



## Christchurch City Council

# BURWOOD/PEGASUS COMMUNITY BOARD AGENDA

**MONDAY 4 AUGUST 2008**

**AT 3.30 PM**

**IN THE BOARDROOM,  
CORNER BERESFORD AND UNION STREETS,  
NEW BRIGHTON**

**Community Board:** David East (Chairman), Nigel Dixon, Tina Lomax, Gail Sheriff, Tim Sintes, Linda Stewart, Chrissie Williams

**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. **CONFIRMATION OF MINUTES– 14 JULY 2008 AND 21 JULY 2008**

The minutes of the Board's ordinary meeting of 14 July 2008 and extraordinary meeting of 21 July 2008 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's ordinary meeting of 14 July 2008 and the extraordinary meeting of 21 July 2008, be confirmed.

3. **DEPUTATIONS BY APPOINTMENT**

4. **PRESENTATION OF PETITIONS**

5. **NOTICES OF MOTION**

6. **CORRESPONDENCE**

7. **BRIEFINGS**

**BURWOOD/PEGASUS COMMUNITY BOARD  
14 JULY 2008**

**Minutes of an ordinary meeting of the Burwood/Pegasus Community Board  
held on Monday 14 July 2008 at 3.40pm  
in the Boardroom, corner Beresford and Union Streets, New Brighton**

**PRESENT:** David East (Chairman), Tina Lomax, Tim Sintes, Linda Stewart and Chrissie Williams.

**APOLOGIES:** Apologies for absence were received and accepted from Nigel Dixon and from Gail Sheriff (leave of absence).

The Board reports that:

**PART B - REPORTS FOR INFORMATION**

**1. DEPUTATIONS BY APPOINTMENT**

**1.1 Martin Gallagher and John Brown, New Brighton Road**

Mr Martin Gallagher of 1/555 New Brighton Road tabled and spoke to a 78 signatory request for the Council to provide a formed walkway on New Brighton Road, (on the north side of the Avon River), between the Pages Road and Bower Avenue bridges.

Mention was made of the apparent difficulties encountered by pedestrians in not having a formed pathway along this section of New Brighton Road.

Members acknowledged the basis of the residents request and it was indicated to the deputation that the Board was likely to make a similar submission to the Council, in relation to the forthcoming LTCCP process.

The Chairman thanked the deputation for its submission which was **received** by the Board.

**2. PRESENTATION OF PETITIONS**

Nil.

**3. NOTICES OF MOTION**

Nil.

**4. CORRESPONDENCE**

The Board **received** the following items of correspondence:

- Christchurch City Council – in response to the Board’s submission regarding the Dog Control Policy and Bylaw 2008.
- Agape Trust – thanking the Board for its recent funding assistance.
- Christchurch Estuary Association – Meeting Minutes of 26 June 2008.

**5. BRIEFINGS**

Nil.

**6. RESIDENTS' GROUPS/COMMUNITY ORGANISATIONS**

Mr Tony Mander, President of the Golf Links Residents Association updated the Board on local issues, current activities and perspectives.

Following questions from members, the Chairman thanked Mr Mander for his informative update.

**7. COMMUNITY BOARD ADVISER'S UPDATE**

The Board **received** an update from the Community Board Adviser on forthcoming Board related activity over the coming weeks.

Copies of the 'Your Council, Your Voice' publications and the Council's 2008 Governance Statement were distributed.

**8. BOARD MEMBERS' QUESTIONS**

Nil.

**9. BOARD MEMBERS' INFORMATION EXCHANGE**

Members shared information on current issues and activities, including:

- Board Chairs and Staff Forum.
- Metropolitan Funding Committee, re KLO considerations.
- Fishing from the New Brighton Pier and the matter of reinstating the 'No Fishing' zone at the end of the pier.

As this was not covered in the Board's considerations in June, members **agreed** that if possible, this matter be addressed during the presentation of the Board's 16 June meeting report to the Council on 14 August.

- Board meetings – members reflected on aspects of the 3.30pm start time for the Board's ordinary meetings over the winter June, July and August period.

**PART C – DELEGATED DECISIONS TAKEN BY THE BOARD**

**10. CONFIRMATION OF MINUTES – 30 JUNE 2008**

The Board **resolved** that the minutes of its ordinary meeting of 30 June 2008, be confirmed.

The meeting concluded at 4.32 pm.

**CONFIRMED THIS 4TH DAY OF AUGUST 2008**

**DAVID EAST  
CHAIRMAN**

4. 8. 2008

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ATTACHMENT TO CLAUSE 2.2

14. 8. 2008

**BURWOOD/PEGASUS COMMUNITY BOARD  
21 JULY 2008**

**Minutes of an extraordinary meeting of the Burwood/Pegasus Community Board  
held on Monday 21 July 2008 at 5.00 pm  
in the Boardroom, corner Beresford and Union Streets, New Brighton**

**PRESENT:** David East (Chairman), Nigel Dixon, Tina Lomax, Tim Sintes,  
Linda Stewart and Chrissie Williams.

**APOLOGIES:** Gail Sheriff (leave of absence).

The Board reports that:

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

**1. BURWOOD/PEGASUS STRENGTHENING COMMUNITIES FUNDING 2008/09**

This item was submitted to the Council meeting on 14 August 2008 by way of a Chairman's Report.

The meeting concluded at 6.15 pm.

**CONFIRMED THIS 4TH DAY OF AUGUST 2008**

**DAVID EAST  
CHAIRMAN**

## 8. APPLICATION FOR FUNDING FOR 2008/09 YOUTH DEVELOPMENT SCHEME

<b>General Manager responsible:</b>	General Manager Community Services, DDI 941-8986
<b>Officer responsible:</b>	Community Support Manager
<b>Author:</b>	Natalie Dally, Community Development Adviser and Jacqui Miller, Community Recreation Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to seek approval from the Burwood/Pegasus Community Board to allocate \$6,000 from its 2008/09 Discretionary Response Fund for the purposes of establishing a Youth Development Scheme.

**EXECUTIVE SUMMARY**

2. The Youth Development Scheme provides small grants to eligible individuals and not-for-profit groups. The purpose of the scheme is to celebrate and support young people living positively in the local community by providing financial assistance for their development. Applications to the fund will be considered in the following categories:

- Educational Studies – This can include personal development opportunities such as leadership skills, career development and skills training, or community based educational studies.
- Cultural Studies – This can include courses or seminars such as Te Reo lessons, musical training, arts colloquiums etc. It could be for attendance at cultural events taking place locally, nationally or internationally
- Representation at Events – It will provide support or assistance if selected to represent a school, team or community at a local, national or international event. This includes sporting, cultural and community events.
- Recreational Development – Assistance to attend or take part in one-off or ongoing recreational events or participation at recreation or sporting development. For example, advance ballet classes in Wellington, representing Canterbury at rugby.
- Capacity Building – Providing support for personal development or growth. For example, leadership training.

3. The criteria established in 2006 and used for the 2006/07 and 2007/08 funding years are listed below. Board members are asked to consider these criteria and make any necessary changes for the 2008/09 funding period. Where appropriate staff have made comments below the criteria based on the applications received in this previous two year period or particular areas for discussion are shown in bold italics.

- a) Applicants are to be aged between 12-20 years and living in Burwood or Pegasus wards.  
***(Other Community Boards criteria is 12-25 years old, this is based on the international definition of youth)***
- b) Applications are to be accepted and considered from:
  - a. Individual persons.
  - b. Up to four members of any one team.***
  - c. Other members of one family.  
***(Please consider the implications of capping and individuals needs)***
- c) The need for assistance must be proven, e.g. limited income/unwaged, at the discretion of officers to provide the extra information at the funding allocation meeting.
- d) The project/event must be of obvious benefit for the young person and if possible the wider community.
- e) This subsidy is available to each young person once per year. A second application will only be accepted in exceptional cases and considered at the discretion of the Community Board.

8 Cont'd

- f) A subsidy of up to \$500 per application/project is available.  
***(Guideline used by staff is for events/projects costing over \$2,000 up to \$500, and for events/projects under \$2,000 up to \$250 of funding support)***
  - g) Application is by way of application form from the young person with details of the event/project and supporting information e.g. referees and event/project confirmation.
  - h) Retrospective applications will not be considered unless the application is received by staff prior to the event.
  - i) Assessment/allocation of the funds is deliberated by a meeting of the Community Board members of the Funding Assessment Committee. ***(No longer applicable)***.
  - j) The decisions that are made by the Community Board members on the Funding Assessment Committee, on behalf of the Board, are final and no correspondence will be entered into.
  - k) Accountability to the Board is by an attachment to the Community Board agenda of the allocations, including recipient's names and a running total of the fund.
  - l) All applicants are advised at the time of applying that the Community Board requires an accountability reply within one month of the completion of the event/project.
4. **Attached** is the Youth Development application form for information and in making recommendations to the Board staff will make comment on the following matters:
- The extent of additional funds that the individual has sourced from other funders, and the amount of fundraising undertaken.
  - The level of excellence at which the individual is performing in their chosen field.
  - The socio-economic status of the individual and their capacity to meet the costs they are seeking from their or their families own resources.

**FINANCIAL IMPLICATIONS**

5. This proposal transfers funds from the Board's Discretionary Response Fund into a Youth Development Scheme fund.

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

6. Yes, see page 172 regarding Board funding.

**LEGAL CONSIDERATIONS**

7. There are no legal issues to be considered.

**Have you considered the legal implications of the issue under consideration?**

8. Yes.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

9. Yes.

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

10. Yes, see page 172 regarding Board funding.

8 Cont'd

**ALIGNMENT WITH STRATEGIES**

Do the recommendations align with the Council's strategies?

11. Yes in alignment with the Youth and Strengthening Communities Strategies.

**CONSULTATION FULFILMENT**

12. Not applicable.

**STAFF RECOMMENDATION**

13. That the Board consider allocating \$6,000 from the Burwood/Pegasus 2008/09 Discretionary Response Fund to establish a Burwood/Pegasus Youth Development Scheme for 2008/09.

That the Board consider adopting criteria for the Burwood/Pegasus 2008/09 Youth Development Scheme in line with previous guidelines as follows:

- a) Applicants are to be aged between 12-20 years and living in the Burwood/Pegasus ward.
- b) Applications are to be accepted and considered from:
  - a. Individual persons.
  - b. Other members of one family.  
(Where applications are received by more than one member of the same team each application will be considered on its own merit).
- c) The need for assistance must be proven, e.g. limited income/unwaged.
- d) The project/event must be of obvious benefit for the young person and if possible, the wider community.
- e) This subsidy is available to each young person once per year. A second application will only be accepted in exceptional cases and considered at the discretion of the Community Board.
- f) A subsidy of up to \$500 per application/project is available.
- g) Application is by way of application form from the young person with details of the event/project and supporting information eg. referees and event/project confirmation.
- h) Retrospective applications will not be considered.
- i) Applications received by staff prior to the event taking place will be processed and not considered retrospective should the event have occurred prior to the decision making meeting owing to Council processes and timeframes, alternatively applications for short dated events will be considered by a subcommittee of the Board comprising the Chairman and two other members of the Board.
- j) Assessment/allocation of the funds is deliberated by a meeting of the Board.
- k) The decisions that are made by the Board are final and no correspondence will be entered into.
- l) Accountability to the Board is by an attachment to the Board agenda of the allocations, including recipient's names and a running total of the fund.
- m) All applicants are advised at the time of applying that the Board requires an accountability reply within one month of the completion of the event/project.

# BURWOOD/PEGASUS COMMUNITY BOARD YOUTH DEVELOPMENT SCHEME DECISION PAGE (For Staff Use Only)

Name of Applicant

Has applicant applied previously?

Level of Funding Requested

\$

## OUTCOMES OF PROJECT

### Recommendation

- That the application be approved for the full amount.  
 That the application be approved for a partial amount.  
 That the application be turned down.

Amount recommended \$

### Has a member of staff discussed the proposal with the applicant?

- Yes  No

Who

When

### Does the Application contribute to the LTCCP Outcomes?

- Yes  No

### Which ones?

- A Safe City  A City of Inclusive and Diverse Communities  
 A Healthy City  A City of Lifelong Learning  
 A Well-Governed City  A City for Recreation, Fun and Creativity  
 A Prosperous City  An Attractive and Well-designed City  
 A City of People who Value and Protect the Natural Environment

### Comments from Officer

## PLEASE ENSURE THE FOLLOWING INFORMATION IS ATTACHED

- Letters of Support / Referees (minimum of 2)  
 Official evidence of selection for the applicant's activity

**Please list any affiliation with any other groups** e.g. parent body, Trust, church group, regional/national organisation

Please send your completed application form and supporting documents to the Administration Support Officer at the Shirley Service Centre, 36 Marshland Rd, PO Box 27-043, Christchurch.

# BURWOOD/PEGASUS COMMUNITY BOARD YOUTH DEVELOPMENT SCHEME APPLICATION FORM

Before you start filling out this form, please read the Information Sheet to help you decide whether you are eligible for a grant.

## PERSONAL DETAILS

Name of Applicant

Address

Phone Number

Email

Age

Name of Parent / Caregiver: (If applicant is under 18 years of age)

Parent / Caregiver's Phone Number

Signature of Applicant

Signature of Parent / Caregiver (If applicant is under 18 years of age)

## PROJECT / ACTIVITY DESCRIPTION

(please attach additional information if appropriate e.g. conference programme, travel itinerary, etc)

# BURWOOD/PEGASUS COMMUNITY BOARD YOUTH DEVELOPMENT SCHEME INFORMATION SHEET

## PURPOSE

The purpose of the Youth Development Scheme is to celebrate and support young people living positively in the local community by providing financial assistance for their development. It is always worth submitting an application for this fund.

## CATEGORIES FOR CONSIDERATION

Under the Youth Development Scheme, the Community Board will consider applications for a variety of activities.

### Educational Studies

This can include personal development opportunities, such as leadership skills, career development and skills training, or community based educational studies.

### Cultural Studies

This can include courses or seminars such as Te Reo lessons, musical training, arts colloquiums etc. It could be for attendance at cultural events taking place locally, nationally or internationally.

### Representation at Events

It will provide support or assistance if you have been selected to represent your school, team or community at a local, national or international event. This includes sporting, cultural and community events.

### Recreation Development

Assistance to attend or take part in one off or ongoing recreational events or participation at recreation or sporting development. For example - advanced ballet classes in Wellington, representing Canterbury at rugby.

### Capacity Building

Providing support for personal development or growth. For example - leadership training.

## ELIGIBILITY

- Age groups 12-25 years
- Only individuals are eligible
- A limited number of applications per team - speak to a local staff member
- A maximum amount of \$500 can be applied for
- Projects must have obvious benefits for the young person and if possible the wider community
- Applications can be made at any time.

## PROJECT TIMEFRAME AND BUDGET

Start Date

Finish Date

Project Costs

(Please list items and amount)

Amount Requested from Community Board

\$

Please list all other funding sources for this project (including any current and planned applications)

Fundraising Source	Amount	Under Consideration	Successful	Declined

Please list any previous funding received from this Board

Date	Amount	Purpose

## DECLARATION

I declare that all details contained in this application form are true and correct to the best of my knowledge and that I have the authority to provide this information. I understand that the community board's decision regarding this application is final. Once I have completed the project, I may be asked to report back to the community board and information from this application may be used in an official council report.

Name

Signature

Signature of Parent / Caregiver

(If applicant under 18 years of age)

Position (if applicable)

Date

**4. 8. 2008**

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- 9. COMMUNITY BOARD ADVISER'S UPDATE**
- 10. BOARD MEMBER'S QUESTIONS**
- 11. BOARD MEMBERS' INFORMATION EXCHANGE**