

Memo

Date: 18 February 2025
 From: Lynette Foster – Community Funding Advisor
 To: John Filsell – Head of Community Support & Partnership
 Cc: Gary Watson – Manager Community Partnerships
 Reference: 25/276909

2024/25 DRF Citywide Staff Panel Recommendation

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 The purpose of the memo is to seek approval from the Head of Community Support and Partnerships for the recommendations of the Citywide Discretionary Response Fund Staff Panel regarding the applications listed below.

Discretionary Response Fund

Organisation	Project Name	Amount Requested	Panel Recommended
Seed the Change	Action the Compassion	\$4,860	\$4,210
NZ Collective of Abused in State Care Charitable Trust	Christchurch State Care Wananga	\$9,500	\$0
Project Lyttelton Inc	The Lyttelton Farmers Market	\$50,000	\$30,000
Ao Tawhiti Unlimited Discovery School Board of Trustees	Ao Tawhiti Community Play Area	\$43,020	\$12,000

Place Partnership Fund

Organisation	Project Name	Amount Requested	Panel Recommended
Project Lyttelton Inc	The Lyttelton Children's Community Garden	\$8,000	\$7,000
NZ Collective of Abused in State Care Charitable Trust	Christchurch State Care Wananga	\$10,000	\$5,000

2. Background Te Horopaki

- 2.1 Please see attached Decision Matrix for information.
- 2.2 There are two applications over \$15,001 to be considered by Council at their meeting of 19 March 2025 with a recommendation totalling \$42,000 listed below. See the attached decision matrix for information.

Organisation	Project Name	Amount Requested	Panel Recommended
Project Lyttelton Inc	The Lyttelton Farmers Market	\$50,000	\$30,000
Ao Tawhiti Unlimited Discovery School Board of Trustees	Ao Tawhiti Community Play Area	\$43,020	\$12,000

- 2.3 Applications to the Citywide Discretionary Response Fund are first considered and discussed by the Citywide Discretionary Response Fund Staff Panel before a recommendation is put to the Head of the Community Support and Partnerships Unit for them to decide under delegation.
- 2.4 These applications were considered by the Citywide Discretionary Response Fund Staff Panel by way of a meeting held on Tuesday 18 February 2025.
- 2.5 The members of the Citywide Discretionary Response Fund Staff Panel were all in agreement with the staff recommendations.
- 2.6 The total of the recommendations made in this memo is \$58,210 under delegation of the Head of the Community Governance and Partnerships Unit.

3. Delegation Authority Decision Required

- 3.1 Seeking approval of the Head of the Community Support and Partnerships Unit to approve the recommendations of the Citywide Discretionary Response Fund Panel in relation to four applications listed above for the 2024/25 Citywide Discretionary Response Fund, two applications listed above for the 2024/25 Place Partnership Fund.

4. Delegation Authority

- 4.1 Part B – Sub Part 2 – Grants.

Citywide Discretionary Response Fund

- 4.2 The authority to approve grants from the Citywide Discretionary Response Fund where the application is up to and including \$15,000 – HCS (Head of Community Support and Partnerships).

Place Partnership Fund

- 4.3 The authority to approve grants from the Place Partnership Fund where the application is up to and including \$15,000 – HCS (Head of Community Support and Partnerships).

5. Financial Information He mōhiohio ahumoni

- 5.1 In 2024/25, the total budget available in the Citywide Discretionary Response Fund is \$484,802. At the time of writing, the balance of the Fund is as detailed below.

Total Budget 2024/25	Granted To Date	Amount Returned	Available for allocation	Balance if Staff Recommendations adopted
\$484,802	\$247,964	\$0	\$236,838	\$190,628

- 5.2 In 2024/25, the total budget available in the Place Partnership Fund is \$142,000. At the time of writing, the balance of the Fund is as detailed below.

Total Budget 2024/25	Granted To Date	Amount Returned	Available for allocation	Balance if Staff Recommendations adopted
\$142,000	\$43,540	\$0	\$98,460	\$86,460

6. Citywide DRF Staff Panel Recommendations Ngā Tūtohu mā te Paewhiri o te Pūtea Kōwhiri ā-Tāone

Recommendations:

- The Citywide Discretionary Response Fund Staff Panel recommends that the Head of Community Support and Partnerships makes a grant of \$4,210 from the 2024/25 Citywide Discretionary Response Fund to Seed the Change towards Action the Compassion.
- The Citywide Discretionary Response Fund Staff Panel recommends that the Head of Community Support and Partnerships declines a grant from the 2024/25 Citywide Discretionary Response Fund to NZ Collective of Abused in State Care Charitable Trust for Christchurch State Care Wananga.
- The Citywide Discretionary Response Fund Staff Panel recommends that the Head of Community Support and Partnerships makes a grant of \$7,000 from the 2024/25 Place Partnership Fund to Project Lyttelton Inc towards The Lyttelton Children's Community Garden.
- The Citywide Discretionary Response Fund Staff Panel recommends that the Head of Community Support and Partnerships makes a grant of \$5,000 from the 2024/25 Place Partnership Fund to NZ Collective of Abused in State Care Charitable Trust for Christchurch State Care Wananga.
- 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 for rationale.

Attachments Ngā Tāpirihanga

No.	Title	Reference
A	2024/25 Citywide Discretionary Response Fund Decision Matrix	25/361824
B	2024/25 Citywide Discretionary Response Fund Panel Summary	25/361827
C	2024.25 Citywide Discretionary Response Fund Panel Meeting Notes	25/361828
D	2024/25 Place Partnership Fund Decision Matrix	25/361829
E	2024/25 Place Partnership Fund Panel Summary	25/361830

Signatories Ngā Kaiwaitohu

Author	Lynette Foster - Community Funding Advisor
Approved By	Gary Watson - Manager Community Partnerships John Filsell - Head of Community Support and Partnerships

2024/25 CITYWIDE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Recommendation
<p>Ao Tawhiti Unlimited Discovery School Board of Trustees</p> <p>Funding History 2024/25 \$1,500 (Annual Community Markets) DRF M 2024/25 \$4,064 (School Nursery) DRF M</p>	<p>Ao Tawhiti Community Play Area</p> <p>Ao Tawhiti Unlimited Discovery aims to build a natural outdoor play area open to all, fostering play, sensory learning, and community connection. This space looks to support youth wellbeing and encourage interaction between students and community – strengthening ties with neighbouring residents, local businesses, and city visitors.</p>	<p>Total Cost \$70,989.00</p> <p>Requested Amount \$43,020.00</p> <p>61% percentage requested</p> <p>Other Sources of Funding</p> <p>Contribution Sought Towards: Shade Sail/Sandpit \$37,760.00 Project and Health and Safety Management \$4,810.00 Community opening event \$450.00</p>	<p>Recommended Amount \$12,000.00</p> <p>That the Council makes a grant of \$12,000.00 from its 2024/25 Citywide Discretionary Response Fund to Ao Tawhiti Unlimited Discovery School Board of Trustees towards Ao Tawhiti Community Play Area.</p>

2

<p>Outcomes that will be achieved through this project</p> <p>Our project directly contributes to many of the Funding Outcomes listed above. In particular by creating a vibrant gathering place we are promoting active participation in inner-city life and contributing solutions to issues of social isolation. A welcoming bumping space will help build a sense of local identity and belonging, particularly important for our rangatahi.</p> <p>Objective 1.4: Harness the strengths of diverse communities and address issues of social exclusion., Objective 1.5: Support groups involved in providing access to arts, culture, heritage, recreation, and those who care for the environment., Objective 1.6: Facilitate and promote lifelong learning opportunities for all., Objective 1.7: Work with others to reduce loneliness and social isolation, with particular focus on intergenerational approaches., Objective 2.2: Work with new and changing communities in both rural and urban areas to build a sense of belonging., Objective 3.1: Empower and equip residents and groups to participate in decisions affecting their communities and neighbourhoods., Objective 3.4: Increase volunteering opportunities across the Council and the wider community and support the organisations providing such opportunities., Objective 4.3: Support neighbourhood and city-wide initiatives aimed at increasing a sense of neighbourliness.</p>	<p>Staff Assessment</p> <p>Ao Tawhiti Unlimited Discovery, a central city school with 670 students, uses a unique student-guided approach that embraces its urban setting. The city is treated as their classroom, with students encouraged to view it as a learning destination and see themselves as active members of the inner-city community.</p> <p>The project originally aimed to give students opportunities for play, recreation, and time in nature. This is especially important for high-needs students and amidst the youth mental health crisis, providing a space to re-centre and recharge. However, the school recognised its unique location as an ideal spot to create a community hub, connecting the school, nearby residents, and local businesses - truly embracing its mixed-use context.</p> <p>Students collaborated closely with the space designer to co-design play elements that reflect their needs and interests. Local businesses and neighbours will be invited to contribute their support and input, helping to foster a community-led identity for the area.</p> <p>The project aims to create an inclusive outdoor recreation and green space on the Mollett Street side of the school, for the local community and visitors to enjoy. It will be complemented by community-led events and activations, such as street BBQs and movie nights, to foster social cohesion. This objective aligns with the South Frame Laneway Development's goal of drawing people in and fostering connections within this area.</p> <p>This is an area of significant residential developments, such as Atlas Quarter (150 homes), Laneway Apartments (44 units), and Williams Corporation on Tuam Street (26 units), which increases the need for local recreational and green spaces. Currently, this area does not meet levels of service for adequate park services within walking distance of urban residences, and the school find it challenging to organise transport and parent help to take children to nearby parks for green and recreational space.</p> <p>Rationale for staff recommendation:</p> <ul style="list-style-type: none"> - Project aligns to the People and Place pillars of the Strengthening Communities Together Strategy, particularly Objective 2.2 - Work with new and changing communities in urban areas to build a sense of belonging. - The project is in an ideal location with a growing number of residents and businesses, complemented by low vehicle-traffic, low speed limits, and high foot traffic. - The project will help address the lack of parks, green space, and recreational opportunities within walking distance for students and local residents. - The school has a strong reputation and their work in establishing and operating the Ao Tawhiti Climate Campus showcases its ability to deliver projects and engage with diverse communities. - A range of funders have been approached to support the project, showing a partnership approach to sourcing funding.
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Request Number: DRF24/25_012CW

2024/25 CITYWIDE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Recommendation
<p>Project Lyttelton Incorporated</p> <p>Funding History 2024/25 - \$10,000 (The Lyttel Sew and Sews) – Sus Fund 2024/25 - \$6,000 (Emergency Hub Coordinator wages) SCF BP 2023/24 - \$3,550 (Lyttelton Toy Library) DRF 2023/24 - \$3,486 (Emergency Hub Set-up) DRF 2023/24 - \$19,000 (Project Lyttelton Yr 1 of 3) SCF 2022/23 - \$18,000 (Project Development & Coordination) SCF 2022/23 - \$26,500 (Carbon Reduction) Sus Fund</p>	<p>The Lyttelton Farmers Market</p> <p>The Lyttelton Farmers Market is an iconic part of Christchurch, running for over 19 years. The market is run by Project Lyttelton, a not-for-profit organisation as a social enterprise to support the Lyttelton Community Garden and contribute to funding of Project Lyttelton. The market is the only NZ Farmers Market on a main street. We apply annually to CCC for permission to close the road and agree to the TMP (traffic Management Plan) that sets out how the road closure must operate, e.g. road, signage, disability parking etc. The NZTA legislation for road closures changed in 2020 and requirements for all road closures have become more stringent. We have managed to find short term solutions to keep the costs down in previous years however from herein we are now facing the full traffic management costs of approximately \$50,000 per year. We are currently investigating how we could decrease annual traffic management costs, and this funding application is to allow time while options are explored.</p>	<p>Total Cost \$130,305.00</p> <p>Requested Amount \$50,000.00</p> <p>38% percentage requested</p> <p>Other Sources of Funding</p> <p>Contribution Sought Towards: Administration Road Closure costs \$50,000.00</p>	<p>Recommended Amount \$30,000.00</p> <p>That the Council makes a grant of \$30,000.00 from its 2024/25 Citywide Discretionary Response Fund to Project Lyttelton Incorporated towards The Lyttelton Farmers Market.</p>

2

Outcomes that will be achieved through this project

Enabling the Lyttelton Farmers Market to continue to operate, bringing continued benefits to the community including:

- A central focus for community to gather, meet and socialise gives a sense of local identity and ownership and allows for regular and informal meetings, a bumping into space, that connects our community together.
- Providing opportunities for local and up and coming musicians by equipment, venue, mentoring, publicity and a wage
- Enabling local community groups to get exposure and raise funds
- Taking a lead in sustainability through reducing individual and business carbon footprints bringing local food and local growers from Canterbury, waste management initiatives to encourage waste-free stalls and composting waste where possible through the community garden.
- Lyttelton Farmers Market is community activity of a local space in its truest sense providing activation of both social and economic in Lyttelton whilst looking at the bigger environmental picture and reducing impact through local food, reduction of carbon footprints, reducing waste and bringing people together.
- Support groups involved in providing access to arts, culture, heritage, recreation, and those who care for the environment.
- Encourage communities to create and sustain a sense of local identity and ownership.
- Support the community activation and kaitiakitanga of public places and spaces.

Staff Assessment

The Lyttelton Farmers Market is an iconic part of Christchurch, running for over 19 years. Along with local volunteers, the market is run by Project Lyttelton, a not-for-profit organisation as a social enterprise to support the Lyttelton Community Garden and contribute to the funding of Project Lyttelton. The market is held every Saturday in the main street of Lyttelton (London Street) which is closed off to vehicles for the duration of the market.

Project Lyttelton report that since 2020, due to changes in NZ Transport Agency Waka Kotahi legislation, they have been required to implement increased Traffic Management measures, resulting in significantly higher costs to enable the weekly road closure for the duration of the market. They have found ways to keep the costs manageable for the past four years through for example, support from traffic management organisations, however this is no longer able to continue. From herein so they will need to cover the full traffic management costs. Project Lyttelton are currently working with the Council's transport operations team to investigate how traffic management costs may be able to be reduced to enable the market to remain viable.

The current project budget deficit for the farmers market is \$11,555 and in previous years the surplus has been in the range of \$40,000 which is essential to the operation of project Lyttelton's core service. The market has increased stallholder fees and has a traffic management person contracted to the market, keeping costs as low as possible. A grant of \$50,000 enables both the farmers market and Project Lyttelton's core service to continue to remain operational while looking at ways to make the traffic management costs more manageable. Without this Project Lyttelton would have to reduce core services, not operate the farmers market or utilise their limited cash reserves.

Rationale for staff recommendation:

The Lyttelton Farmers Market is an authentic Farmers Market as designated by the NZ Farmers Market Association with 70%+ of vendors being either primary (veggies, meat, fish) or artisan (bread, cheese) producers, supporting local growers and producers. It is a popular visitor attraction and local gathering place.

This funding will ensure the market is able to continue during 2025 while investigations are made into a long-term approach to decreasing traffic management costs, while maintaining safety to market goers. Project Lyttelton is working with the Council's traffic operations team to explore potential options.

Lyttelton Market strengthens the Lyttelton, and broader, community by providing a central focus for the community to gather and connect. It also supports young and upcoming musicians to showcase their talent and provides a space for local community organisations to fundraise. It creates economic and employment opportunities both in Lyttelton and Christchurch.

Project Lyttelton strengthens the community by connecting people to share skills in waste, recycling, food, transport, and energy aiming to inspire action on climate change and build resilience together via events and educational opportunities.

Request Number: DRF24/25_045CW

2024/25 CITYWIDE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Recommendation
<p>Seed the Change He Kākano Hāpai</p> <p>Funding History 2022/23 - \$14,300 (Share Kai) DRF M 2022/23 - \$500 (LBMF Mahia Te Aroha - The Christchurch Invitation) DRF LCH 2021/22 - \$40,000 (20:20 Compost) Sus Fund</p>	<p>Action the Compassion</p> <p>Seed the Change He Kākano Hāpai incubates early-stage initiatives, including Action the Compassion, a youth-led project fostering peace, compassion, identity, and belonging. Originating from the 2019 terror attack response, it empowers rangatahi (Years 11–13) to design hui and action campaigns, promoting diversity and inclusion across Waitaha, Canterbury.</p>	<p>Total Cost \$64,460.00</p> <p>Requested Amount \$4,860.00</p> <p>8% percentage requested</p> <p>Other Sources of Funding Ethnic Communities Development Fund - submitted Nov /24 Lotteries Community Fund - submitted Nov /24 Strengthening Communities - opens May/25 Peace and Disarmament Education Trust - opens May/25</p> <p>Contribution Sought Towards: Salaries and Wages Project Manager \$3,960.00 Volunteer Recognition koha \$250.00 Equipment / Materials and supplies \$250.00 Administration \$400.00</p>	<p>Recommended Amount \$4,210.00</p> <p>That the Head of Community Support & Partnerships makes a grant of \$4,210.00 from its 2024/25 Citywide Discretionary Response Fund to Seed the Change He Kākano Hāpai towards Salary for Project Manager and Volunteer koha.</p>

2

Outcomes that will be achieved through this project	Staff Assessment
<p>Enhanced Cultural Awareness and Understanding: Through the co-design committee and the hui rangatahi will develop a deeper understanding and appreciation of different cultures, identities, and beliefs. We expect this will promote a more inclusive and empathetic community.</p> <p>Empowered Youth Leadership: By participating in the Co-Design Crew and leading initiatives within their schools, rangatahi will build leadership skills, confidence, and a sense of agency. They will be equipped to make positive changes in their communities. In addition, our programme provides the safe space for rangatahi to come together and connect with their peers from across the city and the Canterbury region. without labels of school uniforms! We receive immediate feedback that they relish these opportunities.</p> <p>Strengthened Wellbeing Programs: The ideas and resources generated during the hui are well placed to be implemented in schools Wellbeing Committees, leading to more effective and inclusive wellbeing programs that address the diverse needs of students.</p> <p>These outcomes not only benefit the participants but also contribute to a more cohesive and compassionate community.</p>	<p>Staff Assessment</p> <p>Seed the Change He Kākano Hāpai fosters initiatives for a more sustainable, equitable world. Action the Compassion is a youth-led initiative promoting peace, compassion, identity, and belonging. Originating from the 2019 terror attack response and evolving from Mahia te Aroha, it empowers 12 rangatahi from diverse schools (St Andrew's, Hillmorton, Christ's, Te Aratai) across Ōtautahi to challenge stereotypes and create hui and resources for their peers across Waitaha, Canterbury.</p> <p>Through a year-long programme, these rangatahi design and deliver 3 hui for 90-120 peers, sparking discussions on culture, identity, belonging, and peace. The co-design crew, representing various ethnicities, cultures, and faiths, collaborates to develop the hui content, as well as resources, and action plans to take back to their school Wellbeing Committees.</p> <p>Born from school demand and the success of Mahia te Aroha, the project has seen high youth engagement.</p> <p>The 12 core-rangatahi are seen to be the "seeds" of positive change, with the hope that the ripple effects of their learnings will inform and inspire change in their schools and wider communities.</p> <p>Rationale for staff recommendation:</p> <ul style="list-style-type: none"> - The project aligns with the People Pillar of the Strengthening Communities Together Strategy, particularly objective 1.4—harnessing the strength of diverse communities. - The project is driven by strong school demand and high youth interest. - The programme is cost-effective, with a comparable reach to similar offerings. - Emphasises collaboration and intergenerational knowledge sharing, including mentorship from experienced leaders in social justice and activism. - A successful grant from the CCC Discretionary Response Fund will allow the programme to start in Term 1. - Additional funding is being sought from other sources, including Selwyn Council, demonstrating a collaborative funding approach.

Request Number: DRF24/25_050CW

2024/25 CITYWIDE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Recommendation
<p>New Zealand Collective of Abused in State Care Charitable Trust</p> <p>Funding History Nil</p>	<p>CHCH State Care Wananga</p> <p>This project provides a supportive and empowering environment for survivors of state care abuse, helping them to rebuild their lives and strengthen their connections to the community through a series of culturally grounded wānanga. NZCAST aim to deliver practical tools, mental health resources, and ongoing resilience and well-being support.</p>	<p>Total Cost \$11,500.00</p> <p>Requested Amount \$9,500.00</p> <p>82% percentage requested</p> <p>Other Sources of Funding Other CHCH community fund -</p> <p>Contribution Sought Towards: Equipment / Materials \$1,000.00 Rent / Venue Hire \$2,000.00 Hui, conferences, meetings \$4,000.00 Volunteer Expenses \$1,500.00 Other - Provide Details in Expense Description / Detail \$1,000.00</p>	<p>Recommended Amount \$0</p> <p>That the Head of Community Support & Partnerships declines the application to the 2024/25 Citywide Discretionary Response Fund from New Zealand Collective of Abused in State Care Charitable Trust for CHCH State Care Wananga.</p>

4

Outcomes that will be achieved through this project

This project is designed to achieve three key outcomes that will directly benefit participants and their wider community.

Enhanced Resilience and Well-being:

Participants will leave the wānanga with a set of practical tools and strategies to manage life's challenges. This includes improved mental health, stronger coping mechanisms, and a greater sense of personal empowerment, helping them to thrive in both personal and professional contexts.

Stronger Community Connections:

By attending the wānanga and engaging with community hubs, participants will build supportive relationships with others who have shared similar experiences. These connections foster a sense of belonging, reducing feelings of isolation and creating a strong peer support network that continues long after the event concludes.

Increased Access to Resources and Services:

Through direct interaction with service providers and community organisations, participants will become more informed about the resources available to them. This includes guidance on housing, education, health services, and employment support. With better knowledge and improved access, participants will be better equipped to take positive steps toward long-term stability and independence.

By achieving these outcomes, the project will not only empower individual participants but also contribute to a more resilient, connected, and thriving community.

Request Number: DRF24/25_052CW

Staff Assessment

The New Zealand Collective of Abused in State Care Charitable Trust seeks funding to hold two meetings in Christchurch at a marae for survivors of state care abuse. The proposed initiative aims to provide a supportive space using tikanga Māori principles to upskill survivors and foster a sense of community.

While the intent of the project is commendable and focuses on a sector of the community that is often ignored, or 'othered', this application cannot be recommended for funding. The request is a duplicate of a previously declined SCF application, and it does not meet the eligibility criteria for the Discretionary Response Fund, to which they have applied.

The organisation may wish to explore alternative funding sources that align more closely with the objectives and criteria of their project. It is noted that NZCAST have also applied for the Place Partnership Fund.

Rationale for staff recommendation:

This request is recommended as a Priority 4 due to it being identical to their SCF application and not fitting the criteria of the DRF (Unforeseen or one-off kaupapa).

2024/25 Citywide Discretionary Response Fund Panel Summary	
Budget	\$484,802
Granted to date	\$247,964
Current Pending	
Available for Allocation at Meeting	\$236,838
Total recommended at this meeting	\$46,210
If all recommended amounts are adopted the remaining DRF will be:	\$190,628

Discretionary Response Fund – Applications					
Request Number	Name	Name/Subject	Owner Name	Requested Amount	Recommended Amount
DRF24/25_012CW	Ao Tawhiti Unlimited Discovery School Board of Trustees	Ao Tawhiti Community Play Area	Danielle Endacott	\$43,020	\$12,000
DRF24/25_045CW	Project Lyttelton Inc	The Lyttelton Farmers Market	Jo Wells	\$50,000	\$30,000
DRF24/25_050CW	Seed the Change	Action the Compassion	Daielle Endacott	\$4,860	\$4,210
DRF24/25_052CW	NZ Collective of Abused in State Care Charitable Trust	CHCH State Care Wananga	Abraham Larsen	\$9,500	\$0

Metropolitan Discretionary Response Fund Panel - Notes
Tuesday 18 February 2025
10am Room: M6.05

Panel members present:

Gary Watson – Manager Community Partnerships and Planning
Chloe Marks – Events Partnerships and Development Advisor
Olivia Webb – Community Arts Advisor
Joshua Wharton – Team Leader Community Funding – on line

Other staff present:

Danielle Endacott, Community Development Advisor
Jo Wells, Community Development Advisor
Brindi Joy, Place Partnerships & Projects Advisor
Julie Pearce – Community Funding Advisor

Notes

- The panel members were updated on the balance of the 2024/25 Metropolitan Discretionary Response Fund. The current available balance of the Discretionary Response Fund is: \$236,838.
 - The panel members were updated on the balance of the 2024/25 Place Partnership Fund. The current available balance of the Place Partnership Fund is: \$98,460.
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Six applications were presented to and discussed by the Panel:

Funding Request Number	Applicant Name and <i>Project Name</i>	Amount recommended by staff	Discussion of the Metropolitan Discretionary Response Fund Panel	Recommendation of the Metropolitan DRF Panel
DRF24/25_012CW	Ao Tawhiti Unlimited Discovery School Board of Trustees <i>Ao Tawhiti Community Play Area</i>	\$12,000	<p>Presented to the panel by: Danielle Endacott</p> <p>Rationale:</p> <p>Project aligns to the People and Place pillars of the Strengthening Communities Together Strategy, particularly Objective 2.2 - Work with new and changing communities in urban areas to build a sense of belonging.</p> <p>The project is in an ideal location with a growing number of residents and businesses, complemented by low vehicle-traffic, low speed limits, and high foot traffic. The project will help address the lack of parks, green space, and recreational opportunities within walking distance for students and local residents. The school has a strong reputation and their work in establishing and operating the Ao Tawhiti Climate Campus showcases its ability to deliver projects and engage with diverse communities.</p> <p>Discussion: Designer is a parent of the school – in kind. Designer can work with whatever funding they can get. Panel was concerned around the health and safety of having a sand pit in the middle of town.</p> <p>Panel in support of this recommendation</p>	\$12,000
DRF24/25_045CW	Project Lyttelton Incorporated <i>The Lyttelton Farmers Market</i>	\$50,000	<p>Presented to the panel by: Jo Wells/Brindi Joy</p> <p>Rationale:</p> <p>The Lyttelton Farmers Market is an authentic Farmers Market as designated by the NZ Farmers Market Association with 70%+ of vendors being either primary (veggies, meat, fish) or artisan (bread, cheese) producers, supporting local growers and producers. It is a popular visitor attraction and local gathering place.</p> <p>This funding will ensure the market is able to continue during 2025 while investigations are made into a long-term approach to decreasing traffic management costs, while maintaining safety to market goers. Project Lyttelton is working with the Council's traffic operations team to explore potential options.</p> <p>Lyttelton Market strengthens the Lyttelton, and broader, community by providing a central focus for the community to gather and connect. It also supports young and upcoming musicians to showcase their talent and provides a space for local community organisations to fundraise. It creates economic and employment opportunities both in Lyttelton and Christchurch.</p>	\$30,000

			<p>Project Lyttelton strengthens the community by connecting people to share skills in waste, recycling, food, transport, and energy aiming to inspire action on climate change and build resilience together via events and educational opportunities.</p> <p>Discussion: Always had market to fund project Lyttelton, due to traffic management changes in legislation in 2020 and the increase of costs, consumes all of income now. Why is the community board not paying, better off funding – no money left. Working with Steve Wright in CCC transport team to find solutions. How much risk do they want to take on - maintain signage. Looking at the option of installing bollards. Suggested Steve is at council meeting when this is presented. Will take over a year to sort. Amount is buying them time to find solutions to traffic management systems. STMS is no longer, now it is unit standards. CCC is looking at putting things in place. Organisation is looking at reducing size and hours to reduce costs. Fulton Hogan have been contracted to do the traffic management and have discounted the costs.</p> <p>Panel in support of this recommendation</p>	
DRF24/25_050CW	<p>Seed the Change</p> <p><i>Action the Compassion</i></p>	\$4,210	<p>Presented to the panel by: Danielle Endacott</p> <p>Rationale:</p> <ul style="list-style-type: none"> - The project aligns with the People Pillar of the Strengthening Communities Together Strategy, particularly objective 1.4—harnessing the strength of diverse communities. - The project is driven by strong school demand and high youth interest. - The programme is cost-effective, with a comparable reach to similar offerings. - Emphasises collaboration and intergenerational knowledge sharing, including mentorship from experienced leaders in social justice and activism. - A successful grant from the CCC Discretionary Response Fund will allow the programme to start in Term 1. - Additional funding is being sought from other sources, including Selwyn Council, demonstrating a collaborative funding approach. <p>Discussion: Group is looking at applying to SCF for \$7,000. Contribution for this request towards Koha for speakers and project co-ordinator salary.</p> <p>Panel in support of this recommendation</p>	\$4,210
DRF24/25_052CW	<p>NZ Collective of Abused in State Care Charitable Trust</p> <p><i>CHCH State Care Wananga</i></p>	\$0.00	<p>Presented to the panel by: Abraham Larsen/ Gary presented on behalf of Abraham</p> <p>Rationale:</p> <p>This request is recommended as a Priority 4 due to it being identical to their SCF application and not fitting the criteria of the DRF (Unforeseen or one-off kaupapa).</p> <p>Discussion: Abraham will work with the group to apply to SCF. Need to be informed that can not apply to DRF if declined by SCF.</p> <p>Panel not in support of this recommendation</p>	\$

Place Partnership Fund Application:

Funding Request Number	Applicant Name and Project Name	Amount recommended by staff	Discussion of the Citywide Discretionary Response Fund Panel	Recommendation of the Citywide Discretionary Response Fund Panel
PPF_2024/25_00010	<p>Project Lyttelton Incorporated</p> <p><i>The Lyttelton Children's Community Garden</i></p>	\$7,000	<p>Presented to the panel by: Brindi Joy/Jo Wells</p> <p>Rationale:</p> <p>A paid coordinator ensures consistency, preparation and the ability to scale the programme, growing the garden into a destination for food and education for children and their families.</p> <p>Addresses financial challenges while securing value, funding will bridge a gap, enabling continued development of the project with community interest and support.</p> <p>Supports the Banks Peninsula Community Board Plan priority: Good social and physical connections for our communities and the Strengthening Communities Pillars, including Place</p> <p>Discussion: Always had market to fund project Lyttelton, due to traffic management changes and increase of costs, consumes all of income now. Children community garden works within the community garden. Connecting with the local school. Have applied for funding from Lotteries and Rata.</p> <p>Panel in support of this recommendation.</p>	\$7,000
PPF_2024/25_00012	<p>New Zealand Collective of Abused in State Care Charitable Trust</p> <p><i>ChristChurch State Care Wananga</i></p>	\$0.00	<p>Presented to the panel by: Brindi Joy</p> <p>Rationale:</p> <p>That this application is declined from the Place Partnership Fund as it does not meet the Fund criteria.</p> <p>Discussion: People delivering are not from Chch. No date has been provided for this. Question was asked is this the council role to pay – morally/ethically dilemma. Should MSD be paying? Agreed sits within PPF strategy.</p> <p>Panel in support of this recommendation.</p>	\$5,000

Other Business

The Citywide Discretionary Response Fund Staff Panel for Tuesday 18 February 2025 concluded at 10.45am.

2024/2025 PLACE PARTNERSHIP FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Recommendation
<p>Project Lyttelton Incorporated</p> <p>Funding History</p> <p>2024/25 - \$10,000 (The Lyttel Sew and Sews) - Sus Fund 2024/25 - \$6,000 (Emergency Hub Coordinator wages) SCF BP 2023/24 - \$3,550 (Lyttelton Toy Library) DRF 2023/24 - \$3,486 (Emergency Hub Set-up) DRF 2023/24 - \$19,000 (Project Lyttelton Yr 1 of 3) SCF 2022/23 - \$18,000 (Project Development & Coordination) SCF 2022/23 - \$26,500 (Carbon Reduction) Sus Fund</p>	<p>The Lyttelton Childrens Community Garden</p> <p>Lyttelton Community Garden has a Children's Garden, designed by children for children, to play and grow a sense of connection and sense of belonging to their community and the wider environment of Whakaraupo. It is separate, but attached, to the Community Garden giving it its own identify and used by children visiting with parents, or from school and kindy as well as those supporting from our community.</p> <p>A staff member leads age and ability targeted workshops focusing on growing food, eating fresh food and environmental and outdoor play activities with every child and their ideas and work treated with respect.</p>	<p>Total Cost \$8,000.00 Requested Amount \$8,000.00</p> <p>100% percentage requested</p> <p>Other Sources of Funding Nil</p> <p>Contribution Sought Towards: Salaries and Wages \$8000.00</p>	<p>Recommended Amount \$7,000.00</p> <p>That the Head of Community Support & Partnerships makes a grant of \$7,000.00 from its 2024/2025 Place Partnership Fund to Project Lyttelton Incorporated towards The Lyttelton Children's Community Garden.</p>

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<p>Outcomes that will be achieved through this project</p> <p>A paid coordinator ensures consistency, preparation and the ability to scale the programme, growing the garden into a destination for food and education for children and their families. Addresses financial challenges while securing value, funding will bridge a gap, enabling continued development of the project with community interest and support. Supports the Banks Peninsula Community Board Plan priority: Good social and physical connections for our communities and the Strengthening Communities Pillars, including Place</p>	<p>Staff Assessment</p> <p>Established & history: The Lyttelton Children's Community Garden is a dedicated child-sized garden within the Lyttelton Community Garden, which was established 20 years ago. The Children's Garden was established two years ago in response to an increasing demand from the community for a dedicated space for children.</p> <p>Funding sought for: one year of part-time wage for a Children's Community Garden Coordinator at 5 hours per week, \$28 per hour (Dec – Dec) to grow the project, scope reach and possibility. The Coordinator will build on existing interest in the garden (young parents, local schools, kindergarten, child-based groups), further establish the garden, provide activities for children, i.e. weekly garden session during school term, workshops focusing on growing food, eating fresh and environmental and outdoor play activities. The current status of Project Lyttelton's funding allows only for garden maintenance by the Coordinator.</p> <p>Current financial position: Project Lyttelton has scaled back activity to core work only this year. Typically, the Lyttelton Market funds a large portion of PL initiatives. This year, PL will need to fund the market (and not the other way around) due to road closure requirements from Waka Kotahi for the market. Council CDAs are working with PL to find a long-term solution to mitigate these costs. In the meantime, there is a shortfall of funding for projects such as the Children's Garden.</p> <p>The local CDA believes this application is a good investment.</p> <p>Future funding: there is a risk that Project Lyttelton may seek further funding in the short to medium term for the garden while they work through their long-term aim of the Market fully funding the gardens again in the near future.</p> <p>Rationale for staff recommendation:</p> <p>A paid coordinator ensures consistency, preparation and the ability to scale the programme, growing the garden into a destination for food and education for children and their families. Addresses financial challenges while securing value, funding will bridge a gap, enabling continued development of the project with community interest and support. Supports the Banks Peninsula Community Board Plan priority: Good social and physical connections for our communities and the Strengthening Communities Pillars, including Place</p>
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Request Number: PPF_2024/25_00010

2024/2025 PLACE PARTNERSHIP FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Recommendation
<p>New Zealand Collective of Abused in State Care Charitable Trust</p> <p>Funding History Nil</p>	<p>ChristChurch State Care Wananga</p> <p>This project will deliver a transformative wānanga designed specifically for survivors of state care, along with ongoing support through community hubs. The wānanga will focus on empowering participants by providing culturally grounded support, mental health tools, and resilience-building strategies. Hosted at a marae, the wānanga will include interactive workshops, skill development sessions, and opportunities for survivors to connect with supportive services. Following the wānanga, the community hubs will serve as accessible spaces where participants can continue their journey of healing, access ongoing guidance, and engage with local resources. Together, the wānanga and hubs provide a sustainable, holistic approach to fostering personal growth and strengthening community connections.</p>	<p>Total Cost \$12,000.00</p> <p>Requested Amount \$10,000.00</p> <p>83% percentage requested</p> <p>Other Sources of Funding Nil</p> <p>Contribution Sought Towards: Rent/venue hire \$2,000 Hui, conferences, meetings \$5,500 Equipment/materials \$1,000 Volunteer expenses \$1,500</p>	<p>Recommended Amount \$5,000</p> <p>That the Head of Community Support & Partnerships makes a grant of \$5,000.00 from its 2024/2025 Place Partnership Fund to New Zealand Collective of Abused in State Care Charitable trust towards Christchurch State Care Wananga.</p>

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<p>Outcomes that will be achieved through this project</p> <p>Two meetings in Christchurch at a marae for survivors of state care abuse</p>	<p>Staff Assessment</p> <p>The New Zealand Collective of Abused in State Care Charitable Trust seeks funding to hold two meetings in Christchurch at a marae for survivors of state care abuse. The proposed initiative aims to provide a supportive space using tikanga Māori principles to upskill survivors and foster a sense of community. The intent of the project is commendable and focuses on a sector of the community that is often ignored, or 'othered', this application is recommended to fund in part. Funding allows the applicant to trial this approach and determine viability. The place element of the application is demonstrated through supporting local Christchurch people, and connecting them to each other and this place, at a marae. The organisation may wish to explore further funding sources that align with the objectives and criteria of their project. It is noted that NZCAST also applied for the Discretionary Response Fund with the same application.</p> <p>Rationale for staff recommendation:</p> <p>This application meets criteria to 'Strengthen connections between communities and their places and spaces'. Funding to support this project as a 'pilot'. Further information would be required from the applicant for full funding, demonstrating ability to deliver, number of attendees, dates and location. Funding on the understanding the applicant will work with CDA to further develop approach and offerings.</p>
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Request Number: PPF_2024/25_00012

2024/25 Place Partnership Fund Panel Summary	
Budget	\$142,000
Granted to date	\$43,540
Current Pending	
Available for Allocation at Meeting	\$98,460
Total recommended at this meeting	\$12,000
If all recommended amounts are adopted the remaining DRF will be:	\$86,460

Discretionary Response Fund – Applications					
Request Number	Name	Name/Subject	Owner Name	Requested Amount	Recommended Amount
PPF_2024/25_00010	Project Lyttelton Inc	The Lyttelton Children’s Community Garden	Brindi Joy	\$8,000	\$7,000
PPF_2024/25_00012	NZ Collective of Abused in State Care Charitable Trust	Christchurch State Care Wananga	Brindi Joy	\$10,000	\$5,000

