

15. OUT OF SCHOOL PROGRAMME WORKING PARTY - REPORT OF 8 FEBRUARY 2002

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The purpose of this report is to submit for the Board's consideration the following report and recommendations of the OSP Working Party's 8 February meeting.

**Report of a meeting of the Out of School Programme Working Party
held on Friday 8 February 2002 at 8:00am in Meeting Room 1
CCC Fendalton**

PRESENT: Cheryl Colley (Chairman), Val Carter, Yiyi Ku, Mike Wall

1. APOLOGIES

Nil

2. OSP STRATEGIES/CRITERIA/IMPLEMENTATION PLAN

2.1 OSP – Three Year Planning Responses

The Community Development Adviser elaborated on the questionnaire responses from the existing OSP providers operating in the Board's area.

The supporting paper highlighted the budget needs of the various operators and of the likely funding requirements from the Board over the next three years.

The Working Party reviewed the information relating to the Elmwood, Kendal, FOSCA, Westburn, St Patricks and Bishopdale programmes. Also included in the information presented were details of the holiday programme components delivered by the Leisure Unit including information on those programmes funded by the Board.

Members expressed appreciation for the extent of the information made available as it brought together the relevant details of the various programmes and provided a planning guide on likely immediate funding needs.

Recommendation: That the information be received.

2.2 Board Response on Draft Strategy

The Working Party agreed to support the following comments from the Community Development Adviser being included in the Board's response on the draft documentation.

a) Draft Strategy

To date apart from acknowledging there are likely to be low income families living in a community serviced by a commercial OSP, the numbers have not been ascertained. Such families are unlikely to travel to other OSP groups that are non-commercial and are therefore further disadvantaged.

An option here could be to subsidise those enrolment fees. In reality it could also involve meeting the shortfall between a WINZ subsidy, a caregiver contribution and the actual enrolment fee.

Regarding OSP funding support, the strategy needs to identify that there are two funding issues. One is that new groups entering the establishment phase require seed funding to meet many one-off costs. These may involve asset development initial staffing as well as material costs. The second area for many established groups is to secure operating grants to help meet annual delivery costs.

OSP groups based in low income areas or schools with a low decile rating are more likely to be those in greater need of this assistance.

b) **Draft Criteria**

The Working Party also **agreed** that the “Essential Eligibility Criteria” should be altered to the following:-

Clause 2: Low income families can access the programme; **amend** to *‘That provision is made for low income families to access the programme.’*

Clause 9: Appropriate programme design
- age appropriate
- child centred
- hours of operation; **amend** to *‘That the management committee has in place a quality development programme and planned activities that will provide social, educational and physical activity outcomes which are:
- age appropriate
- child centred
-suitable hours of operation.’*

In reviewing the essential eligibility criteria as set out in the draft strategy, members also had access to a proposed monitoring checklist developed by staff based on that set of criteria to be used locally.

Arising from that consideration the Working Party proposes that the following suggested amendments to the criteria also be included in the Board’s response.

1. Provider is a community not-for-profit group or organisation with Charitable Trust or Incorporated Society status or working towards this status. **Add:** *“That the community not-for-profit group or organisation provider has sound management practices that includes an annual meeting.”*
2. **Replace:** (Low income families can access the programme.) **with:** *“That the provision is made for low income families to access the programme.”*
3. Meets the National OSCAR Minimum Standards or working towards. **Amended to:** *“Verify that the service and programmes continues to meet the National OSCAR Minimum Standards”.*
12. **Add (new):** *“That individual attendance/registration achieves an annual average of 75% of the places available.*
13. **Add (new):** *“Show evidence of tenure for the next year of the facility where the OSP programme is based. Where possible that tenure is guaranteed through a lease or written agreement.”*

In summary it was **agreed** that the proposed Board monitoring checklist be finalised once the draft strategy and criteria was in place.

Recommendation: That the above comments be incorporated in the Board’s response to the Draft OSP Strategy.

2.3 **Funding Recommendations for Finance and Planning Committee**

The following recommendation arises out of the considerations referred to in clause 2.1 above.

Recommendation: That it be recommended to the Finance and Planning Committee that \$25,000 be allocated from the Board’s 2002/03 project funds for After School Programmes with it being noted that such support is in line with the intended draft strategy and that it be noted that such ongoing similar commitments are likely for the next few years.

The meeting concluded at 9.20am.

Chairman’s

Recommendation: That the report be received and the recommendations therein be adopted.