



APPENDICES MINUTES

Council Meeting

Thursday, 27 February 2020

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**MAYORAL ACTIVITIES COUNCIL MEETING 27TH FEBRUARY
12 December 2019 to 27 February 2020**

- Wellington Free Ambulance Christmas Party
- Christmas Carol events - various
- Opening of Work and Income new premises Otaki
- Attend briefing by and Paekakariki Surf Club - new club rooms
- Visit HDC Neighbourhood support group
- Visit Kapiti Gym Sports open day
- Attend India National Day reception dE
- Citizenship Ceremony
- Attend 72nd Anniversary of the Independence of Sri Lanka reception
- Waitangi Day events
- Mayoral Forum meeting with Minister Phil Twyford - Parliament
- Mayoral Forum workshop
- Opening of Whale Songdisplay
- Host Wellington Region Climate Change Working Group meeting
- Kapiti College - Dawn Blessing Kapiti Performing Arts Centre
- Retirement Industry Forum
- Attend Wellington Regional Strategy Meeting
- Kapiti College - Opening of Performing Arts Centre and Public Open Day
- Kapiti College - Gala Premier
- Wellington Regional Growth Framework workshop
- Attend public meeting with Waikanae Estuary Care Group and Kapiti Marine Reserve - Beach Bylaw review

PUBLIC EXCLUDED COUNCIL MEETING AGENDA

27 FEBRUARY 2020

12.1 APPOINTMENT OF COMMUNITY REPRESENTATIVES TO THE GRANTS ALLOCATION SUBCOMMITTEE

Author: Leyanne Belcher, Democracy Services Manager

Authoriser: Janice McDougall, Group Manager

Section under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 48(1)(a)(i) of the <i>Local Government Act 2002</i> .
Sub-clause and Reason	Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.

PURPOSE OF REPORT

- 1 This report asks Council to consider and appoint community representatives to the Grants Allocation Subcommittee for the 2019-2022 Triennium.

DELEGATION

- 2 Council has the authority to consider this matter.

BACKGROUND

- 3 The Grants Allocation Subcommittee administers five granting programmes. The core membership of the Subcommittee comprises Cr Jackie Elliott (Chair), Cr Bernie Randall (Deputy Chair), the Mayor, the Deputy Mayor Cr Janet Holborow, Cr Martin Halliday, and Cr Rob McCann. A number of non-elected member representatives are required for the Community Grants Scheme and the Creative Communities NZ Scheme.

The Creative Communities Scheme

- 4 This Scheme is administered by Council on behalf of Creative NZ who provide the funding and Guidelines. The CCS supports and encourages communities to create and present diverse opportunities for accessing the participating in local arts activities. The Scheme funds projects and activities that:
 - 4.1 Create opportunities for local communities to engage with, and participate in local arts activities
 - 4.2 Support the diverse artistic cultural traditions of local communities, and
 - 4.3 Enable young people under 18 to engage with and actively participate in the arts.
- 5 It is proposed to appoint three community representatives to the Creative Communities Scheme. In addition, the Scheme requires one youth representative (nominated through the Youth Council), and three iwi representatives (one per iwi) nominated through Te Whakaminenga o Kāpiti. These appointments are in alignment with the Assessor Guidelines.
- 6 In the previous triennium the community representatives for the CCS were Jill Stanfield, Paula Archibald, and Mary-Jane Duffy. The youth representative was Heidi Stone, and the iwi representatives were Natalia Repia, Chris Gerretzen and Kirsten Hapeta. Te Whakaminenga o Kāpiti is expected to bring a recommendation regarding their nominees to a future Council meeting.
- 7 The Youth Council nominated Evalina Brunoro-Beilman as its youth representative.
- 8 Committee members will meet twice-yearly (April and September) to make decisions on the disbursement of grant monies under this Scheme.

The Community Grants Scheme

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- 9 Two community representatives are required for this Scheme, as well as one iwi representative nominated through Te Whakaminenga o Kāpiti.
- 10 The Scheme aims to strengthen local communities by providing financial support to not-for-profit organisations who can help to achieve a social environment that makes the Kāpiti Coast District a good place to live. Community grants may be allocated to proposals that seek to achieve one or more of the following outcomes:
 - 10.1 building resilient sustainable communities
 - 10.2 encouraging greater community participation
 - 10.3 improving the quality of life of the participant
 - 10.4 working in partnership with a range of community groups, including iwi.
- 11 Grants submitted under this Scheme are considered on an annual basis, usually in October. Previous community representatives were John Hayes and Janet Murray. The iwi representative was Carol Reihana.
- 12 Committee members are required to assess all applications, make contact with the applicants to clarify any aspects of the applications, and allocate funding in accordance with current criteria and guidelines.
- 13 Following their appointment, the community representatives will be inducted into their new roles.

ISSUES AND OPTIONS**Issues**

- 14 A call for applications for both Schemes was made in the Observer, Kapiti News, Otaki Mail and Otaki Mail with a deadline of 7 February 2020 and the following applications were received from Paula Archibald, Mary-Jane Duffy, Jenna-Lea Philpott, John Hayes and Sarah Yuile.
- 15 The applicants supporting documentation is attached as Appendix 1 to this report.
- 16 For the Creative Communities Scheme members can serve a maximum of two consecutive terms (i.e. six years). Paula Archibald and Mary-Jane Duffy have both served one term. There is no such restriction on the Community Grants Scheme.

CONSIDERATIONS**Policy considerations**

- 17 There are no policy considerations.

Legal considerations

- 18 There are no legal considerations.

Financial considerations

- 19 The Grants Allocation Subcommittee meets in April and September to consider Creative Communities Scheme applications and has a budget of around \$22,000 for each granting round. The Community Grants funding applications are planned to be considered by the Subcommittee in October with a funding budget of around \$31,000.
- 20 Community and iwi representatives appointed to this Subcommittee are remunerated at \$206 per meeting plus reimbursement for mileage.

Tāngata whenua considerations

- 21 Te Whakaminenga o Kāpiti has been briefed on this matter and will make a recommendation to Council concerning their proposed iwi representatives for both programmes.

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- 22 This matter has a low level of significance under Council policy.

Engagement planning

- 23 An engagement plan is not needed to implement this decision.

Publicity

- 24 The appointments will be announced via Council communications channels and promoted to media.

RECOMMENDATIONS

- 25 That the Council notes the work of the previous community, iwi and youth representatives and thanks them for their contribution to the work of the Grants Allocation programmes
- 26 That Council appoints for the remainder of the 2019-2022 Triennium:
- (a) Paula Archibald, Mary-Jane Duffy and Jenna-Lea Philpott as community representatives on the Grants Allocation Committee for the Creative Communities New Zealand Scheme;
 - (b) John Hayes and Sarah Yuile as community representatives on the Grants Allocation Committee for the Community Grants Scheme
- 27 Confirms Evalina Brunoro-Beilman as the Youth Council's youth nominee on the Grants Allocation Committee for the Creative Communities New Zealand Scheme;
- 28 That Council approves the release of this report 'Appointment of Community Representatives to the Grants Allocation Subcommittee (excluding Appendices) and the resolutions from public excluded session.

APPENDICES

1. John Hayes cover letter
2. Jenna-Lea Philpott cover letter
3. Jenna-Lea Philpott endorsement
4. Jenna-Lea Philpott endorsement 2
5. Sarah Yuile cover letter
6. Sarah Yuile endorsement
7. Sarah Yuile endorsement 2
8. Paula Archibald covering email
9. Mary-Jane Duffy cover letter

Appointment of Community Representatives to the Grants Allocation Subcommittee**RESOLUTION 2020/1**

Moved: Cr Jackie Elliott

Seconded: Cr Martin Halliday

That the Council notes the work of the previous community, iwi and youth representatives and thanks them for their contribution to the work of the Grants Allocation programmes

That Council appoints for the remainder of the 2019-2022 Triennium:

(a) Paula Archibald, Mary Jane Duffy and Jenna-Lea Philpott as community representatives on the Grants Allocation Committee for the Creative Communities New Zealand Scheme;

(b) John Hayes and Sarah Yule as community representatives on the Grants Allocation Committee for the Community Grants Scheme.

Confirms Evalina Brunoro-Beilman as the Youth Council's youth nominee on the Grants Allocation Committee for the Creative Communities New Zealand Scheme;

That Council approves the release of this report 'Appointment of Community Representatives to the Grants Allocation Subcommittee' (excluding Appendices) and the resolutions from public excluded session.

CARRIED