas can accommodate a maximum of 290 people when used as a formal meeting space (with loose seating). Two escape routes are required and provided.

The Gym area has a calculated maximum occupancy of 58 people. A minimum of two escape routes will be required from this space. Currently only a single escape is provided, as such an additional escape will need to be added to this space.

All other individual spaces have less than 50 occupants and may be served by a single means of escape.

General overall escape widths in the main egress routes and at the final exit doors from the building are compliant as shown. The escape routes from the Lounge area and the Gym are required to be modified.

Both exits from the Lounge area will need to be modified to achieve 2051mm of clear opening width, each.

An additional exit is required to be added to the Gym space. To meet general minimum escape width each door from this space is required to achieve 760mm clear opening width.

Doors on escape routes shall be hung to open in the direction of escape. However, this is not required if the number of occupants of spaces with egress using the door is no greater than 50. Manual sliding doors may be used to serve up to 20 occupants.

Install illuminated or photo-luminescent exit signs complying with F8/AS1.

All exit door locking devices should be clearly visible, located where such a device would normally be expected, designed to be easily operated without a key or other security device, and allow the door to open in a normal manner.

All final exit doors from this building are required to be fitted with compliant panic fastenings.

Doors subdividing corridors are required to have vision panels.

Internal spread of fire:	<p>Fire and smoke control doors are to be fitted with compliant hold-open devices to allow the movement of equipment and large volumes of people through the doors without the doors being wedged open in a non-compliant manner.</p> <p>This project is allowed to be constructed as a single firecell. However to future proof the building it is recommended that the initial build be constructed as two firecells. This would ensure that future extensions to the building do not increase the calculated maximum occupancy in each firecell to greater than 1000 people, and therefore a sprinkler system is unlikely to become a requirement in the future.</p> <p>To achieve two firecells that future proof the building it is recommended that a two-way FRR 60/60/60 fire separation be constructed between the Sports Hall and the Lounge/Gym portion of the building. This fire separation would only need to be achieved for the directly shared portions of the wall between the two parts of the building. There would be no requirement to fire rate the upper</p>	<p>portion of the Sports Hall wall that is above the roof line of the Lounge/Gym portion of the building.</p> <p>Fire separations are to be continuous with all gaps, penetrations and openings appropriately fire stopped.</p> <p>All openings through fire and smoke separations are to have certified door closures or dampers as appropriate to the opening. Fire doors are to be certified as FRR -/60/30sm.</p> <p>The long corridor extending the width of the building will require a smoke separation with smoke control doors.</p> <p>Signs are required on all smoke & fire doors to identify their purpose.</p> <p>Retractable tiered seating is not required to be fire rated.</p> <p>Surface finishes are to meet the required maximum permitted Group Numbers in this report.</p> <p>Any foamed plastics to be used in the building are to meet flame propagation requirements of AS 1366.</p>
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External spread of fire:	Any building underlay that is to remain exposed to view is to have a maximum Flammability Index of 5.	Prevention of fire occurring:	Recessed luminaires shall be installed with clearances from building elements (including insulation) of 100 mm.
	Any combustible flooring is required to have a minimum Critical Radiant Flux of 2.2kW/m ² .	Fire Service requirements:	Vehicular access complies
	Therefore protection of external spread of fire is achieved by adequate separation distances to all relevant boundaries for the initial proposed build and no fire rating will be required in the external walls.		The fire alarm contractor is to consult with the NZFS with regards to the fire alarm control panel location. If hazardous substances are present in the building, warning signage in accordance with NZBC F8 shall be displayed.
	The proposed future extension to the north of the building will take the north and east elevations to within 6m of the boundary. These elevations will require a minimum of 65% of the elevations to be fire rated to FRR 120/120/120 one-way. For external fire rating to be avoided in the future extensions, the proposed elevations would need to remain a minimum of 16m from the relevant boundaries. The building is not closer than 1m to any boundary and does not exceed a height of 7m therefore there are no exterior surface finish requirements.	Notes:	It is recommended that fire extinguishers be installed to address specific risks (eg switchboard fires, cooking fires etc) in accordance with NZS4503:2005, although this is not a requirement of the Acceptable Solutions for building consent.

10. ADDITIONAL REQUIREMENTS

The building owner is responsible for obtaining a compliance schedule and building statement of fitness from the territorial authority upon completion of the works. Subsequent maintenance is necessary to enable annual building warrants of fitness to be issued. The building owner should engage an IQP as required by the compliance schedule.

The alarm system contractor is to arrange an independent certification by an ISO 17020 accreditation body. The certification is to be provided to the owner upon completion of the fire alarm system installation, certifying that the installation is complete and complies with the building code requirements. A copy of the certificate should be forwarded to the territorial authority.

In the case of a sprinkler system installation a certificate from an appropriate independent qualified Sprinkler System Certifier shall be provided by the installer to the owner. A copy of the certificate should be forwarded to the territorial authority.

The territorial authority is to maintain a record of the annual building warrants of fitness and ensure that the compliance schedule requirements are complied with.

The owner is responsible for consulting with the NZ Fire Service and obtaining an approved fire evacuation scheme. This is a legal requirement under the Fire Service Act.

11. LIMITATIONS

This report has been prepared solely for the benefit of our client in relation to the application for which this report has been prepared. The comments in it are limited to the purpose stated in this report. No liability is accepted by Formable Ltd in respect of its use by any other person, and any other person who relies upon any matter contained in this report does so entirely at their own risk.

If any changes to the building plans are carried out after the date this report was completed it may change the fire safety requirements for the project and it is the owner's responsibility to ensure that a revised Fire Report is prepared, for which additional costs may be incurred.

Yours faithfully,

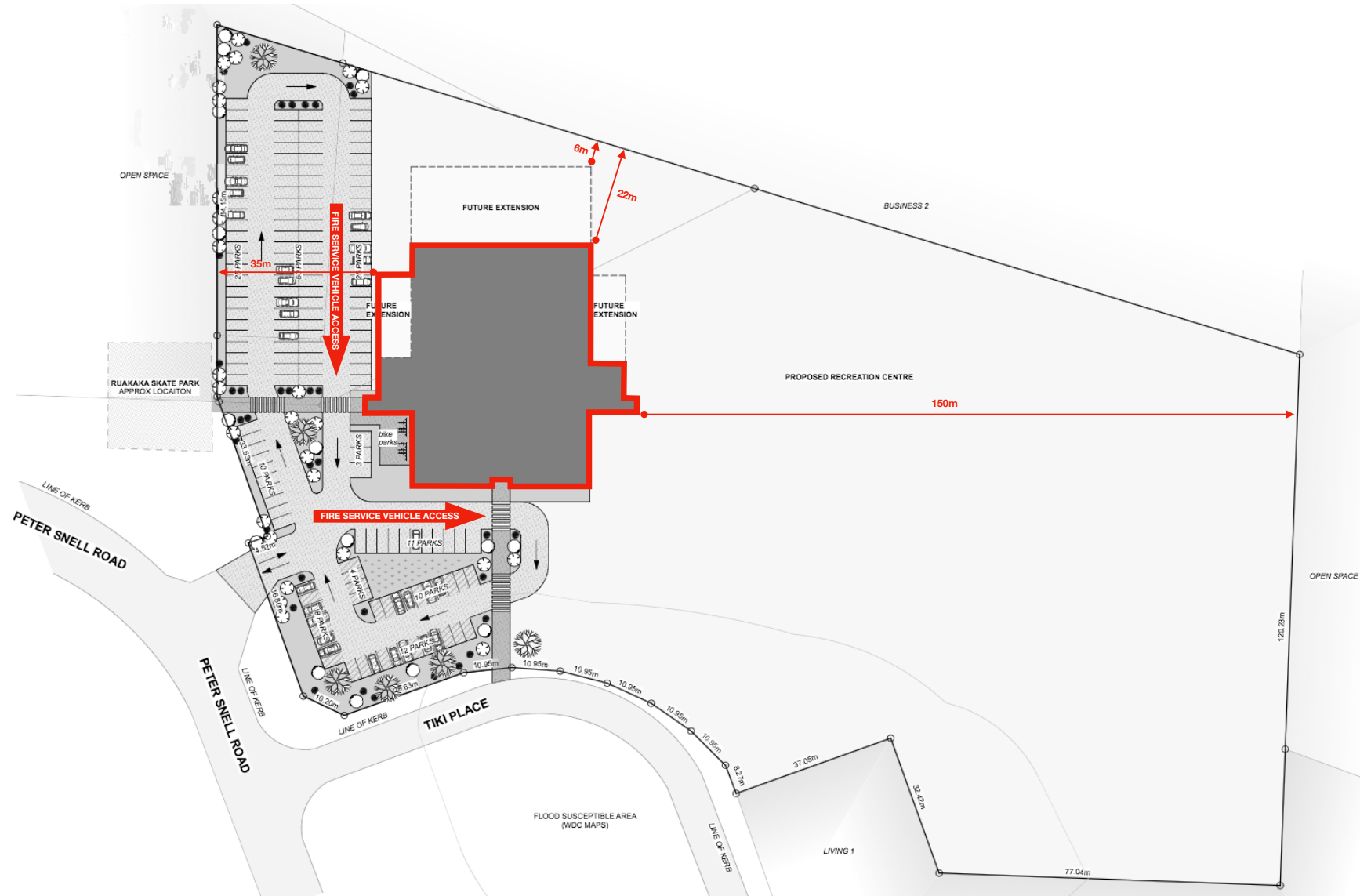


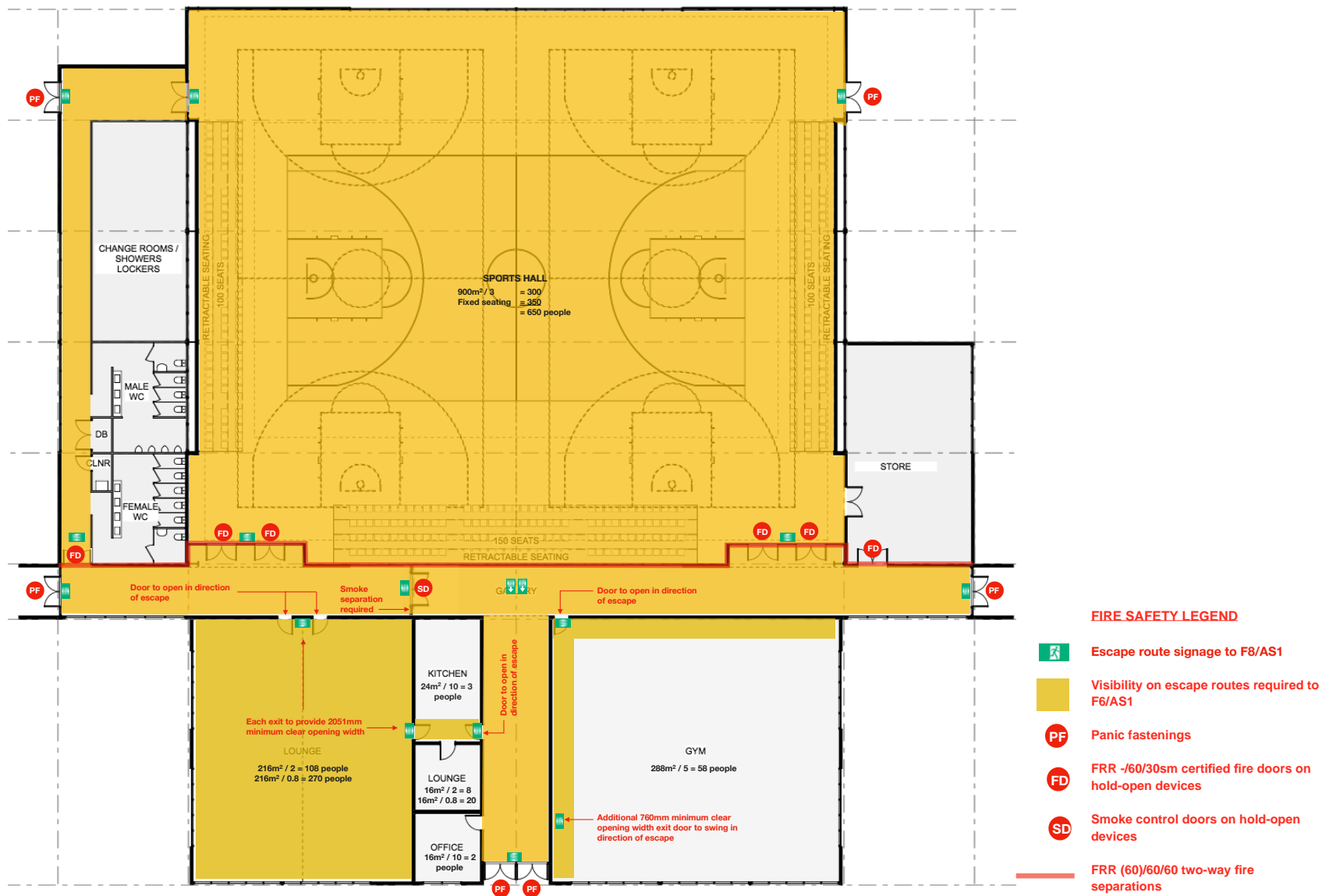
Dean Halvorson
FORMABLE LIMITED

DBH Licensed Building Practitioner (Design 2)
BP114631

Encl : APPENDIX
1. Fire Plans
2. Fire safety signage requirements (F8/AS1)

APPENDIX 1 : Fire Safety Plans





4.0 Exit signs

4.1 Sign locations

4.1.1 *Escape routes* shall be identified by exit signs which are *clearly visible* and shall be located:

- At each point in the *open path* where a door giving access to a *final exit* or an *exitway* is not visible in normal use
- To clearly indicate each door giving access to a *final exit* or an *exitway*, and
- To clearly identify the route of travel through the *exitway*.

Comment:

The rapid identification of the nearest *escape routes* is particularly important in *buildings* such as shopping malls and supermarkets, where occupants tend automatically to escape via the familiar route used for entry.

4.1.2 Where exit signs are provided to identify a door on an *escape route*, the sign shall be positioned on the leaf at or above handle height, or on a vertical surface within 600 mm of the door. The sign shall be positioned where it is least likely to be obscured from view and where it cannot be obscured when the door is open.

4.2 Wording for exit signs

Where exit signs contain text they shall comply with Paragraphs 4.2.1 to 4.2.3.

4.2.1 Exit signs shall be *safety signs* complying with Tables 2 and 3 and shall display the word(s) 'Exit' or 'Emergency Exit' plus a direction arrow if necessary, to identify the *escape route*, or use another language plus English. (Refer to Paragraph 2.1.)

4.2.2 Where a direction arrow is incorporated as part of the exit sign, a clearance of at least 25 mm shall be provided between the word(s) and the arrow.

4.2.3 In addition the following signs shall be provided:

- Where any door leads to an upper or lower level from an *exitway* and not to a *final exit*, that door shall be identified by a sign reading 'No Exit'. (Refer to Paragraph 4.4.2.)
- Where any door in a *safe path* is a *smoke control door* and that door leads to an alternative *exitway*, it shall be identified by signs on both sides reading 'Exit'.
- Where delayed action unlocking devices are fitted to an exit door, a sign describing the method of operation shall be installed adjacent to the door lock. The sign shall read 'There is a (x) second time delay on this door before it unlocks except when activated by the fire alarm'.

4.3 Sign details

4.3.1 Height of lettering

Sign lettering heights shall comply with Table 4, except that no lettering shall be less than 100 mm high on signs located in the following areas:

- Theatres, cinemas and public halls
- Shopping spaces that have an *occupant load* of more than 100 people.

Table 4 Height of lettering Paragraph 4.3.1	
Maximum viewing distance (m)	Minimum letter height 'h' (mm)
16	75
24	100
32	150

'h' is the letter height shown in Table 1.

For photoluminescent signs, the minimum height dimension shall be multiplied by 1.3 and the maximum viewing distance shall be 24 m.

For viewing distances greater than 32 m, the minimum letter height shall be determined in accordance with the following equation:

$$\begin{aligned} \text{Minimum letter height, } h, \text{ mm} &= \\ \text{Maximum viewing distance, mm} \div 210 &+ 210 \\ \text{and rounded up to the nearest 50 mm.} \end{aligned}$$

4.3.2 Pictogram elements including directional arrows

The minimum height of pictogram elements for exit signs shall be determined by the maximum viewing distance. The minimum element height shall be as given in Table 5.

Table 5 Pictogram height Paragraph 4.3.2	
Maximum viewing distance (m)	Minimum pictogram element height (mm)
16	100
24	150
32	200

Element height is as shown in Figures 1, 2 and 3.

For photoluminescent signs, the minimum height dimension shall be multiplied by 1.3 and the maximum viewing distance shall be 24 m.

APPENDIX 2 : Fire Safety Signage Requirements (F8/AS1)

For viewing distances greater than 32 m, the minimum element height shall be determined in accordance with the following equation:

$$\begin{aligned} \text{Minimum element height, mm} &= \\ \text{Maximum viewing distance, mm} \div 160 &+ 160 \\ \text{and rounded up to the nearest 50 mm.} \end{aligned}$$

4.3.3 Background

The background shall extend at least 15 mm beyond the words (and pictorial element if incorporated) displayed on the sign.

4.4 Colour

4.4.1 Except for photoluminescent signs and signs described in Paragraphs 4.4.2 and 4.4.3, the text and/or pictogram of an exit sign, and the direction arrow where incorporated, shall be white on a *safety green* background.

Text or pictograms in photoluminescent signs shall be in *safety green* and the rest of the sign shall be photoluminescent.

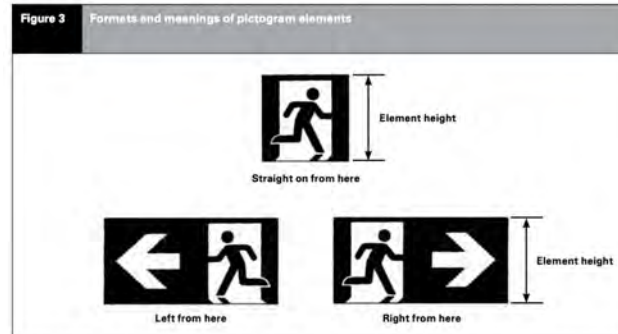
4.4.2 The sign described in Paragraph 4.2.3 a) (No Exit) shall comprise white text on a *safety red* background.

4.4.3 Where an exit sign is internally illuminated and normally viewed in low illumination areas, such as in *theatres* and auditoriums, the text or pictogram of the sign and direction arrow, if any, may be *safety green* on a black (opaque) background. In the case of signs described in Paragraph 4.2.3 a), these may have text or a pictogram in *safety red* on a black (opaque) background.

4.5 Exit sign illumination

4.5.1 Exit signs in escape routes shall be illuminated in buildings required to have emergency lighting systems for providing visibility in escape routes as required by NZBC Clause F6. The sign illumination shall be by external or internal lighting, or the sign may be photoluminescent.

Amend 4
Jan 2017



The words under these pictograms indicate the meaning of the pictogram and are not part of the pictogram. Arrows are aligned to reflect the direction to be followed.

4.5.2 Externally illuminated exit signs

Signs which rely for their visibility on illumination from an exterior source shall have:

- An *illuminance* of no less than 200 lux provided at the face of the sign
- A variation of *illuminance* of no greater than 3:1 across the face of the sign
- Luminaires positioned so that the clarity of the sign message is not reduced at the required viewing positions by reflections on the sign face
- The light source used to illuminate the sign not more than 1.5 m from the face of the sign, and
- The light source screened from the view of people passing through the areas to avoid glare.

4.5.3 Internally illuminated exit signs

Signs which rely for their visibility on internal illumination shall comply with the following requirements:

- For exit signs with a white text or pictogram and *safety green* background:
 - the *luminance* of the background within 25 mm of the text or pictogram shall be no less than 8 cd/m² when measured in accordance with AS 2293: Part 3 Clause 3.4.2, and
 - the ratio of the *luminance* of the text to that of the background shall be no less than 4:1, and
 - the variation in *luminance* within the text and within the background shall be no more than 5:1.
- For low *illuminance* area exit signs with a *safety green* legend and a black (opaque) background:
 - the *luminance* of the text shall lie within the range 2cd/m² to 25 cd/m², and
 - the variation in *luminance* within the text shall be no more than 5:1.

Comment:

Internally illuminated signs are preferred to externally illuminated ones as they are self-contained units and are more easily seen in smoke conditions.

4.5.4 Photoluminescent signs

Photoluminescent signs shall, in the event of a power failure, continue to provide a minimum *luminance* of 30 mcd/m² for the duration prescribed in NZBC Clause F6 whenever the *building* is occupied.

Photoluminescent signs shall be maintained in a charged state such that in the event of an emergency when the *building* is occupied, the exit signs will be at full operational charge and will continue to operate at the prescribed level and for the prescribed time (refer to NZBC Clause F6). Illumination for charging the photoluminescent signage shall be not less than 100 lux and suitable for charging photoluminescent material.

Comment:

If a LED lamp is used for charging a photoluminescent sign, the colour temperature and distance between the lamp and the sign should be a key consideration. A colour temperature of 4000K or greater is generally sufficient to charge a photoluminescent material.

Amend 4
Jan 2017

Charging requirements and circuits and maintenance requirements shall be specified on the plans and specifications submitted for *building consent* application.

4.5.5 Lighting supply

The lighting installation providing illumination to exit signs shall comply with NZBC Clause G9. Alternative supplies providing energy for the illumination of exit signs during interruption of the normal lighting supply shall comply with AS 2293: Parts 1 and 3 and AS/NZS 2293: Part 2 and maintain energy supply for the duration required by NZBC Clause F6.

For exit signs that are not continuously powered on (non-maintained), the emergency condition power supply shall be connected to both the loss of normal supply sensor and to the smoke detection circuit, if present, to ensure that the signs are provided with emergency power when either the normal power supply is tripped off or smoke activates the smoke detector circuit.

Where there are no hardwired smoke detectors installed, the exit sign shall be continuously powered (maintained).

Comment:

Often the normal power supply is not tripped until well after smoke development is significant and if non-maintained signs are not connected to the smoke detector circuit they may not be switched on.

Amend 4
Jan 2017

5.0 Fire related safety features

5.1 Call points

Signs as shown in Figure 4 shall be provided on, or adjacent to, each call point. The method of operation and the appropriate emergency telephone number, including any outside line access number, shall be inserted in the spaces provided. The sign colours must be white and *safety red*.



5.2 Fire and smoke control doors

5.2.1 *Fire doors and smoke control doors* required by NZBC Clause C Protection from Fire shall have a sign fixed to both sides of the door leaf adjacent to the handle or push plate, stating **'Fire Door, keep closed'** or **'Smoke Control Door, keep closed'**, except that door leaves fitted with *hold-open devices* shall have a sign stating only **'Fire Door'** or **'Smoke Control Door'**.

5.2.2 *Fire doors and smoke control doors* that have an automatic door closer shall have a sign fixed to the exposed side of the door stating **'Fire Door (automatic closing) do not obstruct'** or **'Smoke Control Door (automatic closing) do not obstruct'** as appropriate.

5.2.3 Safe condition signs on *fire doors* and *smoke control doors* shall measure no less than 90 mm x 50 mm and shall be in white letters no less than 8 mm high on a *safety green* background. (Refer to Paragraph 3.2.3.)

8 September 2017

Griffiths & Associates
PO Box 454
WHANGAREI 0140

ref.14678.epm

Dear Marilyn,

RE: RUAKAKA RECREATION CENTRE – PROPOSED NEW BUILDING

This letter is intended to provide an overview of the planning requirements to establish a new community recreation centre on Council owned land at Ruakaka for the purposes of supporting a feasibility study for the project.

Site Details

The subject site is held in a single certificate of title (NA56A/1153) that is comprised of three adjoining parcels of land. Overall the site area is 3.1171ha. The property is owned by the Whangarei District Council and it is gazetted for recreational purposes.

The property is located in the Open Space Environment of the Whangarei District Plan. It is not subject to any Resource Area notation. There is no existing built development on the site.

Resource consent requirements and activity status

Whangarei District Council

- Building height and area – restricted discretionary activity.

Assumptions:

- That the activity is not commercial (Rule 46.3.1). More information may be required in this regard especially with respect to the gym. If it is considered to be a commercial activity, the proposal will be a discretionary activity under this rule, as there is no Reserve Management Plan for this site.
- That the activity (as a place of assembly) will not operate outside the hours of 8am and 8pm. If it will the proposal will be a discretionary activity.
- That any signage will comply with the permitted activity standard (maximum of three signs, no free standing sign higher than 2m, no individual sign greater than 1m², collectively no more than 3m² of signage). The proposal will be restricted discretionary if compliance cannot be achieved.
- That compliance with 'artificial lighting' will be achieved.
- That compliance will be achieved with respect to noise.
- That the minimum floor level of the building will comply with the coastal minimum floor level of 2.5m about One Tree Point Datum.
- The assessment regarding the car parking has been based on the activity being 'a building located on a park or reserve' and accordingly spaces be provided at a rate of 1 per 4 people to be accommodated. The HB building plans show a seating capacity of 350, and on that basis 88 carparks are required. The proposal complies on this basis (160 spaces shown on the site plan). This calculation

could change based on the determination of the type of activity. However, it is anticipated that due to the site area, the car parking design and layout could be amended to comply if necessary.

- That construction of the car parking area, vehicle crossing and any other servicing and engineering requirements will comply with the WDC EES.

Deliverables (scope of work)

- Coordinate and liaise with consultants.
- Prepare written approval forms for neighbours and land owner (WDC).
- Prepare and lodge resource consent application.

Additional information (external consultants)

The following additional information is required from external consultants/parties:

- Engineering report – particularly to consider and address stormwater management and disposal.

Fee Estimate

- **Reyburn and Bryant** (as per deliverables): \$4,500.00 + GST
- Engineering report (to be provided by engineer): budget for \$2,000 + GST
- Whangarei District Council application fee: \$1,500.00 incl. GST
- Whangarei District Council additional processing fee: \$2,500.00 + GST

Note 1: In the event that there are changes to the scope of work, the aforementioned estimates are subject to change.

Note 2: While Reyburn and Bryant will coordinate and manage external consultants, they are to be engaged directly by the client.

Note 3: Reyburn and Bryant does not accept any responsibility for work or costs incurred by other parties (including the Council). The fee estimates of other parties (including other professionals and construction estimates) are provided to enable a full appreciation for all the likely costs involved, and are subject to formal fee proposals made by those parties.

Additional work (if required)

Any additional time incurred post lodgement of the resource consent application will be charged according to the following hourly rates:

- Planning Director (Brett Hood): \$200.00/hour + GST
- Planning Associate (Emma Miller): \$185.00/hour + GST
- Intermediate Planner (Joseph Henehan/Thomas Keogh/Katie Lash): \$175.00/hour + GST

It is our policy to advise you before significant additional costs are incurred.

Fees associated with any additional work required post approval of the resource consent (i.e. work required to satisfy the conditions of the consent) will be estimated separately as required.

Council Development Contributions

Council will levy development contributions on this project, with those contributions primarily related to the number of traffic movements associated with the proposal, and the projected use of reticulated services such as sewer and water.

If you require an estimate of the likely quantum of the contributions, we suggest that you contact Lynne Dahl of the Whangarei District Council. She will provide you with a development contributions assessment based on the nature of the proposal. You can then query these contributions after the resource consent has been issued.

Additional services excluded from this estimate

- Title searches and related instruments (easements, covenants, consent notices etc.).
- Unanticipated meetings and other communications.
- Mileage.
- Printing and disbursements.
- NES search (contaminants in soil) – see below for further explanation.

National Environmental Standard for Assessing Managing Contaminants in Soil to Protect Human Health Regulations 2011 (NES)

The NES requires a mandatory assessment of potential soil contamination for the following activities:

- Subdivision
- Earthworks or soil disturbance
- Change of land use

It has been our experience that Council parks and reserves used as sports grounds have been identified as being a HAIL site due to the probable use of sprays (pesticides etc) on the reserve. It is our understanding that this is not the case with this site, and therefore no consideration of this legislation will be necessary for this proposal. Furthermore, the earthworks thresholds are not expected to be exceeded.

Therefore, the intention would be to proceed without an NES assessment.

Timeframes

Preparation of application

The lead in time to preparing and lodging this resource consent application depends on the time taken to provide the necessary technical report (in this case the engineering report), and to confirm the assumptions made at the beginning of this letter. We would anticipate lodging this application within three weeks of receiving all relevant and necessary information.

Council Processing

The statutory timeframe for processing a non-notified application is 20 working days. However, this is subject to Council workloads, and requests for additional information.

If the application is publicly notified (we don't expect this to be the case), the statutory timeframe for processing the application is 6 months. However, this depends on whether there are public submissions in opposition to the application, and or whether the Council opposes the application. The timeframe for a notified application will therefore range between 4 and 6 months.

Likelihood of Consent Being Granted

While the application for consent would be a restricted discretionary activity that technically can be declined by the Council (only in relation to the matters discretion is restricted to) we consider this to be unlikely based on our past experience. However, we assume that the written approval from the land owners (WDC Parks Department) will be provided for the project which will be important to the success of the project.

In making this statement that we consider that consent will be granted we also assume that the assumptions made above regarding compliance with the WDP rules is accurate, and consent is not required under any other rule.

Terms of Engagement

Our terms of engagement are set out in the engagement contract **attached**.

Where to from here

If you would like to proceed with the application, please sign the attached engagement contract and return it to us as evidence of your instructions to proceed.

If you have any questions, please do not hesitate to contact me.

Yours faithfully



Emma Miller
Associate

Brett Hood
Director

Encl Client Engagement Contract

[illegible]

November 2017

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Document Status

Rev No.	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
A	David Spoonley	Mike Sullivan		David Spoonley		
B						
C						
D						
E						
F						

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1. Executive summary

The proposal is to construct a 2573m² recreation centre in the township of Ruakaka in Whangarei District. The facility will be accessed off Peter Snell Road and will be provided with 160 parking spaces. The proposed occupancy is in the order of 500 people.

From the traffic engineering perspective, the project is feasible with no fundamental flaws.

During detailed development of the design it is recommended that the following is considered;

- Provide road markings at the site access to Peter Snell Road as shown on **Figure 6**,
- Ensure the appropriate provision for disabled parking,
- Consider the traffic circulation at the car park entrance to minimise vehicle conflicts,
- Ensure that the pedestrian routes are continuous and have the appropriate provision for less mobile users (i.e. tactile pavers, where appropriate, and dropped kerbs), and
- In conjunction with Whangarei District Council, consider lighting improvements on Peter Snell Road.

2. The proposal

The proposal is to construct a 2573m² recreation centre in the township of Ruakaka in Whangarei District. The facility will be accessed off Peter Snell Road and will be provided with 160 Parking spaces. The proposed occupancy is in the order of 500 people.

There are 3 future expansion areas for additional court space and storage. These do not affect the proposed occupancy.

Figure 1 shows the proposed development, as prepared by HB Architecture.



Figure 1 : Proposed development, as prepared by HB Architecture.

3. Title

The site of the proposed Recreation Centre is on land held in 3 titles, Part Lot 4 DP 55729, Part Lot 5 DP 55729 and Part Lot 6 DP 55729. All of the above titles are zoned 'open space' in the Whangarei District Council District Plan.

4. Road network

It is proposed to access the development off Peter Snell Road, the Mobile Roads website estimates this road has an Annual Average Daily traffic of 1670. Between the intersection of

Marsden Point Road and the proposed access Peter Snell Road is a 4-lane divided carriageway. South of the proposed site access Peter Snell Road has two very wide lanes and no median. Peter Snell Road has its sole connection to the rest of the road network at its intersection with Marsden Point Road. Marsden Point Road carries an ADT of 2450 and the intersection with Peter Snell Road has both a right turn and left turn lanes.

It would appear that the local road network has been provided for a level of usage that has not yet eventuated.

Peter Snell Road has a permanent speed limit of 50km/h and Marsden Point Road has a permanent speed limit of 70km/h.

Figure 2 below shows the existing road network and the site location.



Figure 2 : Existing road network and site location.

5. Traffic Generation

NZ Transport Agency research report 453, 'Trips and parking related to land use', indicates a trip generation for a 'gymnasium' of 37.2 trips per day per 100m². For the 2573m² recreation centre this will result in a daily trip generation of 960. This is considered to be at the upper end of the likely traffic generation for this development and would only likely to occur on occasions when a special event is being staged. However given the underutilised nature of the road network it is considered that the trips generated by the recreation centre could easily be accommodated.

6. Traffic distribution

This facility will primarily be used by residents of the local area. Peter Snell Road serves only a relatively small residential area, it is therefore likely that the directional split from the site access will be 70% towards Marsden Point Road and 30% south on Peter Snell Road.

7. Site access

It is proposed to use the existing partially formed access as the site access. This access would appear to be in the optimum location and has sightlines which are in excess of what is required for a 50km/h speed limit. The site access is located part way along a 90° curve on Peter Snell Road, therefore, vehicle speeds are unlikely to be in excess of 50km/h.

Figure 3 shows the existing partially formed site access and **Figures 4 and 5** show the view to the left and to the right from the site access respectively.



Figure 3 : Existing partially formed site access.



Figure 4 : View to right from site access.



Figure 5 : View to left from site access.

Whilst the existing access layout is considered adequate for its intended usage, better driver discipline would be provided by providing markings at the site access as shown in **Figure 6** below.

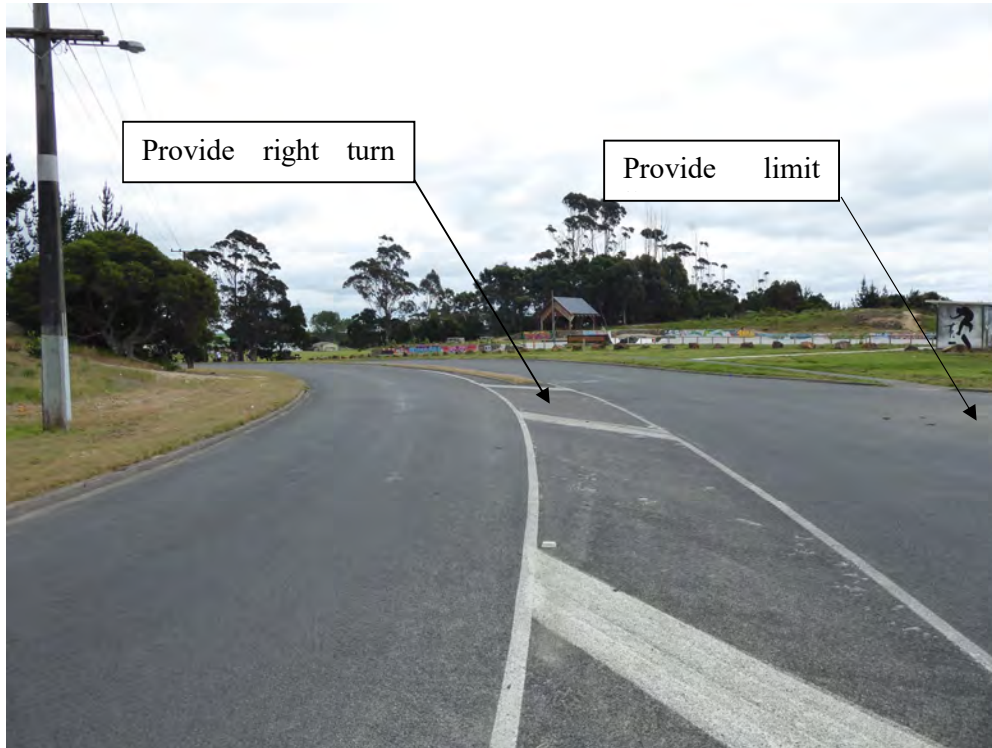


Figure 6 : Markings at Site Access.

8. Parking

As part of the proposal 160 parking spaces will be provided. NZ Transport Agency research report 453, 'Trips and parking related to land use' indicates an 85th percentile demand for a 'gymnasium' of 6 parking spaces per 100m² of GFA, this would indicate a requirement of 154 spaces, which this proposal will exceed.

The proposed parking layout would appear to be well laid out and logical with no 'dead end' aisles. Careful consideration will have to be given to the traffic circulation in the area indicated on **Figure 7**, as there is a high potential for conflicts between traffic flows. This could easily be resolved by providing either a dot mini-roundabout or other markings.

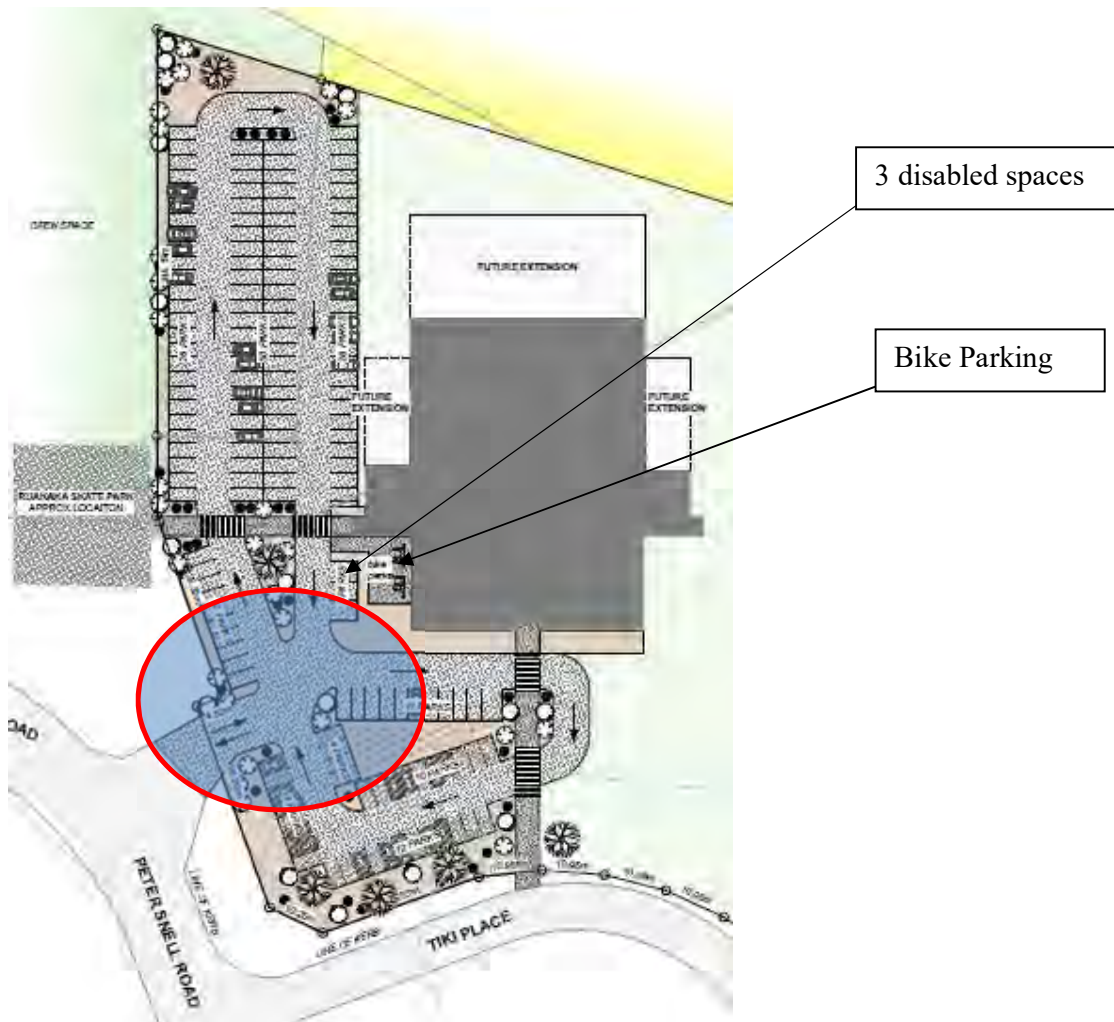


Figure 7 : Parking layout indicating possible conflict point.

The plans indicate bike parking adjacent to the entrance. Additionally, adjacent to the entrance there are 3 parking spaces that are wider than the remainder of the parking spaces. These would appear to be disabled spaces but this should be confirmed.

9. Pedestrian access

This is a high potential for some users of the proposed recreation centre to walk to the facility.

Two pedestrian routes are shown on the plans, one from the skate park and one from Tiki Place. These would appear to reasonably cover the likely pedestrian desire lines to the development. At the detailed design stage care would be needed to ensure that these pedestrian routes are continuous and have the appropriate provision for less mobile users (i.e. tactile pavers where appropriate and dropped kerbs).

Figure 8, below, shows the anticipated pedestrian desire lines.

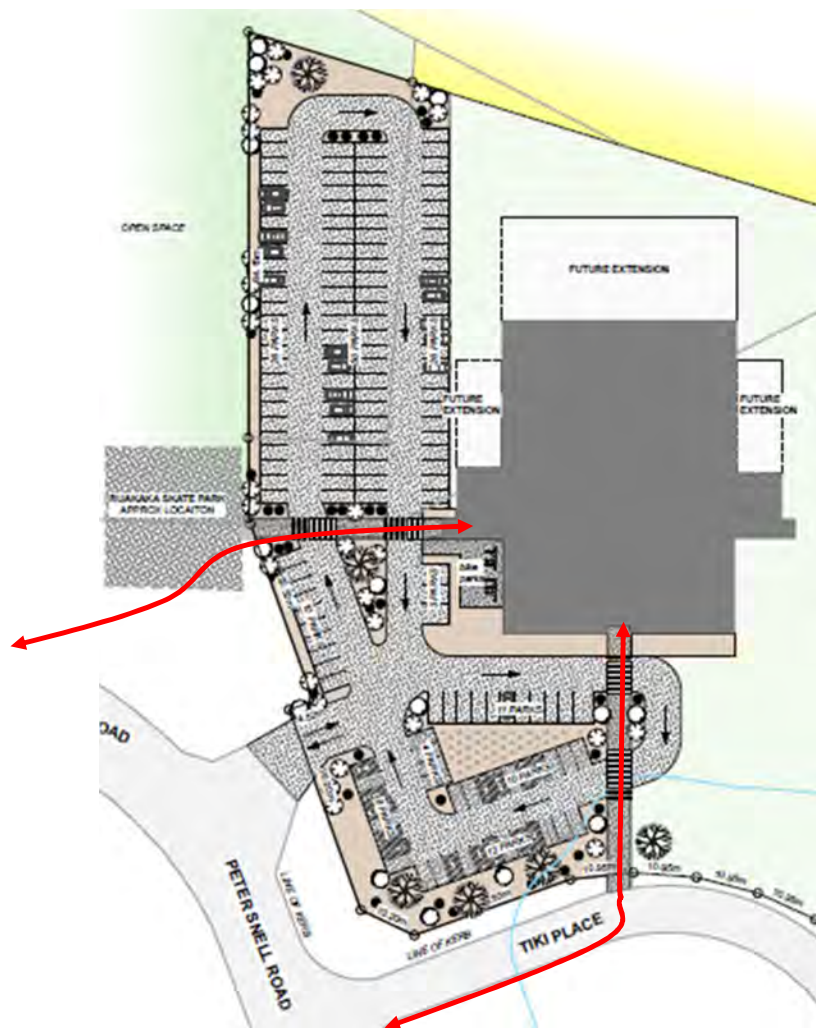


Figure 8 : Pedestrian desire lines

10. Lighting

No indication is given about lighting of the car park. As the recreation centre is likely to be used in the evenings, after dark, for safety and security reasons, it is likely that the car park will have to be lit. Peter Snell Road currently has a very low level of lighting, in all likelihood not meeting any current standard. This lighting comprises of luminaires attached to power poles on the inside of the curve.

If a good level of lighting is to be provided in the car park it will make the lighting on Peter Snell Road appear very inadequate. In this circumstance, it is recommended that in conjunction with Whangarei District Council lighting improvements are considered on Peter Snell Road to not confuse drivers on Peter Snell Road.



+64 021 1685070 | +64 09 434 3407 | paul@nuca.co.nz

To:

Chistine Thirling
Ruakaka Recreation Centre Committee
PO Box 123, Ruakaka 0151.

RE: Ruakaka Recreation Centre Leases.

The Ruakaka Recreation Centre (RRC) have asked me to provide advice on lease matters. I have met with RRC committee representatives to discuss the lease, and have read both leases and other correspondence provided on the matter.

The Ruakaka Recreation Centre is committed to providing recreation and leisure opportunities in Ruakaka. RRC sees the Whangarei District Council (WDC) as a key partner in the delivery of social, cultural and environmental outcomes for the community. Resolution of this matter would be the first step to enhance the relationship towards collaboration.

The Ruakaka Recreation Centre Committee have two lease agreements for land at Ruakaka. The existing leases were agreed in good faith at the time and for the term. The RRC see great value in retaining the land area in the leases as it provides for local "ownership" of the wider area. The WDC had proposed a replacement lease and explained the need for a new lease as being to remove maintenance liability to RRC of various items.

Clause 6 of the leases, relating to maintenance is below. (Highlighted by the writer).

6. THE lessee will throughout the said term repair and keep and maintain in good order repair and condition to the satisfaction of the lessor the said land and all buildings and erections pathways gates fences bridges drains and sewers now or hereafter erected constructed or being upon bounding or under the said land and will so yield and deliver up the same at the expiry or sooner determination of the said term and will keep the said land clean and tidy and free from refuse and rubbish of all and every kind.

About 8 years ago WDC elected to maintain the land, as permitted in the leases. The current de facto arrangement is prima facie a statement of satisfaction with the RRC maintenance, especially given there is no recorded request to rectify any maintenance matters in the past. As the clause requires only Council satisfaction, and that has been met to date, it would appear there is no issue with clause 6.

A statement of the current maintenance commitments from both parties would provide the clarity required as to what constitutes Councils satisfaction, and retain the existing leases in good faith to the RRC. The proposed solution is legal, prudent and provides a clear pathway an enduring relationship.

Proposed solution:

1. WDC can provide a letter to RRC clarifying the maintenance expectations of each party within the existing lease.

Summary:

With the information provided it appears RRC have complied with the maintenance clauses to satisfaction of Council by virtue of the de facto maintenance arrangement. However, it is clear that WDC wish to clarify the de facto arrangement and the RRC are willing to do so through the proposed solution provided. Working in this way to update current leases seems a logical step, and serves to assist in bringing other areas of the existing leases to alignment, if something arises. It is not unusual to update leases in that way.

Kind Regards

A handwritten signature in blue ink, appearing to read 'P. McDonald', with a stylized, cursive script.

Paul McDonald
Director

The text below is directly from the WDC commissioned Interim Development Plan; Faye Frreman.

"Existing Leases between WDC and RRC

WDC entered into a lease with the then Bream Bay Recreation Centre Incorporated commencing on 1st September 1981 for a period of 66 years. This land known as Ruakaka Sports Park, is in part Lots 1-6, D.P. 55729, Block VII, Ruakaka Survey District with a total area of 6 hectares more or less, shown on Plan A4/222610.

WDC entered into another lease with the then Bream Bay Recreation Centre Incorporated commencing on 1st September 1985. This land known as the Tiki Place Reserve, is in Certificate of Title 56A/1153, lots 4,5 and 6, D.P.55729, Block VII, Ruakaka Survey District, with a total area of 3.1171 hectares more or less¹¹.

WDC is currently seeking to terminate the two leases that it holds with RRC, and to enter into a single lease over the land occupied by the Recreation Centre complex. A new draft lease has been drawn up, but has not been accepted. There are a number of reasons why WDC feels the need to enter into a new lease:

- 1. The RRC has no responsibility for grounds maintenance at the Sports Park (the lease states that RRC is responsible for maintaining the land and all buildings)¹².*
- 2. The RRC has no responsibility for maintaining the pathways, gates, fences, bridges, drains and sewers at the Sports Park or at the Tiki Place Reserve.*
- 3. Although the RRC holds a lease over the Tiki Place Reserve, the RRC has never been held responsible for maintenance of that Reserve (the lease states that the RRC is responsible for maintaining the land and all buildings)¹³.*
- 4. Ruakaka Service Centre is on the main title, but no documents or formal agreements with the RRC exist for this facility."*

Example variation to lease letter:

Parties

Ruakaka Recreation Centre

Whangarei District Council

Entered into an agreement dated

The parties have agreed to vary to the agreement as follows.

Clause: (relating to the changes

1.

2



Ruakaka Recreation Meeting

DATE: 8th September 2017.

Purpose:

To discuss matters concerning the Ruakaka Recreation Centre and how their planned future projects can be integrated with the landowners' vision and budgeting allocations. The centre seeks to improve the relationship with Whangarei District Council and see them as partners in the provision of community facilities for the people of Ruakaka and wider Whangarei. Paul will be assisting with strategy, advice and process to seek a stronger partnership in the future between the parties.

Attendees

Paul McDonald (Nuca Consulting)
Andreas Thirling (Ruakaka Recreation Centre (RRC)_Chair)
Tony Jelas (Ruakaka Recreation Centre Committee)
Mike Davies (Bream Bay United)(BBU)

Minutes

1. Vision.

The committee representatives discussed key visions for the next 5 years.

- To lift the profile of the recreation and sporting clubs in the area, which encourages more children to participate. When kids are active they thrive and that is good for the Ruakaka Community.
- There is a shared value of "Love it Here".
- Provide opportunities for the community to contribute to facilities, and that physical work towards goals is something this community values highly.
- Develop a higher standard of facilities for sport and Recreation, not just for Ruakaka but for Northland and Whangarei.

It was discussed that having these vision statements would keep the project on track as it gets going!.

Overall it seems the RRC, community and WDC have shared objectives and there is a willing community! There is a feeling that the projects envisaged and done already have "brought the village into the community". The facilities on this land will create a destination, worthy of regional significance.

We also discussed where the RRC scored its current provision in relation to three key areas.

1. Destination facility with quality recreation opportunities: 2/10
2. Current facility provision to meet demand 7/10
3. Community Support for the RRC and the initiatives proposed 8/10

The group voiced a real concern that rec facilities were not going to meet demand for much longer as the area population grows. And a concern that community support could reduce if no traction on initiatives was made. The major barriers to progress was the quantity and quality of the football fields, and the lack of a purpose built facility for the various recreation opportunity.

2. The Leases:

General agreement to move forward with discussions with WDC about updating the lease. Paul is to write a letter raising the matter and to seek resolution with WDC over a meeting. It was agreed that finding agreement with both parties was important to the ongoing relationship. It was suggested that the WDC could provide a lease amendment letter to RRC stating the changes since the lease was signed; for example field maintenance.

The area of sand hill which is not currently leased needs to be included in future consideration of leases, it was suggested that WDC provide an "intention to lease" letter to RRC for that sand area.

3. Proposed new building:

General discussion to give Paul a view of the building. Enthusiasm from the group about the possibilities, agreement that external funders are critical, and the relationships with them are to be maintained in good faith.

4. Sand Hills:

The committee fully supports the initiative to remove the sand and provide a level field area. There is desire for this to be a community led and managed project, with the permission of the landowner. The centre would seek to work with community and others to ensure the work is done, detailed project planning can be completed once a further meeting was held with parties interested in the sand. Tony Paul and Mike Davies are to attend this meeting shortly.

5. Interim Development Plan (IDP): Discussion over the IDP and which of the actions were agreed. General agreement for most of the actions, also success in completing some action items, despite a lack of WDC funds. Paul mentioned that Council had requested the IDP be developed and presented in an earlier agenda item so a suggestion to have this item brought back to WDC Committee meeting was made.

*The meeting with RRC members adjourned and Paul met with Ruakaka football representative Mike Davies.

6. It was agreed that: NFF continue to support immediate improvement to the fields or increase in field capacity. RRC have worked closer with BBU on their concerns lately and a partnership is going well. BBU player numbers are growing, but poor facilities are a major barrier to growth. BBU also have ideas for field orientation and light placement to enhance the facility and make it more practical for use. Rugby League have registered an interest in practising at Ruakaka Rec. Current arrangements with the School were not ideal.

Action Items

1. Paul draft letter to council requesting a pathway to agreement over changes to the lease, send this letter to RRC for approval prior to communicating with WDC.
2. Paul to contact Council regarding the agenda item which requested the Interim Development plan be presented
3. Sand Hill meeting to be arranged shortly.
4. Paul to receive BBU forecast player and team numbers and preferred layout to support the future development. Paul will then work on how the sand hill project can integrate with these developments.

Ruakaka Recreation Facility

Budget Estimate Proposal

09 November 2017



Company overview

Coresteel Buildings NZ

Coresteel Buildings' proven design technology is revolutionising New Zealand's steel frame building industry.

Coresteel specialise in the design, engineering and construction of large-scale commercial and industrial steel buildings, aircraft hangars, and rural lifestyle buildings. The company is New Zealand owned and operated.

Coresteel's unique construction method and expert design engineers mean cost-effective steel buildings of any size and shape are possible, without compromising structural integrity.

The Bracketless Portal System and the Tapered Box Beam allow for completely custom-designed buildings which can incorporate almost any architectural or practical element.

Having our designers, engineers and builders involved from the initial phase means we can guarantee a shorter timeline, while maintaining a cost-effective price for your project.

Each building is sent to the site as a complete structural kitset. Without the need for onsite welding, the entire frame can be erected within a few days.

Nationwide Coresteel has built structures for some of New Zealand's major brands, including PlaceMakers, Fonterra, Ballance, Brother, Ford, Nissan, PGG Wrightson, Ullrich, Farmlands and ITM.

Coresteel Buildings Northland

Hill Construction Ltd own Coresteel Northland and Coresteel Bay of Plenty and are the number one Coresteel Buildings distributor in New Zealand.

With over \$100 million in Coresteel projects now standing in the Bay of Plenty and Northland, this is testament to a well-managed organisation.

The company has constructed a variety of building projects in various contractual forms, including: design and build; guaranteed maximum price; tender; negotiated; and open book P & G margin.

All in a wide variety of industry segments including: commercial; retail; industrial; hospitality; education; banking; housing/apartments; public environments;

Hill Construction Limited is a respected construction company. We offer the experience, knowledge and expertise to carry out projects encompassing all the industry sectors, with many of these projects being commercial construction.

During the past 30 years, the company has acquired expertise including site identification and analysis, through to site acquisition, design, construction and maintenance of buildings. Over time, proven processes, procedures and methodologies have been developed to ensure hassle-free and successful projects.

With our preferred subcontractors we ensure projects are completed within time, budget and to the specified quality. Having our own direct labour for carpentry and concrete work is a catalyst in achieving these excellent results.

We have extensive experience and expertise in managing complex projects with multiple sub contractor requirements for parking, access and working areas within congested sites and/or live environments.

Budget proposal

Project: Ruakaka Recreation Facility

To whom it may concern,

We have pleasure in submitting our Budget Estimate Proposal as follows:

To construct the proposed development as per discussions and all information contained herein, as follows:

\$4,831,329.00 EXCLUDING GST

We thank you for the opportunity to be involved with the creation of your new development and ensure a prompt and efficient service should the work be entrusted to us.

Kind regards

A handwritten signature in blue ink, appearing to read 'Joel Taylor', is positioned above the printed name.

Joel Taylor
Coresteel Buildings Northland
M: 021 464 206 P: 09 430 3370
E: joel.taylor@coresteel.co.nz

Budget Estimate Specific Inclusions

- Gymnasium as per plans provided **\$4,831,329.00 + GST**

Total Budget Estimate based on information provided \$4,831,329.00 + GST

Design criteria

Site address	Ruakaka
Importance level	Importance Level 3
Design wind criteria	Region A
Design wind speed	41m/s
Terrain category	Category 2
Earthquake load	0.13
Snow load	N/A

Additional notes

This price covers entirely our offer. Anything discussed or implied but not specifically referenced in this quote does not form part of our offer. Please contact us for a revised quote if there are any amendments or inclusions you require. Any work outside the contract will be invoiced as a variation and will include an administration fee of 12%

Assumptions

This quote is based on the following assumptions

All prices are subject to final engineering, based upon a flat level site and 'good ground' as defined in NZS3604. All prices are plus GST.

Good weather access for large truck deliveries with power to site.

Unless otherwise discussed, a minimum 2 meters width of accessible flat ground is required to the perimeter of the building during the building process.

We assume power & water will be available onsite.

We assume good access for all concrete deliveries, pumps & vehicle as required. We assume the footings concrete can be chuted into position we have not allowed to pump this portion of concrete.

We assume all excavated material can stockpiled onsite for later dressing.

No allowance has been made to locate or relocate any services.

No allowance has been made for any unforeseen obstacles, services or water while excavating onsite.

No allowance has been made for any Northpower/Telecom Connection charges

Specific exclusions

Site Works	Provisional sum of \$150,000.00 within budget estimate
Site Access/Services	Driveway access, electrical and water are to be provided by owner
Mechanical	Provisional sum of \$110,000.00 within budget estimate
Fire walls / Fire Reports	These are subject to your projects fire engineering requirements.
Site specific Engineering	Foundation design E.g. for Rock, Peat, Sand etc PS2, PS3, PS4 site inspection certificate fees (if required under council conditions of consent) PS4 construction monitoring Geotechnical report
Drainage	Provisional sum of \$50,000.00 within budget estimate
Council Fees	Provisional sum of \$15,000.00 within budget estimate Resource consent preparation costs or council fees (as applicable) Council building contributions and roading levies or deposits These fees vary on contract value and there is often a residual cost to consent being issued. Our in house specialist can assist you with building consents and/or resource consents.
Service connections and supply	No allowance has been made
Site Surveys	Registered surveyors 'Siting Certificate' if required. For council siting and foundation inspection if the boundaries are not clearly flagged.
Internal Fit Out	Provisional sum of \$400,000.00 within budget estimate Excludes soft fit out FF&E
Plumbing	Provisional sum of \$50,000.00 within budget estimate
Electrical	Provisional sum of \$90,000.00 within budget estimate
Consultant Fees	No allowance has been made
Mezzanine Floor	Not Included

Warranties

Building Structure	-	As per Manufacturer's Specific warranties
External Cladding	-	As per Manufacturer's Specific warranties
Accessories	-	As per Manufacturer's Specific warranties

Payment terms

To be arranged

Quote validity

Please be aware that this quote is valid for 30 days from today's date and may alter depending on changes placed upon the project by the consent process and your site specific conditions.

Why choose Coresteel Buildings?

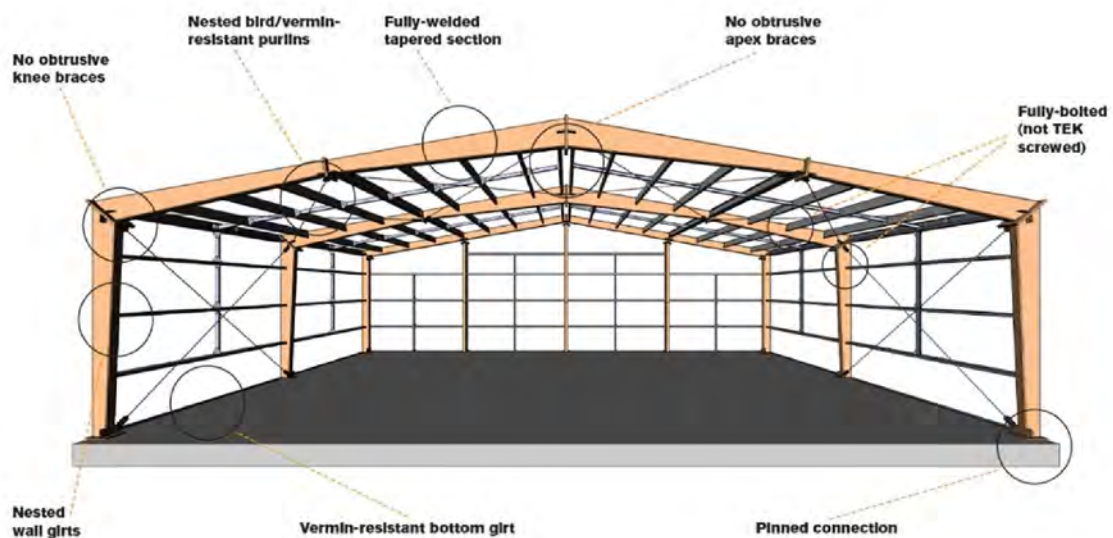
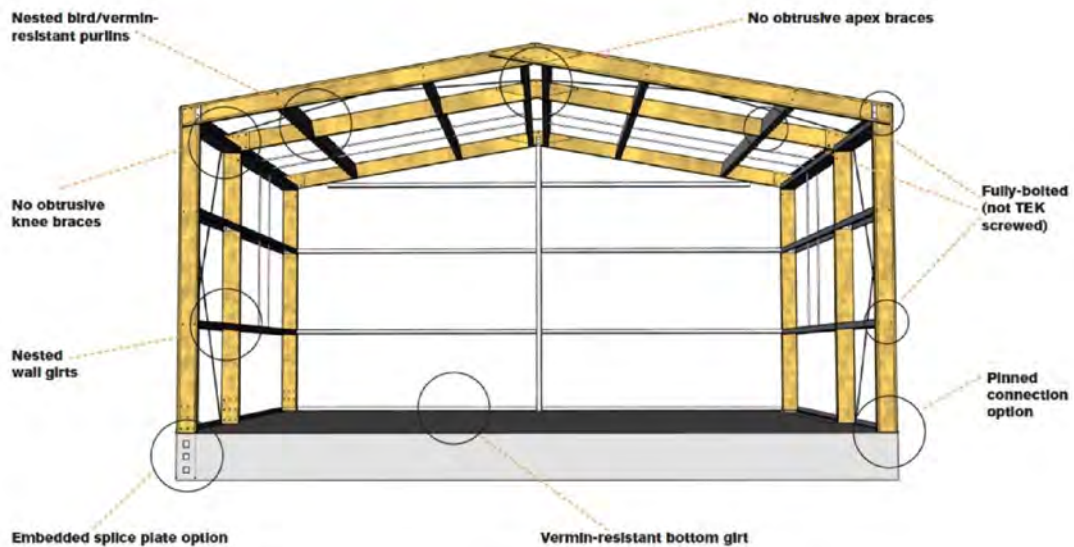
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- Cost-effective systems without compromising structural integrity
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www.coresteel.co.nz/about-us/coresteel-difference

Bracketless Portal System



The Coresteel team

Contact Northland

Joel Taylor

Freephone: 0800 267 378

Mobile: 021 464 206

Phone: 09 430 3370

joel.taylor@coresteel.co.nz

Address

20 Gumdigger Place

PO Box 11084

Whangarei



Joel Taylor

James Senescall

Previous Contracts



















- Sport Northland
- Whangarei District Council
- Bream Bay United Association Football Club
- Making a Scene
- Waipu & Ruakaka Karate Club
- Contrast Yoga
- New Zealand Deerstalkers Association
- Sporting Shooting Association
- New Zealand Antique Arms, Northland Branch



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Top Energy Ltd
Whangarei Aquatic Centre

Chill Technology Ltd
Dargaville Veterinary Centre
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JOP
CSG Konica Minolta
Regent New World
Silver Fern Farms
Sutherland Security
The Northern Advocate
Toll

Foundation North
Oxford Sports Trust
Lion Foundation
NZ Community Trust
Pub Charity
The Southern Trust
Far North District Council
Kaipara District Council
Whangarei District Council
Ministry of Social Development
Northland DHB
Northland Foundation
Northland Regional Council
Northland Secondary Schools
Water Safety NZ

17 August 2017

To Whom It May Concern

Ruakaka Recreation Centre Multipurpose Facility

On behalf of Sport Northland, I am writing in support of the Ruakaka Recreation Centre's plan to develop a multipurpose facility to complement their existing facility in Ruakaka.

Sport Northland currently engage with the Ruakaka Recreation Centre through the delivery of Green Prescription clinics and classes out of the Centre and has recently undertaken capability development work with the committee to improve capability and participation numbers.

The development of a multipurpose facility was initiated six years ago and has been driven by an enthusiastic group of volunteer committee members. The committee has consulted with the local community obtaining valuable feedback; current facilities are outdated and too small for a fast growing community with increasing school roles.

The local committee driving the project has done a tremendous job so far in getting the project to where it is now – much planning work has been completed, with an experienced local company engaged to undertake feasibility work.

The proposed facility would offer a wide range of activities that promote social interaction, culture, wellness and sport and recreation opportunities for the whole community. The design would provide a multi-use space able to cater for a wide range of indoor sports, concerts, performing arts and other cultural events.

Funders in today's climate cannot afford to fund single-purpose facilities, so the Ruakaka Recreation Centre's proposal ticks all the right boxes, and far from being grandiose in design is thoughtfully scaled, truly multipurpose, and cost-effective.

P O Box 1492, Whangarei, 0140
Phone 09 437 9600
www.sportnorthland.co.nz
info@sportnorth.co.nz



Funding support to help develop this facility would be a significant boost to a fast growing community with a lack of quality sporting and recreational facilities. We encourage you to do everything possible to enable this fantastic and greatly needed community-led development to become realized.

Thank you for the opportunity to support this project.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Brent Eastwood', with a stylized, cursive script.

Brent Eastwood
Chief Executive

In reply please quote 15/128626
Or ask for Paul McDonald

Forum North, Private Bag 9023
Whangarei 0148, New Zealand
Telephone: +64 9 430 4200
Facsimile: +64 9 438 7632
Email: mailroom@wdc.govt.nz
Website: www.wdc.govt.nz

22 December 2015

Christine Thirling
PO Box 123
Ruakaka
Whangarei 0116

Dear Christine

Whangarei District Council Long Term Plan - Letter of Support

Whangarei District Council received your submission at the 2015 – 2025 Long Term Plan and resolved as follows.

Ruakaka Recreation Centre

The Ruakaka Recreation Centre would like to build a multi-events centre on Council land next to the existing facilities. In order to enable the Centre to progress feasibility studies and funding applications, a letter of support from Council as the landowner will be provided, as requested.

To that end this letter confirms Council's support for the proposal presented to it.

Thank you for your contribution to recreation in the District.

Yours faithfully



Paul McDonald
Parks and Recreation Manager

21 July 2017
Bream Bay United AFC
9 Takutai Place
Ruakaka 0116



Re: Ruakaka Recreational Centre plans for the new recreational centre in Ruakaka

To Whom it may concern

Bream Bay United Football club (BBU) fully supports the Recreation Centres plans for a new multipurpose facility.

BBUAFC are one of many users of the current facility and believe the community will greatly benefit from the building of a new multipurpose facility that will meet the needs of this growing community.

Additionally as a football club we have grown our membership substantially over the last few years and need this centre in order to have the facilities required to properly support our members, playing and visiting teams into the future.

I hope that you will support this initiative and any finding applications that may come about as part of taking this initiative forward..

Yours faithfully

A handwritten signature in black ink, appearing to read "Mike Davies", with a long horizontal line extending to the right.

Mike Davies
Chairman



Helen Morton-Jones t/a
Making a Scene: Drama and Voice Academy
PO Box 118
Ruakaka
0151
021 1723568

17/08/2017

To whom it may concern,

The Ruakaka Recreation Centre has gone from strength to strength under the current management. I have been hiring the upstairs room to run my speech and drama classes since February of 2016. I previously hired the facility for a short period in 2007.

The upper room is clean, tidy and is well appointed with carpet curtains and a heat pump. Christine is pleasant and friendly to communicate with and is a credit to the centre. Under her management, the upper room, which was previously dirty and smelt of stale smoke and alcohol like a pub, has been transformed into a pleasant area that I am happy to teach my students age 8-18. Creative hanging of curtain rails which are recycled industrial pipes suggest a considered use of finances. The room rate is fair and suitable to the small groups I teach, meaning I don't have to pass on overhead cost to my clients – Bream Bay families.

Despite the exterior, external stairs, lighting, stairwell, lift, storage, kitchen and bathrooms being dated and in urgent need of renovation I would recommend the facility to anyone who needed to hold an event based on the efficacy of the management and cleanliness of the facility.

While there are one or two motels that offer meeting facilities in Bream Bay, a facility like this has the potential to be a community hub hosting diverse events including, business events, conventions, theatre, sports exchange, kapa haka events and expos. Under the current management, I have no hesitation in recommending the Ruakaka Recreation Centre receive the funding it needs to update and expand its facilities to better reach its potential and serve this rapidly growing community.

Regards

Helen Morton-Jones LTCL RTSCA

t/a [Making a Scene Drama and Voice Academy](#)

[Type here]

*Office hours: Mon, Tue, Wed, 1-3pm Thurs, Fri 10-12pm
Our focus is on developing communication, presentation and performance skills using drama as a platform for learning.
Making a Scene Drama classes are a fantastic catalyst for developing essential communication and acting skills that contribute to personal and career success for life. Our Academy classes combine drama with speaking skills that give our Northland students a distinct advantage now and in the future.*

WAIPU & RUAKAKA KARATE CLUB

7th August, 2017

Dear Christine,

Following our recent conversation when you advised me you were looking at building a new hall in Ruakaka, I must admit to being blown away by the endless possibilities this hall could have and just what it could do for the local community.

We have all seen how the skate park has provided a hub for many local children and young adults, how they have adopted this area and made it their own. But there are still many youngsters who do not like skateboarding but have nowhere to go to play basketball, football (indoor football with a soft ball), badminton etc. and for them this could be just what they need to give them a purpose and take them off the streets. Indeed, seeing how sad it was for everyone when that local boy died at New Year from drinking - if the proposed hall saved just one life by giving kids something else to focus on, it would be a brilliant job extremely well done!

I am pleased to hear also you are planning to keep the build as cheap as possible - the one complaint I keep hearing about the new hall in Waipu is the cost to hire it which has put it out of reach for most local activities. Indeed, we had a really well attended circuit training group there which was amazing for the local ladies but sadly the cost rose from \$10 per hour to \$70 in the new hall so the class has to relocate and as it was not so accessible, closed.

Please rest assured the karate club is behind you all the way. Ken and I both think this could be just what is needed to change lives and make a difference.

Kind regards

Pam Crawley



CONTRAST YOGA

0211643572

4 August 2017

Ruakaka Recreation Centre
Takutai Place
Ruakaka

To whom it may concern,

I currently take yoga classes out of the Ruakaka Recreation centre, and have found the facilities for such an up and coming area to be less than adequate. The very dated centre despite the impeccable upkeep by the committee members with their tireless effort is due for a revamp.

Ruakaka is an amazing area with an ever increasing population as is noticeable and verifiable with the local schools and real estate housing prices. The growing number of families who have to drive long distances to ensure their children access sports is unacceptable when there is a capability for expansion in our own local area.

There is certainty that a new Recreation centre that accommodates the diverse needs of its community with swimming, gymnasium, studio, fitness, football, basketball facilities will add unprecedented value to the area and with that, future development.

I wholeheartedly support the concept for a new Recreation centre as I live in this community, my children go to school here, I work at a local school, and I see the need for keeping our children and our elderly supported and occupied in their own environments.

Ruakaka Recreation centre is for the community, and with our rates, I believe this concept is money well spent, and I look forward to being an ongoing supporter of this initiative.

Kind Regards

Mirella Aprea

NEW ZEALAND DEERSTALKERS ASSOCIATION

WHANGAREI BRANCH

PO BOX 4463,

KAMO, 0141.

e-mail a.j.webster@xtra.co.nz

09-08-17

To whom it may concern,

RUAKAKA RECREATION CENTRE

This organisation represents a group of hunters and target shooters from the greater Whangarei area including many from Ruakaka and surrounding areas. We are one of 50 clubs from throughout New Zealand and we strongly welcome and endorse the establishing of a proposed underground shooting range as part of the Ruakaka Recreation Centre.

There are increasing numbers of new firearms licence applications through our Whangarei Police and increasingly less shooting ranges for these shooters. Over the last 14 years there have been three major and two minor range closures with only two minor ones recently to replace them. This is a concern for regular target shooters, such as our members and in particular, new applicants.

Shooting is a sport that can be enjoyed by a large number of the public and as an example we have club members from 4 years old up to 86 and 1 paraplegic member who can enjoy target shooting and to think we could get a facility, undercover would be just magic for these members to enjoy as well.

The overall effect this added attraction would bring to a fast growing area such as Ruakaka would be beneficial to everyone particularly being only one and a half hours away from the major population of Auckland.

Yours Faithfully

Alan J Webster

President

Sporting Shooter Association of New Zealand Inc

PO Box 275

Whangarei 0140

Tel: 09 436 4065

e-mail- oilrag@xtra.co.nz

8 August 2017

To whom it may concern,

Ruakaka Recreation Centre

This organisation which represents the interests of sporting shooters throughout New Zealand, fully endorses the establishment of the proposed new recreation facility at Ruakaka to include an underground shooting range

With an increasing number of people applying for their firearm licence and taking up the sport of shooting there is a growing need for more shooting ranges, so that they can enjoy the sport in a safe environment. Since many existing ranges throughout the country are threatened with closure due to urban expansion or sale of private land a new complex that caters for several shooting disciplines would be a valuable asset for the Whangarei District.

Shooting is a sport that can be enjoyed by people of all ages, genders and degrees of physical ability. It provides opportunity for those who wish to interact with others with similar interests, compete as a member of a team or simply hone their individual skills. Since safety is paramount it also provides opportunity for developing self discipline and a sense of responsibility in those taking part.

It is also to be anticipated that such a complex as proposed will bring economic benefits to Ruakaka in terms of visitors for national competitions.

Yours faithfully

P M Cregeen

Phil Cregeen
Secretary



Northland Branch
New Zealand Antique &
Historical Arms Association

PO Box 275
Whangarei 0140
Tel: 09 435 3232

The Coordinator

Ruakaka Recreation Centre
PO Box 123
Ruakaka 0151

Attention: Cristine Thirling

Dear Cristine,

Our membership was very interested to learn that there may be a new shooting range close to Whangarei. We number around forty paid-up members, and are very interested in supporting and hopefully patronising such a facility.

Please keep us informed of your progress, and whether we can help with anything more than this letter of support.

Yours Sincerely,

Paul Deeming

Secretary
NZ Antique Arms Northland Branch

Subject: Planned Multipurpose Facility at Ruakaka.

From: "Terry" <twdouglas@xtra.co.nz>

Date: 8/08/2017, 10:15 PM

To: <ruakakarec@xtra.co.nz>

CC: "Delaney Allan" <ad@marineelectric.co.nz>, "Alec Melville" <Waihue.Kid@xtra.co.nz>, <alan.jude@xtra.co.nz>, "Andreas" <thirling@xtra.co.nz>, <oilyrag@xtra.co.nz>, <powderkegnz@outlook.com>

Christine Thirling Coordinator.
Ruakaka Recreation Centre.

Dear Christine,

As a licensed firearm owner and keen target shooter, I wish to endorse the proposed development of an indoor/underground shooting range in the new multipurpose facility at Ruakaka.

A community asset such as this will provide a number of positives for the area.

The rapidly expanding population will be provided with another sporting activity which can be enjoyed by people of all ages.

I would expect a local shooting club would be formed to manage the range, and training sessions in the safe use of firearms run by them would be beneficial to the younger members of the community. Once built the Police would most likely take advantage of having a training site close by.

As the range would be twenty minutes drive from Whangarei, and around an hour and a half from Auckland, I would envisage a significant number of shooters from a much wider area than just the "locals" would welcome this shooting venue.

If run correctly, by the shooting organisations involved, events such as local and national shoots plus the use by individuals would enable the asset to be self sufficient financially.

Such a community asset be a "winner".

Yours faithfully,
Terry Douglas
Whangarei

Rifle range.

Subject: Rifle range.

From: rdwbrown3 <rdwbrown3@gmail.com>

Date: 12/08/2017, 7:17 PM

To: ruakakarec@xtra.co.nz

Hello. I am a member of the National rifle association nz, deer stalkers nz. I have a broken neck so I shot from a wheelchair over a table. At the moment I travel one hour twenty minutes north to the hills at Oramahoe to shoot at a range which I can do during the week. I shoot targets on an average three times a month.

To have a facility you are envisaging so close to home would be just so exciting and exhilarating that I personally would use it very regularly no matter what cost.

Please bring it on!

I am contact able at 027 316 4772. Thank you for your vision.

Sent from Samsung tablet.

The Coordinator

Ruakaka Recreation Centre
PO Box 123
Ruakaka 0151

Attention: Cristine Thirling

Dear Cristine,

It is good to hear about the new Recreation Centre that you and your team have been planning for the community. This would be a real boon for people in the region, as having everything in one new sign from the start is always better than adding on various bits over a facility's lifespan.

I am especially interested in the possibility of a new shooting facility nearer Whangarei as this is something the area has been lacking for many years.

I wholeheartedly support your endeavours in this.

Yours Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul Deeming', with a stylized, flowing script.

Paul Deeming

116 Paramount Parade

Whangarei 0112

shooting range

Subject: shooting range

From: Graham MacDonald <thumbtrigger@yahoo.co.nz>

Date: 18/08/2017, 4:18 PM

To: "ruakakarec@xtra.co.nz" <ruakakarec@xtra.co.nz>

To christine Thurling.

My name is Graham MacDonald, i am a past member of the Northland Black Powder club aand a current member of the Northland branch of NZAHAA and have been for the last 25 years , im also a fully licensed and police approved firearms collector. I am writing this letter in support of your proposed shooting range at your at your new recreational facility to be built at Ruakaka. Hopefully this will come to fruition in the near future and i wish you well in this endeavor, it can only be a plus for the community in general and the shooting fraternaty in particular.

My very best wishes for the entire project.

Kindest regards Graham Macdonald

The Coordinator
Ruakaka Recreation Centre
P O Box 123
RUAKAKA 0151

70 Evans Street
Opoho
DUNEDIN 9010
18AUG2017

My email: forsyths@clear.net.nz

My landline: 03 473 8317

My fax 03 473 1117

My cellphone: 027 473 8318

Dear Ms,

I understand there is a proposal for constructing a range complex to serve the needs of the lawful arms users of the Whangarei region. I hereby offer a submission in support of this proposal, for the following reasons.

1. I have had over 40 years experience in firearm use, and until recently, instructed on behalf of the NZ Mountain Safety Council (Inc) as a volunteer firearm safety instructor. Since then I have undertaken similar work but as a Police Volunteer. I also serve in a volunteer capacity to help operate a public rifle range near Dunedin and train range officers for various groups including those of Target Shooting New Zealand, the New Zealand Deerstalkers' Association and for local rifle clubs. I hold Unit Standard qualifications in ammunition handling, metallic cartridge reloading and in range consultancy.
2. In my view the provision of a certificated facility will attract law-abiding users;
3. Such a facility will therefore diminish unlawful shooting activities at inappropriate sites elsewhere as the public appreciates the existence of this facility;
4. The proposed facility will be of immense benefit for firearm safety training and for developing the skills for the competent handling of firearms, particularly for firearms in the hunting field as well as those of competition shooters, including aspiring Olympians and Commonwealth Games competitors;
5. Skills acquisition in competent firearm use can only be developed by 'hands-on' practice, and is essential for ensuring humane kills of game animals. Such requirements are increasingly likely to be needed by hunters in the future, as public concerns about lawful recreational hunting are fostered by inappropriate and wrong-headed news media reports;
6. Public safety can best be served in my view by the provision of such a facility and you are to be commended for heading this organisation.

Yours faithfully,

Chaz Forsyth
FSG, MSc, NZCE (Civil), Dip Sp. Studies (Secondary)