



AGENDA

Community Services Committee Meeting Tuesday, 30 July 2024

Date Tuesday, 30 July 2024

Time Following the Infrastructure Committee

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1688469

Timaru District Council

Notice is hereby given that a meeting of the Community Services Committee will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 30 July 2024, at the conclusion of the Infrastructure Committee meeting.

Community Services Committee Members

Clrs Stacey Scott (Chairperson), Stu Piddington (Deputy Chairperson), Gavin Oliver, Peter Burt, Allan Booth, Owen Jackson, Sally Parker, Michelle Pye, Scott Shannon and Mayor Nigel Bowen

Quorum – no less than 5 members

Local Authorities (Members' Interests) Act 1968

Committee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Beth Stewart

Group Manager Community Services

Order Of Business

1	Apologies	5
2	Public Forum	5
3	Identification of Items of Urgent Business.....	5
4	Identification of Matters of a Minor Nature	5
5	Declaration of Conflicts of Interest	5
6	Chairperson’s Report.....	5
7	Confirmation of Minutes	6
	7.1 Minutes of the Community Services Committee Meeting held on 11 June 2024	6
8	Reports	14
	8.1 Community Services Group Update	14
	8.2 Aigantighe Art Gallery: Accessibility and Climate Control Options.....	20
9	Consideration of Urgent Business Items.....	55
10	Consideration of Minor Nature Matters.....	55
11	Public Forum Items Requiring Consideration.....	55
12	Exclusion of the Public.....	55
	13.1 Public Excluded Minutes of the Community Services Committee Meeting held on 11 June 2024	55
	13.2 Aigantighe House Gallery Seismic Strengthening and Refurbishment Project.....	55
13	Public Excluded Reports.....	57
14	Readmittance of the Public.....	58

- 1 Apologies**
- 2 Public Forum**
- 3 Identification of Items of Urgent Business**
- 4 Identification of Matters of a Minor Nature**
- 5 Declaration of Conflicts of Interest**
- 6 Chairperson's Report**

7 Confirmation of Minutes

7.1 Minutes of the Community Services Committee Meeting held on 11 June 2024

Author: Rachel Scarlett, Governance Advisor

Recommendation

That the Minutes of the Community Services Committee Meeting held on 11 June 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Community Services Committee Meeting held on 11 June 2024**



MINUTES

Community Services Committee Meeting Tuesday, 11 June 2024

Ref: 1688469

**Minutes of Timaru District Council
Community Services Committee Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 11 June 2024 Following the Infrastructure Committee at 11.15am.**

Present: Clrs Stacey Scott (Chairperson), Stu Piddington (Deputy Chairperson), Gavin Oliver, Peter Burt, Allan Booth, Owen Jackson, Sally Parker, Michelle Pye, Scott Shannon

In Attendance: **Community Board Members:** Charles Scarsbrook (Temuka Community Board), Michael Thomas (Pleasant Point Community Board), Janene Adams (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Beth Stewart (Group Manager Community Services), Stephen Doran (Group Manager Corporate and Communications), Nicole Timney (Group Manager Property), Mike Wrigley (Acting Recreational Facilities Manager), Philip Howe (Museum Director), Matt Sisson (Property Projects Officer), Samantha Molyneux (Operations Coordinator Community Services), Cara Fitzgerald (Art Gallery Manager), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

1 Apologies

1.1 Apologies Received

Resolution 2024/21

Moved: Clr Stacey Scott

Seconded: Clr Gavin Oliver

That the apology of Mayor Nigel Bowen be received and accepted.

Carried

2 Public Forum

There were no public forum items.

3 Identification of Items of Urgent Business

No items of urgent business were received.

4 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

5 Declaration of Conflicts of Interest

No conflicts of interest were declared.

6 Chairperson's Report**6.1 Presentation of Chairperson's Report****Resolution 2024/22**

Moved: Clr Stacey Scott

Seconded: Clr Scott Shannon

The Chairperson has attended a number of meetings including: Long Term Plan Engagements, Hearings submissions and deliberations on the long Term Plan, Sister City Meetings, Aoraki Foundation partners function, was an attendee at the Timaru Boys High leadership Group, Alexandra life boat discussion, Local Arts Scheme Subcommittee, Aorangi Park Stakeholder meeting, numerous Council meetings, Workshops and Citizenship Ceremonies.

Carried

7 Confirmation of Minutes**7.1 Minutes of the Community Services Committee Meeting held on 16 April 2024****Resolution 2024/23**

Moved: Clr Stu Piddington

Seconded: Clr Michelle Pye

That the Minutes of the Community Services Committee Meeting held on 16 April 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Reports**8.1 Actions Register Update**

The Chairperson spoke to report to provide the Community Services Committee with an update on the status of the action requests raised by councillors at previous Community Services Committee meetings.

Updates included:

1. The Confirmation of budget for Aigantighe Art Gallery action is complete and to be removed from the actions register.
2. The Capex costs of the Geraldine Pools is complete and to be removed from the actions register.

Discussion included the Cbay business report. A budget breakdown and budget allocations were presented.

Resolution 2024/24

Moved: Clr Michelle Pye
Seconded: Clr Scott Shannon

That the Community Services Committee receives and notes the updates to the Actions Register.

Carried

8.2 Community Services Group Update

The Group Manager Community Services spoke to this report to provide the Community Services Committee with a regular, high-level update on the functions of the units within the Community Service Group, including key updates, challenges and opportunities, initiatives, projects, and the impact of changes in service delivery as it pertains to the community.

Discussion included positive feedback on the small working group that is reviewing the Public Place Trading process with support from the District Planning team.

The Chairperson noted that Customer Services had excellent results with their audit report and survey.

Resolution 2024/25

Moved: Clr Sally Parker
Seconded: Clr Allan Booth

That the Community Services Standing Committee receives and notes the Community Services Update Report.

Carried

8.3 New Zealanders and the Arts Survey Summary Report

The Operations Coordinator Community Services spoke to this report to provide the Community Services Committee with a high-level update on the findings of the New Zealanders and the Arts Survey, as conducted of Timaru residents by Kantar Public on behalf of Creative New Zealand.

Discussion included former Group Manager of Recreation and Cultural Services participating in a 2023 New Zealanders and the Arts Survey, and the overall findings from the survey.

Resolution 2024/26

Moved: Clr Scott Shannon
Seconded: Clr Gavin Oliver

That the Community Services Standing Committee receives and notes the findings from the New Zealanders and the Arts Survey.

Carried

8.4 Presentation on the Museum Permanent Exhibition Design at the Proposed Theatre Royal and Heritage Facility

The Museum Director spoke to this report to provide a segue into a presentation to elected members on the proposed permanent exhibition design for the South Canterbury Museum at the new Theatre Royal and Heritage Facility (TR&HF).

Discussion included, the work that has been undertaken by the museum team with designing the new museum component of the facility. The Museum Director spoke to the features of the museum which include an exhibition and events space, interactive displays and educational programs and an archives accessible library.

An uplift in Cruise ships was discussed, along with the visitor attractiveness of the Museum.

Costs and Fundraising for the Museum was discussed, along with operational revenue the Museum will create through donations, retail offerings, external grants, charged events, sponsorships and spaces to hire.

Discussion also included the managing of the fit out and budget sitting with the Museum Director while also being linked to the project, and thoughts of what would happen if the project doesn't go ahead, rework that would need to be done and funds that will need to be taken into account. Information surrounding what will be included with canvassing the Perth Street site was also discussed.

Resolution 2024/27

Moved: Clr Owen Jackson

Seconded: Clr Sally Parker

That the Community Services receives and notes the Presentation on the Museum Permanent Exhibition Design at the Proposed Theatre Royal and Heritage Facility.

Carried

Attachments

1 South Canterbury Museum 'Exploring our Heritage' Handout

9 Consideration of Urgent Business Items

No items of urgent business were received.

10 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

11 Public Forum Items Requiring Consideration

There were no public forum items.

12 Exclusion of the Public**Resolution 2024/28**

Moved: Clr Stu Piddington

Seconded: Clr Michelle Pye

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows at 11.52am.

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Progress Report - Aigantighe Heritage House Gallery Seismic Strengthening and Refurbishment Project Update	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To enable Council to carry out commercial activities</p> <p>To enable Council to carry out commercial or industrial negotiations</p>

Carried

13 Public Excluded Reports**13.1 Progress Report - Aigantighe Heritage House Gallery Seismic Strengthening and Refurbishment Project Update****14 Readmittance of the Public****Recommendation**

That the meeting moves out of Closed Meeting into Open Meeting at 12.30pm.

The Meeting closed at 12.31pm.

.....

Clr Stacey Parker

Chairperson

8 Reports

8.1 Community Services Group Update

Author: Beth Stewart, Group Manager Community Services

Authoriser: Nigel Trainor, Chief Executive

Recommendation

That the Community Services Standing Committee receives and notes the Community Services Update Report.

Purpose of Report

- 1 To provide the Community Services Committee with a regular, high-level update on the functions of the units within the Community Service Group, including key updates, challenges and opportunities, initiatives, projects, and the impact of changes in service delivery as it pertains to the community.

Assessment of Significance

- 2 This matter is assessed as being of low significance under Council's Significance and Engagement Policy as it is reporting on community activities and does not propose any initiatives that influence changes in levels of service, strategic assets, or rates.

Discussion

- 3 This report is provided on a regular basis to the Community Services Standing Committee. The Community Services Group includes the main Timaru and two district libraries/service centres (Temuka and Geraldine); South Canterbury Museum; Aigantighe Art Gallery; and the district's recreational facilities (Caroline Bay Trust Aoraki Centre [CBay], district pools and Aorangi Stadium); Continuous Business Improvement function; and the Community Experience portfolio which comprises the Community Development team and Customer Services units. The Group is also involved with several longer-term capital expenditure projects such as the Heritage Hub development; Aigantighe Art Gallery Heritage House Project (earthquake seismic strengthening); and the Aorangi Park Stadium redevelopment project.

4 Continuous Improvement Project Update

- 5 Attekus Bookable – Stage 1: Ongoing review, support and maintenance activities are in place to assist our community with using Bookable should they require it. The Aorangi Stadium has been built with a planned go-live date of end of July 2024.
- 6 Attekus Events – Stage 2: The events management system allows for event registration and managing those registrations online. This project is currently in the preparatory stage, involving initial planning, data and information gathering and the development of core functionalities. The goal is to create a user-friendly platform that enhances the overall event experience for both organisers and participants.

- 7 Procure-To-Pay Module – Stage 2: ‘Esker Procure to Pay’ is an automated solution designed to enhance the efficiency of indirect spend requests and the procurement of goods or services. It ensures that each spending required undergoes authorisation, and every invoice is systematically matched with the applicable purchase order. This project went live in March 2024. As of the 1 July, all our users have been using Esker For purchasing.
- 8 ‘MagiQ Performance’ project is in progress. This software proposes to standardise the finance operating model utilising a continuous improvement approach, while delivering valuable insights to better enable Officers to make informed key business decisions. Templates for monthly management financial reports and capex schedule reports have been developed and is currently in the process of undergoing user acceptance testing.
- 9 Assura 2.0 Upgrade: ‘Assura Health, Safety & Wellbeing 2.0’ is a comprehensive platform for reporting incidents, injuries, safety observations, permit to work and events within our organisation. This project has now transitioned to business as usual. There are ongoing improvements being made to enhance the overall user experience.
- 10 CBay Software Upgrade: The CBay team use ‘Links’ software for their bookings and Point of Sale (POS). The team has undergone additional training and reviewed their processes to maximise the utilisation of the current system. Included in this programme is the Learn to Swim, Gym, (POS) for retail and lane bookings. Instead of looking at a new system, the CBay team are enhancing their current system by incorporating ‘Active Carrot’ as an extended feature of Links Software. The ‘Active Carrot’ system streamlines the POS and reconciliation processes as well as facilitating online bookings and enrolments, significantly reducing administrative workload for the Learn to swim team and other areas within CBay. The back-end build work for this project is currently underway.
- 11 **Community Funding**
- 12 The Community Funding Policy is progressing well, with the draft outlining objectives, funding categories, and responsibilities now complete. The next two weeks will focus on finalising the policy, which will then inform the development of the online application system.
- 13 Additionally, a comprehensive analysis of community projects from the past three years has been done, revealing trends that will better support policy development decisions. A template report is also being developed to effectively communicate our investments and their impact.
- 14 The Smarty Grants online application system is one-third complete, with the remaining content and trial applications scheduled for completion by Q2 2024/5. This systematic approach ensures that our community funding initiatives are transparent, impactful, and aligned with our strategic objectives.
- 15 **Customer Services**
- 16 During the 2023/2024 financial year, staff processed 1,965 Rates Rebate applications. This included:
- 1,825 ratepayer applications, valued at \$1,258,982.10.
 - 130 applications from residents of retirement villages, valued at \$72,327.45
 - 11 applications from body corporate entities, valued at \$11,250.00.
- The total value of rates rebate applications processed was \$1,342,559.50 for the period.
- 17 This data indicates positive engagement with the Rates Rebate initiative by various community stakeholders and highlights the substantial financial relief provided through the program.

18 With the start of the new financial year, dog registrations have commenced and team members are busy fielding enquiries, explaining fee increases, processing registrations, updating data, and issuing tags. They are also trying to encourage customers to receive and pay their bills online to reduce processing times and minimise wait times at the counter.

19 **Community Development**

20 The Community Development team has secured \$180,000 from the Mayor's Taskforce for Jobs (MTFJ) Community Employment Initiative Fund - a nationwide partnership between Local Government New Zealand and the Ministry of Social Development that has a strong focus on getting young people into sustainable employment. The 12-month pilot initiative centres around addressing the unique employment opportunities and challenges in the local primary production and agri-business sectors, as well on focusing on rangatahi in our satellite towns of Temuka, Geraldine, and Pleasant Point. The programme will focus on supporting young people into work in these sectors, emphasising skill development, mentorship, and the creation of practical work experience opportunities.

21 The Community Development team continues to build strong relationships through active community engagement. At the recent Multicultural Aoraki Winterfest, they hosted a stall to promote the Welcoming Communities programme. Additionally, the Community Development Team Lead (CDTL) served as the emcee for this successful event.

22 At the most recent Safer Communities subcommittee meeting, the establishment of an Age Friendly Network working group was confirmed. A draft Terms of Reference has been created for this working group, which will focus on establishing and maintaining effective partnerships with key stakeholders and ensuring the successful implementation of the Age-Friendly Strategy.

23 The CDTL will represent Timaru District Council at several upcoming events. These include serving as a guest panellist for Auckland Council's Community Broker training day on 15 July and presenting at both the Welcoming Communities National Hui, and the National Refugee Resettlement Forum. At these events the CDTL will discuss the strong relationships Council has established and continues to foster with our former refugee community, as well as the Aoraki Settling-In Collective.

24 **Timaru District Libraries**

25 Level of service change: The Group Manager Community Services and the Acting Libraries Manager have recently completed an analysis on the opening hours of the Timaru Library, particularly during public holidays. The analysis looked at customer attendance trends, and the opening hours of 25 similar facilities within comparably sized districts and populations across New Zealand. All 25 of these facilities are closed on public holidays. Temuka and Geraldine libraries are also closed on public holidays.

26 Cost efficiencies were identified in closing the Timaru library on public holidays (\$7600 in staffing cost plus additional opex costs). The quantum of foot traffic at the library on public holidays has been consistently lower than standard weekends, demonstrating that closure will have minimal impact on the community.

27 The Senior Leadership Team have endorsed the decision to close the facility on public holidays, providing that the change in level of service is well communicated to the community via a

range of channels. This will be enacted prior to the South Canterbury Anniversary Day on 23 September.

28 All the libraries continue to have good attendances at activities held within each library. These activities include:

- Timaru Adult Library - Mend & Sew classes, digital classes, heritage drop-in sessions, Knit & Natter, and book club.
- Timaru Children's Library – School groups, story times, and Thursday Games.
- Temuka Library - Digital classes, Knit and Natter, Mahjong, story times and book club.
- Geraldine Library – Mend & Sew, digital classes, Knit & Crochet, book clubs and Te Reo classes.

29 The libraries also host a number of groups who use the spaces for meetings and get togethers including home schoolers, Literacy Aotearoa, Food Rescue, Brief Intervention, Alzheimer's, Restorative Justice, Geraldine Lions, Geraldine Rotary and Budget Advisory.

30 Winterfest: Along with the Community Development team, the libraries hosted a display at the Multicultural Aoraki Winterfest which was staffed by our Outreach Librarian Ingrid Davies-Martin and Youth Services Team Leader Anita Dawson. The team interacted with nearly 100 people about the services Timaru District Libraries provides.

31 **Recreational Facilities**

32 Since the last standing committee, membership at CBay Fitness has continued to increase. Current numbers exceed 1400 members over June, which is the highest in CBay's history.

33 The School Holiday swim program has over 65 enrolments for the winter holidays, a substantial increase in recent years.

34 The gate and access points are now fully operational with only a few minor technical challenges and education for customers around appropriate usage. The gates have captured a significant number of visits (as well as unpaid memberships). On day of the July school holiday period, over 1100 visits were recorded, excluding spectator and café users. This system, along with 'Active Carrot', will enable more thorough invoicing and reporting for this financial year. Works were completed and settled prior to the end of the financial year.

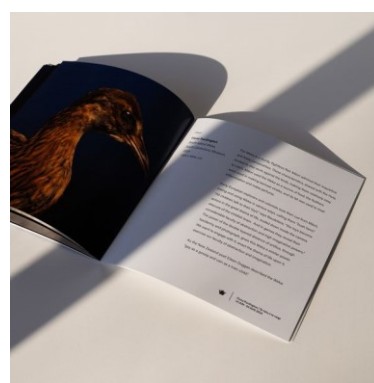
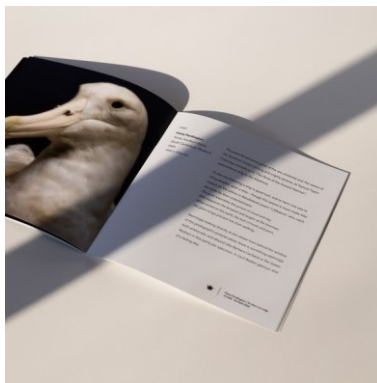
35 Staff underwent a 2-day training on the new Links software system which has improved staff knowledge and has notable improved system efficiencies.

36 **Aigantighe Art Gallery**

37 Renowned Māori artist Dr. Fiona Pardington's "Te taha o te rangi" on is display at the Aigantighe until August 4, 2024. "Te taha o te rangi" is a photographic exhibition which presents lifelike images of native bird taxidermy specimens from the South Canterbury Museum and focuses on themes of whakapapa (genealogy), ecological concerns, and the interplay between life and death.

38 Visitors are given the chance to explore Pardington's unique Kaupapa Māori perspective and her connection to South Canterbury. The exhibition is a collaboration with the South Canterbury Museum, who have loaned a Huia taxidermy specimen for display. This exhibition successfully highlights and celebrates Māori culture and heritage through Pardington's dynamic photographic artworks.

- 39 Matariki Handout: In celebration of Matariki, the Aigantighe Art Gallery is distributed a special handout providing insights into the significance of the Māori New Year. This handout (aimed at younger children) includes information about the Matariki stars, traditional customs, and contemporary celebrations. It is a valuable resource for all visitors, enhancing their understanding and appreciation of this important cultural event. The handout is being well-received by the community and has added an educational dimension to the gallery's offerings.
- 40 Bequest Collection Management Update: The Aigantighe gallery has been honoured with a significant bequest from a recently bereaved donor. The collection includes valuable and culturally important artworks from artists such as Bill Hammond (2x paintings), Robert Ellis Paul Dibble (sculpture), Ralph Hotere works on paper, and 2x Anne Robinson Cast glass sculptures (Note: Details about the donor and the value of the works is kept confidential to protect the privacy of the donor and the financial value of the artworks involved).
- 41 Storage and Future Planning: The art gallery is now at full capacity, highlighting the need to explore suitable alternative offsite storage options. It is hoped that any decision relating to the future of the Heritage Hub and colocation of services will enable and account for archival and collections storage.





Dr Fiona Pardington's "Te taha o te rangi" opening and Matariki handouts

42 **Museum**

- 43 The Museum has finished the 2023-24 financial year with a record number of users: 28,254. This reflects high uptake of educational programmes by schools and early childhood centres, the increased number of cruise ships visiting Timaru over summer, good attendance at special events and a general increase in visitor numbers post-Covid.
- 44 The new *Clever Crustaceans* travelling exhibition from Te Papa has proven very popular over the July school holidays, highlighting the importance of providing a venue for high-quality exhibitions from other facilities. Various school holiday programmes have been designed to make use of it.
- 45 Team members are in the process of reviewing future workstreams in response to Council's decision to discontinue the Theatre Royal and Heritage Facility project on Stafford Street. Implications on planning and funds and facility needs will be explored as alternative options are scoped.

Attachments

Nil

8.2 Aigantighe Art Gallery: Accessibility and Climate Control Options

Author: Matt Sisson, Property Projects Officer

Authoriser: Nicole Timney, Group Manager Property

Recommendation

That the Community Services Committee:

1. Approves the use of reserve funds from the Aigantighe refurbishment project for the installation of the HVAC system in the main gallery, and for the installation of the multi-floor lift and accessible toilets.

Purpose of Report

- 1 To obtain approval by the Committee to use project reserve funds to undertake works which fall outside of the Seismic Strengthening contract scope, but are within the original overall House Gallery Refurbishment Project scoped works.

Assessment of Significance

- 2 This matter is deemed of low to medium significance under the Council's Significance and Engagement Policy. This is an update report to the Committee on the status of the Heritage House Gallery Project and was a key project in the Long Term Plan 2021-2031.

Background

- 3 Following the Building (Earthquake-prone Buildings) Amendment Act 2016, a seismic assessment of the Aigantighe Art Gallery was undertaken. The assessment found that the Historic House Gallery structure was of a high seismic risk relative to a new building. The House Gallery was subsequently closed in 2017 and a feasibility study was conducted to determine options for the repair and/or redevelopment of the site.
- 4 In the 2018-2028 and 2021-2031 Long Term Plans, Council committed to the strengthening repair works and refurbishment of the House Gallery. In the same LTP's Council were exploring a redevelopment project for the main gallery, which was to include accessibility. These plans were discarded in the 2024-34 LTP due to budget constraints, however the Seismic Strengthening and Refurbishment Project commenced prior to the finalisation of the Plan.
- 5 As such, Heritage House Gallery Seismic Strengthening Project was approved in the 2023/24 Annual Plan, with a budgeted allocated of \$3.7 million based on cost estimates.
- 6 For the purpose of this report, contingency funds relate directly to the construction contract with Farrells; project reserve funds are allocated for additional (out of scope) items which may be introduced during the overall project works. This distinction is due to the nature of intrusive seismic works to existing heritage building, whereby the risk of 'unknowns' being discovered is high.

- 7 The full seismic strengthening scope of works include a small freestanding internal floor platform lift and associated works for installation; wall sockets; further lighting; art gallery style walls (faux walls); general refurbishment and restoration works internally and externally; and the installation of a HVAC system in the house gallery. Some of these items were included in the initial LTP project documentation at the initiation of the project.
- 8 The tendered scope works specific to the seismic repairs, which was agreed via the Tenders and Procurement Committee meeting on 14 November 2023, was confirmed at \$1,745,353.59 (+ GST). Works on the Seismic Strengthening and Refurbishment Project commenced on 4 December 2023.
- 9 At the same meeting, The Committee resolved that “any additional unforeseen activities or discovered work related to the Scope of Work be managed as required.”
- 10 At the July 2023 Community Services Committee meeting there was discussion about including in the scope the installation of a larger full lift to the upper level of the house gallery to improve full accessibility if funds allowed. Other items were also identified and prioritised accordingly on the basis that, as the project neared completion, there was budget available to commit to these items.
- 11 At the 11 June 2024 meeting, elected members requested a prioritised list of priority items for works deemed “other inclusions” to be brought back to the Committee, along with available funding sources and budget breakdown. A full budget breakdown is provided in the separate House Gallery Seismic Strengthening and Refurbishment Project Update report, included in the agenda for this Committee.

Discussion

- 12 As the project has progressed, Officers and the Project Team have met regularly to review progress, cost variations, risks and decisions. Any additional items which were not included in the scoped and tendered seismic strengthening have been assessed in priority order. They are as follows:

1. HVAC/AHU Replacement in modern gallery. During the hail damage repairs to the roof tiles on the modern gallery extension it was observed that the main air handling unit (HVAC) was severely corroded. A condition assessment was carried out on the unit, and the unit was deemed to be at the end of its economic life and at risk of failure. The standard life of an AHU is approx. 10 years before needing replacement. The existing unit is 12 years old. (Condition report attached).

Art Galleries are subject to strict environmental controls (namely light, temperature and humidity) to preserve valuable art, and conditions are detailed in International Council of Museums (ICOM), Te Papa (Museum of New Zealand), and international museum standards. If failure of this unit was to occur, the gallery would be required to shut down until this is replaced and a new unit is installed, with 14-16 weeks down-time before the gallery could reopen and be operable.

Attachment 1, *The Importance of Environmental Controls at the Aigantighe Art Gallery*, prepared by the Aigantighe Art Gallery Manager, provides information on the criticality of having an appropriately installed and monitored HVAC/AHU system is highlighted. The paper notes the national and international standards for maintaining environmental controls and the risks of not doing so.

It should be noted that the replacement of the modern gallery HVAC system was initially identified as essential in the 2024-34 LTP. When it was identified that available project funds could be allocated for this purpose, the LTP budget line was removed on the assumption that it could be installed at the same time as the overall project. Should a new HVAC be installed outside of the refurbishment project, replacement will likely incur an unbudgeted expenditure of up to \$300,000 within the current financial year.

2. **Accessibility toilets:** With a focal point of discussion at the July 2023 meeting being improved disability access to the facility, officers note that there is a lack of accessibility compliant toilets available in either gallery buildings and a refurbishment is required. If a lift is installed to ensure appropriate and equal access to the entire building, officers consider it necessary to ensure that there are available and compliant accessible toilets.
3. **Accessibility to the House Gallery:** The tendered scope included a small platform lift to improve accessibility from the octogen floor level of the main gallery to the ground floor of the house gallery. This did not include any disability access to the upper floor of the house.

As per the discussion in July 2023, and again at the November 2023 Tenders and Procurement meeting, officers suggest exploring the option to install a full lift to all floors of the House Gallery to improve overall accessibility in lieu of the small platform lift. There is approximately \$45,000 available from the existing project budget by a credit of works associated with the smaller platform lift and could be committed towards a large lift platform to access all floors, which has been valued at approximately \$200,000 by the Quantity Surveyor. The attached lift concept has been approved by Heritage New Zealand Pouhere Taonga.

- 12 The Project reserve value as of June 2024 is **\$801,137.15** This value is separate to the project contract value and contingency.

Options and Preferred Option

- 13 **Option 1:** Status Quo. Maintain the bathrooms in modern gallery as is, leave current HVAC/AHU in place, and install small, consented floor lift to allow access to ground floor of house gallery only.

This option presents a risk to the gallery's valuable art collection. Firstly, the failure of the HVAC/AHU risks the preservation of valuable art works and, as a replacement unit is required anyway, a new unit will need to be purchased and installed separate to project works, which will result in the closure of the gallery for an extended time. Additional costs will be incurred as valuable artworks are stored offsite and an unbudgeted expenditure will likely occur in the 2024/5 financial year. Travelling shows which are booked up to a year in advance will be cancelled, resulting in lost revenue and potential reputational risk.

Furthermore, leaving the bathrooms and a small platform lift as they are, whilst technically compliant to the building standards of the day it was constructed, does not demonstrate the council's commitment to prioritising equal access for all members of the community in public places as per the Aged Friendly strategy 2022- 2025.

- 14 **Option 2:** Use available reserve funds to upgrade the current bathroom to be accessibility compliant in the modern galley, replace HVAC/AHU and leave small platform lift as consented, to allow access to ground floor of the house only, (QS estimate \$380,000). This can be managed by enacting the Timaru District Council procurement policy and financial delegations.

This option, while compliant, does not demonstrate the council's commitment to prioritising equal access for all members of the community in public places.

- 14 **Option 3 (preferred option):** That Council approve unbudgeted expenditure to upgrade the bathrooms to be accessibility compliant in the modern gallery, install new HVAC/AHU for the modern gallery and install a full lift platform to all floors of the house gallery. (QS estimate \$580,000).

Consultation

- 15 Barrier Free NZ
16 Heritage New Zealand Pouhere Taonga

Relevant Legislation, Council Policy and Plans

- 17 The Timaru District Plan (District Plan) 2005
18 Aged Friendly strategy 2022- 2025





Financial and Funding Implications

- 19 Table 1: Project Reserve Breakdown

Project reserve breakdown	
Project reserve	\$1,000,000.00
Committed to date	\$198,862.85
Remaining reserve	\$801,137.15
Funds required for recommendation	\$580,000.00
Remining project reserve	\$221,137.15

- 21 As noted above, if the replacement of the main gallery HVAC system is deferred, it will likely incur an unbudgeted expenditure of up to \$300,000 within the current financial year as it was removed from LTP draft budgets.

Attachments

1. **The Importance of Environmental Controls at the Aigantighe Art Gallery** [↓](#) 
2. **Aigantighe Art Gallery HVAC condition report** [↓](#) 
3. **Aigantighe Accessible toilet proposal** [↓](#) 
4. **Aigantighe 3 stop lift proposal initial sketch** [↓](#) 



The Importance of Environmental Controls at the Aigantighe Art Gallery

Environmental controls are crucial in art galleries to preserve and protect artworks. Galleries act as stewards and kaitiaki of the taonga we collect and display, preserving works to keep them in optimal condition for enjoyment by future generations. Maintaining appropriate environmental conditions helps mitigate the risks of damage caused by factors such as low or high temperature, humidity, excess light, and poor air quality. This report explores the significance of environmental controls in art galleries, with a particular focus on the safe loaning and display of artworks, referencing guidelines from the International Council of Museums (ICOM), Te Papa (Museum of New Zealand), and international museum standards.

Temperature and Humidity Control

Temperature and humidity are two of the most critical factors in the preservation of artworks. Fluctuations in these parameters can cause physical and chemical changes in artworks and lead to damage and loss. According to the International Council of Museums (ICOM), "Stable temperature and relative humidity levels are essential for the long-term preservation of collections." Artworks composed of organic materials, such as wood, paper, and textiles, are particularly sensitive to changes in humidity, which can cause expansion and contraction, leading to cracking, warping, and mould growth.

Te Papa, the premier Museum of New Zealand, emphasizes the importance of controlled environments, stating that "environmental stability is key to the conservation of collections. The temperature should ideally be kept between 18-22°C, and relative humidity should be maintained between 45-55%." These conditions help minimize the risk of deterioration and ensure the longevity of the artworks.

Furthermore, the AICCM Environmental Guidelines for cultural heritage collections provide temperature and relative humidity ranges for humid and temperate climate types and encourage the setting of temperature and relative humidity parameters that respond to a range of factors including local climate conditions. The guidelines provide the following parameters for environmental controls, which are closely monitored through HVAC systems (<https://aiccm.org.au/conservation/environmental-guidelines/>)

Light Control

Light exposure, particularly ultraviolet (UV) light, can cause irreversible damage to artworks. Prolonged exposure to light can lead to fading, discoloration, and weakening of materials. International museum standards recommend controlling light levels to protect sensitive objects. For instance, ICOM advises that "light levels for sensitive materials should not exceed 50 lux, and UV radiation should be kept as low as possible."

Te Papa also highlights the importance of light control, noting that "exhibition lighting should be carefully managed to minimize exposure to harmful UV and visible light. Light



levels should be tailored to the sensitivity of the materials on display." Implementing these controls helps preserve the visual and structural integrity of artworks.

Air Quality

Air quality is another vital aspect of environmental control in art galleries. Pollutants such as dust, particulate matter, and gaseous contaminants can cause significant damage to artworks. These pollutants can lead to soiling, chemical reactions, mould growth and physical abrasion. To mitigate these risks, museums and galleries implement air filtration systems and regular cleaning protocols.

ICOM stresses the importance of air quality, stating that "airborne pollutants can be harmful to collections. Effective filtration and monitoring are essential to maintain clean air within gallery spaces." Similarly, Te Papa underscores that "maintaining good air quality through filtration and regular monitoring is crucial for the preservation of collections."

Safe Loaning of Artworks

Loaning artworks involves transporting and temporarily displaying them in different environments, which can pose significant risks. Environmental controls during transportation and display are crucial to mitigate these risks. According to ICOM, "loan agreements should specify the environmental conditions required to protect the loaned items, including temperature, humidity, light levels, and security measures."

Te Papa provides specific guidelines for loaning artworks, stating that "all loans must be accompanied by detailed condition reports and environmental requirements. During transportation, artworks should be packed in climate-controlled crates to prevent fluctuations in temperature and humidity." Ensuring these conditions helps protect the integrity of the artworks throughout the loan period.

Moreover, institutions often require a facilities report to assess the borrowing institution's ability to meet the necessary environmental controls. This report includes details on the climate control systems, environmental data records, security measures, and the overall conditions of the borrowing gallery. As Te Papa notes, "a comprehensive facilities report is essential to ensure that the borrowing institution can provide the appropriate environment for loaned artworks." This document helps lending institutions make informed decisions when loaning their valuable collection items ensure the safety of their collections. The reason for providing a facilities report before the artworks are loaned means that the borrowing institution has to prove that they have a safe environment for the artworks. As the Aigantighe Art Gallery participates in hosting and loaning artwork, strict adherence to environmental control management is essential to maintain the gallery's works and reputation as a premium gallery in New Zealand.

Risks and Reputation

Failing to maintain proper environmental controls can lead to significant risks, including:

- **Physical Damage**



Without HVAC systems, artworks are susceptible to damage from fluctuating temperature and humidity, excessive light exposure, and poor air quality. This can lead to deterioration, discoloration, and structural damage, compromising the integrity of the artworks.

- **Loss of Trust and Reputation**

Lending institutions require assurance that their artworks will be protected while on loan. According to ICOM, "loan agreements should specify the environmental conditions required to protect loaned items." If a borrowing institution cannot maintain these conditions, it risks damaging loaned artworks, leading to a loss of trust. As stated above, Te Papa highlights the necessity of a comprehensive facilities report to assess the borrowing institution's capability to provide appropriate environmental conditions.

- **Potential Legal and Financial Repercussions**

Damage to loaned artworks can result in legal disputes and financial liabilities, particularly for valuable art such as the collections owned by the Aigantighe. Institutions may face lawsuits for failing to uphold loan agreements specifying environmental requirements. Additionally, the costs of repairing damaged artworks can be substantial.

- **Damage to Professional Relationships**

Failing to maintain proper environmental controls can strain relationships with lending institutions. Repeated failures can result in an institution being 'blacklisted,' making it difficult to secure future loans and collaborate with other museums and galleries.

Conclusion

Environmental controls are fundamental to the preservation of artworks in art galleries. By maintaining stable temperature and humidity levels, controlling light exposure, and ensuring good air quality through an appropriately installed and suitable HVAC system, galleries can protect their collections from deterioration and damage. Adhering to the guidelines set by organizations such as ICOM, Te Papa, and international museum standards ensures that artworks are preserved for future generations to appreciate and study. Implementing these controls not only safeguards the physical integrity of artworks but also upholds the cultural and historical significance of the collections. Additionally, stringent environmental controls during the loaning and display of artworks are crucial to prevent damage and ensure their safe return. The requirement for a detailed facilities report further ensures that borrowing institutions can maintain the necessary conditions to protect loaned artworks.

References

1. International Council of Museums (ICOM). "Guidelines for Museum Practice."
2. Te Papa (Museum of New Zealand). "Collection Care and Management."
3. International Council of Museums (ICOM). "Light and UV Radiation Guidelines."
4. Te Papa (Museum of New Zealand). "Exhibition Lighting Standards."



5. International Council of Museums (ICOM). "Air Quality Standards for Museums."
6. Te Papa (Museum of New Zealand). "Air Quality Management in Museums."
7. Te Papa (Museum of New Zealand). "Loan Requirements and Facilities Report Guidelines."

Definition of Terms

Environmental Controls

Measures implemented to maintain stable temperature, humidity, light, and air quality in art galleries to preserve artworks.

HVAC (Heating, Ventilation, and Air Conditioning)

Systems used to control the indoor climate by regulating temperature, humidity, and air quality.

ICOM (International Council of Museums)

A global organization that sets standards for museums and provides guidelines for the care and management of collections.

Te Papa (Museum of New Zealand)

New Zealand's national museum, known for its comprehensive guidelines on collection care and environmental controls.

Temperature

The degree of heat present in a gallery environment, kept between 18-22°C with as little fluctuation as possible, for preserving artworks.

Relative Humidity

The amount of moisture in the air at given temperature, that is recommended to be maintained between 45-55% with as little fluctuation as possible to prevent damage to artworks.

Light Control

The management of light exposure, particularly UV light, to prevent fading and discoloration of artworks. Recommended light levels for sensitive materials should not exceed 50 lux.

Air Quality



The cleanliness of the air in a gallery, free from pollutants like dust and gaseous contaminants that can harm artworks.

Loaning Artworks

The process of temporarily transferring artworks from one institution to another, which involves ensuring environmental controls are maintained during transport and display.

Facilities Report

A document provided by a borrowing institution detailing its ability to meet required environmental conditions through recorded environmental data through information about facility and security measures for loaned artworks, including climate control systems and security measures.

Lux

A unit of measurement for light intensity, with 50 lux being the maximum recommended level for sensitive artworks.

Pollutants

Substances in the air that can cause damage to artworks, including dust, particulate matter, and harmful gases.

Repudiation

The risk of losing trust and damaging professional relationships due to failure in maintaining proper environmental controls for loaned artworks.



Aigantighe Air Handler Condition Report

8 Mar 2024 / Nick Tanner

Incomplete

Score	13 / 36 (36.11%)	Flagged items	23	Actions	0
Site conducted	Active Workshop Timaru, South Canterbury, Timaru				
Conducted on	8 Mar 2024 12:00 PM NZDT				
Carried out by	Martin Kleinhans				
Prepared by	Nick Tanner				
Location	49 Wai-Iti Road, Maori Hill, Timaru 7910, New Zealand (-44.390495, 171.2395507)				








Flagged items		23 flagged
Inspection / Air Handler		
Are access panels and inspection doors in good condition?		No
Inspection / Air Handler		
Is the insulation secure and in good condition?		No
		
Photo 27	Photo 28	Photo 29
Inspection / Air Handler		
Are flexible connections operational?		No
Inspection / Air Handler		
Are seismic restraints present for air handler?		No
Inspection / Air Handler		
Are there anti vibration mounts fitted to air handler?		No
Inspection / Drain tray / Cooling Coil		
Are cooling coils clean and free of dust or dirt?		No
		
Photo 31	Photo 32	
Inspection / Drain tray / Cooling Coil		
Is the cooling coil free of slime or algae?		No
Inspection / Drain tray / Cooling Coil		
Is there any corrosion of coil fins visible?		No
		
Photo 33	Photo 34	
Inspection / Drain tray / Cooling Coil / Heating Coil		
Are heating coils clean and free of dust or dirt?		No
Heater bank present		



Photo 35

Inspection / Drain tray / Cooling Coil / Heating Coil

Is the heating coil free of slime or algae?

No

Inspection / Drain tray / Cooling Coil / Heating Coil

Is there any corrosion of coil fins visible?

No



Photo 36

Inspection / Drain tray / Cooling Coil / Pipework

Is the pipework insulated?

No



Photo 37

Inspection / Drain tray / Cooling Coil / Pipework

Are there local isolation valves?

No

Inspection / Drain tray / Cooling Coil / Pipework

Is the bracketing suitable?

No



Photo 38



Photo 39



Photo 40

Inspection / Drain tray / Cooling Coil / Pipework

Are there any auto bleeders?

No

Inspection / Drain tray / Cooling Coil / Pipework / Filters

Are there any filter differential manometers?

No

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan

Are fan bearings free of vibration and noise?

No

Slight vibration while running

[E974C536-BC1C-4955-BDD4-B22639BB3D67-video.mov](#)

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan

Is the fan motor free of vibration and noise?

No

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan

Are fan pulleys and drive belts in good condition?

No

Pulleys worn



Photo 43



Photo 44

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan

If accessible are the fan blades clean and free of dirt and grime?

No



Photo 45

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan / Ducting

Are there any fire dampers installed?

No

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan / Ducting

Is there any external or internal duct work insulation?

No

Inspection / Drain tray / Cooling Coil / Pipework / Filters / Fan / Ducting

Are duct hangers in good condition?

No

Inspection

23 flagged, 13 / 36 (36.11%)

Name and ID tag number if applicable



Photo 1

Photos of installation



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8

Photos of rust, unit, ducting, support frames



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

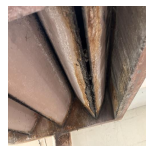


Photo 18



Photo 19



Photo 20



Photo 21

Estimated age of unit

Temperzone AHU installed September 2012 . Ducting existing

Air Handler

5 flagged, 1 / 6 (16.67%)

Air Handler case condition



Photo 22



Photo 23



Photo 24



Photo 25



Photo 26

Are access panels and inspection doors in good condition?

No

Is the insulation secure and in good condition?

No



Photo 27



Photo 28



Photo 29

Are flexible connections operational?

No

Are seismic restraints present for air handler?

No

Are there anti vibration mounts fitted to air handler?

No

Is there any corrosion or air or water leaks present?

Yes



Photo 30

Drain tray

18 flagged, 12 / 30 (40%)

Are drains clear?

Yes

No access

Are the trays clean?

Yes

No access

Are the drain trays free of algae and slime?

Yes

No access

Are the drain trays corroded?

Yes

No access

Cooling Coil

18 flagged, 8 / 26 (30.77%)

Are cooling coils clean and free of dust or dirt?

No



Photo 31



Photo 32

Is the cooling coil free of slime or algae?

No

Is there any corrosion of coil fins visible?

No



Photo 33



Photo 34

Heating Coil

3 flagged, 0 / 3 (0%)

Are heating coils clean and free of dust or dirt?

No

Heater bank present



Photo 35

Is the heating coil free of slime or algae?

No

Is there any corrosion of coil fins visible?

No



Photo 36

Pipework

12 flagged, 8 / 20 (40%)

Is the pipework insulated?

No

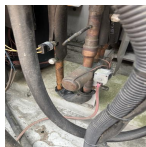


Photo 37

Are there local isolation valves?

No

Is the bracketing suitable? No



Photo 38



Photo 39



Photo 40

Are there any auto bleeders? No

Filters 8 flagged, 8 / 16 (50%)

Are the filters accessible? Yes

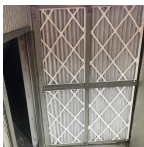


Photo 41

Are the filters disposable or washable? Yes

Return air filters disposable . Fresh air washable

Describe the condition of the filters? Return air filter in poor condition

Are there any records of filter cleaning? Yes

Are there any filter differential manometers? No

Fan 7 flagged, 5 / 12 (41.67%)

Is the fan assembly accessible? Yes



Photo 42

Are fan bearings free of vibration and noise? No

Slight vibration while running
[E974C536-BC1C-4955-BDD4-B22639BB3D67-video.mov](https://www.youtube.com/watch?v=E974C536-BC1C-4955-BDD4-B22639BB3D67)

Is the fan motor free of vibration and noise? No

Are fan pulleys and drive belts in good condition? No

Pulleys worn



Photo 43



Photo 44

If accessible are the fan blades clean and free of dirt and grime?

No



Photo 45

Is there a fan guard fitted?

Yes

Are there belt adjustment tensioners present?

Yes

Is there any evidence of corrosion of fan assembly?

Yes



Photo 46

Ducting

3 flagged, 1 / 4 (25%)

Are there access points to inspect internal duct condition?

Yes

Only on return air



Photo 47



Photo 48

If there is access to the internal duct describe the condition of it.

No access

Are there any fire dampers installed?

No

Is there any external or internal duct work insulation?

No

Are duct hangers in good condition?

No

Media summary



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42



Photo 43



Photo 44



Photo 45

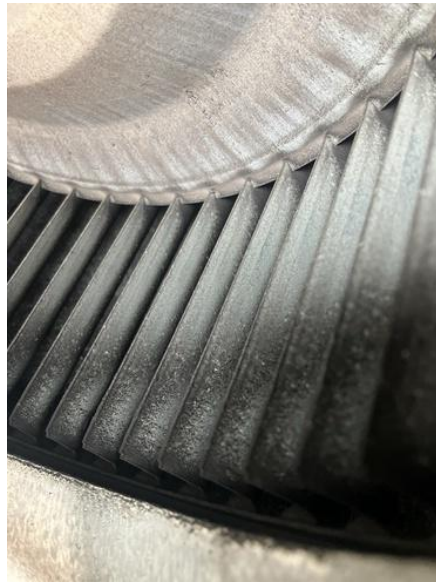


Photo 46



Photo 47



Photo 48

File summary

[E974C536-BC1C-4955-BDD4-B22639BB3D67-video.mov](#)

Door Schedule						
Mark	Description	Comments	Finish	lock set / Indicator bolt	Pull Handle	Push plate
D1	960x1980 Timber solid core-Cavity Slider	Unisex Toilet door	Painted	Yes	Yes	
D2	960x1980 Timber solid core-Cavity Slider	Unisex Toilet door	Painted	Yes	Yes	
D3	810x1980 Timber solid core	Unisex Toilet door	Painted	Yes	Yes	
D4	810x1980 Timber solid core	Accessible Facility door to comply with NZS 4121:2001	Painted	Yes	Yes	Yes

Plumbing Notes: NZBC G13

Minimum Pipe Sizes and Gradient to waste water pipes and Sanitary Sewer Drains

- Basin: 40dia. at 1:40
- Water Closer Pan (WC): 100dia. at 1:60

Notes:

- Fixtures with waste pipes to Gully Trap exceeding 3.5m must be vented, install air admittance valve as alternative to vent pipe where applicable.
- Provide Access Points so that blockages can be cleared where:
- a soil discharge pipe connects to a stack
- a soil stack connects with a drain
- there are a number of bends and/or junctions likely to cause a blockage
- access to a pipe is otherwise restricted
- Vent Pipes:
- a. must have continual rise, with a minimum gradient of 1:80, from the point of connection to the pipe to the open air.
- b. terminate in open air and fitted with a bird excluder
- c. terminate a minimum of 50mm above the overflow level of the highest fixture which they serve.

NOTES:

- This Drawing is to be read in conjunction with all other drawings and specifications.
- Timber framing in accordance with NZS 3604:2011 including fixing requirements
- All work shall be strictly in accordance with the New Zealand Building Code, Local Territorial Authority requirements.
- Supply and installation of materials, fixtures to be in accordance with manufacturers instructions, specifications.
- All work to be best trade practice.
- Contractor is to verify all dimensions on site before commencing work.
- Separate all timber from concrete using a damp proof course (dpc)

Accessibility Signage

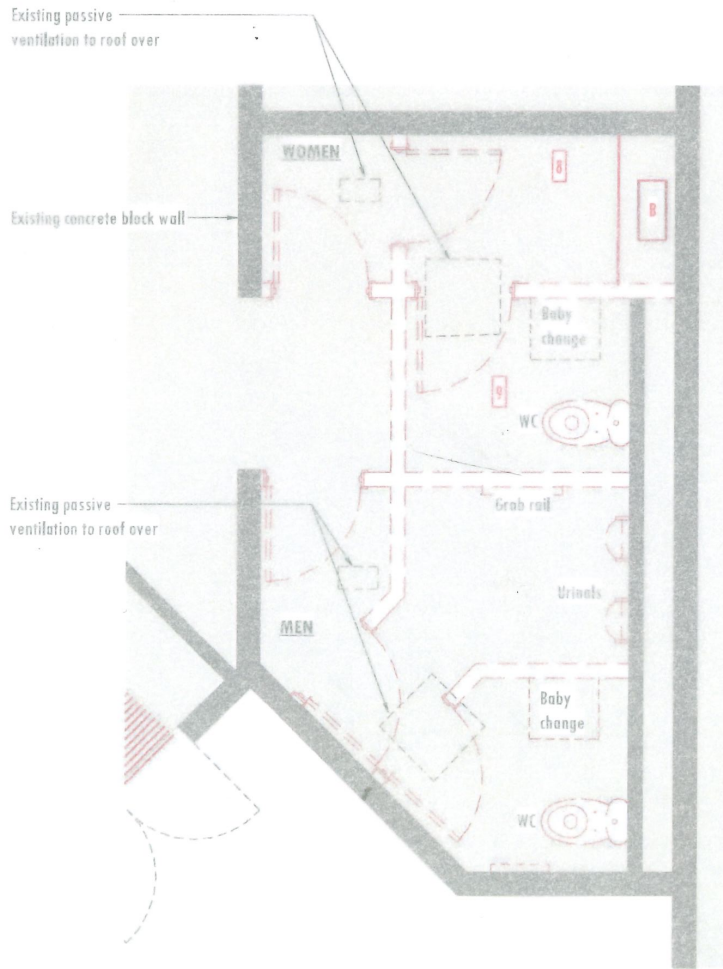


Indicates: Accessible Signage to main office entry

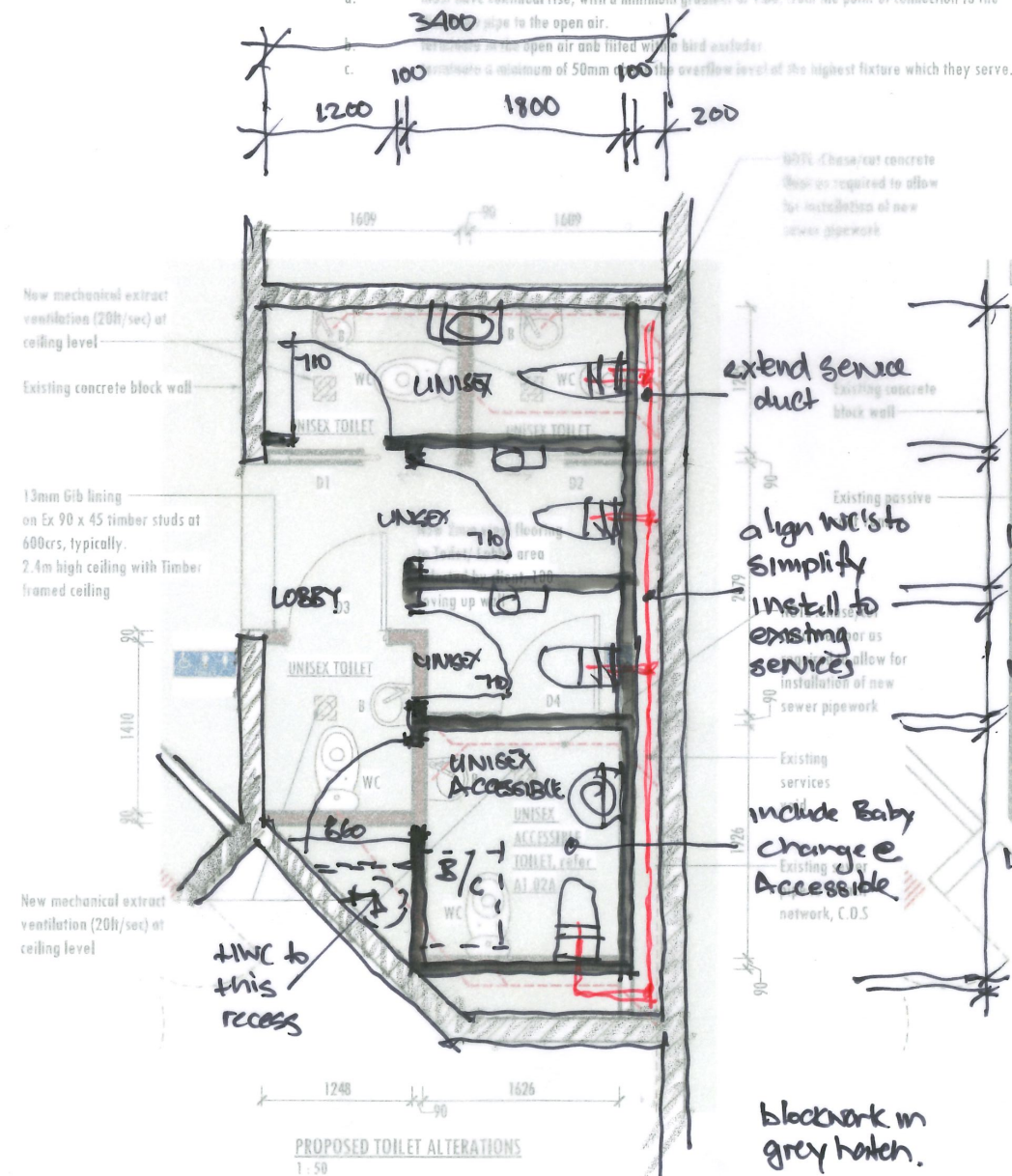


Indicates: Accessible Signage to Accessible Unisex WC/SH

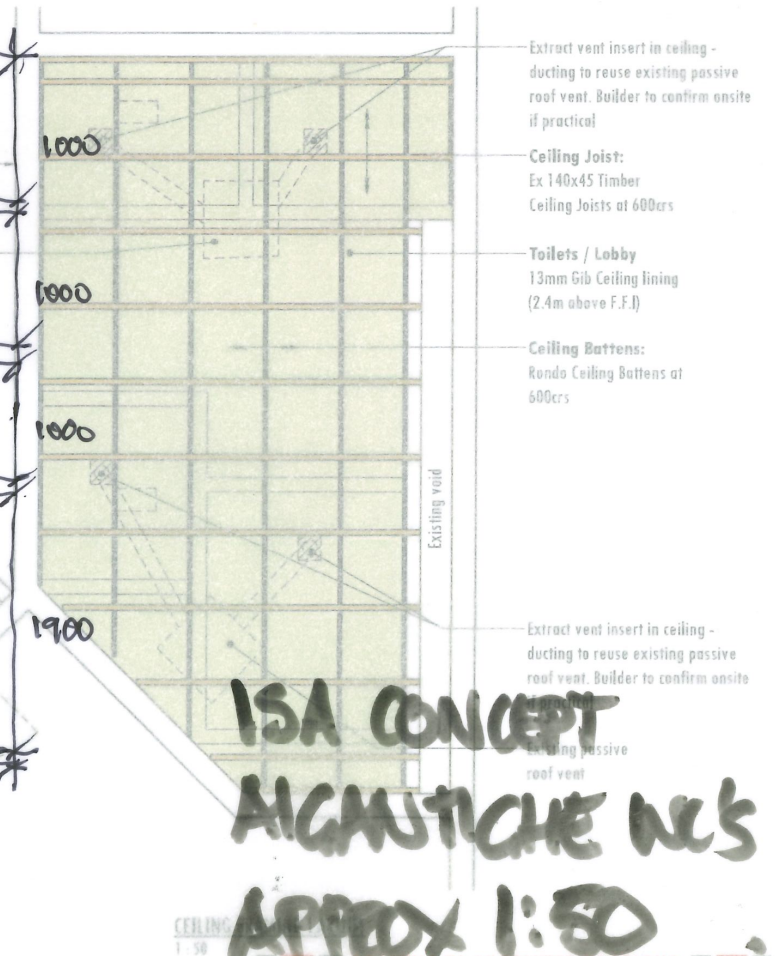
NOTE: Signage position, size etc to be in accordance with NZBC FB Signs



EXISTING TOILET FACILITY LAYOUT / DEMOLITION
1:50



PROPOSED TOILET ALTERATIONS
1:50



CEILING
1:50

**ISA CONCEPT
AIGANTICHE NCS
APPROX 1:80**

B	For Heritage Approval	DJ	04-12-2018
A	Review Issue	DJ	12-10-2018

TIMARU DISTRICT COUNCIL

AIGANTICHE ART GALLERY STRENGTHENING
TO 67% NBS (IL3)

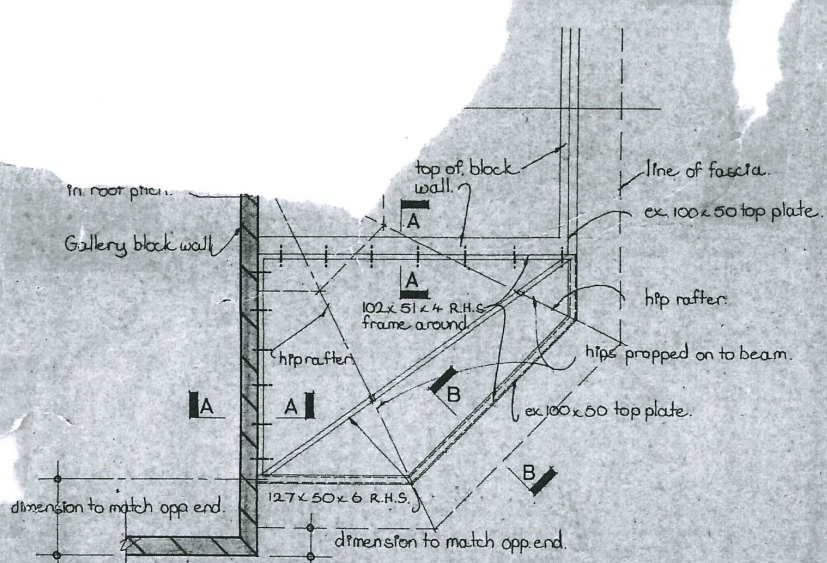
structex

As indicated

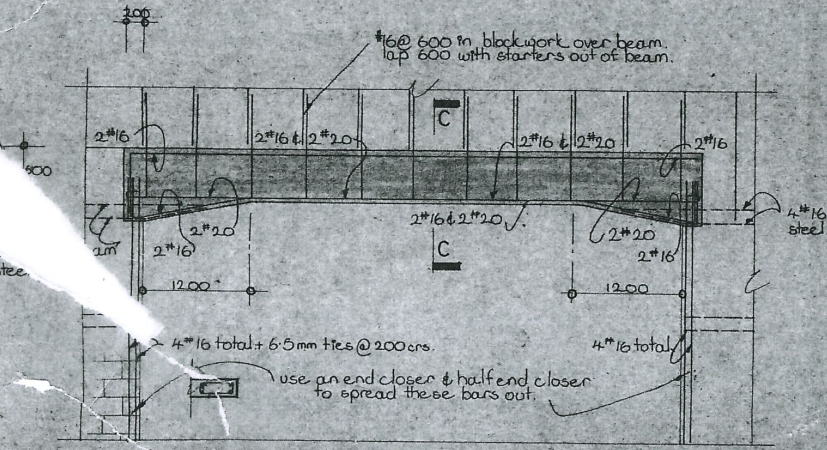
ENLARGED TOILET AREAS

A1.02

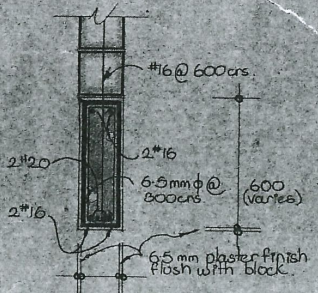
NVSS41
B



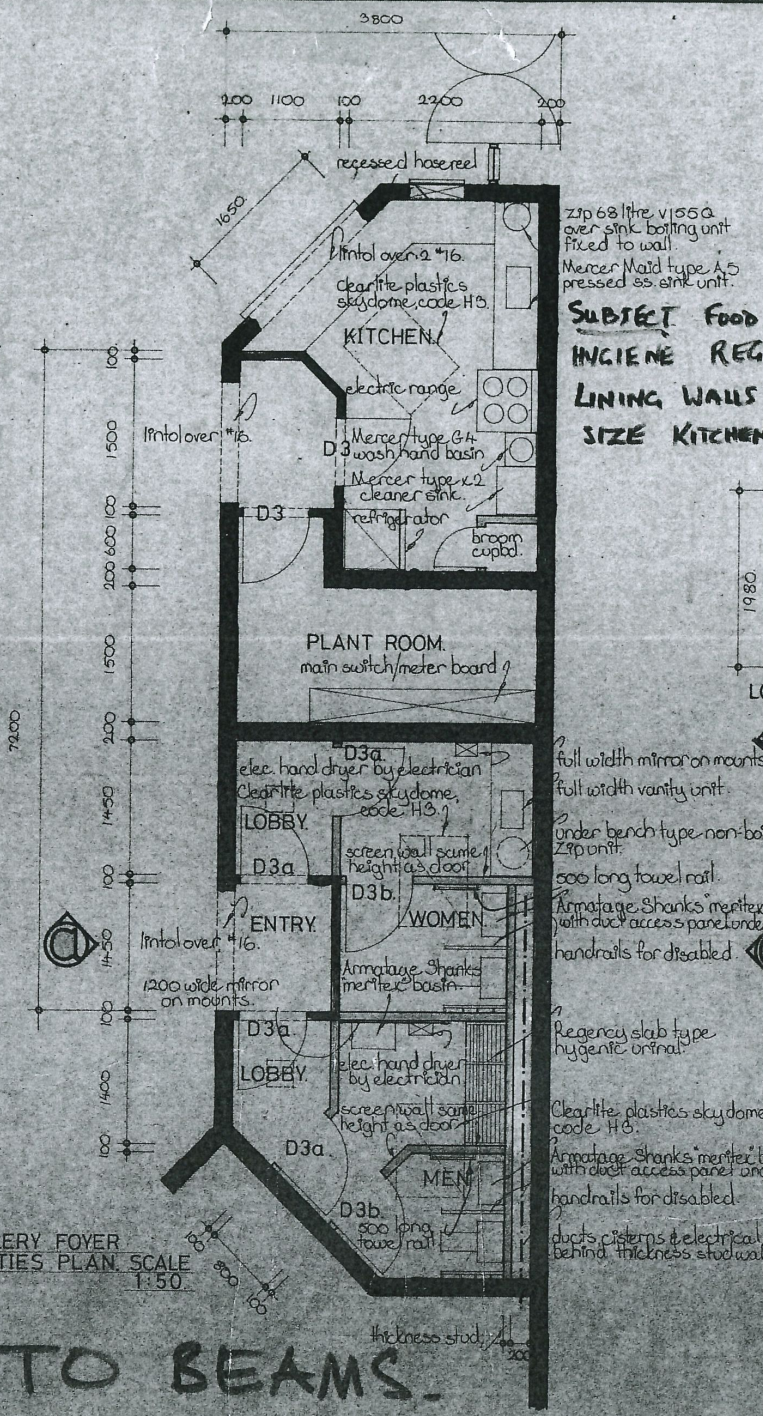
PLAN OF R.H.S. ROOF SUPPORT FRAME OVER UNLOADING PLATFORM. 1:50.



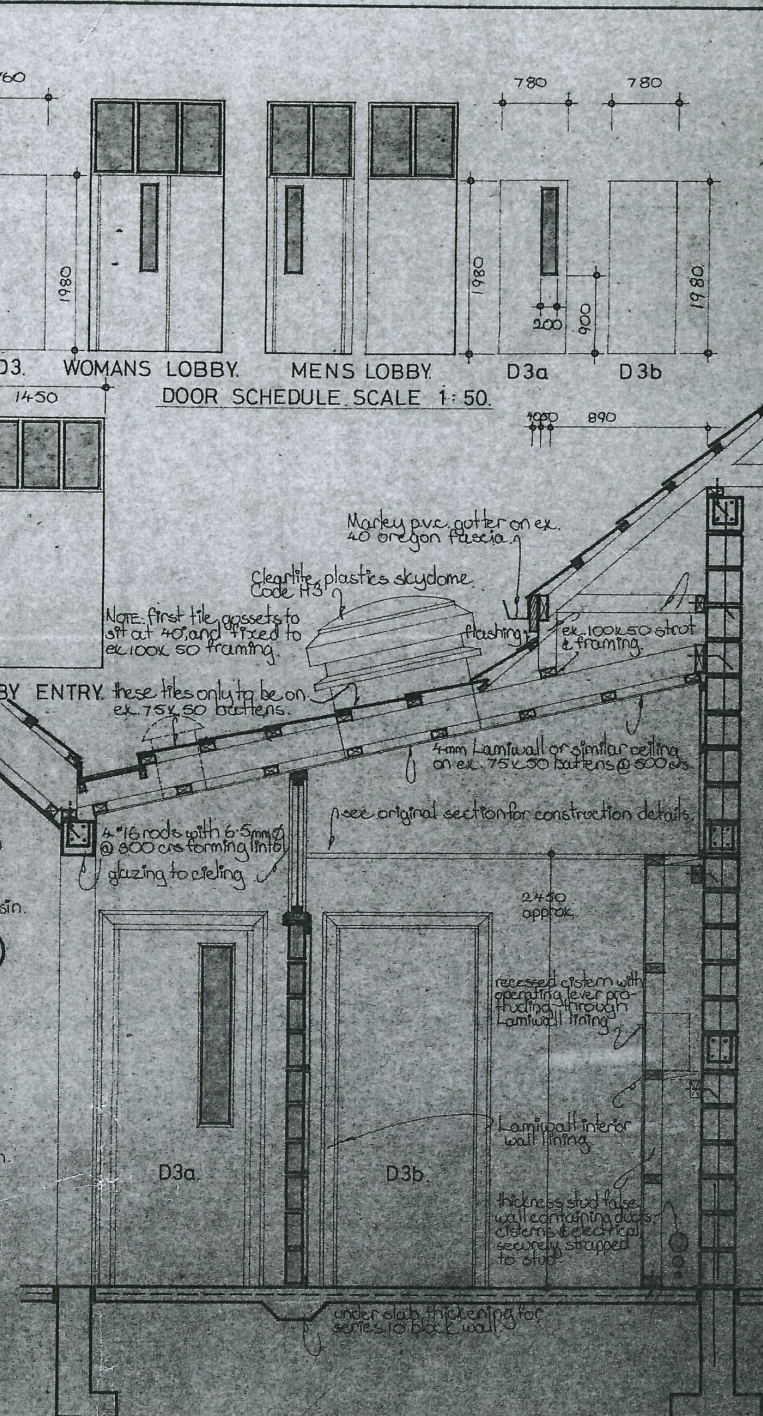
ELEVATION OF CONC BEAM AT NTH. & STH. END OF MAIN GALLERY. 1:50.



SECTION C.C. 1:20.



GALLERY FOYER AMENITIES PLAN SCALE 1:50.

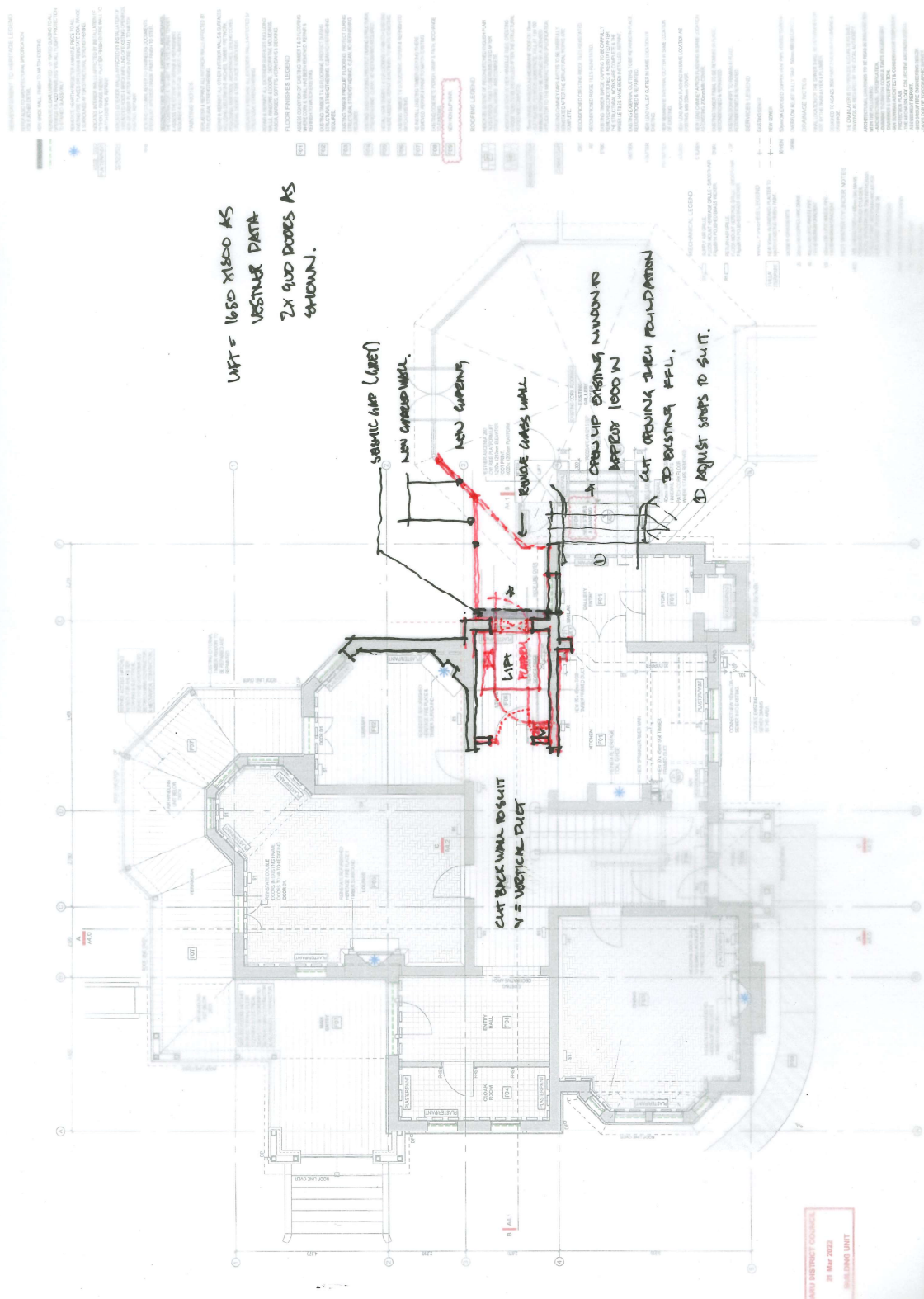


SECTION A-A. SCALE 1:25.

VARIATION TO BEAMS.
 & PLATFORM ROOF SUPPORT.
 Amended Gallery Foyer Services Layout.
 EXTENSIONS TO AIGANTIGHE ART GALLERY.
 B.L. DOHIG ARCHITECT.



Trinity District Council / Approved Building Consent Document | RC 2/2021 1122.1 | Page 8 of 31



LIFT = 1650 X1600 AS VESTIBULE DATA 2X 900 DOORS AS SHOWN.

SEMIC APN (AREA)

NEW CURVED WALL.

NEW CURVING

ROUNDER MASS WALL

CUT UP EXISTING WINDOW TO APPROX 1000 W

CUT DOWNING IRON FOUNDATION TO EXISTING FFL.

ADJUST STEPS TO SUIT.

CUT BACK WALL TO SUIT Y = VERTICAL DUCT

LIFT PLUMB

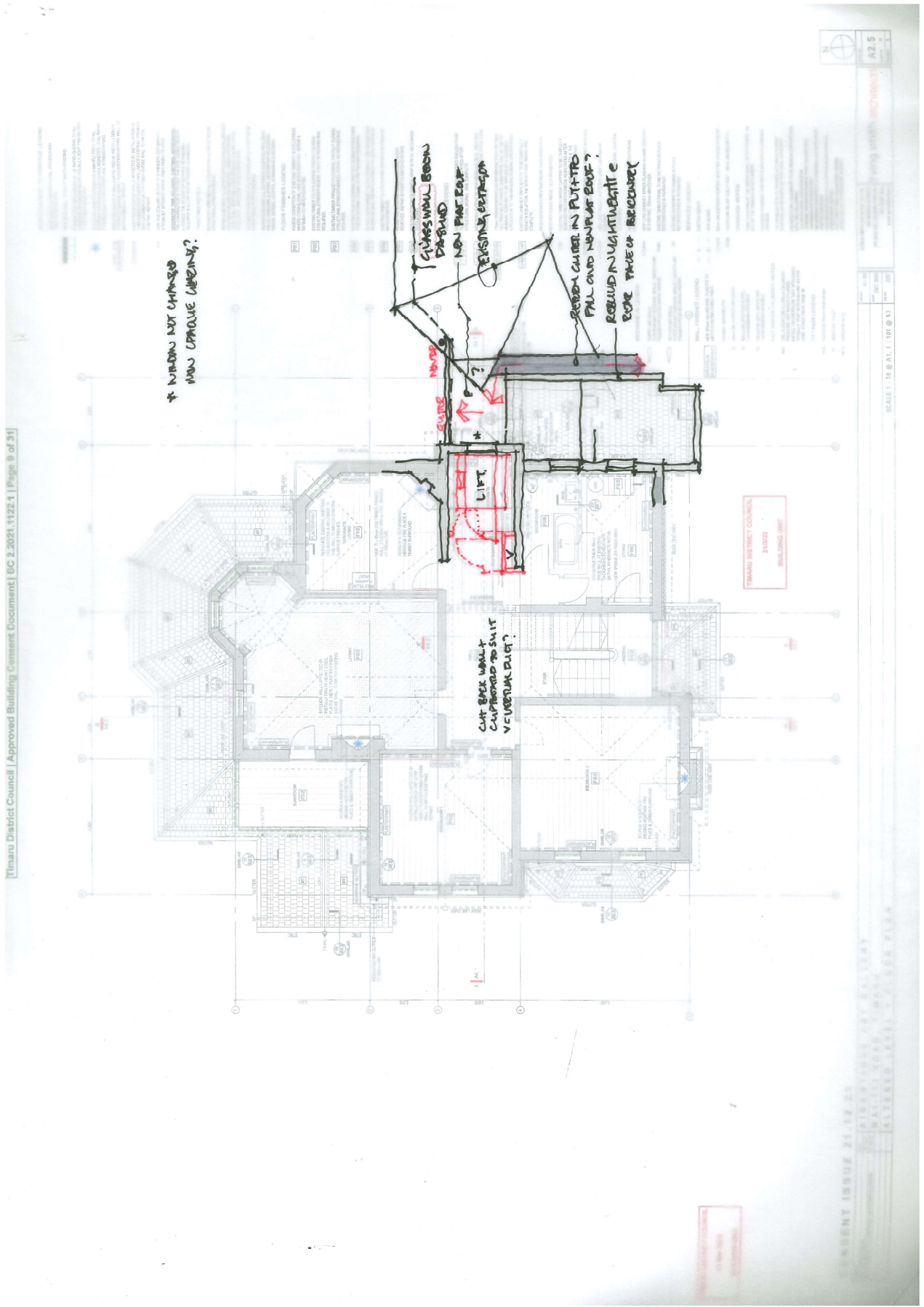


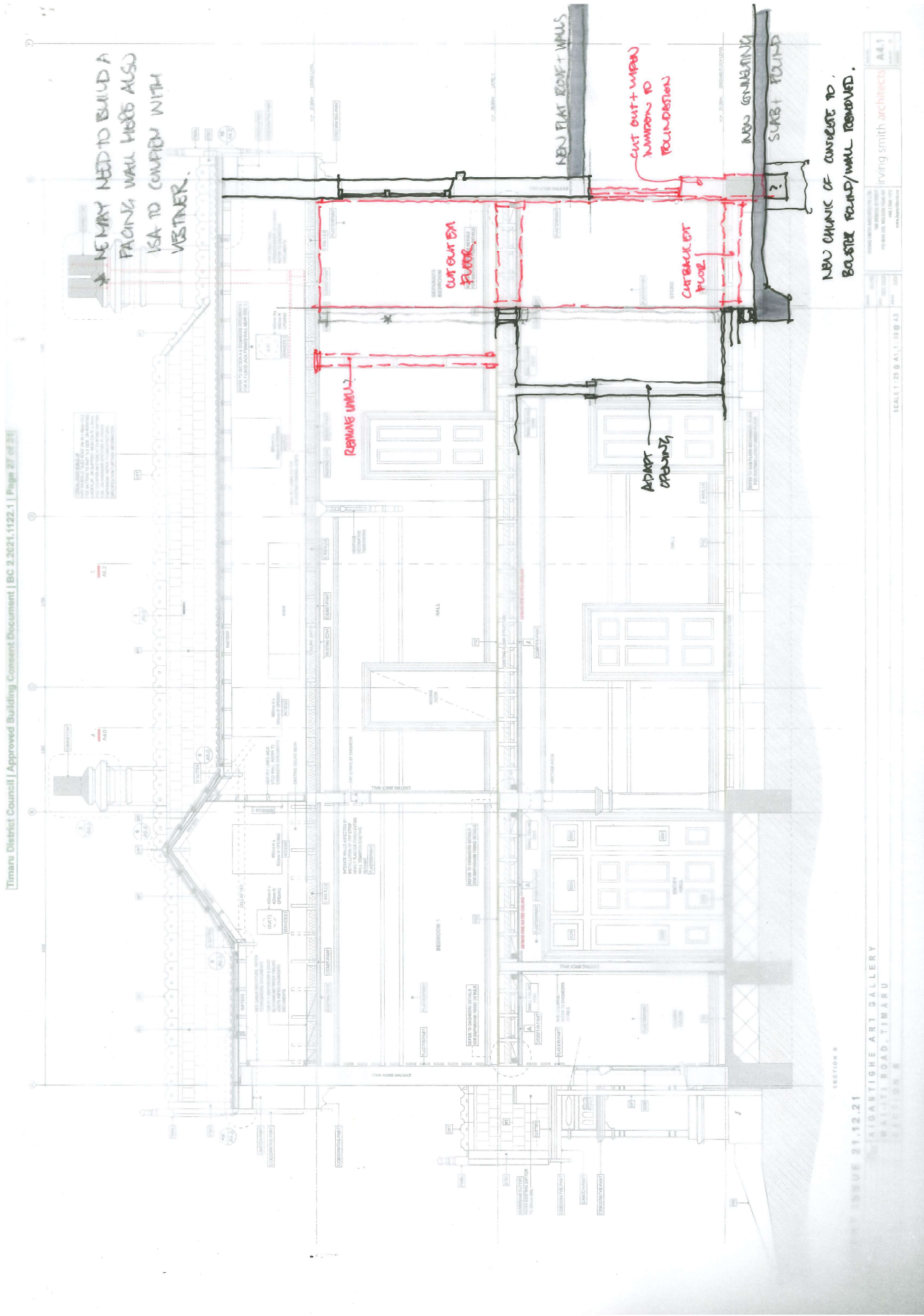
IRVING SMITH ARCHITECTS
ALBANY STREET, AUCKLAND
PH: 09 308 6600
WWW.IRIVINGSMITH.CO.NZ

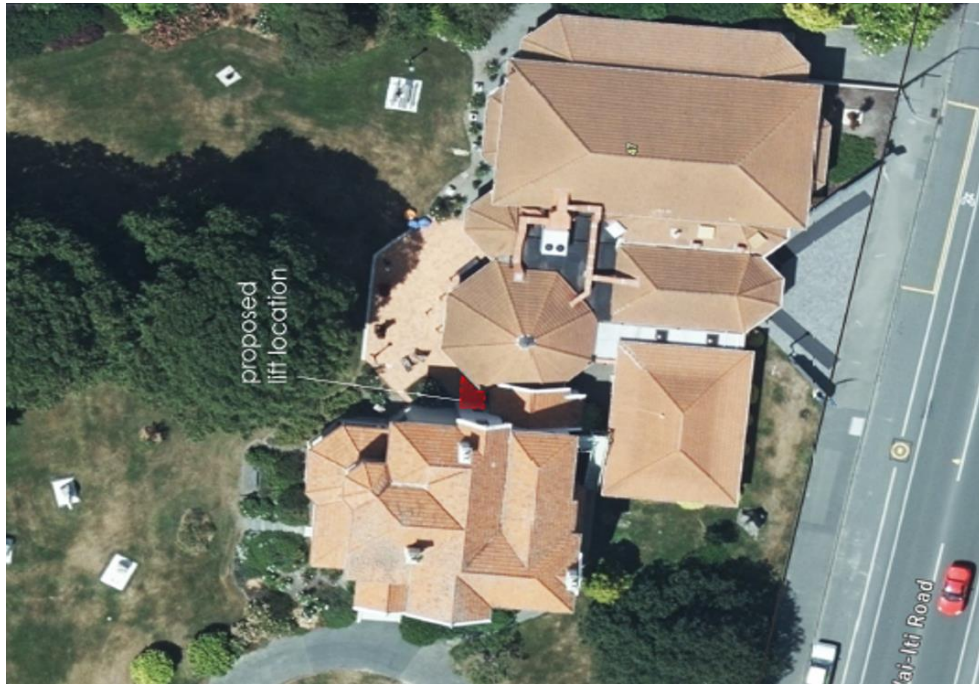
TRINITY DISTRICT COUNCIL
31 Mar 2022
BUILDING UNIT

CONSENT ISSUE 21.12.21

Tinianu District Council | Approved Building Consent Document | BC 2.2024.1122.1 | Page 9 of 31







View from inside octagonal gallery

lift location gives easy and direct access from one gallery to another

9 Consideration of Urgent Business Items**10 Consideration of Minor Nature Matters****11 Public Forum Items Requiring Consideration****12 Exclusion of the Public****Recommendation**

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

13.1 Public Excluded Minutes of the Community Services Committee Meeting held on 11 June 2024**13.2 Aigantighe House Gallery Seismic Strengthening and Refurbishment Project**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p>13.1 - Public Excluded Minutes of the Community Services Committee Meeting held on 11 June 2024</p> <p>Matters dealt with in these minutes:</p> <p>13.1 - Progress Report - Aigantighe Heritage House Gallery Seismic Strengthening and Refurbishment Project Update</p>	<p>Section 48(1) of the Local Government Official Information and Meetings Act 1987.</p>	<p>The public excluded minutes of the meeting held on 11 June 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 11 June 2024.</p>
<p>13.2 - Aigantighe House Gallery Seismic Strengthening and Refurbishment Project</p>	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p>To enable Council to carry out commercial activities</p> <p>To enable Council to carry out commercial or industrial negotiations</p>

	s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
--	---	--

Note

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present; and
 - (b)shall form part of the minutes of the local authority.”

13 Public Excluded Reports

14 Readmittance of the Public