

Mayor and Councillors
COUNCIL

25 JANUARY 2018

Meeting Status: **Public**

Purpose of Report: For Decision

LEASE FOR MAZENGARB RESERVE, PARAPARAUMU CROQUET CLUB

PURPOSE OF REPORT

- 1 This report seeks Council's approval to enter into a lease agreement with the Paraparaumu Croquet Club, for Council owned land at Mazengarb Reserve.

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 Mazengarb Reserve and more particularly the area hatched white in Appendix 1 and being part of the land comprised and described in Lot 1 DP 59080. The land is classified as recreation reserve and is owned by Kāpiti Coast District Council under the Reserves Act 1977 (the Act).
- 4 The Paraparaumu Croquet Club has occupied this site since 1998 after relocating from Paraparaumu Domain. Their current lease expires on the 31st of March 2018. The club owns and occupies the club room for the purposes associated with croquet.
- 5 The Club has met with Council, signalling the desire for a new lease similar to previous years. The term of the last lease was 19 years 364 days.
- 6 The reserve was classified as Recreation Reserve in 1995, 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 AND OPTIONS

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 Paraparaumu Croquet Club.
- 8 Council currently maintains four croquet lawns within the leased area at a cost of approximately \$30,000. The club is charged through Councils fees and charges schedule at a lease rate of \$380.00. In addition, the Club is charged for ground rental (the 2017/18 charge is \$1,050) which is approximately 3.5% of the total operating cost to maintain the lawns.

- 9 The upcoming expiry of the lease has provided an opportunity for Council to review the details of the lease and the contribution to maintenance of the lawns.
- 10 Officers have met with the Club to have initial discussions about options going forward.
- 11 In order to allow time for these discussions to continue and the Club to make any necessary arrangements, it is proposed the lease term is only for five years.

CONSIDERATIONS

Policy considerations

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

Legal considerations

- 13 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 26 April 2018.
- 14 New lease documentation will be drafted and will be reviewed by the Council's legal advisor before being presented to the Paraparaumu Croquet Club for signing.

Financial considerations

- 15 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

- 16 There are no known tāngata whenua considerations.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

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

Consultation already undertaken

- 18 The Paraparaumu-Raumati Community Board Chair has been advised of this proposed lease and is happy with the renewal of the lease as proposed.

Engagement planning

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

Publicity

- 20 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.

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

RECOMMENDATIONS

- 22 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-18-418) for the land at Mazengarb Reserve, Paraparaumu, shown in Appendix 1, to the Paraparaumu Croquet Club.
- 23 If any submissions or objections are made, these are considered at the Council meeting of 26 April 2018.
- 24 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 commencing 01 April 2018 with the Paraparaumu Croquet Club, for the land at the Mazengarb Reserve shown in Appendix 1 to report CS-18-418 at an annual rental set by the Council in the Long Term Plan or Annual Plan.
- 25 That the Kāpiti Coast District Council authorises Council Officers to engage in conversations with the Kapiti Croquet Club regarding future lawn maintenance arrangements.

Report prepared by **Approved for submission** **Approved for submission**

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ATTACHMENT

Appendix 1: Aerial map

