

7. SMALL GRANTS FUND ASSESSMENT COMMITTEE COMMUNITY REPRESENTATIVES

General Manager responsible:	General Manager Community Services, DDI 941 8607
Officer responsible:	Unit Manager, Community Services
Author:	Ruby Tiavolo Grants Adviser

PURPOSE OF REPORT

1. The purpose of this report is to seek a decision from the Lyttelton/Mt Herbert Community Board regarding the appointment of Community Representatives to the Board's Small Grants Fund Assessment Committee for the 2012/13 funding round.

EXECUTIVE SUMMARY

2. On 10 December 2009, a report to the Council from the Grants Working Party on Community Funding Criteria Changes recommended that:

Recommendation H: Small Grants Fund - Community Representation on Small Grants Funding Committees

No community representatives on Small Grants Fund Metropolitan decision making body.

Individual Community Boards to decide if they wish to retain community representatives.

Recommendation I: Small Grants Fund - Metropolitan Small Grants Funding Committee

Metropolitan Small Grants Subcommittee is comprised of Community Board Chairs or their delegates.

As per the Recommendation H, the Committee would not include any Community Representatives.

3. As per recommendation H (above) in the *Grants Working Party Criteria Changes Report*, Community Boards have the opportunity to decide if they wish to continue to appoint community representatives to the Board's Small Grants Fund Assessment Committee for the 2011/12, funding rounds.
4. If the Community Board wish to appoint community representatives to the Board's Small Grants Fund Assessment Committee, staff will begin the nomination process for representatives. After nominations have been received, staff will report back to the Community Board (Public Excluded Report) with details of nominees in order for the Board to decide upon their chosen representatives.
5. If the Community Board wish to appoint community representatives to the Board's Small Grants Fund Assessment Committee, it is recommended that four to six community representatives be appointed for a one year term for the 2012/13 funding round.
6. It is further recommended that in considering the appointment of community members to this Committee, the Board should consider the make up of the local community. In the past, the following involvement areas/skills have been advertised when calling for community nominations and are seen as a guideline to assist in covering the various sectors within your local community:
 - Disabled, sport and recreation, arts and culture, welfare and social services, Maori, ethnic groups, environment and heritage.
 - Interest and involvement in community issues/groups.
 - Some experience in committee processes.
 - Knowledge of various communities of interest.
 - The ability to be articulate and assertive.
7. The Board, in 2011 appointed three community representatives to the Small Grants Fund Assessment Committee for the 2011/12 funding round: Andrea Petschner, Patricia Laird and Andrea Bowater.

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 Community Board funding.

LEGAL CONSIDERATIONS

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

9. Yes. Under the 2002 Local Government Act, a Council, or Community Board, may appoint committees, subcommittees other subordinate decision making bodies and joint committees (clause 30, Schedule 7). Council's and Community Board's also have the power to appoint or discharge any member of a committee (clause 31(1)). Such committees, etc are ***“subject in all things to the control of the local authority [or read community board], and must carry out all general and special directions of the local authority given in relation to the committee or other body or the affairs of the committee or other body”*** (clause 30(3)).
10. The minimum number of members for a “committee” is three, with a quorum being two (One of whom must be an elected member), or the quorum can be a greater number, as determined by the Community Board. At least one member of a committee must be an elected member of the Community Board, but an employee of the local authority cannot be a member (if they are acting in the course of their employment). Clause 31 also provides:

“(3) The members of a committee or subcommittee may, but need not be, elected members of the local authority [community board], and a local authority or committee may appoint to a committee or subcommittee a person who is not a member of the local authority or committee if, in the opinion of the local authority, that person has the skills, attributes, or knowledge that will assist the work of the committee or subcommittee.”

11. Clause 26(3) is also relevant, as it provides that the Council/Community Board may appoint a member of a committee to be the Chairperson of the committee, or if a Chairperson is not appointed then the power of appointment may be exercised by the committee. A Deputy Chairperson can also be appointed to act in the absence of a chairperson (clause 26(4)). This person will preside at any meeting if the Chairperson is absent from a meeting. However, if a Deputy Chairperson has not been appointed or if they are also absent then the members of the committee that are present must elect one of their number to preside at the meeting.

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?

12. 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?

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

CONSULTATION FULFILMENT

14. Not required.

STAFF RECOMMENDATION

It is recommended that the Community Board decide whether or not it wishes to appoint community representatives to the Lyttelton/Mt Herbert Board's Small Grants Fund Assessment Committee for the 2012/13 funding round.