



6 November 2017

Stan McDonald
37B Malta Crescent
KATIKATI 3129

Dear Stan

Official Information Act request – Research new Katikati Library

Thank you for your email of 3 November 2017 whereby you enquired as to the research Council undertook in deciding to proceed with the new Katikati Library.

The questions you asked are:

1. *Details of the engagement which took place with the Katikati community, including polling data;*
2. *Was the original 9 year old decision reviewed prior to proceeding with the project, and*
3. *Was Council aware of data showing the substantial reduction in book loans prior to making a final decision to proceed?*

1. Details of engagement

In April and May of 2015 Council consulted via the Long Term Plan (LTP) on three options for a new library and service centre for Katikati.

In February 2016 a project Engagement Plan was developed to assist in setting the purpose of the engagement. The document describes the scope of the project e.g. an opportunity for the people of Katikati to help us plan how the space will be used in the new library and service centre (as approved in the LTP 2015-25).

In March 2016 a website page was developed and published to inform stakeholders and the community about the project and the opportunity to engage.

In April 2016 a Community Reference Group was formed; the role of the group was defined as:

The Reference Group provides strategic advice and direction; responsibilities include:



- *Supporting the development of the concept design and community engagement process*
- *Supporting collaborative relationships*
- *Supporting project development in a manner which ensures aspirations are recognised*
- *Consulting and disseminating information to their organisations, members, networks.*

Members of the Reference Group will exhibit:

- *A strategic overview of the likely issues within the Katikati community and have an understanding of the current and future needs*
- *Leadership and management experience*
- *Strong networking skills and access to key stakeholders*
- *A commitment to development*

In May 2016 the first public meeting was held; the agenda included confirmation of what we were looking for from the community, the Community Board vision for the community, an introduction to the project architect, and question and answer time.

At the same time as the May public meeting a social media campaign was launched and a 'have your say' page was available on the website.

In June 2016 the second public meeting was held in the form of a 'drop in session'. People were invited to view visual concepts of the new library and community hub:

- Discuss ideas and thoughts about how they want to use the new spaces
- Discuss uses for the 'old' Katikati Library building
- Talk to the project team, local Councillors, and the architect.

From March through until June 2016 there were public displays and feedback cards available in the library and service centre in Katikati.

2. Was the original 9 year old decision reviewed prior to proceeding with the project?

Council reviews decisions on capital projects every three years via the LTP process and considers updates, new projects and timing via the Annual Plan. The Level of Service (LOS) Policy adopted by Council was reviewed as part of the 2004-5 Annual Plan and a decision was made to fund an 800 m² facility in Katikati.

In December 2010 Council confirmed support for the Katikati Town Centre Plan and requested analysis of the potential to expand/develop the Katikati Library and Service Centre. A scoping report, LOS review and proposed implementation and financial implications was presented to Council in July 2011.

As part of the 2012-22 LTP the LOS for space was adopted to increase space gradually to 36 m² per 1,000 population by 2022. Options for future space

were considered by Council in November 2014; a Business Case for the new Katikati Library and Service Centre was presented in December 2014. In June 2015 Council considered issues and options and agreed to bring forward the build of a new medium-sized facility.

3. Was Council aware of data showing the substantial reduction in book loans prior to making a final decision to proceed?

Throughout the consideration of space use both in workshops and via staff presentations, there were many discussions centred on the changing use of libraries by communities e.g. increasing demand for Wi-Fi services and multi-use space; impacting on our ability to meet levels of service. As the key goals within the LTP for the Building Communities activity (of which libraries and service centres are a part of), are to ensure that all things needed for individuals, families, groups and communities meet their social needs, maximise their potential for development and enhance their well-being are in place:

- Communities are healthy and safe
- Communities are vibrant and diverse
- Communities participate in the development of their futures.

Councillors were focused more widely than just the use of hard copy format library materials. The investment proposal for a new library and service centre in Katikati aligns with Council's Building Communities Strategy in relation to libraries, our approach is to:

- Provide a safe place for relaxing, learning and recreation
- Provide a place for social interaction and participation in community life
- Promote access to information and communication technology
- Improve access to library materials by rural residents
- Build community participation and support community development
- Support heritage preservation that builds a sense of belonging to the area, support lifelong learning and literacy
- Contribute to the economic development of the area.

Throughout the timeframe of planning for the new facility research was also completed on new public library spaces around the country including community digital hubs. Research was also completed in relation to co-location of public services. We were also fortunate in that the timing of the survey of the district to gather information in support of our Registration of Interest for Rural Broadband Fund (which revealed that many households in the area did not have adequate broadband coverage and have slow/intermittent connection speeds), coincided with council discussions.

If you are not satisfied with this response, you have the right to seek an external review. An external review is a process established under the Local Government Official Information and Meetings Act 1987 which allows the decision made by myself (as delegated officer) to be reviewed by the Ombudsman.

Applications for external review should be forwarded to:

Office of the Ombudsman
PO Box 10152
WELLINGTON 6143

Email: info@ombudsman.parliament.nz.

I trust this provides all the information you require in relation to your information request.

Yours sincerely

Erica Holtsbaum
Group Manager Technology, Customer and Community Services