

**SHIRLEY/PAPANUI COMMUNITY BOARD
AGENDA**

WEDNESDAY 17 SEPTEMBER 2014

AT 4PM

**IN THE BOARD ROOM, PAPANUI SERVICE CENTRE
CORNER LANGDONS ROAD AND RESTELL STREET, PAPANUI**

Community Board: Mike Davidson (Chairperson), Jo Byrne, Pauline Cotter, Ali Jones, Aaron Keown, Emma Norrish and Barbara Watson.

Community Board Adviser

Faye Collins

DDI: 941 5108

Email: faye.collins@ccc.govt.nz

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PART B - REPORTS FOR INFORMATION

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1. APOLOGIES

Aaron Keown.

2. INDUCTION OF NEWLY ELECTED COMMUNITY BOARD MEMBER

The electoral officer has conducted a by-election in the Shirley/Papanui Ward as a result of the vacancy due to the resignation of Gemma Maslin. Jo Byrne was declared elected with 5,509 votes.

NOTE: Votes of the other candidates

Rawson, Emma	4,008
Goodrick, Lynda	2,092

The voter return was 28.42 per cent being 11,662 voting papers.

3. 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 of any private or other external interest they might have.

4. CONFIRMATION OF MINUTES

The minutes of the Board's ordinary meeting of Wednesday 3 September 2014 are **attached**.

CHAIRPERSON'S RECOMMENDATION

That the minutes of the Board's ordinary meeting of Wednesday 3 September 2014 be confirmed.

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ATTACHMENT TO CLAUSE 4

9. 10. 2014

**SHIRLEY/PAPANUI COMMUNITY BOARD
3 SEPTEMBER 2014**

**Minutes of the meeting of the Shirley/Papanui Community Board
held on Wednesday 3 September 2014 at 4pm in the Board Room
Papanui Service Centre, corner Langdons Road and Restell Street, Papanui**

PRESENT: Mike Davidson (Chairperson), Pauline Cotter, Ali Jones, Aaron Keown, Emma Norrish and Barbara Watson.

APOLOGIES: Emma Norrish departed from the meeting at 5.16pm and was absent for clause 9 and part of Clause 8.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. DECLARATION OF INTEREST

There were no declarations of interest.

2. DEPUTATIONS BY APPOINTMENT

2.1 POSITIVE YOUTH DEVELOPMENT SCHEME REPORT – EVE CONDON

Eve Condon reported back to the Board on her attendance at the New Zealand School of Dance Winter School held in Wellington in July 2014.

2.2 POSITIVE YOUTH DEVELOPMENT SCHEME REPORT – REVA EADY

Reva Eady reported back to the Board on her participation in the New Prague International Dance Festival and Competition in July 2014.

3. PRESENTATION OF PETITIONS

Nil.

4. NOTICES OF MOTION

Nil.

5. BRIEFINGS

Nil.

6. CORRESPONDENCE

6.1 SAFE CYCLING ACCESS ALONG MAIN NORTH ROAD

The Board **received** a letter from Mr Robert Fleming drawing the Board's attention to the alternative cycling route northwards from St Albans to Belfast which enables cyclists to avoid the busy Main North Road. Mr Fleming pointed out deficiencies with signage at some stages of the off-road alternate pathway and made some suggestions that might remedy this.

The Board **decided** to request a memorandum from staff on the practicalities and costs of implementing the signage suggestions in Mr Fleming's letter to the Board dated 20 August 2014.

7. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information from the Community Board Adviser on Board related activities including upcoming meetings and events.

7.1 SPENCER PARK SURF LIFE SAVING CLUB

The Board noted the Memorandum received from staff correcting previous advice given to the Board in connection with the terms of a proposed lease of an area of land to the Spencer Park Surf Life Saving Club as a site for clubrooms.

A report on the proposed lease went to the Board's meeting on 20 August 2014 where, in response to a question from a Board member, staff indicated that the lease could be granted for a term of 33 years with a right of renewal for a further 33 years. This advice has now been amended. Although provision of a 33 year right of renewal conforms with the Reserves Act 1977, a lease of part of an allotment for a term that is or could be more than 35 years in duration constitutes a subdivision under the Resource Management Act 1991 requiring the necessary survey and consents. The staff advised further that the lease would be granted for a term of 33 years without a right of renewal and the Club, on expiry, could apply for a further lease.

7.2 DISTRICT PLAN REVIEW WORKSHOP

Board members were reminded about the District Plan Review Workshop for elected members to be held on Saturday 6 September 2014.

8. ELECTED MEMBERS' INFORMATION EXCHANGE

- The Board received an update on the arrangements for the community conversation to be held with the St Albans community from 6.30pm to 8.30pm on Tuesday 9 September 2014 at the Christchurch Richmond Edgware Bowling Club facilities on the "Long Term Vision for Community Facilities in St Albans."

9. QUESTIONS UNDER STANDING ORDERS

Nil.

ATTACHMENT TO CLAUSE 4 Cont'd

10. SHIRLEY/PAPANUI SMALL GRANTS FUND ASSESSMENT COMMITTEE - 13 AUGUST 2014

The Shirley/Papanui Small Grants Fund Assessment Committee met under delegated authority on Wednesday 13 August 2014 to allocate the 2014/15 Small Grants Fund.

The Board **resolved** to receive the minutes of the Shirley/Papanui Small Grants Fund Assessment Committee meeting held on Wednesday 13 August 2014.

PART C – REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

11. CONFIRMATION OF MEETING MINUTES – 20 AUGUST 2014

The Board **resolved** that the minutes of the Board's ordinary meeting of Wednesday 20 August 2014 be confirmed.

12. NANCY AVENUE – NO STOPPING RESTRICTION

The Board considered a report seeking its approval of for the installation of No Stopping restrictions on Nancy Avenue around the 90 degree bend, where Nancy Avenue becomes Norah Street, as well as at the intersection with Francis Avenue.

Staff previously sought approval from the Shirley/Papanui Community Board for the restrictions. The resolutions, as written by staff, were approved at the Board meeting on the 4th June 2014, however, the resolutions were incorrectly worded and revised resolutions are required to allow installation to proceed.

The Board **resolved** to:

- 12.1 Revoke the resolution previously approved in paragraph 12.1 of the Shirley/Papanui Community Board Meeting Minutes from their meeting on the 4th June 2014.
- 12.2 Revoke the resolution previously approved in paragraph 12.2 of the Shirley/Papanui Community Board Meeting Minutes from their meeting on the 4th June 2014.
- 12.3 Revoke the resolution previously approved in paragraph 12.3 of the Shirley/Papanui Community Board Meeting Minutes from their meeting on the 4th June 2014.
- 12.4 Revoke the resolution previously approved in paragraph 12.4 of the Shirley/Papanui Community Board Meeting Minutes from their meeting on the 4th June 2014.
- 12.5 Revoke the resolution previously approved in paragraph 12.5 of the Shirley/Papanui Community Board Meeting Minutes from their meeting on the 4th June 2014.
- 12.6 Approve that the stopping of vehicles be prohibited at any time on the east side of Francis Avenue commencing at its intersection with Nancy Avenue and continuing in a south-easterly direction for 17 metres.
- 12.7 Approve that the stopping of vehicles be prohibited at any time on the west side of Francis Avenue commencing at its intersection with Nancy Avenue and continuing in a south-easterly direction for 17 metres.
- 12.8 Approve that the stopping of vehicles be prohibited at any time on the east side of Nancy Avenue commencing 240 metres south of its intersection with Innes Road and continuing in a southerly direction for 47 metres (terminating at the intersection of Nancy Avenue with Francis Avenue).

ATTACHMENT TO CLAUSE 4 Cont'd

12 Cont'd

12.9 Approve that the stopping of vehicles be prohibited at any time on the west side of Nancy Avenue commencing 240 metres south of its intersection with Innes Road and continuing in a southerly direction for 19 metres.

12.10 Approve that the stopping of vehicles be prohibited at any time on the south side of Nancy Avenue commencing at its intersection with Francis Avenue and continuing in a south-westerly direction for 9 metres.

Pauline Cotter requested that her vote against the resolution be recorded.

13. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD 2014/15 DISCRETIONARY RESPONSE FUND – EDGEWARE TENNIS CLUB INC.

The Board considered a report seeking its approval of an application for funding from the Edgware Tennis Club Incorporated for the purchase of tennis balls for the Junior Programme project for the amount of \$1,300 from its 2014/15 Discretionary Response Fund.

The Board **resolved** to approve a grant of \$700 from its 2014/15 Discretionary Response Fund to the Edgware Tennis Club Incorporated for the purchase of tennis balls for the Junior Programme project.

14. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD 2014/15 DISCRETIONARY RESPONSE FUND – PAPANUI TOC H ATHLETICS CLUB INC.

The Board considered a report seeking its approval of an application for funding from the Papanui Toc H Athletics Club Incorporated for the High Use Training Area project for the amount of \$1,330 from its 2014/15 Discretionary Response Fund.

The Board **resolved** to approve a grant of \$600 from its 2014/15 Discretionary Response Fund to the Papanui Toc H Athletics Club Incorporated for the High Use Training Area project.

15. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD 2014/15 DISCRETIONARY RESPONSE FUND – DELTA COMMUNITY TRUST

The Board considered a report seeking its approval of an application for funding from the Delta Community Support Trust for the Health and Safety Enhancement Project for the amount of \$4,583 from its 2014/15 Discretionary Response Fund.

STAFF RECOMMENDATION

It is recommended that the Shirley/Papanui Community Board:

15.1 Approve a grant of \$4,000 from its 2014/15 Discretionary Response Fund to Delta Community Support Trust for the Health and Safety Enhancement Project.

BOARD DECISION

The Board **resolved** to let the report lie on the table and requested that staff ask the applicant to:

15.2 obtain at least two additional quotes for the purchase of the trailer

15.3 investigate the possibility of sponsorship

15.4 confirm security arrangements for the storage of the trailer

15.5 approach the Canterbury Earthquake Recovery Authority (CERA) on the possibility of obtaining a shed from the red zone.

ATTACHMENT TO CLAUSE 4 Cont'd

16. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD'S 2013/14 POSITIVE YOUTH DEVELOPMENT SCHEME – CHRISTCHURCH SCHOOL OF MUSIC

The Board considered a report seeking its approval of an application for funding from the Christchurch School of Music to the Shirley/Papanui Community Board's 2014/15 Positive Youth Development Scheme.

STAFF RECOMMENDATION

It is recommended that the Shirley/Papanui Community Board:

- 16.1 Approve a grant of \$200 to the Christchurch School of Music from its Positive Youth Development Fund 2014/15 as a contribution towards the costs of Erica Boyd and Rebecca Robinson participating in the Australian Youth Orchestra Festival to be held in Brisbane from 3 to 8 December 2014.

BOARD DECISION

The Board **resolved** to approve a grant of \$400 to the Christchurch School of Music from its Positive Youth Development Fund 2014/15 as a contribution towards the costs of Erica Boyd and Rebecca Robinson participating in the Australian Youth Orchestra Festival to be held in Brisbane from 3 to 8 December 2014.

The meeting concluded at 5.20pm.

CONFIRMED THIS 17TH DAY OF SEPTEMBER 2014

CHAIRPERSON

MIKE DAVIDSON

5. DEPUTATIONS BY APPOINTMENT

5.1 POSITIVE YOUTH DEVELOPMENT SCHEME REPORT – FREYA TITHERIDGE

Freya Titheridge will attend to report back to the Board on her participation in a Student Exchange to Italy through Student Travel Schools (STS) New Zealand from August 2013 to August 2014.

6. PRESENTATION OF PETITIONS

7. NOTICES OF MOTION

8. BRIEFINGS

8.1 SALE AND SUPPLY OF ALCOHOL ACT 2012 (THE ACT)

Fiona Proudfoot, Team Leader Alcohol Licensing, will attend to brief the Board on the Sale and Supply of Alcohol Act 2012 (the Act) and the impact of this on community boards with respect to alcohol licences, objections and their role in the process.

9. CORRESPONDENCE

10. ADOPTION OF SCHEDULE OF MEETINGS FOR THE 2013 – 2016 TRIENNIAL TERM FOR THE SHIRLEY/PAPANUI COMMUNITY BOARD

		Contact	Contact details
General Manager responsible:	Director Office of the Chief Executive		
Officer responsible:	Governance and Civic Services Manager		
Author:	Faye Collins	Y	DDI: 941 5108

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to seek adoption by the Shirley/Papanui Community Board of a programme for meetings to the end of the 2013 - 2016 Triennial Term.

2. EXECUTIVE SUMMARY

- 2.1 In order that the business of the Community Board can be conducted in an orderly manner, and to allow for public notification of meetings to be given in compliance with the Local Government Official Information and Meetings Act 1987, it is necessary for the Board to adopt a schedule of meetings.
- 2.2 The programme is based on a timetable already established by the Board for the 2014 year, for meetings to be held on the following basis:
- Board meetings will be held in general on the first and third Wednesday of each month.
 - Meetings will commence at 4pm.
 - The venue for meetings will be the Board Room at the Papanui Service Centre
 - There will no meeting in January.
- 2.3 Other meeting schedules, such as committees and subcommittees, will be set by the appropriate committee or subcommittee.

3. FINANCIAL IMPLICATIONS

- 3.1 Costs associated with holding meetings are provided for in the 2013–16 Three Year Plan.

4. STAFF RECOMMENDATION

- 4.1 It is recommended that the Shirley/Papanui Community Board adopt the programme of meetings for the balance of the 2013–2016 Council Term as follows:

Wednesday 4 February 2015	4pm
Wednesday 18 February 2015	4pm
Wednesday 4 March 2015	4pm
Wednesday 18 March 2015	4pm
Wednesday 1 April 2015	4pm
Wednesday 15 April 2015	4pm
Wednesday 6 May 2015	4pm
Wednesday 20 May 2015	4pm
Wednesday 3 June 2015	4pm
Wednesday 17 June 2015	4pm
Wednesday 1 July 2015	4pm
Wednesday 15 July 2015	4pm
Wednesday 5 August 2015	4pm
Wednesday 19 August 2015	4pm
Wednesday 2 September 2015	4pm
Wednesday 16 September 2015	4pm
Wednesday 30 September 2015	4pm

10 Cont'd

Wednesday 14 October 2015	4pm
Wednesday 4 November 2015	4pm
Wednesday 18 November 2015	4pm
Wednesday 2 December 2015	4pm
Wednesday 16 December 2015	4pm
Wednesday 3 February 2016	4pm
Wednesday 17 February 2016	4pm
Wednesday 2 March 2016	4pm
Wednesday 16 March 2016	4pm
Wednesday 6 April 2016	4pm
Wednesday 20 April 2016	4pm
Wednesday 4 May 2016	4pm
Wednesday 18 May 2016	4pm
Wednesday 1 June 2016	4pm
Wednesday 15 June 2016	4pm
Wednesday 6 July 2016	4pm
Wednesday 20 July 2016	4pm
Wednesday 3 August 2016	4pm
Wednesday 17 August 2016	4pm
Wednesday 31 August 2016	4pm
Wednesday 14 September 2016	4pm

- 4.2 That the Board delegate authority to the Shirley/Papanui Community Board Adviser to make changes as necessary to meet extraordinary circumstances.

11. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD'S POSITIVE YOUTH DEVELOPMENT SCHEME – PAPANUI HIGH EVOLOCITY CHALLENGE

		Contact	Contact Details
General Manager responsible:	General Manager, Community Services Group		
Officer responsible:	Unit Manager, Recreation and Sports		
Author	Christine Lane, Strengthening Communities Adviser	Y	941 5213

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to seek the Board's approval of an application for funding from the Shirley/Papanui Community Board's 2014/15 Positive Youth Development Scheme for the Papanui High Evolocity Challenge
- 1.2 There is currently \$9,500 in the Shirley/Papanui Community Board's 2014/15 Positive Youth Development Scheme.

2. EXECUTIVE SUMMARY

- 2.1 Not applicable.

3. BACKGROUND

- 3.1 The purpose of the Positive Youth Development Scheme is to celebrate and support young people living in the Shirley/Papanui ward 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.
- 3.2 The Positive Youth Development Scheme will consider applications for the following activities:
 - Personal Development and Growth - For example leadership training, career development, Outward Bound, Spirit of Adventure, extra curricular educational opportunities.
 - Representation at Events - Applicants can apply for assistance if you have been selected to represent your school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.
- 3.3 The following eligibility criteria must be met:
 - Age groups 12-21 years.
 - Projects must have obvious benefits for the young person and the wider community.
 - Only one application per person permitted per year.
 - Applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
 - Successful applicants will be required to report back on their experiences and benefits to the Community Board.

4. COMMENT

- 4.1 The applicant, Papanui High School, is seeking funding to assist with the costs of attending The Evolocity Challenge on 29 November 2014. The competition is sponsored by the Electric Vehicle Industry Association and Christchurch Polytechnic to design and build an electric vehicle capable of carrying one student over a predetermined set of challenges.

11 Cont'd

- 4.2 Papanui High has a small group of eight students that have been invited to attend the Evolocity Challenge on 29 November 2014. Ten schools from Christchurch to Timaru have been selected to be involved in the 2014 event, which will then be rolled out nationwide in 2015. Papanui students will also get the opportunity to race the vehicles entered at Mike Pero Motorsport Park (Ruapuna) on 30 November and to participate in the field competitions.
- 4.3 This group of eight students have studied and hope to win Evolocity 2014. The team are looking forward to the opportunity and challenges in building an electric vehicle. All eight boys involved in the project live within the Shirley/Papanui ward.
- 4.4 The applicants have been seeking sponsorship towards the purchase of the motor kit needed to enter the Evolocity competition. The pupils have been able to access fundraising through co-curricular funds from Papanui High School's fundraising efforts to assist with the costs and all families involved will also be contributing towards this extra curriculum activity.
- 4.5 There are no legal considerations. This fund aligns with the Strengthening Communities Strategy and the Three Year Plan and Activity Management Plans, 2013-16, page 227.

5. FINANCIAL IMPLICATIONS

- 5.1 The following table is a break down of the costs regarding this team of eight Papanui High School students entering the extra curriculum activity of the Evolocity challenge for the event on 29 November 2014.

EXPENSES	Cost (\$)
Basic Electric Car Kit	\$500
Additional Materials	\$300
Total	\$800
Fundraising	\$300
Amount still owing	\$500

- 5.2 The Shirley/Papanui Community Board currently has a balance of \$9,100 remaining in the Positive Youth Development Scheme for allocation.

6. STAFF RECOMMENDATION

- 6.1 It is recommended that the Shirley/Papanui Community Board approve a grant of \$400 to Papanui High to assist with the costs of taking part in the Evolocity Challenge 2014 on 29 November 2014.

12. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD'S 2014/15 POSITIVE YOUTH DEVELOPMENT SCHEME – JAHKAYA TUKAKI-DELLOW AND KAHUITI HUIA

		Contact	Contact Details
General Manager responsible:	Director, Office of the Chief Executive		
Officer responsible:	Interim Unit Manager, Community Support		
Author	Trevor Cattermole, Strengthening Communities Adviser	Y	941 5407

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to seek the Board's approval of an application for funding from the Community Board's 2014/15 Youth Development Fund for Jahkaya Tukaki-Dellow and Kahuiti Huia.
- 1.2 There is currently \$9,500 in the Shirley/Papanui Community Board's 2014/15 Positive Youth Development Scheme.

2. EXECUTIVE SUMMARY

- 2.1 Not applicable.

3. BACKGROUND

- 3.1 The purpose of the Positive Youth Development Scheme is to celebrate and support young people living in the Shirley/Papanui ward 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.
- 3.2 The Positive Youth Development Scheme will consider applications for the following activities:
 - Personal Development and Growth - For example leadership training, career development, Outward Bound, Spirit of Adventure, extra curricular educational opportunities.
 - Representation at Events - Applicants can apply for assistance if you have been selected to represent your school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.
- 3.3 The following eligibility criteria must be met:
 - Age groups 12-21 years.
 - Projects must have obvious benefits for the young person and the wider community.
 - Only one application per person permitted per year.
 - Applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
 - Successful applicants will be required to report back on their experiences and benefits to the Community Board.

4. COMMENT

- 4.1 Jahkaya Tukaki-Dellow and Kahuiti Huia have submitted an application to attend the 2014 National Manu Korero Speech Competition as representatives of Christchurch Girls High School.
- 4.2 The competition will be held in Napier from Tuesday 23 September to Thursday 25 September 2014. The National Manu Korero Speech Competition will be held at the Pettigrew Green Arena, Taradale, Napier.

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- 4.3 This is the 49th year that the speech contests have been held. The contests are intended to encourage the development of skills and confidence of Māori students in spoken English and Māori.
- 4.4 This contest commemorates the late Kahungunu leader Sir Turi Carroll, for many years he was Chairman of the Wairoa County Council. He also was the inaugural Chairman of the New Zealand Māori Council. The trophy was presented by Ngāti Kahungunu ki Wairoa in 1980.
- 4.5 Kahuiti Huia representing Christchurch Girls High School was the winner of the Regional Manu Korero Speech Competition Junior Section .
- 4.6 Christchurch Girls High School has never had a speaker in the National Secondary School Speech Contests before.
- 4.7 Jahkaya Tukaki-Dellow will be part of a fifteen member group that will present a Waiata to support the Canterbury representative (Kahuiti Huia) in the junior speech competition
- 4.8 There are no legal considerations. This fund aligns with the Strengthening Communities Strategy and the Three Year Plan and Activity Management Plans, 2013-16 page 227.

5. FINANCIAL IMPLICATIONS

- 5.1 The following table provides a breakdown of the costs per student:

EXPENSES	Cost
Airfares	\$100
Accommodation and Meals	\$205
Van Hire	\$80
Registration	\$35
Total	\$420

- 5.2 The group have been undertaking a variety of fundraising activities including raffles and food sales. Individuals have also been doing their own fundraising towards the cost to attend.
- 5.3 This is the first time any of the students listed in this report have applied to the Shirley Papanui Youth Development Fund.
- 5.4 The Shirley/Papanui Community Board currently has a balance of \$9,100 remaining in the Positive Youth Development Scheme for allocation.

6. STAFF RECOMMENDATION

- 6.1 That the Shirley Papanui Community Board approve a grant of \$100 to Jahkaya Tukaki-Dellow and Kahuiti Huia as a contribution towards the costs of participating in The National Manu Korero Speech Competition to be held at the Pettigrew Green Arena, Taradale, Napier.

13. CONSIDERATION OF APPLICATIONS FOR NEIGHBOURHOOD WEEK FUNDING

		Contact	Contact Details
Executive Leadership Team Member responsible:	Director, Office of the Chief Executive		
Officer responsible:	Community Support Transitional Manager		
Author:	Christine Lane	Y	941 5213

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to consider applications for Neighbourhood Week funding and to set a process in place should any late applications need to be considered.

2. EXECUTIVE SUMMARY

Not Applicable.

3. BACKGROUND

- 3.1 Applicants who applied last year, local community groups, residents' associations and neighbourhood support groups have been sent information inviting them to apply for the Neighbourhood Week Funding that has been set aside by the Board. Additionally city-wide information about Neighbourhood Week has been circulated by way of media releases through the Council's Communications Teams and placed on the Council's website.
- 3.2 Neighbourhood Week is a dedicated week in which individuals and groups are encouraged to get together and get to know one another locally. Neighbourhood Week 2014 is to be held from 25 October to 2 November 2014. Applications for funding closed on 29 August 2014.
- 3.3 34 applications have been received.
- 3.4 A matrix outlining the applications and staff recommendations is attached, along with the Neighbourhood Week Guidelines which accompanied the application forms.

4. COMMENT

- 4.1 The Shirley Papanui Community Board support Neighbourhood week annually.

5. FINANCIAL IMPLICATIONS

- 5.1 The Board has set aside \$4,000 from the Discretionary Response Fund to assist individuals and groups to run events. It is not the intention of this funding to totally fund events. Those applying for funding are expected to partially resource events themselves either financially or through supply of materials.

6. STAFF RECOMMENDATION

It is recommended that the Council:

- 6.1 It is recommended that the Board consider the applications as set out in the circulated matrix and allocate Neighbourhood Week funds accordingly.
- 6.2 That delegated authority be given to the Community Board Chairperson, or the Chairperson's delegate, to decide on funding approval of any late applications received from any remaining funds set aside for Neighbourhood Week Funding.

ATTACHMENT 1 TO CLAUSE 13

No.	Name	Organisation	Address	Suburb	Activity	Who will be Participating	Date and Time of Activity	Location of Activity	Expected No. attending	Total Cost of Event	Items	Amount Requesting From Community Board	Contribution from Street/Organisation	Staff Recommendations	Funding History 2013, 2012, 2011	Shirley/Papanui Community Board Decisions	Comments
1	Amberlee Allison		Edgware Road	St Albans	BBQ Dinner	Edgware Road residents	8 November, 4pm	Edgware Road	40	\$520	Sausages/meat/vege sausages	\$400	Salads	\$100	2013 - \$85, 2012 - \$118,		Event being held outside of dates for Neighbourhood Week.
2	Sarah Wraight		Courtenay Street	St Albans	BBQ breakfast/brunch	Residents (and past residents) of Courtenay Street, Westminster Street, Roosevelt Street, St Albans Street, Trafalgar Street	2 November, 10.30am	Courtenay Street green	80-100	\$265	Meat, vegan sausages/falafel, vegetables, bread/rolls, fruit, sauces, mayonnaise, cooking oil, dairy, tea/coffee/fruit juice/fizzy drinks, lollies for lollie scrambles, hireage of BBQ trailer	\$150	\$115	\$150	2013 - \$120, 2012 - \$80, 2011 - \$80,		
3	Maureen Donovan		Clipper Place	Redwood	Christmas BBQ	Clipper Place neighbourhood	7 November, 4.30pm	Clipper Place	60-65	\$100	Lollies, chips, soft drink, Christmas cake, mince pies	\$100	BYO meat and salads	\$100	2012 - \$70, 2011 - \$50		Event being held outside of dates for Neighbourhood Week.
4	Betty Chapman	Bottlelake Residents Neighbourhood	Lower Styx Road	Bottlelake	BBQ	Neighbours	2nd November, 4-8pm	Lower Styx Road	-	\$100	Food for BBQ	\$100	Desserts	\$100	2013 - \$50, 2012 - \$70, 2011 - \$83		
5	Vicki Meates		Baldoyle Way	Harewood		All neighbours in Baldoyle Way and Nos. 4 and 6 Glencullen Drive (on corner)	1st November, 4.30pm	Baldoyle Way	30	\$75	Sausages, bread, buns, sauce, fizzy drink, ice blocks, salad	\$75	All the rest (food, drinks etc)	\$75	2013 - \$60, 2012 - \$45, 2011 - \$50		
6	Sharyn Burnett	Shirley Community Trust	Acheson Avenue	Shirley	Get-together	Mixture of old and new community members of all ages and ethnic groups	28th October, 12-2pm	Acheson Avenue	100+	\$800	Food and beverages, advertising/invitations, serviettes/paper plates etc., decorations	\$600	\$200	\$250	2013 - 320, 2012 - \$320, 2011 - \$320		
7	Peggy Kelly	Packe Street Park and Community Garden Inc.	Packe Street	St Albans	Afternoon tea	This grant would enable our society to host newcomers into the local community and reconnect with pre-quake supporters - introducing people to the Packe Street Park and Community Garden	30th October, 3-4.30pm	Packe Street Park and Community Garden	30+	\$120	Food, beverages, invitations and postage, flyers	\$60	\$60	\$60	2012 - \$50		

No.	Name	Organisation	Address	Suburb	Activity	Who will be Participating	Date and Time of Activity	Location of Activity	Expected No. attending	Total Cost of Event	Items	Amount Requesting From Community Board	Contribution from Street/Organisation	Staff Recommendations	Funding History 2013, 2012, 2011	Shirley/Papanui Community Board Decisions	Comments
8	Christine Rankin		Weston Road	St Albans	BBQ meal together at a local house	14 households are invited	1st November, 5.-7.30pm	Weston Road	39	\$100	BBQ meats, napkins, sauces, paper plates and cups	\$100	Salads, breads, desserts, beverages	\$100	2013 - \$80, 2012 - \$70, 2011 - \$65		
9	Carolyn Jones		Harrys Way	Redwood	Yearly BBQ/Get-together of Harrys Way and Gwen Place residents	Harrys Way/Gwen Place residents	2nd November, 3.30pm	Gwen Place	70-75	\$455	Meats, bread/buns/marg/sauce/serviettes, soft drinks/lollies for children, prizes for running races etc.	\$255	\$200 - salads from 40 homes @ \$5 per home + gas for BBQ	\$175	2013 - \$160, 2012 - \$140, 2011 - \$200		
10	Fiona Moloney		Dulles Place	Papanui	BBQ	Dulles Place residents	2nd November, 4pm	Dulles Place	25	\$45	Meat, sauce, onions, napkins etc.	\$45		\$45	2013 - \$70, 2012 - \$45, 2011 - \$75		
11	Linda Topp		Monaghan Street	Belfast	Get together with neighbours	Monaghan Street residents	(TBC)	Monaghan Street	18	\$50		\$50	Will contribute over and above any subsidy (either food or share costs)	\$50	2013 - \$50, 2012 - \$40, 2011 - \$50		
12	Jude Roche		Sheraton Place	Redwood	Street BBQ	All residents (24 households) are sent an invitation	23rd November, 5pm	Sheraton Place	40ish	\$190	We will use grant to buy meat.	\$70.00	\$120 - residents happy to bring everything else	\$70	2010 - \$100, 2011 - \$100, 2012 - \$70		Event is being held outside of dates for Neighbourhood Week.
13	Marie Lysaght		Sapphire Street	Bishopdale		Sapphire Street Families	9th November, 4.30-7pm	Sapphire Street	27	\$59.50	Bread, sausages, sauce, juice, serviettes	\$44.50	\$15.00	\$44.50	2013 - \$40, 2012 - \$40, 2011 - \$49		Event is being held outside of dates for Neighbourhood Week. Applicant advises that some families will be away on the dates designated.
14	Anna Langley	Te Puna Oraka - Shirley Early Years Hub	Briggs Road	Shirley	Community Conversation	Members of the community, service organisation members	31st October, 10am-12 noon	Shirley Rugby League Club	50	\$1,300	Food	\$200.00	\$1,100 - Hall cost \$100, Facilitator (Kim Chamberlain) \$1,000	\$125	n/a		
15	Dorothy Bradley		Connemara Drive	Northwood	BBQ	Residents of Connemara Drive and Monaghan Street	2nd November, 11am	Connemara Drive	20	\$60	Sausages, bread, sauce, onions, serviettes	\$40	\$20	\$40	2013 - \$20		
16	Clive Smith	Northwood Residents Association	Mounter Avenue	Northwood	Northwood Fair	Residents from Northwood, Belfast, Redwood and beyond	2nd November, 10.30am-2pm	Northwood Park	4,000	\$1,580	Park Hire	\$110.00	\$1,500.00	\$110	n/a		
17	Sue Kurokawa		Ballymena Drive	Belfast	Street BBQ/Pot Luck	Up to 14 households in Ballymena Drive	16th November, 4pm	Ballymena Drive	24	\$80	Sausages, bread, lollies, chips	\$80.00	Everybody will 'bring a plate'	\$60	2013 - \$80 (different applicant)		Event is being held outside of dates for Neighbourhood Week.
18	Gavin Cross		Ross Place	Northwood	Annual cul-de-sac neighbourhood BBQ	Residents of Ross Place	(TBC)	Ross Place	23	\$60	Meats for BBQ	\$60	Salads, cakes/slices, tea/coffee etc, serviettes, drinks, all to be supplied by residents	\$60	2013 - \$60, 2012 - \$55, 2011 - \$62.50		

No.	Name	Organisation	Address	Suburb	Activity	Who will be Participating	Date and Time of Activity	Location of Activity	Expected No. attending	Total Cost of Event	Items	Amount Requesting From Community Board	Contribution from Street/Organisation	Staff Recommendations	Funding History 2013, 2012, 2011	Shirley/Papanui Community Board Decisions	Comments
19	Adela Brown		Taunton Green	Papanui	Pre-Christmas Street Party'	Everyone in street	26th October, 2pm	Taunton Green cul-de-sac/reserve	30+	\$400	Sausages/bacon, bread, soft drinks, lollies, sauce	\$200	\$200	\$100	2013 - \$155, 2012 - \$150, 2011 - \$225		
20	Lisa Mulrooney		Thornwood Place	Redwood	Street BBQ	Residents of Thornwood Place	1st November, 5pm	End of cul-de-sac		\$110	Sausages, bread, sauce, serviettes	\$80.00	\$40 - cooking oil, gas for BBQ, ice creams for children	\$80	2012 - \$75		Applicant advises that this event is run bi-annually - helps welcome new residents.
21	Helen Macann		Albany Street	St Albans	Gathering to share local news and welcome new faces	Albany Street residents	2nd November, 5pm	Albany Street	20	\$50	3 large pizzas, 2 pavlovas	\$50.00	Supply salads, cold dishes and drinks	\$50	2012 - \$65		
22	Suzanne Carter		Ashton Mews	Regents Park	BBQ for Ashton Mews residents and garage sale for Ashton Mews residents. <u>Please note:</u> A street garage sale proposed to support residents who are clearing unwanted items due to shifting out for EQC repairs, deceased estates and general tidy up. Approx. 12 of the 15 homes in street will be participating in this community event. We realise this is a 'different request' but a novel way to bring our street community together. (See application for further info. about how residents have supported each other).	Residents of Ashton Mews	19th October, 4-6pm for BBQ; and 18th October, 8am-1pm proposed date/times for garage sale	Sharnbrook Reserve (rang CCC 27/8 to inform of proposed event in Sharnbrook Reserve. We are to remember the park is not only for our use. We have always been inclusive in past years so we look forward to our event there).	32	\$150	\$100 for Sausages, onions, sauce, bread, juice, margarine, fruit, ice cream/cones; \$20.70 for advert for garage sale in "The Press"	\$120	\$30 - Tables, BBQ/gas, prizes for games, photocopying notices of BBQ and garage sale	\$100	2013 - \$75, 2012 - \$70, 2011 - \$62.50		Event being held outside of dates for Neighbourhood Week. Applicant advises that this date is more suitable for many of the residents
23	Denise Norriss		Autumn Place	Redwood	A street BBQ	The residents of Autumn Place	2nd November, 6pm	Autumn Place	60	\$210	Meat, bread, sauce, fizz, chips	\$110.00	\$100.00	\$100	2012 - \$70, 2011 - \$100		

No.	Name	Organisation	Address	Suburb	Activity	Who will be Participating	Date and Time of Activity	Location of Activity	Expected No. attending	Total Cost of Event	Items	Amount Requesting From Community Board	Contribution from Street/Organisation	Staff Recommendations	Funding History 2013, 2012, 2011	Shirley/Papanui Community Board Decisions	Comments
24	Margaret Bowick		Northwood Villas	Northwood	Function (to coincide with NZ Trotting Cup Day) and to meet and greet new residents	Northwood Villas residents	11th November, 4.30-5pm	Club rooms	50-60	\$151	Savouries, scone mix, jam, margarine, tinned fruit, jellies, favourite chocolates	\$101.00	\$40.00	\$80	2013 - \$90, 2012 - \$80 (different applicant)		Event being held outside of dates for Neighbourhood Week.
25	Patricia Jack		Rosebank Close	Northwood	BBQ/Picnic	Rosebank Close residents	26th October, pm	Rosebank Close	40	\$362	Orange juice, lemonade, butter, sauce, bread/rolls, cheese, onions, tomatoes, plastic plates, cups, knives/forks, napkins, rubbish bags, sausages, mince for patties etc.	\$362.00	All will be asked to bring a plate, salad etc.	\$100	n/a		
26	Mike Scott		Alderney Mews	Redwood	Meeting, BBQ	Neighbours, community board member	30th October, 5.30pm	Alderney Mews	40	\$100	Sausages, patties, bread, sauce, onions, oil, lollies, coke, plates, paper towels etc.	\$100.00		\$100	2013 - \$80 (different applicant), 2012 - \$75 (different applicant), 2011 - \$62.50 (different applicant)		
27	Joanna Wortley		Creese Place	Redwood	Street BBQ	The neighbours in our street	31st October, 6.30pm	Creese Place	35	\$110	Pre-cooked sausages, bread, bacon, onions, mustard, sauce, serviettes, stationery	\$80.00	\$30 - tea, coffee, juice, soft drinks	\$80	2013 - \$50 (different applicant), 2012 - \$50 (different applicant), 2011 - \$50 (different applicant)		
28	Deirdre Williams		Dinglebay Place	Harewood	Neighbourhood BBQ	Neighbours in Dinglebay Place	2nd November, 4pm	Dinglebay Place	25-30	\$300	Food, beverages	\$100.00	\$200.00	\$80	n/a		
29	Philippa Wadsworth		Abberley Crescent	St Albans	Picnic/BBQ	Kinleys Lane residents	2nd November, 11.30am	Abberley Park	20	\$133	\$63 for Abberley Park scented garden hire; \$70 for disposable plates/cups, food - sausages, bread, sauce, patties, drinks - tea/coffee/coke/juice/milk	\$103.00	\$30 - BBQ gas, salads, veges	\$60	n/a		
30	Edel Armstrong	St Albans Residents' Association (SARA)	PO Box 21102	St Albans	Not stated	Residents of St Albans	2nd November, 2-5pm	St Albans Community Centre	200	\$1,085	Bouncy castle, face painting, venue hire, food, band	\$495.00	\$590.00	\$495	n/a		
31	Bronwyn McLennan		29 Woodhurst Drive	Regents Park	BBQ, Lolly scramble and bouncy castle	Street neighbours	30 October, 6-8pm	Sharnbrook Reserve	80	\$470	Sausages, sauce and serviettes, lollies	\$180.00	\$290.00	\$125	2013 - \$160, 2012 - \$150, 2011 - \$225		
32	Mark Hudson	Beulah Christian Fellowship Inc	140-146 Springfield Road	St Albans	Neighbourhood Community Fun Day	Volunteers from church, those who have event stalls	1 November, 11am-2pm	Church car park, Springfield Road	100-150	\$695	Sausages, bread, onions, sauce, mustard, cold drinks, devonshire tea, bouncy castle, balloon artist, face painting equipment	\$465.00	\$230.00	\$300	n/a		
33	Mary Grant		29 Skipton Street	Mairehau	Barbeque	Skipton Street residents and friends	25 or 26 October, 4pm	Edge of MacFarlane and Dawe Street entrance	20-25	\$115	Sausages, onions, bread, butter, apples, incidentals, printing of leaflets, seeds (for prizes, giveaways, etc)	\$100.00	\$15.00	\$60	2013 - \$100		

No.	Name	Organisation	Address	Suburb	Activity	Who will be Participating	Date and Time of Activity	Location of Activity	Expected No. attending	Total Cost of Event	Items	Amount Requesting From Community Board	Contribution from Street/ Organisation	Staff Recommendations	Funding History 2013, 2012, 2011	Shirley/ Papanui Community Board Decisions	Comments
34	Janita and Michael Patrick		86 Daniels Road	Redwood	Neighbourhood Street BBQ	Neighbours from Daniels Road and Rathlin Street	2 November, 12-3pm	Rathlin Street cul-de-sac	20-30	\$200	BBQ meat, condiments, bread, sauce, drinks, plastic ware, games, activities for children	\$100.00	\$100.00	\$65	2013 - \$50, 2012 - \$90		
										\$10,601		\$5,285.50		\$3,689.50			



Application for Neighbourhood Week Funds 2014
Neighbourhood Week is subsidised by your local Community Board

Contact name: First Name _____ Middle Name _____
 Surname _____

Organisation (if applicable): _____

Address: _____

Suburb: _____ **Post Code:** _____

Phone: _____ **Email:** _____

Proposed activity: _____

Itemised Cost of Activity:
*Including your contribution
 (please continue on
 separate sheet if required)*

Item e.g. Food, Beverages etc	Approx. Cost
	\$
	\$
	\$
	\$
	\$
Amount of funding requested from Community Board <i>(Note: receipts will be required to ensure reimbursement)</i>	\$
Your street/organisation Contribution towards the event	\$
Total cost of event:	\$

*Please indicate if you
 (or your group) have received
 Neighbourhood Week funding in
 the past 2 years
 [this is for information purposes only]*

Who will be participating: _____

Expected no. attending: _____ **Location of activity:** _____

Date of activity: _____ **Time:** _____

Declaration: In making this application I confirm that I have read and understood the Guidelines accompanying this form.

Signature: _____ **Date:** _____

Please note: Details of your event will be provided to Community Board members so please let us know if your event details change or if your event is cancelled.

Applications must be received by 5pm, Friday 29 August 2014

To send your application or for more information:
 Email: neighbourhoodweek@ccc.govt.nz Phone: (03) 941 8999 or
 Post to: Neighbourhood Week, Christchurch City Council,
 PO Box 73020, Christchurch 8154



ATTACHMENT 2 TO CLAUSE 13 CONT'D

GUIDELINES FOR YOUR INFORMATION:

Grants are available for reimbursement after the event and following the presentation and approval of receipts.

Please note that funding is not available for alcohol or fireworks. Some community boards may not give priority to funding items other than food. Please contact the Strengthening Communities Team Administrator for the relevant ward (see below) to check.

Small Subsidy:

A **small** subsidy towards costs for Neighbourhood Week is currently available from each city ward Community Board for allocation to help support Neighbourhood Week events. The following criteria apply:

Intention of Support

- Neighbourhood Week funding is seen as a **small contribution** towards holding an event. Because it is intended to 'bring neighbours together', applications from individuals getting together and holding a local event will take priority over those held by organisations.
- Neighbourhood Week funding should not be seen as a way for individuals or organisations to hold an event that they would at other times of the year.
- It is expected that those holding the event will contribute in some way towards the event, even if it is through supplying some of the materials.

Dates of Events

- While there are set dates for Neighbourhood Week, we understand that not all events can take place within designated dates. If you wish to have your event outside these dates, please provide an explanation on your application form.
- Please note, priority will be given to events that fall within Neighbourhood Week as opposed to other times of the year.

Numbers of People per Event

While there are no limitations on numbers attending Neighbourhood Week events, it should be remembered that the main purpose of Neighbourhood Week is to bring neighbours together to get to know each other and therefore events with too small or too large numbers may be less successful in achieving this.

Conflict of Events

- Where two events are to be held in a close locality (i.e. same street or park), we will encourage you to combine these events.
- Where two or more people apply separately for the same event, these applications will be considered together.

Residents' Associations

Residents' Association groups can apply unless they have received funding for a Neighbourhood Week event from another Council fund.

Reimbursement:

Once you have been notified in writing of your application approval, the individual(s) organising your event must meet the costs first, then provide receipts and attach them to the Subsidy Reimbursement Form. This will be posted to you in order for your reimbursement to be processed.

The Process: Once you have decided to participate in Neighbourhood Week, here are the steps to take:

- 1) Get your neighbours together.
- 2) Complete the on-line application form or pick up a hard copy from your local service centre.
- 3) Fill out the application form and submit via email, post to PO Box 73020 Christchurch 8154, or drop the form into your local service centre prior to the deadline of 29 August 2014 at 5 p.m.
- 4) Once applications have closed these will be presented to the Community Boards for consideration.

N.B: Because you are applying for public funding, your name and event details will be part of the public record of the Community Board's allocation meeting. You will be notified of the decision made by your Community Board.

- 5) Hold your event. (Take lots of photos and have a great time!)
- 6) Complete the Subsidy Reimbursement form, include your receipts, and return.
- 7) Your allocated subsidy will be reimbursed – note, this could take up to four weeks.
- 8) Forward any digital photos to us as we would like the opportunity to download your fun photos into the Neighbourhood Week Gallery.
- 9) Get going...!

Any questions throughout the process, do not hesitate to call 941 8999 or email the Strengthening Communities Administrator listed below for your ward.

Akaroa/Wairewa:	Helen Shanks – helen.shanks@ccc.govt.nz
Burwood/Pegasus:	Katie MacDonald – katie.macdonald@ccc.govt.nz
Fendalton/Waimairi	Bronwyn Frost – bronwyn.frost@ccc.govt.nz
Hagley/Ferrymead:	Sarah Green – sarah.green@ccc.govt.nz
Lyttelton/Mt Herbert	Helen Shanks – helen.shanks@ccc.govt.nz
Riccarton/Wigram	Sally Holtham – sally.holtham@ccc.govt.nz
Shirley/Papanui	Sharon Munro – sharon.munro@ccc.govt.nz
Spreydon/Heathcote	Wendy Gunther - wendy.gunther@ccc.govt.nz

14. COMMUNITY BOARD ADVISER'S UPDATE

14.1 CURRENT ISSUES

14.2 BOARD FUNDING UPDATE 2014/15

Refer to **Attachment**.

15. ELECTED MEMBERS' INFORMATION EXCHANGE

The purpose of this exchange is to:

- provide a short brief to other members on activities that have been attended
- provide information in general that is beneficial to all members
- include key issues and information for communication to residents.

16. QUESTIONS UNDER STANDING ORDERS

17. 9. 2014

- 25 -

ATTACHMENT TO CLAUSE 14.2

Shirley/Papanui Community Board Funds 2014/15

TRIM 14/685100
Updated 4-Sep-14

Shirley/Papanui Discretionary Response Fund Project/Service/Description/Group	Allocation 2013/14	Board Approval
Discretionary Response Fund Budget 2013/14	\$ 51,197	
Amount Transferred to Positive Youth Development Scheme	\$ 10,000	2-Jul-14
Remainder for Allocation in Discretionary Response Fund	\$ 41,197	
Positive Youth Development Scheme - Opening Balance allocation	\$ 10,000	
Canterbury Ballet - Reva Eady (New Prague International Dance Festival, 5 to 11-Jul-14)	\$ 500	2-Jul-14
Christchurch School of Music for Erica Boyd and Rebecca Robinson (<i>Australian Youth Orchestra Festival, Brisbane 2-4 Dec 2014</i>) (Staff Rec:2	\$ 400	3-Sep-14
Positive Youth Development Scheme BALANCE	\$ 9,100	
Discretionary Response Fund - Total Allocation	\$ 41,197	
Neighbourhood Week Funding	\$ 4,000	6-Aug-14
Edgeware Tennis Club Inc (<i>Purchase of Tennis Balls for Junior Programme Project</i> ,	\$ 700	3-Sep-14
Papanui Toc H Athletics Club Inc (<i>High Use Training Area Project</i>)	\$ 600	3-Sep-14
Discretionary Response Fund BALANCE	\$ 35,897	
Total Balance of unallocated DRF / PYDS	\$ 44,997	