
7th October 2016

Impact of proposed work on daily operations

There are 3 main areas of work that will potentially impact on the day to day operation of the Centre and ELC:

1. Excavation and development of new staff / meeting area

This work involves access to the area under the floor of the Community Centre hall and access is most likely to be through the current ELC staff room. It is proposed that vehicular access is from the top car park (currently the staff parking area) outside the Community Centre with the open green space at the back of the centre being used for skip storage and any machinery required. Implications and remedies are listed below:

- The green space area is only used on a limited basis by the after school programme and other open spaces are available at the school and local reserves.
- Car parking spaces for staff and hirers will be disrupted on a temporary basis only and during these times alternative on road parking or spaces within the larger car park (after school hours) can be utilized.
- Use of the staff room will be lost during the work on site. Documents / files will be relocated to the lockable storage cupboard in the Rimu room in the Centre. Staff will have access to the full kitchen facility within the Centre and also be able to use spaces within the Centre, or outdoor deck space as required. Staff will continue to have access to the office for private calls and time off the floor to complete work.
- Child access is not currently available to the staff room so they will continue to be excluded from this area and the access doors can be locked.
- Access to the hall in the Community Centre will be restricted between the hours of 9am and 2.30pm Monday to Friday while excavation works are taking place. This will limit health and safety concerns should any structural damage be done making the area unsafe. The builders can then work without concern for noise or disturbance for users.

“A family-friendly environment that is open and welcoming”