

**AKAROA/WAIREWA COMMUNITY BOARD
SMALL GRANTS FUND ASSESSMENT COMMITTEE
AGENDA**

WEDNESDAY 22 SEPTEMBER 2010

AT 2PM

**IN THE BOARD ROOM OF THE
LITTLE RIVER SERVICE CENTRE,
4238 CHRISTCHURCH-AKAROA ROAD, LITTLE RIVER**

Community Board: Stewart Miller (Chairman), Bryan Morgan (Deputy Chairman), Jane Chetwynd, Pam Richardson and Eric Ryder.

Community Representatives: Gaye Jameson, Meri Robinson, Kerry Little and Claire White

Community Board Adviser
Liz Carter
Phone: 941 5682 DDI
Email: liz.carter@ccc.govt.co.nz

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1. APOLOGIES

2. AKAROA WAIREWA SMALL GRANTS FUND 2010/11 ALLOCATIONS

General Manager responsible:	General Manager Community Services, Ph 941-8607
Officer responsible:	Unit Manager Community Support
Author:	Sue Grimwood, Community Development Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Small Grants Fund Assessment Committee to allocate the Akaroa/Wairewa Small Grants Fund for 2010/11.

EXECUTIVE SUMMARY

2. This report provides information to Committee members on the applications received for the Akaroa/Wairewa Small Grants Fund for 2010/11.
3. The total pool available for allocation in 2010/11, as outlined in the LTCCP, is \$6,826. Applications totalling \$28,735 were received.
4. Decision Matrix A, which outlines the projects for which funding is being sought is **separately circulated** with the agenda. Staff have ranked all projects as either Priority 1, 2, 3 or 4 and have made recommendations as to funding. These recommendations total the amount currently available for allocation, \$6,826.
5. On 7 July 2010, the Akaroa/Wairewa Community Board allocated its Strengthening Communities Fund for 2010/11. Due to the small number of applications to this fund, following the decision meeting there was \$12,765 remaining unspent.
6. At the meeting, the Board resolved to ask Council to approve the transfer of the remaining funds to the Akaroa/Wairewa Small Grants Fund for allocation. This request will be considered at the Council meeting on 26 August 2010 and, if ratified, will increase the total funds available for distribution through the Akaroa/Wairewa Small Grants Fund to \$19,591.
7. Staff have also prepared Decision Matrix B, **separately circulated** with the agenda, that outlines alternative staff recommendations should Council approve the transfer of funds. These recommendations total the amount that would then be available for allocation, \$19,591.

FINANCIAL IMPLICATIONS

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

8. Yes, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

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

9. Yes. Community Board funding decisions are made under delegated authority from the Council. On 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.'

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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?

10. Yes. Strengthening Communities Funding and Community Board Funding, see LTCCP pages 176 and 177 regarding community grants schemes, including Board funding.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

11. The funding allocation process carried out by Christchurch community boards is covered in the Council's Strengthening Communities Strategy.

CONSULTATION FULFILMENT

12. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Small Grants Fund Assessment Committee:

- (a) Consider the projects contained in the attached Decision Matrices and approve allocations from the Akaroa/Wairewa Small Grants Fund for 2010/11.
- (b) Delegate authority to the Committee Chairperson and a member of the Committee to confirm the minutes of the meeting.

BACKGROUND

Strengthening Communities Strategy

13. The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strengthening Communities Grants Funding Programme comprises four funding schemes:
 - (a) Strengthening Communities Fund
 - (b) Small Grants Fund (Previously Small Projects Fund)
 - (c) Discretionary Response Fund
 - (d) Community Organisations Loan Scheme
14. For detailed information on the Strengthening Communities Strategy's Outcomes and Priorities please see **Attachment 1**. The specific criteria for the Small Grants Fund is also attached, as **Attachment 2**. Akaroa/Wairewa Community Board Objectives have also been used to assess projects and are referenced, where appropriate, in the matrix and are **separately circulated** with the agenda.

The Decision Matrix

15. Information on the projects is presented in Decision Matrix A. To ensure consistency, the same Decision Matrix format and presentation has been provided to the Metropolitan Small Grants Fund Subcommittee and all local Small Grants Fund Assessment Committees.
16. Applications are project-based; information is provided that relates specifically to the project for which funding is being sought, not the wider organisation.
17. All applications appearing on the Decision Matrix have been assigned a Priority Rating. The Priority Ratings are:
 - Priority 1** Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
 - Priority 2** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 - Priority 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.
 - Priority 4** 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.
18. Staff have used the following criteria to determine whether an application is a Priority One:
 - 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.
19. Staff have also prepared an alternative Decision Matrix B for the Committee to consider. These draft recommendations are conditional upon Council approving the transfer of the unspent funds from the Akaroa/Wairewa Strengthening Communities Fund 2010/11 to the Akaroa/Wairewa Small Grants Fund 2010/11. Council will consider this request from the Akaroa/Wairewa Community Board on 26 August 2010.

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20. Small Grants Fund Assessment Committees have delegated authority from the Council to make final decisions on the Small Grants Fund for their respective wards. The Committee's decisions will be actioned immediately following the decision meeting. 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 2010.