

**LYTTELTON/MT HERBERT
SMALL GRANTS FUND ASSESSMENT COMMITTEE
AGENDA**

**THURSDAY 13 AUGUST 2009
AT 2.30 PM**

**IN THE MEETING ROOM
LYTTELTON SERVICE CENTRE
33 LONDON STREET, LYTTELTON**

Committee:

**Board
Representatives:** Jeremy Agar, Douglas Couch; Ann Jolliffe, Dawn Kottier

**Community
Representatives:** Wendy McKay (Chairperson), Andrea Bowater (Deputy Chairperson), Paddy Chrisp, Wendy Everingham

Community Board Adviser

Liz Carter
Telephone: 941 5682 (Akaroa)
941 5604 (Lyttelton)
Fax: (03) 304-7731
Email: liz.carter@ccc.govt.nz

PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

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1. **APOLOGIES**

An apology has been received from Wendy Everingham.

2. **LYTTELTON/MT HERBERT SMALL GRANTS FUNDING 2009/10 ALLOCATIONS**

General Manager responsible:	General Manager Community Services DDI 941 8607
Officer responsible:	Unit Manager Community Support
Author:	Matthew Pratt; Team Leader Community Grants

PURPOSE OF REPORT

1. The purpose of this report is to present to the Small Grants Assessment Committee for its consideration the applications for the Lyttelton/Mt Herbert Small Grants Fund (formerly Small Projects Fund) for 2009/10 and to seek Committee approval, under delegated authority, of final allocations.

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 funding schemes, which supersede all previous community group grant schemes, sub-schemes and categories. The schemes are:
 - (a) Strengthening Communities Fund
 - (b) Small Grants Fund
 - (c) Discretionary Response Fund
 - (d) Community Organisations Loan Scheme
5. The funding schemes enable 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 scheme are included in the background section of this report.
6. This report deals specifically with the Committee's allocations for the Small Grants Fund for Lyttelton/Mt Herbert. In 2009/10 the total pool available for allocation is \$13,182.

The Decision Matrix

7. The decision matrix (**attached**) names the organisation applying for funding and clearly describes the individual project applied. Details of alignment with Council strategies and Board objectives are provided as well as historical background to projects and applicants where applicable. The matrix also includes staff recommendations for funding.
8. Under the Small Grants Funding Scheme, organisations were asked to make applications for individual projects. As such, organisations may have made more than one application in order to fund separate projects and deliver a range of services.
9. The final matrix attached to this report includes 13 applications for funding with a total amount requested of \$33,014 and a total amount recommended by staff of \$13,182.

2. Cont'd

10. In total, four ineligible applications were received. Details of these applications are as follows:

Name of Applicant	Project Cost	Amount Requested
Tai Tapu Playcentre	\$473.46	\$473.46
Tai Tapu Playcentre	\$400	\$400
Diamond Harbour Community Association (Diamond Harbour Herald)	\$8,195	\$2,235
Governors Bay Community Association	\$1,600	\$1,600

Timeline and Process

11. As the Small Grants Fund Assessment Committees have delegated authority from the Council to make final decisions on the Small Grants Funding for their respective wards, the Committee's decisions will be actioned immediately. 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 2009.

FINANCIAL IMPLICATIONS

12. Lyttelton Mt Herbert Community Board has \$13,182 to allocate in its Small Grants Funding for the 2009/10 year.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

13. Yes.

LEGAL CONSIDERATIONS

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

14. Yes. Community Board funding decisions are made under delegated authority from the Council. On Thursday 24 July 2008, the Council made the following resolution:

That each of the Community Boards' 'Small [Grants] Fund Assessment Committees' have full authority to determine final funding decisions for their respective Community Board's 'Small [Grants] Fund Scheme' subject to full compliance with the Council's rules, policies and criteria for the 'Small Projects Fund Scheme.'

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

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

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

16. Yes, Strategic Direction, Strong Communities; and the Strengthening Communities Strategy.

CONSULTATION FULFILMENT

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

2. Cont'd

STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Small Grants Assessment Committee:

- (a) Consider and approve the recommendations contained in the attached Lyttelton/Mt Herbert matrix.
- (b) Delegate authority to the Committee Chairperson and the Community Board Deputy Chairperson to confirm the minutes of the meeting.

BACKGROUND

18. The following funding outcomes have been used to evaluate and assess applications to the Small Grants 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 and 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.
19. 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.
20. Each Community Board's objectives were also taken into consideration when assessing applications.
21. Core criteria for applicants to the Small Grants fund are:
 - Not-for-profit, community-focused groups/organisations;
 - Legal entities (for applications under \$2,000); Incorporated (for applications over \$2,000);
 - Based in Christchurch City Council (CCC) area and programmes primarily for CCC residents;
 - No unresolved previous accountability requirements and no overdue debts to CCC;
 - Must provide evidence of the project need;
 - Must have appropriate financial management, accounting, monitoring and reporting practices; and
 - Must have sound governance, operational capacity and capability to deliver.
22. 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 from Community Development, Community Engagement, Recreation & Sports, Greenspace and Democracy Services.

2. Cont'd

23. All applications appearing on the Decision Matrix have been assigned a Priority Rating. The current Priorities Ratings are as follows:
- P1. Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
 - P2. Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 - P3. Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
 - P4. Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities; or insufficient information provided by applicant (in application and after request from Advisor); or Other funding sources more appropriate. Not recommended for funding.
24. With regards to Priority One (P1) recommendations, staff have used the following criteria to determine whether or not an application can be deemed significant:
- Impact the project has on the city
 - Reach of the project
 - Depth of the project
 - Value for Money
 - Best Practice
 - Innovation
 - Strong alignment to Council Outcomes and Priorities
 - Noteworthy leverage or partnership/match funding from other organisations or government departments.

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recmd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
1	Diamond Harbour Districts Croquet Club	<p>Greens mowing</p> <p>To provide support for maintenance of the upgraded croquet greens to enable increased use.</p> <p>Contribution is sought towards the mowing of the greens.</p>	\$1,300	\$1,800	\$500	Club contribution - \$500	2008/09 - \$1,040 (Reserve Discretionary - Greens mowing)	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$500 to the Diamond Harbour District Croquet Club towards greens mowing.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes
- Improving the range and quality of recreational experiences on Banks Peninsula

Council Strategies/Policies

- Strengthening Communities Strategy
- Safety Strategy
- Physical Recreation and Sports Strategy

Staff comments including evidence of need:

The Diamond Harbour Districts Croquet Club has been operating since 1988. The group has recently made improvements to the clubhouse and has significantly upgraded the greens with the aims of : increasing membership, enabling the club to hold tournaments and to encouraging casual use of this community resource.

In May 2009, the club prepared for the coming season with further spraying, fertilizing and seeding of the green, which necessitates frequent mowing during the playing season.

The Croquet Club reports that their membership fees will not cover sufficient mowing without raising the fees to an unacceptable level as the majority of its members are senior citizens and on limited incomes.

The club currently has 12 members, however, the number of people that would benefit from this project is far greater as members from other clubs in the Christchurch area could also use the greens. It is becoming increasingly popular to use the 'Gold Card' to have a day out via bus and ferry to Diamond Harbour, and as such, the project adds to the attractions of Diamond Harbour as a destination.

As the Croquet Club's land is adjacent to the Bowling Club and Community Hall complex (with grounds used for football and cricket), the whole area being bordered by a walking track popular with locals and visitors alike, it is part of the special Diamond Harbour ambience, and is thus of benefit to the whole community.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
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Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
2	Diamond Harbour OSCAR After School Care Trust	<p>Recreation Equipment</p> <p>To enable opportunities for outdoor physical recreation, as part of providing comprehensive and attractive after school care for the children and parents of the Diamond Harbour community.</p> <p>Contribution is sought towards the purchase of outdoor recreation equipment.</p>	\$1,000	\$1,280	\$400	Trust contribution - \$280	2008/09 - \$1,200 (Funding for a business plan to secure funding from Ministry of Social Development)	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$400 to the Diamond Harbour Oscar Out of School Care Trust as a contribution towards recreation equipment.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy
- Children's Policy

Staff comments including evidence of need:

The Diamond Harbour OSCAR After School Care Trust has been operating since May 2008 from the Diamond Harbour School. The need for this service was identified in a study of the social service needs of the southern bays of Lyttelton Harbour conducted by the Banks Peninsula Communities Initiatives Project (MSD) in late 2006/2007.

The Diamond Harbour OSCAR After School Care Trust aims to provide quality childcare and activities outside school hours, giving parents and caregivers of local children a safe, supervised, affordable out of school service within their local community. The Trust employs four part time staff members as well as two casual employees and capacity for 80 child spaces per week.

With the help of Community Board funding last year, the Trust is OSCAR registered, and is also CYF approved, which means that the centre is eligible for government childcare subsidies. The provision of this service has positive implications for retention of families in the area and for the local school.

The Trust reports that although they are gradually building up their resources, as yet they have little in the way of outdoor recreation equipment, which is important in encouraging physical activity. They wish to purchase scooters and sports equipment such as bats, balls and hoops. There is provision already for storage of purchased equipment, the space for children to use the equipment safely and the staff to cater for outdoor activities.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

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Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
3	Lyttelton Anglican Parish	<p>Christmas tree lighting and community carols at Holy Trinity</p> <p>Provision of a Christmas Lights display for the duration 12 December 2009 to 03 January 2010 and a Christmas Carols event.</p> <p>Contribution is sought towards the erection of the lights display and the holding of the carols event.</p>	\$789	\$939	\$500	\$150 donated materials	<p>2008/09 - \$200 (Community Christmas Lights)</p> <p>2007/08 - \$281 (Community Christmas Lights)</p>	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$500 to the Lyttelton Anglican Parish as a contribution towards funding the installation and dismantling of the Christmas Light display and carols for the 2009/2010 festive season.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy

Staff comments including evidence of need:

There has been an annual Christmas Lights display for many years in Lyttelton, which the Council paid for. For the last few years, the Church has provided this community service with funding from the Community Board.

This is a service to the neighbourhood of Lyttelton, and is regarded as a highlight of the festive season by the Lyttelton community. It helps to build a sense of community and for some people is the only community focussed display of the festive season. This has been a joint project in the past - the Community Board has provided funding for the professional and safe erection and dismantling of the lights, and the Church has provided the coloured lights and all costs incurred for the carol singing (song sheets, keyboard player, Santa costume hire, sweets for distribution etc).

This year the application requests funding support for both the lights and the carols. The total cost of the project includes \$150 of donated materials.

This service is not provided by any other organisation.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

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- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
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Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
4	Lyttelton Community House Trust	<p>Soup Kitchen – opportunity for people to meet and help prepare weekly soup prior to benefit day during winter months.</p> <p>Parihaka 2009 – Commemoration in November.</p> <p>Matariki Celebration 2010 – Community celebration with contributions of entertainment from a variety of local groups.</p> <p>All three events provide opportunity for local people to meet, celebrate, contribute and build community links.</p> <p>Contribution of \$600 is sought towards the costs of ingredients and materials for each of these projects.</p>	\$1,800	\$1,800	\$1,500	Nil	2008/09 - \$600 (Matariki) 2008/09 - \$3,000 (Set up costs)	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$1,500 to the Lyttelton Community House Trust as a contribution towards the Soup Kitchen, Parihaka Commemoration and Matariki Celebration.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy
- Safety Strategy

Staff comments including evidence of need:

The Lyttelton Community House Trust was incorporated as a Charitable Trust on 23 September 2008 to establish a community house (sometimes known as a 'cottage'). The Trust partners with a number of existing organisations, including the Sumner Redcliffs Lyttelton Union Parish, the Lyttelton Harbour Basin Youth Council, Project Lyttelton and the Banks Peninsula Community Initiatives Project.

It is envisaged that this Community House will be a place where people from the community can go to make friends, have a cup of tea or coffee and a chat, and get help and make connections with other agencies, if needed. There are many different groups and activities that may run from a community house. These include women's and men's groups, community action groups, art classes, family literacy and numeracy courses.

There are no similar projects in the Lyttelton/Mt Herbert area. However, it is expected that the centre will complement initiatives of other groups as there will be close liaison between the Community House and existing groups in the area. The community house operates from the same premises as the Lyttelton Youth Centre (at 7 Dublin St), but opening times are different.

The soup kitchen will focus on providing hot soup for people on low incomes the day before benefit day. The group reports that this service will be provided to alleviate poverty in the Lyttelton Harbour Basin community in this time of economic uncertainty. The meal will be provided free of charge and in addition to the CCC funding, they will seek donated goods from local suppliers (estimated at \$433).

Parihaka Commemoration: The events of November 1883 at Parihaka, Taranaki involved military being used to force Maori from their lands. This event is particularly relevant to Lyttelton as many of the men from Parihaka were imprisoned at Lyttelton Gaol and some of the women and children were looked after by local Maori at Rapaki. This commemoration will be held at Lyttelton Union chapel and will be facilitated by Lyttelton Community House staff. It is a time to reflect on the relationship between Tangata Whenua and Pakeha and remember the sacrifices that were made by Chief Te Whiti and his people who were peacefully protesting the seizure of their land. This event will take place in November 2009.

The Community House Trust requires funding support to enable this event to take place as they will be uncertain of attendance prior to the event and presale of tickets is not possible. A gold coin participant contribution will go to off-set the cost of future Parihaka Commemorations.

Matariki is Maori New Year and is celebrated in early June when the constellation Matariki (Pleiades) reappears above the horizon. It is an event which is re-emerging as a significant part of Maori culture and is celebrated around the country, with upwards of 3000 people attending some events.

Last year the Matariki celebration was organised successfully under the auspices of the Sumner Redcliffs Lyttelton Union Parish in partnership with local schools, the youth centre and Maori from Rapaki. 60 People attended this event. This year Lyttelton Community House organised the event with funding from the Community Board. 200 People attended. This year Lyttelton Community House organised it with funding from the Community Board. 200 People attended.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
5	Lyttelton Harbour Basin Youth Council Inc (LHBYC)	<p>Youth Camp and Boys and Girls Development activities</p> <p>Youth Camp – for 20 people held over a weekend in Hanmer Springs to develop a variety of life skills.</p> <p>Boys and Girls Development – weekly activities developing life-skills.</p> <p>Contribution is sought towards the youth camp, and towards the Boys and Girls development activities.</p>	\$4,439	\$5,579	\$3,000	\$1,140 is available to support the projects proposed in this application., including: Participant contribution towards camp - \$460	2008/09 - \$7,950 (Operational expenses) 2008/09 - \$2,156 (Youth leadership and Support) 2008/09 - \$5,223 (Youth Camp and workshops) 2007/08 - \$2190 (Hanmer Youth Camp) 2007/08 - \$7,725 (Operational expenses) 2006/07 - \$7,500 (Operational expenses) 2006/07 - \$1970 (Wainui Youth Camp)	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$3,000 to the Lyttelton Harbour Basin Youth Council as a contribution towards their Youth camp and Boys and Girls development activities.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy

Staff comments including evidence of need:

The LHBYC provides a number of activities supporting the development of life and leadership skills. These help develop and promote the capacity and sustainability of our community by supporting our youth and through them their parents. The various on-going programmes are designed to support the transition into adulthood when the young people are particularly vulnerable, which will enable them to become effective community members and future leaders.

This project has two parts:

- Assistance for their youth to attend a weekend camp for 20 people at Hanmer Springs. They state that according to previous years, the camp was a contributor to the positive development of the youth they work with. Over the past few years they have been building capacity in their youth and so through the camps and activities they have seen leaders emerge. Subsequently, when the senior youth worker requires assistance, these older youth who have experienced positive change are of great assistance and are seen by the younger youth as 'walking the talk'. They hope to run the project during the coming summer months and are requesting \$2,439 towards a total cost of \$3,079.
- Assistance towards the Boys and Girls Development, Health and Wellbeing sessions which will focus on a wide variety of life and other skills. These will include nutrition, drugs, sexual health, mental health, cooking classes, gym sessions, Waka Ama, team uniform, sports team fees, sports equipment, and recreational activities (e.g. climbing wall) to encourage youth to step outside their comfort zone and build confidence. They request \$2,000 towards a total cost of \$2,500.

The Youth Council is locally run and is a response to local needs. The LHBYC has been in existence since 1996. Dr Lisa Fitzgerald, in both her PhD thesis on Lyttelton Youth and a further research document 'Future Generation Lyttelton: Youth Report 2005', identified the difficulties that local youth experienced in successfully transitioning to high school in Christchurch, the large number leaving school at Year 11, and the youth suicides experienced in this community - in part due to limited experience many of them had of activities outside their home community. A key recommendation was that the LHBYC provides a range of opportunities that take young people outside the community enabling them to develop resilience and flexibility assisting them to transition better.

From 2006, LHBYC has been the recipient of an annual grant of \$7,500 plus 3% pa under the Memorandum of Understanding between Banks Peninsula District Council and CCC to maintain services for a period of 5 years. This is a contribution towards operating costs. This organisation has one full time and three part time paid employees, totalling 56 paid hours per week and volunteer hours total 40 per week.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
6	Lyttelton Information and Resource Centre Trust	<p>Strengthening the local visitor networks</p> <p>Providing and maintaining a forum for small harbour basin providers in the visitor sector, updating and disseminating information for locals and those visiting.</p> <p>Contribution is sought towards the salary of a Development Manager to enable co-ordination.</p>	\$5,000	\$13,750	\$1,000	Funds on hand: \$8,750	<p>2009/10 - \$750 (Arts, weaving classes in Lyttelton/Little River)</p> <p>2008/09 - \$10,000 (towards overheads as per BP/CCC MOU - Public Affairs)</p> <p>2007/08 - \$10,000 (towards overheads as per BP/CCC MOU)</p> <p>2006/07 - \$10,000 (towards overheads as per BP/CCC MOU)</p>	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$1,000 to the Lyttelton Information and Resource Centre Trust as a contribution towards salary for co-ordination.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes
- Ensuring Banks Peninsula visitor and event growth is managed in a sustainable way
- Improving the range and quality of recreational experiences on Banks Peninsula

Council Strategies/Policies

- Strengthening Communities Strategy

Staff comments including evidence of need:

The Lyttelton Information and Resource Centre facilitates the flow of quality community and visitor information for the Lyttelton Harbour Basin.

The Centre aims to celebrate local communities, work with Council and local organisations, develop an awareness of the unique cultural landscape, promote the harbour as a healthy place to stay, play and train, maintain a friendly and vibrant atmosphere in all their dealings, create a special visitor experience, and be sustainable.

Lyttelton Harbour communities have had an information centre for the past 15 years, the Trust considers that this long history shows that the local people consider this a valuable resource. Local support for the Centre is reflected in the number of volunteer hours for this project - estimated at 750 hours.

The Centre has been re-organised again and most of the labour to greet visitors local and international visitors to the harbour is voluntary. This group is the only group in Lyttelton Harbour that is specifically for visitor information. The Centre also provides information to the harbour locals regarding activities and initiatives.

The Centre comments that most visitor operators in the harbour area are very small. This initiative operates like a small incubator project, enabling people to work together whilst strengthening community ties, and promoting opportunities for visitors and locals. It anticipates that through this community resource the participants will be better able to work together collectively and get to know each other, will feel more connected to a true harbour-wide initiative and that they will be able to create local and visitor experiences together. In support of the last point, the operators volunteered as guides for walking experiences for visitors and local people. Visitor providers meet monthly and spend one day visiting various tourism businesses around the harbour.

To ensure that the Centre plays a vital role in the local economy they require the services of a Development Manager. In 2008/09, the position was paid for by Christchurch Canterbury Tourism. The Trust believes that this role is vital to their existence and so are seeking funding from Strengthening Communities to keep this role going. The LIRCT considers that the most critical parts of the task relate to maintaining a harbour-wide tourism cluster. There is also a log of general information for the website and brochures that need to be kept up to date. The role also involves writing articles to promote the region and hosting media. The role will expand or contract dependant on funding and voluntary input.

The Centre is currently producing an update of their Business and Community Directory. This directory benefits both visitors and local people.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
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- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
7	Lyttelton Torpedo Boat Museum Trust	Lyttelton Torpedo Boat Museum - Insurance Contribution sought towards insurance premium due May 2010.	\$1,079	\$1,079	\$1,000	Nil	2008/09 - \$1,000 (Insurance premium) 2008/09 - \$1,000 (Insurance premium - retrospective payment)	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$1,000 to the Lyttelton Torpedo Boat Museum Trust as a contribution towards their annual insurance premium.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy

Staff comments including evidence of need:

The Lyttelton Torpedo Boat Museum Trust has been incorporated since 2004. Prior to that, work on the museum was carried out under the auspices of Project Port Lyttelton (now Project Lyttelton). The aim of the Trust is to maintain and staff the Torpedo Boat Museum situated in the 1874 powder magazine in Magazine Bay, Lyttelton, for the benefit of tourists, the general public and students.

The museum is open regularly and also caters for groups and students as required.

Community volunteers have secured funding, driven the project, seen it to fruition and continue to support the project. Insurance is mandatory and is a major cost for the group. Prior to amalgamation in 2006, the Banks Peninsula District Council paid this annually, directly to the insurer. Since then, CCC has provided funding.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
8	Mt Herbert (Diamond Harbour) Under 20 Trust	<p>Woodwork Classes</p> <p>Two 8-week woodworking courses to be held sequentially in Diamond Harbour with preference given to local youth.</p> <p>Contribution is sought towards materials, tutoring and venue hire.</p>	\$3,000	\$3,550	\$1,000	<p>Trust contribution towards this project - \$70</p> <p>Participant contribution, sponsorship - \$330</p> <p>Donated materials - \$150</p>	<p>2008/09 - \$2,847 (Music Academy)</p> <p>2008/09 - \$15,000 (youth worker wages)</p> <p>2007/08 - \$400 (Printer/scanner/copier/fax)</p>	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$1,000 to the Mt Herbert Under 20 Trust as a contribution towards the woodwork classes.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy

Staff comments including evidence of need:

The Mt Herbert Under 20 Trust was established in November 2007 and aims to strengthen the local community (the south side of the harbour) by working with young people (90), those at school (120) and their families of all culture and ethnic groups irrespective of physical ability/disability or social ability. The Trust is based at the St Andrews Community Church (Anglican, Presbyterian, Methodist) but is not formally connected to the Church.

The Trust is seeking funding contribution for tutor costs and materials and venue hire to support two 8-week woodworking courses to run during the year. Participants will meet for 90 minutes, one night a week. Two trained woodwork tutors will attend each session. The Trust is seeking local sponsorship and will contribute some of its own funds towards the project, in addition to the participant contribution totalling \$90 per course.

The course will start with instruction on safety, maintenance and sharpening of tools etc. Teaching will be given on the different woods available with reference to the uses, strengths and weaknesses of each. Each course will be limited to 6 participants to ensure adequate time for tutoring and as a safety measure. Equipment will be provided for the course, and advice given to those who want to buy their own tools to establish their own workshop. While the course will be aimed at the local youth, who will be given preference, they anticipate that some older people may wish to take advantage of the opportunity. Anyone who attends the course will be better equipped to cope with the odd maintenance jobs about the home. It also may open career pathways.

Prior to the Trust being established, there was no regular meeting place or activities locally for young people, and there had been an increase in nuisance crime and anti-social behaviours. The school grounds were frequented by youths for unauthorised skateboarding/horse riding and used as a general area of congregation. There had been two serious incidences of vandalism at the school that year, and one at the swimming pool. At that time there were no providers of services for local youth other than the Rugby Club and a small Christian youth group.

The Lyttelton township has a youth council to oversee youth workers working predominantly in the northern bays. Although sanctioned to work with young people from right around the harbour, capacity and distances are such that this is not feasible for the youth workers to cover the entire area.

Since opening, the Trust has established an internet café and computer skills training, ran an extreme water sports day, Orton Bradley night fireball soccer, a trip to the Parachute music festival, ran quarterly local musicians evenings and bi-weekly discussion groups and a music academy. The Trust plans to add to this by establishing two soccer teams, a local swim club and initiate a teen heritage programme, and utilise the skills of the youth worker, including a salsa dance club and guitar lessons. Distance is a significant factor when considering activities in the southern bays.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
9	Mt Herbert (Diamond Harbour) Under 20 Trust	<p>Cooking Classes ("Food for Flatters")</p> <p>Two 6-week cooking courses to be held sequentially in Diamond Harbour geared to local young people, but expecting interest from other age groups.</p> <p>Contribution is sought towards materials, cookbooks venue hire and tutoring.</p>	\$4,110	\$4,460	\$2,000	Trust contribution towards project - \$200 Participant contribution, sponsorship - \$150	2008/09 - \$2,847 (Music Academy) 2008/09 - \$15,000 (youth worker wages) 2007/08 - \$400 (Printer/scanner/copier/fax)	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$2,000 to the Mt Herbert Under 20 Trust as a contribution towards the 'Food for Flatters' cooking classes.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy

Staff comments including evidence of need:

The Mt Herbert Under 20 Trust was established in November 2007 and aims to strengthen the local community (the south side of the harbour) by working with young people (90), those at school (120) and their families of all culture and ethnic groups irrespective of physical ability/disability or social ability. The Trust is based at the St Andrews Community Church (Anglican, Presbyterian, Methodist) but is not formally connected.

The Trust is seeking funding contribution for tutor costs, ingredients, cookbooks and venue hire for two 6-week courses focussing on cooking nutritious, inexpensive meals. Each session will be of 2.5hr duration. Two tutors (head tutor - trained chef) will teach a group of 8-10 participants. While the course will be geared to young people who may be about to heave home to go flatting, there may be interest from older people (e.g. retired men) seeking new skills. The Trust believes the intergenerational mixing that cooking together in a kitchen and eating together will benefit the community.

The course will cover food costing, food preparation and hygiene, different cooking techniques and storage of food. Participants will contribute towards the cost of the course and the Trust is hoping to find a sponsor to pick up some of the fixed costs.

Prior to the Trust being established, there was no regular meeting place or activities locally for young people, and there had been an increase in nuisance crime and anti-social behaviours. The school grounds were frequented by youths for unauthorised skateboarding/horse riding and used as a general area of congregation. There had been two serious incidences of vandalism at the school that year, and one at the swimming pool. At that time there were no providers of services for local youth other than the Rugby Club and a small Christian youth group.

The Lyttelton township has a youth council to oversee youth workers working predominantly in the northern bays. Although sanctioned to work with young people from right around the harbour, capacity and distances are such that this is not feasible for the youth workers to cover the entire area.

Since opening, the Trust has established an internet café and computer skills training, ran an extreme water sports day, Orton Bradley night fireball soccer, a trip to the Parachute music festival, ran quarterly local musicians evenings and bi-weekly discussion groups and a music academy. The Trust plans to add to this by establishing two soccer teams, a local swim club and initiate a teen heritage programme, and utilise the skills of the youth worker, including a salsa dance club and guitar lessons. Distance is a significant factor when considering activities in the southern bays.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
10	Transition Harbour Project (Foods Group) This group is using the legal entity of Diamond Harbour Community Association for this application.	Kitchen Garden Project Establishing food producing gardens on unused private land with volunteer help to build skills, build community links and provide food. Contribution is sought towards purchase of kits of tools and ingredients for a community meal.	\$914	\$947	\$900	Nil	Nil	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$900 to the Transition Harbour group as a contribution towards the kitchen garden project.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy
- Community Gardens Policy

Staff comments including evidence of need:

The Kitchen Garden Project is a sub-group of Transition Harbour, which was established in March 2009, and is an informal group. The aims of the Kitchen Garden Project are to utilise presently unused gardens for sustainability, health and well-being; to save on family food costs, to link older and younger in the community, to share knowledge of gardening and get new gardens started; to work as mentors in a community away from the city with transport and shopping challenges.

Two planning meetings of the Kitchen Project were held following a workshop held on 28 March led by Margaret Jefferies of Project Lyttelton. 50-60 residents attended. The Diamond Harbour Community Association sponsored and financed (\$500) the workshop, will provide their bank account for any funding requirements and will oversee any assets this group acquires.

An initial 'eat and talk' meeting will be held to inspire and organise by matching practised gardeners and novices. Small family gardens will be established for spring growing. Those who have been helped will be asked to join in establishing gardens for others. The project will be ongoing and further practical projects are envisaged such as planting fruit trees and bushes in waste ground and public spaces. The subgroup reports to Transition Harbour Project which met last in July 2009.

The Kitchen Project aims to reach 20-50 people or more and is targeted at all ages but expects that it will be particularly valuable for young families, non gardeners and those experiencing financial hardship. All work will be provided by volunteers.

The request is to provide kits of tools (\$814) and purchase of ingredients for a community meal (\$100).

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomed	Other Sources of Funding	CCC Funding History	Recommendation	Priority
11	Whakaraupo Carving Centre Trust	<p>Office Set up</p> <p>Purchase of office equipment including a lockable filing cabinet, stationery items and a desk and chair to meet OSH requirements</p> <p>Contribution is sought towards set up costs of the office.</p>	\$2,653	\$2,653	\$1,382	Nil	No previous Council funding.	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee makes a grant of \$1,382 to the Whakaraupo Carving Centre Trust as contribution towards office set up.	2

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy
- Youth Strategy
- Arts Policy and Strategy

Staff comments including evidence of need:

The Trust reports that it envisages this project will draw 60% of its participants from the Harbour Basin and 20% from each of the Hagley/Ferrymead and Spreydon Heathcote wards. This application has been split accordingly. The request for Lyttelton/Mt Herbert is for \$1,593.

The Whakaraupo Carving Centre Trust was incorporated as a Charitable Trust in February 2009. The Trust wishes to establish a carving centre in Lyttelton that will support training young men in the traditional art of Whakairo, Maori Carving. This project will also provide a place to gather and hold the traditional carving patterns of Te Wai Pounamu as there is no similar initiative anywhere in the South Island.

This initiative is open to men of any age and ethnicity who are passionate about the wish to carve. It is anticipated that it will appeal to younger men, and there is evidence that it may appeal to those who have had some exposure to carving perhaps in prison. Lyttelton will provide close proximity to the cruise ship industry as a potential market for goods produced at the centre while also creating an additional tourist attraction for the town. Consequently, the project will support the development of the people who are trained and support the economic and cultural growth for the wider community that it serves.

Ngai Tahu in its own research has identified a serious cultural risk with regard to the nurturing of this skill and retention of the carving patterns for the future as there is no centre in the South Island teaching this art. The significant role the harbour basin has played in both Maori and European history makes Lyttelton a proper home for this centre according to the Trust. A carving centre has long been a dream of Waikura (Sissy) MacGregor, a councillor of Lyttelton Borough Council and daughter of former Mayor George Briggs and more recently it has been a goal of Community Board member Dawn Kottier to have a carving centre at Lyttelton.

A business plan (Strategic Development Plan) using a similar model to the weaving school in Christchurch with a budget covering the first three years of operation, has been produced with funding from Ngai Tahu.

The Trust was at the second stage of applying for an Enterprising Communities Grant at the end of May when government funding for this scheme was withdrawn. The Enterprising Communities Adviser assigned to this group, is continuing to work with the group looking at other options within and outside MSD. Due to the carving project's various funding streams, the withdrawal of Enterprising Communities funding is not expected to jeopardize this project., however, some timeframes in approaching other funding avenues may alter and this may have a flow on effect regarding the particular emphasis of the project and those involved.

A support worker will be employed to ensure the smooth running of the centre. This role will support the carver by attending to the daily office administration and whanau support of students, which has been identified in similar projects as very important. The Trust has applied to CCC Strengthening Communities this year for contribution towards this position.

Within this project there is a need for an effective and efficient administration system. To achieve this the office must be resourced with appropriately skilled personnel and the necessary equipment to support the work environment. This application is requesting funding to purchase office equipment, a lockable filing cabinet, stationery items and a desk and chair to meet OSH requirements.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
12	Mt Herbert (Diamond Harbour) Under 20 Trust	<p>Community garden</p> <p>Establishment of an organic garden using deep beds in the spring of 2009.</p> <p>Contribution is sought towards materials, tools and project management costs.</p>	\$3,000	\$3,838	\$0	Trust contribution towards project - \$840	<p>2008/09 - \$2,847 (Music Academy)</p> <p>2008/09 - \$15,000 (youth worker wages)</p> <p>2007/08 - \$400 (Printer/scanner/copier/fax)</p>	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee declines this application for funding from Mt Herbert Under 20 Trust.	3

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy
- Community Gardens Policy

Staff comments including evidence of need:

The Mt Herbert Under 20 Trust was established in November 2007 and aims to strengthen the local community (the south side of the harbour) by working with young people (90), those at school (120) and their families of all culture and ethnic groups irrespective of physical ability/disability or social ability. The Trust is based at the St Andrews Community Church (Anglican, Presbyterian, Methodist) but is not formally connected.

The Trust is seeking funding towards materials, tools and project management costs. The plot, the shed and a concrete platform for the kiln have been donated to the project, along with materials worth approximately \$800-\$1,000. Since the application was lodged, there has been dialogue with the Kitchen Garden project organisers. Both groups will be working together where there are synergies, with the Trust providing secure storage for any tools and contributing labour in the initial stages for the Kitchen Garden project.

Glenda Cherbrough, a teacher who is currently completing a Diploma in Organic Horticulture at Lincoln University, will oversee the project. The garden will be organic, using deep beds. The Trust will seek to establish the garden in the spring of 2009 and its longevity is dependant on local enthusiasm and the ongoing good will of the landowner.

The Trust sees this as a great way of bringing the community together - spending time together, learning and being creative. They see it as being community wide with significant youth and their families involved.

Council staff have contacted the Purau Family Garden group and are exploring opportunities to work together.

Prior to the Trust being established, there was no regular meeting place or activities locally for young people, and there had been an increase in nuisance crime and anti-social behaviours. The school grounds were frequented by youths for unauthorised skateboarding/horse riding and used as a general area of congregation. There had been two serious incidences of vandalism at the school that year, and one at the swimming pool. At that time there were no providers of services for local youth other than the Rugby Club and a small Christian youth group.

The Lyttelton township has a youth council to oversee youth workers working predominantly in the northern bays. Although sanctioned to work with young people from right around the harbour, capacity and distances are such that this is not feasible for the youth workers to cover the entire area.

Since opening, the Trust has established an internet café and computer skills training, ran an extreme water sports day, Orton Bradley night fireball soccer, a trip to the Parachute music festival, ran quarterly local musicians evenings and bi-weekly discussion groups and a music academy. The Trust plans to add to this by establishing two soccer teams, a local swim club and initiate a teen heritage programme, and utilise the skills of the youth worker, including a salsa dance club and guitar lessons. Distance is a significant factor when considering activities in the southern bays.

Comments and notes: (for committee member use)

LYTTELTON/MT HERBERT SMALL GRANTS FUND ASSESSMENT COMMITTEE DECISION MATRIX 2009/10

Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.
- 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
- 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate/or not enough information provided by group (either in application or requests from staff). Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recomd	Other Sources of Funding	CCC Funding History	Recommendation	Priority
13	Governors Bay School	<p>Purchase of a trailer</p> <p>Contribution is sought to assist with the purchasing of a trailer.</p>	\$4,990	\$4,990	\$0		Nil	That the Lyttelton/Mt Herbert Small Grants Fund Assessment Committee declines this application for funding from Governors Bay School.	4

Alignment with Board Objectives and Council Strategies:

Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes

Council Strategies/Policies

- Strengthening Communities Strategy
- Physical Recreation and Sports Strategy

Staff comments including evidence of need:

This is considered a Priority 4 project as it has a minimum contribution to Council's Funding Outcomes and Priorities.

Governors Bay School is a state funded full primary school of 78 pupils. The school provides education for pupils of 5 to 13 years who are New Zealand residents. The school wishes to purchase a trailer to enable transport of school equipment and sports gear for school activities, to transport school garden waste for dumping and the School Board of Trustees would like to make the trailer available for hiring in the community providing a source of revenue for the school and a resource within the community.

Comments and notes: (for committee member use)