

Chairperson and Subcommittee Members
GRANT ALLOCATION SUBCOMMITTEE

03 APRIL 2014

Meeting Status: **Public**

Purpose of Report: For Decision

**APPLICATION FOR DISTRICTWIDE HALL HIRE REMISSION -
KAPITI BRASS BAND**

PURPOSE OF REPORT

- 1 This report presents an application from Kapiti Brass Band for remission of the cost of hiring the Reikorangi Community Hall over the 2013/2014 year.

SIGNIFICANCE OF DECISION

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

BACKGROUND

- 3 The Council has \$2767 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 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 over the 2013/2014 year (Appendix 2). Kapiti Brass Band has rented the Reikorangi Community Hall from 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 Hall Hire Remission Fund.

CONSIDERATIONS

- 5 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 \$809.60 (based on 44 rehearsals at \$18.40 per rehearsal).

- 6 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. During the year they also laid tiles in the main Hall with the help of a tiler, and with tiles supplied by the Council.

Criteria

- 7 The current approved criteria for the operation of this grant fund is attached at Appendix 1. The maximum grant under the current policy is \$1,000 and the Kapiti Brass Band is applying for a grant of \$809.60 to cover their annual rental for Reikorangi Hall.
- 8 Generally hall hire remissions are covered by Community Board grants as the halls are mainly hired by community organisations for local purposes. When halls are being used by community organisations for a Districtwide purpose then any applications to the Community Boards are referred to the Grants Application Sub-Committee for consideration under the Districtwide Hall Remission grant.
- 9 This application complies with the criteria for Districtwide Hall Remission Grants being “a worthy cause”. Previous grants have been recognised in the hire charges to the Band, ie. the charges have been reduced by the amount of the grant. As such, no accountability report has been required.

Financial Considerations

- 10 In September 2013 the Combined Lions Clubs of Kapiti were granted \$972.00 for the rental of the Waikanae Memorial Hall for the annual Book Fair.
- 11 The balance of \$985.40 is available for the remainder of the final year in the Districtwide Facilities Remissions budget if this application is approved in full.

Legal Considerations

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

Delegation

- 13 The Grant Allocation Sub-Committee has delegated authority to consider this report. Reference Section C.7.4 of the Governance Structure which reads:

Districtwide Hall Hire Remission.

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

Consultation

- 14 There are no consultation requirements in relation to this grant.

Policy Implications

15 There are no policy implications.

Publicity Considerations

16 There are no publicity considerations.

RECOMMENDATIONS

17 That the Grant Allocation Sub-Committee grants \$809.60 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 2013/2014 year.

Report prepared by:

Approved for submission by:

Cathy Duncan

Tamsin Evans

Group Secretary, Community Services Group Manager, Community Services

ATTACHMENTS:

Appendix 1 Current Criteria and Process for the Districtwide Hall Hire Remissions Fund
Appendix 2 Grant Application letter from Kapiti Brass Band

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

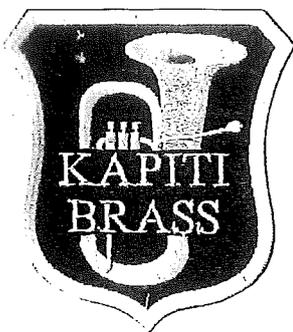
- Grants will not generally be considered retrospectively. (Grant applications must be received by the Kāpiti Coast District Council prior to the event taking place).

Maximum Grant

- The maximum grant payable is \$1,000 per grant.

Accountability

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



Playing Stylish Music on the Coast

C/- 3 Cherry Bay
Waikanae 5036

21 November 2013

Chief Executive
Kapiti Coast District Council
Private Bag 601
Paraparaumu

Dear Sir

Reference; **BAND ROOM RENTAL**

Kapiti Coast's local brass band – Kapiti Brass Band – is a non profit, charitable organisation, (Charities Commission Registration No. CC42451) that aims to play stylish music throughout the Coast. We provide support at events held across the District, including civic events such as the ANZAC Day Citizens Parade.

Kapiti Brass Band has rented the Reikorangi Community Hall from KCDC since September 2003. We use the hall every Tuesday evening from late January to the end of November (approximately 44 times per year). In recognition of our long-term use, part of the Hall has been given over to permanent storage of band equipment.

We are and have been proactive and responsible custodians – promptly reporting faults and breakages etc. We have also help KCDC staff advising them of the condition that the hall has been left after hire of the Hall by others. In addition we remove rubbish that builds up from time to time.

During the year with floor tiles supplied by the Council, with help of a tiller of the Men's Shed we laid tiles in the main Hall and unfortunately we have yet to finish the passageway.

We have a good working relationship with KCDC staff and in most cases our rental payments are made on time.

In recognition of our contribution to the community of Kapiti Coast, and our conscientious stewardship of the Reikorangi Community Hall, Kapiti Coast District Council has in recent years awarded us a remission of the Hall hire charges by way of a grant from the Districtwide Hall Hire Remission Fund.

We hereby apply for an annual grant from the Fund equivalent to the anticipated hall rental for the fourth coming year, estimated to be \$ 809.60 (44 rehearsals @ \$18.40 per rehearsal).

Yours sincerely

James F Lower
Vice President