

15. LYTTTELTON/MT HERBERT COMMUNITY SUPPORT FUND

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8549
Officer responsible:	Secretariat Manager
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PURPOSE OF REPORT

1. The purpose of this report is to respond to a proposal from members that the Board allocate some of its 2006/07 discretionary funding to establish a small community support fund, to enable the Board to be more responsive to community needs.

EXECUTIVE SUMMARY

2. During 2006 the Board received and considered several requests from the local community for small scale grant assistance towards community based events and activities. These approaches are usually of an ad hoc nature, and require a response within tight timeframes (often just days).
3. For the Board to consider and respond to such requests, it is proposed that a Community Support Fund be established from Board resources so as to enable applications to be considered in a manner that is timelier than is presently available by way of the Board's monthly meetings.
4. A sum of \$1,000 is suggested for allocation from the Board's 2006/07 discretionary budget, given the time remaining in the current financial year. The continuation or otherwise of such a fund for the 2007/08 period will be a matter for the Board to consider in due course.
5. Further, it is proposed that a Subcommittee of the Board be formed to consider and respond on any applications received.

FINANCIAL AND LEGAL CONSIDERATIONS

6. The Board currently has an unallocated balance of \$12,255 in its discretionary fund for 2006/07.
7. Should the Board endorse this proposal, the appointed Subcommittee would need to be provided with delegated authority on behalf of the Board to make its allocation decisions. In this regard it is proposed that allocations be capped to a maximum of say \$250 per application.
8. The business to be brought before the Subcommittee would be contained within a prepared agenda with the meeting details to be publicly notified and copied to all Board members.
9. Decisions made by the Subcommittee would be reported back to the Board for record purposes.
10. Applicants would need to complete the Council's standard application form for funding assistance.

STAFF RECOMMENDATIONS

It is recommended that the Board resolve:

- (a) To approve the allocation of \$1,000 from its 2006/07 discretionary fund to establish a Lyttelton/Mt Herbert Community Support Fund.
- (b) To appoint a Subcommittee comprising three Board members with delegated authority to allocate the funding.
- (c) To require the Subcommittee to report its decisions back to the Board for record purposes.