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**REPORT 1**

**NEW LEASES/LICENCES UNDER RESERVES ACT 1977  
(EXISTING TENANTS): TOWN BELT AND OTHER RESERVE  
LAND**

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**1. Purpose of report**

To recommend the Committee approves new leases/licences (summarised in appendix 1) to the following tenants in occupation:

1. Island Bay and Berhampore Community Orchard Trust, Martin Luckie Park, Berhampore
2. Redwood Pavillion, Redwood Park, Tawa
3. Victoria University Wellington (Tennis Club), Kelburn Park, Kelburn
4. Newlands-Paparangi Horse Riding Society Incorporated.

**2. Executive summary**

This report recommends the above groups are granted new leases/licences consistent with the *Leases Policy for Community and Recreation Groups*.

The tenants listed above are currently occupying the respective properties on either a current lease/licence (due to expire shortly) or holding over on a month-to-month basis (under an expired lease).

The proposed tenant 3 (Victoria University of Wellington-Tennis Club) will be granted a new lease conditional on the Club formally ending their agreement with Victoria University of Wellington's Student Association (VUWSA) to lease out the Tennis Club's car parks to students. This current practice goes against the Town Belt Management Plan's policies (in particular 9.6.3) and the Club has been asked to end this activity. The Club has agreed to do this and have said they will send in written confirmation once this has been completed.

**3. Recommendations**

Officers recommend that the Community, Sport and Recreation Committee:

1. *Receive the information.*
2. *Agree to grant new leases/licences under the Reserves Act 1977 (subject to the usual terms and conditions noted below).*

3. *Note that the terms of the leases/licences are proposed to be consistent with the Council's "Leases Policy for Community and Recreation Groups".*
4. *Notes that any approval to grant the leases/licences is conditional on:*
  - (a) *appropriate Iwi consultation*
  - (b) *public notification under s119 and s120 Reserves Act 1977*
  - (c) *no sustained objections resulting from the above consultation and notification; and*
  - (d) *legal and advertising costs being met by the respective lessee / licensee (where applicable).*

#### **4. Discussion**

A schedule summarising the tenancies is attached as Appendix 1. Maps showing the lease areas and locations are attached as Appendix 2.

All the groups have been in occupation of the respective sites for two years or more and are currently holding over under existing lease/licence arrangements. They each continue to satisfy the assessment criteria under section 7 of the *Leases Policy for Community and Recreation Groups*.

The proposed new lease/licence terms and conditions are to be consistent with the *Leases Policy for Community and Recreation Groups*.

#### **5. Conclusion**

Officers recommend that the Community, Sport and Recreation Committee approve the leases and licences to the various groups.

Contact Officer: Grace Clapperton-Rees (Property Advisor) and  
Amber Bill (Open Space Parks Manager)

## SUPPORTING INFORMATION

### 1) Strategic fit / Strategic outcome

*The proposed leases/licences will be consistent with the objectives of the "Leases Policy for Community and Recreation Groups" which are:*

*-ensure maximum community benefit is derived from Council-owned land and buildings;*

*-strengthen participation and engagement in community and recreational activities; and*

*-ensure leases are managed fairly, processes are transparent and Council officers have the flexibility to respond to community needs.*

### 2) LTP/Annual Plan reference and long term financial impact

*The proposed leases/licences will have no substantial long-term financial impact*

### 3) Treaty of Waitangi considerations

*There are no Treaty of Waitangi considerations*

### 4) Decision-making

*This is not a significant decision*

### 5) Consultation

#### a) General consultation

*Public consultation will be undertaken as required under the Reserves Act 1977*

#### b) Consultation with Maori

*Iwi will be consulted*

### 6) Legal implications

*The Leases/Licences will be subject to the provisions of the Reserves Act 1977 and the Town Belt Management Plan (where applicable)*

### 7) Consistency with existing policy

*The proposed leases/licences will be consistent with the "Leases Policy for Community and Recreation Groups".*

## Appendix 1

### Summary of Proposed New Leases

Lessee/Licensee	Location	Activity	Type	Term (years)	Lease Area (m <sup>2</sup> )	Rent (per annum)	Final Expiry	Legal description	CFR	Reserve Type	Since
Island Bay and Berhampore Community Orchard Trust	Martin Luckie Park, Berhampore	Community Orchard	Occupation Licence	5+5	4,130	\$1	14 May 2024	Part of Lot 1 on DP 10181	WN19B/861	Recreation Town Belt	2011
Redwood Pavillion Incorporated	Redwood Park, Tawa	Softball and Football	Ground Lease	10 + 10	276.1	\$431.32	31 March 2034	Part of Lot 31 on DP 25043	WNB3/1026	Recreation	1981
Victoria University of Wellington (Tennis Club)	Kelburn Park, Kelburn	Tennis	Ground Lease	10	2,646.4	\$1,778.56	30 June 2023	Part of Lot 1 on DP 10086	WN19A/369	Recreation	1982
Newlands-Paparangi Horse Riding Society Incorporated	Glenside Reserve	Horse Riding	Grazing Licence	5+5	75,009.6	\$500	5 April 2024	Part Section 23, Porirua District on DP 8541 and Lot 15 on DP 10905	WN574/135	Recreation	1989