

DISCUSSION NOTES REGARDING NEW BUILDING AT 60 GOLF ROAD HELD AT MOUNT MAUNGANUI BRIDGE CLUB AT 9.30 A.M. ON FRIDAY 8 JANUARY 2021

Present:

MM Bridge Club	Bruce Inglis	Steering Committee
	Warren Coventry	" "
	Julie Sheridan	" "
	Grant Aislabie (Lawyer)	" "
	Diane Rodger	President
	Gilda Rowland	Secretary
Omanu Beach Charitable Trust (OBCT)		
	Michael Sharp	
	Ian Glover	Project Manager
	Donal Boyle	Trustee
Tauranga City Council	Megan Cleverley	

Matters for discussion: See attached copy of email dated 2.1.21 regarding proposed Heads of Agreement document clauses requiring clarification.

1.6.a Lighting - Confirmed this will be to card playing standards.

1.6.a Sub-Licenser works - confirmed.

1.7 Licensed area costs - confirmed PC budgeted sum is \$25K. \$6K allocated to MMBC kitchen - assuming we re-use existing appliances (eg steriliser etc).

Trustee of OBCT set to hold meeting with TECT to discuss grant for financial assistance for the Surf Club to purchase new appliances and we will apply as well.

OBCT deem \$25K sufficient to cover MMBC portion of fit-out. (eg budgeted \$67 psm for carpet for playing area). Hard floor coverings (toilets, kitchen) is separate budget.

Will TCC finance moving costs - Not likely. However, Omanu Surf Club will provide "muscle" to enable move to bowling club, and subsequent move to new premises.

All "professional" electrical installation (eg stoves) will be at MMBC cost.

1.10 Annual Rent. Review due Feb 2022. TCC currently has a new draft land lease under legal review. MMBC current land lease on footprint of existing building. New footprint will be bigger, thus our portion of rent will be increased and will be reviewed annually. The

leased area will come under TCC User Fees and Charges and will be costed at a community rate. Our rent will be based on our share of the sq footage of the building and will be payable to OBCT (current estimated budget \$1,300 pa for rent plus rates).

Any variation of lease will be reviewed according to TCC requirements.

MMBC land rates to TCC for 2020 were \$505.77 and water rates \$58.04 (Dec) and rent \$1184.00 (April). New building entire rent to TCC (3 tenants - MMBC, Omanu Surf Club and NZ Surf Lifesaving) will be calculated at \$510 + \$10 psm. We will be liable for our portion. Our new lease will be based on current terms to MMBC and linked into TCC requirements for community rateable premises.

MMBC annual costs will reflect standard operating expenses and will be a fair proportion of outgoings of entire building operating costs including cleaning, insurance (\$11K), fire servicing (\$1,300) and building WOF (\$1,300), lift maintenance (currently estimated to be \$8K pa), building washing (warranty requirement - \$1K), aircon maintenance (\$2K). We have yet to agree on the apportioning of these [on a fair & reasonable basis] but feel budgeting of \$10K per annum will cover our share. Our costs will not include maintenance to the exterior of the building.

1.12 Fee Reviews. TCC confirmed these will be on the same terms as currently (ie 5 yearly).

Grant requested TCC copy of template of new lease document, which will, as closely as possible, reflect our current lease conditions.

1.14 Public Liability - OBCT policy will be \$5M and MMBC will bear a portion of this.

1.18 Utility Costs - MMBC will have separate power and water meters, and internet provision. Clarification of this clause is with regard to community use of our portion of building. Explained there will be a Building Committee set up with max. 3 reps each from MMBC, Omanu Surf Club and NZ Surf Lifesaving. This will meet quarterly. MMBC representatives to be Diane Rodger, Warren Coventry and Teri Logie. Annually they will draw up a calendar of MMBC sessions and events, and around that the Building Manager (employed by OBCT) may schedule public hireage to approved community groups, eg club training days, health and safety group training, prize-givings for sporting groups etc. A "Hireage" policy document will be drawn up containing strict protocols outlining fees and charges and requirements of leaving the premises in an "as found" condition. Agreement as to the hireage will be at our discretion and convenience. The Building Manager will be the one point of contact for all 3 tenants for all building matters, eg maintenance, cleaning, etc etc. All three separate areas of the building will be required to be available at their convenience for other community-based groups to hire out.

Liquor Licence - this may be applied for on a one-off basis.

1.21 - Relocation Costs - see 1.7 above.

Regarding relocation of chattels - TCC will not claim ownership of any of these upon relocation to bowling club.

1.22 (1) TCC confirmed existing public carpark will stay exactly as is (the interpretation on building plans is merely that). We have no control over number of parking spaces, disabled or otherwise.

1.22 (2) Grant confirmed he will not charge any legal costs to MMBC.

Miscellaneous:

1. **Interim storage of some chattels (eg honour boards).** TCC is prepared to mount a container on the bowling club site for our use (at their cost). However, surf club have access to a hangar at the airport and have offered us 3-4 cubic metres of space at no cost - available for occasional access.
2. **Aircon.** Guild and Spence (our aircon contractors) are also contracted for the new building. Diane will meet with them next week regarding possible buy back of our condensers (external wall units). Also to investigate buying secondhand reverse cycle heat pumps (wall mounted) for the bowling club. We will not be permitted to work anywhere near the ceiling/roof due to presence of asbestos.
3. **Security at bowling club.** MMBC to be issued keys and will mount an external lockbox for our various members (dealers etc) to access entry.
4. **Asbestos** - has now been confirmed as being in our existing building.
5. **Timeline.** OBCT has been requested by the Provincial Growth Trust (who granted \$2.87M towards project) to submit a resource approval document by Thursday 14 January and the first tranche will start to filter through. If MMBC agrees to joint project, we will move into bowling club late February and demolition of our existing building will commence 1 March and be complete by 22 March. Excavation is due to start early May. Code of Compliance is scheduled for 1 Feb 2022. The group established that Diane Rodger - on behalf of MMBC - is in agreement with the joint project going ahead. The Heads of Agreement will be signed after MMBC Special General Meeting to be held Wed 13 January.
6. **MMBC Funding Applications** - Once OBCT signs TCC lease, then we, in conjunction with OBCT, can start applying for funds from eg, TECT, Pub Charities, Grassroots, NZCT.
7. **Neighbours.** Donal has visited all neighbours and they are aware of the project.
8. **Variations to plans** - Project Manager will look favourably upon minor internal variations as long as they do not incur extra costs. Bruce and Ian to liaise. TCC suggested toilet block be changed to Unisex. Is becoming very common and was generally thought to be a favoured option.
9. **External Signage** - This is yet to be finalised but it was agreed that both Surf Lifesaving NZ and MMBC will have signage of some sort.

All members of the discussion group emphasised their wish that the building will be constructed in compliance with all areas of the law. All parties are entering this collaboration in good faith with a view to serving the local community.

Meeting closed 11 a.m.