

**AGENDA FOR A MEETING OF THE CREATIVE COMMUNITIES SCHEME ALLOCATION
SUBCOMMITTEE TO BE HELD IN THE WAITEMATA ROOM AT WAITAKERE
CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON THURSDAY, 16 OCTOBER 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 CONFIRMATION OF MINUTES

Meeting Minutes - Tuesday, 3 June 2008
Reconvened - Thursday, 12 June 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 Tuesday, 3 June 2008 and reconvened on Thursday, 12 June 2008, as circulated, and that they be taken as read and now be confirmed.



5 CREATIVE COMMUNITIES SCHEME ALLOCATION - FIRST 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 first 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 35 eligible applications for financial assistance totalling \$127,319.10 with an amount to allocate of \$45,702.67.

RECOMMENDATIONS

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

1. **Receive** the Creative Communities Scheme Allocation - First Round 2008/2009 report.
2. **Invite** grant applicants to present proposals over \$3,000 to the Creative Communities Scheme Allocation Subcommittee, for the first 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 first round 2008/2009 of the Creative Communities Scheme, according to criteria and available budget, from applicants as follows:

Applicant	Eligible	Funds Requested
MCCAHERN HOUSE TRUST	YES	2855.00
THAUMATOLOGY VISUAL ASSOCIATES	YES	3251.00
TITIRANGI THEATRE INC	YES	3000.00
RANUI COMMUNITY HOUSE	YES	5000.00
WAITAKERE CENTRAL COMMUNITY ARTS COUNCIL	YES	4817.50
ORATIA MEDIA	YES	4422.00
TE KURA KAUPAPA I WAITITI MARAE	YES	1920.00
NGA KAKANO O TE KAIHANGA CHILDHOOD CENTRE	YES	4259.59
ORATIA SCHOOL	YES	1550.00
F C BRUCE	YES	4444.52
C C BARFORD	YES	4837.50
UNITED SRI LANKA ASSOCIATION	YES	2300.00
OPERATUNITY CLASS ACT OPERA	YES	5000.00
INTERACTING TRUST	YES	5000.00
STAGE CHALLENGE FOUNDATION	YES	4000.00
LOPDELL HOUSE SOCIETY	YES	5000.00
RANUI ACTION PROJECT INCORPORATED	YES	3387.80
M R GASPARINI	YES	3300.00
B C MARSOM	YES	4746.40

Applicant	Eligible	Funds Requested
C TUNKS	YES	4950.00
M HILL	YES	1646.07
WOODLANDS PARK SCHOOL	YES	3000.00
WAITAKERE ARTS & CULTURAL DEV TRUST	YES	2800.00
TITIRANGI COMMUNITY RADIO TRUST	YES	5000.00
RAW FILMS LIMITED	YES	5000.00
D S WIGGINS	YES	1600.00
TITIRANGI PAINTERS	YES	3376.65
TAIOHI TATAKI	YES	4500.00
WAITAKERE COLLEGE	YES	450.00
BODY CASTING - ART FOR HEALTH	YES	2655.07
MUSICA ARIOSA	YES	500.00
B B COURTNEY	YES	5000.00
D A SAMPERO	YES	5000.00
T V KOUROTCHKINA	YES	3750.00
G PRIME	YES	5000.00
B ANDREWS	NO	
WEST AUCKLAND SCHOOLS MULTICULTURAL FESTIVAL	NO	
THE PARAU STUDIO	NO	
TOTAL FUNDS REQUESTED		127319.10

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 38 applications to the first round of the 2008/2009 Creative Communities Scheme. Of these, 3 applications were withdrawn by the applicants before the meeting date. The reasons for withdrawal were: health reasons (The Parau Studio), applicant had already received other funding (West Auckland Schools Multicultural Festival) and applicant unable to obtain other sponsorship for the project (B. Andrews). The total fund requested through eligible applications is \$127,319.10.

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 3 criteria for allocating funding, against which the CCSAS must assess each application. Projects should meet 1 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 1 of the 3 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.
 - 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 attached at pages A1 to A38. Original applications are available for the CCSAS's perusal at any time by contacting the Council Grants Officer.

- 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.

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- Accountability reports are due 2 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 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 has been allocated to Waitakere from Creative New Zealand for this funding round. The funds available for disbursement by the CCSAS are as follows:

Funding Available	Amounts
Total amount received for 2008/2009 first round	\$53,125.00
Plus	
Grants allocated but returned from 2007/2008 first funding round	\$233.67
Grants not picked up from 2007/2008 first funding round	\$0
Less	
Promotion (Usually 5%)	\$2,656.00
Funding for Titirangi Community Arts Council and Waitakere Central Community Arts Council to allocate	\$5,000.00
Total amount available for allocation in this round	\$45,702.67

16. The grant that has been returned was: \$233.67 from the Living Works Trust (portion of grant unspent).
17. There are 35 eligible applications for financial assistance totalling \$127,319.10 with an amount to allocate of \$45,702.67. 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.

