

# STAFF REPORT

**TO:** Community Services Committee  
**FROM:** Manager Property Services  
**DATE:** 15 March 2011  
**SUBJECT:** Manager Property Services Report – RCS11-03-10

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## PURPOSE

To update the Community Services Committee on property services activity.

## BUILDING CONTRACTS

The construction of the fitness facility at the ASB Aquatic Centre is proceeding according to schedule with work due to be completed during May 2011.

Four tenders were received for the construction of new aged person accommodation on the land adjoining Aotea Flats in Hill Street, Richmond. The successful tenderer was Wilkes Construction and the accepted contract sum is \$323,812.45 plus GST. Subsequent to the acceptance of this tender, Wilkes Construction have informed us of their intention to cease trading and their wish to assign the contract to another builder. We are currently considering the implications of this and will report further to the Council meeting on the outcome. The servicing costs of the project will be met entirely from the pensioner housing account and will not impact on rates. The construction period is expected to be approximately four months. A plan of the proposed construction is attached for Councillors' information. I will table a recommendation regarding the acceptance of a tender and the authorisation of funds.

## GENERAL

A meeting has been held at the former Railway Reserve in Richmond with adjoining landowners to discuss improving the road surface there and restricting parking.

During the Richmond Library renovation the leased premises at Elm Street in the Wakatu Estate were used as a temporary store for items that may have been required to be returned to the renovated premises. Over the next few weeks we will be disposing either by sale, gifting or dumping of the items for which we have no further use. In future, this area will only be used for storage of those items that are essential for our business. A design is being completed to construct a secure records store and general records storage in this facility. Documentation is being prepared and tenders to construct the shelves and the secure store together with the installation of a fire alarm system and detectors will be carried out shortly. Once this

occurs it is intended to commence moving files from the main office to Elm Street thus freeing up storage space at the main office.

## **CIVIL DEFENCE**

The Christchurch earthquake of 22 February 2011 resulted in the establishment of an Emergency Operations Centre for Nelson Tasman Civil Defence. Our role has been to support the response in Christchurch, the National Crisis Monitoring Centre and the internally displaced persons that arrived in our region from Christchurch. The CDEM staff have until recently been employed fulltime in managing the effects of the earthquake within Nelson Tasman and numerous staff have assisted in this process. Health and building staff have been deployed and our urban response team, NZRT2 has also been deployed there. National Controllers teleconferences and national Welfare teleconferences have been held on almost a daily basis and as Group Controller, I have been committing between two and four hours per day in dealing with issues directly relating to the earthquake response. Fortunately this is now easing.

The Japan earthquake and subsequent tsunami warning on 11 March 2011 also generated an activation of an EOC but this time only for monitoring purposes. A number of staff from both Councils and other agencies were involved through the night making plans and assessing potential outcomes. At about 10.00 pm the warning was downgraded to a marine event only which resulted in a decision to reduce the number of staff deployed which was reviewed again at 6.00 am Saturday morning.

These emergencies provide a valuable opportunity to test our systems and give hands on experience to staff in dealing with emergencies. It also provides valuable linkages with other agencies in dealing with the response and this has been shown particularly in dealing with internally displaced persons from Christchurch. With the focus on the Christchurch earthquake response, business as usual for the Ministry of Civil Defence and Emergency Management has gone on hold for a certain extent as has matters here, such as the review of the Nelson Tasman Civil Defence Plan but they will be addressed as the opportunities arise. A Controller's Forum in Christchurch set down for April has also been cancelled.

## **RECOMMENDATION**

THAT the Manager Property Services Report – RCS11-03-10 be received by the Community Services Committee.

Jim Frater  
Manager Property Services

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