

**Chairperson and Subcommittee Members**  
GRANTS ALLOCATION SUBCOMMITTEE

26 August 2014

Meeting Status: **Public**

Purpose of Report: For Decision

## **APPLICATION FOR FACILITY HIRE REMISSION - NZ SPECIAL OLYMPICS**

### **PURPOSE OF REPORT**

- 1 This report presents a request for facility hire remission for Special Olympics New Zealand, for the cost of hiring the Coastlands Aquatic Centre for the annual Lower North Island aquatics event in October. The remission may be approved from the Districtwide Hall Remissions Grant.

### **SIGNIFICANCE OF DECISION**

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

### **BACKGROUND**

- 3 The Council has \$2,830 budgeted for Districtwide Hall Remissions in 2014-2015. 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 the Council on 21 August 2008 and is attached as Appendix 1.

### **CONSIDERATIONS**

- 4 Special Olympics Kapiti hosts an annual aquatics event in October, inviting nine other clubs from the Lower North Island.
- 5 The cost of exclusive hire for the Coastlands Aquatic Centre is \$200 per hour off-peak as set out in the fees and charges approved by Council for the 2014-2015 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 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 facilities are being used by community organisations for a Districtwide purpose then grant applications are generally referred for consideration under the Districtwide Hall Remission grant.
- 8 This event complies with the criteria for Districtwide Hall Remission Grants being “a worthy cause”.
- 9 If Special Olympics do not receive funding from the Hall Remission Grant, they will need to seek funding from another source. This may mean the event would not proceed.

## Financial Considerations

- 10 The Districtwide Hall Remissions budget is \$2,830. No grant has been made to date for the 2014-2015 financial year.

## Legal Considerations

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

## Delegation

- 12 The Subcommittee may make this decision under part C.1 of the current Governance Structure:

“7 The Subcommittee will have the authority to assess all applications and allocate funds for the following grant programmes: ...

### 7.3 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.”

## Consultation

- 13 There are no consultation requirements.

## Policy Implications

14 There are no policy implications in relation to this grant.

## Publicity Considerations

15 If the remission is granted to Special Olympics New Zealand a media release will be prepared after the Council's decision.

## RECOMMENDATIONS

16 That the Subcommittee grants \$800 to Special Olympics New Zealand from the Districtwide Hall Remissions Fund to assist with the hire fee for the Coastlands Aquatic Centre for the annual aquatics event in October 2014.

**Report prepared by**

**Approved for submission by:**

**Approved for submission by:**

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Appendix One: Districtwide Hall Hire Remissions Fund: Criteria and Process

## Criteria for Districtwide Hall Remissions Grants

### **Priority**

- Groups or individuals who promise a future into the development of community, cultural or sports activities within the District.

### **Eligibility Criteria**

- Applicants must reside in the Kāpiti Coast District.

### **Applications will be considered for:**

- That the remission of hall rental for “worthy causes” be in line with Council policy in that all remissions of hall rentals be accounted for by being funded as grants from approved grants budgets under the control of the Council, Wards Committee or Community Board.

### **Ineligible Purposes**

- Grants will not generally be considered retrospectively. (Grant applications must be received by the Kāpiti Coast District Council prior to the event taking place).

### **Maximum Grant**

- The maximum grant payable is \$1,000.00 per grant.

### **Accountability**

- Applicants must provide evidence that the money was spent for the purpose granted within 6 months of receipt of the grant.