



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL



**PLACES
AND SPACES**
FOR A THRIVING FUTURE

Community and Civic Facilities Plan 2022



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1. Purpose

This plan guides future planning and investment in Central Hawke’s Bay’s community and civic facilities. It recognises the important role of Council and community in influencing health and wellbeing through facilities that help people to be active and healthy, contribute to local identity, deliver key services and build strong communities.

As the district continues to grow, it is important we have good quality facilities providing plenty of opportunities to our community, and that are future focussed and adaptable to the needs of our community.

2. Community facilities network

There are many types of community facilities available to the community.

While not specifically considered in this plan, Marae are of special significance to Mana Whenua and are the focal point for various activities of social, economic, and cultural

importance to Māori. Marae are integral in supporting Māori customary and traditional uses and applying Māori principles and protocols. Many different types of activities take place on a Marae, including meetings and social gatherings, festivities, knowledge and education, and the provision of specialised services such as health and advice. Marae can also support other community activities, such as operating as a civil defence emergency base.

School halls also often promote their availability as a general community resource rather than purely as an education-based facility. This is actively encouraged by the Ministry of Education as part of ensuring schools are integrated into their local communities. Churches also encourage community use of their facilities for similar reasons.

The following table defines the primary community facilities considered in this plan and the different roles of the Council and the community in this provision.

Type	Function	Council role	Facilities
Rural community halls	<p>Network of halls in rural areas with the following attributes:</p> <ul style="list-style-type: none"> • Based on a community of locality rather than of interest or sector. • Run by volunteer management committees, usually from the surrounding community. • Able to be used and hired by the community. • Focal point for a wide range of cultural, recreational and educational activities. • Often reflective of the local community, history, culture and identity. <p>Note that rural volunteer fire brigade depots are in some cases associated with the rural hall.</p>	<p>Council supports 12 rural community halls across the district - 9 owned by Council and 3 owned by the community.</p> <p>These are managed by local hall committees.</p> <p>A District Halls Policy and District</p> <p>Halls Committee Policy outlines the Council and Committee’s responsibilities.</p>	<p>Council-owned:</p> <p>Ongaonga Hall Tikokino War Memorial Hall Takapau Hall Otāne Hall Elsthorpe Hall Wallingford Hall Argyll Hall Porangahau War Memorial Hall Otawahao Hall</p> <p>Community-owned:</p> <p>Omakere Hall Sherwood Hall Flemington Hall</p> <p>Council-owned rural fire depots:</p> <p>Omakere Elsthorpe Wallingford Flemington</p>

Type	Function	Council role	Facilities
Urban community halls	<p>Similar attributes to rural halls but located in an urban area. Co-located or part of a hub with other community and/or recreation facilities to create a destination with a range of experiences.</p>	As above	<p>Council-owned:</p> <p>Waipukurau Memorial Hall (part lease to Ruahine Cadet Unit) at Russell Park</p> <p>Waipukurau Community Rooms (formerly the Plunket rooms) at Hunter Park</p>
Specialised community facilities	<p>Facilities that are established, maintained and developed for a particular group or activity.</p> <p>They are used primarily by a particular club or organisation for their purposes but are also often available for hire by the community.</p> <p>They are an important part of the network as they focus on responding to the needs of a particular community sector and have significant community involvement in the development, management and operations.</p> <p>They can run a range of programmes, activities and events in response to community needs. They can also offer a range of social services e.g. community information, health, playgroups, or after-school activities.</p>	<p>These facilities are mostly owned and managed by the community.</p> <p>Some are located on Council land via a lease arrangement or within a Council-owned building. Lease terms recognise the non-profit status of community organisations.</p> <p>Council provides community funding through contestable funds and service delivery contracts with key organisations.</p>	<p>Examples:</p> <p>Waipawa Senior Citizens Hall Waipukurau Scout Hall Takapau Scout Hall Takapau Plunket rooms Takapau RSA Takapau Lions</p>

Type	Function	Council role	Facilities
<p>Sport and recreation facilities, recreation centres, sports complexes and clubrooms.</p> <p>Refer to Sport and Recreation Facilities Plan for further detail.</p>	<p>These facilities play an important role in meeting the recreational needs of the community.</p> <p>They are primarily focused on sport, recreation and leisure and usually are the home base of sports clubs. Many facilities are also available for hire by the local community.</p> <p>They are primarily located on sports and recreation parks.</p> <p>Some facilities are privately owned and on Council land.</p> <p>Some facilities operate completely independent of Council.</p>	<p>Provision of Council land via a lease arrangement.</p> <p>No arrangements with Council</p>	<p>On Council land:</p> <ul style="list-style-type: none"> • Centralines Sports Complex (pool, stadium, artificial turf area) • Forest Gate Golf Club and cricket pavilion • Takapau Golf Club • Takapau Tennis Club • Takapau Rugby and Squash Clubs attached to Takapau clubrooms and grandstand • Otāne Sports Club (Otāne Recreation Ground) • Waipawa United Inc Clubrooms (Coronation Park) • Elsthorpe Sports Club • Mix of Council land and private land: • CHB A&P Society • Waipawa Golf Club • Not on Council-land: • CHB Rugby Club (Central Park Rugby Trust) • Waipukurau Golf Club • Waipukurau Tennis and Squash Club • Waipukurau Bowling Club • Waipawa Tennis Club • Waipawa Bowling Club • Waipukurau Karate Club (CHB College land) • Porangahau Sports Club • Porangahau Country Club • Waipukurau Jockey Club / HB Racing • Mathews Memorial Park (N of Tikokino)

3. Civic facilities network

Civic facilities differ slightly from community facilities. These are generally more specialised and have a more fixed purpose that requires particular spatial responses.

Facility	Function	Council role
Civic Administration Building (Waipawa)	<p>Council's civic administration building is home to Central Hawke's Bay District Council operations and provides:</p> <ul style="list-style-type: none"> • Staff offices • Customer service centre • Council Chambers • Mayoral Office 	Owner and service provider
Waipukurau Library / Te Huinga Wai	<p>Te Huinga Wai – The Knowledge and Learning Hub provides:</p> <ul style="list-style-type: none"> • Digital access to businesses, the self-employed and the wider Central Hawke's Bay community • Library services, including workshops and other activities • A range of school holiday programmes • AA services • Bookable meeting rooms • Free WIFI • Shared working spaces • Te Huinga Wai is an example of a civic and community hub service delivery model. <p>Te Huinga Wai is leased for a period of up to 11 years, being established with funding from the Provincial Growth Fund, Council and a local bequest to provide a temporary library service and business hub, following the closure of Waipukurau Centennial Memorial Library.</p> <p>With growth and changing needs it is estimated that Te Huinga Wai will be outgrown in around five years, so it does not provide a long-term solution. It is also important to recognise that Council does not have any long-term tenure beyond the lease term on the site. To this end a long-term strategic solution for services needs to be identified.</p>	Service provider
Waipukurau Centennial Memorial Library (closed)	<p>The Waipukurau Library was closed in May 2020, following initial engineering advice that the building had significant structural vulnerabilities. This unexpected announcement followed Council and community expectations that the building had been strengthened as part of structural and renovation works completed in 2016.</p> <p>In late 2020, Council confirmed the closure of the building for the foreseeable future, with upgrades not being feasible at the time.</p> <p>Council needs to determine the long-term future of this building through the Long Term Plan 2024.</p>	Owner
Waipukurau Civic Theatre	<p>Cinema theatre and cafe Also home of Central FM (area radio station)</p> <p>Council has a service agreement for the operation of the cinema and pays an annual service agreement to the lessee for the cinema service to be provided. This recognises that the cinema is not a viable community service without subsidisation at this time.</p>	<p>Owner</p> <p>Council leases building to operator</p>

Facility	Function	Council role
Waipawa Library	<p>Waipawa Library provides a smaller range of services and activities, which are different to Waipukurau in their general nature and scope, recognising Te Huinga Wai – Knowledge has a strong technology and business focus. It provides:</p> <ul style="list-style-type: none"> • Library services, including workshops and other activities • A range of school holiday programmes • Bookable meeting room • Free WIFI 	Owner and service provider
Central Hawke's Bay Museum (Waipawa)	<p>The CHB Museum Trust operate the museum with a grant provided by Council. The Trust relies heavily on voluntary support for activities, with an employed curator leading a small team of part time and volunteer staff. The museum provides:</p> <ul style="list-style-type: none"> • Permanent museum collection • Temporary exhibitions • School programmes 	<p>Owner</p> <p>Council leases the main 'bank' building to the CHB Museum Trust. The Trust own the Exhibition Hall and sheds.</p>
Central Hawke's Bay Municipal Theatre (Waipawa)	<p>Multi-purpose community facility for performance, teaching, promoting and nurturing the arts, meetings, conferences and events, including weddings and funerals. The facility includes:</p> <ul style="list-style-type: none"> • 220 seat (theatre style) or 170 seat (tabled) auditorium with dressing rooms, stage dock, main foyer, bathrooms • Concert Chamber purpose-built for functions, low stage, bar and kitchen • Both spaces can operate separately or be combined for larger events 	Owner and service provider

4. Why community and civic facilities are important

Community and civic facilities provide opportunities for community development and local democracy, places for social services and support, and hubs for community art, culture, sport, recreation, education and information. They provide a focal point for local communities to collaborate and interact with each other. Civic facilities offer specialised spaces that provide a district-wide service enabling people from across the district to gather and connect as well as larger scale venues that cater for larger groups and events.

Communities where residents join social activities, connect with others and take part in local decisions have been shown to be happier, healthier and more productive. In contrast, social isolation is a significant and growing contributor to poor health outcomes.

Rural halls are at the heart of our communities, often reflecting the historic values of the area. Many halls are between 40 and 100 years old and are the result of local community fundraising efforts. In some rural areas, the community hall is all that remains of once-bustling rural settlements.

5. What we want to achieve

Council aims to have a network of community facilities across the district so people can meet and participate in their communities. The network consists of both Council and non-Council owned facilities. It is important that the community has access to a variety of facilities, and this can only be achieved through the combined resources of the Council and the community.

The civic facilities network will continue to support the delivery of specialised and/ or particular services and spaces.

Facility objectives

We want to ensure these community and civic facilities:

- Are active and vibrant places for our community to meet, play, laugh and learn.
- Are safe, welcoming and inclusive places that respond to community needs.
- Are reflective of the local community; people, culture and history.
- Connect and support resilient, healthy and vibrant communities.
- Continue to be highly valued and utilised by the community.
- Continue to support a diversity of opportunities and service delivery.

Principles

Over time we will work towards a community and civic facilities network that is:

Principle	What this means
Fit for purpose	Recognise the historic lack of investment in some community facilities. Provide facilities that accommodate changing community profiles and use trends and needs over time. We are also growing and need to be prepared for this through future proofing our facilities so that they cater to changing population needs.
Community ownership	Our communities have significant strengths and a proven track record in providing and managing community facilities. We have highly motivated and committed people providing great services and facilities across the district. Our communities are best placed to continue to be at the forefront of identifying and responding to community needs through the community facilities network, and it is important that Council continues to recognise and support these efforts.
Inclusive	Recognising the diverse make-up of our communities. Ensuring opportunities are available to all of our community through understanding barriers and providing opportunities that are accessible, with dignity, to all of our community, including physical access, affordable access and access to information.
Sustainable	Recognising the need to support good asset planning practices including consideration of the 'whole of life' costs of facilities. Creating multi-use facilities or hubs or co-locating with other activities, community, or education facilities and infrastructure where appropriate is also an effective approach.

6. Key issues

Community facilities

There is an increasing burden on communities to maintain ageing facilities and facilities with particular issues.

The increasing costs and responsibilities of managing and operating community halls is placing pressure on hall committees. This includes insurance, electricity, compliance with regulatory and health and safety requirements, and the increasing need for major upgrade work on some halls due to their age.

Rural community halls in particular have varying levels of asset condition, with most requiring some form of minor or major upgrade work from significant deferred maintenance and investment over the years. A comprehensive understanding of asset condition, maintenance, renewals, and seismic compliance across all community halls is needed.

There are varying utilisation levels across the network. Some facilities have lots of capacity for further use while others are well utilised throughout the year.

Many buildings are still configured in traditional approaches to building design making them not fit for purpose or inefficient in terms of design or layout.

There is a strong reliance on volunteers to manage the facilities. This puts a lot of responsibility on volunteer community members. Community resources are stretched, and Council has limited resources available.

Waipukurau Memorial Hall has been identified as earthquake-prone. This follows Council and community expectations that the building had been strengthened as part of upgrade works completed in 2016 and 2017. The current use of the facility is impacted as occupancy numbers have been reduced to manage safety risks.

The current policy direction is that Council will not build or take over any additional halls, which assumes that the current provision is adequate for future growth and/or that if there is demand for additional halls, this will be met by other organisations. It is also not clear what Council's role is when a rural community hall requires a major upgrade and investment.

Civic facilities

At present, the Central Hawke's Bay Municipal Theatre and the Waipukurau Centennial Library have been identified as earthquake-prone. The Waipukurau Centennial Library has been closed, despite Council and community expectations that the building had been strengthened as part of upgrade works completed in 2016, with temporary facilities being established at Te Huinga Wai – the Knowledge and Learning Hub.

With growth and changing needs, it is estimated that Te Huinga Wai will be outgrown in around five years and it does not provide a long-term solution, only being leased for a period of 11 years.

Library spaces have changed to become multi-purpose, modern and flexible community focussed spaces that contribute to place-making and community connection.

They have become vibrant places for meeting, learning and inspiration, creativity and participation, and leisure and recreation in the widest sense.

In many towns and cities, library services are being provided as part of a hub of activities that includes Council and other service providers. Te Huinga Wai is modelling this service approach successfully. Models vary depending on local needs but have included youth services, cultural centres, recreation hubs, health and other government services, and shared working spaces. A hub can be the co-location of facilities or services connected or completely integrated. This will present challenges and opportunities for a long-term response to 'library' space.

Sometimes maximising use is constrained by the cost and affordability of hiring spaces for potential users. Also, potential users (hirers and visitors) need to know what is available, what the facilities provide and what is on. Better information is key to better use.

The future form of Local Government could have a significant impact on the office needs of Central Hawke's Bay District Council. Direction on the future form and scope of Local Government is due in August 2022 and will continue, with wider reform including Resource Management Act and Three Waters Reform

The lease on the Central Hawke's Bay Museum expires at the end of 2023. Funding is set aside in the 2021 Long Term Plan to complete a Heritage Strategy, that should guide future investment in museum and wider heritage services and activities in the district.

7. Council's role and level of service

Rural community halls

Rural community halls are one of the most highly valued facilities in our network and we want to ensure this continues. All rural community halls are actively managed by members of the community who have a good understanding of local community needs.

Council has established its role for rural community halls to support local communities through:

- Provision of the existing network of Council owned rural community halls.
- Funding support for Council owned and non-Council owned rural community halls in accordance with the District Hall Policy and District Halls Committee Policy. This includes an annual operational grant, responsibility for major maintenance and the assessment of maintenance requirements.
- Encouraging and supporting community groups to take an active role in the management and promotion of their hall in accordance with the District Hall Policy and District Halls Committee Policy.
- Completion of asset condition grading to assess future liabilities and upgrade work required

- Providing clarity on Council's ongoing role, particularly regarding the funding of major upgrades through the 2024-2034 Long Term Plan process (included in the action plan).

Specialised community facilities

Council support can be provided through:

- Community grants that support and encourage voluntary groups and community-based organisations to address their issues, activities or programmes in Central Hawke's Bay.
- For relevant existing facilities, provision of Council land and/or buildings and an associated lease.
- Proposals for Council support for the development of new facilities and/or use of an existing Council building will be considered on a case-by-case basis and will require clear evidence of community demand and support for the proposal.

Urban community halls

Council will continue to provide a community hall for the Waipukurau urban area.

The future of the Waipukurau Memorial Hall (location and upgrade) will be determined through the Russell Park masterplan process, town centre planning and wider consideration of other civic facility needs. This will also need to align with the future planning for the Civic Administration Building and Waipukurau Library regarding the hall's potential to be part of a community and civic hub.

Civic Administration Building

Council currently owns the Civic Administration Building in Waipawa and are the sole occupant. In a community hub model Council could:

- Own all or part of a future hub or stand-alone building, or lease space for council's administration and governance purposes.

Future libraries

Council will continue to provide a modern range of 'library' services that respond to the changing ways people access information, learn, connect and participate. Council will investigate opportunities to partner with others to increase opportunities for people to access services and activities, and continue to implement the Libraries Strategic Framework for the future success of the service.

Central Hawke's Bay Museum

Council needs to undertake a wider review of heritage across Central Hawke's Bay to determine the future level of support for the Central Hawke's Bay Museum.

Funding is set aside in 2024/25 for the development of a Heritage Strategy, that will need to identify the long-term aspirations for the museum and other sites, including the Ongaonga Historical Society and the synergies that exist between these sites.

To create better certainty for the Central Hawke's Bay Museum in the short term the current lease and service agreement will be extended until 2027.

Central Hawke's Bay Municipal Theatre

Council recognises that the Theatre provides a range of opportunities for our district that many similar sized, and even larger districts do not have. Council is committed to continuing to invest in and increase the level of use of the facility.

Waipukurau Civic Theatre

Unless the situation or circumstances change, Council intends to continue with the current approach and review its role again in 2030, recognising it is contractually obligated through both the lease and service agreement that expire then.

8. Community Facilities – Action Plan

This outlines the steps that the Council will take to achieve the key objectives and levels of service and includes a mix of short and longer-term actions. Sport and Recreation Facilities are included in the Sport and Recreation Facilities Plan.

Facility or facility type	Action	Timeframe
Rural community halls	Provide clarity on Council's existing policy position on current building issues including weather tightness in the short term to hall committees.	2022/2023
	Explore ways to streamline processes and create efficiencies that make it easier for community hall committees to operate on a day-to-day basis. For example, the development of guidelines and templates for health and safety requirements, and other administration matters.	2022/2023
	Identify options for a coordinated and centralised online booking and monitoring system to make facilities more accessible, particularly to new users, and to supply reliable data on occupancy and use of facilities. Ensure this is coordinated with other booking system requirements within Council and externally with key partners such as our tourism agency.	2022/2023
	Provide clarity on Council's ongoing role, particularly regarding the funding of major upgrades through the following process: <ul style="list-style-type: none"> Determine community facility principles to guide investment and prioritisation (2022). Apply principles to the rural community halls network to understand how each hall aligns with the principles. Complete analysis and consultation with hall committees (2023). Include the future of rural halls as a specific topic for engagement in the 2024-2034 LTP. Further explore local funding mechanisms for rural halls (eg targeted rates) as part of the rates review, and consider the inclusion of a contestable fund to assist hall committees in maintenance and upgrade over and above the policy requirements. 	2022/2023 for decision making in 2024 - 2034 LTP
	Undertake a comprehensive inspection of all community halls with hall committee representatives. Use this information to develop a 5-10 year work plan for community hall maintenance and upgrade.	2022/2023 and three yearly reviews.
Waipukurau Memorial Hall	Determine future (location and upgrade) through the Russell Park masterplan process. This will also need to align with the Programme Business Case for Civic Facilities – including the Administration Building and Waipukurau Library regarding the hall's potential to be part of a community and civic hub.	2022/2023 for decision making in 2024 - 2034 LTP
Rural Fire Depots	Work with Fire and Emergency New Zealand (FENZ) to see the sale/transfer or disposal of the buildings from Council ownership to community or FENZ ownership.	2022/2023

9. Civic Facilities – Action Plan

This outlines the steps that the Council will take to achieve the key objectives and levels of service and includes a mix of short and longer-term actions.

Facility or facility type	Action	Timeframe
All	<p>Develop a major facility database.</p> <p>Investigate the best way to inform the community and visitors about what is going on across the facilities, through an online events calendar or other tools.</p>	2022/2023
Civic Administration Building / Libraries	<p>Complete a Programme Business Case (PBC) that includes the alignment of long-term strategic goals, a review of service delivery including an investigation of the needs of each potential service/activity line, the development of potential options and the analysis of the benefits and costs of each option and the identification of a preferred way forward.</p> <p>The PBC scope should include all potential CHBDC hubbed services as well as external agencies (MSD, Health, Police, Te Taiwhenua o Tamatea etc.) across Waipawa and Waipukurau as well as remote service delivery options.</p> <p>Include the Waipukurau Centennial Library building in the PBC to determine the future of the building.</p> <p>This comprehensive approach will maximise the effectiveness and efficiency of the solution.</p>	2022/2023 for decision making in 2024 - 2034 LTP
Central Hawke's Bay Municipal Theatre	<p>Complete the technical report on earthquake-prone building remediation requirements for inclusion in the 2024 Long Term Plan.</p> <p>Determine the level of investment required to respond to technical report recommendations.</p> <p>Review the long-term operating approach for the theatre alongside how other Council assets may/could be operated into the future, following timing and confirmation of potential seismic work.</p>	<p>2023</p> <p>2022/2023 for decision making in 2024 - 2034 LTP</p> <p>2024/25</p>
Waipukurau Civic Theatre	<p>Review the current approach prior to the expiry of the lease.</p>	2028 for decision making in 2030 – 2040 LTP
Central Hawke's Bay Museum	<p>Extend current arrangement until 2027.</p> <p>Review heritage service delivery across CHB, including areas like Otāne, Ongaonga, Waipukurau and Waipawa. Ensure the capacity of Te Taiwhenua o Tamatea to participate.</p> <p>Following a detailed review, develop a Heritage Strategy that contains a detailed implementation plan that includes a future recommendation for the CHB Museum.</p>	<p>2023/ 2024</p> <p>2024/2025 for decision making in 2027 LTP</p>