

SOUTH WAIRARAPA DISTRICT COUNCIL

20 FEBRUARY 2013

AGENDA ITEM C11

PROPOSAL TO CREATE A COMMITTEE ROOM IN THE ANZAC HALL

Purpose of Report

To inform Councillors of the proposal to create a committee room in part of the former Play Centre premises in the ANZAC Hall.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Approve the creation of a committee room in the ANZAC Hall.*

1. Background

At their January 2012 meeting, Featherston Community Board queried whether a meeting room could be made available for the Board in the ANZAC hall, in the former Play Centre area. Officers advised that this area had been ear-marked for storage and was not available.

The issue was reopened in February 2012 at the request of the Board but no further action was taken.

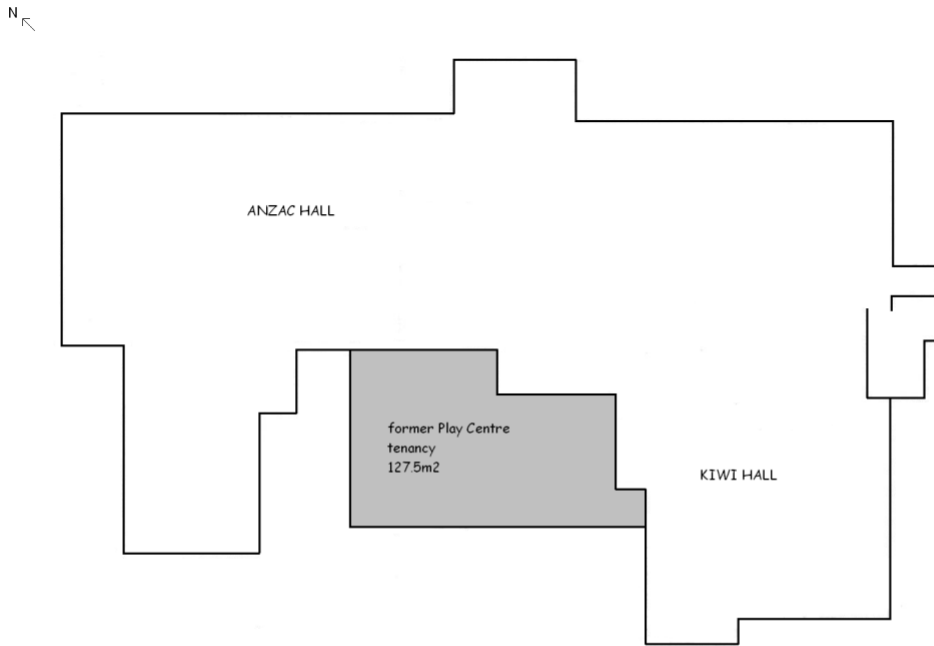
A subsequent proposal for a meeting room was made directly to the Chief Executive by the Community Board, Featherston Civil Defence and the ANZAC Club. The Chief Executive and Facilities & Property Officer met with the representatives of the three groups in November and the meeting room was agreed to, subject to Council approval and availability of funding.

2. Discussion

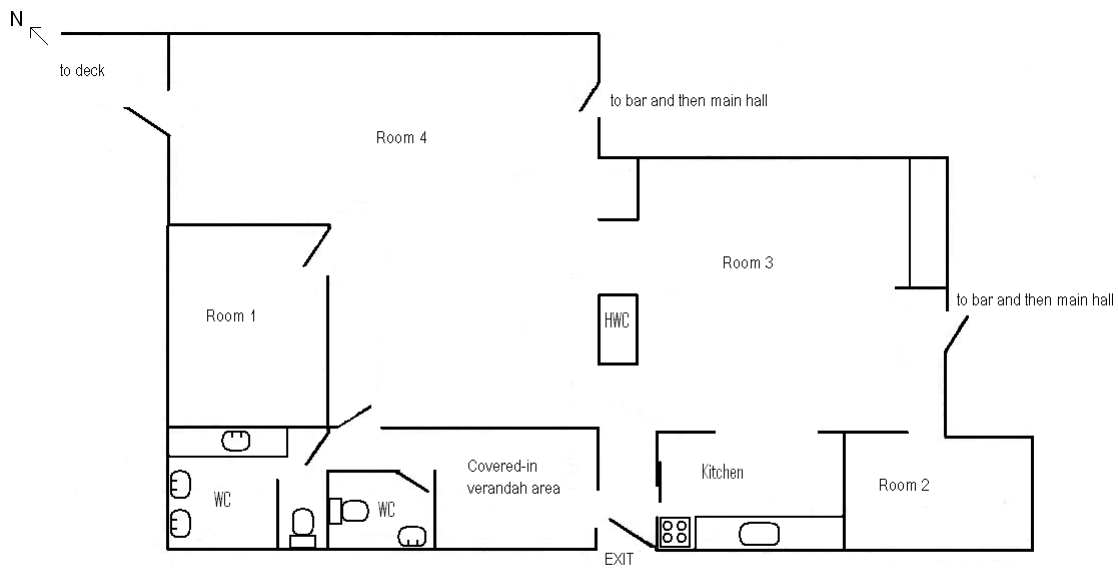
2.1 Proposal for creating a committee room

2.1.1. Location and layout

The former Play Centre tenancy is the old caretaker's flat on the south side of the hall, as shown below.



The current layout of the space is as follows:



2.1.2. Proposal for use of space

The following arrangements are proposed:

- Room 1 would remain as storage for SWDC
- Room 2 would become the Civil Defence room
- Room 3 would become the committee room
- Room 4 would remain as general/furniture storage for the hall

2.1.3. Alterations required

The major alterations required are to enclose room 3 by reinstating the wall and door between it and room 4, and by adding a wall between room 3 and the kitchen. This wall would contain a glazed panel at the top so as to allow natural light from the kitchen into room 3. Rooms 2 and 3 and the kitchen will need repainting in neutral tones.

2.1.4. Cost of alterations

The cost of the alterations and repainting would be approximately \$6000. A further \$4500 would provide carpeting in the meeting room and civil defence room.

2.2 Financial Considerations

Funds are available in the capital budget for the ANZAC Hall.

3. Conclusion

The creation of a meeting room in the former Play Centre tenancy would enable the Featherston Community Board to meet in Council premises rather than continuing to rent meeting space at Turret House. The meeting room could also be made available for hire to other parties, as it has a separate entrance. There would still be sufficient space within the tenancy for hall and SWDC storage.

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