

HAGLEY/FERRYMEAD COMMUNITY BOARD AGENDA

WEDNESDAY 21 MAY 2014

AT 4PM

**IN THE BOARD ROOM,
180 SMITH STREET, LINWOOD, CHRISTCHURCH**

Community Board: Sara Templeton (Chairperson), Joe Davies (Deputy Chairperson), Alexandra Davids, Yani Johanson, Paul Lonsdale, Brenda Lowe-Johnson and Islay McLeod.

Community Board Adviser:

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PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

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1. APOLOGIES

2. DECLARATION OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3. CONFIRMATION OF MEETING MINUTES – 7 MAY 2014

The minutes of the Board's ordinary meeting of 7 May 2014 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting be confirmed.

4. DEPUTATIONS BY APPOINTMENT

4.1 PHILLIPSTOWN NEIGHBOURHOOD POLICING TEAM

Sergeant Todd Webley of the Phillipstown Neighbourhood Policing Team and Richard Tankersley and John Hoskin from the Phillipstown Safety Panel will present to the Board.

4.2 MEDIATION SERVICES/RESOLVE CONSULTANCY

Tracy Scott and Jan Rogers from Mediation Services/Resolve Consultancy will present to the Board on their organisation's services to the community.

4.3 COMMUNITY ENERGY ACTION CHARITABLE TRUST

Caroline Shone, Chief Executive and Jess Fiebig, Community Liaison Executive will present to the Board on the work of the Community Energy Action Charitable Trust in Canterbury.

5. PRESENTATION OF PETITIONS

6. NOTICES OF MOTION

6.1 ESTABLISHMENT OF HOUSING PORTFOLIO

Joe Davies has submitted the following Notice of Motion in accordance with Standing Order 3.10.1

That the Hagley/Ferrymead Community Board establish a housing portfolio and appoint Joe Davies as the Portfolio Holder with responsibility for representing the residents facing post-quake housing recovery.

7. CORRESPONDENCE

8. BRIEFINGS

8.1 HOUSING OPERATIONS

Bob Hardie, Operations Team Leader City Housing and Paul Hulse, City Housing and Community Facilities Manager will present an update to the Board on Christchurch City Council Housing Operations.

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ATTACHMENT TO CLAUSE 3

**HAGLEY/FERRYMEAD COMMUNITY BOARD
7 MAY 2014**

**Minutes of a meeting of the Hagley/Ferrymead Community Board
held on Wednesday 7 May 2014 at 4pm in the Boardroom,
180 Smith Street, Linwood, Christchurch.**

PRESENT: Sara Templeton (Chairperson), Joe Davies (Deputy Chairperson), Alexandra Davids, Yani Johanson, Paul Lonsdale, Brenda Lowe-Johnson and Islay McLeod.

APOLOGIES: An apology for lateness was received and accepted from Yani Johanson who arrived at 4.04pm and was absent for clauses 11 and 12 and part of 3.1.

An apology for early departure was received and accepted from Joe Davies who departed at 6.30pm and was absent for clauses 7.4, 8, 9 and 10.

The Board meeting adjourned from 5.45pm and resumed at 5.55pm.

The Board reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. DEANS AVENUE – PEDESTRIAN/CYCLIST SIGNALISED CROSSING

The Board considered a report seeking the Board's recommendation to the Council that it:

- 1.1 Approve revised parking restrictions and traffic controls on the east side of Deans Avenue related to the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements Project which was approved by Council on 12 November 2009.
- 1.2 Approve the signalisation of a cycle and pedestrian crossing on Deans Avenue between Moorhouse Avenue and Mayfair Street; and that the project including the cycle signals proceed to final design, tender and construction.

STAFF RECOMMENDATION

That the Council:

- 1.1 Note that there are existing no stopping parking restrictions on both sides of Deans Avenue. These parking restrictions were resolved by the Council on 12 November 2009 as part of the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements project.
- 1.2 Note that there will be changes to parking restrictions on the east side only (resolutions f – l, and q – t in the report to Hagley/Ferrymead Community Board 21 October 2009 (refer **Attachment 2**)).
- 1.3 Revoke the existing parking restrictions on the east side of the western carriageway of Deans Avenue commencing at a point 387 metres from its intersection with Moorhouse Avenue and extending 71 metres in a northerly direction.

1 Cont'd

- 1.4 Revoke the existing parking restrictions on the east side the eastern carriageway of Deans Avenue commencing at a point 396 metres from its intersection with Moorhouse Avenue and extending 12 metres in a northerly direction.
- 1.5 Revoke the existing parking restrictions on the east side the of the eastern carriageway of Deans Avenue commencing at a point 422 metres from its intersection with Moorhouse Avenue and extending 12 metres in a north easterly direction.
- 1.6 Revoke the existing parking restrictions on the east side of the eastern carriageway of Deans Avenue commencing at a point 445 metres from its intersection with Moorhouse Avenue and extending 10 metres in a south easterly direction.
- 1.7 Revoke the existing parking restrictions on the west side of the eastern carriageway of Deans Avenue commencing at a point 400 metres from its intersection with Moorhouse Avenue and extending 8.5 metres in a north easterly direction.
- 1.8 Revoke the existing parking restrictions on the west side of the eastern carriageway of Deans Avenue commencing at a point 416 metres from its intersection with Moorhouse Avenue and extending 12 metres in a north easterly direction.
- 1.9 Revoke the existing parking restrictions on the west side of the eastern carriageway of Deans Avenue commencing at a point 440 metres from its intersection with Moorhouse Avenue and extending 11 metres in a south easterly direction.
- 1.10 Revoke the existing P5 parking currently installed on the east side of Deans Avenue commencing at a point 408 metres from its intersection with Moorhouse Avenue and extending 14 metres in a northerly direction.
- 1.11 Revoke the existing P5 parking currently installed on the east side of Deans Avenue commencing at a point 434 metres from its intersection with Moorhouse Avenue and extending 25 metres in a north easterly direction.
- 1.12 Revoke the existing P5 parking currently installed on the west side of the eastern carriageway of Deans Avenue commencing at a point 408 metres from its intersection with Moorhouse Avenue and extending 8 metres in a north easterly direction.
- 1.13 Revoke the existing P5 parking currently installed on the west side of the eastern carriageway of Deans Avenue commencing at a point 428 metres from its intersection with Moorhouse Avenue and extending 12 metres in a north easterly direction.
- 1.14 Approve that the stopping of vehicles be prohibited at any time on the east side of Deans Avenue commencing at a point 387 metres north of its intersection with Moorhouse Avenue and extending in a northerly direction for a distance of 74 metres.
- 1.15 Approve that the Deans Avenue – Pedestrian/Cyclist Signalised Crossing, as detailed on the plan (refer Attachment 1), proceed to final design, tender and construction.
- 1.16 Approve that a pedestrian and cyclist road crossing, controlled by traffic signals in accordance with sections 6 and 8.5(3) of the Land Transport Act- Traffic Control Devices Rule:2004, be installed on Deans Avenue located at a point 116 metres south of its intersection with Mayfair Street.

1 Cont'd

BOARD CONSIDERATION

Board members discussed vehicle related issues in this area and raised concerns regarding car parking for Hagley Park. Board members were advised that handrails are incorporated in the design for the crossing.

The Board **decided** to:

- 1.1 Request that staff investigate the car parking in this part of Hagley Park, including issues with vehicles parking on the berm and possible use of the old Blenheim Road area as car parking for park users.
- 1.2 Request staff investigate the inclusion of floral plantings or sculpture on the grass area on Hagley Park.

(**Note:** Islay McLeod requested her vote against this decision be recorded.)

BOARD RECOMMENDATION

That the staff recommendation be adopted.

2. FERRY ROAD MASTER PLAN

The Board considered a report seeking the Board's recommendation to the Council that it adopt the Ferry Road Master Plan in full.

STAFF RECOMMENDATION

It is recommended that the Council:

- 2.1 Approve the proposed changes to Figure 56 and the revised text for the urban design principle relating to building to the street edge be approved.
- 2.2 Adopt the Ferry Road Master Plan in full.

BOARD RECOMMENDATION

That the staff recommendation be adopted.

(**Note:** Joe Davies requested his vote against this decision be recorded.)

3. DEPUTATIONS BY APPOINTMENT

3.1 PHILLIPSTOWN SCHOOL BOARD OF TRUSTEES

The Board **received** a deputation from Tony Simpson, Principal of Phillipstown School regarding the merger of Phillipstown School with Woolston School. On behalf of the School Board of Trustees he sought the Board's support for an approach to the Council to seek support for the School's request to the Government for a two year reprieve with a review to be then undertaken.

BOARD CONSIDERATION

The Board **decided** to convene a meeting with the Ministry of Education, Ngai Tahu, the Ministry of Social Development, Housing New Zealand, Christchurch Earthquake Recovery Authority and Council staff to discuss the future of Phillipstown.

3 Cont'd

The Board Chairperson thanked Tony Simpson for the Phillipstown School Board of Trustees deputation.

BOARD RECOMMENDATION

The Board **decided** to recommend that the Council approach the Government supporting the Phillipstown School Board of Trustees request for a reprieve of two years for the merger of Phillipstown School with Woolston School.

PART B - REPORTS FOR INFORMATION

4. PRESENTATION OF PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

6.1 GELITA NZ LTD

The Board **received** correspondence from Gelita NZ Ltd thanking the Board for the opportunity to present to the Board meeting on 16 April 2014 about the planned upgrades and investments in Gelita's Woolston factory to improve and modify odour control and be in compliance with their resource consent conditions.

The Board **decided** to record its preference that Gelita work to resolve the odour issues in a shorter period than the three years applied for in their resource consent application.

6.2 SPREYDON/HEATHCOTE COMMUNITY BOARD

The Board **received** correspondence from the Spreydon/Heathcote Community Board inviting a representative from the Hagley/Ferrymead Community Board to attend a seminar on the issue of water quality in the Heathcote/Opawaho River on 14 June 2014.

The Board **decided** that Islay McLeod will attend the seminar as the Board representative.

7. BRIEFINGS

7.1 FACILITIES REBUILD HERITAGE PROJECTS

The Board **received** a briefing from Richie Moyle, Project Manager on Facilities Rebuild Heritage Projects in the Hagley/Ferrymead ward.

7.2 BEACHVILLE ROAD EASTERN SEAWALL PROJECT UPDATE

The Board **received** a briefing and supporting information from Ross Herrett and Will Doughty updating the Board on the Stronger Christchurch Infrastructure Rebuild Team (SCIRT) Beachville Road Eastern Seawall project currently on hold pending agreement on the design. Board members were advised that the agreed alternative design would be reported to the Board for a recommendation to the Council.

Ross Herrett updated the Board on the SCIRT road reconstruction on Humphreys Drive, Tidal View and Linwood Avenue.

7 Cont'd

7.3 ENVIRONMENT CANTERBURY, BUS ROUTE CONSULTATION

The Board **received** a presentation and supporting information from Edward Wright, Transport Planner, Environment Canterbury on the 2014 Metro Bus Services Review and proposed changes to bus routes in the Hagley/Ferrymead ward.

7.4 MATAI STREET/FENDALTON ROAD/HARPER AVENUE/DEANS AVENUE CYCLE SIGNALS AND PATHS

The Board **received** a briefing and presentation from Christine Toner, Consultation Leader, Gemma Dioni, Senior Traffic Engineer and Carissa Ptacek, Project Manager on upcoming consultation regarding the Matai Street/Fendalton Road/Harper Avenue/Deans Avenue cycle signals and paths.

John Hannah, Project Manager gave a presentation updating the Board on the Major Cycleways Programme.

8. COMMUNITY BOARD ADVISER'S UPDATE

- The Board **received** information from the Community Board Adviser on Board related activities including upcoming meetings and current consultations.
- The Board **received** the submitted Board submission to the Christchurch City Council Draft Annual Plan and Three Year Plan Amendments 2014-15.
- The Board **received** information on the Christchurch City Council Strengthening Communities Grants Review and **agreed** on the process to provide feedback to the Community Board Adviser.
- Board members discussed the workshop held on 5 May 2014 on the wider traffic issues in Kennaway Road/Cumnor Terrace/Chapmans Road area to address safety with regard to development, including matters related to Plan Change 28. At this time the Board will not be considering installation of parking restrictions in this area and has directed staff to look at options with Kennaway Park Joint Venture Partnership to address issues in this area.
- Clause 8 Continued (Part C) records the Board's decision on the adoption of protocols for the Board Portfolio Holder role.

9. QUESTIONS UNDER STANDING ORDERS

Nil.

10. ELECTED MEMBERS' INFORMATION EXCHANGE

- Board members were advised of the Ihutai Trust public workshop on the future of the estuary edge to be held on Saturday 31 May 2pm to 4pm at the South Brighton Community Centre.
- Board members discussed a proposal from the owner of Café Valentino on St Asaph Street to replace the footpath outside his premises with brick paving. The Board was advised of staff responsibility for footpaths and **decided** to request information from staff on how this proposal could be progressed.

10 Cont'd

- Board members were advised that the Board Chairperson will present the Board submission to the Christchurch City Council Draft Annual Plan Hearing on 14 May 2014. Board members **agreed** to include support for a landscape plan at McCormacks Bay Reserve in the Board submission to the hearing.
- Clause 10 Continued (Part C) records the Board's decision regarding supporting community opposition to a liquor licence application.

PART C – REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

8. COMMUNITY BOARD ADVISER'S UPDATE CONTINUED

8.1 PROTOCOLS FOR THE HAGLEY/FERRYMEAD COMMUNITY BOARD PORTFOLIO HOLDER ROLE

The Board considered draft protocols for the role of Portfolio Holder. Board members were advised that establishment of a Housing Portfolio will be considered at the next Board meeting.

The Board **resolved** to adopt the following:

Protocols for the Hagley/Ferrymead Community Board Portfolio Holder Role

- Board members should consider their role as portfolio holder as a key link between the Board and the community and as necessary Council staff working in the portfolio area. Portfolio holders are expected to refer any items requiring decision or direction to the Board when appropriate.
- Any decision making by the Board should be via a staff report considered at a Board meeting.
- Portfolio holders have a responsibility to provide feedback to the Chairperson and other Board members, updating on the progress of issues and bringing issues up for discussion if guidance is needed from other board members.
- Portfolio holders will produce a report of their activities relating to their portfolio work as directed by the Board.
- Portfolio holders be should advised by the Board Chairperson of media interest in matters relating to their portfolio area in the ward but are not authorised by these protocols to speak to the media on behalf of the Board. Media contact on behalf of the Board will be with the permission of the Chairperson or the Board.
- Portfolio holders may wish to discuss matters relating to the area with representatives from other Community Boards and should update Board members regarding such discussions.
- Requests for staff support from portfolio holders for portfolio areas should be directed in the first instance to the Community Board Adviser.

These protocols may be reviewed at any time and any changes will be agreed by the Board.

10. ELECTED MEMBERS' INFORMATION EXCHANGE CONTINUED

10.1 LIQUOR LICENCE APPLICATION

Board members were advised of opposition from members of the community to an application under the Sale and Supply of Alcohol Act 2012 for a new off licence for a bottlestore at 411 Worcester Street.

The Board **decided** to support the community opposition to the off licence application for 411 Worcester Street, request the leave of the Chairperson of the District Licensing Committee to appear and be heard, and as necessary appoint a Board member to represent the Board at a hearing on this application.

11. DECLARATION OF INTEREST

Islay McLeod declared an interest in the application to the Discretionary Response Fund from Te Whare Roimata Trust for the Transitional Linwood Village Project Market Study to be considered as clause 13 as she is the Board representative appointed to the Linwood Village Working Party.

12. CONFIRMATION OF MEETING MINUTES – 16 APRIL 2014

It was **resolved**, that the minutes of the Hagley/Ferrymead Community Board ordinary meeting of 16 April 2014 be confirmed.

13. APPLICATION TO HAGLEY/FERRYMEAD COMMUNITY BOARD 2013/14 DISCRETIONARY RESPONSE FUND – TE WHARE ROIMATA TRUST

The Board considered a report seeking approval of an application for funding to the Hagley/Ferrymead Community Board 2013/14 Discretionary Response Fund from Te Whare Roimata Trust for the Transitional Linwood Village Project Market Study.

13.1 The Board **resolved** to approve a grant of \$2,000 from its 2013/14 Discretionary Response Fund to Te Whare Roimata Trust for the Transitional Linwood Village Project Market Study.

13.2 The Board **decided** to request that the results from the study be presented to the Board.

(**Note:** Islay McLeod abstained from voting on this matter.)

The Board Chairperson declared the meeting closed at 7.36pm.

CONFIRMED THIS 21ST DAY OF MAY 2014

**SARA TEMPLETON
CHAIRPERSON**

9. HAGLEY/FERRYMead COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING – KEY LOCAL PROJECTS REPORT 2014/15

		Contact	Contact Details
General Manager responsible:	General Manager, Community Services Group		
Officer responsible:	Strategic Initiatives Manager		
Author	Ruby Tiavolo, Grants Adviser	Y	941 6288

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is for the Hagley/Ferrymead Community Board to consider whether they wish to recommend Key Local Projects to the Metropolitan Strengthening Communities Fund for 2014/15. This is a staff initiative.

2. EXECUTIVE SUMMARY

- 2.1 In a workshop, held on 16 April 2014, the Hagley/Ferrymead Community Board considered the issue of Key Local Projects for 2014/15.
- 2.2 The Hagley/Ferrymead Community Board wish to consider the following projects as a Key Local Project in 2014/15. Attached is a decision matrix that provides information on these projects (refer **Attachment 1**).

Name of Group	Year	Name of Project	Amount
Family and Community Division (Anglican Care)	2014/15	Linwood Youth Development Worker	\$35,000
Shoreline Youth Trust	2014/15	Wages and Operating Costs	\$20,000
Te Whare Roimata	2014/15	The Bromley Project	\$26,000
Te Whare Roimata	2014/15	Older Persons Project	\$25,000
Te Whare Roimata	2014/15	Linwood Community Arts Project	\$52,000
Total Amount Nominated			\$158,000

- 2.3 See list of applications received for Hagley/Ferrymead Strengthening Communities Fund 2014/15 (refer **Attachment 2**).

3. BACKGROUND

- 3.1 In October 2007, the Council adopted the Strengthening Communities Fund operational procedures, which included the process for nominating Key Local Organisations (KLOs), subsequently renamed Key Local Projects (KLPs).
- 3.2 Each Board may nominate Key Local Projects in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
- 3.3 The agreed process to determine if a “local” funding application should be processed as a Key Local Project is detailed below in the report that was adopted by the Council on 4 October 2007.
- 3.4 The process for considering Key Local Projects is as follows:
- i) Community Boards nominate and priorities their KLPs and make a recommendation to the Metropolitan Funding Committee.*

9 Cont'd

- ii) *The Metropolitan Funding Committee makes decisions on Board recommended Key Local Projects.*
- iii) *Successful KLPs are allocated funding from the Metropolitan Strengthening Communities Fund.*
- iv) *Unsuccessful KLPs are returned to the Community Board for consideration under the local Strengthening Communities Fund.*

3.5 Community Boards are advised that where candidates for Key Local Project funding consideration are successful in receiving funding from the Metropolitan Funding Committee, then there can be no further funding call on the Board for that project.

3.6 This is also the case, where a successful candidate is funded to a lower level than has been recommended by the Board. This reflects the "funding constraints" criteria agreed by Council in Appendix F of the 4 October 2007 report which states that "Groups receiving funding at a Metropolitan level may only receive local level funding if the project is specifically local and no portion of it has been funded at the Metropolitan level".

4. **COMMENT**

4.1 As part of the Strengthening Communities Grants Funding Programme, each Board may nominate Key Local Projects (KLPs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.

4.2 The Metropolitan Funding Committee will make Key Local Project decisions based on affordability and the following priorities:

- 4.2.1 Strengthening Communities Strategy Principles and Goals
- 4.2.2 Funding outcomes and priorities as set out in Strengthening Communities Strategy
- 4.2.3 Alignment to local Community Board objectives
- 4.2.4 Projects deliver benefits to the city outside of the local Board area
- 4.2.5 Key community issues contemplated under Goal 2 of the Strengthening Communities Strategy
- 4.2.6 Communities Strategy

4.3 In addition, staff recommendations for Key Local Projects are also based on whether the project meets the following criteria:

- 4.3.1 The organisation undertaking the project has a proven track record with the Council in providing a high quality level of service
- 4.3.2 Significantly contributes towards the Council's Funding Outcomes and Priorities
- 4.3.3 Demonstrates leadership and innovation
- 4.3.4 Demonstrates best-practice and collaboration

4.4 There is no set budget allocation for the KLPs, however any funding contribution towards the nominated KLPs reduces the amount of funding available to meet the requests submitted by the general applicants who have applied to the Metropolitan Strengthening Communities Fund.

9 Cont'd

- 4.5 For the 2014/15 year, after allowing for a nominated KLP total of approximately \$723,000 across all Community Boards, it is anticipated that the remaining funding pool available to fund general metropolitan applications will be approximately \$1.9 million. There are 187 general applicants seeking funding of \$5.96 million from the expected remaining budget allocation of \$1.9 million, if the Board nominations remain as anticipated.
- 4.6 Previous Key Local Projects for this Community Board are:

Name of Group	Year	Name of Project	Amount
Te Whare Roimata	2012/13	Linwood Community Arts Project	\$52,000
Family and Community Division (Anglican Care)	2012/13	Linwood Youth Development Worker	\$35,000
Te Whare Roimata	2012/13	Older Persons Project	\$27,000
Te Whare Roimata	2012/13	The Bromley Project	\$27,500
Shoreline Youth Trust	2012/13	Fuse Youth Centre	\$20,000

Name of Group	Year	Name of Project	Amount
Te Whare Roimata	2013/14	Linwood Community Arts Project	\$52,000
Te Whare Roimata	2013/14	Older Persons Project	\$27,000
Te Whare Roimata	2013/14	The Bromley Project	\$28,500
Family and Community Division (Anglican Care)	2013/14	Linwood Youth Development Worker	\$35,000
Shoreline Youth Trust	2013/14	Fuse Youth Centre	\$20,000

- 4.7 All previous funding for Key Local Projects ended in the 2013/14 funding round. Staff have reviewed all applications to the Strengthening Communities Fund 2014/15 to identify if there are any projects that could be considered for recommendation to the Metropolitan Funding Committee as Key Local Projects for 2014/15.

5. FINANCIAL IMPLICATIONS

- 5.1 The 2013-16 Three Year Plan and Draft 2014/15 Annual Plan includes \$7.203 million for the 2014/15 Strengthening Communities Programme, including funding for the Metropolitan Strengthening Communities Fund which incorporates funding for the Key Local Projects. However, this is subject to the final determination of the 2014/15 Annual Plan.
- 5.2 Current recommendations align with the 2013-16 Three Year Plan page 237 regarding community grants schemes including Board funding.

9 Cont'd

6. STAFF RECOMMENDATION

- 6.1 It is recommended that the Hagley/Ferrymead Community Board nominates:
 - 6.1.1 Family and Community Division (Anglican Care) as a Key Local Project and recommends funding of \$35,000 from the Metropolitan Funding Committee for the Linwood Youth Development Worker.
 - 6.1.2 Shoreline Youth Trust as a Key Local Project and recommends funding of \$20,000 from the Metropolitan Funding Committee for the Fuse Youth Café towards wages.
 - 6.1.3 Te Whare Roimata Trust as a Key Local Project and recommends funding of \$26,000 from the Metropolitan Funding Committee for the Bromley Project towards salaries.
 - 6.1.4 Te Whare Roimata Trust as a Key Local Project and recommends funding of \$25,000 from the Metropolitan Funding Committee for the Older Persons Project.
 - 6.1.5 Te Whare Roimata Trust as a Key Local Project and recommends funding of \$52,000 from the Metropolitan Funding Committee for the Linwood Community Arts Project towards salaries.

2014-15 SCF HAGLEY-FERRYMEAD 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.

00051673	<p>Organisation Name Family and Community Division (Anglican Care)</p>	<p>Project Name and Description Linwood Youth Development Worker Family and Community Division employ the Linwood Youth Development Worker who supports youth workers associated with other organisations and agencies in youth development.</p>	<p>Project Details Staff: 1 Volunteers: 0 Number of participants: 100 User fees: Nil</p>	<p>Project Funding CCC Funding History (This Project Only) 2013/14 - \$35,000 (Linwood Youth Development Worker) KLP 2012/13 - \$35,000 (Linwood Youth Development Worker) KLP 2011/12 - \$35,000 (Linwood Youth Development Worker) KLP Other Sources of Funding (This Project Only) Nil</p>	<p>Total Cost \$41,428</p>	<p>Amount Requested \$41,428 100% percentage requested Contribution Sought Towards: Salary - \$35,000 Equipment - \$2,069 Rent - \$1,000 Travel - \$700 Training - \$1,150</p>	<p>Staff Recommendation \$35,000 That the Hagley/Ferrymead Community Board nominate Family and Community Division (Anglican Care) as a Key Local Project and recommends funding of \$35,000 from the Metropolitan Funding Committee for the Linwood Youth Development Worker.</p>	<p>Priority 1</p>
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ORGANISATION DETAILS

Service Base: Linwood Resource Centre, Linwood College
Linwood Library, Linwood Ave Community Corner Trust

Council Facility: Yes

Legal Status: Other

Established: 1/01/1990

Staff – Paid: 12

Staff – Unpaid: 7

Target groups: Youth

Annual Volunteer hours: 120

Networks: Anglican Care Network

Audited accounts: 30/06/2013

ORGANISATION DESCRIPTION/OBJECTIVES:

The Family and Community Division of Anglican Care exists so that empowered inclusive communities are created and maintained for the people of Christchurch particularly for the marginalised, vulnerable and fragile people in the community.

This Division is unique in Christchurch as the agency brings a collective approach to community development by employing 10 Community Development Workers to work in different areas of the City.

CCC FUNDING HISTORY

2013/14 - \$214,500 (Wages) SCF
2012/13 - \$210,123 (10 Workers/Manager's Wages/Mediation Services) SCF
2012/13 - \$35,000 (Linwood Youth Worker) KLP
2012/13 - \$2,527 (Sydenham Mothers at Home) SGF S/H
2012/13 - \$2,527 (Addington Mothers at Home) SGF S/H
2011/12 - \$35,000 (Linwood Youth Worker) KLP
2011/12 - \$213,161 (10 Workers/Manager's Wages/Mediation Services) SCF
2011/12 - \$24,100 (Mothers at Home Supplement) DRF S/H
2011/12 - \$5,000 (Sydenham Mothers at Home) SGF S/H
2011/12 - \$5,000 (Addington Mothers at Home) SGF S/H
2011/12 - \$2,000 (Sydenham art and craft group) SGF S/H
2010/11 - \$189,659 (10 Workers/Manager's Wages/Mediation Services) SCF

ALIGNMENT WITH COUNCIL STRATEGIES AND BOARD OBJECTIVES

- Strengthening Communities Strategy
- Youth Policy
- Safer Christchurch Strategy
- Physical Recreation and Sport Strategy

ALIGNMENT WITH COUNCIL FUNDING OUTCOMES

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

HOW MUCH WILL THE PROJECT DO? (MEASURES)

The LYDW will support at least eight organisations working with youth in the Linwood area including LYFE, Linwood College, Linwood Corner Community Trust, 24/7 Youth Workers, YouthTown and Salvation Army.

The Youth Development Worker will network with agencies working with youth in the Linwood area to ascertain the needs, aspirations and goals that are not being met for young people and to work with the appropriate agencies to meet those needs.

The Linwood Youth Development Worker will continue to engage with young people in the area to ascertain their needs, aspirations and goals.

HOW WILL PARTICIPANTS BE BETTER OFF?

Organisations will be supported and youth will have access to the range of options these organisations offer to meet a diverse range of needs.

Networking will ensure there is greater collaboration and no duplication. This will result in a coordinated response to the needs of young people in the greater Linwood area.

Young people will have a professional Youth Development worker to engage with and learn from as a role model.

STAFF ASSESSMENT

This project is being recommended as a Key Local Project due to strong alignment to Council outcomes, reach, depth, best practice, innovation, collaboration and its impact on the community.

Family and Community in partnership with the Hagley/Ferrymead Community Board employ the Linwood Youth Development Worker (LYDW). The role of the Linwood Youth Development Worker came out of research into the needs of young people in the greater Linwood area. The role includes supporting and developing the capacity of Youth Workers and organisations working with young people in the greater Linwood area. The Linwood Youth Development Worker works collaboratively with organisations and agencies in the area these include: 24/7 Youth Workers, Linwood Avenue Community Corner Trust, Linwood College, White Elephant, Waipuna and YouthTown.

Over the last few years the Linwood Youth Development Worker has worked closely with Linwood Avenue Community Corner Trust to build capacity in youth work and to establish programmes. The Linwood Youth Development Worker will continue to work alongside other youth workers and organisations, plan programmes and activities to keep young people engaged in positive action and to refer any young people needing specialist services to other organisations. The Linwood Youth Development Worker attends youth liaison meetings and is a member of the Canterbury Youth Workers Collective.

The Linwood Youth Development Worker has facilitates regular meetings for Youth Workers in the area. These have resulted in greater collaboration and in some cases referrals to other services.

2014-15 SCF HAGLEY-FERRYMEAD 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.

00051687	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Shoreline Youth Trust	Fuse Youth Café Shoreline Youth Trust seeks to develop the leadership and other skills of young people. The Trust operates the Fuse Youth Cafe and continues to offer programmes and activities for young people in the wider Sumner to Mt Pleasant areas.	Staff: 2 Volunteers: 14 Number of participants: 1,000 User fees: Nil	CCC Funding History (This Project Only) 2013/14 \$20,000 (Fuse Youth Cafe Project) 2012/13 - \$20,000 (Fuse Youth Cafe Project) KLP 2011/12 - \$20,000 (Fuse Youth Café Project) KLP 2010/11 - \$16,000 (Fuse Youth Café Project) KLP Other Sources of Funding (This Project Only) Canterbury Community Trust - \$50,000 (Pending)	\$124,410	\$30,000 24% percentage requested Contribution Sought Towards: Wages/Operation - \$30,000	\$20,000 That the Hagley/Ferrymead Community Board nominate Shoreline Youth Trust as a Key Local Project and recommends funding of \$20,000 from the Metropolitan Funding Committee for the Fuse Youth Café towards wages.	1

ORGANISATION DETAILS

Service Base: 25 Wakefield Ave, Sumner
 Council Facility: No
 Legal Status: Charitable Trust
 Established: 1/01/2001
 Staff – Paid: 2
 Staff – Unpaid: 14
 Target groups: Youth and Children
 Annual Volunteer hours: 1,820

Networks: Canterbury Youth Workers Collective, OSCAR, FINZ, Exult
 Audited accounts: 31/03/2013

ORGANISATION DESCRIPTION/OBJECTIVES:

Shoreline Youth Trust encourages young people to fully realise their potential. Assist in the development of a positive and thriving youth community and maintain commitment to supporting and nurturing the needs of the young people in the community, and provide events and facilities for young people, particularly in the Sumner/Redcliffs/Mt Pleasant area, which are relevant to their needs.

CCC FUNDING HISTORY

2013/14 \$20,000 (Fuse Youth Cafe Project) KLP
 2012/12 \$20,000 (Fuse Youth Cafe Project) KLP
 2011/12 \$20,000 (Fuse Youth Café Project) KLP
 2010/11 \$16,000 (Fuse Youth Café Project) KLP

ALIGNMENT WITH COUNCIL STRATEGIES AND BOARD OBJECTIVES

- Strengthening Communities Strategy
- Safer Christchurch Strategy
- Youth Policy
- Equity and Access for People with Disabilities Policy
- Hagley/Ferrymead Community Board Objectives: 1, 2, 3, 8, 10, 11

ALIGNMENT WITH COUNCIL FUNDING OUTCOMES

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

HOW MUCH WILL THE PROJECT DO? (MEASURES)

Run 6 weekly programmes:
 Star of the Sea, Fuse Friday Evening Sessions, Girls Group (Dream Girlz), Boys Group (Fuse Man Cave), Deaf Project and Music/DJ Programme.
 Shoreline will run four holiday programmes, camps and monthly events.
 Visit the three local primary schools once a week. Volunteer in important school events.
 Involvement in local community events - Sumner Street Party and Great Sumner Picnic.
 Up to 400 young people will attend programmes weekly. The number increases with the various monthly events, camps and holiday programmes.

HOW WILL PARTICIPANTS BE BETTER OFF?

Young people will have a place where they can actively participate and engage with other young people and youth workers.
 Families will have additional support in working with young people to reach their full potential.
 Young people with hearing impairments will benefit from a community that is aware of the issues they face and that is keen to engage using sign language.
 By being involved in local community events young people and wider community including older persons, business operators, tourists and other members of the community will build positive relationships bringing young people and wider community together creating stronger connections and giving young people a sense of security within their local area.

STAFF ASSESSMENT

This project is recommended as a Key Local Project due to its strong alignment with Council outcomes, depth, best practice, innovation and its impact on the community.
 Fuse Youth Cafe (Fuse) is one of five projects run by the Shoreline Youth Trust. It is a fusion of a café and community centre for young people providing a facility and programmes and events for young people in the Sumner, Redcliffs and Mt Pleasant areas. Young people from Lyttleton/Mt Herbert and Spreydon/Heathcote also attend programmes.
 The Trust works alongside schools and Fuse Youth Café based programmes where they aim to include students from Van Asch Deaf Education Centre in their programmes.
 A key objective of Fuse programmes is to keep young people connected to the community and provide resources, a place for them to meet, debrief, connect and relax with peers and leaders. Fuse ensures that they receive support, help, interventions and referrals if and when required. Working in schools offers another conduit to young people, their peers, family/whanau and community.
 The following programmes are run by Shoreline Youth Trust:
 Fuse Youth Centre Project and weekly Friday Fuse Nights which provides opportunities for youth to socialise in a safe, supervised environment with special events such as movie nights.
 The Deaf Project working with young people at the van Asch Deaf Education Centre,
 In-Schools Project involving local primary and high schools
 Quarterly Holiday Programmes, Camps, Music programmes utilising experienced musicians and culminating in Band Nights
 Weekly Girls Programme - Dream Girlz and the weekly Boys Programme - 'Fuse Man Cave'.
 Approximately 400 youth Aged 11 years and older use the services each week including youth who visit the centre and the youth who attend the programmes that are being facilitated there. Over 500 youth are involved in the holiday programmes, Sumner Street Party and Big Night Out Events. Shoreline also collaborate with other organisations through out the Sumner Bay area. This organisation has been offering its services to young people for a number of years and models best practice within the Canterbury youth sector.

2014-15 SCF HAGLEY-FERRYMEAD 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.

00051692	Organisation Name Te Whare Roimata Trust	Project Name and Description The Bromley Project Te Whare Roimata is a grassroots organisation that responds to the issues and needs of the community. The Bromley Community Centre employs a Community Development Worker to facilitate projects in the Bromley area. The Bromley Community Centre provides a range of low cost or no cost programmes and activities.	Project Details Staff: 2 Volunteers: 23 Number of participants: 400 User fees: Nil	Project Funding CCC Funding History (This Project Only) 2013/14 - \$28,500 (Bromley Project) KLP 2012/13 - \$27,500 (Bromley Project) KLP 2011/12 - \$27,500 (Bromley Project) KLP Other Sources of Funding (This Project Only) Canterbury Community Trust COGS	Total Cost \$39,000	Amount Requested \$35,000 90% percentage requested Contribution Sought Towards: Salaries - \$35,000	Staff Recommendation \$26,000 That the Hagley/Ferrymead Community Board nominate Te Whare Roimata Trust as a Key Local Project and recommends funding of \$26,000 from the Metropolitan Funding Committee for the Bromley Project towards salaries.	Priority 1
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ORGANISATION DETAILS

Service Base: Bromley Community Centre 45 Bromley Rd, Bromley
 Council Facility: Yes
 Legal Status: Charitable Trust
 Established: 10/09/1987
 Staff – Paid: 9
 Staff – Unpaid: 76
 Target groups: Women, Children, Young Mothers, Elderly
 Annual Volunteer hours: 1944
 Networks: CanCern, Christchurch Community Development Network, Christchurch Housing Forum, COSS, Christchurch Communities Gardens Association, CEIG, Sustainable Otautahi Network, Christchurch Community Arts Council, Te Runanga O Nga Mataa Waka Katoa, Tuhoē Ki Waitaha, One Voice Te Reo Kotahi
 Audited accounts: 30/06/2013

ORGANISATION DESCRIPTION/OBJECTIVES:

Te Whare Roimata seeks to develop treaty based, grassroots, self help responses for the issues and concerns of the people of the Eastern inner city neighbourhoods and urban Maori. Its objective is to develop a more self reliant and self sufficient community that is able to meet its own needs. Te Whare Roimata achieves its aims by encouraging local participation, leadership and working collectively to build and strengthen whanau and community.

CCC FUNDING HISTORY

- 2013/14 - \$1,500 (Smith Street Community Garden Portable Toilet Hire) DRF
- 2013/14 - \$150,000 (Purchase of 274 Gloucester Street) CEF
- 2013/14 - \$3,500 (Linwood Community Arts Programme) SGF
- 2013/14 - \$3,000 (Gold Coin Cafe) SGF
- 2013/14 - \$23,000 (Smith Street Community Gardens) SCF
- 2013/14 - \$27,000 (Older Persons Project) SCF
- 2013/14 - \$28,500 (The Bromley Project) SCF
- 2012/13 - \$52,000 (Linwood Community Arts Centre) KLP
- 2012/13 - \$27,000 (Older Persons Project) KLP
- 2012/13 - \$27,500 (Bromley Community Centre) KLP
- 2012/13 - \$23,000 (Smith Street Community Garden) SCF
- 2012/13 - \$3,000 (Linwood Community Arts Programme) SGF
- 2012/13 - \$3,000 (Gold Coin Café) SGF
- 2011/12 - \$52,000 (Linwood Community Arts Centre) KLP
- 2011/12 - \$27,000 (Older Persons Project) KLP

ALIGNMENT WITH COUNCIL STRATEGIES AND BOARD OBJECTIVES

- Strengthening Communities Strategy
- Events Strategy
- Community Board Objectives:
- Hagley/Ferrymead Community Board Objectives: 1, 2, 3, 8, 10, 11

ALIGNMENT WITH COUNCIL FUNDING OUTCOMES

- Foster collaborative responses
- Reduce or overcome barriers
- Provide community based programmes
- Enhance community & neighbourhood safety
- Community participation and awareness

HOW MUCH WILL THE PROJECT DO? (MEASURES)

In addition to overseeing and providing an attractive venue to hire The Bromley Project employs a Community Development Worker (22 hours a week) and an Administration Worker (5 hours a week) to facilitate a varied range of recreational, educational, health and wellbeing classes including:

- A twice weekly playgroup for parents and preschool children run for 40 weeks.
- Weekly women's group run for 40 weeks.
- Aerobic classes twice weekly and a Zumba class for run 40 weeks.
- Weekly abstract art class run for 40 weeks.
- Weekly women's craft and activity group for run 40 weeks. A biennial First Aid class.
- Weekly children's recreational group run for 30 weeks.
- Three children's holiday programmes. Individual and group computer tuition classes.
- Quarterly publication of the Bromley Newsletter.
- Hiring out of the venue to 13 regular groups annually.
- Most weekends the venue is hired out by casual users for special occasions.

HOW WILL PARTICIPANTS BE BETTER OFF?

Participants get to join a friendly, supportive and inclusive community in which friendships are made, isolation is broken down and young families are supported. School age children get to participate in positive recreational pursuits and the learning opportunities offered enable people to develop skills, extend knowledge and widen horizons.
 The consequence of this is the improved wellbeing of participants, gains in confidence, extended social networks and the development of a stronger community. Opportunities are created for people to participate in neighbourhood level decision making as well as being able to offer their skills and talents. Out of this is the strengthening of local leadership and neighbourhood capacity.

STAFF ASSESSMENT

This project is recommended as a Key Local Project due to its strong alignment to Council outcomes, depth, best practice, collaboration and impact on the community.

The Bromley Community Centre was formed to respond to the issues and needs of the culturally diverse, low decile neighbourhood largely comprised of young families. The Project is a collaborative partnership between the community, the Community Board and Te Whare Roimata. It employs a Community Development Worker to facilitate the development of grassroots initiatives and responses in collaboration with residents in the area.

The Bromley community centre continues to play a key role in the Bromley community, by providing activities and programs that meets the local community needs. As a result there has been an increase in participation by the local community.

The Community Development Worker role has become more important in the Bromley area especially after the 22 February 2011, due to the increasing needs and complexity of the local community.

The Community Development Worker (22 hours a week) and an administration worker (5 hours a week) facilitates a varied range of recreational, educational, health and wellbeing classes. Special events including an annual gala are also organised in response to identified community needs.

2014-15 SCF HAGLEY-FERRYMEAD 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.

00051693	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Te Whare Roimata Trust	<p>Older Persons Project</p> <p>Te Whare Roimata is a grassroots organisation that responds to the issues and needs of the community.</p> <p>The Older Persons' Project works in partnership with the Hagley/Ferrymead Community Board to support isolated, single older adults from the Eastern inner city using a community development approach to ensure they age well in their own homes</p>	<p>Staff: 2</p> <p>Volunteers: 31</p> <p>Number of participants: 85</p> <p>User fees: Nominal Cost</p>	<p>CCC Funding History (This Project Only)</p> <p>2013/14 - \$27,000 (Older Persons' Project) KLP 2012/13 - \$27,000 (Older Persons' Project) KLP 2011/12 - \$27,000 (Older Persons' Project) KLP 2010/11 - \$27,000 (Older Persons' Project) KLP</p> <p>Other Sources of Funding (This Project Only)</p> <p>Canterbury Community Trust – (Pending)</p>	\$39,390	<p>\$31,000</p> <p>79% percentage requested</p> <p>Contribution Sought Towards:</p> <p>Salaries - \$23,500 Administration - \$3,000 Training - \$200 Program costs - \$1,800 Travel - \$2,500</p>	<p>\$25,000</p> <p>That the Hagley/Ferrymead Community Board nominate Te Whare Roimata Trust as a Key Local Project and recommends funding of \$25,000 from the Metropolitan Funding Committee for the Older Persons Project.</p>	1

ORGANISATION DETAILS

Service Base: 274 Gloucester Street, Christchurch
 Council Facility: Yes
 Legal Status: Charitable Trust
 Established: 10/09/1987
 Staff – Paid: 9
 Staff – Unpaid: 76
 Target groups: Older Adults
 Annual Volunteer hours: 10,400

Networks: CanCern, Christchurch Community Development Network, Christchurch Housing Forum, COSS, Christchurch Communities Gardens Association, CEIG, Sustainable Otautahi Network, Christchurch Community Arts Council, Te Runanga O Nga Mataa Waka Katoa, Tuhoe Ki Waitaha, One Voice Te Reo Kotahi

Audited accounts: 30/06/2013

ORGANISATION DESCRIPTION/OBJECTIVES:

Te Whare Roimata seeks to develop treaty based, grassroots, self help responses for the issues and concerns of the people of the Eastern inner city neighbourhoods and urban Maori. Its objective is to develop a more self reliant and self sufficient community that is able to meet its own needs. Te Whare Roimata achieves its aims by encouraging local participation, leadership and working collectively to build and strengthen whanau and community.

CCC FUNDING HISTORY

2013/14 - \$1,500 (Smith Street Community Garden Portable Toilet Hire) DRF
 2013/14 - \$150,000 (Purchase of 274 Gloucester Street) CEF
 2013/14 - \$3,500 (Linwood Community Arts Programme) SGF
 2013/14 - \$3,000 (Gold Coin Cafe) SGF
 2013/14 - \$23,000 (Smith Street Community Gardens) SCF
 2013/14 - \$27,000 (Older Persons Project) SCF
 2013/14 - \$28,500 (The Bromley Project) SCF
 2012/13 - \$52,000 (Linwood Community Arts Centre) KLP
 2012/13 - \$27,000 (Older Persons Project) KLP
 2012/13 - \$27,500 (Bromley Community Centre) KLP
 2012/13 - \$23,000 (Smith Street Community Garden) SCF
 2012/13 - \$3,000 (Linwood Community Arts Programme) SGF
 2012/13 - \$3,000 (Gold Coin Cafe) SGF
 2011/12 - \$52,000 (Linwood Community Arts Centre) KLP

ALIGNMENT WITH COUNCIL STRATEGIES AND BOARD OBJECTIVES

- Strengthening Communities Strategy
- Ageing together Policy
- Events Strategy
- Hagley/Ferrymead Community Board Objectives: 1, 2, 3, 8, 10, 11

ALIGNMENT WITH COUNCIL FUNDING OUTCOMES

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

HOW MUCH WILL THE PROJECT DO? (MEASURES)

The Older Persons Project will offer:

Home-based casework support to up to 35 isolated inner city East older residents.
 End of life support and assistance with funeral arrangements as requested.
 Monthly Foot and Hearing Clinic catering for up to 8 people a month.
 Fortnightly massage clinics for at least four older adults per session.
 Weekly shopping bus to assist older adults to undertake their grocery shopping.
 Weekly mobile information service targeted at older people.
 An annual Inner City East Spring Cleaning project to celebrate Older Person's Day.
 Weekly Gold Coin Cafe luncheon. At least one afternoon concert.
 Christmas Day dinner for up to 20 older people living alone

Undertake research on identified issues and provide advocacy relating to the impact of policy changes in the area of home help, loss of affordable housing post-quake for older single people and the rising cost of funerals.

HOW WILL PARTICIPANTS BE BETTER OFF?

Enhanced health and wellbeing of older adults in the Inner City East.
 Improved social connectedness through various activities and programmes.
 Greater participation in activities through the removal of barriers, increased sense of neighbourliness and safety.
 Strengthening of cultural identity are some of the ways participants are better off through their involvement in the project.

STAFF ASSESSMENT

This project is recommended as a Key Local Project due to its strong alignment with Council outcomes, its depth, best practice, collaboration and value for money.

Te Whare Roimata's Older Persons' Project began after research commissioned by the Hagley/Ferrymead Community Board. Research showed a need for an older persons' project in the inner city East to address various issues arising from the social isolation of older adults. The project is aimed at supporting older adults from the inner city East to age well in their own homes. The scheme has a particular focus on the isolated elderly and those living alone on limited incomes.

The project employs a part-time Community Worker to provide support on a variety of levels, advice and information to older adults and their whanau/family, establish links with existing community services and organisations in order to either develop and extend existing services or work collaboratively on new initiatives, create new grassroots, culturally appropriate neighbourhood based initiatives that are responsive to new needs or issues, undertake community based research on issues faced by local older residents and work at policy and structural level to bring about changes aimed at improving the quality of life of older people.

The Older Persons' project has assisted in reducing social isolation in the inner city East, as those who access services of Te Whare Roimata have a number of opportunities to meet and get to know other older adults from the area.

Te Whare Roimata has worked hard to respond to issues faced by older adults due to the earthquakes. They have maintained services and in some cases modified them to ensure older adults have opportunities to meet, talk and maintain some routine with staff and each other.

2014-15 SCF HAGLEY-FERRYMEAD 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.

00051695	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Te Whare Roimata Trust	<p>Linwood Community Arts Project</p> <p>Te Whare Roimata is a grassroots organisation that responds to the issues and needs of the community</p> <p>The Linwood Community Arts Project enables people in the inner city East to participate in art activities. This project employs two Community Arts Development Workers.</p>	<p>Staff: 3</p> <p>Volunteers: 37</p> <p>Number of participants: 4,000</p> <p>User fees: No to low cost</p>	<p>CCC Funding History (This Project Only)</p> <p>2012/13 - \$52,000 (Linwood Community Arts Project) KLP</p> <p>2011/12 - \$52,000 (Linwood Community Arts Project) KLP</p> <p>2010/11 - \$52,000 (Linwood Community Arts Project) KLP</p> <p>Other Sources of Funding (This Project Only)</p> <p>Canterbury Community Trust</p> <p>Ministry of Social Development</p>	\$88,484	<p>\$57,000</p> <p>64% percentage requested</p> <p>Contribution Sought Towards:</p> <p>Salaries - \$56,700</p>	<p>\$52,000</p> <p>That the Hagley/Ferrymead Community Board nominate Te Whare Roimata Trust as a Key Local Project and recommends funding of \$52,000 from the Metropolitan Funding Committee for the Linwood Community Arts Project towards salaries.</p>	1

ORGANISATION DETAILS

Service Base: 388 Worcester Street, Christchurch
 Council Facility: Yes
 Legal Status: Charitable Trust
 Established: 10/09/1987
 Staff – Paid: 9
 Staff – Unpaid: 76
 Target groups: Artists, People with Low Incomes, Families, Children
 Annual Volunteer hours: 10,400
 Networks: CanCern, Christchurch Community Development Network, Christchurch Housing Forum, COSS, Christchurch Communities Gardens Association, CEIG, Sustainable Otautahi Network, Christchurch Community Arts Council, Te Runanga O Nga Mataa Waka Katoa, Tuhoē Ki Waitaha, One Voice Te Reo Kotahi

Audited accounts: 30/06/2013

ORGANISATION DESCRIPTION/OBJECTIVES:

Te Whare Roimata seeks to develop treaty based, grassroots, self help responses for the issues and concerns of the people of the Eastern inner city neighbourhoods and urban Maori. Its objective is to develop a more self reliant and self sufficient community that is able to meet its own needs. Te Whare Roimata achieves its aims by encouraging local participation, leadership and working collectively to build and strengthen whanau and community.

CCC FUNDING HISTORY

- 2013/14 - \$1,500 (Smith Street Community Garden Portable Toilet Hire) DRF
- 2013/14 - \$150,000 (Purchase of 274 Gloucester Street) CEF
- 2013/14 - \$3,500 (Linwood Community Arts Programme) SGF
- 2013/14 - \$3,000 (Gold Coin Cafe) SGF
- 2013/14 - \$23,000 (Smith Street Community Gardens) SCF
- 2013/14 - \$27,000 (Older Persons Project) SCF
- 2013/14 - \$28,500 (The Bromley Project) SCF
- 2012/13 - \$52,000 (Linwood Community Arts Centre) KLP
- 2012/13 - \$27,000 (Older Persons Project) KLP
- 2012/13 - \$27,500 (Bromley Community Centre) KLP
- 2012/13 - \$23,000 (Smith Street Community Garden) SCF
- 2012/13 - \$3,000 (Linwood Community Arts Programme) SGF
- 2012/13 - \$3,000 (Gold Coin Café) SGF

ALIGNMENT WITH COUNCIL STRATEGIES AND BOARD OBJECTIVES

- Strengthening Communities Strategy
- Events Strategy
- Hagley/Ferrymead Community Board Objectives: 1, 2, 3, 8, 10, 11

ALIGNMENT WITH COUNCIL FUNDING OUTCOMES

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

HOW MUCH WILL THE PROJECT DO? (MEASURES)

Provide a broad-based arts programme for the people of the inner city East neighbourhoods measured by the provision of:
 At least 10 exhibitions a year, four of which are centre-sponsored.

Two Cultural festivals including the annual Multi-Cultural Festival/Te Whare Marie O Nga Puna Werewere.

An annual community art project and the venue for arts-related groups to hire.
 Four Art tours to aid awareness and skill development and the regular workshops based on areas of interest e.g. mosaic, harakeke and carving. A framing and presentation workshop for beginner artists.

A minimum of three community concerts, a Christmas Carol concert, one drama-related activity or performance and five art tours.

Provide support and mentoring of 35 artists/ performers. 10 monthly arts markets.

HOW WILL PARTICIPANTS BE BETTER OFF?

The benefits from this project are multi-layered and encompass encouraging the individual through to strengthening the local community. Specific benefits include:
 Providing access for people on reduced incomes to a range of affordable, culturally responsive learning opportunities which enable participants to have a go at experiencing the arts. Greater knowledge and an understanding and awareness of the arts are some of the benefits of these opportunities.

Providing opportunities for local artists to grow and develop their artistic skills and confidence by performing in concerts and performances or exhibiting their art work. Gaining support and advice from the project's paid staff and mentors will assist in their professional development and the opportunities offered will generate income.

STAFF ASSESSMENT

This project is recommended as a Key Local Project due to strong alignment to Council outcomes, reach, innovation, depth, best practice, collaboration and impact on the community.

Te Whare Roimata's Linwood Community Arts project - traditionally housed in the Linwood Community Arts Centre enables people primarily from the inner city East neighbourhoods of Richmond, Linwood, Phillipstown, and Charleston to gain access to and participate in a broad range of cultural and creative art endeavours. This has been particularly important for people living with disabilities or poor health and people who struggle to find paid employment or live on very limited incomes.

Two part-time Community Arts Development Workers and a Special Projects Worker are employed to oversee the project supported by a raft of volunteer workers many of whom started as visitors or participants in the project.

Based on Te Whare Roimata's commitment to community development principles and bicultural partnership the project has worked in close collaboration with surrounding neighbourhoods and local groups to provide a wide range of affordable arts-related responses. Such responses include classes and workshops for both adults and children, gallery space to exhibit, venue space to hire, community concerts, art tours and a range of festivals and community art projects. Encouragement is given for people to experiment with the arts, while support and mentoring is provided to both fledging and emerging artists involved in all spheres of the arts, in order to nurture their professional growth and development. Opportunities are also provided to promote people's talent and assistance is given in selling their creations. Many of the activities and events offered have a city-wide appeal and are important in aiding cultural understanding and respect for diversity.

The main target groups are individuals and families surviving on limited incomes and who deal with issues relating to disability or employment. In addition the project has a particular focus on Maori and people from ethnically diverse backgrounds.

ATTACHMENT 2 TO CLAUSE 9

APPLICATIONS RECEIVED FOR HAGLEY/FERRYMEAD
STRENGTHENING COMMUNITIES FUND 2014/15

Name	Name/Subject	Project Total Cost	Requested Amount
Anglican Parish of St Chads Linwood	Part Time Community Outreach Facilitator	\$21,640	\$21,640
Avebury House Community Trust	Community Development in Richmond	\$56,400	\$18,400
Family and Community Division (Anglican Care)	Youth Development Worker Linwood	\$41,428	\$41,428
Family and Community Division (Anglican Care)	Community Development Worker Linwood	\$49,440	\$38,065
Family and Community Division (Anglican Care)	Family Community Development Worker	\$43,914	\$43,914
Ferrymead Bays Football Club	Salary for Junior Club Captain	\$10,000	\$7,500
Hagley/Ferrymead Community Board	Community Pride Garden Awards 2014/15	\$1,500	\$1,500
Hagley/Ferrymead Community Board	Community Recreation Events 2014/15	\$8,500	\$8,500
Hagley/Ferrymead Community Board	Community Service Awards 2014/15	\$3,000	\$3,000
Hagley/Ferrymead Community Board	Neighbourhood Week 2014/15	\$3,500	\$3,500
Hagley/Ferrymead Community Board	Community Recreation Events for Youth/Older Adults	\$8,500	\$8,500
Heathcote Village Project	Administration Support Position	\$7,250	\$7,250
Kimihia Adventure Programme Trust	Youth Worker Wages	\$38,000	\$15,000
Kimihia Early Learning Trust	Employment of Support/Social Worker	\$18,000	\$12,000
Linfield Cultural Recreational Sports Club Inc	Kiwisport Coordinator	\$72,500	\$5,000
Linwood Community House Inc	Di Harwood	\$14,500	\$6,000
Phillipstown Community Centre Charitable Trust	Community Development Worker	\$53,500	\$40,000
Shoreline Youth Trust	Fuse Youth Cafe	\$124,410	\$30,000
Strengthening Linwood Youth Trust	Linwood College 24-7 Youth Work	\$71,916	\$9,000
Sumner Bays Union Trust	Employment of Community Development Worker	\$46,214	\$15,000
Sumner Community Pool Incorporated	Outdoor Community Pool	\$50,000	\$8,000
Sumner Community Residents' Association	Community Support Coordinator	\$52,000	\$25,500
Te Whare Roimata Trust	The Bromley Project	\$39,000	\$35,000
Te Whare Roimata Trust	Older Persons Project	\$39,390	\$31,000
Te Whare Roimata Trust	Linwood Community Arts Project	\$88,484	\$57,000
Te Whare Roimata Trust	Smith Street Community Gardens	\$68,086	\$35,500
The Salvation Army New Zealand Trust	Budgeting Advice Service	\$56,750	\$10,000
Woolston Development Project Inc	Family Support Service	\$40,736	\$19,891
Woolston Development Project Inc	Volunteer Expenses	\$5,105	\$5,105
Youthtown Christchurch	LYFE	\$30,400	\$16,900
Grand Totals (30 Records)		\$1,164,063	\$579,093

10. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD 2013/14 YOUTH DEVELOPMENT FUND – HAYDEN WITHERS

		Contact	Contact Details
General Manager responsible:	General Manager, Community Services	N	
Officer responsible:	Unit Manager, Community Support	N	
Author:	Solomon Smith, Strengthening Communities Adviser	Y	Sol Smith 941 6634

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to seek approval for an application from Hayden Withers for funding from the Hagley/Ferrymead Community Board 2013/14 Youth Development Fund.

2. BACKGROUND

- 2.1 The purpose of the Youth Development Fund is to celebrate and support young people living in the Hagley/Ferrymead ward by providing financial assistance for their development. The Hagley/Ferrymead Community Board also seeks to acknowledge young people's effort, achievement and potential excellence in the community.
- 2.2 On 3 July 2013, the Hagley/Ferrymead Community Board allocated \$10,000 from its 2013/14 Discretionary Response Fund to establish the Hagley/Ferrymead Youth Development Fund.

3. COMMENT

- 3.1 The applicant Hayden Joseph Withers aged 18 years old of Bromley seeking funding to assist towards tuition, for studies at the American Music and Drama Academy (AMDA) and associated costs that include housing, living and food, insurance.
- 3.2 The American Music and Dance Academy is a prestigious school in New York, USA attended by some of the worlds most talented students in the arts. The school has a long history of producing award winning and multi platinum recording artists, actors, Broadway and London's West End stars.
- 3.3 To date Hayden has raised over \$90,000 to go towards school fees at AMDA, however still needs to raise a further \$20,000. Much of this money has come from Hayden organising, running and performing in concerts, quiz nights, garage sales and many other fundraisers.
- 3.4 Hayden's goal over the next year is to build his portfolio through successful auditions in shows, the end goal of starring in Broadway. Hayden's referees, senior faculty members of the American Musical and Dramatic Academy speak highly of his vocal, acting and dance ability, see Hayden as an integral part of the team and believe Hayden can go on to have a successful career.
- 3.5 Hayden is a very capable young man who has represented NZ in dancing and in 2011 won the title of Senior Grand Champion Dance of the World.
- 3.6 The application fits with the Boards Youth Development Criteria of 'Personal Development and Growth'.

4. FINANCIAL IMPLICATIONS

- 4.1 The applicant applied for funds to the Hagley Ferrymead Youth Development Scheme in 2007/08 to assist him to the World Dance Challenge and received \$1000. Hayden also received \$500 from the Hagley/Ferrymead Youth Development Scheme in 2008/09 to support Hayden's efforts in attending World Dance Championships.
- 4.2 There is currently \$4,750 remaining in this fund.

10 Cont'd

5. STAFF RECOMMENDATION

- 5.1 It is recommended that the Hagley/Ferrymead Community Board makes a grant of \$1000 from the Hagley/Ferrymead Community Board 2013/14 Youth Development Scheme to Hayden Withers towards tuition fees, for study at the American Music and Drama Academy (AMDA) and associated costs that include housing, living, food and insurance.

11. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD 2013/14 YOUTH DEVELOPMENT FUND – PIETER LEIGH

		Contact	Contact Details
General Manager responsible:	General Manager, Community Services	N	
Officer responsible:	Unit Manager, Community Support	N	
Author:	Solomon Smith, Strengthening Communities Adviser	Y	Sol Smith 941 6634

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to seek approval for an application from Pieter Leigh for funding from the Hagley/Ferrymead Community Board 2013/14 Youth Development Fund.

2. BACKGROUND

- 2.1 The purpose of the Youth Development Fund is to celebrate and support young people living in the Hagley/Ferrymead Board by providing financial assistance for their development. The Community Board also seeks to acknowledge young people's effort, achievement and potential excellence in the community.
- 2.2 On 3 July 2013, the Hagley/Ferrymead Community Board allocated \$10,000 from its 2013/14 Discretionary Response Fund to establish the Hagley/Ferrymead Youth Development Fund.

3. COMMENT

- 3.1 The applicant Pieter Leigh a student at Redcliffs Primary and lives in Redcliffs. Pieter is seeking financial support to attend the Future Problem Solving International Competition in Iowa, USA.
- 3.2 Pieter for the past two years has taken part in the Future Problem Solving Programme. Last year Pieter wrote a scenario for a future problem topic. The story made the national finals in Auckland and won, earning him a place in the International Future Problem Solving Competition in Iowa, USA.
- 3.3 The Future Problem Solving Program International (FPSPI) aims to engage students in creative problem solving through various mediums in competitive and non competitive activities through creative thinking and problem solving. It offers a range of competitions for groups and individuals. The Future Problem Solving Programme provides vision for the future, stimulates creative and critical thinking skills and prepares young people for leadership roles in the future.
- 3.4 Pieter has been involved with the Future Problem Solving Programme for the past two years as an extra curricular activity with ongoing writing activities at home. His team from Redcliffs Primary also competed in a team event at the National finals and placed as finalists.
- 3.5 The application fits with the Boards Youth Development Criteria of 'Personal Development and Growth'.

4. FINANCIAL IMPLICATIONS

- 4.1 The total cost of attendance and competing in the Future Problem Solving International Final includes flights, entry fee and car rental is \$3700.
- 4.2 Pieter has so far raised \$650 from a baking sale and school contribution.
- 4.3 There is currently \$4,750 remaining in this fund.

11 Cont'd

5. STAFF RECOMMENDATION

- 5.1 It is recommended that the Hagley/Ferrymead Community Board makes a grant of \$500 from the 2013/14 Youth Development Fund to Pieter Leigh towards competing in the International Future Problem Solving Competition in Iowa, USA.

12. COMMUNITY BOARD ADVISER'S UPDATE

12.1 DISCRETIONARY RESPONSE FUND AND YOUTH DEVELOPMENT FUND 2013/14

The current balances and allocations of the Hagley/Ferrymead Community Board 2013/14 Discretionary Response Fund and Youth Development Fund are attached (**Attachment 1**).

13. QUESTIONS UNDER STANDING ORDERS

14. ELECTED MEMBERS' INFORMATION EXCHANGE

This item provides an opportunity for Board Members to update each other on recent events and/or issues of relevance and interest to the Board.

15. RESOLUTION TO EXCLUDE THE PUBLIC

Attached

ATTACHMENT TO CLAUSE 12.1

Hagley/Ferrymead Discretionary Response Fund 2013/14	Allocation	Board Decision
Budget	\$ 51,197.00	
Discretionary Response Fund - Total Allocation	\$ 51,197.00	
Funds Allocated to Youth Development Fund	\$ 10,000	03/07/13
Heathcote Village Project - Epicentre@Heathcote Document Launch	\$ 800.00	21/08/13
City Park Community Patrol Christchurch - purchasing an in-car camera	\$ 1,500.00	21/08/13
Sumner Community Residents' Association - Jim Diers Inspires the Eastern Suburbs	\$ 3,400.00	21/08/13
The Friends of Edmonds Factory Garden Inc - Sunrise Seats	\$ 4,255.00	04/09/13
Phillipstown School Board of Trustees - Judicial Review	\$ 10,000.00	18/09/13
Kimihia Adventure Programme Trust - Youth Development Worker Wage	\$ 2,000.00	18/09/13
Avebury House Community Trust - Purchase of Furniture and Equipment	\$ 2,255.00	18/09/13
The Friends of Edmonds Factory Garden Inc - Event Related Costs	\$ 1,000.00	18/09/13
SOSCARS - Training Costs	\$ 1,210.00	18/09/13
Community and Public Health on behalf of the Fruit and Vege Co-op volunteers	\$ 100.00	18/09/13
Gap Filler - RAD Bikes Youthtown Workshop pilot programme towards consumables	\$ 500.00	05/02/14
Mt Pleasant Memorial Community Centre and Residents Association Incorporated	\$ 3,096.00	05/02/14
Te Whare Roimata - Smith Street Community Gardens Portable Toilet Hire	\$ 1,500.00	19/02/14
Te Raranga (Canterbury Post-EQ Churches Forum) The Neighbourhood Project (Piece of Cake) (\$1,500)	\$ -	19/02/14
Ferrymead Park Ltd - Ferrymead Military ANZAC Day Display (\$1,500)	\$ -	16/04/14
Te Whare Roimata Trust - Transitional Linwood Village Project Market Study	\$ 2,000.00	7/05/14
Funds Transferred from Neighbourhood Week	\$ 100.00	18/09/13
Discretionary Response Fund Balance	\$ 7,681.00	
Youth Development Fund - Opening Balance allocation - 3 July 2013	\$ 10,000.00	
Lucy Catherine McKendry Johnson - representing NZ in the under 23 World championships Canoe Sprint Canada July/August 2013	\$ 500.00	17/07/13
Joshua William Gillespie Smith - compete in the World Pipe Band Championships in Glasgow August 2013	\$ 500.00	17/07/13
Sophie Ellen Evans - representing NZ in World Triathlon Championships London September 2013	\$ 500.00	07/08/13
Olivia Louise Ireland - representing Cashmere High School at national orienteering championships in Hawkes Bay July 2013	\$ 150.00	07/08/13
Jenny Helen Storey - representing New Zealand at Junior Hockey World Cup in Germany July/August 2013	\$ 500.00	07/08/13
Te Amokura Kapa Haka - performing at Rarotonga Pacific Festival (Te Maeva Nui) July/August 2013	\$ 600.00	07/08/13
Gemma Elizabeth Margaret Scottorn - participation in school band competition in Wellington	\$ 300.00	07/08/13
John Kenneth Tumbali Poblador and Jasfer Valiao Rosalitas - Filipino Sports and Cultural Event in Rotorua, October 2013	\$ 400.00	18/09/13
Katie Jane Cory-Wright - representing New Zealand in Orienteering in Australia September/October 2013	\$ 500.00	18/09/13
Caitlin Joanna Ward - representing Canterbury/West Coast at National grand final Get2Go Challenge Great Barrier Island December 2013	\$ 150.00	20/11/13
Benjamin Sarelius Whiteside - Attend and compete in University Winter Games in Italy December 2013	\$ 400.00	05/02/14
Benjamin Sarelius Whiteside - representing NZ at the ISU Union World Short Track Championship in Turkey March 2014	\$ 600.00	05/02/14
Sonya Olga Gleeson - representing Canterbury/West Coast National grand final Get2Go Challenge Great Barrier Island Dec 2013	\$ 150.00	05/02/14
Youth Development Fund Balance Remaining	\$ 4,750.00	
TOTAL: Hagley/Ferrymead Discretionary Response Fund Unallocated (including YDS)	\$ 12,431.00	
(Note: Amounts in red denote recommendation in staff report)		

WEDNESDAY 21 MAY 2014

HAGLEY/FERRYMEAD COMMUNITY BOARD

RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely item 16.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
16. CONSIDERATION OF COMMUNITY SERVICE AWARDS NOMINATIONS) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM	REASON UNDER ACT	SECTION	PLAIN ENGLISH REASON	WHEN REPORT CAN BE RELEASED
16.	Protection of privacy of natural persons	7(2)(a)	To enable the Board to consider the nominations received for Community Service Awards.	When the Board has considered nominations and the nominators have been informed of the decisions.

Chairperson's Recommendation: That the foregoing motion be adopted.

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.