

12. **OUT OF SCHOOL PROGRAMMES WORKING PARTY – REPORTS OF 18 DECEMBER 2001 AND 17 JANUARY 2002**

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The purpose of this report is submit for the Board's consideration the reports and accompanying recommendations of the Working Party's December and January meetings as follows.

**Report of a meeting of the Out of School Programmes Working Party
held on Tuesday 18 December 2001 at 8:00am in Meeting Room 2
CCC Fendalton**

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

a) Criteria for Funding Requests for Out of School Programmes, and Request from Westburn OSCAR for Funding Support.

At the 6 December meeting of the Community Services Committee consideration had been given to a business plan prepared by Westburn OSCAR Inc., including a request for establishment funding support from the Board.

The Committee had agreed to recommend to the Board that the project should be supported in principle but that a Working Party of members of the Committee should be established to develop a set of criteria for such funding requests, and to meet with representatives of Westburn OSCAR (if necessary) to discuss the particular funding needs in more detail.

The Community Advocate and Community Development Adviser provided background to the city wide approach to Out of School Programmes which originated from the Council policy adopted in October 1999. In summary the Council supported the need, resourcing and development of OSP, as well as establishing partnerships, linkages, etc.

Officers further advised that a programme strategy was currently being developed by a staff project team and that the strategy was intended to identify issues and to indicate delivery objectives. It was confirmed that arrangements were in hand for the strategy outcomes to be presented to the Working Party on 17 January.

The Working Party agreed that it should be appropriate to receive the presentation, on behalf of the Board, and that this could assist a wider view to be established in the development of relevant criteria and recommendations for the Board at its 29 January meeting.

The Working Party considered, in depth, the detail of support for existing programmes in the Fendalton/Waimairi community. It was noted that, with the exception of the Bishopdale Primary After School Care programme, support had been given for establishment funding as distinct from ongoing operational funding.

The Working Party noted that a total of \$15,938 was being sought, including the sum of \$1,012 for recreation equipment from an external grant (i.e. a total net request of \$14,926).

The Working Party gave consideration to the avenues in which a standard form of support could be developed based on financial needs, demographic status, standards to be established, and the particular model of management. The Working Party then considered whether there should be the development of relevant criteria now, or to await the upcoming presentation of the officers review on 17 January.

Based on the earlier general standard of support adopted for other programmes in the community the Working Party then agreed that the request from Westburn OSCAR be considered in advance of the development of a strategic approach to any ongoing support for such programmes. Apart from the matter of "rent" (\$2,000) the Working Party agreed that establishment funding support should be provided by the Board.

In further discussion on the strategic approach the Working Party agreed to a proposal for an annual survey of each programme to indicate the success, or otherwise, of objectives being met, and any ongoing support that may be required for individual programmes. To this end it was agreed that the Community Development Adviser should develop a monitoring check list for future use and reporting, as part of a position paper that summarises the extent of support currently provided, and any expectation of future needs in the community.

- Recommendations:**
1. That the Working Party's action in receiving the presentation of the draft city wide strategy for OSP, and considering this on behalf of the Board be endorsed.
 2. That the proposal for establishment funding support in the sum of \$13,000, from the following sources:

2001/02 Discretionary Fund (including the previous Board's allocation of \$2,000)	\$7,200
Community Development Scheme	\$5,000
Advocacy team OSP support vote (ex balance of \$4,300 available)	\$800

be endorsed.
 3. That a monitoring check list be developed for use in an annual survey of the relative successes of existing OSP programmes in the community.
 4. That a position paper be prepared summarising the extent of support currently provided, and any expectation of future needs in the community.

**Report of a meeting of the Out of School Programmes Working Party
held on Thursday 17 January 2000 at 8:00am in Meeting Room 1
CCC Fendalton**

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

The purpose of the meeting was to consider a further report on the current delivery of OSP within the Fendalton/Waimairi community, and issues that local OSP management groups face. This was in response to a request made at the Working Party's meeting of 18 December. As agreed at the earlier meeting the opportunity was also to be taken to consider a draft report detailing OSP strategy and a draft area implementation plan.

a) Out of School Programmes in Fendalton/Waimairi – Status Report

Prior to discussions on this topic Officers provided an overview of the activities covered by OSP and, in particular, the separate parts of "after school" and "holiday" programmes.

The Community Development Adviser elaborated on his status report and informed the Working Party of the recent action take in initiating a survey, with the view of ascertaining possible future needs for after school programmes, including establishment and operating costs, over the next three years.

The Working Party briefly discussed each of the programmes listed, and the Community Recreation Adviser provided details of a number of associated holiday programmes.

The Working Party noted that the additional information supplied in response to the questionnaire should materially assist the establishment of criteria and future funding allocation by the Board.

b) Out of School Programmes Strategy and Area Implementation Plan

The Senior Recreation Adviser, on behalf of the Officer project team, elaborated on the draft document, and explained that the team had decided to develop draft area plans prior to finalising the strategy which would now be presented in March.

An explanation was given of the issues identified through earlier OSP research, and the drafting of “essential eligibility criteria” which is intended as a means to assist Boards with their ongoing prioritisation of funding requests.

c) Conclusion

The Working Party agreed that it should have a further consideration of the criteria/strategy, and the implementation plan, in the light of the responses from the questionnaire. It was also agreed that it could also consider formulating comment on the draft, and to develop guidance for the Finance and Planning Committee in its consideration of future project funding.

The Working Party agreed to meet again at 8:00am on Friday 8 February.

Recommendation: That the Board note the further action proposed by the Working Party.

Chairman’s

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