

Chairperson and Committee Members
CORPORATE BUSINESS COMMITTEE

10 NOVEMBER 2011

Meeting Status: **Public**

Purpose of Report: For Decision

**APPLICATIONS FOR DISTRICTWIDE HALL HIRE REMISSION
- KAPITI BRASS BAND AND COMBINED CLUBS BOOK FAIR**

PURPOSE OF REPORT

- 1 To consider applications from Kapiti Brass Band for remission of the cost of hiring the Reikorangi Community Hall over the 2011/2012 year and Combined Lions Clubs Book Fair Committee for remission of the cost of hiring the Waikanae Memorial Hall and PA system for the Lions Monster Book Fair for the 28 October to 30 October 2011.

SIGNIFICANCE OF DECISION

- 2 This report does not trigger the Council's Significance Policy.

BACKGROUND

- 3 The Council has \$2,618 budgeted for Districtwide Facility Remissions under the grants budget. This budget is targeted at hall users whose event is benefiting the District as a whole rather than an individual community. The current criteria process for the operation of this grant fund was approved by Council on 21 August 2008 and is attached as Appendix 1.
- 4 The Kapiti Brass Band has applied for remission of the cost of hiring the Reikorangi Community Hall over the 2011/12 year (Appendix 2). Kapiti Brass Band has rented the Reikorangi Community Hall from Kāpiti Coast District Council since September 2003 and for the past four years they have been awarded a remission of the hall hire charges by way of a grant from the Districtwide Hall Hire Remission Fund.
- 5 The Combined Lions Clubs Book Fair Committee has applied for remission of hall hire for the Waikanae Memorial Hall and PA system for the 28 October to 30 October 2011 for the Monster Lions Book Fair (Appendix 3). The charge for the hire of the hall and PA system is around \$696.00.

CONSIDERATIONS

Issues

Kapiti Brass Band

- 6 Kapiti Brass Band is a charitable, non-profit organisation and provides support at events held across the District, including civic events such as the Anzac Day Citizens' Parade. The band uses the Reikorangi Community Hall every Tuesday evening (from late January to the end of November) for band practice. Kapiti Brass Band has applied for a grant from the Districtwide Hall Hire Remission Fund for the coming year. The estimated total charge for the hire of the hall for the year is \$792.00 (based on 44 rehearsals at \$18.00 per rehearsal).
- 7 Kapiti Brass Band utilise part of the hall for permanent storage of band equipment. In recognition of this and their long-term use of the Reikorangi Hall they remove rubbish that builds up from time to time and act as proactive and responsible custodians of the hall by way of advising the Council of any faults or breakages.

Combined Lions Clubs Book Fair Committee

- 8 The Combined Lions Clubs Book Fair Committee has applied for hall hire remission each year for the use of the Waikanae Memorial Hall for the Monster Lions Book Fair. As proceeds from the Monster Lions Book Fair have benefited the Districtwide Community since 1998-2009 by distributing net proceeds to worthwhile recipients, it is appropriate that their application is considered for the Districtwide Hall Hire Remission Fund. The current hire of the hall and PA system is around \$696.00.

Criteria

- 9 The current approved criteria for the operation of this grant fund is attached. The maximum grant under the current policy is \$750 and the Kapiti Brass Band is applying for a grant of \$792.00 to cover their annual rental for Reikorangi Hall. Over the past three years the Districtwide Hall Remission budget has not been fully spent. The recipients of the grants for the last two years have been the Combined Lions Clubs of Kapiti for the rental of the Waikanae Memorial Hall for the Annual Book Fair and the Kapiti Brass Band. There have been no other applications to the Districtwide Hall Remission grant.
- 10 Generally hall hire grants are covered by each of the Community Board grants as the halls are mainly being hired by local community organisations for local purposes. When halls are being used by community organisations for a Districtwide purpose then grant applications from the Community Boards are referred to the Corporate Business Committee for consideration under the Districtwide Hall Remission grant.
- 11 Given that the level of demand for the Districtwide Hall Remission grant fund has been fairly low, with only two applications per year, it is proposed that the maximum grant be increased to \$1,000. This would take into account the increased hall hire charges being proposed and also cover for new rentals in the future. Therefore it is recommended that the criteria for the Districtwide Hall

Remission grant be changed to increase a maximum grant payable to \$1,000 per grant.

- 12 These applications comply with the criteria for Districtwide Hall Remission Grants being “a worthy cause”.
- 13 The current approved criteria for the operation of this grant fund is attached.

Financial Considerations

- 14 There will be \$1,130 remaining in the grants budget in the Community Development activity called Districtwide Facilities Remissions if these two applications are approved.

Legal Considerations

- 15 There are no legal considerations relating to this report.

Delegation

- 16 The Corporate Business Committee has delegated authority to consider this report. Reference Section B.3.7 of the Governance Structure which reads:

Without limiting the generality of this delegation, the committee has the following functions, duties and powers.

Fees and Charges

7.23 Authority to grant remissions of Council Hall Hire where the applicant meets the criteria of the Districtwide Hall Hire Remissions Fund.

Consultation

- 17 There are no consultation issues.

Policy Implications

- 18 There are no policy implication issues in relation to this grant.

Publicity Considerations

- 19 There are no publicity issues in relation to this grant.

RECOMMENDATIONS

- 20 That the Corporate Business Committee increases the maximum grant payable under the criteria for the Districtwide Hall Remission grants to \$1,000.
- 21 That the Corporate Business Committee grant \$792.00 to Kapiti Brass Band from the Districtwide Facilities Remissions grants budget to cover the hire of the Reikorangi Hall for 44 practice sessions over the 2011/2012 year.
- 22 That the Corporate Business Committee grant \$696.00 to the Combined Lions Clubs Book Fair Committee from the Districtwide Facilities Remissions grants budget to cover the hire of the Waikanae Memorial Hall and PA system for the 28 October to 30 October 2011 for the Monster Lions Book Fair.

Report prepared by:

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ATTACHMENTS

- Appendix 1 Current Criteria and Process for the Districtwide Hall Hire Remissions Fund
- Appendix 2 Grant Application letter from Kapiti Brass Band
- Appendix 3 Grant Application letter from Combined Lions Clubs Book Fair Committee