

Chairperson and Committee Members

ENVIRONMENT AND COMMUNITY DEVELOPMENT COMMITTEE

30 AUGUST 2012

Meeting Status: **Public**

Purpose of Report: For Decision

WAIKANAЕ DEPOT, MENZSHED LEASE

PURPOSE OF REPORT

- 1 This report is to seek approval from the Committee to enter into a lease agreement with MenzShed Kapiti Incorporated for storage sheds within the Waikanae Depot and approval to proceed with the disposal of a house in the site which will become surplus to requirements.

SIGNIFICANCE OF DECISION

- 2 The recommendations in this report do not trigger the Council's significance policy.

BACKGROUND

The Land

- 3 The land currently occupied by MenzShed Kapiti Incorporated is the site of the old Waikanae Depot. The legal description of the land is PT LOT 111 DP 14131 LOT 1 DP 33145 PT SE C 1 BLK V KAITAWA SD and is marked on the aerial attached as Appendix 1.
- 4 Currently there is a three bay storage shed the Council Operations team uses for storage and an independent one bay storage shed and car port which is currently occupied by MenzShed Kapiti Incorporated (refer to Appendix 1 for an aerial plan of the site). The physical space of the three bay shed is very basic. It consists largely of concrete floors with three separate bays, each bay consisting of a separate roller door. The Operations team plan to vacate the site in the near future once an alternative storage area has been secured. This would make these storage sheds available for other uses.
- 5 A house located on the site will also become vacant when the Operations Team vacates the site. This report proposes the house will be surplus to requirements and available for disposal.

The Group

- 6 The MenzShed concept focuses on sharing and preserving skills and abilities that are relevant to the community through activity at a central meeting point for men, and incorporates a number of initiatives focused on men's issues; including helping address interests, issues of men's health and well being (physical,

emotional and social) in the community, supporting social interaction of men in transitional periods (e.g. redundancy, bereavement, retirement, ill health etc).

- 7 In 2010 the MenzShed group worked with Council staff with regards to establishing the MenzShed concept in Kāpiti. Various council properties and sites were assessed to see if any were suitable to help the group set up in the district.
- 8 The one bay storage area and car port have been occupied by MenzShed on a trial basis at a peppercorn rental since 2010 on a Licence to Occupy which expired in 2011. Their occupation at this site has been successful. The use of this storage area has allowed MenzShed to commence operations and to assemble donated materials from the community.
- 9 MenzShed's membership has grown to over 60 men from the Kāpiti region since 2010. Their projects include a play kitchen for Waikanae Montessori Preschool, a large picnic table for the Waikanae Kindergarten and Weta Motels for DoC. A more detailed list can be found in their submission to the Long Term Plan, attached as Appendix 2 to this report.
- 10 Support of the MenzShed activities aligns with Outcome 7 of the 2012 Long Term Plan.

“The District has a strong, healthy, safe and involved community.”

Considerations

Short Term

- 11 It is proposed that once the Council Operations team vacate the three bay shed, that MenzShed relocate to two of those three bays. Further occupancy in their current shed should cease as there are several cracks in one of the main beams and the structural integrity of the shed is doubtful.
- 12 It is intended the third bay will be available for other community groups use.
- 13 The shed would be used by the MenzShed group, mainly for storage of donated equipment. The agreement for the use of this shed would be on an as is basis.
- 14 The Operations Manager has indicated that in the next few months this three bay shed will be available once the Operations team vacates the site. Once the Operations team vacate the site, it is proposed to enter into a lease agreement with MenzShed of five years, or until the new building is complete. As per the schedule of Reserve land rentals in the Long Term Plan, an annual rental of \$304 is proposed, to be reviewed annually in accordance with the timing of the Council's Annual Plan. Once a new building is complete, or the lease term expires, the lease agreement will need to be revised.
- 15 It is proposed the shed that MenzShed currently occupies be left vacant and an engineer's report be sought on its current structural condition before its future is decided. If the report states the shed is structurally sound, it may become available for storage for other community groups who have expressed interest. If

it is not structurally sound, it may be left unused to be demolished when the MezShed have raised funds for their future workshop building.

Long Term

- 16 MenzShed made a submission to the 2012 Long Term Plan proposing development of the Waikanae Depot Area.
- 17 MenzShed's proposal seeks to use the existing concrete foundations including those of the shed they currently occupy, to build a new building, attached to the existing Depot sheds. It will include a workspace and storage for their activity and a communal kitchen and toilet facilities for other community groups. An aerial photograph outlining their proposed building footprint is attached as Appendix 3 of this report.
- 18 In its proposal, MenzShed included a quote from Totalspan of \$149,100 for both proposed stages 1 and 2 of their development. The MenzShed committee believes they could find the necessary funding for this build through Lotteries Community Grants, Nikau Foundation, Infinity Foundation, Rotary, Lions and other businesses in Kāpiti.
- 19 MenzShed's submission to the Long Term Plan also seeks to establish a development plan to make the area more available to other community groups.
- 20 The house at 24 Rangihiroa Street will become surplus to requirements when the Operations Team vacates the site. As such it is recommended the Council should instruct the CE to proceed with the sale of the house as soon as practical. The plant nursery behind the house tended by the Waimeha Stream Friends Group would be moved on to the Depot site. Proceeds of the sale may particularly be used to offset the construction of additional covered storage at the Operation Depot at Fyfield Place, Paraparaumu. Further recommendations to advance the sale process will be presented to the Corporate Business Committee or the Council as required.

Financial Considerations

- 21 There will be no costs to Council as MenzShed have advised they will source the necessary funding for their development.

Legal Considerations

- 22 There are limitations on activities that can be allowed on this site which is subject to the Reserves Act (1977). This lease agreement, and the activities proposed, are consistent with the principles of the management of the Reserve. As this is the case, public notification of this lease is not required to fulfil obligations under the Reserves Act (1977).
- 23 A lease agreement has been drafted and can be signed at short notice, should approval be granted.

- 24 A Development Plan will need to be prepared when the Operations team vacates the site.

Delegation

- 25 The Committee may make a decision under the following delegation according to the Governance Structure and Delegations 2010-2013 Triennium, Part B:

“(7.3) Authority to exercise the functions, powers and duties of the Council under the Reserves Act 1977 or any other statute, regulation or bylaw relating to the management and control, maintenance and operation of parks and reserves, except as delegated to Community Boards or officers. This authority encompasses the power to:

- *grant leases for reserve land...”*

- 26 The Corporate Business Committee can approve the disposal of land according to the Governance Structure and Delegations 2010-2013 Triennium, Section B.3:

“7.9 Authority to approve the sale of properties or assets that are not defined as strategic under the Council’s Significance Policy.”

Consultation

- 27 MenzShed Kapiti Incorporated made a submission to the Long Term Plan as attached in Appendix 2 of this report.

Policy Implications

- 28 If a Reserve Management Plan is adopted, it will become the policy under which the reserve is managed.

Tāngata Whenua Considerations

- 29 There are no iwi or Treaty of Waitangi issues raised in this report.

Publicity Considerations

- 30 A press release will be issued to highlight this positive news.

RECOMMENDATIONS

- 31 That the Committee approves the granting of a lease agreement, for occupation of two bays of the shed at the Waikanae Depot on Rangihiroa Street, Waikanae Beach, as shown in Appendix 3 of this report (CS-12-634) to MenzShed Kapiti Incorporated, for a five year term at a rental of \$304 per annum, rent to be reviewed annually in accordance with the Annual Plan.
- 32 That the Committee agree in principle on the long term development proposal to construct a new workshop and storage building on the site, so that MenzShed can commence fundraising.
- 33 That the Committee agrees the house at 24 Rangihiroa Street will become surplus to requirements once no longer in use by Council Operations staff and recommends the Council to instruct the Chief Executive to sell the house as soon as practical.

Report prepared by:

Approved for submission by:

Lex Bartlett

Tamsin Evans

**Leisure and Open Space Asset Group Manager- Community Services
Manager**

Attachments:

Appendix 1: Aerial Plan of sheds within the Waikanae Depot site

Appendix 2: MenzShed Kapiti Incorporated's submission to the 2012 LTP

Appendix 3: Aerial Plan of MenzShed Kapiti Incorporated's Proposal

Appendix 1: Aerial Plan of location of shed within the Waikanae Depot site

Appendix 2: MenzShed Kapiti Incorporated's submission to the 2012 LTP

Appendix 3: Aerial Plan of MenzShed Kapiti Incorporated's Proposal