

**AGENDA FOR A MEETING OF THE CREATIVE COMMUNITIES SCHEME ALLOCATION
SUBCOMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT WAITAKERE
CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON MONDAY, 4 MAY 2009 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 CONFIRMATION OF MINUTES

Meeting Minutes - Thursday, 16 October 2008
Reconvened Minutes - Tuesday, 21 October 2008

RECOMMENDATION

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

Receive the minutes of the meeting of the Creative Communities Scheme Allocation Subcommittee held on Thursday, 16 October 2008 and reconvened on Tuesday, 21 October 2008, as circulated, and that they be taken as read and now be confirmed.



5 CREATIVE COMMUNITIES SCHEME ALLOCATION - SECOND ROUND 2008/2009

GLOSSARY

Creative Communities Scheme Allocation Subcommittee (CCSAS)

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 2008/2009 applications. Funds are distributed twice a year and successful applicants are required to return accountability reports within a year of the funds being received.

There are 44 eligible applications for financial assistance totalling \$142,059.98 with an amount available to allocate of \$49,333.24.

RECOMMENDATIONS

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

1. **Receive** the Creative Communities Scheme Allocation - Second Round 2008/2009 report.
2. **Invite** grant applicants to present proposals over \$3,000 to the Creative Communities Scheme Allocation Subcommittee, for the second round 2008/2009 of the Creative Communities Scheme, to be heard and considered in accordance with the guidelines.
3. **Approve** a recommendation to the Finance and Operational Performance Committee for the allocation of funds to the second round 2008/2009 of the Creative Communities Scheme, according to criteria and available budget, from applicants as follows:

	Applicant	Eligible	Funds Requested
1	Punanga Tauturu Kuki Airani	YES	\$3,520.00
2	Primal Youth Trust	YES	\$2,500.00
3	Violence Free Waitakere	YES	\$4,035.00
4	Waitakere Kiribati Community Association	YES	\$3,936.06
5	Waitakere Ranges Protection Society	YES	\$5,000.00
6	McLaren Park & Henderson South Community Initiative	YES	\$3,131.81
7	Mau Dance Limited	YES	\$5,000.00
8	A J Mclver	YES	\$903.00
9	Waitakere New Energy Fare	YES	\$3,504.00
10	Hosanna Creative Arts	YES	\$2,120.00
11	Integrated Neurological Rehabilitation Foundation	YES	\$2,779.05
12	Holy Cross Samoan Parent Support Group	YES	\$2,554.00
13	Toi Ora Live Art Trust	YES	\$5,000.00
14	Chinese New Settlers Services Trust	YES	\$2,693.34
15	Waitakere Pacific Arts & Cultural Trust	YES	\$3,150.00
16	N Z Society Of Authors	YES	\$3,000.00
17	C Davidson	YES	\$5,000.00
18	T M Caffell	YES	\$1,420.00
19	M Endt	YES	\$2,917.00

	Applicant	Eligible	Funds Requested
20	J Monaghan	YES	\$2,810.00
21	J Madden	YES	\$2,432.55
22	Soul Centre Of The Body And Mind	YES	\$4,903.50
23	Te Atatu Village Kindergarten	YES	\$1,120.00
24	M H Powles	YES	\$4,800.00
25	Croatian Cultural Society Inc	YES	\$3,763.00
26	Bring It On Trust	YES	\$5,000.00
27	B Serjeant	YES	\$3,802.50
28	Marina View Primary School	YES	\$3,514.00
29	N Gunawardana	YES	\$1,330.24
30	Sunderland College	YES	\$2,358.00
31	Massey Rugby Union Football Club	YES	\$1,400.00
32	K Anastasiou	YES	\$4,956.75
33	Te Kura Kaupapa Maori O Te Kotuku Inc	YES	\$3,651.72
34	Lopdell House Society	YES	\$950.00
35	Aotearoa Young Peoples Theatre Trust	YES	\$2,246.67
36	Pacific Culture & Art Exchange Centre	YES	\$1,500.00
37	West Coast Community Arts Trust	YES	\$5,000.00
38	Titirangi Community Arts Council	YES	\$1,707.49
39	Te Waihono A Kupe	YES	\$2,800.00
40	Starfish	YES	\$2,443.50
41	Audio Cafe Limited	YES	\$3,700.00
42	Henderson Valley School	YES	\$5,000.00
43	Titirangi Folk Music Club	YES	\$3,850.00
44	Waitakere Kiribati Community Association	YES	\$4,856.80
45	D Sheridan	NO	
46	B U Bisley	NO	
	TOTAL:		\$142,059.98

BACKGROUND

1. The Creative Communities Scheme is a partnership between Waitakere City Council 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 46 applications to the second round of the 2008/2009 Creative Communities Scheme. Of these, two applications were declared ineligible.

Allocation Process

6. **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; and
 - Not have already been funded by Creative New Zealand for the same purpose.

7. **Funding Criteria:** The Creative Communities Scheme has three criteria for allocating funding, against which the CCSAS 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.

8. 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.

9. **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 assessed with the Creative New Zealand Advisor prior to being put forward to the CCSAS 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 CCSAS 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-A47

- The Council Grants Officer will be present at the meeting to assist the CCSAS 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. See attached at pages A1 to A47. Original applications are available for the CCSAS's perusal at any time by contacting the Council Grants Officer.
 - Recommended amounts and comments where appropriate have been inserted into the appendix documents, as advised by the Arts Team, subsequent to a full analysis of the applications.
10. 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

11. 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 thereby contributes to this strategic platform.
12. 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.
13. 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

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

RESOURCES

15. \$53,125.00 is the total grant from Creative New Zealand for this funding round. However, the funds available for disbursement by the CCSAS are as follows:

Funding Available	Amounts
Total amount received for 2008/2009 second round	\$53,125.00
Plus	
Grants allocated but returned from 2007/2008 first funding round	\$3,864.24
Less	
Promotion (up to 5% of total grant)	\$2,656.00
Funding for Titirangi Community Arts Council and Waitakere Central Community Arts Council to allocate directly through small grants of up to \$750	\$5,000.00
Total amount available for allocation in this round	\$49,333.24

16. The grants that have been returned were: \$2500.00 from Free Spirit Productions (project did not go ahead), \$35.76 from West Auckland Mental Health Support Trust (portion of grant unspent) and \$1328.48 from Titirangi Community Arts Council (portion of grant unspent).
17. There are 44 eligible applications for financial assistance totalling \$142,059.98 with an amount to allocate of \$49,333.24. The CCSAS will determine the distribution of available funds to the grant applicants and no additional funding from Council is sought.

IMPLEMENTATION ISSUES

18. The Creative Communities Scheme has developed a sound implementation process through the CCSAS in accordance with Creative New Zealand guidelines.

Report prepared by: Julie Nash, Community Arts Coordinator, Public Affairs.

