

Chairperson and Committee Members
GRANT ALLOCATION COMMITTEE

10 SEPTEMBER 2015

Meeting Status: **Public**

Purpose of Report: For Decision

APPLICATION FOR FACILITY HIRE REMISSION - SPECIAL OLYMPICS NEW ZEALAND

PURPOSE OF REPORT

1. This report presents an application from Special Olympics New Zealand for remission of the cost of hiring the Coastlands Aquatic Centre for the regional aquatics event that has been scheduled for 11 October 2015.

DELEGATION

2. The Grant Allocation Committee has delegated authority to consider this report. Reference Section C.7.3 of the Governance Structure which reads:

Districtwide Facility Hire Remissions

This programme is to assist facility users whose event is benefiting the District as a whole rather than an individual community.

BACKGROUND

3. The Council has \$2,830 budgeted for Districtwide Facility Remissions under the grants budget. This budget is targeted at facility users whose event is benefitting the District as a whole rather than an individual community. The current criteria and process for the operation of this grant fund was approved by Council on 21 August 2008 and is attached as Appendix 1.

CONSIDERATIONS

4. Special Olympics Kapiti hosts an annual event in October, with nine other clubs from the lower North Island invited to attend. It is anticipated around 100+ athletes with an intellectual disability will take part in a wide range of aquatics disciplines. They will be accompanied by many family supporters and volunteers; media will also be invited to attend.
5. The cost of exclusive hire for the Coastlands Aquatic Centre (CAC) is \$200 per hour off-peak as set out in the fees and charges approved by Council for the 2015/2016 financial year. Although this event would be held during peak time, acting under general delegated authority staff have agreed that for this event the off-peak charge would be applied. In addition, for competitive events, there is usually an additional per head participation fee, but this charge would be waived for this event.
6. The required time for the full event is five hours which would usually amount to a hire fee of \$1,000. Staff propose Special Olympics would only be charged for the

four hours required for the actual competition itself, a total hire fee of \$800. This excludes the time required to set up and some leeway has been given to allow for the prize giving and for competitors to leave the facility before being reopened to the public.

7. This event complies with the criteria for Districtwide Facility Hire Remission Grants being “a worthy cause”.
8. The maximum grant under the current policy is \$1,000.
9. If Special Olympics New Zealand do not receive funding from the Facilities Hire Remission Grant, they will need to seek funding from another source. This may mean the event would not proceed.
10. The letter of application from Special Olympics New Zealand is attached as Appendix 2.

Legal considerations

11. There are no legal considerations relating to this report.

Financial considerations

12. Under the Local Government Amendment Act 2012 the local authority must “demonstrate prudent management of its revenues, expenses, assets, liabilities, investments, or general financial dealings”.
13. An amount of \$2,830 is provided in the 2015/16 Annual Plan for the Districtwide Facilities Hire Remission Grant.
14. No grant has been made to date in the 2015/16 financial year.
15. The amount applied for in this application is \$800 (including GST).

SIGNIFICANCE AND ENGAGEMENT

16. This matter has a low level of significance under the Council’s Significance and Engagement Policy.

CONSULTATION ALREADY UNDERTAKEN

17. There are no consultation issues. No other agencies have been consulted in this matter.

ENGAGEMENT PLANNING

18. An engagement plan is not needed to implement this decision.

PUBLICITY

19. If the remission is granted to Special Olympics New Zealand a media release will be prepared after the Committee’s decision.

RECOMMENDATIONS

20. That the Grants Allocation Committee grants \$800 (including GST) to Special Olympics New Zealand from the Districtwide Facilities Hire Remission budget to cover the cost of hiring the Coastlands Aquatic Centre for the regional aquatics event that has been scheduled for 11 October 2015.

Report prepared by	Approved for submission	Approved for submission
Tracey Ferry	Sharon Foss	Stephen McArthur
Executive Secretary Community Services	Acting Group Manager Community Services	Group Manager Strategy & Planning

ATTACHMENTS

- 1 Current criteria and process for the Districtwide Facility Hire Remissions fund
- 2 Grant application letter from Special Olympics New Zealand