

**LYTTELTON MT HERBERT COMMUNITY BOARD
SMALL GRANTS FUND SUBCOMMITTEE
AGENDA**

TUESDAY 21 APRIL 2009

AT 9:15 AM

**MEETING ROOM
LITTLE RIVER SERVICE CENTRE
STATE HIGHWAY 75, LITTLE RIVER**

Community Board: Paula Smith (Chairperson), Jeremy Agar (Deputy Chairperson), Douglas Couch; Ann Jolliffe, Dawn Kottier and Claudia Reid.

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PART C - DELEGATED DECISIONS

INDEX	PAGE NO
PART C 1. APOLOGIES	2
PART C 2. APPLICATION TO LYTTELTON-MT HERBERT DISCRETIONARY RESPONSE FUND 2008/09 – ANZAC FUNCTION AT DIAMOND HARBOUR	2

1. **APOLOGIES**

2. **APPLICATION TO THE LYTTELTON MT HERBERT 2008/09 DISCRETIONARY RESPONSE FUND – ANZAC FUNCTION DIAMOND HARBOUR**

General Manager responsible:	General Manager Regulation & Democracy Services
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to seek the approval of the Small Grants Subcommittee for a funding application to the Lyttelton Mt Herbert 2008/09 Discretionary Response Fund to contribute to ANZAC Day catering at Diamond Harbour.

EXECUTIVE SUMMARY

2. The Lyttelton Mt Herbert Community Board has historically funded commemorative services on ANZAC Day, in Lyttelton and Diamond Harbour. Last year this funding was provided through the Discretionary Response Fund. This year a Strengthening Communities grant was sought and obtained towards the cost of these services and the associated social functions.

3. The costs sought for the service in Diamond Harbour were as follows:

Road closure (not applicable)	
Wreath	80.00
Catering	60.00
Piper & bugler	140.00
TOTAL	\$ <u>280.00</u>

4. Information has recently been received which shows that the more accurate cost for catering is \$300 – based on 100 people at \$3 per head.
5. Staff are recommending that the shortfall for the 2009 function be sourced from the Board's Discretionary Response Fund. In future years the full funding for ANZAC Day can be sought from the Strengthening Communities Scheme. A bid has been submitted for this purpose for the 2009/10 year, although the cost of catering for Diamond Harbour will have to be reviewed as part of that funding application.
6. The application needs to be considered by the Small Grants Fund Subcommittee, as it is too late to be considered at the April meeting of the Community Board and could not be considered at the May meeting as the funding would be deemed to be retrospective.

FINANCIAL IMPLICATIONS

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

7. Yes. There are no financial implications outside existing budgets.

LEGAL CONSIDERATIONS

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

8. Under the Community Board delegations, the Board has *“absolute discretion over the implementation of the discretionary funding allocation of \$15,000, (subject to being consistent with any policies or standards adopted by the Council).”*

2. Cont'd

9. The Board has previously resolved (15 April 2008) to allocate \$1,000 from the Discretionary Response Fund for a Small Grants Fund, with a sealing of \$200 per application, and that a funding sub-committee consisting of the Chairman or Deputy Chairman plus any two Board members, be appointed for the balance of the triennial term, with delegated authority to consider and approve urgent applications to the Discretionary Fund that cannot wait until the next Board meeting. Results of those considerations to be reported to the next following Board meeting.
10. The Board and/or staff are able to submit bids to both the Strengthening Communities Funding Scheme and the Discretionary Response Fund.

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?

11. Yes. The Board's discretionary funding is part of the Community Grants services on page 103 of the 2006-16 LTCCP.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

12. The recommendations in this report align with:
 - the Strengthening Communities Strategy
13. The recommendations also specifically align with the following Community Board objectives:
 - Increasing community awareness of the Board's role and responsibilities.
 - Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes.

CONSULTATION FULFILMENT

14. Not required.

STAFF RECOMMENDATION

It is recommended that the Committee:

- (a) Approve \$200 from the Lyttelton Mt Herbert 2008/09 Discretionary Response Fund to supplement the cost of the ANZAC function in Diamond Harbour.
- (b) Report to the 19 May 2009 Lyttelton Mt Herbert Community Board meeting on the outcome of this meeting.