



**AGENDA FOR A MEETING OF THE CREATIVE COMMUNITIES SCHEME ALLOCATION  
SUBCOMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY  
ROAD, HENDERSON, WAITAKERE, ON MONDAY, 17 SEPTEMBER 2007  
COMMENCING AT 9.30 AM**

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**TABLE OF CONTENTS**

<b><u>ITEM</u></b>		<b><u>PAGE NO.</u></b>
1	<b>APOLOGIES</b>	1
2	<b>URGENT BUSINESS</b>	1
3	<b>CONFLICTS OF INTEREST</b>	1
4	<b>CONFIRMATION OF MINUTES</b>	1
5	<b>CREATIVE COMMUNITIES SCHEME ALLOCATION - FIRST ROUND 2007/2008</b>	2

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**1 APOLOGIES**



**2 URGENT BUSINESS**

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the Committee by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

**NOTE:** Urgent Business need not be dealt with now and may be delayed until later in the meeting.



**3 CONFLICTS OF INTEREST**

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



**4 CONFIRMATION OF MINUTES**

Meeting Minutes - Tuesday, 17 April 2007  
Reconvened Meeting - Tuesday, 24 April 2007

**RECOMMENDATION**

That the minutes of the Meeting of the Creative Communities Scheme Allocation Subcommittee held on Tuesday, 17 April 2007 and the Reconvened meeting held on Tuesday, 24 April 2007, as circulated, be taken as read and now be confirmed.



## 5 **CREATIVE COMMUNITIES SCHEME ALLOCATION - FIRST ROUND 2007/2008**

### **PURPOSE OF THE REPORT**

The purpose of this report is to provide the Creative Communities Scheme Subcommittee with the information they require to allocate funding from the Creative Communities Scheme for the first round of the 2007/2008 allocations.

### **BACKGROUND**

The Creative Communities Scheme is a partnership between Waitakere Council and Creative New Zealand to disburse Creative Communities Scheme funding.

The purpose of the Creative Communities Scheme is to increase participation in the arts at the local level, and to increase the range and diversity of arts available to communities.

Subcommittee members have previously been sent a copy of Creative New Zealand's Assessors Handbook for the Creative Communities Scheme. Members should familiarise themselves with the content of this handbook to assist them with the consideration of each application and the allocation of funding.

### **STRATEGIC CONTEXT**

The vision of the strategic platform Strong Communities states "people are active, healthy and content. They feel safe and there is a strong sense of community". Council acknowledges that making, participating, being surrounded by and celebrating arts and culture are integral to the sense of community and wellbeing of the residents of Waitakere and contributes to this strategic platform.

Through the Community Assistance Policy, Council has outlined its commitment to help strengthen the ability of local community groups to create a strong social base for Waitakere and to meet local needs. Direct financial assistance to providers of arts and cultural projects and activities assists Council's commitment to this policy.

### **ISSUES**

There were 30 applications to round one of the Creative Communities Scheme 2007/2008. Of these ten applications were ineligible. These ineligible applications were either incomplete or had outstanding accountability. One of these ineligible applications needs to be referred to Waitakere Central Community Arts Council.

### **ALLOCATION PROCESS**

#### Eligibility

Applicants must meet all the eligibility criteria set down by Creative New Zealand. All projects eligible for funding must:

- Be arts and/or cultural projects;
- Take place within Waitakere, and/or produce benefits that are largely experienced within Waitakere;
- Increase participation in the arts at a local level or increase the range and diversity of the arts available to local communities;
- Benefit local communities;
- Not have started before an application for funding is assessed;
- Not have already been funded by Creative New Zealand for the same purpose.

## Funding Criteria

The Scheme has three criteria for allocating funding, against which the Subcommittee must assess each application.

Projects should meet **one or more** of these criteria:

**1. Increase participation in the arts**

The aim here is to support opportunities for active and direct participation in the arts.

**2. Increase the range and diversity of the arts available to communities**

The aim here is to support the presentation of new activities and arts experiences locally and by developing new audiences for the arts.

**3. Enhance and strengthen the local arts sector**

The aim here is to support communities and arts groups to practice and promote the arts locally. This could include funding for training and skills development for arts participants; organisational development for arts organisations; research, information and promotional projects.

Creative New Zealand believes that projects relating to any of the funding criteria will contribute to the development of a healthy and vibrant local community. However, where there is a need to prioritise, it is recommended that priority be given to those projects that increase participation in the arts.

## Assessment

The process of assessment can be divided into the following stages:

**Determining eligibility:** Applicants are responsible for determining their eligibility. The scheme's criteria for eligibility are contained in the application form, this is checked by the Council Grants Officer and any eligibility issues are confirmed with the Creative New Zealand Advisor prior to being put forward to the Creative Communities Allocation Subcommittee for decision making.

**Relating eligible applications to the funding criteria:** The Council Grants Officer will assess each eligible application in relation to one of the three funding criteria as stated by Creative New Zealand.

Applicants have the option of appearing in person to present applications to the Subcommittee if they are applying for \$3,000 or more. A timetable will be tabled at the meeting advising which applicants will be appearing to speak to their application.

A1-A35

The Council Grants Officer will be present at the meeting to assist the Subcommittee through the process. All applications have been screened for eligibility and sorted in accordance with Creative New Zealand's criteria. They have then been summarised and appear in order at pages A1 to A35. Original applications are available for the Subcommittee's perusal at any time by contacting the Council Grants Officer.

Recommended amounts and comments have been inserted into the appendix documents, as a consultation meeting was established with the Arts Team in August to run through all applications.

### Funding applied for

There were 30 applications to round one of the Creative Communities Scheme 2007/2008, of these ten applications were ineligible. These ineligible applications were either incomplete or had outstanding accountability. One of these ineligible applications needs to be referred to Waitakere Central Community Arts Council. The total funds requested of eligible applications is \$73,761:

Applicant (NAR)	Funds Requested	Eligible
Living Works Trust	\$2,819	Yes
Vaitupu Association Trust	\$1,308	Yes
West Coast Community Arts Trust	\$5,000	Yes
Ezekiel 33 Trust	\$5,000	Yes
Auckland Festival of Photography Trust	\$2,750	Yes
Mau Dance Ltd	\$4,830	Yes
Waitakere City Orchestra	\$1,920	Yes
Waitakere Pacific Arts & Cultural Trust	\$5,000	Yes
Te Rautahi Maori Culture Group	\$2,900	Yes
Interacting Trust	\$5,000	Yes
Te Ukaipo Mercy Initiatives Rangatahi	\$5,000	Yes
Massey High School	\$3,800	Yes
Te Runanga O Te Kura O Waitakere	\$2,520	Yes
Antique Fabric & Lace	\$4,668	Yes
Splore Dynamics Ltd	\$3,500	Yes
Miranda Brown	\$2,800	Yes
Thaumatology Visual Associates	\$5,000	Yes
Stage Challenge Foundation	\$5,000	Yes
Ranui Community House	\$2,106	Yes
Ohomairangi Ltd	\$2,840	Yes
Tokelau Community - Waitakere City		No
Antique Fabric & Lace		No
Filipino Society Inc		No
Chinese New Settlers Services Trust		No
West Auckland Primary Schools Multicultural Festival		No
Klapa Dalmatina		No
Kelly King		No
Harmonic Overtone Workshop		No
New Zealand Comedy Trust		No
Massey Community House Inc		No
Total	\$73,761	

### Funding Available

\$53,125 has been allocated to Waitakere from Creative New Zealand for this funding round. The funds available for disbursement by the Subcommittee are as follows:

Funding Available	Amounts
Total amount received for 2007/2008 2nd round	\$53,125
<b>Plus</b>	
Grants allocated but returned from 2006/2007 second funding round	\$2,404
Grants not picked up from 2006/2007 second funding round	\$3,900

Funding Available	Amounts
<b>Less</b>	
Promotion (Usually 5% - but did not require full amount this time)	\$1,511
Funding for Community Arts Councils to allocate	\$5,000
<b>Total amount available for allocation in this round</b>	<b>\$52,918</b>

**Please note:**

The grants that have not been picked up or have been returned from the 2006/ 2007 second round of funding were:

- Show West Singers Inc: \$900 (Certificate of Acceptance not returned);
- Waipareira Education Unit: \$3,000 (Certificate of Acceptance not returned);
- Waitakere Central Community Arts Council \$2,000 (Unallocated funds to be returned);
- Titirangi Community Arts Council \$404 (Unallocated funds returned).

**Accountability of Previous Grants**

Accountability reports are due two months after the completion of a funded project. Any applicant with outstanding accountability for previous funding is ineligible to apply for further funding until the accountability has been met and such applicants have been notified accordingly.

**CONCLUSION**

There are 30 eligible applications for financial assistance totalling \$73,761 with an amount to allocate of \$52,918.

**RECOMMENDATIONS**

1. That the Creative Communities Scheme Allocation - First Round 2007/2008 report be received.
2. That the Creative Communities Scheme Allocation Subcommittee consider and hear grants over \$3,000 in accordance with the guidelines, and make its recommendations for allocation of funding to Council.

Report prepared by: Greta Buchanan, Council Grants Officer.

