

Chairperson and Committee Members
GRANTS ALLOCATION COMMITTEE

29 OCTOBER 2015

Meeting Status: **Public**

Purpose of Report: For Decision

**APPLICATION FOR FACILITY HIRE REMISSION - COMBINED
LIONS CLUB OF KAPITI**

PURPOSE OF REPORT

- 1 This report presents an application from the Combined Lions Clubs of Kapiti Charitable Projects Incorporated (Kapiti Lions) for remission of the cost of hiring the Waikanae Memorial Hall and PA system for their Monster Lions Annual Book Fair, to be held on 17 and 18 October 2015.

DELEGATION

- 2 The Grants 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 benefitting 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 Kapiti Lions hosts an annual book fair raising funds for charity. In 2015 the charities supported will comprise:
 - The Shed Project;
 - Community Patrol;
 - Wellington Free Ambulance;
 - Stroke Central Region;
 - Diabetes Kapiti;
 - Alzheimer's Wellington; and
 - Parkinson's Kapiti/Horowhenua.

- 5 This event complies with the criteria for Districtwide Facility Hire Remission Grants being a “worthy cause”.
- 6 Although the event will already have taken place by the date of this meeting, the Chair has agreed to consider the application on the basis that the application itself was received prior to the event taking place. For this reason the application is still considered to be eligible.
- 7 The letter of application from Kapiti Lions is attached as Appendix 2.

Legal considerations

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

Financial considerations

- 9 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.”
- 10 An amount of \$2,830 is provided in the 2015/16 Annual Plan for the Districtwide Facilities Hire Remission grant.
- 11 To date funds for the 2015/16 year have been allocated as follows:

Date	Recipient	Amount	Purpose of Grant
11 Sept 2015	Special Olympics New Zealand	\$800	To cover the cost of hiring the Coastlands Aquatic Centre for the regional aquatics event on 11 October 2015.
	Total allocated to date	\$800	

- 12 The amount of \$2,030 remains available for allocation in the current financial year.
- 13 The maximum grant under the current policy is \$1,000.
- 14 The amount being applied for in this application is \$972.

SIGNIFICANCE AND ENGAGEMENT

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

Consultation already undertaken

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

Engagement planning

- 17 An engagement plan is not needed to implement this decision.

Publicity

- 18 If the remission is granted to Kapiti Lions a media release will be prepared after the Committee’s decision.

RECOMMENDATIONS

- 19 That the Grants Allocation Committee grants \$972 to the Combined Lions Clubs of Kapiti Charitable Projects Incorporated from the Districtwide Facilities Hire Remission budget to cover the cost of hiring the Waikanae Memorial Hall and PA system for the Monster Lions Annual Book Fair on 17 and 18 October 2015.

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

Tracey Ferry

Tamsin Evans

Wayne Maxwell

Executive Secretary
Community Services

Group Manager
Community Services

Group Manager
Corporate Services

ATTACHMENTS

- 1 Current criteria and process for the Districtwide Facility Hire Remissions fund
- 2 Grant application letter from the Combined Lions club of Kapiti Charitable Projects Incorporated