

Memo

Date: 12 May 2022
From: Katie MacDonald, Coastal-Burwood Support Officer
To: John Filsell, Head of the Community Support and Partnerships Unit
Cc: Lexie Reuben, Team Leader Community Funding
Reference: 22/604364

2021-22 Metropolitan Discretionary Response Fund Staff Panel Recommendations - May 2022

1. Purpose of this Memo

- 1.1 The purpose of the memo is to seek approval from the Head of the Community Support and Partnerships Unit for the recommendations of the Metropolitan DRF Staff Panel regarding the applications listed below.

Organisation	Project Name	Amount Requested	Panel Recommended
Epic Sports Project NZ Charitable Trust	Get Active Sports ChCh Corrections	\$14,800	\$5,000
Deutsch in Christchurch Incorporated	German Mid-Winter Christmas Market at the Riverside Market	\$557	\$557
New Zealand Choral Federation Canterbury West Coast Region	Venue hire and sound / staging	\$14,500	\$8,000
Deacon Trust	HeartSpace Mental Health Coach Training Programme	\$8,000	\$6,000
Christchurch Avon Athletic Club (Inc)	Kennett Cup Steeples incorporating the South Island Cross Country Championships	\$525	\$525
Christchurch United Football Club Inc	Christchurch International Cup, 7th Edition	\$12,000	\$3,000

2. Background

- 2.1 Please see attached Decision Matrixes for information on the applications listed above (Attachments A, B, C, D, E and F).

- 2.2 There are no applications over \$15,001 to be considered by the Sustainability and Community Resilience Committee.

3. Financial Information

- 3.1 At the time of writing, the balance of the 2021/22 Discretionary Response Fund is as below.

Total Budget 2021/22	Granted To Date	Amount Returned	Available for allocation	Balance if Staff Recommendations adopted
\$460,871	\$302,474	\$28,918	\$187,315	\$164,233

4. Metropolitan DRF Staff Panel Recommendations

- 4.1 The total of the recommendations made in this report is: \$23,082 (all from the Discretionary Response Fund).
- 4.2 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$5,000 from the 2021/22 Metropolitan Discretionary Response Fund to the Epic Sports Project NZ Charitable Trust toward funding of Get Active Sports Christchurch Corrections.
- 4.3 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$557 from the 2021/22 Metropolitan Discretionary Response Fund to Deutsch in Christchurch Incorporated for transport costs of the stage to and from the venue.
- 4.4 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$8,000 from the 2021/22 Metropolitan Discretionary Response Fund to the New Zealand Choral Federation Canterbury West Coast Region towards venue hire and sound/staging.
- 4.5 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$6,000 from the 2021/22 Metropolitan Discretionary Response Fund to the Deacon Trust towards salary costs of their Course Manager for the HeartSpace Mental Health Coach Training Programme.
- 4.6 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$525 from the 2021/22 Metropolitan Discretionary Response Fund to the Christchurch Avon Athletics Club (Inc) towards the costs of the port-a-loos for the Kennett Cup Steeples incorporating the South Island Cross Country Championships being held on 25th June 2022.
- 4.7 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$3,000 from the 2021/22 Metropolitan Discretionary Response Fund to the Christchurch United Football Club Inc towards equipment costs and volunteer expenses for the Christchurch International Cup Football Tournament being held in July 2022.
- 4.8 Some of the above recommendations of the staff panel are not in agreement with the original staff recommendations, please refer to the attached meeting notes from the Metropolitan Discretionary Response Fund Staff Panel meeting held on Wednesday 11th May 2022 for rationale (Attachment G).

Attachments Ngā Tāpirihanga

No.	Title	Page
A	Decision Matrix - 00064062 - Epic Sports Project NZ Charitable Trust - Place Partnership Fund and Discretionary Response Fund	
B	Decision Matrix - 00064063 - Deutsch in Christchurch Incorporated	
C	Decision Matrix - 00064459 - New Zealand Choral Federation Canterbury West Coast Region	
D	Decision Matrix - 00064243 - Deacon Trust	
E	Decision Matrix - 00064305 - Christchurch Avon Athletic Club (Inc)	
F	Decision Matrix - 00064441 - Christchurch United Football Club Inc	
G	Metropolitan Discretionary Response Fund Staff Panel - Wednesday 11th May 2022 - Notes	

Signatories / Ngā Kaiwaitohu

Author	Katie MacDonald - Support Officer
Approved By	Lexie Reuben - Community Funding Advisor John Filsell - Head of Community Support and Partnerships

2021/22 PLACE PARTNERSHIP / DISCRETIONARY RESPONSE FUND DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00064062	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	Epic Sports Project NZ Charitable Trust	Get Active Sports ChCh Corrections (Place Partnership Fund) A weekly (during school term, 41 sessions) sports and recreation programme for youth in the Christchurch Men's Prison youth unit the only programme of its kind in Christchurch Men's Prison.	2022/23 – Pending Decision (Get Active Sports and Get Active Hip Hop (Community Sessions) SCF HHR 2021/22 - \$2,500 (Get Active and Career Pathways Initiatives) SCF HHR 2021/22 - \$2,500 (Get Active and Career Pathway Initiatives) SCF LCH Other Sources of Funding Southern Cape Sports Tours - confirmed Income/fees	Total Cost \$19,179 Requested Amount \$14,800 77% percentage requested Contribution Sought Towards: Staff costs Administration	\$ 5,000 That the Head of the Community Support and Partnerships Unit makes a grant of \$5,000 from the 2021/22 Metropolitan Discretionary Response Fund to the Epic Sports Project NZ Charitable Trust toward funding of Get Active Sports Christchurch Corrections.	1

Organisation Details:

Service Base:	Hei Hei, Christchurch
Legal Status:	Charitable Trust
Established:	5/11/2021
Staff – Paid:	5
Volunteers:	Not stated
Annual Volunteer Hours:	Not stated
Participants:	65
Target Groups:	Children/Youth
Networks:	Upstream

Organisation Description/Objectives:

Epic aims to change lives by facilitating engagement and connection among tamariki and rangatahi, helping them develop a sense of value, belonging and self-worth. Epic inspires hope for a better future through sport and dance.

Alignment with Council Strategies and Policies

- Strengthening Communities Strategy
- Strategic Framework
- Alignment PPF Outcomes:
- Strengthen connections between communities and their places and spaces, to foster inclusion, local identity, shared experience and stewardship; Connect people through active collaboration and partnership.
- Alignment DRF:
- Supports activity that provides opportunity in the area of social, recreation, sports to a defined community of interest, with a focus on youth and the disadvantaged

Alignment with Council Funding Outcomes

- Provide community based programmes
- Reduce or overcome barriers

Outcomes that will be achieved through this project

Increase participation in physical activity and positively contribute toward wellbeing and quality of life.

How Will Participants Be Better Off?

Physical activity is recognised as a key contributor to wellbeing and quality of life. Those who are more physically active tend to live longer, have healthier lives and increased functional and cognitive capacity. Physical activity reduces anxiety and depression, helps reduce obesity and developing chronic diseases.

Physical activity improves opportunities for social contact, social inclusion and cohesion. It allows youth to develop critical life skills such as communication, fair play, dedication, collaboration, leadership and courage.

Epic's coaches help youth develop a sense of value, belonging and self-worth, hope and determination for change. With hope and determination, Epic believes that youth will be less likely to participate in antisocial behaviour, drugs and gang involvement.

Staff Assessment

The Get Active Sports sessions is a weekly (during school term, Fridays 10.30am - 12) volunteer programme. The programme will provide up to 65 youth in the Christchurch Men's Corrections Facility Youth Unit access to experienced sports coaches to allow participation in recreation activities such as soccer, touch rugby, basketball, and more. The sessions will form part of the Youth Unit's weekly programme aligned with school terms, meaning there will be 41 sessions for the year.

The Epic Sports Project is the first, and currently the only, organisation to offer a sports initiative in the youth unit's correctional programme at Christchurch Men's Prison. Sport can play a role in the prison system by being a creative way to encourage and motivate behavioural change, being one tool that responds to the complex needs of youth in prison. Epic continues to work with correctional staff to improve their approach to engagement with youth.

As part of the Corrections Volunteer Programme, this Epic programme is not funded by Corrections.

2021/22 DRF METROPOLITAN DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00064063	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Deutsch in Christchurch Incorporated	German Mid-Winter Christmas Market at the Riverside Market German Mid-Winter Christmas Market at the Riverside Market: Deutsch in Christchurch bring an authentic German Mid-Winter Christmas to Riverside Market!	\$ 557 Requested \$ 557 (100% requested)	Transport - \$557	\$ 557 That the Head of the Community Support and Partnerships Unit makes a grant of \$557 from the 2021/22 Metropolitan Discretionary Response Fund to Deutsch in Christchurch Incorporated for transport costs of the stage to and from the venue.	1

Organisation Details

Service Base: Private address
Legal Status: Incorporated Society
Established: 15/06/2021
Target Groups: Community Development
Annual Volunteer Hours: 1,750
Participants: 50,000

Alignment with Council Strategies

- Multicultural Strategy
- Strengthening Communities Strategy
- Central City Action Plan

CCC Funding History

2021/22 - \$4,673 (Berlin Wall celebration) DRF Metro

Other Sources of Funding

Ethnic Communities Development Fund - (Pending)

Staff Assessment

Deutsch in Christchurch Incorporated is an organisation which supports the German community in Christchurch.

They are organising a mid-winter German Christmas market from 15 to 17 July 2022 which will be held at Riverside Market in the central city.

They wish to connect their community by celebrating their German festivals and customs as well as share their culture with the wider Christchurch community. They have a number of German-themed activities organised, along with Christmas carols and a nativity play.

The group are working in conjunction with the CCC Events Team to organise the Council's shipping container stage to be used for their performances. The Events Team are fully supportive of this group. They have also asked the Ministry of Ethnic Communities to reach out to other ethnic communities within Christchurch who may wish to share the stage and perform at this event also.

The group are asking for support for the transport costs of the stage to and from the event. The total cost for this is \$557.

2021/22 DRF METROPOLITAN DECISION MATRIX

Priority Rating

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00064459	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	New Zealand Choral Federation Canterbury West Coast Region	<p>Venue hire and sound/staging</p> <p>The Big Sing is a national group-singing competition for secondary school students. Secondary Schools' Choral Festivals began in 1988 as a development of the vocal section of the Westpac Schools' Chamber Music Contest. Regional festivals take place over a period of 1-4 days in 11 centres during May/June. The choirs are required to present varied 10-minute programmes, including at least one New Zealand composition.</p> <p>Big Sing Regional Choral Festival will be held as a one day event in the Christchurch Town Hall, involving approximately 1000 young singers from 20-25 Canterbury and West Coast choirs. The Christchurch event will be managed by a group of volunteers led by Rosemary Fisher, the Regional Coordinator.</p> <p>Top choirs from around the country will be put forward for selection to the Finale, to be held in Christchurch 26-28 August 2022, or to the Cadenza, to be held in Timaru 12-13 August.</p> <p>After a return to the Town Hall in 2019 and 2021, NZCF are eagerly anticipating a 2022 event back in their traditional "home".</p>	<p>2019/20 - \$0 declined (Regional Secondary Schools Choral Festival) CCNZ R2</p> <p>2018/19 - \$10,000 (Big Sing – NZ Secondary Schools Choral Festival) DRF Metro</p> <p>2017/18 - \$0 declined (NZCF Big Sing Secondary Schools Choral Festival – Canterbury West Coast Regional Contest) CCNZ R2</p> <p>2015/16 - \$750 (The Big Sing Regional Festival) CCNZ R2</p> <p>2009/10 - \$2,000 (The Big Sing Choral Festival) CCNZ R2</p> <p>Other Sources of Funding</p> <p>Ticket Sales - \$13,000</p> <p>Sponsorship - \$600</p> <p>Programmes Sales - \$350</p>	<p>Total Cost</p> <p>\$28,441</p> <p>Requested Amount</p> <p>\$14,500</p> <p>51% percentage requested</p> <p>Contribution Sought Towards:</p> <p>Venue hire \$11,500</p> <p>Sound/staging \$3,000</p>	<p>\$ 8,000</p> <p>That the Head of the Community Support and Partnerships Unit makes a grant of \$8,000 from the 2021/22 Metropolitan Discretionary Response Fund to the New Zealand Choral Federation Canterbury West Coast Region towards venue hire and sound/staging.</p>	2

Organisation Details:

Service Base:	Private address
Legal Status:	Incorporated Society
Established:	31/07/1985
Staff – Paid:	0
Volunteers:	36
Annual Volunteer Hours:	3,200
Participants:	2,000
Target Groups:	Children/Youth
Networks:	A network 10 regions that belong to the National Office of NZCF

Organisation Description/Objectives:

The New Zealand Choral Federation (NZCF) is the country's largest choral network; committed to promoting the performance, creation, and enjoyment of choral music for all. Their diverse community includes over 20,000 members from hundreds of community, school, and chamber choirs performing in styles ranging from classical, gospel, world music, sacred music and barbershop through to jazz, kapa haka, musical theatre, and opera.

Alignment with Council Strategies and Policies

- Toi Otautahi

Alignment with Council Funding Outcomes

- Support, develop and promote capacity
- Community participation and awareness
- Provide community based programmes
- Reduce or overcome barriers
- Foster collaborative responses

Outcomes that will be achieved through this project

Almost 900 secondary aged students will come together to share high calibre performances of Choral music.

Choir Directors from the region meeting together collegially, to share learning.

Over 95 volunteers of all ages and stages of life give their time to work together to make this festival the success that it has been for 35 years.

The public come to enjoy the high standard of performances in the best acoustic space in the southern hemisphere: the Christchurch Town hall auditorium.

How Will Participants Be Better Off?

This is a confidence-building experience for participating students. NZCF reports that students achieve standards of excellence through team work and encouraging each other. In addition, participation can lead to future pathways of leadership and careers in the arts for some, while giving others the ability to better appreciate live artistic performance.

Staff Assessment

Among a range of aspirations of the New Zealand Choral Federation Canterbury West Coast Region are to encourage a diverse range of students to participate in choral singing, to develop young people and inspire them to achieve excellence, to nurture wellbeing and mental health through the joy of singing

The rationale for the staff recommendation of \$8,000 includes:

- Enabling a large scale, national youth focused event to take place in the Town Hall.
- Enabling youth ticket prices to remain relatively affordable at \$10 per person.
- Showcasing the Town Hall to a national audience.

2021/22 DRF METROPOLITAN DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
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00064243	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	Deacon Trust	<p>HeartSpace Mental Health Coach Training Programme</p> <p>Deacon Trust runs three regular programmes. 'HeartSpace' is a mental health programme for training Mental Health Coaches to work in the community. 'HeadSpace' provides community-wide seminars on mental health topics. Finally, the organisation operates a Supervision programme that supports supervisors in their oversight of safe mental health service delivery.</p> <p>They are seeking a contribution towards salary costs of their Course Manager, who alongside the clinical director, will organise all of the services that the Deacon Trust will carry out across the year.</p>	<p>Nil.</p> <p>Other Sources of Funding Rata (application pending).</p>	<p>Total Cost \$94,000</p> <p>Requested Amount \$ 8,000 9% percentage requested</p> <p>Contribution Sought Towards: Salaries and Wages - \$8,000</p>	<p>\$ 6,000</p> <p>That the Head of the Community Support and Partnerships Unit makes a grant of \$6,000 from the 2021/22 Metropolitan Discretionary Response Fund to the Deacon Trust towards salary costs of their Course Manager for the HeartSpace Mental Health Coach Training Programme.</p>	2

Organisation Details:

Service Base:	Private Address, Heathcote Valley
Legal Status:	Charitable Trust
Established:	26/02/2020
Staff – Paid:	3
Volunteers:	0
Annual Volunteer Hours:	0
Participants:	120
Target Groups:	Health & Wellbeing
Networks:	Wilberforce Foundation, Mental Health and Education Resource Centre

Organisation Description/Objectives:

To see mental health issues better understood and catered for at a community level, and to educate and facilitate community groups in their ability to recognize, minister to, and take a role in the prevention of mental illness in the community.

Alignment with Council Strategies and Policies

- Otautahi Christchurch Community Strategy (People 1.4, 1.6 - Participation 3.1, 3.4 - Preparedness 4.1, 4.2, 4.3),
- Social Wellbeing Policy (Community infrastructure, engaged citizens, community participation).

Alignment with Council Funding Outcomes

- Support, develop and promote capacity
- Enhance community and neighbourhood safety
- Provide community based programmes
- Foster collaborative responses

Outcomes that will be achieved through this project

100 people will attend mental health training courses and gain skills to assist mental health needs in our community.

These trained volunteers will work alongside community and church agencies to support access to other mental health services and professionals.

Deacon Trust will run community seminars on mental health topics.

How Will Participants Be Better Off?

Course attendees will be equipped to support community members, colleagues, and friends with mental health needs. They will also be better positioned to understand their own needs and those of their family.

This may be a catalyst for gaining further training in counselling or other health professions.

Staff Assessment

Founded 2018 with HeadSpace and HeartSpace courses starting in November 2019, this relatively new community trust provides mental health training to community and church groups. The focus is on creating a supportive, empathic and relational approach that takes the burden off mainstream services and encourages community resilience. As a relatively new trust, they have established their training programme, and conducted three and six month pilot courses with an initial group of 54 individuals, and are now looking to expand their services. The Chinese community in Christchurch has engaged particularly readily with this programme, as they look to address concerning suicide rates in their community.

Financially, the Deacon Trust expect to receive around \$10,000 in course participant fees over the next year, but this will only go a portion of the way to cover staffing costs. It is hoped that donations through church connections and community grant funding will help to make up that difference. They have \$30,000 cash in their accounts, which is a significant accumulation for a community trust of this age (particularly through covid), and speaks measures for their likely longevity. However, moving from one paid position in the last financial year to three (Course Manager, Clinical Director, Administration) is a growth that they may struggle to support without tapping significant external funding.

In the current climate, with anxiety and stress affecting ever-increasing number of people, this service is addressing a community need, and may help to relieve some pressure on the burdened health sector. At the completion of two three-month courses, it is hoped that individuals will have the pastoral skills to effectively support individuals until appropriate professional services are available, and to act as a navigator into appropriate support elsewhere.

The courses require participants to attend classes one night a week, complete readings, keep a journal of activity, undertake a field-work project, and complete a practical placement within the church or local NGO. While not for the purpose of religious ministry, it is clear that this course is designed to build capacity in individuals so that they are able to serve the local community or church. Design of the courses was completed with the support of Workplace Support, Mental Health Education & Resource Centre (MHERC), Laidlaw College, Stepping Stone Trust, and the Canterbury Men's Centre.

The rationale for recommending \$6,000 of funding towards this application is:

- It would likely not receive funding from other sources as it is non-clinical mental health support.
- They are actively working in and establishing relationships with communities that traditionally are reluctant to access mental health services.

2021/22 DRF METROPOLITAN DECISION MATRIX

Priority Rating

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Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
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00064305	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Christchurch Avon Athletic Club (Inc)	Kennett Cup Steeples incorporating the South Island Cross Country Championships This year is the clubs centennial so they want to make the Kennett Cup, which is the oldest cross country event in New Zealand being first held in 1930, a key event in their celebrations.	\$ 2,887 Requested \$ 525 (18% requested)	Hire of Port-a-loos - \$525	\$ 525 That the Head of the Community Support and Partnerships Unit makes a grant of \$525 from the 2021/22 Metropolitan Discretionary Response Fund to the Christchurch Avon Athletics Club (Inc) towards the costs of the port-a-loos for the Kennett Cup Steeples incorporating the South Island Cross Country Championships being held on 25th June 2022.	2

Organisation Details

Service Base: C/o Burnside High School, Burnside.
 Legal Status: Incorporated Society
 Established: 1/05/1922
 Target Groups: Sports/Recreation
 Annual Volunteer Hours: 1,500
 Participants: 350

Alignment with Council Strategies

- Otautahi Christchurch Community Strategy
- Physical Recreation and Sport Strategy 2002
- CCC Strategic Framework

CCC Funding History

Nil

Other Sources of Funding

Lion Foundation - Pending

Staff Assessment

The Kennett Cup is the oldest cross country event in New Zealand, it was first held in 1930. As part of their club centennial year the Christchurch Avon Athletic Club (Inc) are excited about this event being an important part of their celebrations.

With the country in the Orange Covid setting there is now the opportunity to attract runners from around New Zealand to compete. The club will be focusing on increasing the marketing for this event to attract out of town participants.

While the site at QEII is ideal to host this event, without a changing facility yet on site there is a lack of amenities, therefore the funding the club is seeking is to hire port-a-loos.

Rationale for recommending \$525 is as follows:

- This event incorporates the South Island Cross Country Championships and is renowned for attracting out of town athletes.
- The event is being held in June therefore cannot be funded within the timeframes for Small Sports Events Fund where it is ideally suited.
- Once a changing facility with public toilets is available at QEII, the need to hire port-a-loos for events such as this will be reduced.

«FUNDING_POOL» DECISION MATRIX

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2021/22 DRF METROPOLITAN DECISION MATRIX

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00064441	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	Christchurch United Football Club Inc.	Christchurch International Cup , 7th edition Christchurch International Cup Football tournament is the 7th edition of the annual event attracting young talents and football lovers to Christchurch from all over New Zealand and Australia. We expect a record 72 teams registered for the competition this year.	2022/23 - Pending (Christchurch International Cup) EFSF 2015/16 - \$2,000 (Facilitating football for all in Christchurch's Inner South-West) SCF SC 2015/16 - \$1,050 (Facilitating football for all in Christchurch's Inner South-West) SCF HHR Other Sources of Funding n/a	Total Cost \$51,462 Requested Amount \$10,000 19% percentage requested Contribution Sought Towards: Volunteer Expenses - \$1,500 Rent / Venue Hire - \$2,000 Equipment / Materials - \$1,000 (Balls, speakers, mics, signs and gazebo) Medals and Trophies - \$4,000 Other - \$1,500 (Toilet hire, waste bins and first aid)	\$ 3,000 That the Head of the Community Support and Partnerships Unit makes a grant of \$3,000 from the 2021/22 Metropolitan Discretionary Response Fund to the Christchurch United Football Club Inc towards equipment costs and volunteer expenses for the Christchurch International Cup Football Tournament being held in July 2022.	2

Organisation Details:

Service Base:	71 Domain Terrace, Spreydon
Legal Status:	Incorporated Society
Established:	24/09/1980
Staff – Paid:	1
Volunteers:	60
Annual Volunteer Hours:	2,000
Participants:	2,500
Target Groups:	Sports/Recreation
Networks:	Mainland Football, New Zealand Football

Organisation Description/Objectives:

To promote, encourage, foster and improve the sport of football (otherwise known as soccer or association football).

Alignment with Council Strategies and Policies

- Otautahi Christchurch Community Strategy
- Physical Recreation and Sport Strategy 2002
- CCC Strategic Framework

Alignment with Council Funding Outcomes

- Support, develop and promote capacity
- Community participation and awareness

Outcomes that will be achieved through this project

Extended the tournament for one extra age group (12 teams).
 Local community volunteers will help to run the tournament.
 Attracting young people to football activity.
 Provide the opportunity to educate and get additional experience for the young coaches and referees.

How Will Participants Be Better Off?

All local football clubs have a chance to register one to two teams per age group without having much travelling expenses and attracting more spectators. It is an additional practical and educational opportunity to develop young coaches and referees in the sport of football.

Staff Assessment

The Christchurch International Cup Football tournament is the largest participation football event in Otautahi and sells out every year. This year they are expecting a record 72 teams.

This event provides five age groups and is focused towards tamariki and rangatahi. Local clubs are given the opportunity to submit teams before the registrations are opened to the rest of the country and off shore.

An aspect of the tournament which is very positive is the development of youth referees, all games are refed by youth and several of the younger teams are also coached by youth.

Rational for recommending \$3,000 towards the Christchurch International Cup Football tournament is as follows:

- This is a very popular community football event catering for tamariki and rangatahi.
- The event attracts teams from all around New Zealand and Australia (pre Covid). They are expecting 72 teams and are hoping for some from Australia.
- This event develops youth as referees and coaches.
- Local clubs are provided preferential entry before the registrations are opened up to other provinces.

Metropolitan Discretionary Response Fund Panel - Notes
Wednesday 11th May 2022
2 pm start time – Meeting held via Skype

Panel members present:

Gary Watson – Manager Community Partnerships and Planning
Brooke Jones – Team Leader Events Partnerships and Development
Angela Leatherby – Sports Liaison Officer

Apologies:

Lexie Reuben – Team Leader Community Funding

Other staff present:

Lynette Foster – Community Funding Advisor
Kiri Jarden – Principal Advisor Community Arts
Brindi Joy – Place Partnerships and Projects Advisor
Josh Wharton – Community Partnerships and Planning Advisor
Katie MacDonald – Support Officer (Waitai Coastal-Burwood)

Notes

- The members of the panel were thanked for attending via Skype.
- The panel members were updated on the balance of the 2021/22 Metropolitan Discretionary Response Fund. The current available balance of the Discretionary Response Fund is: \$187,315.
- The panel members were updated on the balance of the 2021/22 Place Partnership Fund. The current available balance of the Place Partnership Fund is: \$67,000.

- The panel members were reminded that there was only one further Metro DRF Staff Panel scheduled before the end of the financial year, this is due to be held on Wednesday 15th June, with the deadline for assessments for applications to be presented to that panel by 5pm, Thursday 9th June.
-

Discussion on raising the limit individuals / informal groups are able to apply for (Note: currently this is \$2,000):

- The panel were scheduled to have a discussion on the limit individuals / informal groups are able to apply for. As Lexie Reuben was scheduled to lead this discussion and was an apology for the meeting, it was noted that the discussion would be had at the next meeting of the panel.
-

Six applications were presented to and discussed by the Panel:

Place Partnership Fund / Discretionary Response Fund Application:

Funding Request Number	Applicant Name and Project Name	Amount recommended by staff	Discussion of the Metropolitan Discretionary Response Fund Panel	Recommendation of the Metropolitan Discretionary Response Fund Panel
00064062	Epic Sports Project NZ Charitable Trust <i>Get Active Sports Chch Corrections</i>	\$7,000 (\$2,000 from the Place Partnership Fund and \$5,000 from the DRF)	Presented to the panel by: Brindi Joy <ul style="list-style-type: none"> The panel decided to lay this application on the table at their last meeting. This was to enable discussions with other funders and the Department of Corrections to take place. Staff reported back that discussions had taken place with Sports Canterbury regarding funding of the project and they reported that the funding that would be most appropriate would not have a decision on until August / September. Staff were unable to reach Corrections for comment on this project. The panel noted that other funding sources at a later date may be likely for this project and as such recommended a reduced amount of funding solely from the Discretionary Response Fund to enable the project to begin and recommended that staff have discussions with the group regarding other sources of funding. 	\$5,000 (DRF only)

Discretionary Response Fund Applications:

Funding Request Number	Applicant Name and Project Name	Amount recommended by staff	Discussion of the Metropolitan Discretionary Response Fund Panel	Recommendation of the Metropolitan Discretionary Response Fund Panel
00064063	Deutsch in Christchurch Incorporated German Mid-Winter Christmas Market at the Riverside Market	\$557	Presented to the panel by: Lynette Foster <ul style="list-style-type: none">• The panel were informed that the group is working with events staff who are in support of the application.• It was noted that the event was extremely successful last year.• The panel were in support of the staff recommendation.	\$557
00064459	New Zealand Choral Federation Canterbury West Coast Region Venue hire and sound / staging	\$8,000	Presented to the panel by: Kiri Jarden <ul style="list-style-type: none">• The panel were informed that the application was received just a few days prior to the deadline for assessments to be completed.• The panel were informed that the recommendation was in line with the recommendation made by the Rata Foundation for the project in the previous year.• The panel were in support of the staff recommendation.	\$8,000

00064243	Deacon Trust <i>HeartSpace Mental Health Coach Training Programme</i>	\$0	Presented to the panel by: Josh Wharton <ul style="list-style-type: none"> The panel were informed of the staff member's reasoning for their recommendation as noted in the matrix for this application. The panel noted that the services provided were of a non-clinical nature and as such would struggle to be funded through sources such as the Ministry of Health. The panel noted that the group is actively working with and establishing relationships in communities that have been traditionally hesitant to engage with mental health services. The panel noted that they would recommend a change in priority for this project from three to two and a recommendation of \$6,000 of funding rather than \$0. 	\$6,000
00064305	Christchurch Avon Athletic Club (Inc) <i>Kennett Cup Steeples incorporating the South Island Cross Country Championships</i>	\$525	Presented to the panel by: Angela Leatherby <ul style="list-style-type: none"> The panel were informed that the club would likely not require funding support for this project in the future once changing facilities had been built at QEII. The panel were in support of the staff recommendation. 	\$525
00064441	Christchurch United Football Club Inc. <i>Christchurch International Cup, 7th Edition</i>	\$3,000	Presented to the panel by: Angela Leatherby <ul style="list-style-type: none"> The panel were informed that the event has been very successful in the past with a lot of youth taking part. Staff informed the panel that they had spoken with Mainland Football about the project. The panel were in support of the staff recommendation. 	\$3,000

The Metropolitan Discretionary Response Fund Staff Panel for Wednesday 11 May 2022 concluded at: 2.30 pm.

RELEASED FROM PUBLIC EXCLUDED

Memo

Date: 16 May 2022
From: Katie MacDonald, Coastal-Burwood Support Officer
To: John Filsell, Head of the Community Support and Partnerships Unit
Cc: Lexie Reuben, Team Leader Community Funding
Reference: 22/622266

2021-22 Metropolitan Discretionary Response Fund Staff Panel Recommendation - Kairos Trust - May 2022

1. Purpose of this Memo

- 1.1 The purpose of the memo is to seek approval from the Head of the Community Support and Partnerships Unit for the recommendation of the Metropolitan DRF Staff Panel regarding the application listed below.

Organisation	Project Name	Amount Requested	Panel Recommended
Kairos Trust	Kairos Food Rescue – Rescue Food, Feed People, Build Community	\$11,232	\$11,232

2. Background

- 2.1 Please see the attached Decision Matrix for information on the application listed above (Attachment A).
- 2.2 There are no applications over \$15,001 to be considered by the Sustainability and Community Resilience Committee.

3. Financial Information

- 3.1 At the time of writing, the balance of the 2021/22 Discretionary Response Fund is as below.

Total Budget 2021/22	Granted To Date	Amount Returned	Available for allocation	Balance if Staff Recommendations adopted
\$460,871	\$325,556	\$28,918	\$164,233	\$153,001

4. Metropolitan DRF Staff Panel Recommendations

- 4.1 The total of the recommendations made in this report is: \$11,232 (all from the Discretionary Response Fund).

- 4.2 The panel convened a one-off meeting to consider the application from Kairos Trust due to an internal processing error creating a delay for this particular application.
- 4.3 The Metropolitan DRF Staff Panel recommends that the Head of the Community Support and Partnerships Unit makes a grant of \$11,232 from the 2021/22 Metropolitan Discretionary Response Fund to the Kairos Trust towards the salary for their Operations Coordinator.
- 4.4 The above recommendation of the staff panel is not in agreement with the original staff recommendation, please refer to the attached meeting notes from the Metropolitan Discretionary Response Fund Staff Panel meeting held on Friday 13th May 2022 for rationale (Attachment B).

Attachments Ngā Tāpirihanga

No.	Title	Page
A	Decision Matrix - 00063817 - Kairos Trust	
B	Metropolitan Discretionary Response Fund Staff Panel - Friday 13th May 2022 - Notes	

Signatories / Ngā Kaiwaitohu

Author	Katie MacDonald - Support Officer
Approved By	Lexie Reuben - Community Funding Advisor John Filsell - Head of Community Support and Partnerships

2021/22 DRF METROPOLITAN DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00063817	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	Kairos Trust	Kairos Food Rescue - Rescue Food, Feed People, Build Community Salary for the role of Operations Coordinator.	2021/22 - \$350 (Kairos Free Store Community Christmas) LBMF LCH 2021/22 - \$7,000 (Building Community and Resilience through Food Rescue) SCF Metro 2020/21 - \$10,000 (Building Community and Resilience through Food Rescue) DRF Metro 2020/21 - \$500 (Kairos Free Store Birthday Celebration) LBMF LCH Other Sources of Funding Not identified at the time of applying. Kairos to source.	Total Cost \$11,232 Requested Amount \$11,232 100% percentage requested Contribution Sought Towards: Salaries and Wages - \$11,232	\$ 11,232 That the Head of the Community Support and Partnerships Unit makes a grant of \$11,232 from the 2021/22 Metropolitan Discretionary Response Fund to the Kairos Trust towards the salary for their Operations Coordinator.	3

Organisation Details:

Service Base:	3/142 Ferry Road, Phillipstown
Legal Status:	Charitable Trust
Established:	25/02/2020
Staff – Paid:	5
Volunteers:	120
Annual Volunteer Hours:	5,736
Participants:	20,000
Target Groups:	Health & Wellbeing
Networks:	Aoteroa Food Rescue Alliance New Zealand Food Network

Organisation Description/Objectives:

To see food going into the hands of people who need it and creating friendships with those on the margins of society. It is a space where anyone is welcome. Kairos Free Store is relational, not transactional. It's a space to come as you are - no questions asked.

Through the simplicity of our gatherings, we have been able to receive all kinds of donations to be passed on including clothing, blankets and fresh veges.

Alignment with Council Strategies and Policies

- Resilient communities: Strong sense of community. Safe and healthy communities.
- Health environment: Sustainable use of resources and minimising waste.

Alignment with Council Funding Outcomes

- Support, develop and promote capacity
- Community participation and awareness
- Enhance community and neighbourhood safety
- Provide community based programmes
- Reduce or overcome barriers
- Foster collaborative responses

Outcomes that will be achieved through this project

Salary for Operations Coordinator - Ensuring compliance with all the Health and Safety aspects at Kairos

Continue to supply food parcels (60-100 four times per week) to those who visit our free store.

Continue to support and supply other foodbanks within the Christchurch foodbank network

How Will Participants Be Better Off?

Health and Safety. Specifically in the areas of staffing and food management. With the ever changing Covid-19 guidelines for business, the operations coordinator role has been pivotal to the safe and effective running of Kairos food rescue. Kairos has many volunteers and visitors to the warehouse and free store on a weekly basis, and with tons of food entering and leaving these premises its extremely important that operations are managed well and in a timely manner.

Staff Assessment

Staff have been liaising with Kairos Trust over the past few months, discussing at length, current operations and future plans.

Demand for the services that Kairos provides continues at pace, particularly with the ever changing Covid-19 situation. Their current space no longer serves their business. \$120,000 has been granted from the Ministry of Development. The grants purpose is to lease new premises. However, this is proving challenging, as landlords are reluctant to sign a one-year lease.

The role of Operations Coordinator (OC) plays a key role in ensuring all of Kairos' operations run smoothly, efficiently, and in a timely manner, in what is a fast-paced environment. In addition, the OC works to support and supply other foodbanks in Christchurch. Staff noted that pro-active collaboration included City Mission, local Marae, Satisfy, NZ Food Network, Delta Community Support Trust, Grace Vineyard and Wai-ora. An important part of this role is the responsibility for the well-being of staff, and volunteers. This includes keeping abreast of the Health and Safety at Work Act 2015.

The rationale for recommending \$11,232 to Kairos Trust is the invaluable work that is delivered at a local level. Staff will meet with the group and discuss funding options including the group applying to the Strengthening Communities Fund in the future.

Metropolitan Discretionary Response Fund Panel - Notes
Friday 13th May 2022
10.40am start time – Meeting held via Skype

Panel members present:

Gary Watson – Manager Community Partnerships and Planning
Lexie Reuben – Team Leader Community Funding
Brooke Jones – Team Leader Events Partnerships and Development
Angela Leatherby – Sports Liaison Officer

Apologies:

None.

Other staff present:

Josh Wharton – Community Partnerships and Planning Advisor
Katie MacDonald – Support Officer (Waitai Coastal-Burwood)

Notes

- The members of the panel were thanked for attending the one-off additional meeting of the panel via Skype.
 - The panel members were informed that the one-off meeting was being held due to an internal processing error creating a delay relating to this application. The panel meeting was convened a few days after the error was identified.
 - The panel members were updated on the balance of the 2021/22 Metropolitan Discretionary Response Fund. The current available balance of the Discretionary Response Fund is: \$164,233.
-

One application was presented to and discussed by the Panel:

Funding Request Number	Applicant Name and Project Name	Amount recommended by staff	Discussion of the Metropolitan Discretionary Response Fund Panel	Recommendation of the Metropolitan Discretionary Response Fund Panel
00063817	Kairos Trust Kairos Food Rescue – Rescue Food, Feed People, Build Community	\$0	<p>Presented to the panel by: Josh Wharton</p> <ul style="list-style-type: none"> The panel were informed of the staff member's rationale for their recommendation of a decline, being that the group had received funding from the 2021-22 Strengthening Communities Fund. The panel members noted the effect that Covid had on the organisation and the increase demand on their services. The panel noted that the group was relatively new to making applications for funding and instructed staff to liaise with the group and inform them about the different funding pool timeframes and criteria. It was noted that the group had not made an application to the 2022-23 Strengthening Communities Fund. The panel noted that as part of that discussion the group were to be informed that a similar future application to the Discretionary Response Fund would unlikely receive funding and that the Strengthening Communities Fund would be the more appropriate source of funding for this type of application. The panel were in support of funding the application at the amount requested (\$11,232), with staff having discussions with the group informing them to make no further applications of this type to the DRF and instead making an application to the 2023-24 Strengthening Communities Fund. 	\$11,232

The Metropolitan Discretionary Response Fund Staff Panel for Friday 13th May 2022 concluded at: 11.05 am.