

Mayor and Councillors
COUNCIL

26 JANUARY 2017

Meeting Status: **Public**

Purpose of Report: For Decision

LEASE FOR KAPITI AMATEUR RADIO SOCIETY INC

PURPOSE OF REPORT

- 1 This report seeks Council's approval to enter into a lease agreement with the Kapiti Amateur Radio Society Inc, for Council owned land adjacent to the Paraparaumu Domain.

DELEGATION

- 2 Council has the authority to consider this matter.

BACKGROUND

- 3 This agreement would be for part of the land area adjacent to the Paraparaumu Domain and more particularly the area shown in red in Appendix 1 and being part of the land comprised and described in Sec 5A Blk VIII TN OF Paraparaumu and Lot 66 DP 15862. 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 Amateur Radio Society Inc has occupied this site since 1997, with their current 19 year, 364 day lease expiring on the 31st of March 2017. The Society paid for the relocation of a building to the current site, which is the base of their operations on this reserve.
- 5 The Kapiti Amateur Radio Society would like to enter into a new lease for a ten year term, with two ten year rights of renewal.
- 6 The reserve was classified as Recreation Reserve in 1998, 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 Kapiti Amateur Radio Society 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 Amateur Radio Society 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-16-058) for the land adjacent to Paraparaumu Domain, Paraparaumu, shown in Appendix 1, to the Kapiti Amateur Radio Society 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 into a lease for ten years commencing 1 April 2017 with two further ten year rights of renewal with the Kapiti Amateur Radio Society Inc, for the land adjacent to Paraparaumu Domain shown in Appendix 1 to report CS-16-058 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

Report prepared by

Approved for submission

Approved for submission

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**Parks and Recreation
Planner**

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ATTACHMENTS

Appendix 1: Plan of land area proposed for lease at adjacent to Paraparaumu Domain.

Appendix 2: Reserve Land Rentals 2016-17

Appendix 1: Plan of land area proposed for lease at adjacent to Paraparaumu Domain.



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Kapiti Amateur Radio Society Inc

SCALE 1: 464 @A4
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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 |