

Mayor and Councillors
COUNCIL

26 JANUARY 2017

Meeting Status: **Public**

Purpose of Report: For Decision

LEASE FOR COUNCIL OWNED LAND AT PARAPARAUMU DOMAIN, KAPITI PETANQUE CLUB INC.

PURPOSE OF REPORT

- 1 This report seeks Council's approval to enter into a lease agreement with the Kapiti Petanque Club Inc, for Council owned land at Paraparaumu Domain.

DELEGATION

- 2 Council has the authority to consider this matter.

BACKGROUND

- 3 This agreement would be for part of the land area known as the Paraparaumu Domain and more particularly the area shown in red in Appendix 1 and being part of the land comprised and described in Lot 66 DP 15862 and Sec 5A Blk VIII TN OF Paraparaumu. The land is classified as recreation reserve and is administered by the Kāpiti Coast District Council under the Reserves Act 1977 (the Act).
- 4 The Kapiti Petanque Club Inc has occupied this site since 2002, with their current fifteen year lease expiring on the 31st of March 2017. The club owns and occupies the club building and grounds for the purposes of playing petanque.
- 5 The club wrote to Council staff on the 4th of November 2016, requesting a new lease for a term of five years plus two rights of renewal. During the current lease period the Kapiti Petanque Club has added a new clubhouse, shelters, lights and other enhancements to facilitate year round play four days each week. The club also hosts local, regional and national tournaments.
- 6 The reserve was classified as Recreation Reserve in 1907, which means that leasing powers are provided by Section 54 of the Act. The maximum lease term that can be offered is 33 years.

ISSUES

- 7 There are limitations on activities that are permitted on this site subject to the Act. The activities proposed are consistent with the Act. It is proposed that the club continue to occupy this space by way of a lease solely for the purposes associated with the Kapiti Petanque Club Inc.

CONSIDERATIONS

Policy considerations

- 8 There are no policy issues arising from this decision.

Legal considerations

- 9 New lease documentation will be drafted and will be reviewed by the Council's legal advisor before being presented to the Kapiti Petanque Club Inc for signing.
- 10 The Act requires that Council give public notice of the new lease proposed to be granted. A period of not less than one calendar month must be provided by the Council for objections or submissions to be received. Council must consider any submissions received. Any submissions received will be considered at the Council meeting of 13 April 2017.

Financial considerations

- 11 The lease will include annual rental to be paid at the appropriate rate set annually by the Council in either the Long Term Plan or Annual Plan. Costs associated with a new lease are required to be covered by the Lessee.

Tāngata whenua considerations

- 12 There are no known tāngata whenua considerations.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

- 13 This matter has a low level of significance under Council policy.

Consultation already undertaken

- 14 The Paraparaumu-Raumati Community Board Chair has been advised of this proposed lease and has raised no concerns.

Engagement planning

- 15 An engagement plan is not needed to implement this decision.

Publicity

- 16 As this is technically a new lease on Reserve land, one month public notification is required. The requirements of the Act define public notice to be: publishing the notice once in a newspaper circulating in the area in which the reserve is situated and in such other newspapers (if any) as the administering body decides.

The appropriate Council communication channels will be used to ensure key stakeholders and audiences are aware of the process and outcome.

RECOMMENDATIONS

- 17 That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-16-059) for the land at Paraparaumu Domain, Paraparaumu, shown in Appendix 1, to the Kapiti Petanque Club Inc.
- 18 If any submissions or objections are made, these be considered at the Council meeting of 13 April 2017.
- 19 If no submissions or objections are received, that the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for five years with two further five year rights of renewal commencing 01 April 2017 with the Kapiti Petanque Club Inc, for the land at the Paraparaumu Domain shown in Appendix 1 to report CS-16-059 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

Report prepared by

Mark Hammond
**Parks and Recreation
 Planner**

Approved for submission

Sean Mallon
**Group Manager
 Infrastructure Services**

Approved for submission

Max Pedersen
**Group Manager
 Community Services**

ATTACHMENTS

- Appendix 1: Plan of land area proposed for lease at the Paraparaumu Domain.
 Appendix 2: Reserve Land Rentals 2016-17

Appendix 1: Plan of land area proposed for the Kapiti Petanque Club Inc lease



Appendix 2: Reserve Land Rentals 2016/17

Reserve Land Rentals 2016/17	
Clubs with alcohol licences	\$827
Clubs without alcohol licences	\$415
Craft, hobbies and other activities	\$332
Educational (standard)	\$201
Youth and service	\$201