

**Wanaka Community Board**  
**9 May 2016**

**Report for Agenda Item: 1**

**Department: Corporate Services**

**Hawea Library – Opening Hours**

**Purpose**

The purpose of this report is to review the opening hours of the Hawea Library, based upon the results of the public consultation process.

**Recommendation**

That the Wanaka Community Board:

1. **Note** the contents of this report; and
2. **Adopt** the recommendation that the existing opening hours be adjusted to reflect community feedback as per Option 4, and that the new opening hours shall be:
  - a. Open on Monday as per existing hours 10am – 12pm
  - b. Open 11am – 5pm on Tuesday (currently open 10am – 5pm)
  - c. Open 11am – 5pm on Wednesday (currently open 10am – 5pm)
  - d. Open 10am – 2pm Saturday (currently open 10am – 12noon)

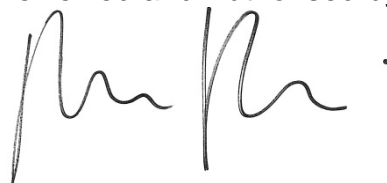
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2/05/2016

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## Background

1 Users of Hawea Library were invited to provide feedback in relation to the opening hours of the library. Fifteen responses were received, with seven being provided online and eight provided in hard copy. Hawea Library is currently open as follows:

- Monday: 10am - 12noon
- Tuesday and Wednesday: 10am– 5pm
- Saturday: 10am - 12noon

2 Key requests from the consultation process include:

- Opening of the library from 10am – 5pm every day
- Longer opening hours on Saturday
- Later opening hours on a Wednesday

Questions		Responses	% Respondents to that Question
How often do you use the library?	Once or more a week	13	50%
	Once a fortnight	7	27%
	Once a month	5	19%
	Never	1	4%
Are you happy with the existing hours?	Yes	7	32%
	No	15	68%
If the library were to open every day, which hours would you prefer?	Every day 10am-12pm	3	19%
	Every day 10am-5pm	10	63%
	I don't think the library needs to be open every day	3	19%
Other preferred opening hours	Longer hours on Saturday	10	56%
	Open on Thursday	4	22%
	Open on Friday	3	17%
	A late night please	1	6%
What day would you prefer for a late night?	Monday	0	0%
	Tuesday	0	0%
	Wednesday	4	80%
	Thursday	0	0%
	Friday	1	20%
	Saturday	0	0%
	Sunday	0	0%
	Not sure	0	0%

Please note that for most questions, hard copy respondents provided more than one answer.

## **Comment**

- 3 It is recommended that in order to meet the appetite of the community, a 12 week trial of adjusted opening hours is implemented to gauge usage and activity. There is not funding within the current budget for increased hours and a request for additional budget would need to be placed. A number of options are explored below.

## **Options**

- 4 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
- 5 All of the below options should be considered on a 12 week trial basis.

### **Option 1 - Every Day Opening, Late Wednesday and Longer Saturday**

- Opening of the library from 10am – 5pm every day
- Opening of the library from 10am – 2pm on Saturday
- Later opening hours on a Wednesday 10am – 7pm

The staff cost for option 1 is \$5,106, in addition to existing budget.

This option meets all community requests, but requires significant investment. This option requires additional budget to be applied for.

### **Option 2 - Longer Saturday Opening Only**

- Opening hours remain as per the current schedule Monday – Friday
- Opening of the library from 10am – 2pm on Saturday

The cost for option 2 is \$444, in addition to existing budget.

This option meets the community's request for longer Saturday opening hours, but does not address daily opening or a late night Wednesday. This option requires additional budget to be applied for.

### **Option 3 – Later Wednesday Opening and Longer Saturday Opening**

- Opening hours remain as per the current schedule Monday, Tuesday, Thursday, Friday
- Opening of the library from 10am – 2pm on Saturday
- Later opening hours on a Wednesday 10am – 7pm

The cost for option 3 is \$888, in addition to existing budget.

This option meets the community's request for longer Saturday opening hours and a late night Wednesday. It does not address daily opening during the week and requires additional budget to be applied for.

#### **Option 4 – Adjust Existing Hours (Recommended)**

- Working from historic daily usage statistics, identify hours that could be re-allocated to extend opening hours on a Saturday.
- A possible model could be:
  - a. Open on Monday as per existing hours 10am – 12pm
  - b. Open 11am – 5pm on Tuesday (currently open 10am – 5pm)
  - c. Open 11am – 5pm on Wednesday (currently open 10am – 5pm)
  - d. Open 10am – 2pm Saturday (currently open 10am – 12noon)

Option 4 is a zero cost option.

This option meets the community's request for longer Saturday opening hours and remains within existing budget. It does not address daily opening during the week or a late Wednesday. No additional budget would be required.

#### **Option 5 – Maintain the Status Quo**

- Make no changes to the current model.

Option 5 is a zero cost option.

This option does not meet the community's appetite for later Wednesday opening, longer Saturday opening or every day opening. However, with 16 respondents the response level was relatively low. The Wanaka Community Board may feel the response was insufficient to require change or investment. No additional budget would be required to maintain the status quo.

- 6 This report recommends **Option 4** for addressing the matter.

#### ***Significance and Engagement***

- 7 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it is of interest to the public, the extent to which individuals, organisations, groups and sectors in the community are affected by the Council's decisions.

#### ***Risk***

- 8 This matter relates to SR1, current and future development needs of the community as documented in the Council's risk register. The risk is classed as low. This matter relates to this risk because it is concerned with providing a level of service that meets the needs of the community.

## **Financial Implications**

- 9 The recommended option does not require additional funding. If options 1-3 are adopted, additional budget would need to be applied for.

## **Local Government Act 2002 Purpose Provisions**

- 10 The recommended option:

- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by responding to a request for adjusted opening hours.
- Is consistent with the Council's plans and policies; and
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

Funding requirements have not been included within the 10 Year Plan.

## **Consultation: Community Views and Preferences**

- 11 The persons who are affected by or interested in this matter are residents/ratepayers of the Queenstown Lakes district community, particularly the residents of Lake Hawea.
- 12 The Council has consulted with the Hawea Library users as outlined in the Background section of this document.