

14. 8. 2008

**REPORT BY THE CHAIRPERSON OF THE  
LYTTELTON/MT HERBERT COMMUNITY BOARD  
15 JULY 2008**

**PART A - MATTERS REQUIRING A COUNCIL DECISION**

**1. LYTTELTON/MT HERBERT STRENGTHENING COMMUNITIES FUNDING 2008/09**



<b>General Manager responsible:</b>	General Manager Community Services
<b>Officer responsible:</b>	Unit Manager Community Support
<b>Author:</b>	Liz Carter, Community Board Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Council's approval of the final allocations for the Lyttelton/Mt Herbert Strengthening Communities Funding for 2008/09.

**EXECUTIVE SUMMARY**

2. The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strategy incorporated the Community Group Grants Review which provided the framework, principles and funding outcomes for the new Strengthening Communities Grants Funding Programme. This programme replaces the Project and Discretionary Funding process as previously used by the community boards.
3. The Strengthening Communities Grants Funding Programme comprises four new funding schemes, which supersede all previous community group grant schemes, sub-schemes and categories. The new schemes are:
  - (a) Strengthening Communities Fund
  - (b) Small Projects Fund
  - (c) Discretionary Response Fund
  - (d) Community Organisations Loan Scheme.
4. The new funding schemes enable the Council and its community boards to support and provide leverage opportunities for not-for-profit, community focused groups seeking funding in support of their community endeavours. Detail of the outcomes, priorities and criteria of the new scheme are included in the background section of this report.
5. This report deals specifically with the Board's allocations for the Strengthening Communities Fund for Lyttelton/Mt Herbert. The total available for the Lyttelton/Mt Herbert Community Board to allocate in 2008/09 is \$45,000.

**The Decision Matrix**

6. Detailed information on each applicant's project is presented in a Decision Matrix (**attached**). The matrix names the organisation applying for funding and clearly describes the individual project applied for, including up to four project goals that will be delivered via the project. Details of alignment with Council strategies and Board objectives is provided as well as historical background to projects and applicants where applicable. The matrix also includes staff recommendations for funding.
7. Under the Strengthening Communities Funding Scheme, organisations were asked to make applications for 'project-based' costs, in order to show where ratepayers money was being spent and what outcomes were being achieved. As such, organisations may have made more than one application in order to fund separate projects and deliver a range of services.
8. A draft matrix was presented to the Board at a seminar meeting, where no decisions were made, on 17 June 2008. This enabled the Board and staff to discuss the projects, clarify any issues and seek further information if necessary.

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9. The final matrix attached to this report includes five applications for funding with a total amount requested of \$68,491, and a total amount recommended by staff of \$45,000. Two projects were declined due to not meeting the funding criteria.

**Key Local Organisations**

10. Each Board may nominate Key Local Organisations (KLOs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
11. The Lyttelton/Mt.Herbert Community Board has no nominated KLOs for 2008/09.

**Timeline and Process**

12. Following the Board decisions at its meeting on 15 July 2008, the agreed allocations will be forwarded to the Council for final approval in August 2008. All groups will then be informed of the decisions and funding agreements will be negotiated where relevant. All funding approved is for the period of September to August each year, therefore grants will be paid out in early September 2008.

**FINANCIAL IMPLICATIONS**

13. The Lyttelton/Mt Herbert Community Board has \$45,000 to allocate in its Strengthening Communities Funding for the 2008/09 year. The Board may approve one, two or three year funding for particular organisations if it wishes. The Board also has \$14,000 to allocate through the Small Projects Fund process and \$15,000 available in its Discretionary Response Fund, both of which are dealt with separately to this process and report. There is an additional \$20,000 Reserves Discretionary Funding that is also separately allocated, usually in consultation with the Reserve Management Committees and the Greenspace Consultation Leader

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

14. Yes.

**LEGAL CONSIDERATIONS**

**Have you considered the legal implications of the issue under consideration?**

15. Yes. Community Board funding decisions are forwarded to Council for final approval.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

16. Yes. Strengthening Communities Funding and Community Board Funding.

**ALIGNMENT WITH STRATEGIES**

**Do the recommendations align with the Council's strategies?**

17. Yes, Page 59 of the LTCCP, Strategic Direction, Strong Communities; and the Strengthening Communities Strategy.

**CONSULTATION FULFILMENT**

18. No external consultation needs to be undertaken, although staff have discussed funding applications with those groups that have submitted the applications.

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**STAFF RECOMMENDATION**

It is recommended that the Council give consideration to the projects detailed in the table below and approve allocations for the Lyttelton/Mt.Herbert Strengthening Communities Funding for 2008/09.

**BOARD CONSIDERATION**

The Community Development Adviser noted for members information that she was an ordinary member of Project Lyttelton but did not take part in any of the decision making for that organisation.

**BOARD RECOMMENDATION**

That the Council approve the allocations recommended by the Board for the 2008/09 Lyttelton/Mt.Herbert Community Board Strengthening Communities Funding, subject to noted conditions as detailed in the table below:

<b>Recipient</b>	<b>Amount</b>	<b>Project</b>	<b>Board Comments</b>
Community Services Unit, Community Engagement	3,000.00	Community Service Awards - 2,000 Neighbourhood Week - 1,000	
Democracy Services Unit, Community Board Adviser	2,020.00	ANZAC Day Commemorative Services in Lyttelton & Diamond Harbour.	
Diamond Harbour Under 20 Trust	15,000.00	Provision of a Youth Worker	
Lyttelton Harbour Basin Youth Council	5,223.00	Youth Camp for 30 youths at Wainui  1. Self sufficiency, problem solving & leadership skills – 4,223  2. Separate boys and girls workshops to support developing themselves within a social/health framework and a safe environment to explore gender issues – 1,400	
Project Lyttelton	19,757.00	1. Website/systems development - 3,000 2. Timebank Trading - 3,536 3. Timebank researcher (including project planning) - 5,000 + 1,000 4. Growing Lyttelton (including project planning) - 3,400 + 1,000 5. Energy Project - 2,652 + 169	The Board prioritised these five projects, in order, to receive funding over the remaining projects included in the application from Project Lyttelton.
<b>TOTAL</b>	<b>\$45,000.00</b>		

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**BACKGROUND**

19. The following funding outcomes have been used to evaluate and assess applications to the Strengthening Communities Fund:
  - Support, develop and promote the capacity and sustainability of community recreation, sports, arts, heritage and environment groups;
  - Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes & local events;
  - Increase community engagement in local decision making;
  - Enhance community and neighbourhood safety;
  - Provide community based programmes which enhance basic life skills;
  - Reduce or overcome barriers to participation; and
  - Foster collaborative responses to areas of identified need.
  
20. The following priorities have been taken into consideration when assessing applications:
  - Older Adults;
  - Children and Youth;
  - People with Disabilities;
  - Ethnic and Culturally Diverse Groups;
  - Disadvantaged and / or Socially Excluded;
  - Capacity of Community Organisations; and
  - Civic Engagement.
  
21. Each community board's objectives were also taken into consideration when assessing applications.
  
22. Core criteria for applicants to the Strengthening Communities fund are:
  - Not-for-profit, community-focused groups/organisations;
  - Legal status;
  - Based in the Christchurch City Council area & programmes primarily for Christchurch residents;
  - No unresolved previous accountability requirements and no overdue debts to the Council;
  - Must provide evidence of the project need;
  - Must have appropriate financial management, accounting, monitoring and reporting practices;
  - Applications must show evidence of authorised approval to seek funding from the Council; and
  - Must have sound governance, operational capacity and capability to deliver.
  
23. Boards have the option to give one, two or three year funding terms to applicants that demonstrate competency and have a track record in operating and delivering projects according to the above criteria.
  
24. In making recommendations, and so as to ensure the consistency of recommendations with regard to all applications, staff held inter-unit collaboration meetings. At the meetings, individual applications were discussed and critically assessed. The meetings included staff members from Community Development, Community Engagement, Recreation and Sports, Greenspace and Democracy Services.

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25. All applications appearing on the Decision Matrix have been assigned a Priority Rating. The current Priorities Ratings are as follows:
1. Meets all eligibility and criteria and contributes **significantly** to Funding Outcomes and Priorities.
  2. Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities.
  3. Meets all eligibility and criteria and has **minimum** contribution to Funding Outcomes and Priorities.

26. Details of the total number of applications, including those that were ineligible, for the Lyttelton/Mt Herbert Community Board grants are as follows:

Total number of applications:	7
Total amount requested:	\$75,591
Number of ineligible applications:	2

Reasons why applications were ineligible:

- Jazz Festival - did not meet the criteria. Referred to the Council's Events Team
- Sand for school sandpit - did not meet the criteria. Should be funded through bulk funding schools receive.

**PAULA SMITH  
CHAIRPERSON**