

7. 6. 2007

**RICCARTON/WIGRAM COMMUNITY BOARD  
2 MAY 2007**

**A meeting of the Riccarton/Wigram Community Board  
was held on Wednesday 2 May 2007 at 8.30am**

**PRESENT:** Peter Laloli (Chairperson), Neville Bennett, Helen Broughton,  
Lesley Keast, Bob Shearing and Tony Sutcliffe.

**APOLOGIES** An apology for absence was received and accepted from  
Mike Mora.

The Board reports that:

**PART A – MATTERS REQUIRING A COUNCIL DECISION**

**1. ALLOCATION OF PROJECT FUNDING 2007/08**

<b>General Manager responsible:</b>	General Manager Regulation & Democracy Services, DDI: 941-8549
<b>Officer responsible:</b>	Acting Community Board Principal Adviser
<b>Author:</b>	Emma Davison, Community Secretary

**PURPOSE OF REPORT**

1. The purpose of this report is to seek Council approval of the allocation of the Board's Project (and Discretionary) funding for the 2007/08 year.

**EXECUTIVE SUMMARY**

2. The key milestone for allocation of 2007/08 funding is 18 May 2007; the date by when all Boards need to have made their decisions on the allocation of their project funding. This date (which is later than required in previous years) is based on requirements to meet both internal accounting and Annual Plan processes and timeframes.
3. Staff have evaluated all applications and completed a matrix document, to the Board which provides comprehensive information to enable efficient and effective decision making. Staff evaluation is based on standard criteria and then entered into the matrix for comparative purposes with other applications.

<b>Group</b>	The name of the Unit or the Group responsible for the project or service.
<b>Project/Service</b>	A brief description of the project or service.
<b>Amount Requested</b>	The amount of funding requested by the group/unit.
<b>Board Objectives, Community Outcomes, Council Strategies</b>	Board objectives, community outcomes and Council strategies or policies to which the project/service can be linked.
<b>Expected Outcome of Project</b>	Whether the project/service will have a positive or negative affect on social, economic, environmental or cultural wellbeing.
<b>Need Supported By</b>	Any relevant research or other evidence that identifies a need for the project/service.
<b>Financial Risk</b>	Assessment of the project's/service's viability and sustainability e.g. unlikely to be viable as there are insufficient funds available to complete the project.
<b>Delivery Risk</b>	This section reports on an assessment of the unit's/group's ability to complete the project or supply the service.
<b>Funding History</b>	Outlines whether the unit/group has received funding from the Board before or other Council funding; and whether accountability reports are on file.
<b>Staff Recommendation</b>	Describes the precise decisions that staff are recommending.

## 1 Cont'd

<b>Priority</b>	<p>Staff have determined a priority rating for each request.</p> <p>The following grading criteria has been used by staff:</p> <ol style="list-style-type: none"> <li>1. Meet Board objectives/community outcomes – priority to fund: major contribution to social need and development.</li> <li>2. Meet Board objectives/community outcomes – require a funding contribution.</li> <li>3. Meet criteria to a lesser degree but more suitable for group to seek funding elsewhere – board funding support not needed or could be funded from another scheme e.g. Metropolitan.</li> <li>0. Did not meet any of the above mentioned criteria – staff recommend not to fund.</li> </ol>
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4. Projects on the matrix have come from community groups and staff. A city-wide, publicly-advertised request for applications was carried out in late 2006/early 2007 for all community boards.
5. A seminar meeting was held in April for the Board.

**FINANCIAL IMPLICATIONS**

6. The Board has funding available of \$390,000 for 2007/08, that comprises:
  - Up to \$60,000 discretionary funding to be allocated throughout the year at the Board's discretion.
  - Up to \$40,000 for strengthening communities funding (SCAP).
  - A minimum of \$290,000 for allocation to local projects or activities.
7. A total of 60 applications for funding have been received. A summary of the staff recommendations and funding implications is as follows:
  - Total Funding **available** for project/discretionary funding **\$390,000.00**
  - Total Funding **requested** from applications received for project funds **\$518,983.52**
8. The Board in previous years has retained approximately \$70,000-100,000 of its project funds, so that the Board's Committees could allocate that funding throughout the financial year. Staff recommend that the Board does not take this course of action, as:
  - (a) There should, in line with Council policy, only be one discretionary pool of up to \$60,000 for allocation throughout the year at the Board's discretion – unallocated "committee" funds appear to be defacto discretionary funds.
  - (b) Having large sums of unallocated funding that are left as "committee" funds does not best meet the objective of transparency.
  - (c) In recent years, with retention of project funds for allocation by the Board's committees throughout the year, there have been considerable sums of funding being unallocated until towards the end of the financial year – this has often led to advice being sought from staff and decisions being made by the Board under pressure within short timeframes, which is not in the interests of good decision-making.
  - (d) In recent months, considerable staff time and effort has been concentrated on assessing all of the 2007/08 applications received and providing advice on their priority, so that the Board is able to assess the relative merits of each application against the others received.

**1 Cont'd**

9. Staff recommendations are as follows:

- Total recommended for retaining as Discretionary Fund **\$ 60,000**
- Total recommended for consideration for Project Funding **\$298,452**  
(comprising: Priority One: \$247,252; Priority Two: \$51,200)

10. In previous years the sum of money allocated to the Environment Committee Fund has been \$40,000. In the 2007/08 project fund matrix staff are recommending that the board allocate to the capital programme projects that total \$37,000. The other categories in the matrix are: Community Engagement \$20,500, Community Development \$147,052, Community Recreation \$84,900, Democracy Services \$9,000.

11. If the staff recommendations are adopted in principle, this would leave a remainder of \$31,548 to be allocated.

12. The recommendations contained in the matrix align with the 2006-16 LTCCP budgets (refer to page 103 of the LTCCP, Community Grants funding).

**LEGAL CONSIDERATIONS**

13. The Board's decisions on allocation of its project funding will be confirmed by the Council prior to inclusion in the Annual Plan 2007/08.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

14. The staff recommendations in the matrix support the Community Grants services on page 103 of the 2006-16 LTCCP.

**ALIGNMENT WITH STRATEGIES**

15. The fourth column in the matrix identifies where the funding applications align with Council strategies and policies.

**CONSULTATION FULFILMENT**

16. No external consultation needs to be undertaken, although staff have discussed funding applications with those groups that have submitted the applications.

**STAFF RECOMMENDATION**

That the Council allocate funding from the Board's 2007/08 project fund for the projects listed in column A of the following schedule:

**BOARD RECOMMENDATION**

That the Council allocate funding from the Board's 2007/08 project fund for the projects listed in column B of the following schedule:

## 1 Cont'd

STAFF RECOMMENDATIONS (A)	BOARD RECOMMENDATIONS (B)
<b>Capital Programmes – City Environment</b>	
<b>Dunbars Road Foot Bridge.</b> Allocates <b>\$10,000</b> for the construction of a foot bridge across the drainage swale at Dunbars Road.	That the staff recommendation be adopted.
<b>Kyle Park Bush Project</b> Allocates <b>\$20,000</b> for the continuation of the Kyle Park Bush project.	That the staff recommendation be adopted.
<b>Arbor Day Plantings In Local Schools.</b> Allocates <b>\$2,000</b> for Arbor Day plantings in local schools.	That the staff recommendation be adopted.
<b>Daffodil Planting.</b> Allocates <b>\$5,000</b> for daffodil plantings in high profile sites within the Board's area.	That the staff recommendation be adopted.
<b>Community Engagement</b>	
<b>Neighbourhood Week Grants Scheme</b> Allocates <b>\$5,000</b> for the Neighbourhood Week Grants Scheme.	That the staff recommendation be adopted.
<b>Christmas Lights</b> Allocates <b>\$5,000</b> for Christmas Lights hanging/repairs.	That the staff recommendation be adopted.
<b>Youth and Community Service Awards Scheme</b> Allocates <b>\$2,500</b> to the Youth and Community Service Awards Scheme.	That the staff recommendation be adopted.
<b>Garden Pride Awards</b> Allocates <b>\$5,000</b> to the Garden Pride Awards.	That the staff recommendation be adopted.
<b>Residents Groups – Grants to Groups</b> Allocate <b>\$3,000</b> to a Residents Group Grants to Groups Scheme.	That the staff recommendation be adopted.
<b>Community Development</b>	
<b>Community Development Scheme Top Up</b> Allocates <b>\$10,000</b> towards the 2006/07 Community Development Fund.	That the staff recommendation be adopted.
<b>Youth Development Scheme</b> Allocates <b>\$5,000</b> to its Youth Development Scheme.	That <b>\$8,000</b> be allocated to the Youth Development Scheme.
<b>34A Youth Trust – Youth Worker</b> Allocates <b>\$13,000</b> to the 34a Youth Trust towards the cost of delivering the 24/7 programme for youth at Riccarton High School.	That <b>\$11,000</b> be allocated to the 34a Youth Trust towards the cost of delivering the 24/7 programme for youth at Riccarton High School.
<b>Family and Community Division of Anglican Care – Salary Costs</b> Allocates <b>\$18,700</b> towards the cost of providing a Community Development Worker and associated programmes in the Broomfield/Hei Hei area.	That the staff recommendation be adopted.  (Note: Bob Shearing abstained from the voting and discussion on this item).
<b>Hornby Presbyterian Trust - Fusion Youth 24/7 Hornby High School Project.</b> Allocates <b>\$15,000</b> to the Hornby Presbyterian Trust towards the cost of delivering the 24/7 Youth Programme at Hornby High School.	That the staff recommendation be adopted.

## 1 Cont'd

STAFF RECOMMENDATIONS (A)	BOARD RECOMMENDATIONS (B)
<b>Hornby Presbyterian Trust - O.S.C.A.R Programme</b> Allocates <b>\$5,000</b> to the Hornby Presbyterian Trust for the Hornby Holiday Programme.	That the staff recommendation be adopted.
<b>Community Watch Hornby – Base Costs</b> Allocates <b>\$3,880</b> to Community Watch Hornby for reimbursement of base radio operator costs, electricity, computer consumables, telephone usage and vehicle costs.	That the staff recommendation be adopted.  (Note: Peter Laloli abstained from the voting and discussion on this item).
<b>Tangata 2 Tangata Programme</b> Allocates <b>\$16,000</b> towards the continued running of the Tangata 2 Tangata programme at Hornby High School.	That the staff recommendation be adopted.
<b>Salvation Army Hornby - Budgeting Advice Service.</b> Allocates <b>\$7,514</b> to the Salvation Army Hornby for a budgeting advice service.	That the staff recommendation be adopted.
<b>Hornby Anglican Parish – Fun Days</b> Allocates <b>\$700</b> to The Hornby Anglican Parish for costs associated with two fun days for children and their families.	That the staff recommendation be adopted.
<b>Community Development Network Trust – Administration Support</b> Allocates <b>\$8,000</b> to the Community Development Network Trust for administration and management costs.	That the staff recommendation be adopted.
<b>Templeton Chapel – Water Pump</b> Allocates <b>\$800</b> to the Holy Family Community Trust for a water pump in the Templeton Chapel.	That the staff recommendation be adopted.  (Note: Bob Shearing abstained from the voting and discussion on this item).
<b>Methodist Mission – Wise Up Programme</b> Allocates <b>\$2,000</b> to the Methodist Mission for its Wise Up Programme.	That the staff recommendation be adopted.
<b>Hornby High School – Kapahaka Programme</b> Allocates <b>\$4,000</b> to Hornby High School for its Kapahaka programme.	That the staff recommendation be adopted.
<b>Anglican Parish of Upper Riccarton – Disability Ramp</b> Allocates <b>\$2,000</b> to the Anglican Parish of Upper Riccarton/Yaldhurst for a disability ramp for the main entrance of St Peter's Church.	That the staff recommendation be adopted.  (Note: Bob Shearing abstained from the voting and discussion on this item).
<b>Halswell Toy Library – Heat Pump</b> Allocates <b>\$1,000</b> to the Halswell Toy Library for the installation of a heat pump.	That the staff recommendation be adopted.
<b>Kidsfirst Kindergarten Lady May – Play Hut</b> Allocates <b>\$1,000</b> to Kidsfirst Kindergarten Lady May for play equipment.	That the staff recommendation be adopted.
<b>Petersgate Counselling Service – Salary Costs</b> Allocates <b>\$7,000</b> to the Petersgate Counselling Centre for salary costs.	That <b>\$4,000</b> be allocated to The Petersgate Counselling Service.

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STAFF RECOMMENDATIONS (A)	BOARD RECOMMENDATIONS (B)
<p><b>Canterbury Fiji Social Services Trust</b> Allocates <b>\$27,770</b> to Canterbury Fiji Social Services Trust for multiple projects.</p>	<p>That <b>\$25,000</b> be allocated to the Canterbury Fiji Social Services Trust for multiple projects.</p> <p>To write to Housing New Zealand to express its support of the Canterbury Fiji Social Services Trust's application for rental funding assistance for its premises at Hillary Crescent.</p> <p>To request that staff organise a site visit to the Canterbury Fiji Social Services Trust's premises at Hillary Crescent.</p>
<p><b>Affinity Trust – O.S.C.A.R Programme</b> Declines the application from Affinity Trust for costs associated with delivering an OSCAR Programme at Wharenui Primary School, on the basis that funding is available from the Riccarton Community Development Project's budget.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>St Thomas of Canterbury College –Salary Costs</b> Allocates <b>\$3,888</b> to St Thomas of Canterbury College for salary costs for the Maori Pasifika Youth Worker position.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Affinity Trust – Salary Costs</b> Declines the application from Affinity Trust for salary costs for the youth worker positions at Wharenui School, on the basis that funding is available from the Riccarton Community Development Project's budget..</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Wharenui School – Upgrading of Hall</b> Allocates <b>\$1,000</b> to Wharenui School for the upgrading of its school hall and kitchen.</p>	<p>To refer the application from Wharenui School, for the upgrading of there school hall to the Board's 2007/08 Discretionary Fund.</p>
<p><b>Joshua Foundation – Confidence Courses</b> Allocates <b>\$2,000</b> to the Joshua Foundation Charitable Trust for confidence course and leadership training for young people.</p>	<p>That the application from the Joshua Foundation Charitable Trust for costs associated with running confidence courses, be declined.</p>
<p><b>Riccarton High School – Maori Carvings</b> Declines the application from Riccarton High School for the purchase of Maori carvings on the basis that this is a capital item and also a Ministry of Education responsibility.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>St Ninians Presbyterian Church – Social Needs Survey</b> Declines the application from St Ninians Presbyterian Church Riccarton for a social needs survey on the basis that the Church explores the possibility of securing a research student.</p>	<p>To decline the application and write to St Ninians Presbyterian Church Riccarton to advise that if the Church has a particular project in mind, that they require funding assistance with, then they could apply to the Board's 2007/08 Discretionary or Board Initiatives Fund.</p>

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STAFF RECOMMENDATIONS (A)	BOARD RECOMMENDATIONS (B)
<p><b>St Teresa's Youth and Young Ministry (Catholic Parish of Riccarton) – Youth Worker</b> Declines the application from St Theresa's Youth and Young Ministry for the salary of its youth worker on the basis that the project would predominantly be of benefit to the church and its members.</p>	<p>To decline the application and request that staff work with St Theresa's Catholic Parish throughout the coming year and if a programme, which services the wider community, is established then the Church could apply for financial assistance from the Board's 2007/08 Discretionary Fund.</p> <p>(Note: Tony Sutcliffe abstained from the voting and discussion on this item).</p>
<p><b>Clarence Street Fijian Methodist Church – Training Camp</b> Declines the application from the Clarence Street Fijian Methodist Church for costs associated with a training camp on the basis that the project would predominantly be of benefit to the church and its members.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Recreation and Sports</b></p>	
<p><b>Small Events Fund</b> Allocates <b>\$8,000</b> to a Small Events Fund.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Community Events Fund</b> Allocates <b>\$18,500</b> to the Recreation and Sport's Unit for costs associated with staging two community events.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Recreation and Sport Fund</b> Allocates <b>\$35,000</b> for the Recreation and Sport Fund.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Hornby Presbyterian Trust – Hornby Holiday Programme</b> Allocates <b>\$3,000</b> to the Hornby Presbyterian Trust for the Hornby Holiday Programme.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Hornby Presbyterian Trust – Sockburn O.S.C.A.R Programme</b> Allocates <b>\$1,000</b> to the Hornby Presbyterian Trust for funding towards subsidising those families who use the Sockburn Out of School Care and Recreation (OSCAR) who do not qualify for WINZ subsidies.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Rewi Alley Chinese School</b> Declines the application from the Rewi Alley Chinese School for the programme for Chinese older adults on the basis that the project be considered as an application for a metropolitan wide service.</p>	<p>That <b>\$4,500</b> be allocated to the Rewi Alley Chinese School for the programme for Chinese older adults.</p>
<p><b>Community Development Network Trust – Camps</b> Allocates <b>\$5,000</b> to the Community Development Network Trust for teenage youth camps</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Templeton Primary School - Pool Costs</b> Allocates <b>\$1,000</b> to Templeton Primary School for costs associated with pool hire fees.</p>	<p>That <b>\$1,118</b> be allocated to Templeton Primary School for costs associated with pool hire fees.</p>
<p><b>Riccarton Dance Club</b> Allocates <b>\$500</b> to the Riccarton Dance Club to cover ongoing costs for the period July to December 2007.</p>	<p>That the staff recommendation be adopted.</p>
<p><b>Hornby Anglican Parish- Keyboard</b> Allocates <b>\$1,000</b> to the Hornby Anglican Parish towards the purchase of a keyboard for its community music ministries.</p>	<p>That the staff recommendation be adopted.</p>

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STAFF RECOMMENDATIONS (A)	BOARD RECOMMENDATIONS (B)
<b>Hornby Domain Bowling Club</b> Allocates <b>\$1,200</b> to the Hornby Domain Bowling Club for costs associated with purchasing a rotary mower.	That the staff recommendation be adopted.
<b>SHARP Trust – Holiday Programme</b> Allocates <b>\$1,700</b> to the SHARP Trust towards costs associated with delivering the Halswell SHARP Holiday Programme.	That the staff recommendation be adopted.
<b>Christchurch Speedway Association</b> Declines the application from the Christchurch Speedway Association for funding to increase accessibility into the premises and refers the application to the Metropolitan Funding Scheme.	That the staff recommendation be adopted.
<b>Riccarton Scout Group – Jamboree</b> Declines the application from the Riccarton Scout Group for costs associated with 10 scouts attending the New Zealand Jamboree and refers the application to the Recreation and Sport Fund.	That the staff recommendation be adopted.
<b>Democracy Services</b>	
<b>Riccarton/Wigram Community Board newsletter.</b> Allocates <b>\$9,000</b> for the producing of a quarterly Community Board newsletter for distribution to the Riccarton/Wigram community.	That <b>\$4,500</b> be allocated for two Community Board newsletters.
	That \$40,000 be allocated to a Board Initiatives Fund

The meeting concluded at 10.15am.

CONFIRMED THIS 23<sup>RD</sup> DAY OF MAY 2007

PETER LALOLI  
CHAIRPERSON