

## WAIMAKARIRI DISTRICT COUNCIL

### REPORT

**FILE NO:** CPR-04-05-18-04 / 090821025022  
**REPORT TO:** Performing Arts Facilities Working Party  
**DATE OF MEETING:** 27 August 2009  
**FROM:** Craig Sargison, Manager Community & Recreation  
**SUBJECT:** Options and Issues Paper

**SIGNED BY:**

(for Reports to Council or  
Committees)

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
Chief Executive

#### 1. SUMMARY

- 1.1. The purpose of this report is to assist the Performing Arts Facilities Working Party in its deliberations on the future provision for performing arts facilities.
- 1.2. The Scope of Work for the Working Party as stipulated in the Terms of Reference, requires the development of a functional design brief which will document the needs for venues and the facilities that will be require to provide for the needs of the various performing arts group.
- 1.3. The first meeting of the Working Party reviewed the scope of existing documentation and also briefly looked at options that the Working Party wanted to further investigate. This paper offers some preliminary thoughts on these options in relation to the needs that have already been identified.
- 1.4. The first draft of a functional design brief is attached for the consideration of the working party. Once this has been considered by the Working Party, staff will undertake further work to complete this document. Once the Working Party has agreed to the final draft the key user groups will need to be consulted so that the Working Party is aware of any gaps in the brief.
- 1.5. The design brief will provide a means of assessing options for facilities.
- 1.6. The Community Facilities Review feedback has also identified some information relating to the Town Hall and its use and a summary of this is also attached.
- 1.7. This report also suggests a process for the Working Party to follow for pursuing options for performing arts facilities which ensures that the Key Stakeholders Group are fully involved during the process.

Attachments:

- i. First Draft of a Functional Design Brief (090821025018).
- ii. Community Facilities Review – feedback summary relating to the Rangiora Town Hall.

#### 2. RECOMMENDATION

**THAT** the Performing Arts Facilities Working Party:

- (a) **Receives** report N<sup>o</sup> 090821025022.
- (b) **Adopts** the first draft of the Functional Design Brief Document no. 090821025018.

- (c) **Adopts** the process for deliberating on the on the future provision for performing arts facilities as outlined in (3.4) below.
- (d) **Forms** a Key Stakeholders Group comprising a representative from: The Performing Arts Trust, Rangiora Players, North Canterbury Musical Society, Dale Hartley School of Drama, Waimakariri Community Arts Council; North Canterbury Academy of Music, Kaiapoi Theatre Company.
- (e) **Circulates** this report to the Community and Recreation Committee and to the Kaiapoi Community Board and Ward Advisory Boards.

### 3. **ISSUES AND OPTIONS**

#### 3.1. Functional Design Brief

3.1.1. A functional design brief details the key physical requirements to meet the needs of performing arts groups in the District. It does not provide any architectural solutions or architectural requirements beyond the basic facilities required in each space.

3.1.2. Once this brief is agreed to by the Key Stakeholders Group it will provide the Working Party a useful tool in assessing the suitability of various venues by the degree of fit with the brief.

3.2. There were four options for venues that were agreed for further investigation at last meeting and there could well be others developed:

- Town Hall plus with an extension.
- Stand-alone purpose-built
- Development of existing facilities (non-Council, public/private arrangement) e.g. Kaiapoi High School, Kaiapoi Working Men's Club.
- Town Hall plus additional venue e.g. Additional floor on top of Rangiora Library, or an addition to the Rangiora Service Centre

3.3. Before pursuing any of these options further it is important for the Working Party to agree on a process for evaluating options and also for involving the Key Stakeholders Group in these deliberations.

3.4. In addition to a key stakeholders group there will need to be some involvement and discussion with the schools in the District as they are another key user group, with some needs that may be particular to them.

3.5. Process for working through options:

1.	Formation of a Key Stakeholders Group	August /September
2.	Input into a draft Functional Design Brief from the Key Stakeholders Group	By 30 September
3.	Adoption of final Functional Design Brief by the Working Party	By 9 October
4.	Preliminary assessment of potential options against functional design brief by Working Party	By 9 October
5.	Results of that assessment shared with the Key Stakeholders Group for their input	By 23 October
6.	Discussion with school user group	By 30 October
7.	Shortlist of options for detailed investigation agreed to by Working Party	By 30 October

8.	Scope of detailed investigation, and role of the Key Stakeholder Group in this work, agreed to by Working Party	By 30 October
9.	Final shortlist and scope of investigation and role of stakeholder group shared with the Key Stakeholder Group	By November 30
10.	Progress Report to Council	December Council Meeting
11.	Once this point is reached a further detailed process and timeline will be produced for the consideration of the Working Party	December

3.6. The Management Team/CEO has reviewed this report and supports the recommendations.

#### 4. **COMMUNITY VIEWS**

4.1. Community Views will be initially canvassed through the Key Stakeholders Group.

#### 5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. There is budgetary provision for the investigation of options in the current financial year of \$30,000.

5.2. In 2013/14 there is a provision of \$5million capital expenditure, which includes \$1million from the community, for the development of new facilities in the District for performing arts.

5.3. The ownership of new facilities and the management and operation of any new facilities, including user charges are all matters that are yet to be determined.

#### 6. **CONTEXT**

##### 6.1. **Policy**

This matter is not a matter of significance in terms of the Council's Significance Policy.

##### 6.2. **Legislation**

Building Act.

##### 6.3. **Community Outcomes**

The provision of parks and reserves and sports grounds contribute to a range of community outcomes, including that:

- Public spaces and facilities will be accessible and of a high standard.
- People will involve themselves in a range of recreation activities.



Craig Sargison  
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