



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

CREATIVE COMMUNITIES SCHEME ALLOCATION SUBCOMMITTEE

I hereby give notice that a Meeting of the Creative Communities Scheme Allocation Subcommittee will be held on:-

DATE: Tuesday, 3 June 2008 **TIME:** 9.30 am
Thursday, 12 June 2008 9.30 am

VENUE: Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere

to consider the Creative Communities Scheme Allocation - Second Round 2007/2008 and to take any necessary action connected therewith.

C Fernandes

27 May 2008

Carmen Fernandes
COMMITTEE SECRETARY
Telephone (09) 836 8000 extn 8887

MEMBERSHIP:

Councillor	AK	Corban, OBE, JP	(Chairman)
	BA	Brady, JP	(Deputy Chairman)
	JA	Fletcher	(Massey Community Board)
	LE	Davies	(Waitakere Community Board)
	P	van der Voort, JP	(New Lynn Community Board)
	WS	Bainbridge	(Henderson Community Board)
Ms	H	Baugh	(Business Sector)
Ms	M	Sutcliffe	(Waitakere Central Community Arts Council)
Mr	C	Hoult	(Professional Artist {nominated by Lopdell House Society})
Ms	A	Milne	(Waitakere Arts and Cultural Development Trust)
Mrs	B	Papa	(Ngati Whatua)
Ms	S	Robertson	(Titirangi Community Arts Council)
Mr	TW	Taua	(Te Kawerau a Maki)
Ms	C	Talamaivao	(Waitakere Pacific Board) (pending nomination from the Board)

(Quorum 5 Members, including at least 1 Councillor)

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(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A MEETING OF THE CREATIVE COMMUNITIES SCHEME ALLOCATION
SUBCOMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY
ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 3 JUNE 2008,
COMMENCING AT 9.30 AM**

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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 CREATIVE COMMUNITIES SCHEME ALLOCATION – SECOND ROUND 2007/2008

GLOSSARY

Creative Communities Scheme Allocation Subcommittee	(CCSAS)
Waitakere Central Community Arts Council	(WCCAC)
Titirangi Community Arts Council	(TCAC)

EXECUTIVE SUMMARY

The purpose of this report is to provide the Creative Communities Scheme Allocation Subcommittee (CCSAS) with the information required to allocate funding from the Creative Communities Scheme for the second round of 2007/2008 applications. Funds are distributed twice a year and successful applicants are required to return accountability within a year of the funds being received.

There are 29 eligible applications for financial assistance totalling \$86,214.62 with an amount to allocate of \$59,054.04.

RECOMMENDATIONS

It is recommended that the Creative Communities Scheme Allocation Subcommittee resolve to:

1. **Receive** the Creative Communities Scheme Allocation - Second Round 2007/2008 report.
2. **Invite** grant applicants to present proposals over \$3,000 to the Creative Communities Scheme Allocation Subcommittee to be heard and considered in accordance with the guidelines, and recommend the allocation of funding to the Finance and Operational Performance Committee.
3. **Recommend** the allocation of funds according to criteria and available budget.
4. **Recommend** to the Finance and Operational Performance Committee the raising of the maximum amount that can be applied for under the \$5,000 allocation that the Waitakere Central Community Arts Council and Titirangi Community Arts Council manage from \$500 to \$1,000 per application.

BACKGROUND

1. The Creative Communities Scheme is a partnership between Waitakere and Creative New Zealand to disburse Creative Communities Scheme funding.
2. Creative New Zealand distributes funds to Council twice a year to allocate in the form of grants.
3. 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.
4. The CCSAS members have previously been sent a copy of Creative New Zealand's Assessors Handbook for the Creative Communities Scheme. Members should be familiar with the content of this handbook to assist them with the consideration of each application and the allocation of funding.

DECISION MAKING

Issues

5. There were 29 applications to Round Two of the 2007/2008 Creative Communities Scheme. Of these, three applications were ineligible. These ineligible applications were either incomplete or had outstanding accountability issues with previous grants. The total fund requested through eligible applications is \$86,444.98.
6. After consultation with TCAC and WCCAC it has been established that the maximum grant of \$500 per application through their funding process is now too restrictive. It is recommended that this is lifted to a maximum of \$1,000 per application.

Allocation Process

7. **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 City, and/or produce benefits that are largely experienced within Waitakere City;
 - 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.
8. **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:
 - **Increase participation in the arts**
The aim here is to support opportunities for active and direct participation in the arts.
 - **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.
 - **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.
9. 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

A1-A29

10. 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 assessed 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.
- 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 as an appendix to this report. Original applications are available for the Subcommittee's perusal at any time by contacting the Council Grants Officer. See attachment at pages A1 to A29.
- Recommended amounts and comments have been inserted into the appendix documents, as advised by the Arts Team subsequent to a full analysis of the applications.

Applicant	Eligible	Funds Requested
WEST AUCKLAND MENTAL HEALTH SUPPORT TRUST	YES	739.00
STARFISH	YES	1,964.45
ANTIQUE FABRIC & LACE: War photography	YES	3,786.10
ANTIQUE FABRIC & LACE: Cemetery photography	YES	1,675.00
PACIFIC CULTURE & ART EXCHANGE CENTRE	YES	1,396.00
ROYAL ROAD PRIMARY SCHOOL	YES	5,000.00
CHINESE NEW SETTLERS SERVICES TRUST	YES	2,982.85
LOPDELL HOUSE SOCIETY	YES	4,400.00
NGA KAKANO O TE KAIHANGA TRUST	YES	4,259.59
WAITAKERE ARTS & CULTURAL DEV TRUST	YES	2,710.00
TITIRANGI COMMUNITY ARTS COUNCIL	YES	3,950.40
PRIMAL YOUTH TRUST	YES	1,543.00
FILIPINO SOCIETY INC	YES	5,000.00
WAITAKERE CITY ORCHESTRA	YES	4,083.00
Y Goh	YES	5,000.00
J S Bradshaw	YES	5,000.00
MCCAHERN HOUSE TRUST	YES	764.45
P Whitehead	YES	2,000.00
M Toms	YES	5,000.00
M Turner	YES	1,587.00
TOI ORA LIVE ART TRUST	YES	3,193.00
LATINZ CULTURAL TRUST: Musical equipment	YES	1,802.40
N Z NICHE IMAGES	YES	5,000.00
D M Sarten	YES	4,862.78

Applicant	Eligible	Funds Requested
OPERATUNITY CLASS ACT OPERA	YES	5,000.00
FLICKS @ TITIRANGI	YES	3,515.60
A C Neshama	NO	
GLEN EDEN TAGATA MATUTUA	NO	
LATINZ CULTURAL TRUST: Language programme	NO	
TOTAL FUNDS REQUESTED		86,214.62

11. The grant that has been returned was: McLaren Park, Henderson South Community Initiative – photography project.
12. 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.

STRATEGIC CONTEXT

13. 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 City and contributes to this strategic platform.
14. 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 City and to meet local needs. Direct financial assistance to providers of arts and cultural projects and activities assists Council’s commitment to this policy.
15. Creative Communities funding scheme is initiated and funded by Creative New Zealand as a support for grass-roots arts and cultural activities. It is allocated on a per-capita basis.

CONSULTATION

16. Prior to the application deadline meetings are held to inform, support and assist applicants to submit their applications.

RESOURCES

Funding Available

17. \$47,874.79 has been allocated to Waitakere City 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	\$47,874.79
Plus	
Grants allocated but returned from 2007/2008 first funding round	\$2,122.88

Funding Available	Amounts
Grants not picked up from 2007/2008 first funding round	\$0
Reconciliation of extra funds in account to date	\$15,593.17
Less	
Promotion (Usually 5% - but did not require full amount this time)	\$1,537.00
Funding for Community Arts Councils to allocate	\$5,000.00
Total amount available for allocation in this round	\$59,054.04

Conclusion

18. There are 29 eligible applications for financial assistance totalling \$86,214.62 with an amount to allocate of \$59,054.04. The CCSAS will determine the distribution of available funds to the grant applicants and no additional funding from Council is sought.

IMPLEMENTATION ISSUES

19. The Creative Communities Scheme has developed a sound implementation process through the Creative Communities Scheme Allocation Subcommittee in accordance with Creative New Zealand guidelines.

Report prepared by: Julie Nash, Community Arts Coordinator.

