

Chairperson and Committee Members
GRANTS ALLOCATION COMMITTEE

21 APRIL 2015

Meeting Status: **Public**

Purpose of Report: For Decision

APPLICATION FOR FACILITY HIRE REMISSION - KAPITI BRASS BAND

PURPOSE OF REPORT

- 1 This report presents an application from the Kapiti Brass Band for remission of the cost of hiring the Reikorangi Community Hall for 2015.

DELEGATION

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

Districtwide Hall Hire Remissions

This programme is to assist hall 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 benefiting 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.
- 4 The Kapiti Brass Band has applied for remission of the cost of hiring the Reikorangi Community Hall for 2015. The Kapiti Brass Band has rented the Reikorangi Community Hall from the Kāpiti Coast District Council since September 2003 and for the last few years has been awarded a remission of the hall hire charges by way of a grant from the Districtwide Facility Hire Remission Fund.
- 5 The amount applied for is \$1,619.20 (including GST). The applicant stated no grant had been made in 2014 and they were also applying for a grant to cover hall hire fees for 2015. However, according to the Council's records a grant was made for the 2014 year therefore the amount the Subcommittee is being asked to consider is \$809.60.
- 6 The letter of application is attached as Appendix 2 and the letter of response, providing a summary of previous grants made, is attached as Appendix 3.

CONSIDERATIONS

- 7 The Kapiti Brass Band is a charitable, non-profit organisation which 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. The estimated total charge for the hire of the hall for the year is \$809.60 (based on 44 rehearsals at \$18.40 per rehearsal) (including GST).

- 8 The Kapiti Brass Band utilises part of the hall for permanent storage of band equipment. The band is and has been a proactive and responsible custodian, removing rubbish that builds up from time to time and advising the Council of any faults or breakages. During 2013, with the help of Menz Shed, they laid carpet tiles in the main hall and passage way.

Criteria

- 9 The maximum grant under the current policy is \$1,000. 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. However, when halls are being used by community organisations for a Districtwide purpose then grant applications are considered under the Districtwide Facility Remission grant.
- 10 This application complies with the criteria for Districtwide Facility Remission grants being “a worthy cause”.

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 2014/15 Annual Plan for the Districtwide Facility Remission grant.
- 14 Funds for the 2014/15 year have been allocated as follows:

Date	Organisation	Amount of grant (exc GST)
July 2014	NZ Special Olympics	\$800
October 2014	Combined Lions Club of Kapiti	\$972
Total granted to date		\$1,772

- 15 There is currently \$1,058 available in the Districtwide Facilities Remissions budget for 2014/15.
- 16 If this application is approved in full there will be \$354 remaining in the Districtwide Facilities Remissions budget for 2014/15.

SIGNIFICANCE AND ENGAGEMENT

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

Consultation already undertaken

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

Engagement planning

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

Publicity

20 There are no publicity issues in relation to this matter.

RECOMMENDATIONS

21 That the Grants Allocation Subcommittee grant \$809.60 (including GST) to the Kapiti Brass Band from the Districtwide Facilities Remissions grants budget to cover the hire of the Reikorangi Community Hall for 44 practice sessions during 2015.

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

Tracey Ferry

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**Executive Secretary
Community Services**

**Group Manager
Community Services**

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ATTACHMENTS

Appendix 1 Current criteria and process for the Districtwide Facility Hire Remissions fund

Appendix 2 Grant application letter from the Kapiti Brass Band

Appendix 3 Letter of response to application